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Council of the Village of Mariemont, Ohio
November 27, 2023
Agenda

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Minutes
 - a. Committee of the Whole November 6, 2023, and Council Minutes November 13, 2023
5. Communications: (Council has copies except those marked **. These are in the Village Office for Perusal)

*From Building Official Holloway: October 2023 Monthly Report

7. **Permission to Address Council (If addressing Council with prepared notes/speech please leave a copy with Mrs. Van Pelt for accurate minutes)**

8. Motion to Pay the Bills:

****Committee agenda items to be discussed at this meeting are in bold and italics below****

Rules and Law: (Susan Brownknight– Chair; Marcy Lewis – Vice-Chair; Kelly Rankin – Member)

- ✚ ***Review Signage Legislation (Per Building Department) (1-11-21)(4-11-22)(10-24-22)***
- ✚ ***Geo-Thermal Installation Code Update (6-12-23)***

Health and Recreation: (Randy York – Chair; Susan Brownknight– Vice-Chair; Matt Ayer – Member)

- ✚ Village Wide Benches (6-13-22)
- ✚ Review Dale Park Rehabilitation Plan (8-14-23)

Finance: (Rob Bartlett - Chair; Marcy Lewis – Vice-Chair; Kelly Rankin – Member)

- ✚ Salary Ordinance – Full-Time, Part-Time Employees and Appointed Officials (11-13-23)

Finance Sub-Committee: (Rob Bartlett, Kelly Rankin, Randy York)

- ✚ Assessing Need for Operations Manager/Administrator (1-11-21) (2-8-21) (4-26-21) (8-9-21) (10-11-21) (1-24-22)(10-24-22) **Target Date June 2022**
- ✚ ***4 elements of the Ohio Plan Proposal (3-27-23)(11-27-23)***
- ✚ ***Long Term Organization Structure***

Safety: (Matt Ayer– Chair; Rob Bartlett – Vice-Chair; Randy York – Member)

- ✚ Pool Recommendations (Moved from Health & Recreation (9-25-23))

Planning and Zoning & Economic Development: (Marcy Lewis - Chair; Matt Ayer – Vice-Chair; Susan Brownknight – Member)

- ✚ Refine Code Section 151.075 and Code Section 150 (11-14-22)

Planning and Zoning & Economic Development Sub-Committee: (Marcy Lewis, Kelly Rankin, Randy York)

- ✚ Economic Development Strategy with Envision (Ongoing)

Public Works and Service: (Kelly Rankin – Chair; Rob Bartlett – Vice-Chair; Randy York – Member)

- ✚ Painting Fire Hydrants (3-13-23)
- ✚ 2024 Transit Infrastructure Fund Application Grant (4-24-23)
- ✚ Village Street Sign Replacement (5-8-23)
- ✚ LED Lights (11-13-23)

Committee of the Whole:

- ✚ Assessing Revenue Needs for the Village (2-6-23)

9. Miscellaneous:

- ✚ Leaf Season will end the week of December 18, 2023
- ✚ The Council Meeting in December will be held Monday December 18, 2023, immediately following the Permanent Improvement meeting at 5:30. However, the Council meeting will start no later than 6:30 p.m.
- ✚ Village Offices will be Closed Monday December 25, 2023, in Observation of Christmas.
- ✚ Village Offices will be Closed Monday January 1, 2024, in Observation of New Year's Day.

10. Resolutions:

- ✚ “To Confirm the Appointment of Kelly I. Rankin as Village Fiscal Officer; and To Establish Pay Rate” (Third Reading)
- ✚ “To Reappoint Louise Schomburg as a Member of the Parks Advisory Board for the Calendar Years of 2024 and 2025” (Second Reading)
- ✚ “To Appoint Alicia Stock as a Member of the Pool Commission for the Calendar Years 2024 and 2025” (Second Reading)
- ✚ “To Appoint Dave Middleton as a Non-Voting Member of the Tree Advisory Board for the Calendar Years 2024 and 2025” (First Reading)
- ✚ “To Appoint Larry Gray as a Voting Member of the Tree Advisory Board for the Calendar Year 2024” (First Reading)

- ✚ “To Appoint Steve Pipkin as a Non-Voting Member of the Tree Advisory Board for Calendar Year 2024” (First Reading)
- ✚ “To Reappoint Marianne Prue as a Non-Voting Member of the Tree Advisory Board for the Calendar Year 2024” (First Reading)
- ✚ “To Enter Into Contract with H. Hafner & Sons, Inc. for Brush, Gravel, Dirt Construction Fill and Leaf Dumping in Consideration for Money and the Right to Farm Part of the South 80 Acres” (Second Reading)
- ✚ “Resolution Authorizing Mayor to Execute Contract with Choice One Engineering to Design the Mariemont Connector Between Pocahontas Avenue and Miami Road; and To Declare emergency” (*Requires Three Readings*)

11. Ordinances:

- ✚ “To Amend Sections 151.125 and 151.127 Relating to Signage” (First Reading)
- ✚ “To Amend Section 151.087 Permitted Obstructions in Required Yards and Add New Section 151.XXX (First Reading)

12. Task List:

Person Accountable: Target Date:

1. 2021 Financial Recap to Council with commentary/explanations	Mayor Brown	
2. Boat House roof repair/potential grants for funding	Mayor Brown	8/23
3. Clean Up Village (Curbs, etc.)	Mr. York	
4. Assessing parks, what needs to be fixed/potential grants	Mr. York	Ongoing
5. SWIM POOL:		Ongoing
a. List of activities identified by Pool Commission/Action		
b. Fixing Leak	Mayor Brown	
c. 3-year master plan pool/facilities	Mr. Ayer	Ongoing
6. Master Plan for improving office space in Municipal Building	Mayor Brown	
7. Walking Path Whiskey Creek	Mrs. Rankin/Engineer Ertel	
8. Parking Lot Light Issue	Mayor Brown/Mrs. Brownknight	
9. Duke Energy Pole 6961 Murray Avenue (Wires)	Mr. Barlow	
10. Ohio Historic Building Preservation Tax Credit	Mrs. Brownknight	
11. Formation of Inclusion Committee	Mr. York/Mrs. Brownknight	
12. Hire IT Person/Company	Mr. Barlow/Mayor Brown	Fall 2023
13. Village Website	Mr. Barlow/Mayor Brown	10/23
14. Quotes for Concourse Trellis	Mayor Brown	8/23
15. EV Charging Stations	Mayor Brown	
16. LED Lights	Mayor Brown	

**Village of Mariemont
Committee of the Whole Meeting
November 6, 2023**

Mayor Brown called the meeting to order at 5:34 p.m. Present were Mr. Ayer, Mr. Bartlett, Mrs. Brownknight, Dr. Lewis and Mrs. Rankin. Mayor Brown was also in attendance as well as Mr. Van Stone.

Vice-Mayor York said the purpose of the meeting was to set short/term/long term goals for the rest of 2023 and for 2024. He noted the talent that Council is comprised of. We can still respect each other and not agree, however Council has to be aligned. He does not see Council being aligned to the role of the Part-Time/Full-Time Village Administrator and what that role will consist of. He believes there are resources and monies available to help support the Village and he believes the Village Administrator role should play a be a big part of that. He noted that economic development is important and applauds the work being done.

Dr. Lewis suggested meeting a Committee of the Whole meeting to discuss outside of a regular Council forum what are the priorities What she envisions coming out of a series of meetings is to identify and formulate a list of what Council wants to achieve, list priorities and determine if there are grants to assist the Village. Envision is on track to help the Village with grants. She would find it helpful to have a summary of what grants the Village has applied for and updated status reports.

Mr. Ayer said when you look around the Village the problem is not if we can afford it, but that so much has been neglected for decades. Catching up is hard and it will take time. We are behind when it comes to understanding what is available for municipalities in ways the government can help us. He believes our Part-Time Administrator will not necessarily write the grants for the Village but the role would certainly be capable of tracking and looking for grant opportunities and funding opportunities. It would be part of the job description and job evaluation. His understanding from a previous meeting was Council decided to reappoint our Part-Time Administrator for 2024.

Mayor Brown said the Village should separate the 'needs grants', such as infrastructure and the 'wants grants', such as Dogwood Park etc. We need to determine what is the proper role we want the Village Administrator to work on. Mr. York said he has found working on the 'wants grants' rewarding and more importantly, it has led to other funding opportunities such as SORTA, Green Umbrella etc.

Mr. Bartlett said he would love to see specifics. We have revenue options, such as grants and business development. Individual activities should also be identified, such as specific grants and identifying next steps. It is unusual for municipalities to have Council members doing this much of the lifting.

Mr. Van Stone said the Administrator role should have a separate list of what infrastructure the Village needs to prioritize and a follow-up list of when equipment needs to be replaced. Mr. Bartlett said a five-year list is currently being prepared. A list of priorities should be developed based on needs and wants. The list should not be so long that it is unobtainable.

Mrs. Brownknight said receiving grants also requires enormous tracking, accountability and reporting. She said the Village has failed to get to the level of commitment for revenue and budget management. She feels it requires a full-time professional to take up and pursue building economic development plans. Her understanding was this meeting was to determine if the Administrator should be in a part-time or full-time position as part of the job description process.

Mayor Brown said his understanding from Executive Session that a job description needs to be prepared by the end of the year. He and Mr. Ayer have begun to put it together. He further understood that Mr. Barlow would be reappointed, pending the job description, going forward into 2024. Mr. Bartlett and Mrs. Rankin said they were under the impression that the meeting tonight would be to help identify the role and provide guidelines

for the priorities to tackle. Mayor Brown said what is discussed tonight will be incorporated in to the list of priorities.

Mrs. Brownknight presented what she felt some of the essential priorities of the position should include:

1. Revenue generation through grants etc.
2. Track and report on grants and revenue sources as required
3. Create and manage 20-year Capital Improvement Plan
4. Business development, meet with development KPIs
5. Budget management and meet key budget parameters
6. Supervises Department Heads (except Police & Fire)
7. Represent the Village of Mariemont in public settings and meetings
8. Oversee the delivery of any officially approved plans (economic or strategic)
9. Further a culture of diversity, equity, inclusion and accessibility within the Village
10. Report on established annual KPIs (Key Performance Indicators)
11. Ensure operations are able to respond to Village residents' needs and adhere to the current budget
12. Ensure compliance

She also noted that education/skills and experience should include a bachelor's degree and experience with DEIA (Diversity, Equity, Inclusion and Accessibility). The individual needs to understand how to have a conversation with a resident without offending and does not mis-identify.

Mr. York sent to Council the Village Administrator projects and priorities list that was put together a year ago. He does not believe this has changed. In addition, this individual should develop relationships with relevant people. He struggles with voting for a Part-Time Village Administrator, who has been on the job for ten months, without a job description and no KPI.

Mrs. Rankin said having a priority list will give guidance. When expectations are known, the better the performance.

Mrs. Brownknight said she does not believe it is fair to do something retroactive, but she is unclear how KPIs will be measured. She believes it should consist of 6-8 measurables with 2 being cultural KPIs and other the other budget/revenue KPIs that translate year to year.

Mayor Brown said as long as the job description is reasonable, obtainable and something a part-time administrator can perform and measurables are in association therein, he does not foresee a problem.

In conclusion, Mayor Brown and Mr. Ayer will work on the job description, with the goal of having it completed by the November 27, 2023, Council meeting. Once Council reviews the five-year plan, further discussion can ensue regarding needs vs. wants.

The meeting was adjourned at 6:53 p.m.

William A. Brown, Mayor

Kelly I. Rankin, Interim Fiscal Officer

**Village of Mariemont
Council Meeting
November 13, 2023**

Mayor Bill Brown called the meeting to order at 6:33 p.m. with the Pledge of Allegiance. Present were Mr. Ayer, Mr. Bartlett, Dr. Lewis, Mrs. Rankin, and Mr. York.

Mrs. Rankin moved, seconded by Mr. Ayer, to excuse the absence of Mrs. Brownknight. On roll call; five ayes, no nays.

Minutes:

Mr. York moved, seconded by Mrs. Rankin, to accept the Council Meeting minutes from October 23, 2023, as written. On roll call; five ayes, no nays.

Communications:

*From Police Chief Hines: October 2023 Monthly Report.

*From Service Superintendent Scherpenberg: October 2023 Monthly Report. Superintendent Scherpenberg noted that the Village has had an agreement with Hafner & Sons since 1983. Nothing has changed other than pricing. There is not an actual contract in place other than the legislation. It has been tweaked over the years. As long as we buy our supplies from them, we get the leaves and brush dumped for free. It saves us between \$3,000-\$10,000 annually. If we did not have the contract, it would be \$55-65 per truckload. The other change is that the gardeners now till their own plots. Mr. York confirmed with Superintendent Scherpenberg that we have an on-demand out of the agreement, as does Hafner.

*From Tax Administrator Barlow: October 2023 Monthly Report

*From Tree Advisory Board: Email Dated October 25, 2023: re: Position on Dogwood Park Centennial Proposal. The Tree Advisory Board made some proposals and recommendations regarding the trees in Dogwood Park. Mr. York met with the board and discussed updates with Kleingers based on the recommendations of the board.

