

**MINUTES OF MEETING
INDIAN HILL VILLAGE COUNCIL
March 26, 2018**

A meeting of the Indian Hill Village Council was held on March 26, 2018 at 6:30 p.m. The meeting was held in the Council Chamber of the Village Administration building.

Officials present:

Mr.	Mark D. Kuenning, Mayor
Mrs.	Melissa S. Cowan, Vice-Mayor
Mr.	John B. Armstrong, Council member
Mr.	Stephen H. Krehbiel, Council member
Mr.	Donald C. McGraw, Council member
Mrs.	Monique A. Sewell, Council member
Mr.	Abbot A. Thayer, Council member
Ms.	Dina C. Minneci, City Manager
Mr.	Donald L. Crain, City Solicitor
Mr.	Paul C. Riordan, Clerk/Comptroller

PLEDGE OF ALLEGIANCE: Council opened the meeting with the Pledge of Allegiance.

MINUTES: The minutes of the regular meeting of February 26, 2018 had previously been distributed to each Council member. Council member Thayer made a motion to accept the minutes, which was seconded by Council member McGraw and was approved, as corrected 7-0.

FINANCE COMMITTEE REPORT: Council member Sewell directed Council's attention to a memo titled, "*Finance Committee*". She reported that the Finance and Water Works committees met for a combined meeting on March 20, 2018 to review several items in advance of the Council meeting.

Council member Sewell reported that staff presented information regarding the annual water rate analysis to the Water Works and Finance committees for evaluation purposes. The dialogue was a continuation from last month's Water Works committee meeting. A copy of the Water Works committee report is included in the Council packet.

Council member Sewell directed Council's attention to the February financial statements, which were included in the Council packet.

Council member Sewell provided the following February financial report:

- a. **Income Tax Receipts:** The Village received \$92,607 which was approximately \$11,000 more than received in February 2017.
- b. **Operating Disbursements:** Operating disbursements equated to \$906,792 which was \$127,000 more than February 2017. This was due to timing of payments higher than usual, solicitor invoice due to pending litigation and one-time purchase of major park equipment.
- c. **CIRF:** Disbursements totaled \$930.
- d. **Water Works Receipts:** Water usage receipts were \$147,856 which was approximately \$6,000 less than February 2017 receipts.
- e. **Water Works Disbursements:** Total operating disbursements of \$773,597 was approximately \$644,000 more than February 2017. This was due to the timing of the payment to MSD for sewer reimbursements.
- f. **Water Works CRF:** Total expenditures equated to \$0.00.

- g. **Cash and Investments:** Total month-end cash and investments were \$30,171,493 compared to \$31,094,026 in January 2018 and \$28,469,346 in February 2017. Month to month and year to year changes are due to normal operations, the funding of the construction of the new Joint Fire District firehouses through the Firehouse Construction Fund in 2017, and the increase in income tax due to tax law changes in late 2017.
- h. **Rowe Funds:** The market value as of February 28th was \$3,792,881. The unrecognized gain was \$1,160,288. Total monthly operating receipts, including dividends, were \$4,393 with monthly operating expenses totaling \$7,981 and investment sale net gains of \$5,238.
- i. **Green Areas Funds:** The market value as of February 28th was \$2,778,782. The unrecognized gain was \$1,466,965. Total monthly earnings equated to \$152 with monthly expenses totaling \$0.

The financial statements for February 2018 had previously been distributed to each Council member. There being no exceptions noted, the financial statements were accepted as issued.

LAW COMMITTEE REPORT: Council member Armstrong directed Council's attention to a memo titled, "*Law Committee*". He reported that the Law committee met on March 15, 2018 to review several items in advance of the Council meeting.

Council member Armstrong reported that Mr. Crain presented the February/March legal activity report. The report included updates on employment matters, bridle trail/green area legislation, green area deed review, Planning Commission appeal case review and Mayor's Court.

Council member Armstrong reported that the Law committee reviewed three Ordinances which they recommend for a second reading at the Council meeting. These Ordinances cover three issues: 1) to amend the personnel rules Ordinance; 2) to amend the Police department's health and medical examinations Ordinance and 3) to amend the Ordinance pertaining to positions exempt from the merit system.

AN ORDINANCE AMENDING PERSONNEL RULES OF THE MANAGER OF INDIAN HILL was presented and read for a second reading.

AN ORDINANCE AMENDING THE POLICE DEPARTMENT'S HEALTH STANDARDS AND MEDICAL EXAMINATIONS OF CHAPTER 34, SECTION 34.25 THROUGH 34.30 OF THE CITY OF THE VILLAGE OF INDIAN HILL, OHIO CODIFIED ORDINANCES was presented and read for a second reading.

AN ORDINANCE AMENDING §35.51 OF THE CITY OF THE VILLAGE OF INDIAN HILL, OHIO CODIFIED ORDINANCES BY AMENDING THE POSITIONS EXEMPT FROM THE PROVISIONS OF THE MERIT SYSTEM ORDINANCE OF 1970 AND AMENDING §35.52 BY AMENDING THE CITY MANAGER'S APPOINTMENT AUTHORITY FOR THE DIRECTOR OF PERSONNEL was presented and read for a second reading.

