

RECORD OF PROCEEDINGS  
REGULAR

Minutes of \_\_\_\_\_

Meeting \_\_\_\_\_

BARRETT BROTHERS, PUBLISHERS, SPRINGFIELD, OHIO

Form 6101

Held \_\_\_\_\_

January 28, 2003

Mr. Corman called the meeting to order at 6:00 p.m.

**EXECUTIVE SESSION**

Mr. Reuter requested an Executive Session to discuss matters of employment and compensation of public employees and matters relating to pending and imminent litigation.

Mr. Fiedeldey motioned to adjourn into executive session. Mrs. Rielage seconded the motion.

Mr. Fiedeldey	"Aye"
Mrs. Rielage	"Aye"
Mr. Corman	"Aye"

The meeting reconvened at 7:05 p.m. The Board was in full attendance.

Father Timothy Kallaher of St. John the Baptist Church provided an invocation.

Troop 644 of Friendship Baptist Church provided the color guard and led the pledge to the flag.

Mrs. Rielage motioned to waive the reading and approve the minutes of the January 14, 2003 Regular Meeting. Mr. Fiedeldey seconded the motion.

Mrs. Rielage	"Aye"
Mr. Fiedeldey	"Aye"
Mr. Corman	"Aye"

Mrs. Rielage motioned to waive the reading and approve the minutes of the January 21, 2003 Special Meeting. Mr. Corman seconded the motion.

Mrs. Rielage	"Aye"
Mr. Corman	"Aye"

**PRESENTATIONS**

Mr. Don Hughett, President of the Colerain Township Business Association – explained the purpose of the business association, and active involvement in the community.

Mr. Fiedeldey questioned how the business association could be helped by the Township.

Mr. Corman feels it is very important for the local government to be involved with the business community. He stated that we must be proactive to benefit the community as a whole. We must work together to lay a foundation to establish a chamber of commerce for Colerain Township.

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Mrs. Rielage motioned to support the CTBA through payment of dues. Mr. Fiedeldey seconded the motion.

Mrs. Rielage	"Aye"
Mr. Fiedeldey	"Aye"
Mr. Corman	"Aye"

**SHERIFF'S REPORT**

Sgt. Scudder with the Hamilton County Sheriff's Department gave the monthly statistics to Chief Sarver.

**TRUSTEES' REPORT**

Mrs. Rielage – read a letter of thanks to the Fire Department from Judie Smith thanking Lt. Hempel, and Firefighters Dave Derbyshire, Ben Meyer, and Ron Stenger for their professionalism, kindness and help at Christmas.

Mrs. Rielage also read a letter from a soldier with the 377<sup>th</sup> Military Police Co. in Afghanistan complimenting the Township's web site, which is designed by Tawanna Wilson. He grew up in Colerain, went to Colerain schools, and would like to pursue employment with the Colerain Township Police Department once he returns home.

Mrs. Rielage motioned to hold a meeting on February 18, 2003 from 5:30-7:00 PM with the Zoning Commission. Mr. Fiedeldey seconded the motion.

Mrs. Rielage	"Aye"
Mr. Fiedeldey	"Aye"
Mr. Corman	"Aye"

Mr. Fiedeldey – questioned the status of the resolution for junk vehicles that was proposed at the last meeting.

Mr. Reuter responded that it was his understanding that this subject was related to nuisance abatement and other topics to be discussed at the work session/joint meeting of the Board of Trustees and the Zoning Commission on February 18, and the drafting of the junk car resolution and other resolutions relating to nuisance abatements and property maintenance were on hold until then.

Mr. Fiedeldey stated that he would like to move forward with the study for the Great Miami River to obtain scenic river status. ODNR will be asked to make a presentation.

Mrs. Rielage motioned to endorse the study. Mr. Fiedeldey seconded the motion.

Mrs. Rielage	"Aye"
Mr. Fiedeldey	"Aye"
Mr. Corman	"Aye"

Mr. Foglesong provided a memo regarding the policy of obtaining quotes on purchases. Mr. Foglesong provided questions raised by the departments.

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Following the discussion, Mr. Foglesong was directed to draft a purchasing policy for review and approval of the Board. The Board decided the threshold limit for purchases without obtaining quotes is \$2,000. Anything over \$2,000 will need three quotes.

Mr. Fiedeldey suggested the Township hire a consultant or facilitator on a permanent basis to assist in developing a vision for the Township and that person or firm could be retained to help review our Zoning and Land Use.

Mr. Corman – thanked the Historical Society and Larry Shad for saving and moving the historical toll house that was slated for demolition.

