

## Minutes

August 28, 2018

**1. Opening of Meeting**

Mr. Unger called the meeting to order at 6:00PM with all Board members present.

**2. Executive Session 6:00 PM**

Mr. Milz requested the Board conduct an executive session in accordance with Ohio Revised Code § §121.22(G)(8) to consider confidential information relating to specific business strategy and to discuss negotiations with other political subdivisions respecting requests for economic development assistance and

§121.22(G)(3) to discuss pending and imminent litigation with the Township law director.

Greg Insco made such motion and Dan Unger offered the second. No discussion and the roll was called:

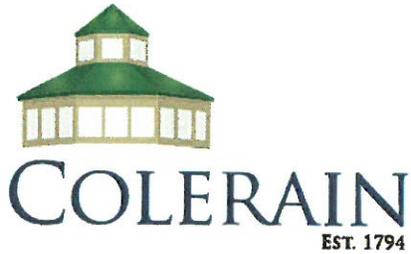
Yes - Dan Unger, Raj Rajagopal, Greg Insco

No - None

The Board returned at 7:00PM. All Board members were present.

Mr. Milz said there is nothing to report.

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3. **Pledge of Allegiance 7:00PM**

Mr. Unger asked everyone to join in a moment of silence.

4. **Meditation (Moment of Silence)**

Mr. Unger asked that all join in a moment of silence.

5. **Fiscal Office – Approval of Minutes from August 14, 2018**

Mrs. Harlow requested the Board approve the August 14, 2018, regular meeting minutes.

Greg Insco made such motion and Dan Unger offered the second. No discussion and the roll was called:

Yes - Dan Unger, Raj Rajagopal, Greg Insco

No - None

6. **Citizens Address: Questions Concerning Today's Agenda**

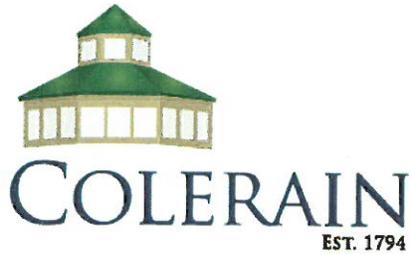
Peggy Preston spoke about the Linus/Jackie's road construction project and the problems. She said the contractors left huge, deep holes. She said her husband hurt his back navigating on this road driving his motorcycle.

Mr. Unger said the immediate thing is to have the road superintendent put some fill in there. Also, we possibly need to prevent parking close to the intersection.

Ms. Preston said it's not scheduled to be done until June of next year.

Mr. Unger said we need to make this passable and we don't want safety

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issues.

Donna Cassidy thanked the Board for acknowledging her husband and giving her the proclamation, making it Steve Cassidy Day and for the paver at the gateway. She said he poured his heart and soul into Colerain Township for the last 20 years. She said the paver means so much because their eight grandkids will be able to see that for years and years to come. Mrs. Cassidy said she had to call the Fire Department on two occasions for Steve and presented the Board with a \$100 donation for the fire department, as a token of her appreciation. She said Colerain been in their blood for 40 years and the Cassidy tradition will continue.

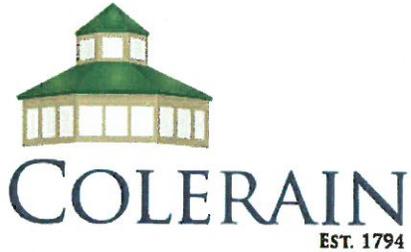
Dan Unger made a motion to accept the donation from Mrs. Cassidy and Greg Insco offered the second. No discussion and the roll was called:  
Yes - Dan Unger, Raj Rajagopal, Greg Insco  
No - None

Kathy Mohr asked if the acronym is CPD or CTPD. She said CPD seems like Cincinnati.

Chief Denney said they are the Colerain Police Department.

Ms. Mohr said the cuts made by Mr. Rowan were with seasonal, part-time people. She said she is in favor of more police officers, but we are putting more in the office. She would like to see more on streets. She

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asked how much is in the property room.

Chief Denney said we have about 1600 items, with 20-30 items/day added. He said it does take a full-time person.

Ms. Mohr said we are also adding a cadet, but we need to stick to what's more needed. Each department in their whole building. Maybe put all together, not spitting financial responsibility for those buildings. She said the Brynside issue is done, but she didn't see Mr. Rajagopal's name on any of these emails and all Board members should be included on this.

Mr. Unger said a citizen included Mr. Insco and he on his reply, which we cannot control.

Ms. Mohr gave Mrs. Harlow some outstanding public records requests.

