

VILLAGE OF GREENHILLS

REGULAR COUNCIL MEETING NOVEMBER 6, 2012 MINUTES

A regular meeting of the Council of the Village of Greenhills, Ohio was called to order on November 6, 2012 at 7:00 p.m. by Mayor Fred Murrell. Present were: Mayor Murrell and Messrs. David Adams, Glenn Drees, Jeff Halter, Greg Hermes, Bud Wolterman and Mrs. Maria Waltherr. Also present were: Municipal Manager Evonne Kovach, Law Director Jeff Forbes, Police Chief Thomas Doyle, Fire Chief Tony Spaeth and Clerk of Council Kathy Lives.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF MINUTES: The minutes of the September 26, 2012 public hearing, October 2, 2012 regular Council meeting, October 16, 2012 special Council meeting and 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.)

In answer to a question raised by Mr. Mick Brown, 30 Dayspring, Mayor Murrell stated public hearings, work sessions and meetings of Council are open to the public.

Mr. Ryan Capal, 33 Ireland Avenue and a student of Winton Woods Academy of Global Studies provided an in-depth overview and update on the academy's philosophy, mission and curriculum.

REPORTS OF VILLAGE OFFICIALS

Municipal Manager – Evonne Kovach

Public Records Requests

- October 1, 2012 - Read in full a request from Ms. Pat Andwan containing 24 public records requests dealing with real estate transactions, rental income and maintenance documents, checks (warrants) written on both CIC's, Greenhills employees written goals and objectives, job descriptions, performance appraisals, payroll tax forms and expense reports, NIC housing inspections and invoices, Greenhills Employee Handbook, invoices for development of Greenhills website, and Charter Review Committee minutes and handouts.
- October 8, 2012 – Request from Doug Koller for copy of current Village of Greenhills Charter and Charter Review Committee minutes of August 29 and September 26, 2012.
- October 17, 2012 – Read in full a request from Ms. Pat Andwan containing 11 public records requests dealing with real estate transactions, all NIC housing inspections, renovation estimates of various village-owned properties, current job descriptions of Municipal Manager, Administrative Assistant, Property Manager and Executive

Assistant, all employee performance appraisals, Charter Review Committee minutes and handouts, checks (warrants) written on both CIC's, reimbursement requests from all employees and members of Council, and all public officials emails dated 1-1-2012 to present pertaining to the sale of village property.

- October 17, 2012 – Request from Mr. Ken Vaughn regarding his father's (Ralph "Arky" Vaughn) employment with the Greenhills Police Department in the late 1940's or early 1950's.
- October 18, 2012 – Read in full a request from Ms. Pat Andwan containing 11 public records request dealing with all media invoices of public notices for Greenhills Home Improvement Repair Program related to Community Development Block Grant funding, all applications for the Greenhills Home Improvement Repair Program up to October 25, 2012, all 2010, 2011, and 2012 grant applications documents, minutes of all Tree Board-Commission-Committee meetings for 2011 and 2012, and all bidding contractor RFP submissions for tree work for 2011 and 2012.
- October 19, 2012 – Request from Ms. Pat Andwan dealing with NIC contract for inspection services and all documents that describe the scope of services, property maintenance document/codes that are to be enforced by NIC, and all warrants and invoices/supporting documents for payments made to Gregory Forrest Lester and/or Gregory Forrest Lester Tree Service, LLC from October 2011 to present.
- October 26, 2012 – Request from Diana Koller for October Charter Review Committee minutes.
- In October, 49 ½ staff hours devoted to fulfill these requests.

Mr. Forbes explained there are two basic obligations under the Public Records Act: (1) to make records available for inspection promptly; and (2) to make copies, if requested, in a reasonable amount of time. Staff availability and time required for providing public records is taken into account in determining a prompt and reasonable amount of time. Taking into account retrieval time and mandated redaction, Ms. Kovach emphasized that staff will continue to work diligently to fulfill public records requests in a timely manner.

In reply to a question asked by Mrs. Lives, Mr. Forbes advised that a public records requester may not demand that records be provided on a specific date, time and place.

Public Records Policy

- Draft revisions to the Public Records Policy were provided to Council for informational purposes. There may be more revisions forthcoming.

Hamilton County Storm Water District Grants

- Received grant funding for two storm sewer projects: one on Flanders and one on Carini, for a total amount of \$68,100. No matching funds are required; however, there will be some engineering fees for these projects.

History Fund Grant

- Grant application has been submitted to the Ohio Historical Society in the amount of \$8,000 with a match of \$6,434 for a total amount of \$14,434. Funding is for work associated with the nomination forms for National Historic Landmark designation.

Repaving Projects

- Repaving projects are complete with the exception of portions of Japonica, between Jennings and Handel.

Tree Planting

- Allison Landscaping will plant 44 trees throughout the community prior to year's end.

Zoning Code Amendments

- A summary of Zoning Code discussion points and/or suggestions was provided to Council. This matter will be placed on the November 20, 2012 work session agenda.

