

**VILLAGE OF GREENHILLS**  
**REGULAR COUNCIL MEETING**  
**JANUARY 8, 2013**  
**MINUTES**

A regular meeting of the Council of the Village of Greenhills, Ohio was called to order on January 8, 2013 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 Sergeant Anne Ward, 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 and several members of Boy Scout Troop 400.

Mr. Drees moved, seconded by Mr. Adams, to amend the agenda to take up at this time Items 1 and 2 under New Business. Motion carried by voice vote.

**NEW BUSINESS**

1. Mr. Hermes moved, seconded by Mr. Adams, to nominate Mr. Drees for the position of Council President. Mr. Wolterman moved, seconded by Ms. Waltherr, to close the nominations. Motion carried by voice vote. Mr. Drees declared Council President by acclamation.
2. Mr. Hermes moved, seconded by Mr. Adams, to nominate Mr. Wolterman for the position of Council Vice President. Mr. Halter moved, seconded by Mr. Adams, to close the nominations. Motion carried by voice vote. Mr. Wolterman declared Council Vice President by acclamation.

**APPROVAL OF MINUTES:** The minutes of the December 4, 2012 regular Council meeting, December 18, 2012 special Council meeting, the December 18, 2012 work session and the December 20, 2012 special Council meeting 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.)

Mr. Thad Willard, 27 Damon Road, thanked Councilman Jeff Halter for his work during the past year on behalf of the community, notably *Light Up Greenhills* and the upcoming 75<sup>th</sup> anniversary events and activities, including the *I Love Greenhills Dinner and Dance* on February 16, 2013 at

Molloy's on the Green. Mr. Halter acknowledged the efforts of Councilman Glenn Drees, the Design and Beautification Committee, and many other volunteers in these endeavors.

Mr. Jason Covalcine, 34 Jewel Lane, called attention to the amount of legal fees paid by the Village of Greenhills and pointed to a cross comparison he prepared with other like municipalities. He noted a significant decrease in legal fees in 2011 and questioned why in prior years the fees were so high. Mayor Murrell indicated that in past years under previous administrations, Village business required the services of legal counsel, including law suits. Changes are not anticipated to current spending trends for legal fees.

## **REPORTS OF VILLAGE OFFICIALS**

### **Municipal Manager – Evonne Kovach**

#### **Public Records Request Report -**

- December 7, 2012 - Read in full a request from Ms. Pat Andwan for the following documents: electronic copies of all records pertaining to all inspections performed under the International Maintenance Code, performed on properties within the municipality of the Village of Greenhills, Ohio (2011 through present); electronic copies for all records pertaining to building inspections performed on properties within the municipality of the Village of Greenhills, Ohio (2011 through present); electronic copies for all document and correspondence, including e-mails, pertaining to all inspections, notices, condemnation of the real property (three-family) of 36 Andover Road, Greenhills, Ohio (2011 through present); and electronic copies for all records (2011 to present) specifically for all Village of Greenhills owned real estate.
- December 13, 2012 – Read in full a request from Ms. Pat Andwan for the following documents: all 2012 applications filed for the Home Repair Program, using federal Community Block grant funding; all documents prepared to reflect the qualifying (based on income) grant determination; and all letters to proceed, indicating level of grant awarded.
- December 21, 2012 – Receive a request from Ms. Pat Andwan for a public records inspection of all public records (between 2007 and present) pertaining to Patricia A. Andwan. These records pertain to any and all Village communications (e-mails, including Council members, memos, minutes, police radio recordings, police video records-DVD format, Waycross Community Media videos, police incident reports, witness reports).

Acting Manager During Temporary Absences – Pursuant to Greenhills Charter Section 4.30(A), provided a suggested Chain of Command, namely, Finance Director, Executive Assistant to the Municipal Manager, Police Chief and Service Foreman. Upon approval of Council, a memo will be filed with the Clerk of Council to this effect.

American Legion Update – The Legion understands that the corner property is greenbelt and cannot be developed. However, the Legion is having difficulty marketing the building without a commitment in hand for parking. The Village could consider a cross easement for the driveways and parking areas to assist in the selling effort. This matter will be further discussed at the January 15, 2013 work session.

Use of Village Facilities – Because of an anticipated busy year ahead, everyone interested in using/reserving Village facilities will need to confirm availability.

Income Tax Collections – Income tax collections for 2012 exceeded \$1 million compared to \$932,000.00 last year.

