

**VILLAGE OF GREENHILLS**  
**REGULAR COUNCIL MEETING**  
**OCTOBER 2, 2012**  
**MINUTES**

A regular meeting of the Council of the Village of Greenhills, Ohio was called to order on October 2, 2012 at 7:00 p.m. by Vice Mayor Glenn Drees. Present were: Messrs. David Adams, Jeff Halter, Greg Hermes, Bud Wolterman and Mrs. Maria Waltherr. Also present were: Municipal Manager Evonne Kovach, Law Director Jeff Forbes, Police Sergeant Anne Ward, and Clerk of Council Kathy Lives.

Mayor Murrell was excused due to a prior commitment.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance to the Flag of the United States of America was led by Vice Mayor Drees.

**APPROVAL OF MINUTES:** Minutes of the August 21, 2012 work session, September 4, 2012 Council meeting, September 12, 2012 public hearing and September 18, 2012 work session were approved as submitted.

**RESIDENTS TO ADDRESS COUNCIL** – (This is the time for citizens to comment on matters before Council or to ask questions of concern to them. When recognized, please come forward to the lectern, give your name and address and then state your comments or questions. Council meetings are tape recorded for ease of transcription. Comments are limited to two minutes.)

Ms. Terri Treinen, 37 Dewitt Street, called attention to Item 4 on the agenda under New Business which establishes a fund (#4901) for other capital projects and requested further clarification of this fund. Ms. Treinen also called attention to two public hearings held on September 12 and 26, 2012 regarding amendments to the Zoning Code and noted the September 26, 2012 hearing was held at the same time as a Charter Review Committee meeting. She suggested a Charter amendment to address scheduling public meetings on the same day and time to avoid conflicts. Ms. Treinen stated her pleasure with the resurfacing of Winton Road and Eswin Street; Ms. Kovach indicated the resurfacing of some side streets will begin shortly.

**REPORTS OF VILLAGE OFFICIALS**

**Municipal Manager – Evonne Kovach**

**Hamilton County Municipal Road Fund**

- Agreement was provided prior to the start of tonight's Council meeting.
- With the receipt of funding from the Municipal Road Fund (MRF) and Ohio Public Works Commission (OPWC), it is necessary to establish a restricted Capital Projects fund (#4901) to receive and distribute these monies.
- The total cost of the Winton Road Improvement Project is approximately \$400,000. About \$200,000 will come from OPWC, \$73,000 from MRF; the remainder from local funds.

**National Park Service Visit Regarding National Historic Landmark Designation**

- Of great importance is the initial plan of the community and the evolution over time of that plan more than the date of specific housing units.
- Greenhills is unique in the relationship of its streets to the topography of the area and a nice mix of housing to also fit the topography.
- Greenhills was the prototype of cul-de-sacs and set many standards for FHA guidelines after WWII.
- Greenhills planners created sides of houses facing gardens that were as prominent as front facades; they made an effort to break the monotony of housing with a variety of setbacks and yet made the variety harmonious; they wanted each townhouse to have its own entry to give a sense of privacy.
- The visitors were thrilled with what they saw and were extremely pleased with the overall integrity of the original plan.
- New development should be compatible in scale and materials and should not overwhelm the historic nature of Greenhills. There can be a variety of housing, but still include porches and other items consistent with initial themes such as the angles of the homes, varying setbacks, etc.
- Open space and landscape character of the community is critical. This is something that apparently the other two greenbelt communities have not been able to retain.
- Met with representatives of the Hamilton County Park District regarding possible new borders of the National Historical Landmark.
- Visit was a success and encouragement was given to proceed with the nomination. To that end, additional funding is needed in an approximate amount of \$10,000. A grant source has been identified and the application process has begun.
- Thanked the Historical Society for their presence and input.

#### Liquor License Transfer

- The liquor license transfer for Molloy's is now complete.

#### Road Projects

- Repairs to Winton Road and Eswin Street are now underway.
- Andover and Cromwell (to Damon) will be fully paved in the next three weeks.
- Patch work will take place on Japonica and several other designated streets.

#### Housing Improvement Repair Fund

- An announcement of the program will be published in the October 5, 2012 edition of the *Greenhills Journal*.
- A brochure will be mailed with each relevant code violation, as requested.

#### Tree Program

- On September 13-20, 2012, attended a Tree Academy in Wilmington, Ohio.
- Second phase of ash tree removal will begin shortly; two bids received and approval slated for Council action soon.
- Suggested names for Tree Board to come before Council later in the meeting.

