

The March 13, 2019 regular meeting of the Delhi Township Board of Trustees was called to order by Board President Cheryl A. Sieve. Vice President Michael D. Davis, Trustee Rose K. Stertz, Fiscal Officer James J. Luebbe, Administrator Jack Cameron and Law Director Bryan Pecheco were present.

#### OPEN THE MEETING:

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- The Board received certification that the rules adopted pursuant to Section 121.22 of the Ohio Revised Code had been complied with for the meeting.
- The meeting began with the Pledge of Allegiance, followed by a moment of silence, dedicated to our active military personnel, our retired military veterans, and to those military who have paid the ultimate price.

#### APPROVAL OF MINUTES: (February 28, 2019)

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A motion to approve the minutes from the Board of Trustees meeting held on February 28, 2019 was moved by Trustee Davis and seconded by Trustee Stertz. Trustees Sieve, Davis and Stertz voted YES. Motion carried.

#### APPROVAL OF BILLS:

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A motion to approve bills for payment was moved by Trustee Davis and seconded by Trustee Stertz. Trustees Sieve, Davis and Stertz voted YES. Motion carried.

#### APPROVAL PAYMENT OF OVERTIME (Pay period ending 2/26/2019):

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A motion to approve payment of overtime for pay period ending February 26, 2019 was moved by Trustee Davis and seconded by Trustee Stertz. Trustees Sieve, Davis and Stertz voted YES. Motion carried.

#### REPORT FROM FISCAL OFFICER: James J. Luebbe

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##### **1. Resolution 2019-030 – Approve Purchase orders**

Trustee Davis introduced and moved the adoption of a resolution approving purchase order obligations incurred on behalf of the Township by the Township Administrator, authorizing payment of certain purchase order obligations and dispensing with the second reading. Trustee Stertz seconded.

Trustee Davis moved and Trustee Stertz seconded to dispense with the second reading. Trustees Sieve, Davis and Stertz voted YES.

Trustees Sieve, Davis and Stertz voted YES during roll call to adopt the resolution. Resolution adopted.

##### **2. Significant Transactions: Mr. Luebbe reported on the following:**

Deposit of \$51,000 on March 12 for the Cable Franchise fee. Disbursement: March 7 for Payroll in the amount of \$275,000. He added that in March, the State Auditor's Office

conducted an audit of the Delhi Township Community Improvement Corporation records for 2017 and 2018 finding compliance per the Ohio Revised Code Section 117.11A.

#### TRUSTEE CORRESPONDENCE:

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- Trustee Davis recognized the Delhi Citizens Police Association for hosting the Mardi Gras fundraiser of which he attended.
- Trustee Stertz referenced the annual meeting of the Hamilton County Public Health Advisory Council of which she serves as chair, and the Hamilton County Board of Health celebrating their 100th anniversary this year.
- Trustee Stertz recognized the Delhi Township Veterans Association for hosting a memorial service, at the request of a family of a veteran whose name is on the Wall of Honor, on the occasion of the anniversary of his 100<sup>th</sup> birthday.
- Trustee Sieve recognized the Delhi Township Fire Department for hosting a fun and successful bowling fundraiser at Western Bowl.

#### SPECIAL PRESENTATION:

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#### **Recognition of Faithful Service – Jean Fraiquin Family Service Recognition Day / Clarence Fischesser Remembered.**

##### **Introduction:**

Trustee Sieve celebrated Clarence Fischesser's life and military service during a presentation of photos and a short biography. Clarence Fischesser is one of Delhi's killed in action while serving in the Netherlands during World War II.

Trustee Sieve also recognized Jean Fraiquin and his family of the Netherlands for their faithful and enduring service adopting Clarence Fischesser's gravesite at the World War II Netherlands American Cemetery and Memorial.

##### **Delhi Township Veterans Association: Commander Don Osterfeld and Secretary Jeff Lefler:**

Trustee Sieve turned the presentation over to Commander Osterfeld and Secretary Lefler during which time they read the proclamation that they will be presenting to Jean Fraiquin and his family.

In addition to the proclamation, The Delhi Township Veterans Association will be presenting Jean Fraiquin with their Medal of Honor which is given out sparingly to individuals who go above and beyond the call of service. Commander Osterfeld displayed the medal and their proclamation for everyone to see. He talked about the service provided by the Fraiquin's and the citizens of the village of Margraten, Netherlands that is passed down from generation to generation, of which every member of the community refers to the soldiers as their heroes.

