

**MINUTES OF MEETING  
INDIAN HILL VILLAGE COUNCIL  
June 13, 2016**

A meeting of the Indian Hill Village Council was held on June 13, 2016 at 6:30 p.m. The meeting was held in the Council Chamber of the Village Administration building.

Officials present:

Mr.	Daniel J. Feigelson, Mayor
Mr.	Mark D. Kuenning, Vice-Mayor
Mr.	John B. Armstrong, Council member
Mrs.	Molly R. Barber, Council member
Mrs.	Melissa S. Cowan, Council member
Mr.	Donald C. McGraw, 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

Visitors present                      Ms.    Kathy Wade-Dorman, *new City Engineer/Project Manager*

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

**MINUTES:** The minutes of the regular meeting of May 16, 2016 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, 7-0.

**CITIZEN PARTICIPATION:** Ms. Minneci introduced Ms. Kathy Dorman the new City Engineer/Project Manager. Ms. Dorman is a graduate engineer and her last position was with the City of Mason as the Assistant Public Utilities Director. In addition, she has her Ohio Professional Engineer’s Registration (PE) and has 23 years of public sector experience in project management, engineering design, grant applications, all forms of infrastructure improvements, capital planning, inspections, storm water management and budgeting. Her skills and motivation will be a strong asset for the Village for the coming years. Her position has been expanded to include internal services such as storm water management and to utilize her design capabilities on in-house designs. She will also provide a more proactive approach to determine capital needs of the Village. Ms. Dorman went through a very extensive interviewing process and all the interviewers were very impressed with her. She comes to the Village with very strong recommendations from her peer groups. She will start her new position on June 30, 2016.

Council members welcomed Ms. Dorman to the Village of Indian Hill and Council wished her the best of luck in her new position.

**FINANCE COMMITTEE REPORT:** Council member Kuenning directed Council’s attention to a memo titled, “*Finance Committee*”. He reported that the Finance committee met on June 10, 2016 to review several items in advance of the Council meeting.

Council member Kuenning reported the following financial report:

- **Income Tax Receipts:** In May, the Village received \$156,633 which is approximately \$23,000 more than received in May 2015. Year-to-date cash receipts are 94.8% of budget. The income tax receipts for 2016 are forecasted to be \$12,300,000 which is considerably over the budget for the year.
- **Operating Disbursements:** May operating disbursements totaled \$800,000 which was almost equal to the \$808,000 disbursed in May 2015.
- **CIRF:** Disbursements for May totaled \$328,823. The disbursements included landslide repairs, culvert repair and the purchase of a trash collection truck.
- **Water Works Receipts:** Water usage receipts for May were \$161,522 which was approximately \$13,000 more than May 2015 receipts.
- **Water Works Disbursements:** Total May operating disbursements were \$176,821 which is \$566,000 less than May 2015 primarily due to the timing difference of the payment of the MSD invoice.
- **Water Works CRF:** May disbursements totaled \$76,107. This represents first half payment on construction bonds, treatment plant improvements and high service pump repairs.
- **Cash and Investments:** Total month end cash and investments were \$36,901,399 compared to \$37,925,583 in April 2016 and \$36,820,501 in May 2015. Month-to-month and year-to-year changes are due to normal operations and the funding of the construction of the new Madeira fire house through the Firehouse Construction Fund.
- **Rowe Funds:** The market value as of May 31, 2016 was \$3,171,627. The unrecognized gain was \$636,985. Total monthly operating receipts were \$8,602 and monthly operating expenses totaled \$7,197.
- **Green Areas Funds:** The market value as of May 31, 2016 was \$2,228,913. The unrecognized gain was \$945,355. The market value for Rowe and Green Areas Funds are at record levels.