#### Finance Report

- Finance report for previous month was distributed to Council and is available for public inspection.
- Income tax collections are ahead of this time last year; however, it is not certain if goal for this year will be met.

#### Code Enforcement Report

- A representative of NIC will attend the November work session to provide an update and answer any questions.

#### Public Records Requests (September)

- Each month will report on the public records requests received during the previous month.
- September 4, 2012 – Request from Diana Koller for Charter Review Committee minutes and handouts.
- September 10, 2012 – Read in full a request from Pat Andwan containing 14 public records requests dealing mainly with village-owned properties and real estate transactions.
- September 21, 2012 – Read in full a request from Pat Andwan containing 24 public records requests dealing with village-owned properties and real estate transactions, rental income maintenance information, 2010, 2011, 2012, listing of all checks written including both CIC's, 2012 time sheets for all Village of Greenhills employees, all written employees and objectives, all current Village of Greenhills employee job descriptions, all 2011 and 2012 employee performance appraisals, all 941 payroll tax forms for all Greenhills employees, all NIC housing inspections records and invoices, current Village of Greenhills Employee Handbook, 2012 invoices for Village of Greenhills website development, and Charter Review Committee meeting minutes and handouts.
- In answer to a question asked by Mr. Halter, Ms. Kovach stated the amount of time to comply with Ms. Andwan's requests is about 15 hours of staff time, ten of which were hers.

#### Law Director – Jeff Forbes

- On September 26, 2012, met with the Charter Review Committee to discuss the role of a Charter Review Committee, another municipal's Charter review committee process, and a municipal corporation's Home Role operation.

#### Clerk of Council – Kathryn L. Lives

- Ordinance Nos. 2012-38-CD, 2012-39-CD, 2012-40-CD, 2012-41-F, 2012-42-F, 2012-43-S&S, 2012-44-F, and 2012-45-T&S were posted as required.
- Also posted as required were: the September 2012 Community Calendar, legal notice for bids for tree removal, cancellation notice of the August 20, 2012 Laws and Rules Committee meeting and the September 19, 2012 Recreation Commission meeting, notice of the Design and Beautification Committee meetings, and notice of the Finance/Audit Committee meeting of August 23, 2012 and the Charter Review Committee meeting of September 26, 2012.

- Will be out of town on October 16 through October 18, 2012 to attend the Ohio Municipal Clerks Association Career Development Program at Kent State University. Will be unable to attend the October 16, 2012 Council work session.

#### **Chief of Police – Sergeant Anne Ward**

- The monthly Officer Activity Report, Monthly Crime Analysis, and the Personnel Early Warning System Report were filed with Council and are available for public inspection.
- In mid-September, the license reader was installed in a police vehicle; training is complete and the reader is fully operational.

#### **Fire Department – Anthony Spaeth**

For Chief Spaeth, Vice-Mayor Drees stated the following:

- On October 5, 2012, 6:00-9:00 p.m., a Craft Show will be held at the Baptist Church, corner of Winton and Sharon Roads, to benefit the Fire Department. This will also serve as kick-off to *Fire Prevention Week*.
- On October 9, 2012, a fundraising event will be held by City Barbeque in Blue Ash. Twenty-five percent of purchases will be donated to the Fire Department; a flyer, which is available at the Fire Department, Fire Department website, and Village Hall, must accompany all purchases, dine in or carry out.
- October is *Fire Prevention Month*. Urged residents to check smoke and carbon monoxide detectors as well as chimneys and furnaces.

#### **Mayor – Fred Murrell, Audited Court Receipts**

For Mayor Murrell, Vice-Mayor Drees stated the following:

- Now is the time to clean garages for the winter season. During October, those residents with household hazard waste, including oil and latex-based paints and stains, can recycle said items at a collection site located where Winton Road dead ends at Spring Grove Avenue. No charge to dispose of items.
- During October 1-15, 2012, the Winton Woods High School Key Club and National Honor Society, Messiah Lutheran Church, Cincinnati Financial and Forest Park Seniors will collect age-appropriate book donations for students. Drop off points: Winton Woods schools, Greenhills Community Building, school district central office, Messiah Lutheran Church, Cincinnati Financial and Forest Park Senior Center. The goal is to provide every student in the Winton Woods School District with a book.
- The official celebration of Halloween is October 31, 2012, 7:00-9:00 p.m. Drivers are urged to use extra caution.
- Election Day is November 6, 2012; early voting is available at the Hamilton County Board of Elections.
- The Charter Review Committee has met and is moving forward with its charge.
- Council has conducted two public hearings regarding amendments to the Zoning Code. All public input will be reviewed and taken under consideration. A special Council meeting may be in the offing to formally consider amendments individually.
- Without objection, the agenda was amended to add under New Business a motion to appoint the following to the Tree Advisory Board: Candace Shank, Bev Ventura, Neil

White and Amy Newcomer. Other members of the board are: the Service Foreman or his/her designee, the Village Arborist and the Municipal Manager (ex-officio).

