

**MINUTES OF MEETING
INDIAN HILL VILLAGE COUNCIL
June 17, 2019**

A meeting of the Indian Hill Village Council was held on June 17, 2019 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. Stephen H. Krehbiel, Council member
 Mr. Donald C. McGraw, Council member
 Mrs. Monique A. Sewell, Council member
 Mr. Abbot A. Thayer, Council member

Officials Absent: Mr. John B. Armstrong, Council member

 Ms. Dina C. Minneci, City Manager
 Mr. Austin Musser, Assistant City Solicitor
 Mr. Paul C. Riordan, Clerk/Comptroller

Visitor's Present: Mr. Burke Byer, 9270 Old Indian Hill Road
 Ms. Christy Elfers, 8050 Kroger Farm Road
 Mr. David Hendren, 8050 Kroger Farm Road
 Ms. Laura Karnes, 4 Albert Place, 45227
 Mr. Bill Korte, 6300 Park Road
 Mr. Peter McAdams, 8540 Kugler Mill Road
 Mrs. Wendy McAdams, 8540 Kugler Mill Road
 Mr. Eppa Rixey, 7195 Given Road
 Ms. Diana Rich, 6300 Park Road
 Mrs. Lois Sedacca, 4894 Beechwood Road, 45244
 Chief Chuck Schlie, 6525 Drake Road
 Ms. Cheryl Steele, 700 Milford Hills Drive, Milford, OH 45150
 Mr. Morley Thompson, Jr., 1888 Schlottman Road Loveland 45140
 Ms. Polly Whittaker, 2497 Grandin Road 45208

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

MINUTES: The minutes of the regular meeting of May 20, 2019 had previously been distributed to each Council member. Council member Thayer made a motion to accept the minutes, which was seconded by Council member Krehbiel and was approved, 6-0.

CITIZEN PARTICIPATION: Mayor Kuenning swore-in Trevor Jacob as our newest Ranger and Council welcomed him to the Village of Indian Hill.

Ms. Pam Middendorff appeared before Council and gave a presentation on behalf of the Indian Hill Equestrian Club Bridle Trail Master Plan process. She explained that the process was separated into two parts. This is the first part which was the result of an assessment done by a consultant assessment team on the improvements to be made to the Bridle Trail plus a preliminary cost estimate. The second stage will be a detailed design by the consultants and they will provide construction-type drawings with firm numbers. She said that the consultants, because the Village

is so large, broke the study into five sections and tonight she was going to focus on the Clippinger section. She explained that the Assessment Committee, along with the consultants, held many meetings with Village residents and riders on their needs and wants for the Bridle Trail. The consultants did a very detailed physical assessment of the bridle trails with the goal of recommending improvements that would be both sustainable on a maintenance basis and on a cost basis. The trails have been in existence for 100 years and they would like for them to be in existence for another 100 years. The consultants have detailed maps of the trails and copies of these were distributed to all Council members.

Ms. Middendorff described a number of the issues effecting the use of bridle trails including such issues as drainage, plants infringing on the horse trails, and logs laying across the trails.

Ms. Middendorff explained that the first preliminary cost for the Clippinger section was \$69,000 for deferred maintenance and \$304,000 for new construction for a total cost of \$373,000. The step two cost which is to cover the design and engineering for the Clippinger section is \$60,800. This increases the Clippinger section to \$433,800 and the cost for the total system to \$1,800,000. Ms. Middendorff said that she would like Council to consider that the bridle trails are a large asset and the area has a value that they compute to be approximately \$150,000,000 based on \$50,000 an acre. They are recommending that a professional be hired to oversee the bridle trails. She pointed out that \$50,000 was spent on the bridle trails in 1998 and in 2018 the salaries were only \$1,800 which is not sufficient. They would also like to see the Village form a Bridle Trail committee. It would be better if they had good communications in sharing information with Council.

Ms. Middendorff explained that Dr. Carter Randolph, who was involved in the entire study, recommended that Council file for a grant from Green Areas to do the Clippinger Field section which has a cost of \$433,800. The grant is due August 1, 2019. The Green Areas will make a decision on the grant request in December 2019 which means that construction could start on the Clippinger Field in January 2020.

Ms. Middendorff thanked Council for listening to the presentation. Mayor Kuenning asked if the Green Areas committee has been kept apprised of this project. Ms. Minneci explained that they have been involved all along during the process. Ms. Minneci explained that staff is working with Dr. Randolph to determine if the Village is eligible to apply for a grant. It is a tight window and the Village was notified of this opportunity only recently.

