



**Regular Meeting of the Board of Trustees
May 12, 2015**

- 1. **Opening of Meeting**
- 2. **Executive Session (5:30 p.m.)**
- 3. **Pledge of Allegiance (6:00 p.m.)**
- 4. **Approval of Minutes**
- 5. **Administrative Reports**
- 6. **Trustees' Report**
- 7. **Citizen Address**
- 8. **Presentations**
 - a. **Community Survey Results – Dr. Lambert, NKU**
- 9. **New Business**
 - a. **Public Safety**
 - Approval of Hamilton County Heroin Coalition Resolution (Meloy)Action
 - Approval to Proceed with Design & Bids for Engine & Ladder Truck (Meloy)Action
 - Approval of Part-Time Pay Rate Change (Meloy)Action
 - Approval of Change in Status (Meloy)Action
 - Approval of Donation Acceptance (Denney)Action
 - Approval of Grant Acceptance (Denney)Action
 - b. **Administration**
 - Approval to Designate Frank Birkenhauer as Acting Zoning AdministratorAction
 - Approval of Personal Services Agreement.....Action
- 10. **Fiscal Officer's Report**
- 11. **Executive Session – if needed**
- 12. **Adjournment**

Resolution #

Colerain Township • 4200 Springdale Road • Colerain Township, Ohio 45251
www.coleraintwp.org • Phone (513) 385-7500 • Fax (513) 245-6503

Trustees: Dennis P. Deters, Melinda A. Rinehart, Jeffrey F. Ritter
Fiscal Officer: Heather E. Harlow
Administrator: James M. Rowan



NEW BUSINESS

Department: Colerain Township Department of Public Safety

Department Head: Daniel P. Meloy, Director of Public Safety

1. Action (Include rationale)

a. Other

Action: Hamilton County Heroin Coalition – Partnership Resolution

The Board of Trustees of Colerain Township, County of Hamilton, State of Ohio, met in regular session at _____ p.m., on the _____ day of May, 2015 at the Colerain Township Administration Building, 4200 Springdale Road, Cincinnati, Ohio 45251, with the following members present:

Melinda Rinehart, Dennis P. Deters, and Jeffrey F. Ritter

Mr./Ms. _____ introduced the following resolution and moved its adoption:

RESOLUTION NO.: _____ -15

A RESOLUTION AUTHORIZING THE COLERAIN POLICE DEPARTMENT TO PARTICIPATE IN THE HAMILTON COUNTY HEROIN COALITION TASK-FORCE

WHEREAS Heroin – involved deaths in Hamilton County, including homicides and overdose fatalities numbered 177 in 2014 and 182 in 2013; and

WHEREAS law enforcement authorities on the local, state, and federal level recognize that heroin – involved deaths require a coordinated response from law enforcement together with other community resources, and further requires a consistent investigative response across jurisdictional lines; and

WHEREAS the epidemic of heroin involved deaths and overdose incidents constitutes a present public emergency affecting the safety and health of county residents and communities; and

WHEREAS Hamilton County has formed the Hamilton County Heroin Coalition to serve as a platform for collaboration between cities, townships, and agencies now addressing the heroin / opiate addiction problem and its attendant issues; and

WHEREAS the Hamilton County Heroin Coalition has established a law enforcement task force to investigate and prosecute crimes related to heroin overdose incidents in Hamilton County, Ohio; and

WHEREAS the community of Colerain Township has adopted and participates in the county – wide mutual aid agreement which provides for multi-jurisdictional cooperation in law enforcement matters including multi – jurisdictional drug task forces;

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of Colerain Township, Hamilton County, Ohio, as follows:

1. The Colerain Police Department is hereby authorized to participate in the Hamilton County Heroin Coalition Task Force together with other law enforcement agencies in the investigation of heroin overdose incidents.
2. The Chief of Police is authorized to enter into memoranda of understanding with the Task Force and other local, state, and federal authorities to accomplish the purposes for which the task force was formed.

3. That the Board by a majority vote hereby dispenses with the requirement that this Resolution be read on two separate days and hereby authorizes the adoption of the Resolution upon its first reading.
4. That this Resolution shall be effective at the earliest date allowed by law.