Council member Kuenning reported that Ms. Minneci and Mr. Gully provided an overview of the health insurance renewal for August 1, 2016 through July 31, 2107. The Village is included in the Center for Local Government Benefits Plan Health Insurance pool. Indian Hill is one of 15 government entities which pool resources to provide effective health care coverage for its employees while also being conscious of the overall budget. The pool is self-insured and includes approximately 650 employees. He said that due to healthcare trends that are seeing a 10% increase in prescription medications and a 9% increase in medical costs, it is anticipated the Village will see a 5.8% increase in premium costs beginning August 1<sup>st</sup>. The premium increase is only based on the overall national trends associated with medical costs. Administrative costs remain the same as the current plan year. The pool's reserve is \$1,600,000 which is considerably over the balance of \$1,000,000 at the same time last year. The fund continues to get stronger after a few tough years which is proving to be a good deal for the Village. This is the third year in a row where the pool's insurance claims are below estimate. As of May 31, 2016, the pool has used only 78% of its projected claims with two months left in the plan year.

Council member Kuenning opened the public hearing on the 2017 tentative tax budget. Council member Kuenning explained that the tentative tax budget is the beginning of the entire tax budget process. Indian Hill is required to submit a tentative tax budget each year. The

primary purpose of the tax budget is for the setting of the real estate tax allocations of local government funds.

Council member Kuenning directed Council's attention to the proposed *2017 Tax Budget - & Operating & CIRF Funds* statement which was included in the Council packet. He explained that 2017 income taxes are projected at \$11,084,000 and total operating revenue receipts at \$12,983,300. The total operating and CIRF expenditures are slightly under \$14,000,000. He said that the tax budget has to be approved by July 15, 2016 and submitted to the County by July 20, 2016. There were no questions on the 2017 tax budget, therefore the public hearing was closed.

**A RESOLUTION ADOPTING THE TAX BUDGET OF THE CITY OF THE VILLAGE OF INDIAN HILL FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2017 AND SUBMITTING SAME TO THE COUNTY AUDITOR** was presented and read.

Upon motion by Council member Kuenning, seconded by Council member Thayer, the Resolution was passed by unanimous voice vote. Mayor Feigelson declared Resolution number **12-16** adopted.

Council member Kuenning reported that the Finance committee reviewed a draft Ordinance to amend the 2016 Appropriation Ordinance which was originally passed in December 2015. He said that in order to complete the Grand Valley building project, three purchase orders in the amount of \$61,000 from 2015 must be closed out due to a change in vendors. Those funds from 2015 will be re-appropriated in 2016, but for a decreased amount of \$49,500. Consequently, there is a savings of approximately \$12,000 once the building is constructed. He said that the Finance committee recommends approval of the Ordinance amending the 2016 Appropriation Ordinance on an emergency basis.

**AN ORDINANCE AMENDING ORDINANCE 09-15 AND MAKING APPROPRIATIONS FOR THE EXPENSES OF THE CITY OF THE VILLAGE OF INDIAN HILL, OHIO FOR THE FISCAL YEAR 2016, AND DECLARING AN EMERGENCY** was presented and read.

Upon motion by Council member Kuenning, seconded by Council member McGraw, the rules were suspended by unanimous roll call vote. Upon motion by Council member Kuenning, seconded by Council member McGraw, the Ordinance was passed by unanimous roll call vote. Mayor Feigelson declared Ordinance **04-16** enacted.

The financial statements for May 2016 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 June 2, 2016 to review several items in advance of the Council meeting.

Council member Armstrong reported that Mr. Crain presented to the Law committee the May legal activity report. The report included updates on real estate questions, Mayor's Court and labor contract administration.

Council member Armstrong reported that staff discussed the section of the Village's Code of Ordinance pertaining to property maintenance and how it relates to properties within the Village.

Council member Armstrong said that the Law committee recommends a third and final reading of an Ordinance which allows the Village's current Code of Ordinances to be updated with Ordinance changes that have taken place up through December 31, 2015.

**AN ORDINANCE ENACTING AND ADOPTING A SUPPLEMENT TO THE CODE OF ORDINANCES FOR THE CITY OF THE VILLAGE OF INDIAN HILL, OHIO** was presented and read for the third reading.