Mayor Kuenning explained that the request would be turned over to the Grounds committee under Council member Cowan for their review and recommendation. This project would also require significant financial review.

Mayor Kuenning thanked Ms. Middendorff and the committee for their assessment and presentation.

FINANCE COMMITTEE REPORT: Council member Sewell directed Council's attention to a memo titled, "*Finance Committee*". She reported that the Finance committee met on June 7, 2019 to review several items in advance of the Council meeting.

Council member Sewell reported that Mr. Aaron provided the quarterly update on the Village App. There have been 496 downloads with an average of three service requests per day. She said that Council member Krehbiel asked Mr. Aaron to evaluate the App's ability to provide feedback to the departments on service requests. Mr. Aaron also provided an update on redesigning the website. Initial discussions with designers indicate a cost of \$28,000 to \$30,000 with a 6-8 week development timeframe.

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

Council member Sewell presented the following financial report:

- a) **Income Tax Receipts:** The Village received \$176,706 which was approximately \$90,000 more than received in May 2018. Year-to-date cash receipts are 94.7% of budget.
- b) **Operating Disbursements:** Operating expenditures equated to \$1,163,019 which was approximately \$43,000 more than May 2018. This is due to timing of payments.
- c) **CIRF:** Disbursements totaled \$491,082. This relates to culvert replacements, phone upgrades, patrol car and street equipment.
- d) **Water Works Receipts:** Water usage receipts were \$157,274 which was approximately \$7,000 less than May 2018 receipts.
- e) **Water Works Disbursements:** Total operating disbursements were \$390,834 which was approximately \$107,000 less than May 2018. This is due to a change in Metropolitan Sewer District's (MSD) billing process in 2018.
- f) **Water Works CIRF:** Total expenditures equated to \$51,476. This relates to debt payment and Shillito water main.
- g) **Long Term Debt:** The semi-annual interest payment for the 2009 Water Works bond was paid with the second interest payment and principal expected to be paid in November.
- h) **Cash and Investments:** Total month-end cash and investments were \$34,559,645 compared to \$35,847,542 in April 2019 and \$33,637,548 in May 2018. Month to month and year to year changes are due to routine operations and changes.
- i) **Rowe Funds:** The market value as of May 31st was \$3,853,557. The unrecognized gain was \$856,539. Total monthly operating receipts, including dividends, were \$8,846 with monthly operating expenses totaling \$14,751 and investment sale net gain of \$16,924.
- j) **Green Areas Funds:** The market value as of May 31st was \$2,847,855. The unrecognized gain was \$1,496,112. Total monthly earnings equated to \$328 with monthly expenses totaling \$2,700.

The financial statements for May 2019 had previously been distributed to each Council member. There being no exceptions noted, the financial statements were accepted as issued.

Council member Sewell reported that the Finance committee reviewed the draft 2020 Tentative Tax Budget and recommends a public hearing on the tax budget at this Council meeting

and recommends a Resolution adopting the Tax Budget of the City of the Village of Indian Hill for the fiscal year 2020 beginning January 1, 2020 and submitting the same to the County Auditor. This Resolution is an annual Resolution which is done for the purpose of meeting filing requirements with the County Auditor. The official budget process for the Village of Indian Hill will begin in August 2019.

A public hearing was opened on the 2020 Tentative Tax Budget. There being no questions from Council, 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, 2020 AND SUBMITTING SAME TO THE COUNTY AUDITOR was presented and read.

Upon motion by Council member Sewell, seconded by Council member Thayer, the Resolution was passed by unanimous vote 6-0. Mayor Kuenning declared Resolution number **10-19** adopted.

Council member Sewell reported that the Finance committee was provided an overview of the health insurance renewal for August 1, 2019 through July 31, 2020. The Village is included in the Center for Local Government Benefits Plan Health Insurance pool. It is one of 17 government entities who 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.

Council member Sewell said that the Finance committee discussed the changes to the pool's dividend program moving the pool from a Terminal Liability Dividend Program to a Triennial Dividend Program. This change provides an opportunity for the pool to receive money back in the reserve account if there is a 50% or less loss ratio after a three-year look back period; however, this change is requiring an increase in the pool reserve amount from two months to three months. Due to healthcare trends and the changes in the dividend program, the pool will see a 6.00% increase in premium costs beginning August 1st.