Legislative Items Currently in Council Committees

Law and Rules: Ordinance adopting a revised record retention schedule  
Finance: Ordinance adopting a revised Fee Schedule

Legislative Items to be Referred to Council Committees

Finance: 2013 appropriation ordinance  
Ordinance authorizing additional tax liens for grass cutting

In response to a question asked by Mr. Hermes, Mr. Forbes indicated cross easements are common when two adjacent property owners wish to share one parking area. Mr. Forbes has information available to assist in starting discussions on this subject.

Ms. Waltherr forwarded suggestions for the golf course from an acquaintance pro golfer to the Municipal Manager for follow up.

Since she and her husband are unable to attend, Ms. Waltherr offered four tickets to the upcoming Boat Show at the Duke Center.

**Law Director – Jeff Forbes**

- HB 601 (Municipal Income Tax Reform) has been referred to the House Ways and Means Committee.

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

- Ordinance Nos. 2012-52-F, 2012-54-F, 2012-56-F, Resolution No. 2012-58-F, 2012-59-T&S, and Ordinance 2012-60-F were posted as required.
- Also posted as required were: the December 2012 Community Calendar and public notices for the following meetings: special Council meetings of December 18 and 20, 2012, January 2 and 7, 2013 Charter Review Committee meetings.

### **Police Sergeant - Anne Ward**

- 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. Some data may be missing due to a computer failure.

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

- Audited Court receipts for November 2012 – Village of Greenhills - \$4,399.00; State of Ohio - \$910.00; Hamilton County \$27.00; total - \$5,336.00.
- Audited Court receipts for December 2012 – Village of Greenhills - \$6,997.00; State of Ohio - \$1,339.75; Hamilton County \$41.25; total - \$8,378.00.
- Absences in December were due to family business out of state.
- The Village of Greenhills will celebrate its 75<sup>th</sup> anniversary in 2013, and the year will be filled with celebratory activities and events. Part of these include an *I Love Greenhills* Dinner/Dance on February 16, 2013 and in April, the Village of Greenhills will host the Tree City USA awards luncheon.
- Presentation of 290 Christmas Light Awards is in process.
- A special work session will be held on January 29, 2013 to discuss the amendments to the Zoning Code.
- A report from Charter Review Committee is anticipated in February 2013.

### **COMMITTEE REPORTS**

#### **Finance & Audit - Drees**

- On January 7, 2013, attended a meeting regarding the Firemen's Dependence Fund which assists the families of fallen firefighters. Suggested a meeting be held annually to make certain procedures and paperwork are in place should a need arise.
- Extended appreciation to all who planned, executed and participated in the *Light Up Greenhills* event in December 2012. Comments and suggestions are welcome for next year.
- The Finance Committee will meet in January 2013; date to be announced.

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

- 12-7-12 – Mentored at the Global Academy.
- 12-10-12 – Attended a PTA meeting for an overview of the curriculum.
- 12-11-12 – Attended a meeting of the Hispanic Chamber of Commerce.
- 12-12-12 – Attended the Planning and Recreation Committee meetings in the evening; in the afternoon, met with the FABA, a group of French businesses.
- 12-13-12 – Article published in the *Cincinnati Enquirer* regarding downtown Cincinnati parking costs.

- 12-13-12 – Attended a meeting of the Greenhills Hilltoppers at the Golden Lamb.
- 12-14-12 – Mentored at the Global Academy; in the evening, attended *Light Up Greenhills*.
- 12-15-12 – Attended a Winton Woods School District meeting of concerned citizens. The meeting consisted of members of the Board of Education and citizens from all three communities to search for clearer communications.
- 12-17-12 – Attended a Laws and Rules Committee meeting.
- 1-3-13 – Attended a Beautification Commission meeting.
- 1-8-13 – Attended a meeting of the Hispanic Chamber of Commerce.

Ms. Walther provided a Laws and Rules Committee review of 2012 activities and thanked all those who assisted in making 2012 a productive and fulfilling year.

### **Services & Streets - Adams**

- Extended appreciation to all who participated in Gracie's Give Back Community Fund Drive to benefit Children's Hospital.
- Attended the *Light Up Greenhills* event.
- Reminded pet lovers to renew dog licenses by January 31, 2013.
- Acknowledged the work of the Service Department in clearing and salting the streets during recent snow storms. Reminded residents to keep parking on the streets to a minimum during snow events.

