

September 27, 2011

Held

OPENING OF MEETING

Mr. Deters called the meeting to order at 5:30 PM. Mr. Ritter, Mr. Wolterman and Mrs. Harlow were in attendance.

EXECUTIVE SESSION

Mr. Reuter requested the Board enter Executive Session for the purpose of discussing the employment, compensation and benefits for public employees, pending and imminent litigation, and negotiation of a public contract.

At 5:30 PM, Mr. Ritter made a motion to enter Executive Session and Mr. Deters offered the second. No discussion and the roll was called:

Mr. Deters. "Aye"
Mr. Ritter. "Aye"
Mr. Wolterman. "Aye"

Mr. Deters reconvened the meeting at 7:04 PM. Mr. Reuter said no decisions or actions were made in Executive Session.

Mrs. Harlow wished *Northwest Press* reporter Jennie Key a happy birthday, which is tomorrow.

INVOCATION

Mrs. Harlow offered the invocation.

PLEDGE OF ALLEGIANCE

All recited the pledge of allegiance.

PRESENTATIONS**David Foglesong Recognition**

Mr. Wolterman said this is Mr. Foglesong's last official board meeting. He's sad to see him go, but glad to know he will enjoy his retirement. He appreciates his time and efforts in the Township. Mr. Wolterman read the following proclamation:

Be It Proclaimed by the Township Trustees of Township, that

Whereas David L. Foglesong is retiring after 21 years of service with Colerain Township, and

Whereas David L. Foglesong has been an invaluable member of Colerain Township government since he accepted position of Township Administrator in 1990, overseeing the daily operations of the various Departments, and

Whereas David L. Foglesong has extensive knowledge of Township government and a deep and comprehensive understanding of the Township's short and long term needs for effective operations, and

Whereas David came to Colerain Township after serving in the US Navy and serving as Village of Golf Manor Recreation Director, paramedic/Assistant Chief of the Fire Department and Municipal Administrator, and this rich background has made him an

RECORD OF PROCEEDINGS

REGULAR

Minutes of

Meeting

BARRETT BROTHERS, PUBLISHERS, SPRINGFIELD, OHIO

Form 6101

Held

September 27, 2011

invaluable resource and advisor to the Trustees and Township Department Heads, and

Whereas during his 21 years with Colerain Township, he has been a guiding force for the redevelopment of public and private projects, the continuing expansion of Township programs, he has seen the redevelopment of our departments, the building of parks and government centers, department accreditations, and the establishment of Township zoning, to name a few, and

Whereas David has ably represented Colerain Township on various boards including OTARMA, the Ohio Township Association, the Hamilton County Township Association and the Colerain Township Business Association, and

Whereas his "work" roots have been firmly planted in the Township's bricks and mortar and he is a warm caring person usually in the forefront of supporting the Township personnel, programs, residents and events, and

Whereas David's Township friends and colleagues will miss his hard work and leadership, now therefore,
Be It Resolved that the Colerain Township Board of Trustees recognizes and thanks David L. Foglesong for his professional and personal dedication to the Township – an excellent example to all and on the occasion of his retirement proclaims *Friday, September 30, 2011* as **David L. Foglesong Day** in Colerain Township.

Congratulations David on your Retirement.

Mr. Deters said the resolution is tremendous. In the short time he's worked with Mr. Foglesong, he has proven to be a quality leader. Colerain Township is a better place because of him. Mr. Deters congratulated Mr. Foglesong upon his retirement and he wished him good luck.

Mr. Ritter agreed with Mr. Deters on the resolution and Mr. Foglesong's dedication to the Township. He said Mr. Foglesong is a good friend beyond anything else.

Keith Corman, of Secretary of State Jon Husted's office, said it was a great honor to read the certificate of commendation. Serving the public was Mr. Foglesong's foremost thought. He did it without a sense of vanity and with great humility

Tom Hart, in place of Don Hughett, CTBA president, said over the past 21 years he served with Mr. Foglesong on many committees. He was in awe of how he got things done and he was very efficient. He read a tribute and presented a plaque to him:

In the book Good to Great, Jim Collins proclaims that "every good-to-great" entity had level 5 leadership during the pivotal transition years.