Permission to Address Council:

Ms. Karen Koetzle, 3865 Beech Street, was granted permission to address Council. Ms. Koetzle did not understand why her leaves were not picked up until the fourth week of leaf collection. In the past, she said she has always had weekly pickup. Mayor Brown explained that the leaves dropped later this season and we have three working trucks. Ms. Koetzle wanted it on the record that she was not happy about the leaf collection. She also expressed dissatisfaction with the streetlight that was replaced with a peach-colored light rather than a white light, based on the request of a neighbor, Mr. Wolter. Ms. Koetzle is concerned that it is too dark and poses a security risk near her property. Mayor Brown spoke with Duke Energy about the replacement. Duke said there would be an additional monthly charge if we were to change it back to white. Ms. Koetzle suggested that Mr. Wolter should have to pay that expense. Ms. Koetzle was also upset about large trucks trying to drive on Lane A. Yesterday there was an accident with a U-Haul truck that did a considerable amount of damage. She said that the signs do not keep the trucks from driving on the lane and the police are not keeping the trucks off the lane and are not following up with the drivers. Ms. Koetzle suggested putting a canopy up to keep tall trucks off Lane A. Ms. Koetzle explained that she is frustrated that this is still a problem after 40 years. Mayor Brown promised to personally follow-up with the insurance company to make sure the claim is handled properly and the corner is restored. Mayor Brown said that Chief Hines will need to speak with the officers on how to address the truck traffic. They will discuss it further and try to come up with a solution.

Ms. Mandy Beecroft, Manager at the Mariemont Branch Library, was granted permission to address Council. She went over some of the programs planned for November. They are having “dinovember” all month long for the kids. They will have dinosaur puzzles, dinosaur scavenger hunts, a dinosaur excavation ball pit, and dinosaur-themed story times. On December 5th they will host a holiday spectacular, teaching kids to sing holiday songs from around the world, and a card-making program for adults on November 18th. On December 2nd they will host a Saturday morning coffee club with free local coffees for people to sample.

Motion to Pay the Bills:

Village Engineer Ertel confirmed that OPWC gets billed directly for the other portion of the work on Hiawatha. The final invoice came in and is split 45/55 with OPWC. Interim Fiscal Officer Ranking confirmed to Mr. Bartlett that the Village had received the \$40,000 MRF grant money. Mrs. Rankin moved, seconded by Mr. York, to pay the bills as submitted. On roll call: five ayes, no nays.

Committee Reports:

Ms. Rankin prepared to present her report from the Public Works & Service Committee but wanted to make an amendment to the report. She inadvertently left off one item and wanted to make a change on the streets that they want to submit for the SORTA grant that came as a result of the 5-Year Capital Meeting.

The Public Works & Service Committee met on November 1st at 3:30 PM to continue discussion regarding the Service Department structure with the retirement of John Scherpenberg and Kevin Schmid at the end of the year. In attendance were the Committee Chairperson Kelly Rankin, Committee Member Rob Bartlett, Committee Member Randy York, Village Administrator Chuck Barlow, Maintenance Supervisor John Scherpenberg, Maintenance employee Ben James, Councilperson Marcy Lewis, and Mayor Brown.

The Committee also met at 4:00 to discuss the recommendation for streets to be submitted for SORTA grant in 2025. Village Engineer Chris Ertel joined the meeting.

Discussion was had to determine the second role classification (as recommendation for one of the roles was made at the October 23rd Council meeting). The Committee recognizes the need for someone to be the point person and/or on-site contact for certain projects and a leader for the department. The Committee recommends posting a position for the Maintenance Supervisor immediately. Due to the limited timeframe, the Committee agreed to allow the job to be posted prior to the 11/13 meeting.

The second topic regarded the streets to be selected for the SORTA grant application for 2025 funding. After discussion and recommendation by Engineer Ertel, the Committee recommends the following streets to be selected for grant submission:

Mariemont Connector: Plainville & Murray Intersection (only)

Pleasant St – Mariemont to Mariemont

Miami Bluff Dr – Midden Way to Harvard St (amend this; bump this out to 2028 and submit application to do entire Miami Bluff; move the Rembold project to 2025)

Center St – Miami Bluff to Mt Vernon Ave

Note: the street projects selected may need to be revised based upon the funding priorities of the 2024 Transportation Infrastructure Funds guidance documents.

Village Engineer Ertel explained that based on their schedule and the way we have funding lined up for the Mariemont Connector to be built from Miami to the library, that will be completed at the end of next year so we could apply for Rembold the year after that with the construction finished on the Mariemont Connector work.

It makes more sense to apply for the funding for Rembold instead of Miami Bluff. We can apply for the entirety of Miami Bluff in 2026 or 2027.

Dr. Lewis moved, seconded by Mr. York, to accept the report of the Public Works and Service Committee. On roll call; five ayes, no nays. Mr. Bartlett moved, seconded by Mr. York, to amend the report of the Public Works and Service Committee. On roll call; five ayes, no nays.

Village Engineer Ertel said the amendment is for the applications for the SORTA grant. In 2024 we will go to bid on Grove and Pocahontas. That requires legislation and can be discussed at a future meeting. Ms. Rankin's amendment is to change the streets for 2025 and to add on the recommendation for Hamilton County Stormwater grant application legislation.

Miscellaneous:

- Leaf Season will end the week of December 18, 2023
- Village Offices will be Closed Thursday November 23rd and Friday November 24th in Observation of Thanksgiving. **Materials for the November 27th Council meeting must be received by the office before noon on Wednesday November 22nd.**
- The Council Meeting in December will be held Monday December 18, 2023, immediately following the Permanent Improvement meeting at 5:30. However, the Council meeting will start no later than 6:30 p.m.
- Village Offices will be Closed Monday December 25, 2023, in Observation of Christmas.
- Village Offices will be Closed Monday January 1, 2024, in Observation of New Year's Day.

Resolutions:

- "To Appoint Aileen Beatty as a Member of the Architectural Review Board for the Calendar Year 2024" had a third reading. Mrs. Rankin moved, seconded by Dr. Lewis, to adopt the Resolution. On roll call; five ayes, no nays. Resolution No. R-57-23 was adopted.
- "To Confirm the Reappointment of Chuck Barlow as Part-Time Village Administrator for Calendar Year 2024" had a third reading. Dr. Lewis moved, seconded by Mr. Bartlett, to adopt the Resolution. On roll call; four ayes, one nay (Mr. York dissenting). Mr. York was not comfortable voting yes as there is no job description and no measurables. Mr. Bartlett confirmed that Mayor Brown and Mr. Ayer are working on the job description and measurables and will have those finalized by the Council meeting in December. Mayor Brown said the job description will be finished by the end of the year. Resolution No. R-58-23 was adopted.
- "To Confirm the Appointment of Kelly I. Rankin as Village Fiscal Officer; and To Establish Pay Rate" had a second reading. Mr. Bartlett and Ms. Rankin have been working from former Fiscal Officer Ford's MOU to establish the job description and measurables for the Fiscal Officer position. That will be finished by the end of the year. Mr. Ayer asked what specific training Mrs. Rankin is taking to meet the qualifications listed in the Ohio Revised Code to be a Fiscal Officer. Mrs. Rankin was told by the Auditor of State that there is no point in taking the training now, as it won't count until she is officially in the Fiscal Officer position. In the meantime, Mrs. Rankin has been reading the official Fiscal Officer's Handbook.
- "To Reappoint Louise Schomburg as a Member of the Parks Advisory Board for the Calendar Years of 2024 and 2025" had a first reading.

- “To Appoint Alicia Stock as a Member of the Pool Commission for the Calendar Years 2024 and 2025” had a first reading.
- “To Enter into Contract with H. Hafner & Sons, Inc. for Brush, Gravel, Dirt Construction Fill and Leaf Dumping in Consideration for Money and the Right to Farm Part of the South 80 Acres” had a first reading.
- “Resolution Authorizing Application and Contracting with Hamilton County for the Hamilton County Stormwater Infrastructure Grant; and To Declare Emergency” had a first reading. Mrs. Rankin moved, seconded by Mr. York, to suspend the rules to allow for the second and third readings. On roll call; five ayes, no nays. The Resolution had a second and third reading. Mr. York moved, seconded by Mrs. Rankin, to adopt the Resolution. On roll call; five ayes, no nays. Mrs. Rankin moved, seconded by Mr. York, to invoke the Emergency Clause. On roll call; five ayes, no nays. Resolution No. R-59-23 was adopted.

Ordinances:

Task List:

Mr. Bartlett suggested that there be a separate entry for the LED lighting because that is a separate grant from the EV charging stations. Mayor Brown noted that for the EV stations, most of the sites they looked at were private property and we can't use private property. Engineer Ertel and Mayor Brown have been talking about having Duke Energy come out and tell us if there is enough juice in the street in the parking area near the square where we could put maybe one or two charging stations. If there is enough power available there, then we will move forward with the grant.

The ARB met in the historic area about LED lighting and made a selection about which was most appropriate. It was agreed to put the issue back in the Public Works committee. Council also agreed to change 2023 to 2024 for the “Transit Infrastructure Fund Application Grant” in the Public Works and Service Committee.

Mr. Bartlett requested that the 2024 salary increase be added to the Finance Committee. Mr. York noted that Dale Park is on the agenda twice in Health and Recreation. It was agreed to remove “Dale Park Plan” from the agenda and leave “Review Dale Park Rehabilitation Plan.”

Mr. Ayer suggested that we remove “establish process to address traffic and speed concerns” from the Safety Committee as it is vague. Chief Hines said they put the speed sign up on Miami and increased the police presence there. It would make more sense to address specific areas as they come up. Chief Hines agreed with Mrs. Rankin that the speed sign on Miami has been effective, and it is important to keep it there now.

Mr. York wondered, with Issue 2 passing, if we should look at rules about cannabis being grown in the South 80. Solicitor McTigue said it is municipal property so we can prohibit it in that area. People can grow up to six plants on their own property. Solicitor McTigue will work on an ordinance to prohibit the planting of marijuana on municipal property. The Village already has existing ordinances about selling it, but growing is a separate issue.

The meeting was adjourned at 7:19 p.m.

Kelly I. Rankin, Interim Fiscal Officer

Building Department Report to Village Council covering the month of October 2023

The building department issued 28 permits this month. These are summarized here along with the fees. They are listed individually at the end of the report.

1 Commercial building permit	\$ 306
16 Residential building permits	\$ 8308
0 Utility permit	\$ 0
9 Residential zoning permits	\$ 563
2 Rental inspection permit	<u>\$ 128</u>
TOTAL	\$ 9305

For the month of October, a total of 80 hrs were billed. That time was spent on the following activities, allocated as follows:

ARB Meeting/Prep	5 hours	6%
Planning Commission Mtg/Prep	2 hours	3%
Permitting (building, zoning, rental, zoning)	15 hours	19%
Bldg Dept Questions	15 hours	19%
Compliance - Violations	20 hours	25%
Special Projects	13 hours	16%
Admin (organization, ordinances, XPEX)	10 hours	12%

October was a RECORD revenue month, exceeding July 2023 by over \$400. This was driven by fees from a new residence and another large remodel project. Rental inspections are still off-track. Participated in an internal rental inspection day with CMC Properties to help develop a strategy of compliance for the largest rental company in the Village. Developing a proposal to address the gap in participation with rental inspections. Screening a new permitting software option to assess whether it will help simplify the work processes with the department.

