

**MINUTES OF MEETING  
INDIAN HILL VILLAGE COUNCIL  
June 18, 2018**

A meeting of the Indian Hill Village Council was held on June 18, 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.    Donald C. McGraw, Council member  
                                  Mrs.   Monique A. Sewell, Council member  
                                  Mr.    Abbot A. Thayer, Council member

Official on Phone:         Mr.    Stephen H. Krehbiel, Council member  
  
                                  Ms.    Dina C. Minneci, City Manager  
                                  Mr.    Donald L. Crain, City Solicitor  
                                  Mr.    Paul C. Riordan, Clerk/Comptroller

Visitors present:         Mr.    Richard Babcock, 6525 Drake Road  
                                  Ms.    Nan Bongiani, 6525 Drake Road  
                                  Ms.    Christine Fisher, running for State Rep.  
                                  Chief Chuck Schlie, 6525 Drake Road  
                                  Mrs.   Cindy Williams, 656 Milford Hills Dr., Milford, OH  
                                  Mr.    Doug Williams, 656 Milford Hills Dr., Milford, OH

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

**SPECIAL MINUTES:** The minutes of the special meeting of June 4, 2018 had previously been distributed to each Council member. Council member McGraw made a motion to accept the minutes, which was seconded by Council member Thayer and was approved, 6-0 with Council member Krehbiel abstaining.

**MINUTES:** The minutes of the regular meeting of May 21, 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 Cowan and was approved, 6-0 with Council member Krehbiel abstaining.

**CITIZEN PARTICIPATION:** Ms. Christine Fisher introduced herself to Council. She explained that she is running for State Representative in the 27<sup>th</sup> District which includes Indian Hill. She explained that she is a proponent of fiscal responsibility for the State House, strong schools and taking charge of issues that affect families. Mayor Kuenning thanked her for her presentation and wished her luck with her campaign.

Ms. Minneci asked Mrs. Cindy Williams, Part-time Grand Valley Ranger, to stand before Council. Ms. Minneci explained to Council that Mrs. Cindy Williams, while working at Grand Valley saw a young man struggling in the water without a life vest. Mrs. Williams, without concern for her own safety, grabbed two life vests and entered the water and was able to put a vest on the struggling man and helped him to the safety of the shore. Ms. Minneci said that the Village thanks Mrs.

Williams for everything she did going way beyond the call of duty. Ms. Minneci asked Mr. Babcock, Head of Grand Valley, to present a plaque to Mrs. Williams. Mr. Babcock presented a plaque to Mrs. Williams recognizing her extraordinary effort to assist the young man at Grand Valley.

Mayor Kuenning thanked Mrs. Williams on behalf of Council and all the Indian Hill residents. He said that she makes everyone proud. She shows what selfless service is all about. Mayor Kuenning also thanked her for her service and all the extraordinary work she does every day.

**EXECUTIVE SESSION:** Council member McGraw made a motion for Council to enter into Executive Session to discuss pending litigation. The motion was seconded by Council member Thayer and was carried by roll call vote 6-0 with Council member Krehbiel abstaining. Council returned from Executive Session.

**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 8, 2018 to review several items in advance of the Council meeting.

Council member Sewell also directed Council's attention to the May financial statements, which were included in the Council packet. Council member Sewell provided the following May financial report.

- a) **Income Tax Receipts:** The Village received \$88,890 which was approximately \$90,000 less than received in May 2017. This decrease was expected due to the \$2,000,000 increase in estimated payments received during December 2017 that were a result of federal tax law changes late in 2017.
- b) **Operating Disbursements:** Operating disbursements equated to \$1,119,742 which was \$8,000 more than May 2017. This was due to timing of payments.
- c) **CIRF:** Disbursements totaled \$110,667. This relates significantly to the purchase of three vehicles.
- d) **Water Works Receipts:** Water usage receipts were \$150,821 which was approximately \$12,000 less than May 2017 receipts. This was due to timing of payment receipts into the next month.
- e) **Water Works Disbursements:** Total operating disbursements of \$492,316 was approximately \$336,000 more than May 2017. This is due to payments being received in the subsequent month. Mr. Gully will create a revised cash flow analysis for the remainder of the year to account for the County's new billing cycle. .
- f) **Water Works CIRF:** Total expenditures equated to \$50,652. This relates mostly to the interest payment made on the 2009 construction bonds.
- g) **Long Term Debt:** The Village made its first of two interest payments in May.
- h) **Cash and Investments:** Total month end cash and investments were \$33,637,548 compared to \$34,713,035 in April 2018 and \$33,885,242 in May 2017. Month to month and year to year changes are due to normal operations and the funding of the construction of the new Joint Fire District firehouses through the Firehouse Construction Fund in 2017.
- i) **Rowe Funds:** The market value as of May 31<sup>st</sup> was \$3,711,234. The unrecognized gain was \$1,118,275. Total monthly operating receipts, including dividends, were

\$5,422 with monthly operating expenses totaling \$43,025 and investment sale net gains of \$0. Expenditures included the purchase of a pick-up truck.