"Level 5 leaders channel their ego needs away from themselves and into larger goal of building a great company. It is not that level 5 leaders have no ego or self interest, indeed, they are incredibly ambitious – but their ambition is first and foremost for the institution, not themselves".

Held

September 27, 2011

"Level 5 leaders set up their successors for even greater success in the next generations, whereas egocentric leaders often set up their successors for failure".

Colerain Township Administrator, Dave Foglesong, is definitely a level 5 leader. In a short article it is impossible to relate all of Dave's accomplishments. David is the type of guy that would not want to publicize numerous milestones that have created one of the best management teams in the State of Ohio. The accomplishment of going from a good township to a great township over the last 21 years is truly astounding!! I will let others recite the long litany of magnificent successes he has led for the benefit of Colerain Township and its residents.

In Good to Great a leader begins the transformation by first getting the "right people" on the bus (and the wrong people off the bus).

Dave has brought together what I call the "Elite Eight". With a continuous effort to search for the best and brightest people for the management positions, David has been very successful in recruiting the "right people". The team includes David Foglesong (Township Administrator), Frank Birkenhauer (Economic Development Director), Bruce Smith (Fire Chief), Dan Meloy (Police Chief), Bruce McClain (Public Works Director), Susan H. Roschke Ph.D. (Planning & Zoning Administrator), Kevin Schwartzhoff (Parks and Recreation), and Marie Sprenger (Senior & Community Center).

All of these leaders have a great passion for their departments and their appointed responsibilities. They all work many more hours than the required 2088 hours a year. Dave has instilled a strong financial responsibility in each leader. I truly believe we have the best financially responsible people in this management team.

Dave inspires his team, mentors them, guides them, and communicates openly and effortlessly without offending any of them. In turn, the leadership group individually and collectively has an overwhelming admiration and respect for this township legend and friend. The department heads in turn have hired, trained and mentored their assistants to build a can do "team spirit". This is an awesome management success. Again, all of these people treat every dime of Township money as their own. Dave's influence is obvious.

There are very few people on the face of this earth who could take Dave's place with the same human resource management skills. He has been the buffer between the trustees and management and the employees. He has always avoided politics' at all cost. He is gracious under fire and always a gentleman.

Dave has volunteered for many of the community events over the last 21 years. He does clean up after big events. He is a great father to two sons and a devoted husband who loves to cook for his family.

When we find a replacement, they will have a hard time measuring up to this great man, great leader, great financial manager and above all a great person.

Held

September 27, 2011

I am sure we have not heard the last from such a wonderful leader. Dave has many great days ahead.

Mr. Deters thanked Mr. Hart.

POLICE REPORTS

Lt. Schoonover of the Hamilton County Sheriff's Office said the following statistics were generated in August 2011.

- 203 cases were assigned to the Sheriff's Criminal Investigation Section and 35 were closed, with \$28,950 in stolen property recovered.
- 6 D.U.I. arrests by county contract and non-contract deputies.
- 114 citations were issued by Hamilton County Sheriff's Office Colerain contract cars. 120 cites by non-contract deputies with a total of 234.

Police Chief Meloy said the Township's department issued 379 citations with 11 arrests for DUI. He announced the second annual Children's and Residents' Encounter program is on Sunday. There are 12 new families registered. Thanks to all the agencies that participated.

TRUSTEE REPORTS

MR. RITTER

Mr. Ritter commended Chief Meloy on how his department handled the Staples shooting and the press conference.

He announced the Donauschwaben Oktoberfest is this weekend.

Mr. Ritter commented there are three former elected officials here tonight. They are Kathy Mohr, Keith Corman and Tom Hart.

MR. WOLTERMAN

Mr. Wolterman again expressed best wishes to Mr. Foglesong.

MR. DETERS

Mr. Deters asked Mr. Birkenhauer to talk about the flooding issues in Groesbeck.

Mr. Birkenhauer reported severe flooding on Byrnside and Blanchetta. In 1998 Colerain Township offered to purchase 16 homes in the flood plain along Blanchetta Drive and Amarillo Court. Ten owners sold their homes. Six homes remain in the flood plain. This is out of the bank flooding, which requires long-term solutions to this long-term problem. He is working with Hamilton County concerning a grant program. We don't have the money, but we do have expertise. MSD said that three of the homes or more could be purchased if approved for the grant program.