Respectfully submitted,
Rod Holloway
Building Department

OCTOBER 2023 BUILDING DEPARTMENT PERMIT SUMMARY

Permit #	Permit Date	Zoning	B/2/U/R	Parcel Address	Owner Name	Applicant Name	Permit Type	Total Fees	Totals
Commercial Building Permit		1							
2023256	10/30/2023	IND-A	B	WOOSTER PK	UNITED BISCUIT CO OF AMERICA	Dalton Roofing Co.	Roof Commercial	306	306
Residential Building Permit		16							
2023196	8/8/2023	RES-A	B	6932 MIAMI BLUFF DR	MARIEMONT VENTURES LLC	Sterling Development Group	New Residence	4090	
2023235	10/4/2023	RES-B	B	3750 (4) WEST ST	JONATHAN & SUSAN DICK	Jonathan Dick	Alterations - Res.	207	
2023236	10/4/2023	RES-A	B	7005 WOOSTER PK	BHASKAR SHEELA	Champion Sunrooms	Alterations - Res.	311	
2023237	10/5/2023	RES-A	B	3721 POCAHONTAS AVE	VONWHAIDE BRETT & ANGIE EBERTY	Riley & Rees	Addition - Residential	655	
2023240	10/11/2023	RES-A	B	3854 SETTLE RD	HARTNETT PATRICK M & KATALIN ORI	Renewal by Andersen	Replacement - Windows	98	
2023241	10/11/2023	RES-A	B	6885 WOOSTER PK	ROBINSON BENJAMIN N & JAMIE M	Renewal by Andersen	Replacement - Windows	98	
2023244	10/17/2023	RES-A	B	3753 HARVARD ACRES	ROSEVEAR MARY A	Ray St. Clair Roofing	Roof Res - Roof OR Gutters & Downspou	104	
2023245	10/18/2023	RES-A	B	7058 MT VERNON AVE	SMITH ERIC M & KIMBERLY D	Eastside Builders	Alterations - Res.	532	
2023247	10/20/2023	RES-A	B	6632 ELM ST	JACKERMAN AAM M & THEODORE A	The Affordable Roofing Co., LLC	Roof Res - Roof OR Gutters & Downspou	100	
2023248	10/20/2023	RES-A	B	6615 ELM ST	BREEN SARAH M & RYAN T	The Affordable Roofing Co., LLC	Roof Res - Roof OR Gutters & Downspou	100	
2023251	10/25/2023	RES-A	B	3741 WEST ST	WILEY TIMOTHY & JENNIFER	Frontline Roofing	Roof Res - Roof OR Gutters & Downspou	100	
2023252	10/25/2023	RES-A	B	6815 HAMMERSTONE WY	HERTENSTEIN KATHLEEN TR	Beckman Services, Inc.	HVAC Replacement	150	
2023253	10/26/2023	RES-A	B	3857 HOMEWOOD RD	JOHN WOLF	Tom Mackey	Replacement - Windows	98	
2023254	10/26/2023	RES-A	B	6750 FLELDHOUSE WY	CARTWRIGHT DANIEL B & EIRYIN B	Tom Mackey	Demolition - Residential	0	
2023255	10/27/2023	RES-A	B	6750 FLELDHOUSE WY	UHLLEIN ADAM & ABIGAIL	O'Rourke Homes & Remodeling LLC	Addition - Residential	1665	
2023257	10/30/2023	RES-A	B	6975 MURRAY AVE		Monture Construction	Demolition - Residential	0	8308
Utility Permits		0							0
Zoning Permits		9							
2023230	9/25/2023	RES-A	Z	4001 GROVE AVE	CLUTCHER BRADFORD & COURTNEY	Matt Evans	Planning Commission Hearing	100	
2023233	9/27/2023	RES-A	Z	3712 CENTER ST	WOLTERMAN NANCY J	Justin Wolterman	Planning Commission Hearing	100	
2023238	10/6/2023	RES-C	Z	6751 MAPLE ST	MARIEMONT TOWNHOMES I LLC	Gary Morford	Flatworks/Turf	93	
2023239	10/10/2023	RES-A	Z	3712 CENTER ST	WOLTERMAN NANCY J	Keepers Turf LLC	Flatworks/Turf	120	
2023242	10/11/2023	BUS-A	Z	6880 WOOSTER PK	SPINNENWEBER BLDG INC	Tymbre Evolution Group LLC - Brian	ARB Hearing	25	
2023243	10/17/2023	RES-A	Z	6743 CHESTNUT ST	CINCINNATI WALDORF SCHOOL	Cincinnati Waldorf School	ARB Hearing	100	
2023246	10/19/2023	RES-B	Z	6961 MURRAY AVE	HARLYN 2 LLC	Chad Osgood	ARB Hearing	0	
2023249	10/20/2023	RES-C	Z	6639 CHESTNUT ST	HARLYN 2 LLC	Chad Osgood	Tree Removal	25	
2023250	10/24/2023	RES-A	Z	6932 MIAMI BLUFF DR	MARIEMONT VENTURES LLC	Beaver Tree Service	Tree Removal	0	563
Rental Inspection Certificates		2							
9000083	10/19/2023		R	6786 CHESTNUT ST - UNIT 6	HARLYN 1 LLC	Chad Osgood	Rental Certificate	64	64
9000082	10/19/2023		R	6605 MURRAY AVE - UNIT 8	HARLYN 1 LLC	Chad Osgood	Rental Certificate	64	128
			28	Total # of Permits					9305

VOUCHERS FOR THE REGULAR COUNCIL MEETING, NOVEMBER 27, 2023

DEPARTMENT	VENDOR	DESCRIPTION	COST
Admin	Bill Brown	Car Allowance November 2023, Wedding Fee Reimbursements	191.66
Admin	Staples	Office Supplies	58.92
Admin	Verizon	Wireless Service Monthly Charges (Mayor)	48.44
All	Dental Care Plus	Dental Insurance Premium December 2023	1,022.53
All	Village Payroll	Med \$2915.84, SS \$4107.44, and Gross Payroll \$102,344.25 for Period Ending 11/11/2023	109,367.53
Building	Staples	Office Supplies	22.24
EMS	Verizon	Transmit Data from Squad to Hospital Monthly Charge	14.08
EMS	Bound Tree	EMS Supplies/Medication	343.56
Fire	Verizon	Wireless Service Monthly Charges and Internet Routers	426.50
Legislative	Framers' Guild	Framing of Centennial Proclamation from DeWine	127.55
Legislative	Hamilton County Municipal League	Annual Membership Dues 2024	475.00
Legislative	Randy York	Reimbursement for LWCF Grant Copies & Postage	272.01
Miscellaneous	Bill Brown	Reimbursement for Concourse Materials	38.49
Miscellaneous	Choice One	Dogwood Park LWCF Application Assistance	600.00
Miscellaneous	Choice One	Mariemont Connector Intersection Study; R-36-23	7,680.00
Miscellaneous	Duke Energy	Gas & Electric Monthly Charges	240.02
Miscellaneous	Greater Cincinnati Water Works	Water & Sewer Service Monthly Charges	2,422.31
Miscellaneous	PNC Bank	Commercial Loan Payment 9 of 10 for the Building Addition	49,761.30
Miscellaneous	PNC Bank	Kroger Giftcards for Employees and Paypal Monthly Fee	1,505.00
Municipal	Altafiber	Municipal Elevator Alarm Monthly Charges	110.58
Municipal	Altafiber	Phone Service Monthly Charges	596.00
Municipal	Altafiber	Belltower Elevator Alarm Monthly Charges	51.04
Municipal	MSD	Semi-Annual Service Agreement for Period Beginning Jan. 2024	916.00
Municipal	Verizon	Wireless Service Monthly Charges and Internet Router	40.13
Police	Amazon	Seat Covers for New Police Cruiser	119.99
Police	Gall's Uniforms	Uniform Items	317.49
Police	HEY Graphics	Cancer T-Shirts	372.00
Police	The Lazy Dawg	Boarding for K9 Dasty 11/9/23-11/17/23	252.00
Police	Verizon	Wireless Service Monthly Charges	129.92
Service	Acsent	Plaque for Arbor Day 2023 Boulder	598.00
Service	Baxla Tractor	Brake Lights	118.78
Service	Minute Men Staffing	Temporary Help for Leaf Season 2023	3,874.50
Service	Spectrum	Internet Service Monthly Charges	84.99
Service	Spectrum	Cable Service Monthly Charges	37.32
Service	Verizon	Wireless Service Monthly Charges	78.53
Service	Wright Brothers, Inc.	Cylinder Rental	29.17
Tax	Income Tax Refunds	Overpayment of Taxes	2,089.50
TOTAL			184,433.08

VILLAGE OF MARIEMONT
BIWEEKLY PAYROLL ENDING NOVEMBER 11, 2023

Police Department

Richard D. Hines, Regular	4608.80	Rick Hines, Holiday	460.88
Paul Rennie, Holiday	340.40	Matt Kurtz, Vacation	133.50
Nick Pittsley, Regular	3087.00	Matt Kurtz, Holiday	340.40
Dave Roberts, Regular	3336.00	Fred Romano SRO, Regular	1954.40
Fred Romano, Holiday	195.44	Rachel Hays, Overtime	200.25
Tom Ostendarp, Regular	3944.00	Dave Bailey, PT, Regular	252.00
Steve Watt, Comp	127.65	Adam Geraci, Regular	3404.00
Adam Geraci, Holiday	340.40	Steve Watt, Vacation	42.55
Tom Ostendarp, Holiday	394.40	Nick Pittsley, Holiday	392.00
Paul Rennie, Regular	2893.40	Paul Rennie, Vacation	510.60
Paul Rennie, Overtime	319.13	Nick Pittsley, Sick	588.00
Emily Howell, Regular	3200.00	Matt Kurtz, Overtime	340.40
Rachel Hays, Comp	133.50	Steve Watt, Holiday	340.40
Emily Howell, Holiday	320.00		
Steve Watt, Regular	3233.80	Vikki Rose, Sick	172.50
Nick Pittsley, Vacation	245.00	Dave Roberts, Holiday	333.60
Matt Kurtz, Regular	2553.00	Rachel Hays, Regular	3426.50
Rachel Hays, Holiday	340.00	Judy Gerros, Crossing Guard	424.50
Vikki Rose, Regular	1852.50	Dorris Hallums, Crossing Guard	380.70
Vikki Rose, Holiday	225.00	Department Total	45779.72

Paramedics/Fire

Jim Henderson, Supervisor Pay	687.12	Keary Henkener, PT, Regular	485.28
Tim Peaker, Supervisor's Pay	1853.34	Josh Watren, Holiday	844.56
Craig Coburn, Supervisor Pay	563.04	Mike Washington Jr, Supervisor Pay	1126.08
Robert Mercer, PT, Regular	970.56	Eric Freeland, Holiday	727.92
Bryan Young, PT, Regular	485.28	Thomas Campbell, PT, Regular	716.16
Hunter Morgan, Holiday	363.96	Chad Webb, PT, Regular	970.56
Rick Hines, Regular	480.61	Nick Guilkey, Supervisor Pay	1963.20
Joe Lowry, PT, Regular	485.28	Jack Berkowitz, PT, Holiday	363.96
Bryan Schmidlap, PT, Regular	242.64	Johnny Stewart, PT, Regular	363.96
Jason Williams, Supervisor Pay	2601.24	Tim Linz, PT, Regular	535.50
Brandon Manor, PT, Regular	970.56	Hunter Morgan, PT, Regular	242.64
Matt Clark, Supervisor Pay	1384.14	Charles Weghorn, Holiday	727.92
Eric Freeland, PT, Regular	970.56	Thomas Campbell, PT, Regular	716.16
Brayden Young, PT, Regular	970.56	Chris Miller, PT, Regular	727.92
Taylor Nieman, PT, Regular	970.56	Matt Thompson, PT, Regular	970.56
Pat Dixon, PT Regular	727.92	David Huckleby, PT, Regular	1698.48
Ryan Brown, PT, Regular	485.28	Charles Weghorn, PT, Regular	1455.84
Jeremy Burns, PT, Regular	311.04	Johnny Stewart, PT, Regular	485.28
Josh Watren, Supervisor Pay	985.32	Dan Copeland, Assistant Fire Chief	2884.62
		Department Total	33124.45

Maintenance Department

John M. Scherpenberg, Regular	3331.58	John Scherpenberg, Holiday	333.12
Kevin Schmidt, Sick	254.64	Kevin Schmid, Holiday	254.64
Ben James, Holiday	241.36	Jeremy Swadder, Holiday	224.40
Jeremy Swadder, Regular	2019.60	Mike Evanchyk, Regular	2172.24
Ben James, Regular	2172.24	Kevin Schmid, Regular	2037.12
Mike Evanchyk, Holiday	241.36	Department Total	13282.22

Administrative

Joanee B. Van Pelt, Regular	2554.88	Joanee Van Pelt, Holiday	567.75
Allison Uhrig, Sick	140.69	Joanee Van Pelt, COW	125.00
Allison Uhrig, Regular	1547.59	Allison Uhrig, Holiday	191.85
Allison Uhrig, Personal	38.37	Department Total	5166.13

Tax Department/Administrator

Chuck Barlow, Regular	1884.75	Chuck Barlow, Holiday	269.25
Chuck Barlow, Administrator	769.23	Patty Lenhardt, PT, Regular	820.00
Chuck Barlow, Vacation	538.50	Department Total	4281.73

Building

Rod Holloway	710.00
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GRAND TOTAL	102344.25
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TO: Village Council and Mayor Brown

FROM: Rules & Law Committee

RE: Sandwich signs and Geothermal

DATE: November 27, 2023

The Rules & Law Committee met on June 26th in council chambers. Present at the meeting were Rules and Law Committee members Susan Brownknight, Kelly Rankin, Marcy Lewis. Also in attendance were Mayor Bill Brown and Building Administrator Rod Holloway.

The committee met and discussed the next steps in regulating sandwich signs in the Village. Rod presented a map with tentatively approved locations for permitted sandwich signs and permit fees.

Proposed fees for a sandwich sign permit are: \$250/year

Proposed max number of sandwich sign permits issued annually: 6

Proposed locations of sandwich signs were tentatively approved by the committee. However, the committee asked Rod to seek feedback regarding the locations from impacted property owners. The feedback is as follows:

- 1) Sign locations W1, W5 and W6 will NOT be permitted by impacted property owners.
- 2) However, M1 and M2 have been added.

Maps are attached.

The committee approved Rod, the Village's Building Administrator to work with counsel to draft an ordinance for Counsel approval regulating sandwich signs. Attached is the legislation.