BUILDINGS & GROUNDS COMMITTEE REPORT: Council member Cowan directed Council's attention to a memo titled, "*Buildings and Grounds Committee*". She reported that the Buildings and Grounds committee met on March 20, 2018 to review several items in advance of the Council meeting.

Council member Cowan reported that Mr. Adkins presented the departmental activity report, a copy of which is included in the Council packet. She reported that staff performed routine maintenance and removed trees at the Little Red Schoolhouse. Staff removed honeysuckle at 9000 Kugler Mill Road, Noel Lane and Radio Range Park.

Council member Cowan reported that Mr. West presented the project management report for Grand Valley and Green Areas, a copy of which is included in the Council packet.

Council member Cowan reported that Mrs. Wade-Dorman provided the Buildings and Grounds committee updates on the *Reforest the Hill* program. Staff has scheduled the spring 2018 planting, which will include trees from the 2017 program. The program will commence its second year with order forms and acknowledgements in the April 2018 Bulletin. The proof for the 2017 tree tag was approved and will begin being installed on the trees planted during 2017. Council member Cowan said that Mrs. Wade-Dorman has done a fabulous job on the new order form. Council member Cowan also thanked Mrs. Wade-Dorman for a fantastic job on the tree tag program.

Council member Cowan reported that staff provided an update on Rheinstrom Park. From discussions that occurred with the Grounds committee in January, the Public Works department began installing two parking spaces at the park to assist with overcrowding. In addition, dead trees were removed. The Public Works department also is working with the park's neighbor to replant border trees in the front and back sections of the park, with the back section being done this year and the front section being done in 2019.

PUBLIC WORKS COMMITTEE REPORT: Council member Krehbiel directed Council's attention to a memo titled, "*Public Works Committee*". He reported that the Public Works committee met on March 20, 2018 to review several items in advance of the Council meeting.

Council member Krehbiel reported that Mr. Adkins presented the Departmental Activity report, a copy of which is included in the Council packet. Thus far, the 2017-2018 snow season has included 16 snow events which resulted in 12.15 inches of snow and the use of 1,990 tons of salt and 16,309 gallons of brine. Staff also continues to work on clearing honeysuckle throughout the Village as well as clearing trees out of the right-of-way. Staff repaired guardrail on Camargo Road.

Council member Krehbiel reported that Mrs. Wade-Dorman presented the Project Management report, a copy of which is included in the Council packet. Bid documents and advertising for Kugler Mill Road and Camargo Road pier wall projects are being prepared.

Council member Krehbiel reported that Mrs. Wade-Dorman was appointed to the Ohio Public Works Commission District 2 Natural Resources Assistance Council as a municipal representative. Her role will assist in determining the distribution of Clean Ohio Conservation Funds from various project applications throughout the state. A position such as this is given to those who are well-respected in the engineering field and provides a strong network. It also provides the Village higher visibility when it comes to various grant applications for infrastructure projects. Council member

Krehbiel said that he congratulates Mrs. Wade-Dorman on her appointment and he also said that she is very attuned to these applications.

Council member Krehbiel reported that Mrs. Wade-Dorman provided an overview of a landslide on Shawnee Run Road which resulted from the heavy rain and flooding events in February. The landslide exists between Given Road and Alberly Lane. It is about 75 feet in length and has dropped 1-2 feet at the edge of the pavement. Engineering consultants have estimated repair costs at \$115,000. Staff has submitted documentation to the Hamilton County Emergency Management Agency to acquire funding from emergency grants available through the Ohio Department of Transportation and the Federal Highway Administration.

Council member Krehbiel reported that Mrs. Wade-Dorman provided the list of projects for the upcoming construction season that will likely require road closings, a copy of the report is included in the Council packet.

Mayor Kuenning said that he would also like to thank Mrs. Wade-Dorman for she has done an outstanding job ensuring that the Village applies for all possible grants, especially the last landslide project.

WATER WORKS REPORT: Mayor Kuenning directed Council's attention to a memo titled, "*Water Works and Deregulation Committee*". He reported that the Finance and Water Works committees met for a combined meeting on March 20, 2018 to review several items in advance of the Council meeting.

Mayor Kuenning reported that the Water Works departmental activity and project management reports were distributed to the Water Works committee members prior to the meeting, a copy of which was included in the Council packet.

Mayor Kuenning reported that staff reviewed the information from last month's Water Works committee meeting. Information included water rate benchmarking which showed that Indian Hill's rate continued to be in the bottom third of all other water distribution communities throughout Ohio and Kentucky, even with the 5% rate increases over the last three years. In addition, other local communities have routinely had annual water rate adjustments where Indian Hill did not implement any during the 2008-2015 timeframe. Just this year, local communities are implementing rate increases ranging from 3.75% to 6%.