Mr. Corman reported on a FEMA article in a Toledo paper about the Township's disaster resistant building.

Mr. Corman read Resolution #8-03 for the Boy Scouts' Blue and Gold Banquet.

Mrs. Rielage motioned to approve Resolution #8-03. Mr. Fiedeldey seconded the motion.

Mrs. Rielage	"Aye"
Mr. Fiedeldey	"Aye"
Mr. Corman	"Aye"

**CITIZEN'S ADDRESS**

Jeanne Bernard, 3763 West Galbraith Road – reiterated her disappointment that the Township has allegedly never enforced the Zoning Code regarding development near her.

**UNFINISHED BUSINESS**

Zoning Department, Otis Spriggs – provided the Board with a revised fee schedule, to be adopted at a later date.

Senior & Community Center, David Foglesong for Kay Klosterman – requested replacement of HVAC in Bevis Hall at an amount not to exceed \$10,866.

Mrs. Rielage motioned to approve the HVAC replacement. Mr. Fiedeldey seconded the motion.

Mrs. Rielage	"Aye"
Mr. Fiedeldey	"Aye"
Mr. Corman	"Aye"

Legal, James Reuter – provided the Board with a resolution for noise control. He read Resolution #9-03.

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Mr. Fiedeldey motioned to approve Resolution #9-03 for noise control. Mrs. Rielage seconded the motion.

Mr. Fiedeldey "Aye"  
Mrs. Rielage "Aye"  
Mr. Corman "Aye"

Mr. Reuter sent a letter to the OEPA stating the Township objections to increased contamination of Banklick Creek by Rumpke and requesting a public hearing on the matter.

**Administration, David Foglesong** - Mr. Reuter read Resolution #10-03 for Mr. Foglesong addressing concerns about the Planning Partnership.

Mr. Fiedeldey motioned to approve Resolution #10-03. Mrs. Rielage seconded the motion.

Mr. Fiedeldey "Aye"  
Mrs. Rielage "Aye"  
Mr. Corman "Aye"

Mrs. Rielage motioned to approve the annual membership to the Planning Partnership for 2003 renewal. Mr. Fiedeldey seconded the motion.

Mrs. Rielage "Aye"  
Mr. Fiedeldey "Aye"  
Mr. Corman "Aye"

Mr. Foglesong requested approval to be appointed to the Hamilton County Development Company Tax Increment Review Committee along with Frank Birkenhauer.

Mrs. Rielage motioned to approve the appointment of Mr. Foglesong to the Hamilton County Development Company. Mr. Fiedeldey seconded the motion.

Mrs. Rielage "Aye"  
Mr. Fiedeldey "Aye"  
Mr. Corman "Aye"

**NEW BUSINESS**

**Police Department, Chief Steven Sarver** – journalization of pay increase for Jason Sax to Step 3 at \$20.94 per hour effective February 5, 2003.

**Public Works, Dennis Chapman** – presented the annual road mileage certification for Board Signature.

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Mr. Rielage motioned to certify the annual road mileage. Mr. Fiedeldey seconded the motion.

Mrs. Rielage "Aye"  
Mr. Fiedeldey "Aye"  
Mr. Corman "Aye"

**Zoning, Otis Spriggs** – requested approval for the following public hearings:

February 11, 2003, at 8:30 p.m. for 2002-06 Cheviot Road Condos  
February 25, 2003 at 8:30 p.m. for LUP NE Sector.

Mrs. Rielage motioned to approve the public hearings. Mr. Fiedeldey seconded the motion.

Mrs. Rielage "Aye"  
Mr. Fiedeldey "Aye"  
Mr. Corman "Aye"

Mr. Spriggs provided Zoning updates.

**Parks & Services, Greg Snyder** - announced that the sport field permit meeting will be held February 8, 2003.

**Administration, David Foglesong**-presented a resolution for Frank Birkenhauer. Read Resolution #11-03 for Storm Water Phase II District to be established by the Hamilton County Commissioners.

Mrs. Rielage motioned to approve Resolution #11-03. Mr. Fiedeldey seconded the motion.

Mr. Tim Gilday, Hamilton County Engineer's Office, provided information on this project. Discussion.

Mrs. Rielage "Aye"  
Mr. Fiedeldey "Aye"  
Mr. Corman "Aye"

**CLERK'S REPORT**

**Clerk Kathy Mohr**- requested the approval of purchase orders, payroll and bills.

Mrs. Rielage motioned to approve purchase orders, payroll and bills. Mr. Fiedeldey seconded the motion.