- Audited court receipts for September not available at this time.

## **COMMITTEE REPORTS**

### **Finance and Audit – Drees**

- A five-year renewal of the 3.89 operating levy will appear on the November 6, 2012 ballot. This levy will generate approximately \$193,000 each year for the General Fund. Estimated annual cost is \$100.37 per \$100,000 evaluation. Total village revenue has declined in recent years due to a decrease in housing values and personal income because of the prolonged economic downturn, phase-out of the State inheritance tax, and reductions in the Local Government Fund. Alternative funding sources are being sought and expenditures have been under careful scrutiny. If the operating levy renewal fails, the Village will most likely no longer provide trash collection as a public service. Actually, it will be less costly to the residents to renew the levy as opposed to pay for private refuse collection. Urged all residents to carefully consider the levy and to vote on November 6, 2012 or prior.

### **Inter-Governmental Affairs, Laws & Rules – Waltherr**

- On September 5, 2012, attended the Winton Woods Global Academy panel meeting. Is now a part of the mentoring program.
- Recently participated in the Winton Woods High School Homecoming Parade.
- The Laws and Rules Committee met on September 24, 2012 to discuss 2012 legislation enacted with the emergency clause. Minutes are available for public inspection and will be forwarded to members of Council for informational purposes. The next meeting of the committee is scheduled for October 29, 2012, 9:00 a.m.
- On September 29, 2012, attended LULAC meeting and awards ceremony.
- On October 2, 2012, she, along with others, were the first to vote early.
- Attended a recent meeting of the Greenhills Historical Society during which a presentation was given on inclines.
- Reminded the Mayor and Council that three students from Winton Woods High School and the Global Academy are scheduled to address Council at a future Council meeting.
- Shared website information from a surrounding community regarding the permit process for possible placement of like information on the Greenhills website.
- Provided written comments/questions from a resident to the appropriate officials regarding the Zoning Code amendments.
- On November 1, 2012, a *Women-to-Women Conference* is scheduled for Winton Woods School District students.
- Plans to attend the Greenhills Hilltoppers meeting on October 4, 2012.

### **Services and Streets – Adams**

- The Winton Road and Eswin Street resurfacing has begun; these will be a marked improvement to the community.
- Reminder that the Village of Greenhills will be on stage during Halloween on October 31, 2012.

**Community Development – Halter**

- The Design and Beautification Committee met on October 4, 2012. Thanked Mr. Doug Koller and other volunteers for placing mums at various locations throughout the community as well as other outdoor touch-up tasks. Suggestions are welcome and can be made through the Greenhills website.

**Traffic and Safety – Wolterman**

- A Traffic and Safety Committee meeting has been tentatively scheduled for Friday, October 5, 2012.
- Reminded all residents to indicate Greenhills on the form when renewing motor vehicle license plates.
- Requested placement of a seminar on *Land Use Law: Current Issues in Subdivision, Annexation and Zoning* on the October 19, 2012 work session agenda.

**Recreation and Cable Television - Hermes**

- The Recreation Commission will meet on October 17, 2012, 8:00 p.m., Municipal Building.

**NEW BUSINESS**

**1. RESOLUTION NO. 2012-46-F**

*Resolution Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying Them to the County Auditor*

Mr. Halter moved, seconded by Mr. Wolterman, to suspend the rules requiring reading the resolution two times on two separate occasions and reading it in its entirety. Motion carried by voice vote.

Mr. Halter read the resolution by title only.

Mr. Halter moved, seconded by Mr. Adams, to insert the emergency clause.

Drees – Time is of the essence to submit the resolution to the Hamilton County Auditor.

Motion carried by voice vote.

Mr. Halter moved to adopt, seconded by Mr. Wolterman.

Kovach – A resolution accepting the amounts and rates as determined by the County Budget Commission is an annual piece of legislation that follows the County's approval of the tax budget which occurred on September 11, 2012. The County requested an extension on behalf of the entire County in July; the State granted the County an extension thereby giving the political subdivisions until October 24, 2012 to approve the tax rates.