### **Community Development - Halter**

- Thanked Council for their assistance and residents for their input during the past year.
- Called attention to the Village of Greenhills upcoming 75<sup>th</sup> anniversary. Noted the website has been updated to accommodate information on the many celebratory functions that will take place during the year. The *I Love Greenhills* Dinner/Dance will take place on February 16, 2013, 5:00-10:00 p.m., at Molloy's; tickets now on sale at a cost of \$30.00 per person.
- Requested Council discuss a budget for the numerous 75<sup>th</sup> anniversary activities and events at the January 15, 2013 work session.

### **Traffic & Safety - Wolterman**

- Reminded all residents to indicate Greenhills on the form when renewing motor vehicle license plates.

### **Recreation & Cable Television – Hermes**

- Work continues on the new playground near the golf course.
- The Recreation Commission will meet on January 16, 2013.

- At the request of Mr. Halter, Mr. Hermes stated he will follow up on installation of restrooms at the new park and golf course.

## **UNFINISHED BUSINESS AND GENERAL ORDERS**

### **1. ORDINANCE NO. 2012-53-L&R**

*Amending Chapter 111 of the Village of Greenhills Codified Ordinances Regarding Public Records Policy*

NOTE: Ordinance No. 2012-53-L&R was read for the first time at the December 4, 2012 regular Council meeting.

Ms. 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.

Ms. Waltherr read Ordinance No. 2012-53-L&R for the second time by title only.

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

Forbes – The ordinance contains several changes to the existing public records policy, including language relative to case law and language that is taken from the State Attorney General model policy.

Voting as follows: “Aye” – Adams, Drees, Halter, Hermes, Waltherr and Wolterman.  
Ordinance No. 2012-53-L&R adopted 6-0 by roll call vote.

### **2. RESOLUTION NO. 2012-57-F**

*Resolution Requesting the County Auditor to Make To Advances During the Year 2013 Pursuant to Ohio Revised Code, Section 321.34*

NOTE: Resolution No. 2012-57-F was read for the first time at the December 4, 2012 regular Council meeting.

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

Mr. Drees read Resolution No. 2012-57-F by title only.

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

Drees – This is a formality that requests the Hamilton County Auditor to forward money that is due the Village of Greenhills.

Voting as follows: “Aye” – Adams, Drees, Halter, Hermes, Waltherr and Wolterman.  
Resolution No. 2012-57-F adopted 6-0 by roll call vote.

**NEW BUSINESS, con’t.**

3. Ms. Waltherr moved, seconded by Mr. Wolterman, to adopt the Rules of Council as prescribed in Section 2.08, Organization and Rules of Council, of the Codified Ordinance of the Village of Greenhills. Motion carried by voice vote.
4. Mr. Drees moved, seconded by Ms. Waltherr, to concur with the Municipal Manager’s recommendation of a designated Chain of Command (Acting Municipal Manager), pursuant to Greenhills Charter Section 4.30 as follows: Finance Director, Executive Assistant to the Municipal Manager, Police Chief or Acting Police Chief, Service Foreman.

Drees – A succession plan is needed when the Municipal Manager is not available to perform assigned duties due to business/personal commitments. Authorization for said succession plan is contained in Charter Section 4.30.

Motion carried by voice vote.

**CALENDAR**

January 7, 2013 – Charter Review Committee, 7:00 p.m., Municipal Building

January 14, 2013 – Charter Review Committee, 7:00 p.m., Municipal Building

January 15, 2013 - Council Work Session, 7:00 p.m., Municipal Building

January 16, 2013 – Traffic and Safety Committee, 10:00 a.m., Municipal Building

January 16, 2013 - Planning Commission, 7:00 p.m., Council Chambers

January 16, 2013 – Recreation Commission, 8:00 p.m., Municipal Building

January 16, 2013 – Superintendent Search Committee, 7:00 p.m., Winton Woods City Schools Board of Education Offices

January 17, 2013 – Charter Review Committee, 7:00 p.m., Municipal Building

January 17, 2013 – Design and Beautification Committee, 7:00 p.m., Municipal Building

Village of Greenhills  
Regular Council Meeting  
January 8, 2013

8

January 28, 2013 – Laws and Rules Committee, 9:00 a.m., Municipal Building

January 29, 2013 – Council Work Session. 7:00 p.m., (TENTATIVE)

February 9, 2013 – Council Retreat, 8:30 a.m., Molloy’s on the Green

With no further business forthcoming, the meeting adjourned at 8:15 p.m.

---

MAYOR

---

CLERK OF COUNCIL