The committee also discussed regulating geothermal installation in the Village. The committee recommends we ensure any regulation is aligned with State of Ohio guidance. The committee recommends that the Village only permit closed loop systems as open loop systems require access to public waterways and becomes much more complex to manage and regulate. Moreover, it is unclear whether any resident would have access to an appropriate water source, regardless of regulation.

The committee also discussed where drilling was allowed in a yard. The committee recommended only rear yards to be acceptable for drill location and drilling needed to be at a minimum, 3 feet away from a property line. Variances can be issued.

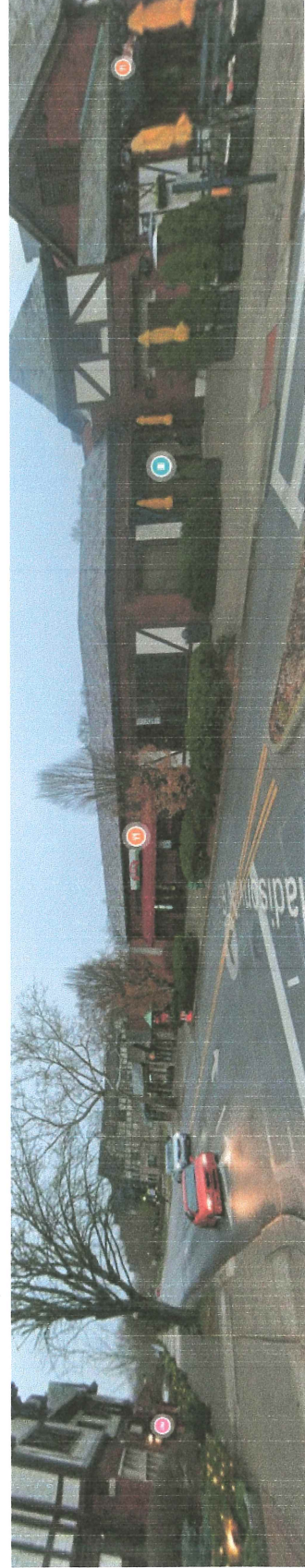
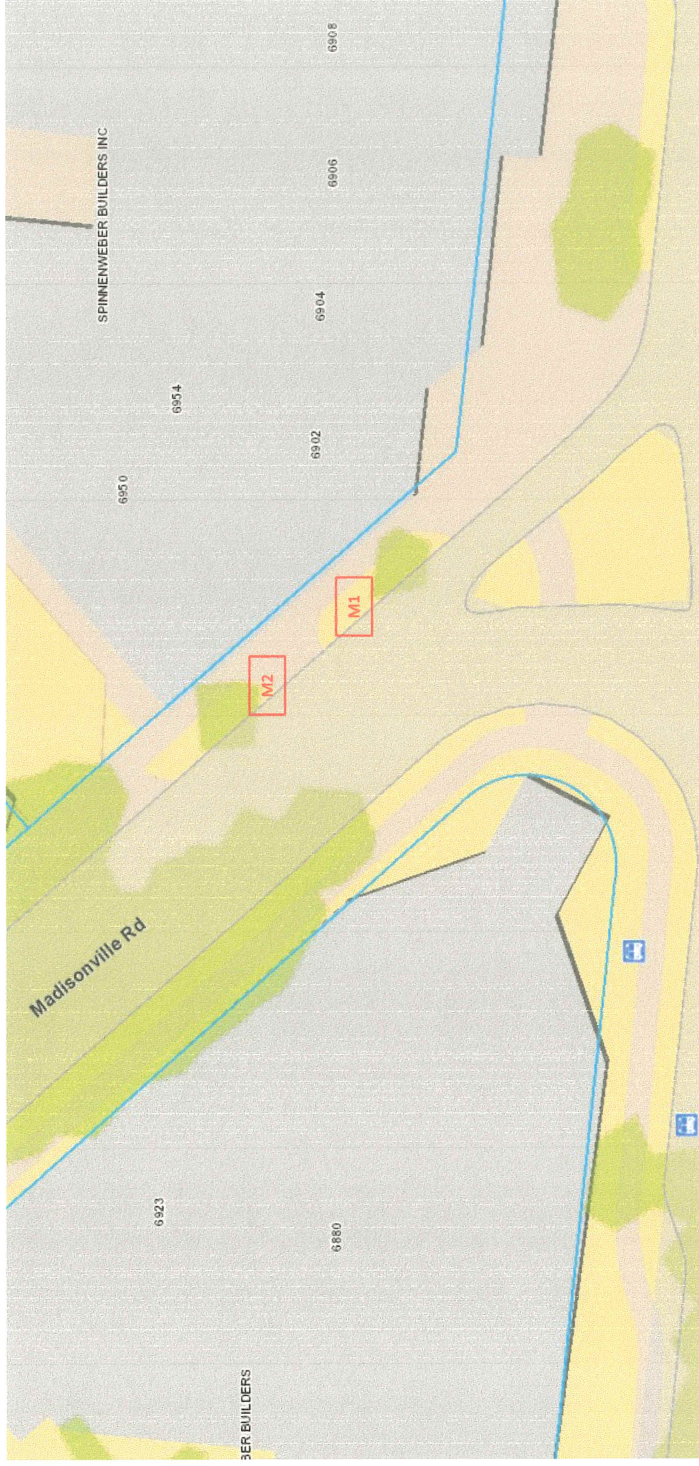
Respectfully submitted,

Susan Brownknight, Chair

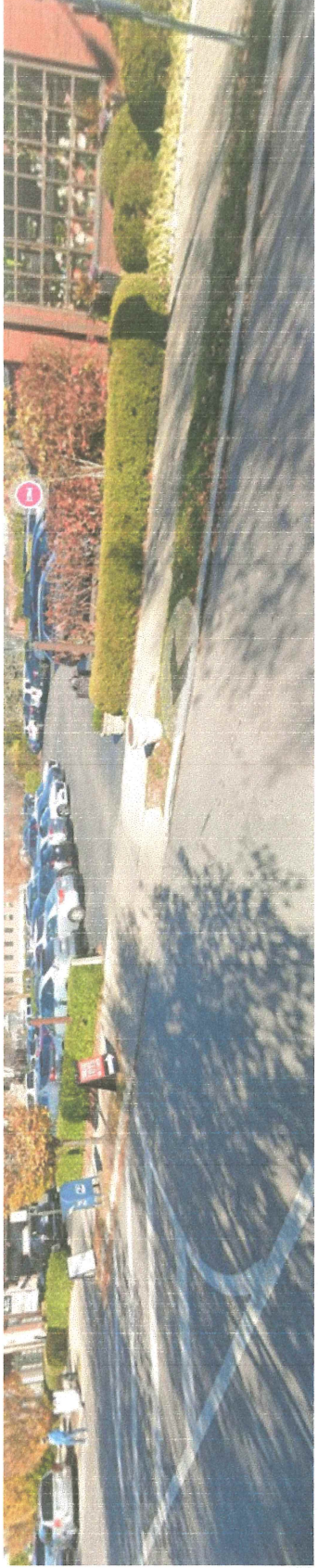
Kelly Rankin, Vice-Chair

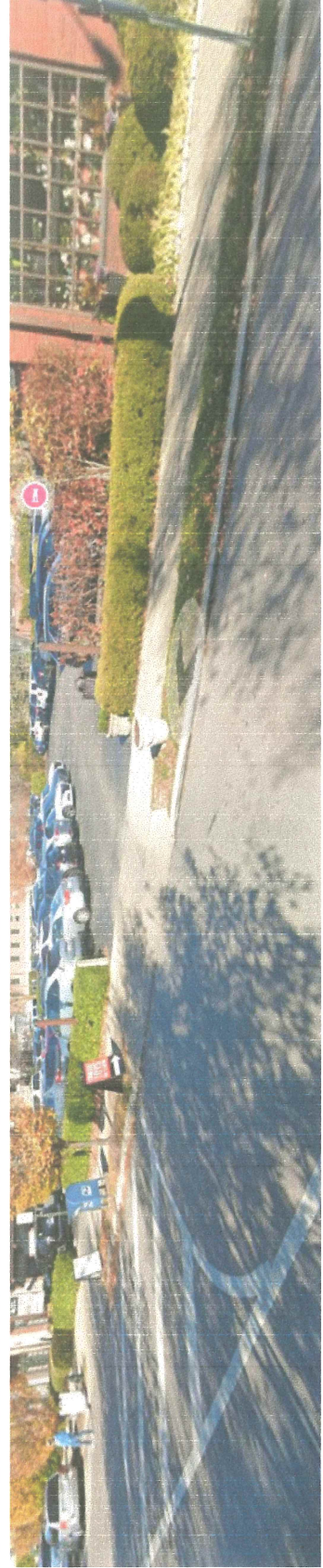
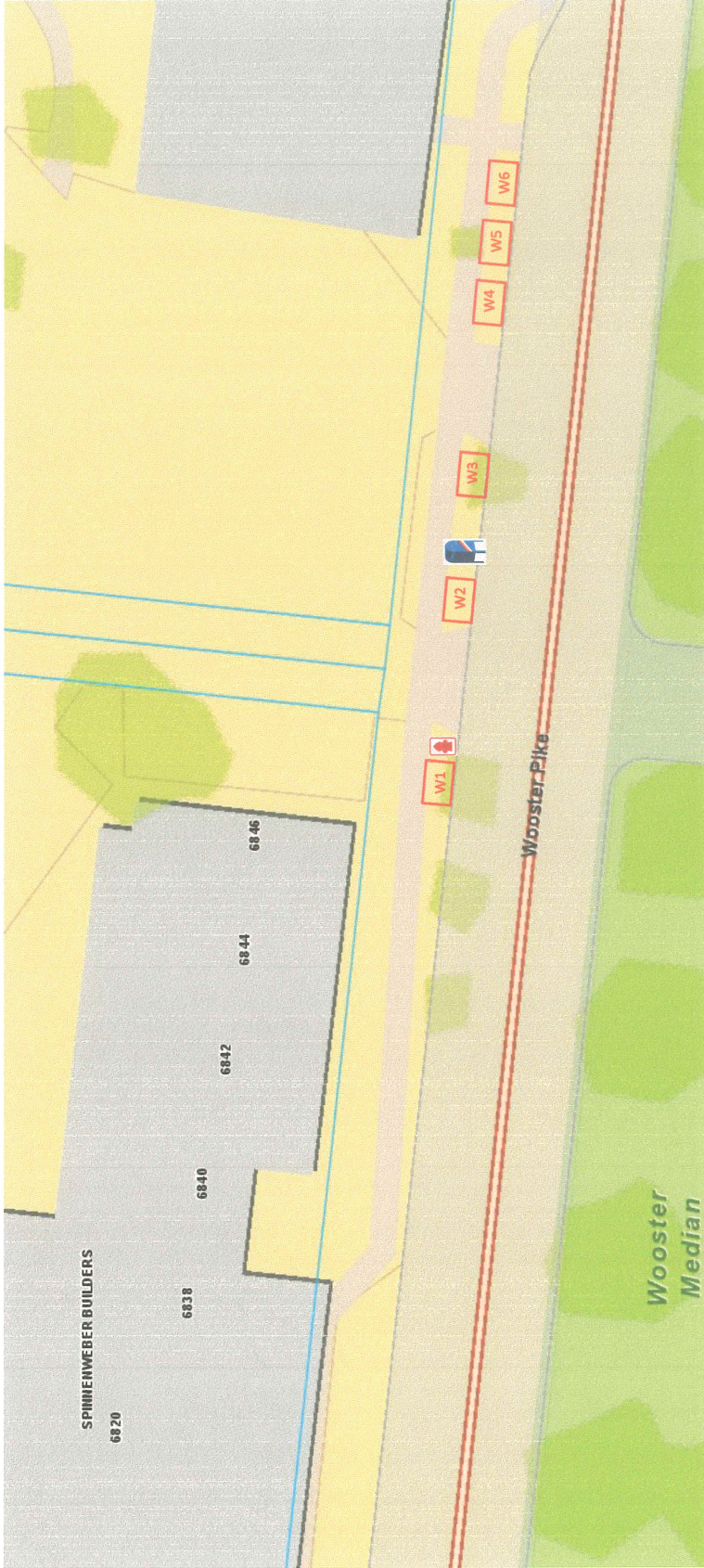
Marcy Lewis, Member

Possible New Locations Along Madisonville



New Option (eliminate westernmost location)





TO: Village Council and Mayor Brown
FROM: Finance Sub-Committee, Rob Bartlett - Chair
RE: Five Year Capital Forecast
DATE: November 27, 2023

The Finance Sub-Committee has met several times this year to develop a five year capital forecast for the Village. This was one of the four elements in the Ohio Plan proposal. Those participating in this process included Finance Sub-Committee Members Rob Bartlett, Kelly Rankin and Rand York, Mayor Bill Brown, Part Time Village Administrator Chuck Barlow, Superintendent John Scherpenberg, Chief of Police Rick Hines and Village Engineer Chris Ertel.