Mrs. Rielage "Aye"  
Mr. Fiedeldey "Aye"  
Mr. Corman "Aye"

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The following receipts were recorded by the Clerk:

<u>REC</u>	<u>VENDOR</u>	<u>FOR</u>	<u>AMOUNT</u>
798-02	Dusty Rhodes	PP settlement	53,869.91
799-02	Senior & Community Center	fees, don, lunch, refresh	199.00
800-02	Fire & EMS Department	EMT instructor reimburse	300.00
801-02	Fire & EMS Department	EMT billing, permit	6,867.69
802-02	Police Department	traffic fines, donation	2,273.00
803-02	Senior & Community Center	fees, rent, don, lunch	531.00
804-02	Senior & Community Center	fees, lunch, misc.	117.00
805-02	Police Department	phone bills	148.00
806-02	Police Department	state parking, drug, DUI fines	468.50
807-02	Administration	clothing orders	123.00
808-02	Senior & Community Center	crafts, fees, rent, lunch	275.04
809-02	Police Department	phone bills	430.94
810-02	Dusty Rhodes	homestead/rollbacks	253.02
811-02	Senior & Community Center	fees, don	133.50
812-02	Zoning Department	certificates	380.00
813-02	Senior & Community Center	fees, lunch	180.50
814-02	Dusty Rhodes	SIF, rev assist, fin inst	63,246.24
815-02	Dusty Rhodes	municipal court fines	6,495.35
816-02	Dusty Rhodes	gas tax	1,290.27
817-02	Administration	close FEMA account	6,764.32
818-02	Fire & EMS Department	inv.s	1,147.67
819-02	Senior & Community Center	fees, rent, don	142.00
820-02	Police Department	revenue adjustment	137.56
821-02	Police Department	fees	105.00
822-02	Senior & Community Center	crafts, fees	112.90
823-02	Administration	OTARMA reimburse, postage	690.06
824-02	Parks & Services	land rental	7,500.00
825-02	Fire & EMS Department	permit fees	100.00
826-02	Council on Aging	COA grant	13,494.90
827-02	5/3 Bank	investment primary	4,571.05
828-02	5/3 Bank	investment primary	3,765.36
829-02	5/3 Bank	investment primary	2,994.39
830-02	Star Ohio	investment star	5,694.99
831-02	5/3 Bank	investment primary	15,001.87
832-02	Dusty Rhodes	motor veh., local hwy	34,750.74
833-02	missing		
834-02	Zoning Department	certificates	553.00
835-02	Rumpke	solid waste disposal fee	39,191.19
836-02	Senior & Community Center	fees, don, lunch	144.00
1-03	Dusty Rhodes	gas tax	1,498.79
2-03	Fire & EMS Department	comm, sign, reim., sale, grant	13,332.19
3-03	Fire & EMS Department	EMS billing	239.90
4-03	Senior & Community Center	fees, rent, lunch	356.00
5-03	Senior & Community Center	fees, rent, don	475.00
6-03	Fire & EMS Department	permit fee	75.00
7-03	Senior & Community Center	fees, crafts, rent, don, lunch	582.60
8-03	Fire & EMS billing	inspection fees	50.00
9-03	Senior & Community Center	fees, lunch	344.00
10-03	Fire & EMS Department	permit fee	100.00
11-03	Linda Snyder	postage	.37
12-03	Senior & Community Center	fees, lunch, refreshments	266.50
13-03	Police Department	fines, grant	2,911.00
14-03	Senior & Community Center	fees, rent, don, lunch	518.00