- j) **Green Areas Funds:** The market value as of May 31<sup>st</sup> was \$2,801,930. The unrecognized gain was \$1,484,250. Total monthly earnings equated to \$226 with monthly expenses totaling \$2,735. This represents payment for labor associated with green area responsibilities.

The financial statements for May 2018 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 Council member Krehbiel requested that a “percentage of total budget” column be added to the Statement of Receipts & Disbursements report.

Council member Sewell reported that following up on last month’s conversation regarding the transfer of funds from Fifth-Third to Bartlett investments, Mr. Gully indicated that a \$5,000,000 transfer is appropriate in order to balance short term cash flow needs while capitalizing on higher interest rates associated with longer term commitments.

Council member Sewell reported that the Finance committee reviewed a draft 2019 Tentative Tax Budget. The 2019 budget reflects total estimated revenues of \$14,300,000 against estimated operating expenses of \$12,400,000 and capital/retirement reserve expenditures of \$2,500,000. Total ending balance for all 2019 funds is estimated at \$18,300,000. It was noted that the tax budget represents a starting point for the preparation of the more encompassing 2019 budget. The formal, detailed budget review process begins in July and continues through the adoption of an appropriation Ordinance in December. This process includes many meetings amongst staff, the Finance Director, Comptroller, City Manager and Council committees where individual line items are thoroughly analyzed and adjusted as needed. Council member Sewell also directed Council’s attention to the financial report included in the Council packet titled, “2019 Tax Budget – Operating & CIRF Funds”. Council member Sewell opened the Public hearing on the 2019 tax budget. There being no questions or explanations requested, the Public Hearing was closed.

Council member Sewell reported that Mr. Aaron presented a draft version of the Village App. It includes icons for service requests, Village contact information, Village calendar and alerts. Council member Krehbiel had suggested referring to the City of Florence’s App for ideas associated with “Project Announcements”. After discussion, the Finance committee concluded that Mr. Aaron and Ms. Minneci will meet with Council member Krehbiel to formulate a comprehensive list of other items that we may wish to incorporate into the App before the prototype is released as a way to obtain an estimated cost for such additions. Mayor Kuenning thanked Mr. Aaron and Council member Krehbiel on the work they have done on the App which he believes will be a real benefit for the Indian Hill residents.

Council member Sewell reported that the Finance committee reviewed an overview of the health insurance renewal for August 1, 2018 through July 31, 2019. She said that the Village is included in the Center for Local Government Benefits Plan Health Insurance pool. It 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. Due to healthcare trends, it is anticipated the pool will see a 4.06% increase in

premium costs beginning August 1<sup>st</sup>. However, the pool wishes to utilize some of its reserves in order to help alleviate the cost to employees and municipalities. This results in the 4.06% premium increase being reduced to 2%.

Council member Sewell reported that beginning August 1, 2018, one of the four current health insurance plan options will be dropped as it has become less efficient for both employees and the Village due to the changes in the Affordable Care Act. Currently there are eight employees in the plan being dropped, and they have had the past year to review the three other plan options to determine which is best for their situation. For the fourth year in a row, the pool's insurance claims are below estimate. As of May 31<sup>st</sup>, the pool has used only 75% of its projected claims (compared to 83% in 2017) with two months left in the plan year. The pool's reserves are expected to be at \$2,004,000 on July 31<sup>st</sup> compared to \$1,489,273 on July 31, 2017.

Council member Sewell reported that the Finance committee reviewed a list of talking points which will be incorporated into the campaign literature for the Rowe Arboretum Fund. The Finance committee will review the points and provide Mr. West with feedback in order to begin the campaign by the end of the summer/beginning of fall.

Council member Sewell reported that the Finance committee reviewed a draft for proposals (REP) for fiduciary services associated with the Rowe Arboretum Fund. The Finance committee also reviewed Investment Policy Guidelines for the Rowe Arboretum and Green Area Funds that originated in 2000 and were amended in 2008. She said that the Finance committee provided suggestions on how to advertise the RFP and will review the Investment Policy Guidelines over the next few months. Staff expects to advertise the RFP by the end of June with the review process ending in September.

**A RESOLUTION ADOPTING THE TAX BUDGET OF THE CITY OF THE VILLAGE OF INDIAN HILL FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2019 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 voice vote 6-0 with Council member Krehbiel abstaining. Mayor Kuenning declared Resolution **05-18** adopted.