Mr. Wolterman said that all 16 homeowners were offered buyouts, but only 10 took them. Mr. Birkenhauer agreed with that and said we were not able to install a meander and possible pocket retention because not all homes were purchased.

CITIZEN ADDRESS

Jim Acton, of 4458 Woodtrail, directed questions regarding Journalization ZA2011-04 (Northgate Mall) and the Veteran/Police/Fire Memorial to Mr. Birkenhauer.

Held

September 27, 2011

1. Size of Cheddar's Restaurant – 6,800 to 8,000 sq. ft.
2. Location of Cheddar's Restaurant in conjunction with the memorial property.
3. Parking area for Cheddar's and the memorial area.
4. Placement of Cheddar's dumpster in relation to memorial area.
5. Green space area around the Township/memorial area.

He said Mr. Birkenhauer was very forward in answering his questions. These questions and others cannot be answered at this time. They will be asked when the final design is approved and ground is broken.

Mr. Acton thanked Mr. Foglesong for his honest and business-like way he has treated Colerain residents.

Kathy Mohr, of 11986 Waldon Drive, congratulated Mr. Foglesong on his retirement.

UNFINISHED BUSINESS

ZONING

Journalization ZA2011-04 – Northgate Mall

Dr. Roschke read Resolution 55-11, by caption, "Northgate Mall Revised Preliminary Plan." She also read the conditions for approval, section 1.2, E.

Mr. Wolterman made such motion and Mr. Deters offered the second. The roll was called:

- Mr. Deters. "Aye"
- Mr. Ritter. "Aye"
- Mr. Wolterman. "Aye"

ADMINISTRATION

Cost Reductions

Mr. Foglesong said that at a previous meeting, Mr. Ritter asked him to develop some ideas to deal with needed cost reductions. He offered a presentation, 2012 Budget Review, Cost of Services Under Consideration for Cost Reductions.

He showed a spreadsheet which showed that the safety services funds are "ok" for now as the 2012 fire levy assumed a gradual draw-down of cash reserves and the police are at the "tail end" of their levy cycle from 2007, but still ok. The higher urgency are the non-safety funds, which are already structurally imbalanced going in to 2011 and the state budget cuts have now made immediate action to non-safety necessary.

He showed the 2012 budget for each fund and said that most of our funds are dedicated in that those monies can only be used within the accounts deposited and only for expenses associated with that account. The general fund is discretionary and can be used for multiple purposes. The Zoning fund is discretionary only in the fact that the majority of funding is transferred from the General fund.

He said in 2011, we had the sale of bonds and received a grant from Duke, which means we have \$1.9 million available for the Streetscape.

He said that the Board can consider moving the funds remaining in the Colerain Square account (#2903) to the General fund. The unencumbered funds as of 9-22-11 are \$425,027.

Held

September 27, 2011

Mr. Foglesong said it's a tough decision ultimately affecting the level of service and quality of life. The decision to make cost reductions and at what level should be made in concert with the Department Manager at the time of the formation of the temporary appropriations.

Mr. Foglesong showed a list of the dedicated expenses in the 2012 budget, including the bond debt, Streetscape, insurance, contracts, etc. which total \$2,847,469.

He said the impact of the projected deficit on the remaining General fund sub accounts equates to an approximately 36% cost cut.

Mr. Wolterman commented we are in a crisis because some revenues are not coming to the Township.

Mr. Foglesong explained there will be a drastic cut in Local Government Fund beginning this year and in 2012 and Tangible Personal Property will be cut in the next two years. He said the devaluation will not affect voted levies, but will affect the general and road and bridge funds

Mr. Wolterman said the state is balancing its budget on our backs. We need to let the residents know that this is the impact of their actions.

Mr. Foglesong explained the expenses have exceeded revenue, but that's because of large capital projects. Revenues are projected low and expenses are appropriated are high. We need to be more accurate now.