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15-03	Senior & Community Center	fees, don	293.00
16-03	Jim Petro	liquor permit fees	3,422.41
17-03	Crawford & Company	reimbursement	16,573.32
18-03	Police Department	juvenile traffic fines	13.50
19-03	Senior & Community Center	fees, don, lunch	192.00
20-03	Police Department	juvenile court fines	50.00
21-03	Fire & EMS Department	permit fees	75.00
22-03	Senior & Community Center	fees, don, rent, lunch	762.85
23-03	Police Department	reports	31.80
24-03	Fire & EMS Department	don, CPR, cell, reimb., other	10,359.53
25-03	Fire & EMS Department	EMS billing	5,336.59
26-03	Fire & EMS Department	permit fees	50.00
27-03	Police Department	fees	210.00
28-03	Senior & Community Center	fees, don, lunch	202.00
29-03	Fire & EMS Department	permit fees	75.00
30-03	Linda Snyder	postage	4.00
31-03	Public Works Department	refund	483.16
32-03	Mark Walsh	postage	2.00
33-03	Senior & Community Center	fees, don	132.00
34-03	Public Works Department	vandalism restitution	40.00
35-03	Senior & Community Center	fees, HDM, lunch	130.00
36-03	Senior & Community Center	fees, lunch	26.25
37-03	Fire & EMS Department	inv.	257.50
38-03	Dusty Rhodes	municipal court fines	6,061.40
39-03	Senior & Community Center	fees, don	85.00
40-03	Senior & Community Center	COA	10,363.00
41-03	5/3 Bank	investment primary	34,022.55
42-03	Star Ohio	investment star	5,374.23
43-03	5/3 Bank	investment primary	730.03
44-03	Dusty Rhodes	SIF, rev assist, fin inst	70,977.36
45-03	Dusty Rhodes	motor vehicle	32,694.52
46-03	Senior & Community Center	fees, rent, don, lunch	410.00
47-03	Rumpke	solid waste disposal fee	39,099.60
48-03	Fire & EMS Department	inspection/permit fees	115.00
49-03	Frank Birkenhauer	postage	2.21

**EXECUTIVE SESSION**

At 9:07 p.m., Mr. Foglesong requested an Executive Session to discuss matters of pending litigation and personnel.

Mrs. Rielage motioned to adjourn into executive session. Mr. Fiedeldey seconded the motion.

Mrs. Rielage	"Aye"
Mr. Fiedeldey	"Aye"
Mr. Corman	"Aye"

The meeting reconvened at 10:05 p.m. Mr. Corman stated there was no discussion on pending litigation in executive session.

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Mr. Corman motioned to appoint Mr. Foglesong as acting clerk for the purpose of recording the minutes. Mr. Fiedeldey seconded the motion.

Mr. Corman	"Aye"
Mr. Fiedeldey	"Aye"
Mrs. Rielage	"Aye"

Mr. Foglesong read the following proposed salary increases for non-contract employees effective January 1, 2003:

Fire Chief.....	\$85,342.40
Deputy Chief.....	\$75,067.20
Assistant Chief.....	\$71,635.20
Administrative Assistant.....	\$42,785.60
Mechanic M-I.....	\$21.56/hour
M-II.....	\$23.58/hour
M-III.....	\$25.58/hour
M-IV.....	\$27.59/hour
Mechanic A Ma-I.....	\$18.30/hour
Ma-II.....	\$19.57/hour
Ma-III.....	\$20.97/hour
Ma-IV.....	\$22.42/hour
Public Works Director.....	\$75,400.00
Parks & Services Director.....	\$63,211.20
Senior & Community Center Director.....	\$47,382.40
Activities Director.....	\$19.47/hour
Zoning Administrator/Inspector.....	\$54,142.40
Zoning Inspector.....	\$49,649.60
Administration Administrative Assistant.....	\$42,723.20
Clerk's Assistant.....	\$19.55/hour
Secretarial Positions based on current six (6) steps	
Step 1.....	\$12.09/hour
Step 2.....	\$13.01/hour
Step 3.....	\$13.93/hour
Step 4.....	\$14.81/hour
Step 5.....	\$15.73/hour
Step 6.....	\$17.21/hour

Mrs. Rielage motioned to approve salary increases as presented. Mr. Fiedeldey seconded the motion.

Mrs. Rielage	"Aye"
Mr. Fiedeldey	"Aye"
Mr. Corman	"Aye"

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On behalf of Clerk Kathy Mohr, Mr. Foglesong requested the following transfers to Bond Retirement accounts:

\$652,275.00	from	1000-910-910-0000	General Fund
\$111,325.00	to	3101-931-0000	Bond Retirement Funds
\$317,200.00	to	3102-931-0000	Bond Retirement Funds
\$223,750.00	to	3103-931-0000	Bond Retirement Funds
\$249,902.50	from	2111-910-910-0000	Fire Department Fund
	to	3301-931-0000	Bond Retirement Fund

Mrs. Rielage motioned to approve transfers to Bond Retirement accounts. Mr. Fiedeldey seconded the motion.

Mrs. Rielage	"Aye"
Mr. Fiedeldey	"Aye"
Mr. Corman	"Aye"

There being no further business to come before the Board, Mrs. Rielage motioned to adjourn the meeting at 10:10 p.m. Mr. Fiedeldey seconded the motion.

Mr. Corman	"Aye"
Mr. Fiedeldey	"Aye"
Mrs. Rielage	"Aye"

  
Clerk

  
President