The team focused on the following areas: Streets, Parking Lots, Storm Water Pipes, Police Department Equipment, Fire Department Equipment, Public Spaces, Public Buildings, and Service Department Equipment. Each area was assessed for items that needed significant repairs or replacement, or new items that were needed. Those items were then prioritized by year. The team then mapped that spending into the appropriate capital fund. The capital funds that were included were: Permanent Improvement Fund All, Permanent Improvement Fund Limited, the two Street Funds, and the new Dogwood Park Fund. The team also included in each fund the current cash balance, the projected revenue each fund would receive each year, and the projected ending balance for each year to ensure we were always maintaining the appropriate level of cash in each fund.

After several iterations, attached is the most recent version of the projected capital spending, revenue and cash balance for each of the capital funds. Also attached is a forecast created by former Fiscal Officer Richard Ford of the incremental property tax income that the Village will receive as the properties located within the CRA come off of their tax abatement. The good news is for now it appears we have sufficient revenue to cover our capital needs over the next five years. To be clear, there are some projects which are relying on grants or donations to be completed. If that funding is not available, then the committee is recommending we not proceed with those projects. There are also some projects that do not yet have an estimated cost, but we felt it was important to put a placeholder in the forecast for now. These will need to be developed and refined as we get closer to the proposed timing for those projects. It is hoped this forecast will facilitate the capital budget setting process each year, including the Permanent Improvement Funds Meeting that is scheduled for December 18 this year.

The goal is to continue to update this list of assets and projects on an annual basis. Cris Ertel is exploring to see if we can use the GIS system to track all of this information versus keeping it in a spreadsheet.

Respectfully Submitted,

Rob Bartlett, Chairman

Randy York, Member

Kelly Rankin, Member

Area: Permanent Improvement All (4901)

Richard forecast: abatement adds \$171k in revenue between 2023 and 2028

	2023	2024	2025	2026	2027	2028
Beginning cash balance	41,851.2	306,479	221,097	301,097	503,097	589,097
Net revenue available each year	300,000	330,000	355,000	395,000	400,000	470,000

Item	2023	2024	2025	2026	2027	2028	Source of Funds	Comments
Debt Payments								
Ambulance	51,412	51,412					PI Fund	
Municipal Bldg Addition	99,338	49,882					PI Fund	
Paint fire hydrants		7,500					PI Fund	Total cost \$30,302
Wiring island across from Inn & Strand	23,302						PI Fund	Reimbursement from Spinnenweber
Wiring island across from Inn & Strand	7,000						PI Fund	
Fountain repair	19,881						PI Fund	
Replace trellises at The Concourse								
Resurface 4 tennis courts	5,000						PI Fund	Total cost \$135,000
Resurface 4 tennis courts	104,800						PI Fund	Reimbursement from school
Resurface 4 tennis courts	25,200							
Public Buildings								
Municipal Building: doors & windows	40,500						PI Fund	
Municipal Building: roof & ceiling	2,500	7,500					PI Fund	
Pool Bathroom	6,000						PI Fund	
Maintenance bldg cleanup		10,000					PI Fund	for HVAC system
Fire bay heating system	9,300						PI Fund	Emery owns, but they have given us \$500k
Bell Tower basement metal door	5,000						PI Fund	Need definition of proposed work
Admin Office re-model	2,500	75,000					PI Fund	total cost \$31,000
Boat house roof repairs		21,000					PI Fund	Ohio Historic grant. Answer Feb, 2024
Boat house roof repairs		10,000					Grants	Work with Steve who did Maintenance building
Admin building basement cleanup		3,500					PI Fund	\$48k for leaks. Need definition of other repairs
Swimming Pool leaks, other repairs		62,000					PI Fund	
John Nolan Pavilion		5,000					PI Fund	
Swimming Pool wading pool replacement			150,000				PI Fund	Grants, donations, etc
Swimming Pool wading pool replacement			100,000				PI Fund	Don't do if we can't get grants, donations
Lich Gate			3,000				PI Fund	Ohio Historic Grant? MPF?
Public Spaces								
Park bench replacement		5,000					PI Fund	
Sidewalk repairs		3,000					Permanent Improvement Fund - All	
Tree planting		10,000					PI Fund	
Replace trellises at The Concourse								
Other Concourse renovations		33,000					PI Fund	Cut wood and install ourselves
Mary Emery Park repair stone aggregate walkway		????					PI Fund	Only if grants/donations
Dale Park statuary		5,000					Grants/Reimbursed	
Mariermont Connector Pocahontas to Miami		750,000					Grant	CROWN, private donations
Mariermont Connector Pocahontas to Miami		30,000					Grants	ODNR,
Mariermont Connector Pocahontas to Miami		230,165					PI Fund	
Livingood Park: repair/replace stone pad & evergreens		7,500					Reimburse	only if Waldorf willing to help cover costs
Old Town Center: signage to parking lot		5,000					Reimburse	only if Waldorf willing to help cover costs
Old Town Center: add lighting to parking lot		20,000					Private Foundations	
Hopkins Park: replace sign			5,000				Private Foundations	
Hopkins Park: replace lamposts			40,000				Private Foundations	
Hopkins Park: new landscaping			5,000				Private Foundations	
Hopkins Park: repair aggregate walkway			20,000				Private Foundations	
Hopkins Park: add new garden cottage			100,000				Private Foundations	
Mariermont Connector Miami to Plainville Rd			57,000				PI Fund	Village covers 25% of the cost
Mariermont Connector Miami to Plainville Rd			228,000				Grants/Reimt OKI, COTF, SORTA grants	
Tree planting			10,000				PI Fund	
Sidewalk repairs			3,000				Permanent Improvement Fund - All	
Park bench replacement			5,000				PI Fund	
Tree planting				10,000			PI Fund	
Sidewalk repairs				3,000			Permanent Improvement Fund - All	
Park bench replacement				5,000			PI Fund	

Area: Permanent Improvement All (4901) Richard forecast: abatement adds \$171k in revenue between 2023 and 2028

Mariemont Connector Miami to Plainville Rd		75,000			PI Fund	Village covers 25% of the cost
Mariemont Connector Miami to Plainville Rd		300,000			Grants/Reimt OKI, COTF, SORTA grants	
General Short Trolley turnaround park		?????				As part of Mariemont Connector project
Tree planting				10,000	PI Fund	
Sidewalk repairs				3,000	Permanent Improvement Fund - All	
Park bench replacement				5,000	PI Fund	
Resurface 2 lower tennis courts				58,000	PI Fund	
Resurface 2 lower tennis courts				12,000	Annual funds from school (4 yrs @ \$3k/yr)	
Mariemont Connector Miami to Plainville Rd				115,000	PI Fund	Village covers 25% of the cost
Mariemont Connector Miami to Plainville Rd				460,000	Grants/Reimt OKI, COTF, SORTA grants & share w/Columbia Twship	
Ann Buntin Becker Park				????		Potentially ask CDGB grant \$100k. \$3k in Fund
Tree planting				10,000	PI Fund	
Sidewalk repairs				3,000	Permanent Improvement Fund - All	
Park bench replacement				5,000	PI Fund	
Boathouse ingress and egress, integration into Park				????		
South 80: widen tunnel and improve street access				????		Railroad owns the tunnel
Parking Lots	Chapel Parking Lot	63,000			PI Fund	talk to Waldorf about helping to pay
	Municipal Bldg Parking Lot			28,000	PI Fund	
Service Dept	Front loader/back hoe	42,500	47,500		PI Fund	Use money set aside for leaf vac. Total cost \$120k-\$30k trade-in
	Arm lift truck/Versalift		100,000	100,000	PI Fund	set 50% of money aside to purchase in 2026
	Leaf vac			95,000	PI Fund	
	Bobcat replace Street sweeper				PI Fund	Check options with other communities
Total PI All spending		412,033	415,382	193,000		
Ending Balance of PI All Funds		306,479	221,097	503,097		

Ideally don't let the balance get below \$200k, as first cash inflow doesn't occur until April. 2nd cash inflow is in August (both are from property taxes)

blue means it is paid from Permanent Improvement Fund

red means funding sources or costs still to be determined

Area: Permanent Improvement Ltd (4902)

Richard forecast: abatement adds additional \$56k between 2023 and 2028

Beginning cash balance	90,789	102,189	67,189	144,189	108,189
Net revenue available each year	110,000	125,000	126,000	140,000	141,000
					165,000

Item	2023	2024	2025	2026	2027	2028	Source of Funds	Comments
Public Spaces								
Paint lamp posts	35,000						PI Fund	
Pleasant/Dale Park sidewalk		35,000					PI Fund	
Pleasant/Dale Park sidewalk		315,000					Grants	SORTA grant

Storm Water								
6608 Pleasant St fix collapse of pipe	15,600						PI Fund	
Pleasant Street Headwall near ballfield 3		15,000					PI Fund	Applying for Hamilton Cnty grant
6904 Murray Ave 60" pipe correction					50,000		PI Fund	Part of Mariemont Connector?
Miami Rd sinkhole near Rowan Hill						15,000	PI Fund	

Police								
Police car and equipment	48,000						PI Fund	
Police car and equipment	20,000						Alc & Ed Fund	
2 Police cars and equipment		110,000					PI Fund	
2 Police cars and equipment		30,000					Alc & Ed Fund	
Police car and equipment			62,000				PI Fund	
Police car and equipment			10,000				Alc & Ed Fund	
Police car and equipment				62,000			PI Fund	
Duty weapon replacement				10,000			Alc & Ed Fund	
Police car and equipment					62,000		PI Fund	
Police car and equipment					10,000		Alc & Ed Fund	
Police car and equipment					10,000		Alc & Ed Fund	
5 new tasers					7,500		Alc & Ed Fund	
Police car and equipment						64,000	PI Fund	
Police car and equipment						10,000	Alc & Ed Fund	

Fire								
Replace cardiac monitors			65,000				PI Fund	
Replace assitant fire chief vehicle					65,000		PI Fund	
Remount of Ambulance (50% in 2028, 50% in 2029)						75,000	PI Fund	

Total PI Ltd Spending	98,600	160,000	127,000	62,000	177,000	154,000		
Ending Balance of PI Ltd Funds	102,189	67,189	66,189	144,189	108,189	119,189		

Ideally don't let the balance get below \$75k, as first cash inflow doesn't occur until April. 2nd cash inflow is August (both are from property taxes)
 Permanent Improvement Fund Ltd can be used for street lights, traffic lights, streets, sidewalks, storm sewers, trees, erosion, equipment for police, fire, maintenance
 Alcohol Education & Enforcement Fund typically generates \$20k/yr. Current balance is ~\$40,000

Area: Street Funds 2011 and 2101 Street funds generate ~\$201k/yr with \$24k of that going to lighting and \$7k to OPWC loans, leaving \$170k/yr for streets

Beginning cash balance	137904	297,137	427,387	163,710	250,279	296,543
Net revenue available each year	170000	170,000	170,000	170,000	170,000	170,000

Item	2023	2024	2025	2026	2027	2028	Funding Sources	Comments
Hiawatha	10,767						Street Funds	Total cost \$175,081
Hiawatha	40,000						Grants/Reimbursed	MRF grant
Hiawatha	41,535						Loans	OPWC
Grove		23,250					Street Funds	
Grove		131,750					Grants/Reimbursed	SORTA=\$108.5k, Columbia Township=\$23.25k
Pocahontas Ave		16,500					Street Funds	MRF grant answer May, 2024 or OPWC loan
Pocahontas Ave		148,500					Grants/Reimbursed	SORTA grant
Pleasant St (Mariemont Ave to Mariemont Ave)			120,345				Street Funds	
Pleasant St (Mariemont Ave to Mariemont Ave)			51,576				Grants/Reimbursed	Assume 30% covered via grant (SORTA apply May)
Rembold Ave (Pocahontas to Miami Ave)			255,570				Street Funds	
Rembold Ave (Pocahontas to Miami Ave)			109,530				Grants/Reimbursed	Assume 30% covered via grant (SORTA, MRF7)
Center Street (Miami Bluff to Mt. Vernon)			57,763				Street Funds	
Center Street (Miami Bluff to Mt. Vernon)			24,755				Grants/Reimbursed	Assume 30% covered via grant (SORTA apply May)
Patriots Lane				83,431			Street Funds	
Patriots Lane				35,756			Grants/Reimbursed	Assume 30% covered via grant (SORTA apply May)
Lane A (Beech St to Murray Ave)					71,329		Street Funds	
Lane A (Beech St to Murray Ave)					30,569		Grants/Reimbursed	Assume 30% covered via grant (SORTA apply May)
West St (Madisonville Rd to Murray Ave)					52,408		Street Funds	
West St (Madisonville Rd to Murray Ave)					22,460		Grants/Reimbursed	Assume 30% covered via grant (SORTA apply May)
Miami Bluff (the whole length)						220,000	Street Funds	
Miami Bluff (the whole length)						110,000	Grants/Reimbursed	Assume 30% covered via grant (SORTA apply May)
Total Street Fund Spending	10,767	39,750	433,677	83,431	123,736	220,000		
Ending Balance of Street Funds	297,137	427,387	163,710	250,279	296,543	246,543		

Target not to let total balance fall below \$130,000

Area: Dogwood Park Fund (4903)