Mr. Ritter said we need to use budget/appropriations as a management tool and look at the timeframe over the next three months of how to shepherd this process through. There is a lot of work to do before the December 13 regular meeting where we'll approve specific operational cuts in the departments. We need time to think about all of this. In early November we need to have a plan in place and have discussion with residents in November and December. We should use temporary appropriations as bottom line and reevaluate for permanent appropriations.

Mr. Deters responded that most residents don't know what's happening. It's a good exercise considering what's coming down the pike.

Mr. Wolterman suggested we look at resources available to the Board. We must keep the Township moving forward. How do we do that and create value and quality? We must look at holistic approach and other sources of revenue, if we need to tap.

Mr. Ritter asked what role the Financial Advisory Committee can play in this process.

Mr. Wolterman said that department heads must be candid and state when they can't cut an area.

Mr. Deters commented there are hard decisions to be made and we need to involve the citizens. The good news is that our fire and police have adequate funding. They deliver excellent service to our residents.

Mr. Ritter set a milestone date, to see the 36% cuts and how they would affect, of October 26.

Held

September 27, 2011

NEW BUSINESS**FIRE DEPARTMENT****Pay Rate Change**

Chief Smith requested the following part-time pay rates based on changes in individual qualifications: Neal McKinley to \$14.40/hour as a Firefighter/EMT/FAO, effective September 13, 2011. Nick Flerlage to \$16.61/hour as a Firefighter/Medic/FAO, effective September 13, 2011.

Mr. Wolterman made such motion and Mr. Ritter offered the second. The roll was called:

Mr. Deters. "Aye"
Mr. Ritter. "Aye"
Mr. Wolterman. "Aye"

Defibrillator Purchase

Chief Smith recommended the Board approve the replacement of 12 cardiac defibrillators. The manufacturer's recommended life for this equipment is five to eight years, depending on use. We have stretched the use of our defibrillators to ten years through proper care and maintenance. Total cost will be \$236,342.50.

Mr. Ritter made such motion and Mr. Wolterman offered the second.

Mr. Ritter asked if this request was funded in five-year plan. Chief Smith confirmed that it was.

The roll was called:

Mr. Deters. "Aye"
Mr. Ritter. "Aye"
Mr. Wolterman. "Aye"

Donation Acceptance

Chief Smith asked the Board to approve our receipt of a \$250 donation from the Colerain Township Business Association for the Citizen Fire Academy.

Mr. Wolterman made such motion and Mr. Ritter offered the second. The roll was called:

Mr. Deters. "Aye"
Mr. Ritter. "Aye"
Mr. Wolterman. "Aye"

POLICE DEPARTMENT**Donation Acceptance**

Chief Meloy asked the Board to approve our receipt of a \$500 donation from the Cincinnati Red's Baseball Organization.

Mr. Wolterman made such motion and Mr. Ritter offered the second. The roll was called:

Mr. Deters. "Aye"
Mr. Ritter. "Aye"
Mr. Wolterman. "Aye"

Vehicles to Auction

Chief Meloy read Resolution 56-11, by caption, Resolution for Disposal by Sale of Vehicles Which are Obsolete, Unfit, or Unneeded for Public Use.

Held

September 27, 2011

Mr. Wolterman made such motion and Mr. Ritter offered the second. The roll was called:

Mr. Deters. "Aye"
Mr. Ritter. "Aye"
Mr. Wolterman. "Aye"

Sale of Police Cruiser

Chief Meloy requested Board approval to sell a 2006 Ford Crown Victoria police cruiser to another law enforcement agency. This cruiser was replaced in 2011 by a newer model vehicle. This was a vehicle owned and paid for by the Township, but provided to the Sheriff's Office for one of the contract units. The Police Department will sell the cruiser to another police agency, rather than send to auction. This will provide twice the amount of money we would have received from auction.

Mr. Ritter made such motion and Mr. Wolterman offered the second. The roll was called:

Mr. Deters. "Aye"
Mr. Ritter. "Aye"
Mr. Wolterman. "Aye"

Hiring Process (Replacement Clerk)

Chief Meloy explained they are replacing one of their two regular "weekend" clerks. The new clerk would fulfill the need for 10 hours per weekend duty. The process will identify the most qualified candidate.