Upon motion by Council member Armstrong, seconded by Council member Barber, the Ordinance was passed by unanimous roll call vote. Mayor Feigelson declared Ordinance **05-16** enacted.

**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 June 7, 2016 to review several items in advance of the Council meeting.

Council member Cowan reported that Mr. Adkins provided the Buildings and Grounds committee with the departmental activity report, a copy of which is included in the Council packet. She said that he highlighted the maintenance performed throughout the buildings and parks. On May 20, 2016 the Public Works Department partnered with the Indian Hill Equestrian Club to perform maintenance on the "C" and "M" bridle trails.

Council member Cowan reported that Mr. West provided the Buildings and Grounds committee with the project management report, a copy of which is included in the Council packet. She said that the zoning certificate has been issued for the Grand Valley Ranger Station and the building permit was applied for on the same day. Site grading is expected to take place in 3-4 weeks. She said that staff and Village Council would like to express its gratitude to Indian Hill resident Tim Sharp for volunteering many hours and resources to designing the Grand Valley Ranger Station. His respected architectural skills were a tremendous help in ensuring the building met all the zoning and aesthetic requirements. She said that we wish to express our appreciation for all of his efforts.

Council member Cowan reported that the Buildings and Grounds committee considered two requests for Grand Valley passes for non-Village water users.

**PUBLIC WORKS COMMITTEE REPORT:** Council member Barber directed Council's attention to a memo titled, "*Public Works Committee*". She reported that the Public Works committee met on June 7, 2016 to review several items in advance of the Council meeting.

Council member Barber reported that Mr. Adkins provided the Public Works committee with the departmental activity report, a copy of which is included in the Council packet. She said that with the heavy rain, drainage improvements were made on various streets, including Councilrock Lane, Druwood Lane, Kugler Mill Road and Miami Road. Road berm repairs also were performed on several streets.

Council member Barber reported that Mr. Adkins provided the Public Works committee with the project management report, a copy of which is included in the Council packet. She said that the Weil Road pier wall project has been completed. The final cost was \$238,831 which compares to the bid amount of \$252,525 and the original estimate of \$283,050. Savings were seen due to inspection services being handled in-house by the Public Works Department as it commenced as inspection training program with its employees.

Council member Barber reported that Ms. Minneci informed the Public Works committee that Mrs. Kathy Wade-Dorman had been hired as the new City Engineer/Project Manager.

**WATER WORKS REPORT:** Mayor Feigelson directed Council's attention to a memo titled, "*Water Works and Deregulation Committee*". He reported that the Water Works committee met on June 7, 2016 to review several items in advance of the Council meeting.

Mayor Feigelson reported that Mr. Adkins provided the Water Works and Deregulation committee with the departmental activity report, a copy of which was included in the Council packet. He said that Mr. Adkins highlighted that there were six water main breaks this past month; however, five were caused by one main on Councilrock Lane. The department also updated the Water Treatment Plant contingency plan. This is an EPA mandate and required every few years. Updates mostly revolved around contract information.

Mayor Feigelson reported that Mr. Adkins provided the Water Works and Deregulation committee with the Project Management report, a copy of which was included in the Council packet. Electrical upgrades for the switchboard were installed successfully on May 18<sup>th</sup>. These improvements will allow for the future installation of a sixth high service pump. The water treatment plant floor improvements have been completed and work has commenced on the beam repairs. All work should be completed by the end of June.

Mayor Feigelson reported that the Water Works committee recommends a third and final reading of an Ordinance which will grant an easement to Duke Energy for overhead electric facilities that serve Water Well Numbers 10 and 11 at Craig Lane south of Riverside Drive.

**AN ORDINANCE AUTHORIZING THE CITY MANAGER TO CONVEY AN EASEMENT IN ORDER TO ALLOW DUKE ENERGY OHIO, INC., TO SUPPLY AND MAINTAIN OVERHEAD ELECTRIC FACILITIES TO WATER WELL NUMBERS 10 AND 11 OF THE CITY OF THE VILLAGE OF INDIAN HILL WATER**

**WORKS** was presented and read for the third reading.

Upon motion by Mayor Feigelson, seconded by Council member Kuenning, the Ordinance was passed by unanimous roll call vote. Mayor Feigelson declared Ordinance **06-16** enacted.