	2023	2024	2025	2026	2027	2028	Source of Funds	Comments
Beginning cash balance	138,469	104,346	0	0	0	0		
New revenue each year		395,654	500,000					
<u>Item</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>Grants</u>	
Dogwood Park renovations	34,123	500,000					Grant	
Dogwood Park renovations			500,000				Grants/Reimbursed	
Dogwood Park renovations								
Total Park Spending	<u>34,123</u>	<u>500,000</u>	<u>500,000</u>					
Ending Balance of Pl Ltd Funds	104,346	0	0	0	0	0		

Row Labels	Sum of abatement_value	35% Collection year	Gen inside 1.86%	Gen Outside 0.44%	Gen Fund Total	Safety 1.98%	Perm limited 0.58%	Perm All 1.79%	Paramedic 1.44%	Man/Elders 0.39%	Total
2023	\$7,278,260	\$2,547,391	\$47,381	\$11,209	\$58,590	\$50,438	\$14,775	\$45,598	\$36,682	\$9,935	\$216,019
2025	\$526,220	\$184,177	\$3,426	\$810	\$4,236	\$3,647	\$1,068	\$3,297	\$2,652	\$718	\$15,618
2026	\$6,662,670	\$2,331,935	\$43,374	\$10,261	\$53,634	\$46,172	\$13,525	\$41,742	\$33,580	\$9,095	\$197,748
2027	\$403,710	\$141,299	\$2,628	\$622	\$3,250	\$2,798	\$820	\$2,529	\$2,035	\$551	\$11,982
2028	\$11,395,150	\$3,988,303	\$74,182	\$17,549	\$91,731	\$78,968	\$23,132	\$71,391	\$57,432	\$15,554	\$338,208
2029	\$389,510	\$136,329	\$2,536	\$600	\$3,136	\$2,699	\$791	\$2,440	\$1,963	\$532	\$11,561
2030	\$880,600	\$308,210	\$5,733	\$1,356	\$7,089	\$6,103	\$1,788	\$5,517	\$4,438	\$1,202	\$26,136
2032	\$8,131,900	\$2,846,165	\$52,939	\$12,523	\$65,462	\$56,354	\$16,508	\$50,946	\$40,985	\$11,100	\$241,355
2034	\$9,537,540	\$3,338,139	\$62,089	\$14,688	\$76,777	\$66,095	\$19,361	\$59,753	\$48,069	\$13,019	\$283,074
Grand Total	\$45,205,560		\$363,905		\$383,225	\$313,275	\$91,767	\$283,213	\$227,836	\$61,706	\$1,341,701
House on pool hill*	\$1,200,000	\$420,000	\$7,812	\$1,848	\$9,660	\$8,316	\$2,436	\$7,518	\$6,048	\$1,638	\$35,616
Steam Plant **	\$2,400,000	\$420,000	\$7,812	\$1,848	\$9,660	\$8,316	\$2,436	\$7,518	\$6,048	\$1,638	\$35,616
Total					\$383,225	\$329,907	\$96,639	\$298,249	\$239,932	\$64,982	

* estimate of value of new house per Rod Holloway

** assume 3 units are built and sold for \$800k each with 50% abatement for each

The incremental money starts to show up the year after the abatement ends, since property taxes are collected in arrears

TO: Village Council and Mayor Brown
FROM: Finance Sub-Committee, Rob Bartlett - Chair
RE: Long Term Organization Structure
DATE: August 31, 2023

The Finance Sub-Committee met on Thursday, August 31, 2023 at 4:00 pm to discuss the four different elements of the Ohio Plan proposal. Present at the meeting were Finance Committee Chair Rob Bartlett, Finance Committee Members Kelly Rankin and Rand York, Mayor Bill Brown, Part Time Administrator Chuck Barlow, Superintendent John Scherpenberg and Village Engineer Chris Ertel.

One of the four elements of the Ohio Plan proposal was working on the right long term organization structure for the Village. From previous salary benchmarking work done by the Finance Committee, attached is a document which shows how our Village Office compares versus other similar sized communities. We also reached out to the Center for Local Government, who shared that of the 21 communities that are members, only 4 (including Mariemont) do not have a full time Village Administrator.

After some discussion, the Finance Sub-Committee agreed that the long term goal should be for us to have a full time Village Administrator, a full time Fiscal Officer (when Mrs. Van Pelt retires), a full time Tax Administrator, and a full time Staff Assistant. However, no timeline has been set for reaching this end state.

Respectfully Submitted,

Rob Bartlett, Chairman

Randy York, Vice-Chairman

Kelly Rankin, Member

	Martinez		Fairfax		Newtown		Terrace Park		Amberley Village		Columbia Township	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Tax Administrator	1											
Tax Assistant		1										1
Tax Clerk JED Zone												
Village Administrator		1	1					1	1			1
Senior Admin Assistant	1				1			1	1			
Staff Assistant	1								1	1		
Fiscal Officer		1	1		1						1	
Total	3	3	3	0	2	0	1	1	4	1	2	1
Population (2021)	3,479		1,749		2,671		2,333		3,820		4,507	
Total Revenue (\$K)	\$5,523		\$5,772		\$9,377		\$2,153		\$7,587		\$9,921	

FTE = Full Time Equivalent

Other communities with full time Administrator: Glendale, Wyoming, Silverton, Deer Park, Golf Manor, Greenhills, Bellbrook

Tax Assistant to allow Tax Admin to do some Village Admin work
 Fiscal Officer = 0.5 FTE
 Senior Admin Asst does HR/Payroll
 Staff Asst does General Ledger
 Outsourced Tax to RITA
 Fiscal Officer oversees RITA, too
 Newtown tried a part time Village Administrator for 2 years
 Admin Asst is also Fiscal Officer
 No income tax, so no Tax Office
 Police Chief is also Village Administrator
 Fiscal Officer also does admin duties (calls/walk-ins)
 Police and Fire are contracted out,
 JED Zone Clerk is located in Fairfax
 but is paid by Columbia Twsp

VILLAGE OF MARIEMONT, OHIO

RESOLUTION NO. R-_____ -23

**TO CONFIRM THE APPOINTMENT OF KELLY I. RANKIN AS
VILLAGE FISCAL OFFICER; AND TO ESTABLISH PAY RATE**

WHEREAS, the Mayor has recommended to Council that Kelly I. Rankin be appointed for the position of Village Fiscal Officer to replace Richard D. Ford; and

WHEREAS, in the capacity of Fiscal Officer, Mrs. Rankin would receive a salary of \$3,333.34 per month with OPERS benefits only. Meaning she would not be eligible for a health care plan or other benefits limited to full-time or part-time employees; and

WHEREAS, Council believes Mrs. Rankin is well qualified for said position and should be appointed as Village Fiscal Officer.

**NOW, THEREFORE, BE IT RESOLVED BY THE
COUNCIL OF THE VILLAGE OF MARIEMONT,
HAMILTON COUNTY, OHIO, TWO THIRDS OF THE
MEMBERS ELECTED THERETO CONCURRING:**

SECTION I. That Council confirms the appointment of Kelly I. Rankin as Village Fiscal Officer effective January 1, 2024.

SECTION II. That Mrs. Rankin's \$3,333.34 monthly salary shall be paid with the last pay period of the month.

SECTION III. That Mrs. Rankin receives OPERS benefits only, in addition to her salary, but shall not be provided with any other benefits offered to full-time employees or part-time employees of the Village.

Passed: November 27, 2023

William A. Brown, Mayor

ATTEST:

I, Kelly I. Rankin, Interim Fiscal Officer of the Village of Mariemont, Ohio, do hereby certify that there is no newspaper printed in said municipality and that publication of the foregoing Ordinance was duly made by posting true copies thereof at five of the most public places in said corporation as determined by the Council, as follows: the Concourse, Miami Bluff and Flintpoint Way; the Tennis Court property, on the east side of Plainville Road between Maple and Chestnut Streets; the site of the Municipal Building. Wooster Pike and Crystal Springs Road; the northeast corner of the intersection of Rembold and Miami Road inside the enclosure; the northwest corner of the Old Town Center, intersection of Chestnut and Oak Streets; each for a period of fifteen days commencing on the 28th day of November 2023.

Kelly I. Rankin, Interim Fiscal Officer

VILLAGE OF MARIEMONT

RESOLUTION NO. R- -23

TO REAPPOINT LOUISE SCHOMBURG AS A MEMBER OF THE PARKS ADVISORY BOARD FOR THE CALENDAR YEARS OF 2024 AND 2025

WHEREAS, Council is of the opinion that it would be in the best interest of the Village of Mariemont to reappoint Louise Schomburg to the Parks Advisory Board; and

WHEREAS, Louise Schomburg wishes to contribute her time and energies in this capacity to the betterment of the Village.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF MARIEMONT, OHIO, A MAJORITY OF THE MEMBERS DULY ELECTED THERETO CONCURRING

SECTION I. That Council confirms the Mayor's reappointment of Louise Schomburg to the Parks Advisory Board for the calendar years of 2024 and 2025.

Passed: December 18, 2023

William A. Brown, Mayor

ATTEST:

I, Kelly I. Rankin, Interim Fiscal Officer of the Village of Mariemont, Ohio, do hereby certify that there is no newspaper printed in said municipality and that publication of the foregoing resolution was duly made by posting true copies thereof at five of the most public places in said corporation as determined by the Council, as follows: at the Concourse, Miami Bluff and Flintpoint Way; the Tennis Court property, on the east side of Plainville Road between Maple and Chestnut Streets; the site of the Municipal Building, Wooster Pike and Crystal Springs Road; the northeast corner of the intersection of Rembold and Miami Road inside the enclosure; the northwest corner of the Old Town Center, intersection of Chestnut and Oak Streets; each for a period of fifteen days commencing on the 19th day of December 2023.

Kelly I. Rankin, Interim Fiscal Officer

VILLAGE OF MARIEMONT

RESOLUTION NO. R- -23

TO APPOINT ALICIA STOCK AS A MEMBER OF THE POOL COMMISSION FOR
THE CALENDAR YEARS 2024 and 2025

WHEREAS, Council is of the opinion that it would be in the best interest of the Village of Mariemont to appoint Alicia Stock, to the Pool Commission; and

WHEREAS, Alicia Stock wishes to contribute her time and energies in this capacity to the betterment of the Village.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF MARIEMONT, OHIO, A MAJORITY OF THE MEMBERS DULY ELECTED THERETO
CONCURRING

SECTION I. That Council confirms the Mayor's appointment of Alicia Stock to the Pool Commission for the calendar years 2024 and 2025.

Passed: December 18, 2023

William A. Brown, Mayor

ATTEST:

I, Kelly I. Rankin, Interim Fiscal Officer of the Village of Mariemont, Ohio, do hereby certify that there is no newspaper printed in said municipality and that publication of the foregoing resolution was duly made by posting true copies thereof at five of the most public places in said corporation as determined by the Council, as follows: at the Concourse, Miami Bluff and Flintpoint Way; the Tennis Court property, on the east side of Plainville Road between Maple and Chestnut Streets; the site of the Municipal Building, Wooster Pike and Crystal Springs Road; the northeast corner of the intersection of Rembold and Miami Road inside the enclosure; the northwest corner of the Old Town Center, intersection of Chestnut and Oak Streets; each for a period of fifteen days commencing on the 19th day of December 2023.

Kelly I. Rankin, Interim Fiscal Officer

VILLAGE OF MARIEMONT

RESOLUTION NO. R- -24

TO APPOINT DAVE MIDDLETON AS A NON-VOTING MEMBER OF THE TREE
ADVISORY BOARD FOR THE CALENDAR YEARS 2024 AND 2025

WHEREAS, Council is of the opinion that it would be in the best interest of the Village of Mariemont to appoint Dave Middleton to the Tree Advisory Board; and

WHEREAS, Dave Middleton wishes to contribute his time and energies in this capacity to the betterment of the Village.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF MARIEMONT, OHIO, A MAJORITY OF THE MEMBERS DULY ELECTED THERETO
CONCURRING

SECTION I. That Council confirms the Mayor's appointment of Dave Middleton to the Tree Advisory Board for the calendar years 2024 and 2025.

Passed: January 8, 2024

William A. Brown, Mayor

ATTEST:

I, Kelly I. Rankin, Fiscal Officer of the Village of Mariemont, Ohio, do hereby certify that there is no newspaper printed in said municipality and that publication of the foregoing resolution was duly made by posting true copies thereof at five of the most public places in said corporation as determined by the Council, as follows: at the Concourse, Miami Bluff and Flintpoint Way; the Tennis Court property, on the east side of Plainville Road between Maple and Chestnut Streets; the site of the Municipal Building, Wooster Pike and Crystal Springs Road; the northeast corner of the intersection of Rembold and Miami Road inside the enclosure; the northwest corner of the Old Town Center, intersection of Chestnut and Oak Streets; each for a period of fifteen days commencing on the 9th day of January 2024.