Mayor Kuenning reported that the Finance and Water Works committees also reviewed the budgetary effects of implementing different water rate increases to determine what is needed to efficiently run the Water Works Department while evaluating how any potential increase financially impacts water customers. Mayor Kuenning said that this discussion included the long-term plan for the Village Water Works capital needs which includes maintaining and replacing infrastructure. Capital projects schedule is updated every year and allows Council to look forward to come up with a water rate that makes sense. Mayor Kuenning reported that after a very thorough discussion, the Water Works and Finance committee members agreed that another rate increase is necessary to ensure sufficient means of replacing significantly old infrastructure, to maintain the integrity of the ten year capital plan and to ensure safe and effective water distribution to customers.

Mayor Kuenning said that the Water Works and Finance committee members recommends, for Council consideration, an 8.0% increase in the water rate beginning July 1, 2018. The Water Works and Finance committee members recommend a first reading of the following Ordinance.

AN ORDINANCE CHANGING THE RATES TO BE CHARGED FOR WATER SUPPLIED TO CUSTOMERS BY AMENDING SECTION 51.55 RATES OF THE CITY OF THE VILLAGE OF INDIAN HILL, OHIO CODE OF ORDINANCES was presented and read for the first reading.

Mayor Kuenning said that the annual rate reviews will continue to be performed. The review will include actual revenues from previous year to account for wet or dry years.

Mayor Kuenning reported that staff indicated that work has begun on the credit card software changeover. More information will be provided to the Water Works committee as well as abundant communications will occur with the credit card customers to ensure a smooth transition.

SAFETY COMMITTEE REPORT: Council member McGraw directed Council's attention to a memo titled, "*Safety Committee*". He reported that the Safety committee met on March 15, 2018 to review several items in advance of the Council meeting.

Council member McGraw reported that Chief Ashbrock presented the Fire/EMS reports, copies of which were included in the Council packet. He said that the Chief highlighted that paramedic runs are up 10% from this same time last year with many of those runs going to assisted living facilities. He also indicated that there were two cooking fires that occurred – one was inside an oven and the other involved a pot holder in a drawer beneath the oven.

Council member McGraw reported that Chief Ashbrock provided follow-up on the personnel discussions from last month. Chief Ashbrock indicated that two Lieutenants have been promoted to Captains – Francisco Caceres and John Lynch. An exam and assessment center will take place on April 28th to fill the vacated positions. In addition, two Class 2, part-time staff have been hired as full time and will begin this month. Chief Ashbrock also emphasized that the department continues to recruit for part-time positions.

Council member McGraw reported that Chief Ashbrock feels that no adjustments will be needed for the 2018 budget to assist with personnel realignment and new hires. He said that Chief Ashbrock also indicated that the Joint Fire District Board will be evaluating a new civil service structure that allows for lateral entry to assist in expanding the applicant pool due to the decline in candidates and the scheduling issues associated with maintaining a viable part-time pool.

Council member McGraw reported that Colonel Schlie presented the Rangers report, a copy of which was included in the Council packet. Over the past month, cases have involved theft, general information, domestic disputes and trespassing.

Council member McGraw reported that Colonel Schlie also indicated that Lt. Watts will be attending Police Executive Leadership College (PELC). The Rangers also were present during the walk-ins performed at Indian Hill High School and Cincinnati Country Day.

PLANNING COMMISSION REPORT: Council member Thayer directed Council's attention to a memo titled, "*Planning Commission*". He reported that the Planning Commission met on March 20, 2018.

Council member Thayer reported that the Planning Commission approved case #18-004: a request for a variance for expansion of a non-conforming home, to construct a covered porch addition. The application was submitted by Thomas Grote, Jr., for the property located at 8105 Kroger Farm. Council member Thayer explained that the original request was to put on a permanent roof over a patio. This would be a replacement for an awning that was there. In effect, the footprint of the house was not affected.

CITY MANAGER'S REPORT: Ms. Minneci directed Council's attention to the 2017 Village Annual Report. She said that the Department Heads put a lot of work into this report every year and she wanted to give a special thanks to Ms. Kari Zenni for her work on this report.

City Manager Minneci reported that the Administrative offices will be closed for Good Friday on March 30, 2018.

City Manager Minneci reported that the Grand Valley Annual Fishing Tournament will be held on April 28, 2018. The event will be from 7:00 am until 12 noon. This event is open to the general public.

City Manager Minneci reported that the New Residents' Event will be held on April 29, 2018 at 4:00 p.m. at the Little Red Schoolhouse. She said that invitations will be mailed out in March.

Mayor Kuenning said that he thanks staff for the preparation of the Annual Report. He said that it includes a lot of valuable information. He said that this report will be mentioned to the new residents at the New Residents' Event.

There being no further business to come before Council, Mayor Kuenning declared the meeting adjourned.

Respectfully submitted,

Mark D. Kuenning, Mayor

ATTEST:

Paul C. Riordan, Clerk