Mayor Feigelson reported that the Water Works committee agreed to change its September meeting from Tuesday, September 13 to Thursday, September 15 at 7:30 a.m.

Mayor Feigelson reported that Ms. Minneci informed the Water Works and Deregulation committee that Mrs. Kathy Wade-Dorman had been hired as the new City Engineer/Project Manager.

Mayor Feigelson reported that he had one question on the water rate increase and Ms. Minneci and staff were very helpful with the result that the resident was satisfied.

**SAFETY COMMITTEE REPORT:** Council member McGraw directed Council's attention to a memo titled, "*Safety Committee*". He reported that the Safety committee met on June 2, 2016 to review several items in advance of the Council meeting.

Council member McGraw reported that Chief Ashbrock was unable to provide the May Fire/EMS report at the meeting; however, it was subsequently submitted and attached to the Council packet. He said that it was unremarkable. He reported that Chief Ashbrock updated the Safety committee on a conversation that he had with a resident in Twin Fences. The discussion centered on the Joint Fire District's strong collaboration with the City of Montgomery's Fire Department when it comes to serving the residents in the northern part of the Village.

Council member McGraw reported that Chief Ashbrock provided an update on the fire station construction. From the Project Overview Report submitted by Oswald, the construction manager, June will include the metal roof installation, interior finish completion, exterior concrete work, apparatus bay painting and doors, landscaping, apparatus floor work and interior punch list. Mayor Feigelson said that he has toured the facilities and it really looks great. He offered a tour to any Council member that would like to take one. He said that Chief Ashbrock would provide a tour on a Saturday morning. Ms. Minneci said that move-in would take place sometime this summer.

Council member McGraw reported that Greg Schmidt, an Indian Hill representative on the Joint Fire District Board, has resigned due to moving out of the Village. He said that the Mayor and the City Manager will be meeting this month with a potential replacement for this position. Mayor Feigelson explained that he met with a gentleman on Thursday who came highly recommended and is very well qualified for the position.

Council member McGraw reported that Colonel Schlie presented the Rangers' Activity Report for May, a copy of which was included in the Council packet. Identification thefts and thefts from vehicles were prominent this month.

**PLANNING COMMISSION REPORT:** Council member Thayer directed Council's attention to a memo titled, "*Planning Commission*". He reported that the Planning Commission met on May 17, 2016 to consider several items.

Council member Thayer reported that the Commissioner approved a variance request by Roger and Pat Fry at 7920 Brill Road for a front yard setback to accommodate a small laundry room addition on the west side of the home on a non-conforming lot.

Council member Thayer reported that the Planning Commission conditionally approved a variance request by Jeffrey Seeley at 8100 Indian Hill Road for the construction of an in ground pool on the west side of the home. The applicant requested a variance to the front yard setback, which was a modification to a previously approved front yard setback variance for a pool on a non-conforming lot.

**CITY MANAGER'S REPORT:** Ms. Minneci reported that the parade and fireworks will be held on July 4<sup>th</sup> and that the Administrative offices will be closed for celebration of July 4<sup>th</sup>.

Ms. Minneci requested an Executive Session for the purpose of the appointment, promotion, termination or compensation of a public employee.

Council member Kuenning made a motion that Council enter into Executive Session for the purpose of the appointment, promotion, termination or compensation of a public employee. The motion was seconded by Mayor Feigelson and was passed by unanimous roll call vote. Council entered into Executive Session.

Council returned from Executive Session, there being no further business to come before Council, Mayor Feigelson declared the meeting adjourned.

Respectfully submitted,

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Daniel J. Feigelson, Mayor

ATTEST:

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Paul C. Riordan, Clerk