**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 7, 2018 to review several items in advance of the Council meeting.

Council member Armstrong reported that the Law committee entered into Executive Session to discuss pending litigation.

Council member Armstrong reported that Ms. Minneci and Mr. West presented the May/June legal activity report. The report included updates on the receipt of title work for green area donation, review of inspection and nuisance issues, review of BWC claim, review of Planning Commission appeal and Mayor's Court.

Council member Armstrong reported that the Law committee reviewed an update on the on-going nuisance and health issue on Brill Road. At the Mayor's Court in May, the resident asked for a continuation until June to seek legal representation. To date, no significant progress has been made to bring the home to suitable conditions, and it continues to be condemned.

**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 12, 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, landscaped the Administration building, planted trees on Given Road and in Rheinstrom Park and began mowing Green Area parcels.

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. She reported that the Kayak Launch has been installed and is ready to use. An article will be in the upcoming Bulletin and instructional video has been placed on the website.

Council member Cowan reported that Mrs. Wade-Dorman indicated the 2018 "Reforest the Hill" program has received \$1,500 in donations thus far. In addition, the monitoring well at the Ranger's Shooting Club will be installed in September.

Council member Cowan reported that Ms. Minneci indicated to the Buildings and Grounds committee that she would like to honor part-time Grand Valley Ranger, Cindy Williams, at this Council meeting for her extraordinary efforts in assisting Grand Valley patrons in a water-related incident. This recognition was given to Mrs. Williams this evening.

Council member Cowan reported that Mr. Adkins provided an update on the landscaping being done at the Administration building. A new sign has been ordered to replace the one on Shawnee Run Road. Refreshed landscaping also will be placed around the new sign. In addition, a new sign for the front of the Administration building is being ordered and the wildflower plantings in front of the Phinney House have been removed and replaced with a plum tree.

Council member Cowan reported Ms. Minneci presented to the Buildings and Grounds committee information on the basic pistol classes that are being formed at the Shooting Club. The classes will be taught by Mr. Dick Steuerwald, Range Master and Mr. Jack Basham, Assistant Range Master. Classes will be held during normal business hours, and are anticipated to begin at the end of June. Council member Cowan reported that there are currently 650 members for the Shooting Club with 301 being residents (46%) and 349 being non-residents (54%).

Council member Cowan reported that staff attended a Bridle Trail Master Plan update meeting.

Council member Cowan reported that there are three positions on the Green Areas Advisory Committee which are available due to expiring terms. The Buildings and Grounds committee will

provide names of people they feel would be interested in serving on the Board to Ms. Minneci. The list will be reviewed and appointments made by the Mayor.

Council member Cowan reported that Mr. Jack Alley has expressed interest in filling the part-time Recreation Coordinator position on a permanent basis. She said that staff and Recreation Commission are quite happy with his willingness to remain due to him previously holding the position for 17 years. Mayor Kuenning thanked Mr. Alley for his service and said that he is glad to have him back.

**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 12, 2018 to review several issues 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. He said that staff continues its efforts clearing honeysuckle on the main thoroughfares. In addition, clearing trees from the right-of-ways, preparing for road resurfacing with drainage improvements and repairing storm water pipe are additional projects accomplished this month.

Council member Krehbiel reported that Mrs. Wade-Dorman presented the project management report, a copy of which is included in the Council packet. He said that the Street Resurfacing Program held a pre-construction meeting and will begin curb work prior to paving.

Council member Krehbiel reported that the Camargo and Kugler Mill pier wall project will mobilize at the end of June with an anticipated road closure scheduled for approximately one week.

Council member Krehbiel reported that the Spooky Hollow/Blome Road culvert repair project received \$140,000 in a Municipal Road Fund (MRF) grant and has completed its field survey. This project will commence this summer with anticipated road closures for at least four to six weeks.

Council member Krehbiel reported that subsequent to the Public Works committee meeting, Ms. Minneci sent the Public Works committee an additional request. In order to receive the MRF funds for the Spooky Hollow/Blome Road culvert project, the Village is required to pass an emergency Ordinance which authorizes an agreement between Hamilton County and the Village for the funds to be disbursed and the project to be kept on the schedule.

**AN ORDINANCE AUTHORIZING AN AGREEMENT BETWEEN THE CITY OF THE VILLAGE OF INDIAN HILL AND THE BOARD OF HAMILTON COUNTY COMMISSIONERS RELATIVE TO THE IMPROVEMENTS OF SPOOKY HOLLOW ROAD AND BLOME ROAD, AND DECLARING AN EMERGENCY** was presented and read.