Council member Sewell reported that there will be no changes to the medical or dental plan designs for the 2019-2020 plan year. The Village is adding a voluntary Vision plan offering that is 100% paid by the employees. For the fifth year in a row, the pool's insurance claims are below estimate. As of May 31st, the pool has used only 81.9% of its projected claims (compared to 79.7% in 2018) with two months left in the plan year. The pool's reserves are expected to be at \$2,470,000 on July 31st compared to \$2,206,713 on July 31, 2018.

Council member Sewell reported that the Finance committee was presented with a breakdown of solicitor fee costs and the legal issues associated with such costs for the last ten years.

LAW COMMITTEE REPORT: Council member Cowan, in Council member Armstrong's absence, directed Council's attention to a memo titled, "*Law Committee*". She reported that the Law committee met on June 6, 2019 to review several items in advance of the Council meeting.

Council member Cowan reported that the Law committee entered into Executive Session for the purpose of discussing the May legal activity report that included discussions on property sale and/or acquisition, pending and potential litigation and preparing for, conducting, or reviewing negotiations with public employees.

Council member Cowan reported that staff provided the Law committee with a Charter Review Update. She said that after talking with other cities, a process and timeline had been created to work toward having recommended Charter changes on the March 2020 ballot. A Charter Review Subcommittee will be created this month which will include staff, Mr. Phillips, a Council representative and two residents. Subcommittee meetings will begin in July with recommendations to be brought to Council in August and September.

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 11, 2019 to review several items in advance of the Council meeting.

Council member Cowan reported that Mr. Adkins presented to the Buildings and Grounds committee the departmental activity report, a copy of the report is included in the Council packet. She reported that staff continued its honeysuckle trimming project, started up irrigation maintenance and restriped the parking lot at Camp Dennison. Staff also began prepping for the 4th of July activities at the Drake and Shawnee Run Road intersection.

Council member Cowan reported that Mr. West and Mrs. Wade-Dorman distributed to the Buildings and Grounds committee members the project management report, a copy of the report is included in the Council packet. At Grand Valley, students from Cincinnati State visited to review the restoration program. At Rowe Arboretum, the new entrance gate columns have been installed with the gates being fabricated at this time.

Council member Cowan reported that the Buildings and Grounds committee received an update on the Rowe Arboretum Campaign. The Rowe Advisory committee met with Bill Hopple, the retiring Director of the Cincinnati Nature Center, to obtain his advice and ideas. He recommended that an aggressive marketing campaign be established to bring Rowe Arboretum to the forefront of the Village's attention. Jason Donovan will be utilizing full page promotions in future Bulletins and more information will be placed on the website. This aggressive marketing can help in having potential donors understand and support the mission and future expectations for the Arboretum. Staff and the Advisory committee members continue to talk with individuals who may potentially lead efforts to help sustain the Arboretum Fund's balance at its current level.

Council member Cowan reported that the Buildings and Grounds committee received an update on the Indian Hill Equestrian Club's Bridle Trial Master Plan which was presented by Pam Middendorff this evening.

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 June 11, 2019 to review several items in advance of the Council meeting.

Council member Krehbiel reported that Mr. Adkins presented to the Public Works committee the departmental activity report, a copy of which is included in the Council packet. Staff trimmed honeysuckle and cleared trees from the right-of-way in several locations. Staff also performed drainage improvements and repaired guardrail on Kugler Mill Road.

Council member Krehbiel reported that Mrs. Wade-Dorman distributed to the Public Works committee members the project management report, a copy of which is included in the Council packet. He said that summaries for upcoming infrastructure projects are as follows:

- a. **Remington Road (SR126) Culvert Replacement:** Greenacres has agreed to the temporary and permanent easements needed for the project. The project will be advertised in June with bid openings scheduled for June 28, 2019. Construction is anticipated to begin in July and last 6-8 weeks with closures.
- b. **Shawnee Run Road Landslide:** ODOT is requesting the Village's portion of the project, \$48,000, be submitted in July. ODOT will submit for advertised bidding in July with construction commencing in October.
- c. **Various landslide projects (Muchmore, Hopewell, Loveland-Madeira, Demar Road):** The Hopewell landslide contractors held a pre-construction meeting which established a start date in 2-3 weeks. The Loveland-Madeira landslide has been placed on hold until the overhead electric line issue can be resolved and an additional easement is obtained by an adjacent property owner.
- d. **Keller Road Bridge:** The Village has signed the agreement and forwarded it to Hamilton County for the Commissioners' approval. Hamilton County will begin in July and will require an approximate 10 week road closure.
- e. **Bike Path Bridge (over Shawnee Run Road):** ODOT has contacted staff to schedule a five day closure of Shawnee Run Road at State Route 126 to complete concrete repairs on the bridge. ODOT has agreed to coordinate this work when Shawnee Run is closed for landslide repairs.
- f. **Blome Road Bridge:** Hamilton County completed repairs on the recently damaged deck. Upon the completion of the preliminary survey, staff will hold a pre-design meeting with the County and its engineers. Project remains planned for 2020. Ms. Minneci said that the County is coming back to fix the plate on the bridge.
- g. **2019 Street Resurfacing Program:** Jurgenson began the curb replacement portion of the project in the North and South Clippinger area. Upon completion of the curb replacement, the milling and overlay will commence.
- h. **Spooky Hollow Gutter Replacement:** This project was included in the Street Resurfacing Project budget and has been completed.

Council member Krehbiel reported that Mrs. Wade-Dorman presented a recommendation for a Resolution authorizing the City Manager to accept the donation of a permanent and temporary easement from Greenacres to assist in the completion of the Remington Road (SR126)

culvert replacement project. After discussion, he said that the Public Works committee recommends passage of the Resolution.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ACCEPT THE DONATION OF A PERMANENT DRAINAGE EASEMENT AND TEMPORARY CONSTRUCTION EASEMENT FROM THE GREENACRES FOUNDATION AS PART OF THE REMINGTON ROAD (S.R. 126) CULVERT REPLACEMENT PROJECT was presented and read.

Upon motion by Council member Krehbiel, seconded by Council member Thayer, the Resolution was passed by voice vote 6-0. Mayor Kuenning declared Resolution number **11-19** adopted.

Council member Krehbiel reported that Mrs. Wade-Dorman presented a recommendation for a Resolution authorizing the execution of a LPA Federal, ODOT Let Project Agreement between the Village and the Ohio Department of Transportation and appropriating the necessary funding. He said that discussion, the Public Works committee recommends passage of the Resolution.

A RESOLUTION AUTHORIZING EXECUTION OF LPA FEDERAL ODOT – LET PROJECT AGREEMENT BETWEEN THE CITY OF THE VILLAGE OF INDIAN HILL AND THE OHIO DEPARTMENT OF TRANSPORTATION FOR THE IMPROVEMENT OF PID NO. 107983 – HAM CR705-3.45 SHAWNEE RUN SLIDE IMPROVEMENT, AND APPROPRIATING FUNDS was presented and read.

Upon motion by Council member Krehbiel, seconded by Council member Thayer, the Resolution was passed by voice vote 6-0. Mayor Kuenning declared Resolution number **12-19** adopted.

Council member Krehbiel reported that Mrs. Wade-Dorman presented a recommendation for a Resolution authorizing the City Manager to convey an easement on the Village Green Areas to Duke Energy for the installation and maintenance of utility lines to assist in completing the Loveland-Madeira pier wall improvement project. After discussion, he said that the Public Works committee recommends passage of the Resolution.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO CONVEY A 32' UTILITY EASEMENT TO DUKE ENERGY OHIO, INC., AN OHIO CORPORATION, FOR THE INSTALLATION AND MAINTENANCE OF ELECTRICAL AND TELECOMMUNICATION LINES LOCATED ON GREEN AREAS PARCEL NO. #629-022-0012, REGISTERED LAND CERTIFICATE #122168 was presented and read.

Upon motion by Council member Krehbiel, seconded by Council member Thayer, the Resolution was passed by voice vote 6-0. Mayor Kuenning declared Resolution number **13-19** adopted.

WATER WORKS REPORT: Mayor Kuenning directed Council's attention to a memo titled, "*Water Works and Deregulation Committee*". He reported that the Water Works committee met on June 11, 2019 to review several items in advance of the Council meeting.

Mayor Kuenning reported that Mr. Adkins presented the departmental activity report, a copy of which is included in the Council packet. He said that staff repaired six main breaks totaling 29 for this year. Staff located a water tap in Madeira and performed inspections on Shillito Lane. Plant Operators responded to 247 service calls while also repairing generator controls at the water tower.