Mr. Ritter made such motion and Mr. Deters offered the second. The roll was called:

Mr. Deters. "Aye"
Mr. Ritter. "Aye"
Mr. Wolterman. "Aye"

Chief Meloy congratulated Officer Jennifer Sharp, who was in attendance, on receiving her Masters Degree in Criminal Justice from the University of Cincinnati.

SENIOR CENTER**New Event**

Ms. Sprenger announced a new event at the Senior Center. It's the Monster Mash Family Bash on Saturday, October 29, 2011 from 6:30-9 p.m. It will be a family friendly non-scary Halloween Bash! DJ and dancing, inflatable bouncer, balloon sculptures, pizza dinner, family photograph, all under a glow lit hall.

PARKS & SERVICES**Recycle Day**

Mr. Schwartzhoff announced our annual residents' Recycling Day this Saturday from 8 a.m. to 2 p.m. He said this is funded through a grant from the Hamilton County Department of Environmental Services.

He thanked Mr. Foglesong for his leadership of the Township, and he complimented him by saying he's the best guy he ever worked for!

ZONING**Nuisance Resolution**

Dr. Roschke read Resolution 57-11, Nuisance Abatement.

Held

September 27, 2011

Mr. Wolterman made such motion and Mr. Ritter offered the second. The roll was called:

Mr. Deters. "Aye"
Mr. Ritter. "Aye"
Mr. Wolterman. "Aye"

ADMINISTRATION

Community Development – Set Public Hearing

Mr. Birkenhauer requested the Board set two public hearings, October 11 and October 25, for the residents to hear the CDBG projects we'll bring to Hamilton County for the upcoming three-year cycle. He said these projects will include Senior & Community Center capital improvements and road projects.

Mr. Ritter made such motion and Mr. Wolterman offered the second. The roll was called:

Mr. Deters. "Aye"
Mr. Ritter. "Aye"
Mr. Wolterman. "Aye"

Thanks

Mr. Foglesong compared the Township to a pyramid built on a solid base. That's what he has been a part of. Thanks to Chief Smith. He had to buy track shoes to keep up with Chief Meloy. It was a great decision to rehire Mr. McClain. Ms. Sprenger was brought in new, and the whole program shifted. Mr. Schwartzhoff does a good job. The parks never looked better. Dr. Roschke's job was tougher than she anticipated, and we didn't always agree. She is straight forward on her decisions. Mr. Reuter is my mentor and kept me out of trouble. Mr. Birkenhauer is our comic relief. Remember I'm just a phone call away. He enjoyed working with 11 trustees and 2 clerk/fiscal officers.

Mr. Deters stated the search for Mr. Foglesong's replacement is being taken seriously, but he won't put a timetable on it. He moved to appoint Mr. Birkenhauer as interim administrator. Mr. Ritter added that it would be effective October 1. The roll was called:

Mr. Deters. "Aye"
Mr. Ritter. "Aye"
Mr. Wolterman. "Aye"

APPROVAL OF MINUTES

Mrs. Harlow requested approval of the September 13, 2011 minutes as submitted. Mr. Wolterman made such motion and Mr. Ritter offered the second. The roll was called:

Mr. Deters. "Aye"
Mr. Ritter. "Aye"
Mr. Wolterman. "Aye"

Mrs. Harlow requested approval of the September 14, 2011 minutes as submitted. Mr. Wolterman made such motion and Mr. Ritter offered the second. The roll was called:

Mr. Deters. "Aye"
Mr. Ritter. "Aye"
Mr. Wolterman. "Aye"

Mrs. Harlow requested approval of the September 19, 2011 minutes as submitted. Mr. Wolterman made such motion and Mr. Ritter offered the second.

September 27, 2011

Held

The roll was called:

Mr. Deters. "Aye"
Mr. Ritter. "Aye"
Mr. Wolterman. "Aye"

Mrs. Harlow requested approval of the September 22, 2011 minutes as submitted. Mr. Wolterman made such motion and Mr. Ritter offered the second.

The roll was called:

Mr. Deters. "Aye"
Mr. Ritter. "Aye"
Mr. Wolterman. "Aye"

FISCAL OFFICER REPORT

Mrs. Harlow said financial reports are available for viewing at the Administration Office weekdays during regular business hours; or you can call or email to receive information.

