

Held

December 13, 2011

**OPENING OF MEETING**

Mr. Deters called the meeting to order at 4:04PM. 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 and compensation of public employees and officials, pending and imminent litigation and the negotiation of public contracts

At 4:05 PM, Mr. Deters made a motion to enter Executive Session and Mr. Ritter offered the second. No discussion and the roll was called:

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

Trustee-elect Melinda Rinehart also joined the Board in Executive Session.

Mr. Deters reconvened the meeting at 7:08 PM. Mr. Reuter said no decisions or actions were made in Executive Session.

**INVOCATION**

Mr. Wolterman offered the invocation.

**PLEDGE OF ALLEGIANCE**

All recited the pledge of allegiance.

**PRESENTATIONS**

**Walk of Angels Donation to Driving Angels**

Skip Phelps said a walk was organized by Kortney Pifher, in memory of the girls, to raise funds to go to whatever the family desired. He presented a \$2,500 donation for the Driving Angels program.

Lt. Denney said that is remarkable that they can take a tragedy and make such a positive impact.

Mr. Wolterman made a motion to accept the donation and Mr. Ritter offered the second. The roll was called:

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

**POLICE REPORTS**

Lt. Schoonover of the Hamilton County Sheriff's Office and Police Chief Meloy said the statistics would be available at the next meeting.

**TRUSTEE REPORTS**

**MR. RITTER**

Mr. Ritter wished a Merry Christmas and Happy New Year to all residents.

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Mr. Ritter said he wanted to share the Board's plan regarding budget situation. He said they are still looking for an administrator. He said that in the ideal situation, this person would be online before this, but there is an urgency as we must pass tempoary appropriations by the end of the year. He said that we must have a mature and thoughtful approach before making cuts. He said the Board is meeting with the Financial Advisory Committee on Thursday night.

Mr. Ritter said it has been a pleasure to serve with Mr. Wolterman. He commended him for his long service to the Township as 20 years is admirable. He said they have made a lot of good accomplishments in the last four years they have served together. He offered his best wishes and told Mr. Wolterman, "don't be a stranger."

#### **MR. DETERS**

Mr. Deters said he wanted to echo Mr. Ritter's sentiments and wished Mr. Wolterman well. He said that he has felt they have a connection because of both coming from a large family.

#### **MR. WOLTERMAN**

Mr. Wolterman wished everyone a Merry Christmas. He said it has been a pleasure to serve. He admires our democracy that election day decisions are made without acrimony. He said he will continue to serve where he sees fit.

#### **CITIZEN ADDRESS**

Jim Acton, of 4458 Woodtrail Lane, offered an update on the Memorial Committee. He said that volunteers were at the Kroger Northgate and Northgate Mall "cold selling" the bricks/pavers this weekend. He encouraged everyone to turn in their order forms. He thanked the volunteers who have sold the pavers: Elle and Rich McVay, Virgil Distler, Fred Bryant, Don Stahl, Dave Moore, and Don Strull.

Mr. Ritter commended Mr. Acton for his energy, enthusiasm and commitment to this program.

Kathy Mohr, of 11986 Waldon Drive, approached the Board with questions about the new part-time financial person. In response to her question, Mrs. Harlow said that she is working two days a week. Ms. Mohr asked if she is also still working as a receptionist. Mrs. Harlow said she is not.

Ms. Mohr said she reviewed some timesheets. She asked if we allow for sick time on a Saturday. Mrs. Harlow said that the employee may have written it in the wrong box, but she would check on this. She asked if employees are allowed to work from home? Is this a new policy? Mr. Birkenhauer said that is left to the manager's discretion.

#### **UNFINISHED BUSINESS**

##### **ADMINISTRATION**

##### **Duke Contract**

Mr. Birkenhauer said that at the last meeting, the Board authorized him to sign a contract with Duke for a four month extension. He said that tomorrow is the auction and the rate could be lower than 6.1. He said that, pending the outcome of the auction, he may or may not sign document as it could result in lower rates.

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Mr. Wolterman asked if all proposals and bids will be in writing. Last time, Duke never gave us a formal proposal, yet we entered into an agreement with them. He wants rates and terms in writing.

Mr. Reuter said how the Board receives proposals is up to the Board. He understands Mr. Wolterman's tone that these should be in writing.

Mr. Ritter said the rate expires 12-31. Will this be possible? Mr. Birkenhauer said we will not consummate the new rate by then.

Mr. Deters offered a second to the motion. He said he recalls this to be an endorsement program.