Performance Audit

- Reinforced to Council and citizens that staff has done a very good job of cutting costs. Additionally, staff is aware of cost cutting endeavors and common themes by closely monitoring other jurisdictions performance audits. Mr. Drees indicated currently audits are performed in the finance and police areas. Mr. Wolterman pointed out the issue of a performance audit has been previously discussed and the consensus of Council was that a performance audit was not needed.

Ms. Kovach reminded Council of the Molloy's Open House on November 13, 2012, 6:00-8:00 p.m.

Law Director – Jeff Forbes

- Called attention to recently introduced HB601 which addresses municipal income tax reform. The concept of centralized collection is not included in this bill; however, it does contain language for a standardized income tax code and a mandate for a uniform definition of income.

Clerk of Council – Kathryn L. Lives

- Ordinance Nos. 2012-46-F, 2012-47-S&S, 2012-48-F, 2012-49-F, and 2012-50-F were posted as required.
- Also posted as required were: the October 2012 Community Calendar and public notices for the following meetings: October 9, 2012 Charter Review Committee, October 16, 2012 special Council meeting, October 19, 2012 Tree Advisory Board, October 30, 2012 Charter Review Committee, and October 31, 2012 Traffic and Safety Committee.
- On October 16 through October 18, 2012 attended the Ohio Municipal Clerks Association Career Development Program at Kent State University. A detailed report has been forwarded to Council.

Chief of Police – Thomas Doyle

- An anonymous donor has purchased three new tasers; the three old tasers will be traded in.

- The new CMI court software became on line October 1, 2012. The new system is more efficient, less labor intensive, and allows for electronic reporting to the Bureau of Motor Vehicles.
- Officer Aaron Schlueter updated the Middle School on the new A.L.I.C.E. (alert, lockdown, inform, counter and escape) training which addresses active shooter situations in schools.
- In October, notification was received that the Village of Greenhills Police Department was selected to participate in the Ohio Prescription Drug Drop Box Program and will receive one of the limited boxes being distributed by the Ohio Attorney General, Ohio Department of Health and the Drug Free Action Alliance. The drop box has been delivered and individuals can now come to the Police Department during normal business hours and deposit with the police their unwanted, expired or unused prescription drugs and over-the-counter medications. Liquids and needles are not accepted. The collected medications will then be transported to a local company for incineration. Notice to the public will be given once the box is in service.
- On Saturday, November 10, 2012, the Police Department will sponsor a Shred Safe Identity Protection event from 10:00 a.m. to 12 noon in the parking lot across from the Police Department.
- The monthly Officer Activity Report, Monthly Crime Analysis and Personnel Early Warning System reports have been filed with Council and are available for public inspection.
- In response to a comment by Mrs. Waltherr, Chief Doyle indicated coyotes are now coming into residential areas and cautioned the public that these animals pose a threat to small children and other animals.

Fire Chief – Anthony Spaeth

- Activity for the month of October – eight fires in the Village, one in the contract area, 15 mutual aid for a total of 24. EMS runs – 19 in the Village, four in the township contract area, one mutual aid for a total of 24. Year-to-date – 556 runs.
- On October 21, 2012, a fire occurred at the Palma Park playground area; a park bench and tire/shredded mulch were destroyed. Requested residents who witnessed suspicious behavior at the park on this date to contact the Police Department.
- There was an accidental structure fire on Cromwell. The Red Cross is helping the residents who had no renters insurance.
- The last class for the EMT refresher course is December 10, 2012.
- Hydrant repairs throughout the community are nearing completion. Hash marks have been made in front of hydrants on the west side of the village to prevent blocking.
- Member Julie Sheets taught a CPR to students of the Winton Woods School District.
- Urged residents to change batteries in their smoke alarms; alarms ten years or older should be replaced.
- Fund raiser with City Barbeque brought in about \$200; the Holiday Craft Show was a success. The Turkey Raffle event will begin soon with it culminating in the raffle on November 17, 2012 at the Legion Hall. Thanked all involved for supporting the Fire Department.
- The intended use of monies realized from fundraising events is to replace the pick-up truck that was donated to the Fire Department by the Hamilton County Park District.

- Urged all residents to exercise care while preparing Thanksgiving dinners. Deep frying turkeys is discouraged.
- Mayor Murrell thanked the Police and Fire Chiefs and their personnel for excellence service to the community.

Mayor – Fred Murrell, Audited Court Receipts

- Audited Court receipts for September 2012 – Village of Greenhills - \$7,933.00; State of Ohio - \$1,567.50; Hamilton County \$74.50; cash bonds minus \$50.00; total - \$9,625.00.
- He and the Municipal Manager were guests of the *Greenhills Journal* at the annual meeting on November 4, 2012.
- The American Legion Veterans Day ceremony will take place on November 11, 2012 at 11:00 a.m. on the Commons.