Mr./Ms. _____ seconded the Resolution, and the roll being called upon the question of its adoption, the vote resulted as follows:

Vote Record: Ms. Rinehart _____, Mr. Deters _____, Mr. Ritter _____

ADOPTED this _____ day of May, 2015

BOARD OF TRUSTEES:

Melinda Rinehart, Trustee

Dennis P. Deters, Trustee

Jeffrey F. Ritter, Trustee

ATTEST:

Heather E. Harlow,
Fiscal Officer

Resolution prepared by and approved as to form:

Lawrence E. Barbieri (0027106)
5300 Socialville Foster Rd., Suite 200
Mason, OH 45040
(513) 583-4200
Colerain Township Law Director

AUTHENTICATION

This is to certify that this Resolution was duly passed and filed with the Colerain Township Fiscal Officer this _____ day of May, 2015.

Heather E. Harlow,
Colerain Township Fiscal Officer

FIRE APPARATUS REPLACEMENT PRESENTATION



Tuesday, 28 April 2015





ENGINE 25

- Date of Manufacture : June 1993
- Make: Emergency One
- Model: "Hush" Pumper
- Original Purchase Cost: \$300,000.00
- Age: 20.9 years



LADDER 25

- Date of Manufacture : July 1991
- Make: Emergency One
- Model: 110-foot Aerial Ladder
- Original Purchase Cost: \$500,000.00
- Age: 22.8 years



LIFE EXPECTANCY

- 10 – 15 years (front-line)
- 5 years (reserve)
- Dispose of after 20 years

LIFE EXPECTANCY FACTORS

- Routine workload (i.e., mileage & engine hours)
- Pumping capacity and operating capability
- Road conditions
- Weather
- Degree of preventative maintenance



REPLACEMENT FACTORS

- Safety
 - Greater probability of component failure
 - Lacks many safety features required of current apparatus (e.g., anti-lock braking systems, rollover stability, seat belt monitoring system, SMART aerial systems, etc.)




REPLACEMENT FACTORS

- Safety
- Powertrain Components Obsolescence
 - Detroit 92 Series diesel engines went off the market during the Summer 1995
 - Replaced by more fuel efficient, environmentally acceptable engines
 - Remanufactured parts have been difficult to locate and more expensive.



REPLACEMENT FACTORS

- Safety
- Powertrain Components Obsolescence
- Condition of Major Components
 - Powertrain (i.e., engine and transmission)
 - Pump
 - Aerial ladder and hydraulic system



REPLACEMENT FACTORS

- Safety
- Powertrain Components Obsolescence
- Condition of Major Components
- Replacement Parts Availability



REPLACEMENT FACTORS

- Condition of Major Components
- Replacement Parts Availability
- Revisions in National Standards and Federal Mandates
 - NFPA 1901: Std. for Automotive Fire Apparatus (i.e., vehicle data recording, tire pressure monitoring system, aerial system limitations)
 - Federal EPA (i.e., vehicle exhaust emissions)



REPLACEMENT FACTORS

- Revisions in National Standards and Federal Mandates
- Maintenance History
 - Engine 25: Complete body and paint refurbishment, major engine overhaul, complete transmission overhaul
 - Ladder 25: major engine overhaul, power steering system replacement, transmission repairs, aerial ladder and hydraulic system repairs



• Maintenance History



REPLACEMENT FACTORS

- Maintenance History
- Changes in the Department's Mission



RECENT PURCHASE & PLANNING HISTORY

- 2015 Rosenbauer Pumper – Engine 26
 - Cost: \$452,000.00
 - Ordered: May 2014
 - Expected Delivery Date: May 2015



RECENT PURCHASE & PLANNING HISTORY

- Fall 2014: Applied for an *Assistance to Firefighter Grant* through DHS - \$840,000.00 for the replacement of Ladder 25
- Apparatus Replacement Plan
 - Replace Engine 25 in 2016 – begin the acquisition process this Summer
 - Replace Ladder 25 in 2017 – begin the research and specification development in January 2016



Agenda Packet

Department: Colerain Township Department of Fire & Emergency Medical Services

Department Head: Frank W. Cook, Fire Chief

Meeting Date: 12 May 2015

1. Action (Include rationale)

a. Personnel – *Part-Time Pay Rate Change*

- i. Recommendation for a *Part-Time Pay Rate Change* for Doug Laile, Firefighter Emergency Medical Technician (EMT). Promotion to *Firefighter EMT Fire Apparatus Operator* at an hourly rate of \$14.72 effective 24 May 2015. See attached “Change of Status” Form.
- ii. Recommendation for a *change of status* for Richard Witsken, Firefighter EMT from Basic Firefighter to the *Firefighter IIB* classification effective 24 May 2015. See attached “Change of Status” Form.