The roll was called:

Mr. Deters. "Aye"

Mr. Ritter. "Aye"

Mr. Wolterman. "Aye"

#### **NEW BUSINESS**

#### **POLICE DEPARTMENT**

#### **Vehicle to Destruction**

The Police Department was awarded a vehicle through the forfeiture process that has no value. Chief Meloy requested to send the vehicle for scrap. The description of the vehicle is as follows: 1997 Chevrolet Malibu 4 DR. VIN # 1G1WD52T6V6101765. Based on the current rate for scrap, the Department should receive approximately \$500 for the car. There is no cost to the agency to send this vehicle for scrap.

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

Mr. Deters. "Aye"

Mr. Ritter. "Aye"

Mr. Wolterman. "Aye"

#### **Vehicle to Auction**

Chief Meloy read, by caption, Resolution 73-11, "Resolution For Disposal By Sale of Vehicles Which are Obsolete, Unfit, or Unneeded for Public Use (ORC Sec. 505.10)."

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

Mr. Deters. "Aye"

Mr. Ritter. "Aye"

Mr. Wolterman. "Aye"

#### **Increase in Towed Vehicle Fees**

The Police Department established a "Colerain Township" rotation wrecker service in March 2011. At the time of its origination, we included a \$15 administrative fee. At the time, we felt it best to estimate the fee amount associated with the towing of crime related vehicles at \$15 per towed vehicle. This administrative fee is paid to the Police Department by the towing agency. He requested the Board to approve an increase in the Administrative Fee to \$30 per vehicle. All four are in support of the requested increase. If approved, the increase would be effective January 1, 2012.

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

Mr. Wolterman asked how many cars are towed in a month. Chief Meloy said it is about 60 vehicles per month.

The roll was called:

Mr. Deters. "Aye"

Mr. Ritter. "Aye"

Mr. Wolterman. "Aye"

## PUBLIC WORKS

### Pay Journalization

Mr. McClain said we have three employees scheduled for a step increase:

- Kraig J. Rieman as a Maintenance Worker I: from classification 2-C to 2-D effective December 28, 2011
- Mr. Paul L. Schwab II effective January 3, 2012 and
- Mr. Daniel R. Schulte effective January 29, 2012 both as a Maintenance Worker II: from classification 3-B to 3-C.

## ZONING

### Demolition Resolution – Barthas Place

Dr. Roschke read, Resolution 74-11, "Resolution for Demolition of 2671 Barthas Place."

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

Mr. Deters. "Aye"

Mr. Ritter. "Aye"

Mr. Wolterman. "Aye"

### Special Nuisance Resolution – Owl Creek Road

Dr. Roschke read, Resolution 75-11, Nuisance Abatement.

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

Mr. Deters. "Aye"

Mr. Ritter. "Aye"

Mr. Wolterman. "Aye"

Mr. Wolterman asked for an update on the properties on Jonrose. Dr. Roschke said they have been in touch with both owners. One is considering the costs of repairs versus demolition and will know in about two and a half weeks. The other is selling the property.

## ADMINISTRATION

### KKG CDS Design Contract

Mr. Birkenhauer requested the Board approve the design contract for the intersection and burying of utilities for the corner of Colerain Ave. and Springdale Road. He said part of the cost is learning exactly what types of conduit are in the ground. He said the contract is for \$71,000.

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

Mr. Deters. "Aye"

Mr. Ritter. "Aye"

Mr. Wolterman. "Aye"

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**Township Liability Insurance**

Mr. Birkenhauer requested the Board approve the Township liability insurance at a cost of \$227,703 for 2012. He said we will be getting a check back in May of \$15,281.13 for being a part of the risk pool. He said we are also being compensated for CDL drug testing.

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

Mr. Deters said he understands that the contract doesn't permit us to leave OTARMA. He encourages the Board to be diligent next year and to look at other options.

Mr. Ritter said he supports looking at options next year.

Mr. Wolterman said this is a property and casualty policy. He agrees that any service should be looked at.

The roll was called:

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

Mr. Birkenhauer also requested the Board approve the proxy statement for voting authority, as himself and the president of the board.

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

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

**Dental Insurance Contract**

Mr. Birkenhauer requested the Board approve the new dental insurance contract. He said the new contract will include \$20 copay and this will result in a \$10,000/year savings.