Council member Armstrong explained that this Ordinance is declared to be an emergency because it is necessary for the immediate preservation of the public health and welfare of the City of the Village of Indian Hill; the reason for the emergency being the need to repair a severely deteriorated culvert under Spooky Hollow Road and Blome Road and to proceed with repairs without delay in order to properly serve the City of the Village of Indian Hill.

Upon motion by Council member Armstrong, seconded by Council member Thayer, the rules were suspended by unanimous roll call vote 6-0 with Council member Krehbiel abstaining. . Upon motion by Council member Armstrong, seconded by Council member Thayer, the Ordinance was passed by unanimous roll call vote 6-0 with Council member Krehbiel abstaining. Mayor Kuenning declared Ordinance **05-18** enacted.

Council member Krehbiel reported that the Remington Road culvert replacement project's field study will be completed this month. Staff will be applying for Ohio Public Works Commission (OPWC) funding in September. Construction is anticipated in 2019.

Council member Krehbiel reported that soil borings have been completed on the Shawnee Run landslide project. Primary plans have been sent to ODOT for review. The Village will receive federal highway grants to assist with this project. It should commence this summer under the direction of ODOT with anticipated lane closures only.

Council member Krehbiel reported that the North Branch Sycamore Creek Restoration project along Weil Road is awaiting the release of an updated agreement while engineering plans have been submitted to the Army Corps of Engineers for review. Upon approval, construction will commence this summer and will require a road closure for approximately one month.

**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 12, 2018 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. Staff repaired four main breaks totaling 32 for this year and installed three new water taps. The Plant Operators responded to 358 customer service calls. This amount is above average due to the many calls related to the significant gas main installation project occurring within the Village.

Mayor Kuenning reported that Mrs. Wade-Dorman distributed the project management report, a copy of which is included in the Council packet. The switchgear and transformer became operational at the end of May, and staff training on the new system also was completed.

Mayor Kuenning reported that Kroger Farm water main replacement completed installation from the dead-end of Kroger Farm to Fox Hollow. Work will continue along Kroger Farm to Cunningham Road.

Mayor Kuenning reported that the Algonquin water main engineering has begun. Construction is scheduled for 2020.

Mayor Kuenning reported that the monitoring well installation at the Shooting Range is scheduled to begin in September.

Mayor Kuenning reported that the Water Works discussed the appearance of blue rings within some sinks. He said that Mr. Adkins explained that this could be caused by several factors relating to

the resident's piping and possible electrical grounding connections. If residents have questions, Mr. Adkins encourages them to contact the Water Works department.

Mayor Kuenning reported that Ms. Minneci indicated that there are two new Water Works employees – Tiffany French replaced Sherri Nosek as the Water Works Administrative Assistant and Tom Gray will be replacing Ken Allen who retired.

**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 7, 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 explained that the Chief highlighted that paramedic runs are 45 more than this time last year. In addition, there were two fire runs. An Indian Hill incident involved a chimney fire, and a Madeira incident involved an electric motor overheating.

Council member McGraw reported that Colonel Schlie presented the Rangers report, a copy of which was included in the Council packet. He said that over the past month, many cases have involved theft, general information, failure to appear in Mayor's Court and driving under suspension.

Council member McGraw explained that Colonel Schlie also highlighted that Lt. Carl Watts graduated from the Police Executive Leadership College and that Lt. Ed Shannon will be attending the FBI Academy in the fall.

Council member McGraw reported that Colonel Schlie provided an update on the Lexipol integration process. The department is almost near completion with the policy portion of the software and it is approximately 50% completed with the process side of the implementation.

Council member McGraw reported that at the request of Mayor Kuenning, Colonel Schlie will formulate an active shooter training for Council and administrative personnel. The Rangers, Fire District and Public Works departments have held several such trainings with each other and the school districts within the Village.

Council member McGraw said that the Safety committee entered into Executive Session to discuss public employees, officials, licenses or regulated individuals.

**PLANNING COMMISSION REPORT:** Council member Thayer explained to Council that due to the timing of the prior Planning Commission meeting being held before the last Council meeting, he did not have anything to add in a report for that meeting. However, he invited Council to the Planning Commission meeting on June 19, 2018 which has a full schedule.

**CITY MANAGER'S REPORT:** Ms. Minneci reminded Council that July 4, 2018 is quickly approaching. A parade will held on July 4<sup>th</sup> and fireworks will be held in the evening. She said that the Administrative offices will be closed on July 4<sup>th</sup>.

Ms. Minneci reported that the Village received a very kind thank you card from Captain Clarence Smith for his joint retirement Resolution. He appreciated all the work that went into it.

Ms. Minneci reported that the Village also received a thank you letter from Helen Black's family for flowers sent for her funeral.

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

Respectfully submitted,

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Mark D. Kuenning, Mayor

ATTEST:

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Paul C. Riordan, Clerk