Voting as follows: "Aye" – Adams, Drees, Halter, Hermes, Waltherr and Wolterman.

Resolution No. 2012-46-F adopted 6-0 by roll call vote.

**2. ORDINANCE NO. 2012-47-S&S**

*An Ordinance Authorizing an Agreement Between the Village of Greenhills and the Board of Hamilton County Commissioners Relative to the Improvement of Winton Road Between Sharon Road and Ingram Road and Declaring an Emergency*

Mr. Adams moved, seconded by Mr. Wolterman to suspend the rules requiring reading the ordinance two times on two separate occasions and reading it in its entirety. Motion carried by voice vote.

Mr. Adams read the ordinance by title only.

Mr. Adams moved, seconded by Mr. Wolterman, to retain the emergency clause.

Adams – The emergency clause is necessary to meet the deadline set by Hamilton County.

Motion carried by voice vote.

Mr. Adams moved to adopt, seconded by Mr. Wolterman.

Adams – Hamilton County has recently approved \$73,568 of Municipal Road Funding (MRF) for the Winton Road Improvement Project. These funds will count toward the local match. This news was just received from the County and this ordinance must be approved by Council before the village can actually receive the funds. The emergency is needed because the project work has begun and a first draw is likely to occur yet this month.

Voting as follows: “Aye” – Adams, Drees, Halter, Hermes, Waltherr and Wolterman.  
Ordinance No. 2012-47-S&S adopted 6-0 by roll call vote.

**3. ORDINANCE NO. 2012-48-F**

*Ordinance Making Supplemental Appropriations*

Mr. Halter moved, seconded by Mr. Wolterman, to suspend the rules requiring reading the ordinance two times on two separate occasions and reading it in its entirety. Motion carried by voice vote.

Mr. Halter read the ordinance by title only.

Mr. Halter moved to adopt, seconded by Mr. Wolterman.

Kovach – The amounts indicated on the supplemental ordinance are either being taken from existing line items, transferring funding already identified in the 2012 appropriation,

or represent new cash as in the case of the bond proceeds resulting from the recent refinancing.

Voting as follows: "Aye" – Adams, Drees, Halter, Hermes, Waltherr and Wolterman.  
Ordinance No. 2012-48-F adopted 6-0 by roll call vote.

**4. ORDINANCE NO. 2012-49-F**

*An Ordinance Establishing Fund 4901 Other Capital Projects and Declaring an Emergency*

Mr. Halter moved, seconded by Mr. Wolterman, to suspend the rules requiring reading the ordinance two times on two separate occasions and reading it in its entirety. Motion carried by voice vote.

Mr. Halter read the ordinance by title only.

Mr. Halter moved, seconded by Mr. Wolterman, to retain the emergency. Motion carried by voice vote.

Mr. Halter moved to adopt, seconded by Mr. Wolterman.

Kovach – This ordinance establishes a new, restricted capital improvement account that is necessary to accommodate the various sources of funding for the Winton Road Improvement Project.

Voting as follows: "Aye" – Adams, Drees, Halter, Hermes, Waltherr and Wolterman.  
Ordinance No. 2012-49-F adopted 6-0 by roll call vote.

5. Mr. Adams moved, seconded by Mr. Halter, to concur with Mayor Murrell's appointment of the following to the Tree Advisory Board: Candace Shank, Bev Ventura, Neil White and Amy Newcomer. Motion carried by voice vote.

**CALENDAR**

Design and Beautification Committee, October 4, 2012, 7:00 p.m., Municipal Building

Traffic and Safety Committee, October 5, 2012, 3:00 p.m. **TENTATIVE**

City Barbeque fundraiser (benefiting the Fire Department), October 9, 2012, City Barbeque in Blue Ash, **flyer must be presented at time of order to receive credit for the sale**

Council Work Session, October 16, 2012, 7:00 p.m., Municipal Building

Recreation Commission, October 17, 2012, 8:00 p.m.

Law and Rules Committee, October 29, 2012, 9:00 a.m., Municipal Building

Village of Greenhills  
Regular Council Meeting 9  
October 2, 2012

Halloween, October 31, 2012, 7:00-9:00 p.m.

Light Up Greenhills, December 7, 2012

With no further business forthcoming, the meeting adjourned at 8:43 p.m.

Fred Murrell, MAYOR /s/

Kathryn L. Lives, CLERK OF COUNCIL /s/