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

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

**APPROVAL OF MINUTES**

Mr. Ritter motioned to approve the minutes of the September 7, 2011, special meeting. Mr. Wolterman offered the second. The roll was called:

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

Mr. Deters motioned to approve the minutes of the November 4, 2011, special meeting. Mr. Ritter offered the motion. The roll was called:

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

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**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. Ritter made such motion and Mr. Wolterman 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>
655-2011	Hamilton County Auditor	Tipping Fees – Sept.	513.04
656-2011	Hamilton County Auditor	2rd Qtr. Lodging Tax	1,906.85
657-2011	Hamilton County Auditor	Motor Vehicle Oct., Local Gov. Hgwy. Nov., LGF Nov.	63,098.43
658-2011	Hamilton County Auditor	Gas Excise Nov., TPP Reimbursement	601,345.14
659-2011	Zoning Dept.	Certificates, BZA	905.00
660-2011	Public Works Dept.	ROW Permits	40.00
661-2011	Fire & EMS Dept.	Inspection Fees, Plan Reviews	235.00
662-2011	Rumpke	Solid Waste Disposal - Oct.	63,394.23
663-2011	Police Dept.	Court Reimbursement	6.00
664-2011	Sr. & Community Ctr.	Membership \$135, Classes \$150, Rent Event Fee \$420, Lunch \$74.50, Transportation Donation \$20	799.50
665-2011	Police Dept.	Salaries	1,386.01
666-2011	Police Dept.	Immobilization Fee	805.00
667-2011	Zoning Dept.	Certificates	355.00
668-2011	Hamilton County Auditor	MH Homestead 2011	2,688.60
669-2011	Target TIF	Monies from Target for TIF	39,650.05
670-2011	Fire & EMS Dept.	Plan Review, Reports, Commissary, Credit, CPR Class, Cell Calls, CTTC Rent	5,877.81
671-2011	State of Ohio	Homestead and Rollbacks	1,040,689.13
672-2011	Council on Aging	COA – Oct.	277.53
673-2011	EMS Billing	EMS Billing	93,483.77
674-2011	State of Ohio	Liquor Permits	5,191.20
675-2011	Star Ohio Investment	Interest	71.56
676-2011	Star Ohio Investment	Interest	69.96
677-2011	Star Ohio Investment	Interest	57.28

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678-2011	Fifth Third Bank	General Interest – Oct.	229.52
679-2011	Fifth Third Bank	Investment Indigo Interest	6,250.00
680-2011	Fifth Third Bank	NOW Interest – Aug.	296.23
681-2011	Fifth Third Bank	NOW Interest – Sept.	298.77
682-2011	Fifth Third Bank	NOW Interest – Oct.	217.73
683-2011	Administration	Postage Reimbursement from Police	244.63
684-2011	Fire & EMS Dept.	Invoice from Fire to SC for AED Battery and Pads	153.80
685-2011	Administration	Park Reimbursement Ad for Postage	42.05

Mrs. Harlow requested the following appropriation adjustments:

For the General Fund:

- \$199.84 from 1000-930-930-0000 (contingencies) to 1000-110-314-0000 (tax collection fees)

For the Police Department

- \$5,043.18 from 2081-210-389-0000 (other – insurance and bonding) to 2081-210-382-0000 (liability insurance premium)

For the Fire Department

- \$12,000.00 from 2111-220-382-0000 (liability insurance premium) to 2111-220-381-0000 (property insurance premium)
- \$3,000.00 from 2111-220-389-0000 (other – insurance and bonding) to 2111-220-381-0000 (property insurance premium)
- \$130 from 2111-220-599-0000 (other) to 2111-220-352-0000 (water and sewer)
- \$50,000 from 2111-220-599-0000 (other) to 2111-220-215-0000 (Ohio Police and Fire Pension Fund)

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

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

Mrs. Harlow said she received two requests from the Ohio Division of Liquor Control:

- A transfer from Speedway Beverage LLC, DBA Rich Oil 521B, 2691 Springdale Road to Speedway Inc, DBA Rich Oil 521B, 2691 Springdale Road
- A transfer from Speedway Beverage LLC, DBA Rich Oil 521B, 11885 Hamilton Ave. to Speedway Inc, DBA Rich Oil 521B, 11885 Hamilton Ave.

Mrs. Harlow said she spoke to Chief Meloy and Dr. Roschke. Neither see the need for a hearing. The Board agreed.

**EXECUTIVE SESSION**

Mr. Reuter requested the Board enter Executive Session for the purpose of discussing the appointment and compensation of public employees and officials as well as the purchase of property.

RECORD OF PROCEEDINGS

Minutes of

Meeting

BARRETT BROTHERS, PUBLISHERS, SPRINGFIELD, OHIO

REGULAR

Form 6101

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

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

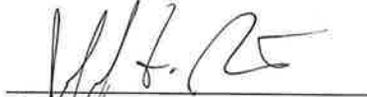
Mr. Deters said no decisions or actions were made in Executive Session.

**ADJOURNMENT**

With no further business to come before the Board, at 8:22 PM, Mr. Wolterman motioned for adjournment. Mr. Ritter offered a second.

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

  
 Fiscal Officer

  
 Trustee

  
 Trustee

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 Trustee