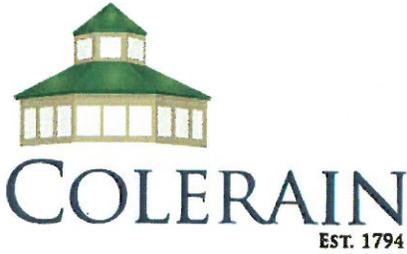
Mr. Mohr said the comprehensive plan land use committee uses four neighborhoods. She said Pleasant Run Farms isn't in Colerain. She asked how the unanimous candidate will be chosen for the Financial Advisory Committee.

Mr. Unger said the Board will be given the applications and they will chose from there.

Rich McVay said he had a good discussion with Mrs. LeCount about nuisance complaints and feels things are improving. He said we receive citizen complaints, but are not getting complaints by own employees.

Mr. Insco spoke about the beautification initiatives.

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Mr. McVay said the Board needs to articulate their vision, which must be resident driven. He said some of the Citizens for Civic Renewal items have not been completed. He said you have to have the will to change and the Board is taking too long to respond. Mr. McVay asked about closing the gate at Clippard Park.

Mr. Milz said they are evaluating the solution and it should be in within the next few months.

Mr. Insco said the loitering is better since we stepped up patrols.

Mr. McVay said that instead of coffee with the chiefs, they should walk a neighborhood on a Friday night. He urged him to do more of this, feet on the ground leadership. He said it needs a sense of urgency.

Mr. Unger said Mr. Milz, Chief Denney and Mrs. LeCount canvassed a neighborhood recently.

Mr. Milz said they did, to discuss the sidewalk issue on Jackie's and Linus. In three months, they will do the same in another neighborhood.

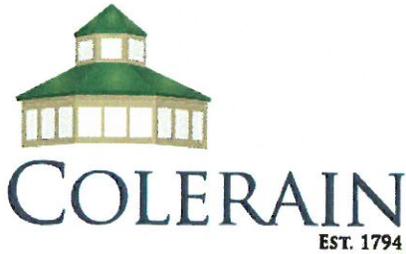
Mr. Insco said there is a sense of urgency.

Mr. Milz spoke about the chicane. He said they placed the speed display on Menominee and found there was not a speeding problem there.

Mr. Insco said we have added extra patrols for speeding. He asked if code enforcement is proactive or reactive.

Mr. LeCount said the majority is reactive, but staff will also tag if they see

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a violation. She said they are being strategic about it.

Mr. Milz said they have 100% of complaints over last year's numbers, and we're 66% through the year. He encouraged residents to the website to enter the problem.

Mr. Rajagopal asked about the bike cops.

Chief Denney said we put them out whenever we have the manpower, which is rare.

## 7. **New Business**

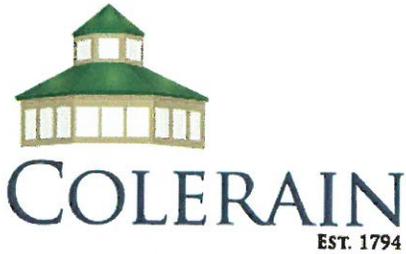
### **Public Safety**

- a. Motion to Establish a New Position - Property Room Manager (Police)

Chief Denney recommended adoption of a motion to approve the establishment of a "Property Room Manager" position within the Police Department. The Colerain Police Department operates a property room in strict compliance with the Commission on Accreditation of Law Enforcement Agencies standards. Those standards require daily, weekly and bi-annual inspections in addition to the detailed intake and storage processes.

With over 1,600 pieces of property stored and nearly 1,200 new items

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processed annually, much of it evidence needed in criminal cases and needing transportation to and from the lab and court, the proper supervision and operation of the Property Room has become a fulltime job.

The State of Ohio has developed an official training course to prepare property room managers with the necessary tools and knowledge to ensure the integrity of the property rooms. Any errors in the operation could lead to the exclusion of evidence in court and other negative consequences.

Currently, we have a Records Clerk who is partially responsible for this important role, but she will be graduating the police academy in three months. The role of the Records Clerk does not allow for the necessary time to focus on ensuring we are meeting existing legal standards.

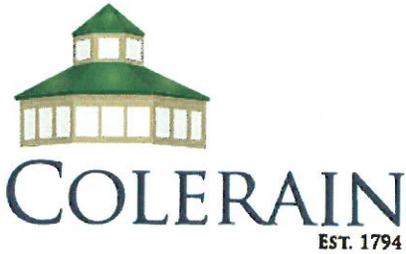
While this is a new position, it will not require hiring an additional employee. If adopted, one Records Clerk position would be transitioned into the Property Manager role.

Dan Unger made such motion and Greg Insko offered the second.

Mr. Insko asked about access to the property room. Chief Denney said items are placed in lockers for the property room manager to retrieve. He said we received 180 pieces of property today.

In response to Mr. Rajagopal's questions, Chief Denney said the

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property room manager has a greater deal of responsibility and training. The property room manager will focus on this.