Finance and Audit - Drees

- Recently met with the insurance broker; village is entering into the third year of a three-year arrangement. No rate increases; bill will actually decrease slightly due to the sale of some properties.
- Preparations are underway for *Light Up Greenhills* on December 7, 2012 at 6:00 p.m.
- Noted that Council salaries is \$2,000 a year with limited reimbursed expenses.
- Urged residents to participate in the Turkey Raffle sponsored by the Volunteer Fire Department.
- The Winton Woods High School Fall play will take place on November 15-17, 2012; \$7.00 admission fee.
- The Municipal offices will be closed Thanksgiving Day and the day after, November 22 and 23, 2012.

Inter-Governmental Affairs, Laws & Rules - Walther

- On October 5, 2012, attended a function of the Winton Woods Global Academy.
- On October 8, 2012, attended a PTA meeting.
- On October 9, 2012, attended the Hispanic Chamber of Commerce meeting.
- On October 11, 13 and 27, 2012, attended training in Columbus.
- On October 12, 2012, participated in a symposium on foreign languages sponsored by Miami University.
- On October 20 and 23, 2013, attended political rallies.
- On October 22, 2012, addressed the Winton Woods Board of Education regarding math scores.
- On October 25, 2012, attended a function at which Presidential candidate Mitt Romney was also an attendee.
- On October 29, 2012, the Laws and Rules Committee met to discuss peddlers and solicitors, garbage and refuse disposal and public records request policies; draft minutes are available for public inspection. The next meeting of the committee is scheduled for December 10, 2012 at 9:00 a.m.

Services and Streets - Adams

- Read a prepared statement expressing opposition to a Winton Woods School District tax levy for new buildings and the cost it would impose on Greenhills residents in increased taxes and decreased property values. Expressed a concern for the district's current "academic watch" rating and the need to consider a "community schools" concept. Stated he would like to obtain measurable feedback from all Greenhills residents in an attempt to find a solution to the perceived problem. Mayor Murrell noted the school district is a separate entity and that the board has not yet voted to place a tax levy on the ballot.

Community Development - Halter

- Presented the Greenhills 75th anniversary celebration event calendar for review and feedback. Residents interested in volunteering are encouraged to contact Councilman Jeff Halter via the Greenhills website.

Traffic and Safety - Wolterman

- On October 31, 2012, the Traffic and Safety Committee met to discuss the disaster preparedness manual, dangerous/vicious dog regulations, school zone signage, parking in front and or near fire hydrants, solicitors and peddlers, replacement of flashing fire warning lights, and license plate reader used by the Police Department.
- Parking for soccer tournaments at the Middle School will be researched and studied by the Police and Fire Departments.
- Reminded all residents to indicate Greenhills on the form when renewing motor vehicle license plates.

Recreation and Cable Television - Hermes

- The engineers continue to work on a playground layout.
- Thanked the new and senior members of Council for working as a team and as well as their service to the community.

NEW BUSINESS

1. ORDINANCE NO. 2012-51-L&R

An Ordinance Approving the Editing and Inclusion of Certain Ordinances as Parts of the Various Component Codes of the Codified Ordinances of Greenhills, Ohio, and Declaring an Emergency

Mrs. Waltherr 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.

Mrs. Waltherr moved, seconded by Mr. Drees, to retain the emergency clause. Motion carried by voice vote.

Mrs. Waltherr moved to adopt, seconded by Mr. Drees.

Forbes – This is a housekeeping matter in that it incorporates ordinances and/or amendments and State law changes over the course of the past year into the Village of Greenhills Codified Ordinances.

Voting as follows: “Aye” – Adams, Drees, Halter, Hermes, Waltherr and Wolterman.
Ordinance No. 2012-51-L&R adopted 6-0 by roll call vote.

2. ORDINANCE NO. 2012-52-F

Ordinance to Establish Depository for the Village of Greenhills for the Period of January 1, 2013 Through December 31, 2017 and Declaring an Emergency was read for the first time by Mr. Drees.

CALENDAR

November 5-8, November 12-15, November 19-21, November 26-28, and December 3-5, 2012 – LEAF COLLECTION, 8:a.m. Monday mornings, leaf truck makes ONE pass per week ONLY, *Weather permitting*

November 10, 2012 – Shred Safe Identity Protection event, 10:00 a.m.-12 noon, parking lot across from the Police Department

November 11, 2012 – Veterans Day Ceremony, 11:00 a.m., Nicholas G. Bates Commons

November 13, 2012, Molloy’s on the Green Open House, 6:00-8:00 p.m.

November 15, 16, 17, 2012 – Winton Woods High School Fall Play

November 17, 2012, Fire Department Turkey Raffle, 6:00-10:00 p.m., American Legion Hall

December 7, 2012 – Light Up Greenhills, 6:00 p.m., Nicholas G. Bates Commons

December 10, 2012, Laws and Rules Committee meeting, 9:00 a.m., Municipal Building

December 14, 2012, Community Blood Drive sponsored by the David Adams Family, 2:00-8:00 p.m., Community Building

With no further business forthcoming, the meeting adjourned at 9:03 p.m.

Fred Murrell, MAYOR /s/

Kathryn L. Lives, CLERK OF COUNCIL /s/