Mrs. Harlow asked for approval of payroll, purchase orders, and receipts. Mr. Jeff made such motion and Mr. Deters offered the second. The roll was called:

Mr. Deters. "Aye"
Mr. Ritter. "Aye"
Mr. Wolterman. "Aye"

The Fiscal Officer has recorded the following receipts:

<u>REC</u>	<u>VENDOR</u>	<u>FOR</u>	<u>AMOUNT</u>
499-2011	Hamilton County Auditor	Property Maintenance	\$1,000.00
500-2011	Hamilton County Auditor	Gas Excise Tax – August	23,457.89
501-2011	Hamilton County Auditor	2 nd Half Estate Tax Settlement	173,523.56
502-2011	Hamilton County Auditor	Tip Fees – June	617.60
503-2011	Hamilton County Auditor	Muni. CRT Fines – August	5,563.00
504-2011	Police Dept.	Forfeited Funds	11,205.00
505-2011	Police Dept.	Donation for CRC	9,500.00
506-2011	Police Dept.	State Park, DUI & Drug Fines	724.12
507-2011	Sr. & Community Center	Membership \$60, Classes \$128.50, Lunch \$52.55	241.05
508-2011	Police Dept.	Salaries	3,027.42
509-2011	Police Dept.	Court Reimbursement	114.00
510-2011	Police Dept.	Tow Fees	195.00
511-2011	Zoning Dept.	Certificates, Amendments	1,220.00
512-2011	Zoning Dept.	Sidewalk Program	6,165.00
513-2011	Public Works Dept.	ROW Permits, Contract Plans	774.00
514-2011	Sr. & Community Center	Membership \$70, Classes \$993, Rent Event Fees \$60, Lunch	1,176.80

Held

September 27, 2011

		\$53.80	
515-2011	Sr. & Community Center	Membership \$65, Classes \$576, Lunch \$30.50	671.50
516-2011	Hamilton County Treasurer	Real Estate Taxes Reimb. Overpayment	5,424.26
517-2011	Fire & EMS Dept.	Plan Review	75.00
518-2011	Sr. & Community Center	Membership \$30, Classes \$120, Rent Event Fee \$425, Lunch \$8.85	583.85
519-2011	Fire & EMS Dept.	CTTC Rent, CPR, Fingerprints, Cell Calls, Sign, Report, Plan Permit, Name Plates, Commissary	6,290.71

Mrs. Harlow requested the Board transfer funds, as follows:

From General funds	To Bond Debt	Amounts
1000-910-910-0000	3101-931-0000	\$19,585.21
1000-910-910-0000	3102-931-0000	\$64,532.96
1000-910-910-0000	3103-931-0000	\$42,577.99

From Fire District	To Bond Debt	Amount
2111-910-910-0000	3301-931-0000	\$51,106.08

Mr. Ritter made such motion and Mr. Wolterman offered the second. The roll was called:

- Mr. Deters. "Aye"
- Mr. Ritter. "Aye"
- Mr. Wolterman. "Aye"

Mrs. Harlow requested the Board make the following appropriation adjustment for the Senior and Community Center: take \$3,000 from 1000-610-360-0206 (contracted social services) and adjust to 1000-610-599-0215 (rental refunds).

Mr. Ritter made such motion and Mr. Deters offered the second. The roll was called:

- Mr. Deters. "Aye"
- Mr. Ritter. "Aye"
- Mr. Wolterman. "Aye"

Mrs. Harlow said she had a citizen request to know when Halloween trick or treat will be held this year in the Township. It will be October 31st from 6-8 p.m.

Held

September 27, 2011

ADJOURNMENT

With no further business to come before the Board, at 8:33 PM, Mr. Wolterman motioned for adjournment. Mr. Ritter offered a second.

Mr. Deters. "Aye"

Mr. Ritter. "Aye"

Mr. Wolterman. "Aye"

Stephen G. Deters
Fiscal Officer

[Signature] 12-13
Trustee

[Signature]
Trustee

[Signature] 12-13
Trustee