Mr. Unger said he served on jury duty twice and evidence could not be found by that police department, so the accused was found not guilty.

Mr. Insko said that prior to 2012 the Sheriff's Office handled this. Chief Denney confirmed this and said we had to take the responsibility back.

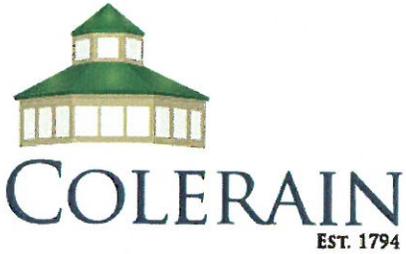
Mr. Insko asked about drug testing and employee safety. Chief Denney said there is no transfer in our procedures. We have changed how we handle things because of fentanyl.

Mr. Rajagopal asked about the salary now. Chief Denney said it's \$13.75/hour.

Mr. Insko asked if he interviewed others. Chief Denney said he spoke to all of the other clerks.

The roll was called:  
Yes - Dan Unger, Greg Insko  
No - Raj Rajagopal

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b. Motion to Reclassify Employee (Police)

Chief Denney recommended adoption of a motion to reclassify Records Clerk Michael Spears to the position of Property Room Manager. He said Mr. Spears has been employed with the Police Department since 2017. He has shown tremendous capability in his current role and has expressed a desire to take on this important responsibility.

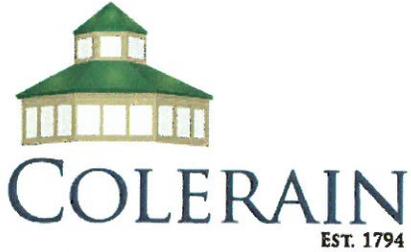
If approved, his salary would be \$16.00 per hour and the promotion would be effective September 1, 2018 in order to ensure time for training before the current employee leaves.

Greg Insko made such motion and Dan Unger offered the second. No discussion and the roll was called:  
Yes - Dan Unger, Greg Insko  
No - Raj Rajagopal

c. Motion to Establish New Position - Police Cadet (Police)

Chief Denney recommended adoption of a motion to approve the establishment of a "Police Cadet" position within the Police Department. He said the competition for quality police officers is more intense now than ever before. We often find ourselves working to quickly identify and hire these employees before another agency can take them.

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A recent change in our recruiting process involves proactively recruiting police academy classes. We have been very successful identifying quality candidates that have eventually become employees. We have also seen some of these identified candidates taken by other agencies in the period between attending the academy and becoming eligible for hire.

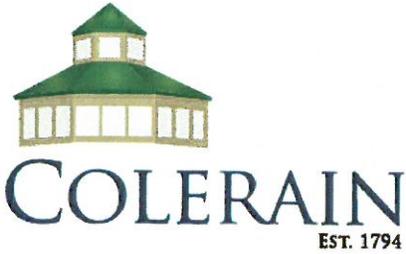
The Cadet position would allow us to hire these future officers before they have completed the police academy or taken the State examination. The benefit to the Township is twofold. First, we can begin the Field Training Officer process (FTO) early, reducing the FTO period by up to as much as four weeks.

Many of the FTO tasks are administrative and are done early in the FTO period. We will be able to have those portions of the training process complete by the time they graduate the academy. This allows us to get the officers on the street a month sooner than before. Secondly, the Cadet would serve in the role of Records Clerk and assist the civilian staff for the period of time they serve in this role.

This position would be part-time and the Cadet would typically only remain in this position for eight weeks. If approved, the salary of the Police Cadet would be \$15.00 per hour. Each Cadet would sign an agreement requiring them to remain employed with Colerain Township for 36 months or repay the cost of hiring and equipping them (\$3,000).

Greg Insco made such motion and Dan Unger offered the second.

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Mr. Insko asked about injuries. Chief Denney said we are down seven officers.

Mr. Unger said this is like an intern, where we can field-test an employee.

Mr. Rajagopal asked if this is a permanent, long-term program. Chief Denney said it could be if we find another unique candidate, which is not as common.

Mr. Rajagopal said we need experienced officers.

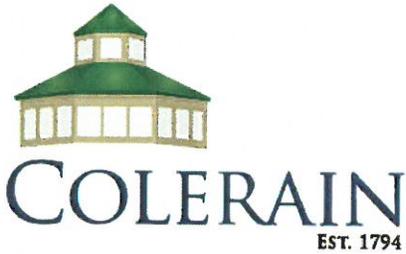
Mr. Milz said the test is not until December and this will allow the candidate to get a jump on some field training. He will receive no benefits until he is a full-time officer.

Mr. Insko asked about a recruitment bonus. Chief Denney said there is nothing financial. He wants to work here. There are 7-8 departments hiring now.

Mr. Rajagopal said we need to hire good police officers.