Kelly I. Rankin, Fiscal Officer

VILLAGE OF MARIEMONT

RESOLUTION NO. R- -24

TO APPOINT LARRY GRAY AS A VOTING MEMBER OF THE TREE ADVISORY BOARD FOR THE CALENDAR YEAR 2024

WHEREAS, Council is of the opinion that it would be in the best interest of the Village of Mariemont to appoint Larry Gray to the Tree Advisory Board; and

WHEREAS, Larry Gray wishes to contribute his time and energies in this capacity to the betterment of the Village.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF MARIEMONT, OHIO, A MAJORITY OF THE MEMBERS DULY ELECTED THERETO CONCURRING

SECTION I. That Council confirms the Mayor's appointment of Larry Gray to the Tree Advisory Board for the calendar year 2024.

Passed: January 8, 2024

William A. Brown, Mayor

ATTEST:

I, Kelly I. Rankin, Fiscal Officer of the Village of Mariemont, Ohio, do hereby certify that there is no newspaper printed in said municipality and that publication of the foregoing resolution was duly made by posting true copies thereof at five of the most public places in said corporation as determined by the Council, as follows: at the Concourse, Miami Bluff and Flintpoint Way; the Tennis Court property, on the east side of Plainville Road between Maple and Chestnut Streets; the site of the Municipal Building, Wooster Pike and Crystal Springs Road; the northeast corner of the intersection of Rembold and Miami Road inside the enclosure; the northwest corner of the Old Town Center, intersection of Chestnut and Oak Streets; each for a period of fifteen days commencing on the 9th day of January 2024.

Kelly I. Rankin, Fiscal Officer

VILLAGE OF MARIEMONT

RESOLUTION NO. R- -24

**TO APPOINT STEVE PIPKIN AS A NON-VOTING MEMBER OF THE TREE
ADVISORY BOARD FOR THE CALENDAR YEAR 2024**

WHEREAS, Council is of the opinion that it would be in the best interest of the Village of Mariemont to appoint Steve Pipkin to the Tree Advisory Board; and

WHEREAS, Steve Pipkin wishes to contribute his time and energies in this capacity to the betterment of the Village.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF MARIEMONT, OHIO, A MAJORITY OF THE MEMBERS DULY ELECTED THERETO
CONCURRING

SECTION I. That Council confirms the Mayor's appointment of Steve Pipkin to the Tree Advisory Board for the calendar year 2024.

Passed: January 8, 2024

William A. Brown, Mayor

ATTEST:

I, Kelly I. Rankin, Fiscal Officer of the Village of Mariemont, Ohio, do hereby certify that there is no newspaper printed in said municipality and that publication of the foregoing resolution was duly made by posting true copies thereof at five of the most public places in said corporation as determined by the Council, as follows: at the Concourse, Miami Bluff and Flintpoint Way; the Tennis Court property, on the east side of Plainville Road between Maple and Chestnut Streets; the site of the Municipal Building, Wooster Pike and Crystal Springs Road; the northeast corner of the intersection of Rembold and Miami Road inside the enclosure; the northwest corner of the Old Town Center, intersection of Chestnut and Oak Streets; each for a period of fifteen days commencing on the 9th day of January 2024.

Kelly I., Fiscal Officer

VILLAGE OF MARIEMONT

RESOLUTION NO. R- -24

TO REAPPOINT MARIANNE PRUE AS A NON-VOTING MEMBER OF THE TREE
ADVISORY BOARD FOR THE CALENDAR YEAR 2024

WHEREAS, Council is of the opinion that it would be in the best interest of the Village of Mariemont to reappoint Marianne Prue to the Tree Advisory Board; and

WHEREAS, Marianne Prue wishes to contribute her time and energies in this capacity to the betterment of the Village.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF MARIEMONT, OHIO, A MAJORITY OF THE MEMBERS DULY ELECTED THERETO
CONCURRING

SECTION I. That Council confirms the Mayor's reappointment of Marianne Prue to the Tree Advisory Board for the calendar year 2024.

Passed: January 8, 2024

William A. Brown, Mayor

ATTEST:

I, Kelly I. Rankin, Fiscal Officer of the Village of Mariemont, Ohio, do hereby certify that there is no newspaper printed in said municipality and that publication of the foregoing resolution was duly made by posting true copies thereof at five of the most public places in said corporation as determined by the Council, as follows: at the Concourse, Miami Bluff and Flintpoint Way; the Tennis Court property, on the east side of Plainville Road between Maple and Chestnut Streets; the site of the Municipal Building, Wooster Pike and Crystal Springs Road; the northeast corner of the intersection of Rembold and Miami Road inside the enclosure; the northwest corner of the Old Town Center, intersection of Chestnut and Oak Streets; each for a period of fifteen days commencing on the 9th day of January 2024.

Kelly I. Rankin, Fiscal Officer

VILLAGE OF MARIEMONT, OHIO

RESOLUTION NO. R-____-23

**TO ENTER INTO CONTRACT WITH H. HAFNER & SONS, INC. FOR BRUSH,
GRAVEL, DIRT CONSTRUCTION FILL AND LEAF DUMPING IN
CONSIDERATION FOR MONEY AND THE RIGHT TO FARM PART OF THE
SOUTH 80 ACRES**

WHEREAS, Council does not have to go out for bids for an amount under \$50,000; and

WHEREAS, the Maintenance Superintendent for the Village of Mariemont has recommended that we continue the contractual agreement with H. Hafner & Sons, Inc. as set forth herein.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF
THE VILLAGE OF MARIEMONT, STATE OF OHIO, A
MAJORITY OF THE MEMBERS DULY ELECTED THERETO
CONCURRING:**

SECTION I. Hafner agrees to accept, at a location outside the Village, all Village leaves and brush, at no cost, so long as the Village purchases mulch from H. Hafner & Sons, Inc. otherwise all single axle loads of Village brush for \$25.00 per load, gravel and dirt for \$10.00 per load, large wood that cannot be ground into chips, construction debris, demolition debris and other items not heretofore specified, such as desks, scrap metal, etc. for \$50.00 per load; to plow the garden plots each spring in the south 80 acres at no charge in return for which it may farm the tillable portion of the south 80 acres, excluding the garden plots; and not to remove any top soil from the south 80 acres. This agreement shall run from January 1, 2024 to December 31, 2033 but may be terminated by either party or by order or regulation of any governmental agency without penalty at any time.

SECTION II. That the Mayor and Fiscal Officer are hereby authorized to enter into a written contract with H. Hafner & Sons, Inc. as set forth above for the aforementioned price.

SECTION III. That the Fiscal Officer be and is hereby authorized to pay H. Hafner & Sons, Inc. as set forth above and to charge the same to Account number 1000-320-399-0000.

SECTION IV. That this Resolution shall go into effect at the earliest date allowed by law.

Passed: December 18, 2023

William A. Brown, Mayor

ATTEST:

I agree to the terms of Section I above:

Justin L. Cooper, President
H. Hafner & Sons, Inc.

I, Kelly I. Rankin, Interim Fiscal Officer of the Village of Mariemont, Ohio, do hereby certify that there is no newspaper printed in said municipality and that publication of the foregoing Ordinance was duly made by posting true copies thereof at five of the most public places in said corporation as determined by the Council, as follows: the Concourse, Miami Bluff and Flintpoint Way; the Tennis Court property, on the east side of Plainville Road between Maple and Chestnut Streets; the site of the Municipal Building. Wooster Pike and Crystal Springs Road; the northeast corner of the intersection of Rembold and Miami Road inside the enclosure; the northwest corner of the Old Town Center, intersection of Chestnut and Oak Streets; each for a period of fifteen days commencing on the 19th day of December 2023.

Kelly I. Rankin, Interim Fiscal Officer

VILLAGE OF MARIEMONT, OHIO
RESOLUTION NO. R-____-23

RESOLUTION AUTHORIZING MAYOR TO EXECUTE CONTRACT WITH CHOICE ONE ENGINEERING TO DESIGN THE MARIEMONT CONNECTOR BETWEEN POCAHONTAS AVENUE AND MIAMI ROAD; AND TO DECLARE EMERGENCY

WHEREAS, the Safety Committee met to review the Choice One Proposal for the design of the Mariemont Connector between Pocahontas Avenue and Miami Road; and

WHEREAS, two public meetings have been conducted at Mariemont Elementary School Cafeteria to discuss the project; and

WHEREAS, the committee unanimously agreed that the best firm to contract with to design the Mariemont Connector between Pocahontas Avenue and Miami Road is Choice One Engineering who prepared the funding application with ODNR.

WHEREAS, the costs will be tracked for reimbursement by the ODNR Clean Ohio Trails Fund grant and its corresponding local match from Tri-State Trails.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF MARIEMONT, HAMILTON COUNTY, OHIO, TWO THIRDS OF THE MEMBERS ELECTED THERETO CONCURRING:

SECTION I. That the Mayor is hereby authorized and directed to enter into a contract with Choice One to design the Mariemont Connector from Pocahontas Avenue to Miami Road. The total cost of Twenty-Two Thousand Three Hundred Fifty Dollars (\$22,350.00) is accepted.

SECTION II. That the Mayor and Fiscal Officer are hereby authorized to enter into a written contract, being Exhibit AA@ attached hereto and incorporated herein in its entirety, with Choice One Engineering for the intersection study for the total cost of Twenty-Two Thousand Three Hundred Fifty (\$22,350.00).

SECTION III. That the Fiscal Officer be and is hereby authorized to pay Choice One Engineering the amount of Twenty-Two Thousand Three Hundred Fifty (\$22,350.00) from the Street Fund and to charge the same to Account 2011-620-3000-0000.

SECTION IV. That this Resolution is hereby declared to be an emergency for the immediate preservation of the public peace, health, and safety and should go into immediate effect upon passage. The reason for the emergency is to bid and construct the project in favorable weather next Spring.

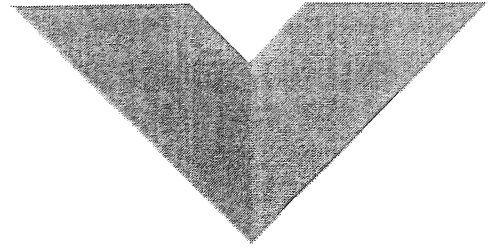
Passed: November 27, 2023

William A. Brown, Mayor

ATTEST:

I, Kelly I. Rankin, Interim Fiscal Officer of the Village of Mariemont, Ohio, do hereby certify that there is no newspaper printed in said municipality and that publication of the foregoing Ordinance was duly made by posting true copies thereof at five of the most public places in said corporation as determined by the Council, as follows: the Concourse, Miami Bluff and Flintpoint Way; the Tennis Court property, on the east side of Plainville Road between Maple and Chestnut Streets; the site of the Municipal Building. Wooster Pike and Crystal Springs Road; the northeast corner of the intersection of Rembold and Miami Road inside the enclosure; the northwest corner of the Old Town Center, intersection of Chestnut and Oak Streets; each for a period of fifteen days commencing on the 28th day of November 2023.

Kelly I. Rankin, Interim Fiscal Officer



Date
July 7, 2023

Attention
Chris Ertel, P.E.
Village Engineer

Address
Village of Mariemont
6907 Wooster Pike
Cincinnati, OH 45227

Subject
Amendment to Agreement for Professional Services
Hiawatha Avenue Multi-Use Path Connector
HAM-MAR-2301

Dear Mr. Ertel:

The Agreement referred to herein was executed on 5/12/2023 between the Village of Mariemont, hereinafter referred to as Client and Choice One Engineering Corporation, hereinafter referred to as Choice One.

This Agreement is hereby modified by mutual consent and agreement as followed. Please execute the Agreement Amendment and return it to Choice One.

If you have any questions, please feel free to give us a call.

Village of Mariemont

A handwritten signature in black ink, appearing to read "Chris Ertel".

Authorized Signature

7/11/2023

Date

Choice One Engineering Corporation

A handwritten signature in black ink, appearing to read "Nicholas J. Selhorst".

Nicholas J. Selhorst, P.E., Project Manager

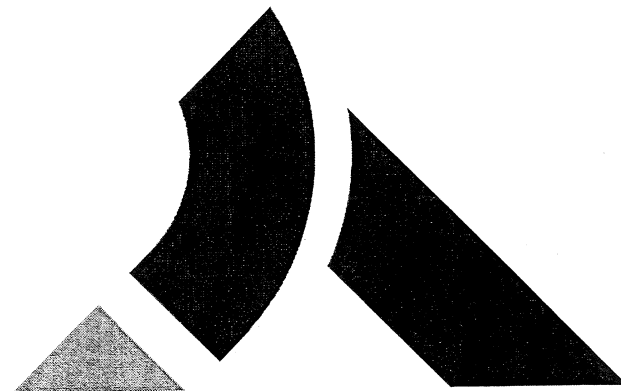
7/7/2023

Date

W. Central Ohio/E. Indiana
440 E. Hoewisher Rd.
Sidney, OH 45365
937.497.0200 Phone

S. Ohio/N. Kentucky
8956 Glendale Millford Rd., Suite 1
Loveland, OH 45140
513.239.8554 Phone

www.CHOICEONEENGINEERING.com



Scope of Services

Project Snapshot

The Scope of Services will be expanded to include the following:

Project Details

- The Village recently received a Clean Ohio Trails Fund grant for this project.
- The construction estimate per the grant application is \$275,000.00. This does not include any landscaping.
- An 11' wide asphalt path will be installed from Miami Avenue to N. Pocahontas Avenue in the grass median between Rembold and Hiawatha.
- The length of the bike path is approximately 1,180'.
- Curb ramp connection will be shown for northern Pocahontas but no other streets.
- No roadway improvements or parking stalls will be designed as part of this project.
- Utility poles will not be relocated. The design will go near and/or around them.
- Plans will be designed to the Village of Mariemont and Ohio Department of Transportation (ODOT) standards and specifications.
- Material and construction standards will be covered by general notes and specifications.
- Maintenance of traffic will be covered by general notes. The roadways will remain open to local traffic.
- No geotechnical report or environmental review of the project area is included in this scope.
- Choice One will contact affected utility companies directly to request base maps to confirm the utilities marked by OUPS. Electric, telephone, cable, and gas will be relocated by the appropriate company, if necessary.
- One public involvement meeting has already been done for this project, and no more are anticipated. Additional public involvement meetings will be an additional fee.
- No off-site utility extensions are included in this project.
- No additional R/W is anticipated to be needed for this project.
- Construction bidding procedures and daily construction observation will be handled by Client.
- No landscaping plan by Choice One is included in this initial scope.