COLERAIN TOWNSHIP
Department of
Fire and Emergency Medical Service

4160 Springdale Road - Cincinnati, Ohio 45251-1505

NOTIFICATION - Change of Status/Change of Pay

Name : Doug Laile

Rank : Firefighter EMT Current Status : Active

Date : 04/24/2015

- (X) Change of Pay Status - Change to: \$14.72
1. () 1st year Rate for Recruit Class Graduate
 2. () Basic Firefighter/EMT
 3. (X) Firefighter/EMT/FAO
 4. () Paramedic (Prior to obtaining 1A firefighter)
 5. () Paramedic (With 1A certification)
 6. () Firefighter/Paramedic
 7. () Firefighter/Medic/FAO
 8. () IIB Classification

This change must be countersigned by either the EMS Chief or Training Director for the applicable change.

- () Change of Status
1. (X) Promotion to Rank/Position of: Firefighter/EMT/FAO
 2. () Probationary (Including Training etc.)
 3. () Regular
 4. () Suspension - From : _____ To : _____
 5. () Leave of Absence, Type: Medical - Regular
Leave of Absence, From: _____ To : _____
 6. () Dismissal - Termination
 7. () Resignation () with letter () without letter

Remarks : _____

Employee Signature : _____

Training Captain : _____

Division Chief : _____

Assistant Chief : _____

Deputy Chief: _____

Effective Date: 5/24/2015 (For Office Use Only)

Computer entry verified: _____ Date: _____

COLERAIN TOWNSHIP
Department of
Fire and Emergency Medical Service

4160 Springdale Road - Cincinnati, Ohio 45251-1505

NOTIFICATION - Change of Status/Change of Pay

Name : Richard Witsken

Rank : Firefighter EMT Current Status : Active

Date : 04/24/2015

- (X) Change of Pay Status - Change to: \$14.22
1. () 1st year Rate for Recruit Class Graduate
 2. () Basic Firefighter/EMT
 3. () Firefighter/EMT/FAO
 4. () Paramedic (Prior to obtaining 1A firefighter)
 5. () Paramedic (With 1A certification)
 6. () Firefighter/Paramedic
 7. () Firefighter/Medic/FAO
 8. (X) IIB Classification

This change must be countersigned by either the EMS Chief or Training Director for the applicable change.

- () Change of Status
1. () Promotion to Rank/Position of: _____
 2. () Probationary (Including Training etc.)
 3. () Regular
 4. () Suspension - From : _____ To : _____
 5. () Leave of Absence, Type: Medical - Regular
Leave of Absence, From: _____ To : _____
 6. () Dismissal - Termination
 7. () Resignation () with letter () without letter

Remarks : He will not accept the health insurance.

Employee Signature : _____

Training Captain : _____

Division Chief : _____

Assistant Chief : _____

Deputy Chief: _____

Effective Date: 5/24/2015 (For Office Use Only)

Computer entry verified: _____ Date: _____

COLERAIN TOWNSHIP DEPARTMENT OF FIRE & EMS (CTFD)

PART-TIME FIREFIGHTER IIB PROGRAM

I, Richard Witsken _____ agree to voluntarily participate in the CTFD
(Print Name)

Firefighter IIB program, and I understand and agree to, or accept, the following conditions:

1. I must work a minimum of 2,200 hours annually at CTFD
2. My primary work schedule will be 24 hours on duty and 48 hours off
3. I will be scheduled for a minimum of seven 24-hour shifts every 28-day work period
4. No paid time off (holiday, vacation, sick, etc.) will be provided
5. I will not be eligible to enroll in any pension system, other than automatic payroll contributing to Social Security
6. A health insurance package, in accordance with the Affordable Care Act, will be offered by Colerain Township
7. I intend to sign and return the acknowledgement attached to the job description for Firefighter IIB
8. I may elect to withdraw from the FFIIIB program upon submitting a written statement to the fire chief. The effective date of the withdrawal will be determined by CTFD.
 - a. I am fully aware that withdrawing from the FFIIIB program forfeits any offer, or continuance, of health insurance from Colerain Township
 - b. If I request, and I am permitted to remain employed with CTFD, I will assume a FFIIA status and shall not exceed 1,500 work hours annually

I am willing to be assigned to a unit day where there is the greatest need for personnel:

Yes X No _____

I intend to accept the offer of health insurance: Yes _____ No X

Richard Witsken
Signature

4/24/2015
Date

[Signature]
Fire Chief or Designee

NEW BUSINESS

Department: Colerain Police Department

Department Head: Mark C. Denney, Chief of Police

1. Donation Acceptance

1. Respectfully request approval to accept a \$30.00 donation from a citizen. The donation is to thank the Police Department for conducting vacation checks of her home.

2. Grant Acceptance

1. Respectfully request the approval to accept a \$2,500.00 grant from the Walmart Foundation. The grant is for the Colerain Police K9 Unit.

This brings the total donations to the Unit to \$5696.00. This does not include the donation of food, medical care and flea medicine.

NEW BUSINESS

Department: Administration

Department Head: James Rowan

Action:

I. Approval to Designate Frank Birkenhauer as Acting Zoning Administrator

Recommend approval to designate Frank Birkenhauer as Acting Zoning Administrator until such time a successor is hired.

II. Approval of Personal Services Agreement

Recommend approval of personal services agreement with Geoff Milz to serve as technical consultant for the Comprehensive Plan Update & Accela integration at a rate of \$36.05/hour not to exceed 220 hours.

Mr. Milz accepted a new position with the City of Covington, Kentucky and will be resigning his position as Director of Building, Planning & Zoning effective May 21st. The new Director will also play an integral part in this process, however, it is our desire to retain Mr. Milz to assist with the completion of these projects.

**PERSONAL SERVICES AGREEMENT
COLERAIN TOWNSHIP CONSULTANT**

This agreement is made and entered into this 12th day of May, 2015, by and between **Colerain Township, Hamilton County, Ohio**, 4200 Springdale Road Colerain Township, OH 45251, and Geoff Milz, hereinafter referred to as (“Contractor”).

TERM

1.01 This agreement shall be effective upon execution by both parties. The term of this agreement will be from May 22, 2015 to December 31, 2015.

SERVICES

2.01 The Contractor shall serve as a consultant to Colerain Township with respect to serving as a technical consultant for the comprehensive plan update and Accela integration.

COMPENSATION

3.01. The Contractor shall receive compensation of **\$36.05** per hour as approved by the administrator for up to a maximum of 220 hours.

3.02 Contractor shall furnish the Township with a W-9, completed with relevant and correct taxpayer identification information to facilitate payment.

3.03 Contractor hereby acknowledges that he is considered to be an independent contractor and shall receive no benefits generally afforded to Colerain Township employees. In addition, Contractor is solely liable for the payment of all Federal, State and Local income taxes or other taxes arising out of this Contract.

3.04 Contractor acknowledges and agrees to abide by all Federal, State, and/or local criminal or civil laws, statutes, or requirements throughout the duration of this agreement, and failure to do so may result in immediate termination of the agreement, and the pursuit of any other remedy available, whether in law or in equity, by the Township.

3.05 Contractor agrees to indemnify and hold the Township harmless as a result of any claims arising from or related to his/her performance of any duties related to this agreement.

TERMINATION

4.01 This agreement may be terminated by either party, with or without cause, at any time, without prior notice. In the event of termination, the terminating party shall notify the other, in writing, of intent to cancel said agreement, with said cancellation effective immediately upon issuance of the same.

IN WITNESS WHEREOF, the parties agree to the terms and conditions set forth herein upon the date as indicated.

**COLERAIN TOWNSHIP
HAMILTON COUNTY, OHIO**

By: _____

Date: _____

(Contractor)

By: _____

Date: _____