##### **Delhi Township Trustees and Fiscal Officer: Reading of the Proclamation:**

Trustee Sieve was joined by Trustee Davis, Trustee Stertz and Fiscal Officer Luebke for a reading of the proclamation declaring Wednesday, March 13, 2019 to be "Jean Fraiquin Family Service

Recognition Day” in Delhi Township. Commander Osterfeld and Secretary Lefler joined them at the podium.

**Presentation of Proclamations to the Family:**

Trustee Sieve invited members of the Fischesser family to come forward to receive copies of the proclamations that will be sent to Jean Fraiquin in the Netherlands.

**Closing:**

On behalf of the Delhi Trustees and Fiscal Officer, Trustee Sieve thanked the members of the Delhi Township Veterans Association and the families for joining them in paying tribute to Staff Sgt. Clarence Fischesser on this very special occasion.

She ended with a very special thank you for Jean Fraiquin and his family for the loving care provided to our fallen hero and their liberator.

POLICE DEPARTMENT: Chief Howarth

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**Resignation Recommendation** - A motion to accept the voluntary resignation of part-time Police Clerk Austin D. Lee effective March 14, 2019 was moved by Trustee Davis and seconded by Trustee Stertz. Trustees Sieve, Davis and Stertz voted YES. Motion carried.

PUBLIC WORKS:

**1. Resolution 2019-031**

Trustee Davis introduced and moved the adoption of a resolution ordering final assessment amounts against abutting property owners for the construction, repair, and maintenance of sidewalk and driveway apron improvements along various township streets order performed in connection with the Delhi Township Street Rehabilitation and Repair Project 2018-A following notice and hearing, establishing payment terms for assessments in accordance with R.C. 5543.10 and its policy and procedures and dispensing with the second reading. Trustee Stertz seconded.

Mr. Ripperger reported that the resolution allows them to send out the final letters and bills of which the majority of residents have paid in full. He added that an additional resolution will follow in a couple of months giving approval to send the final assessments to the County Auditor.

Trustee Davis moved and Trustee Stertz seconded to dispense with the second reading. Trustees Sieve, Davis and Stertz voted YES.

Trustees Sieve, Davis and Stertz voted YES during roll call to adopt the resolution. Resolution adopted.

## 2. **Resolution 2019-032**

Trustee Davis introduced and moved the adoption of a resolution declaring necessity for Delhi Township Street Rehabilitation and Repair Project 2019-A and ordering the construction, repair and maintenance of sidewalks and driveway aprons along various Township streets without petition, establishing tentative assessment estimates against abutting property owners pursuant to R.C. 5543.10 and dispensing with the second reading. Trustee Stertz seconded.

Mr. Ripperger reported that the resolution prepares them for the 2019 paving season: Happy, Cannas, Sultana and Debonhill. It also sets up the first public hearing giving notice to the residents and the ability to advertise to go out to bid for the contract.

Trustee Davis moved and Trustee Stertz seconded to dispense with the second reading. Trustees Sieve, Davis and Stertz voted YES.

Trustees Sieve, Davis and Stertz voted YES during roll call to adopt the resolution. Resolution adopted.

### FIRE DEPARTMENT: Chief Campbell

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1. **Grant Award Acceptance** - A motion to accept safety intervention grant award from the Ohio Bureau of Workers' Compensation in the amount of \$34,017.56 for a power cot was moved by Trustee Davis and seconded by Trustee Stertz. Trustees Sieve, Davis and Stertz voted YES. Motion carried.

Chief Campbell reported that the grant funding allowed them to retro-fit one of the existing ambulances with a power cot. In addition, the 2019 ambulance that should be in around June or July has been ordered with a power cot. The additional funds will go toward the purchase of a Lucas Machine (hands free CPR device for cardiac arrest).

## 2. **Resignation Recommendations**

- A motion to accept the resignation of part-time FF/P Aaron Hopkins effective February 12, 2019 was moved by Trustee Davis and seconded by Trustee Stertz. Trustees Sieve, Davis and Stertz voted YES. Motion carried.
- A motion to accept the resignation of part-time FF/EMT Brandon T. Murphy effective March 12, 2019 was moved by Trustee Davis and seconded by Trustee Stertz. Trustees Sieve, Davis and Stertz voted YES. Motion carried.
- A motion to accept the resignation of full-time FF/P Jesse E. Crook effective March 22, 2019 was moved by Trustee Davis and seconded by Trustee Stertz. Trustees Sieve, Davis and Stertz voted YES. Motion carried.