Mayor Kuenning reported that Mrs. Wade-Dorman distributed the project management report, a copy of which is included in the Council packet. He summarized the report as follows:

The contractor has completed 2,000 liner feet of replacing a 6" main with an 8" for the Shillito Water Main Replacement Project. The contractor is working with residents to allow ingress and egress during construction.

Bids were received on the Water Treatment Plant Brine Storage Tank Replacement Project. The lowest and best bid was \$239,950 with the highest at \$241,500. The Engineer's estimate was \$230,000; however, the budgeted amount was higher. Due to the production of the storage tanks having a lead time of twenty weeks, the project will not begin until late fall.

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 6, 2019 to review several items in advance of the Council meeting.

Council member McGraw reported that Chief Ashbrock provided the Fire/EMS report, a copy of which is included in the Council packet. EMS run numbers are down from this time last year, but runs in Indian Hill are up. Runs to the various senior centers have decreased since having meetings with administration about effective transportation techniques.

Council member McGraw reported that Chief Ashbrock informed the Safety committee that Mr. Joe Placke, formerly the Springfield Township Fire department, has been hired to fill the vacant full-time position. This brings the full-time employee total to 21 and part-time employee total to 10. Council member McGraw said that Chief Ashbrock discussed the difficulty in getting EMT's certified as paramedics due to the decrease in class availability. Where once there were five locations available for paramedic training, now there are only two. Currently, it takes 120 credit hours to become an EMT and an additional 240 credit hours to become a paramedic.

Council member McGraw reported that subsequent to the Safety committee meeting, the Madeira & Indian Hill Joint Fire District announced the hiring of Mr. Steve Oughterson as the new Fire Chief due to the upcoming retirement of Chief Ashbrock. Mr. Oughterson currently is

an Assistant Chief with the West Chester Township Fire Department. Mr. Oughterson will officially be sworn-in on July 1, 2010. Chief Ashbrock has agreed to be a mentor to Mr. Oughterson for approximately thirty days. The new Fire Chief will be introduced to the public at the July 8, 2019 Joint Fire District meeting and also will be in attendance at the July 4th events in the Village.

Council member McGraw reported that Colonel Schlie presented the Rangers report to the Safety committee. Over the past month, cases have involved general information, ID theft, juvenile cases and mail fraud.

Council member McGraw reported that the second of two open patrolman positions has been filled by Mr. Trevor Jacob who was sworn in tonight at the Council meeting. He formerly was with the City of Forest Park.

Council member McGraw reported that six current patrolmen applied for the permanent detective position. Testing took place in June. Subsequent to the Safety committee meeting, it was announced that Patrolman Mike Lang will fill the permanent detective position and Patrolman Mike Wedding will fill the revolving position.

Council member McGraw reported that Council member Armstrong asked to review the truck traffic on Varner Road due to an accident that almost occurred from a car attempting to pass two trucks.

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 21, 2019 to consider two items.

Council member Thayer reported that the Planning Commission conditionally approved a variance request to construct a front portico addition and a roof extension to the rear of an existing non-conforming home. The property is located at 7755 Surreyhill Lane.

Council member Thayer reported that a special exception request by Greenacres Foundation to construct a new single family home for the Equine Director was approved. Greenacres Foundation operates under the continuing jurisdiction of the Indian Hill Planning Commission. The property is located at 8400 Blome Road, Unit M.

CITY MANAGER'S REPORT: Ms. Minneci reported the following:

- a. July 4, 2019 – Fourth of July Parade, Festival and Fireworks
- b. July 4, 2019 – Administrative Offices closed for Independence Day
- c. August 26, 2019 – Strategic Planning/Preliminary Council Goals discussion during regular Council meeting – 6:30 p.m.
- d. September 5, 2019 – Community Forum/Coyote Presentation – Livingston Lodge – 6:00 p.m.
- e. December 2, 2019 – Council Organizational Meeting – 7:30 a.m.

Ms. Minneci explained that Jason Adkins took the initiative to send three of his employees to Beaver Creek to assist them with clean-up of the recent tornado damage.

Mayor Kuenning asked Ms. Minneci to thank Mr. Adkins for his initiative and service.

Council member Thayer made a motion to go into Executive Session for the purpose of discussing property sale and/or acquisition. The motion was seconded by Council member Cowan and was passed by roll call vote 6-0. Council entered into Executive Session. Council returned from Executive Session.

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