The roll was called:  
Yes - Dan Unger, Greg Insko  
No - Raj Rajagopal

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d. Motion to Hire Police Cadet (Police)

Chief Denney recommended adoption of a motion to hire Brian Haubiel for the position of Police Cadet. He said Mr. Haubiel was approved for hire as a Police Officer at the July Colerain Township Board of Trustees meeting. His appointment is effective upon successful completion of the police academy and successful passing of the State certification test.

Mr. Haubiel successfully completed the academy on August 20, graduating as the class valedictorian, but cannot be appointed to the police officer position until he passes the State certification test that is scheduled for mid-September.

Hiring Mr. Haubiel as a Police Cadet provides us an opportunity to begin his 12-week field training period a month early, allowing us to get him on the road as a solo officer sooner.

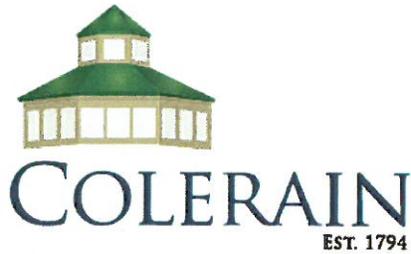
If approved, his salary would be \$15.00 per hour and the hiring would be effective immediately.

Greg Insko made such motion and Dan Unger offered the second.

Mr. Unger asked what would happen if he didn't pass the test. Chief Denney said we would terminate him.

Mr. Milz said he is a non-contract employee and not part of the Collective Bargaining Agreement.

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Chief Denney said he will work 40 hours/week for eight weeks maximum.

Mr. Rajagopal asked how the union feels about this. Chief Denney said they want good people.

In response to a question from the audience, Mr Milz said any employee working 1,500 hours or less per year is part-time.

The roll was called:

Yes - Dan Unger, Greg Insco

No - Raj Rajagopal

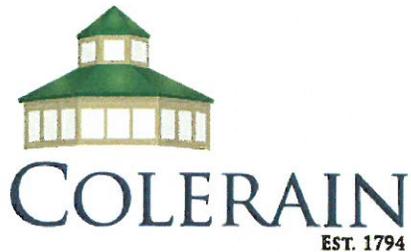
### **Planning & Zoning**

Mrs. LeCount recommended adoption of a Resolution to remove uncontrolled vegetation and/or refuse at the listed properties. This Resolution is recommended to allow the Trustees to abate and assess properties with the Ohio Revised Code nuisance violations.

Mrs. Harlow said this is Resolution 36-18, "Resolution Declaring Nuisance and Ordering Abatement."

Greg Insco made such motion and Dan Unger offered the second.

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Mr. Unger read the addresses on the resolution.

The roll was called:

Yes - Dan Unger, Raj Rajagopal, Greg Insko

No - None

**8. Citizens Address**

Rich McVay spoke about code enforcement and offered a pitch to get more code enforcement officers. Regarding Vinebrook he said it's too much responsibility on a resident to have them calling. He said it's a big company and we've met with them once or twice.

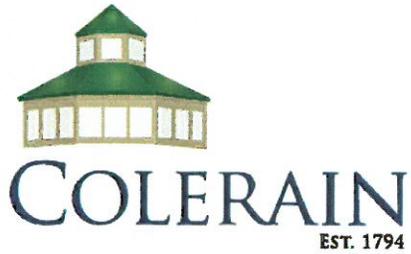
Mr. Weckbach said he will be point on Northbrook and Vinebrook.

Kathy Mohr asked about hiring another records clerk.

Chief Denney he said this is to replace the employee leaving in December.

Bruce Peirano said he supports Chief Denney and what he's trying to do. He said you have to find good ways to get good people here and keep them.

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9. **Executive Session** – if needed

None.

10. **Adjournment**

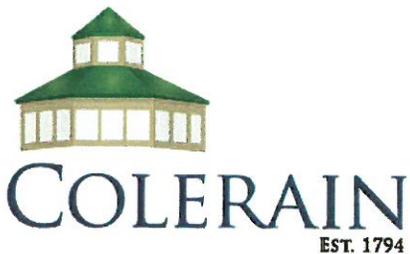
With no further business to come before the Board, Greg Insco made a motion to adjourn and Dan Unger offered the second.

Mr. Insco thanked the public works department for getting the paver in memory of Mr. Cassidy so quickly.

Mr. Unger thanked the Germania Oktoberfest for the invitation to their event.

Mr. Rajagopal said September 1 is the beatification of Colerain event. He said ODOT will be sweeping Colerain Ave., the whole week. We need a lot of volunteers.

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The roll was called:

Yes - Dan Unger, Raj Rajagopal, Greg Insko

No - None

*Matthew Stulen*

Fiscal Officer

*Raj Rajagopal*

Trustee

*Daniel Johnson*

Trustee

*Greg Insko*

Trustee

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