### PARKS & RECREATION: Director Josh Torbeck

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1. **Agreement Recommendation** – A motion to allow the Parks & Recreation Director to contract with Jim Boyle to coordinate the Delhi Township Park Softball League for 2019 spring

and fall softball leagues at a fee of \$3,000.00 and \$150.00 per day for tournaments in a form as approved by the Law Director was moved by Trustee Davis and seconded by Trustee Stertz. Trustee Sieve, Davis and Stertz voted YES. Motion carried.

2. **Agreement Recommendation** – A motion to allow the Parks & Recreation Director to authorize the use of Delhi Park for the Oak Hills Youth Association Kilts and Kegs 5k on April 27<sup>th</sup> in a form as approved by the Law Director was moved by Trustee Davis and seconded by Trustee Stertz. Trustees Sieve, Davis and Stertz voted YES. Motion carried.

Mr. Torbeck commented that they are excited to partner with Oak Hills Youth Association on the 5K in the park. Register at: [ohyouthathletics.org](http://ohyouthathletics.org).

### 3. **Hiring Recommendations**

- A motion to approve the rehiring of Elizabeth A. Roedersheimer as Seasonal Parks & Recreation Worker in the Parks & Recreation Department at a pay rate of \$10.92 per hour effective March 14, 2019 was moved by Trustee Davis and seconded by Trustee Stertz. Trustees Sieve, Davis and Stertz voted YES. Motion carried.
- A motion to approve the rehiring of David A. Hay as Seasonal Parks & Recreation Worker in the Parks & Recreation Department at a pay rate of \$9.64 per hour effective March 14, 2019 was moved by Trustee Davis and seconded by Trustee Stertz. Trustees Sieve, Davis and Stertz voted YES. Motion carried.
- A motion to approve the rehiring of Kenneth A. Ellis as Seasonal Parks & Recreation Worker in the Parks & Recreation Department at a pay rate of \$9.45 per hour effective March 14, 2019 was moved by Trustee Davis and seconded by Trustee Stertz. Trustees Sieve, Davis and Stertz voted YES. Motion carried.
- A motion to approve the rehiring of Wyatt A. Greiner as Seasonal Parks & Recreation Worker in the Parks & Recreation Department at a pay rate of \$9.45 per hour effective March 14, 2019 was moved by Trustee Davis and seconded by Trustee Stertz. Trustees Sieve, Davis and Stertz voted YES. Motion carried.
- A motion to approve the rehiring of Gregory L. Colvin as Seasonal Parks & Recreation Worker in the Parks & Recreation Department at a pay rate of \$9.45 per hour effective March 14, 2019 was moved by Trustee Davis and seconded by Trustee Stertz. Trustees Sieve, Davis and Stertz voted YES. Motion carried.
- A motion to approve the hiring of Sherry L. Hawkins as Seasonal Parks & Recreation Worker in the Parks & Recreation Department at a pay rate of \$10.00 per hour effective March 14, 2019 and completion of drug testing and background check was moved by Trustee Davis and seconded by Trustee Stertz. Trustees Sieve, Davis and Stertz voted YES. Motion carried.

Mr. Torbeck reported that the Township is currently accepting applications for various seasonal positions in the Parks Department.

ADMINISTRATION: No Agenda Items.

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**COMMUNITY DEVELOPMENT:**

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**1. Resolution 2019-033**

Trustee Davis introduced and moved the adoption of a resolution declaring nuisance for accumulated debris at 529 Pedretti Road, declaring an emergency and dispensing with the second reading. Trustee Stertz seconded.

Mr. DeLong reported that the property was found to be in the same condition during a follow up inspection this morning.

Trustee Davis moved and Trustee Stertz seconded to dispense with the second reading. Trustees Sieve, Davis and Stertz voted YES.

Trustees Sieve, Davis and Stertz voted YES during roll call to adopt the resolution. Resolution adopted.

**2. Resolution 2019-034**

Trustee Davis introduced and moved the adoption of a resolution declaring nuisance for accumulated debris at 1123 Betty Lane, declaring an emergency and dispensing with the second reading. Trustee Stertz seconded.

Mr. DeLong reported that the property was found to be in the same condition during a follow up inspection this morning.

Trustee Davis moved and Trustee Stertz seconded to dispense with the second reading. Trustees Sieve, Davis and Stertz voted YES.

Trustees Sieve, Davis and Stertz voted YES during roll call to adopt the resolution. Resolution adopted.

**3. Resolution 2019-035**

Trustee Davis introduced and moved the adoption of a resolution declaring nuisance for accumulated debris at 4571 Mayhew Avenue, declaring an emergency and dispensing with the second reading. Trustee Stertz seconded.

Mr. DeLong reported that the property was found to be in the same condition during a follow up inspection this morning.

Trustee Davis moved and Trustee Stertz seconded to dispense with the second reading. Trustees Sieve, Davis and Stertz voted YES.

Trustees Sieve, Davis and Stertz voted YES during roll call to adopt the resolution. Resolution adopted.

Mr. DeLong reported that the cutoff to submit applications for the Zoning Inspector position is this Friday. He commented that they are looking for an enthusiastic, community service oriented person to serve in the position.

Trustee Davis reported on a nuisance violation involving a possible eviction on Mount Alverno Road at Glen Oaks. Mr. DeLong stated that he would look into it.

Additionally, the Township is also currently taking applications for Part-Time Firefighter and Police Clerk full time and part time positions.

#### PUBLIC COMMENT:

Chris Papner of Chantilly Drive reported that the problems continue at the group home next door, including throwing trash in his side yard, suspected marijuana use and drug dealing, except that it is now the employees of the agency, not the minors who live in the group home.

In addition he said that they holler obscene gestures to the girls on the street, and to his friend's wife who walks her dog in the evening, and that is wife and kids are terrified to be in the house alone.

In response to Trustee Sieve's comment that she was under the impression things had improved, Mr. Papner informed her that it did get better somewhat after they removed one of the juveniles from the home because he stole their van and left. Now that the weather is warming up he anticipates that it will get worse.

In response to Trustee Davis' question are you using a surveillance system as was discussed last year, Mr. Papner reported that he installed several cameras but they were not working properly.

Trustee Sieve thanked Mr. Papner for bringing the issues to their attention. She informed him that the Township has looked into how they can address the issues since he visited one year ago, and that they will be revisiting the results to determine the best way to address it.

Mr. Papner wanted it to be clear how bad things are, stating that if nothing changes he and several of his neighbors will be putting their homes up for sale.

#### ANNOUNCEMENT OF COMMUNITY EVENTS:

1. Flood Cleanup Safety Awareness Class on Friday, March 29, 2019 from 2:00 p.m. – 4:00 p.m. at IBEW/NECA Electrical Training Center, 5455 Glenway Avenue.
2. Community Electronics Recycling Day on Saturday, April 6, 2019 from 10:00 a.m. – 2:00 p.m. at Oak Hills High School.
3. Bayley Dementia Family Workshop on Wednesday, April 10, 2019 from 6:30 p.m. – 7:30 p.m. at Bayley Main Building Enrichment Center.
4. Delhi Parks' Spring Craft & Vendor Show on Saturday, April 20, 2019 from 9:00 a.m. – 2:00 p.m. at the Delhi Senior Community Center.

- 5. Delhi Community Yard Sale presented by Delhi Parks & Recreation Department on Saturday, April 27, 2019 from 8:30 a.m. – 1:30 p.m.

Trustee Davis referred to the Dementia workshop as a great opportunity to learn more about the disease and how to come to terms with caring for a loved one.

**RETIRE TO EXECUTIVE SESSION:**

A motion to retire to Executive Session to consider the appointment, employment, and/or compensation of a public employee of the Township and to consider the purchase of property for public purposes was moved by Trustee Davis and seconded by Trustee Stertz. Trustees Sieve, Davis and Stertz voted YES. Motion carried.

The next meeting of the Board of Trustees will be on Wednesday, March 27<sup>th</sup> at 6:00 p.m.

**RETURN TO PUBLIC MEETING:**

A motion to conclude Executive Session and return to the public meeting was moved by Trustee Davis and seconded by Trustee Stertz. Trustees Sieve, Davis and Stertz voted YES. Motion carried.

**MOTION TO CONSIDER:**

A motion to authorize the Administrator to hire a Commercial Real Estate Broker was moved by Trustee Davis and seconded by Trustee Stertz. Trustees Sieve, Davis and Stertz voted YES. Motion carried.

**ADJOURN MEETING:**

There being no further business to come before the Board, a motion to adjourn was moved by Trustee Davis and seconded by Trustee Stertz. Trustees Sieve, Davis and Stertz voted YES.

Approved: \_\_\_\_\_, Fiscal Officer

\_\_\_\_\_, President

\_\_\_\_\_, Vice President

\_\_\_\_\_, Trustee

I hereby certify that the amounts needed to meet the above obligations have been lawfully appropriated and are in the treasury or the process of collection free from any and all obligations.

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James J. Luebbe, Fiscal Officer