Project Services

1. Topographic Survey

- a. Contact Ohio Utilities Protection Service (OUPS) for underground utility locations.
- b. Perform necessary deed and plat research.
- c. Establish horizontal and vertical survey control for the project area based on State Plane coordinates and NAVD 29.
- d. Field reconnaissance and traverse of existing monumentation.
- e. Identify visible features from 10' beyond right-of-way for both sides including utilities and drainage.
- f. Provide roadway cross-sections every 50', at driveways, and other critical areas.
- g. Inventory manholes and catch basins including type of construction, depth, pipe size, and condition.
- h. Locate underground utilities as marked by the appropriate utility companies.
- i. The location of existing right-of-way lines is anticipated to be a factor for the project design. Boundary resolution of the properties along the route will be completed to show location of existing right-of-way lines and adjacent property lines based on existing monumentation, plats, deeds, and other readily-available information.
- j. Provide one (1) foot contour intervals.
- k. Completed topographic survey shall be provided in AutoCAD format.

2. Construction Plans

- a. Design construction plans to include:
 - i. Title Sheet
 - ii. Typical Sections
 - iii. General Notes and Details
 - iv. Intersection Details
 - v. Quantity Summary and Engineer's Estimate
 - vi. Plan and Profile (scale 1" = 20' horizontal, 1" = 5' vertical)
 - vii. Cross-Sections (scale 1" = 5' horizontal, 1" = 5' vertical)
 - viii. Maintenance of Traffic Notes
 - ix. Pavement Marking and Signage Plan
- b. Engineer's Estimate at 50% and final plans
- c. Field walk project with Village staff after plans 50% complete.
- d. No Ohio EPA permits of any kind will be needed on this project.
- e. Client to handle bid opening and bid analysis.

3. Construction Administration Services (Hourly Upon Request)

- a. *Construction Administration services listed below will be provided upon request on an hourly basis according to our current Standard Hourly Rate Schedule.*
 - i. Administrate plan interpretation for contractor and Client during construction, as required.
 - ii. Attend meetings and/or visit site at the request of the Client with contractor.
 - iii. Review and approve pay requests.
 - iv. Process necessary change orders.
 - v. Conduct final field walk and provide a punch list.
 - vi. Review site/civil shop drawings.

Compensation & Schedule

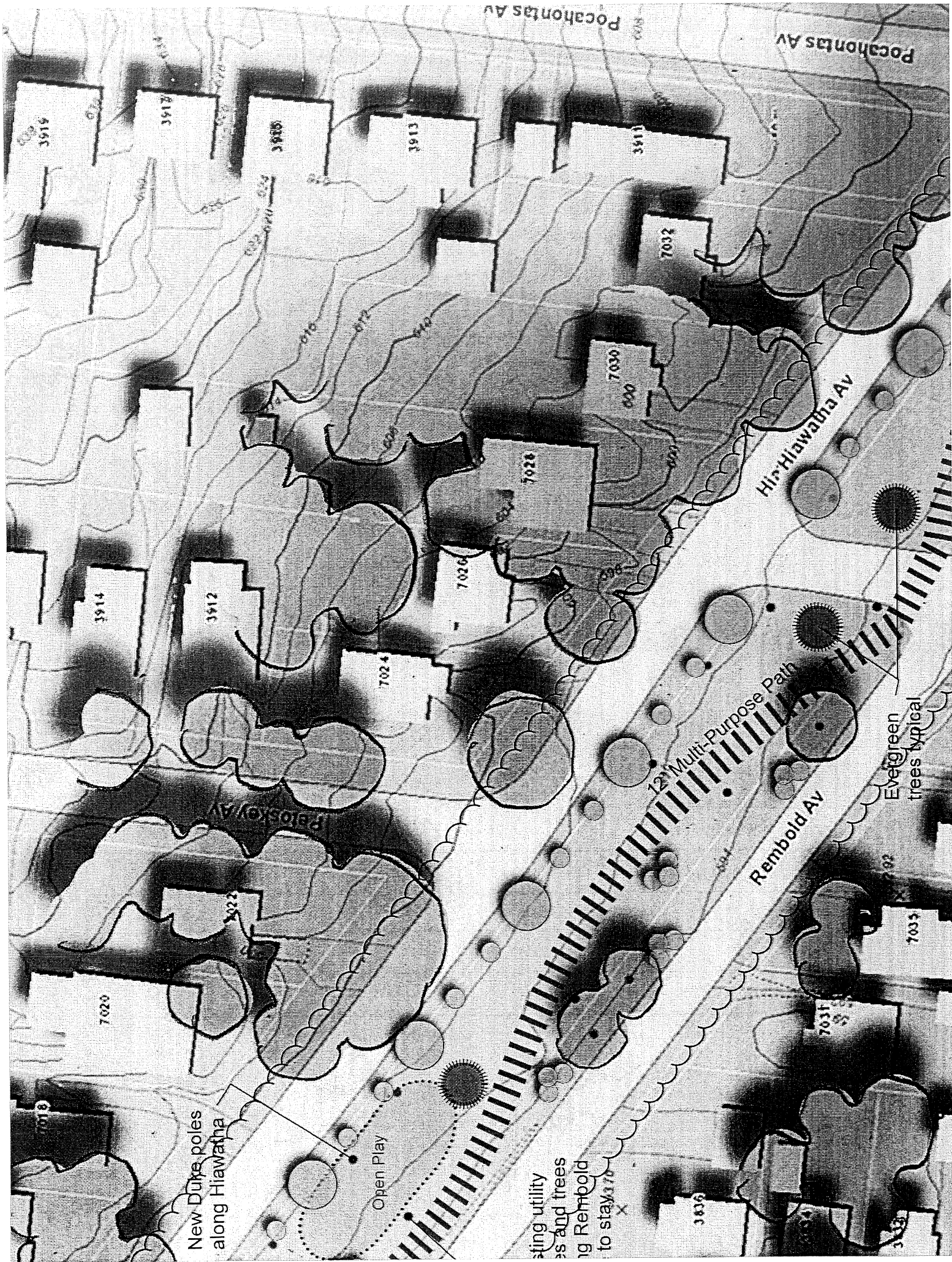
Compensation

Task	Additional Fee	Additional Fees From Previous Amendments	Original Fee	Total
Conceptual Layout			\$2,450.00	\$2,450.00
Topographic Survey	\$7,500.00			\$7,500.00
Construction Plans	\$22,350.00			\$22,350.00
Total	\$29,850.00		\$2,450.00	\$32,300.00
Construction Administration	Hourly			

Survey Only
CME

Schedule

The above service will commence after receipt of the executed Agreement Amendment and be completed within 150 days.



Poehontas Av

Hi-Hiawatha Av

Paloskey Av

Rembold Av

12th Multi-Purpose Path

New Duke poles along Hiawatha

Play

ing utility
es and trees
ng Rembold
to stay

Evergreen trees typical

3919

3914

3908

3913

3911

3914

3912

7024

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7036

VILLAGE OF MARIEMONT, OHIO

ORDINANCE NO. O- -24

TO AMEND SECTIONS 151.125 and 151.127 RELATING TO SIGNAGE

WHEREAS, Rules and Law Committee and the Building Administrator have reviewed several sections of the Mariemont Code of Ordinances that regulate the use of signs in the business district, and

WHEREAS, the Village wishes to ensure that signs are located and designed to maintain a safe and orderly pedestrian and vehicular environment, and to promote and maintain attractive, high value residential, retail, commercial, and industrial districts, and

WHEREAS, the purpose of this Ordinance is to define and set requirements for Sandwich Signs; and as such, the committee has determined that Section 151.125 and 151.127 needs to be modified and

WHEREAS, Council believes it is in the best interest of the Village that Sections 151.125 and 151.127 shall be amended to reflect said changes.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF MARIEMONT, STATE OF OHIO, A MAJORITY OF THE MEMBERS DULY ELECTED THERETO CONCURRING:

SECTION I. That Section 151.125 of the Mariemont Code of Ordinances be amended to include the following:

§ 151.125 DEFINITIONS

(B) *Definition of signs according to type of message conveyed.*

ADVERTISING SIGN. A sign directing attention to a business, commodity, service, or entertainment conducted, sold, or offered elsewhere than upon the premises where the sign is maintained, including a billboard or sandwich sign.

SANDWICH SIGN. A type of secondary ground sign directing attention to a business, commodity, service, or entertainment conducted, sold, or offered elsewhere than upon the premises where the sign is maintained, of a particular design. These signs consist of two faces, hinged together at one end that is self-supported, easily moved, and not affixed to a building, base structure, or the ground. These signs can be located in the village right-of-way, but requires an annual permit and fee (not to exceed \$250) and be limited in number. These signs must be removable at the Village's discretion for special holidays and events. Permits can be revoked if the owner of the sign violates the terms of the agreement.

(C) *Definitions of signs according to location or method of attachment*

GROUND SIGN. A freestanding sign, other than a pylon or pole supported sign placed upon or supported by the ground independently of any other structure including a sandwich sign

SECTION II. That Section 151.127 of the Mariemont Code of Ordinances be amended to include the following:

(A)(2)(d) In premises containing multiple occupants who do not have direct access onto a street or off-street parking, and use common corridors to exit, there may be one “directory sign” which lists the occupants therein and one “sandwich sign”. This directory sign may be a “freestanding” or “wall” sign. Such sign shall be limited in area to one square foot per corporate or individual tenant; and provided further, that such total area shall not exceed 20 square feet in area. If “freestanding”, the highest point of sign, including support structure, may be no higher than eight feet above grade. If a “sandwich sign” it must comply with the following design characteristic

- (1) Signs must be non- illuminated
- (2) Of a standard 2' x 3' size and background color to match the architectural Tudor style of the Business District.
- (3) Be tethered to the ground
- (4) Be limited to 1 sign per business that is located with Business A zoning
- (5) Be located within their assigned plot area along Wooster Pike
- (6) Contains only the Business name, hours of operation, and location

SECTION III. That this Ordinance shall take effect at the earliest date allowed by law.

Passed: January 8, 2024

William A. Brown, Mayor

ATTEST:

I, Kelly I. Rankin, Fiscal Officer of the Village of Mariemont, Ohio, do hereby certify that there is no newspaper printed in said municipality and that publication of the foregoing Ordinance was duly made by posting true copies thereof at five of the most public places in said corporation as determined by the Council, as follows: the Concourse, Miami Bluff and Flintpoint Way; the Tennis Court property, on the east side of Plainville Road between Maple and Chestnut Streets; the site of the Municipal Building. Wooster Pike and Crystal Springs Road; the northeast corner of the intersection of Rembold and Miami Road inside the enclosure; the northwest corner of the Old Town Center, intersection of Chestnut and Oak Streets; each for a period of fifteen days commencing on the 9th day of January 2024.

Kelly I. Rankin, Fiscal Officer

VILLAGE OF MARIEMONT, OHIO

ORDINANCE NO. O- -

**TO AMEND SECTION 151.087 PERMITTED OBSTRUCTIONS
IN REQUIRED YARDS AND ADD NEW SECTION 151.XXX**

WHEREAS, Rules and Law Committee and the Building Administrator have reviewed several sections of the Mariemont Code of Ordinances that regulate the use of property and the conservation of energy through access to, and use of, renewable energy resources; and

WHEREAS, the Village wishes to promote the general health, safety and welfare of the community by adopting and implementing this Ordinance providing for the proper installation, construction and operation of Geothermally fueled Systems; and

WHEREAS, the purpose of this Ordinance is to set requirements for Geothermal Systems; and as such, the committee has determined that Section 151.087 needs to be modified and Section 151.XXX added to include allowances for geothermal fueled systems; and

WHEREAS, Council believes it is in the best interest of the Village that Section 151.087 shall be amended and section 151.XXX be added to reflect said changes.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF
THE VILLAGE OF MARIEMONT, STATE OF OHIO, A
MAJORITY OF THE MEMBERS DULY ELECTED THERETO
CONCURRING:**

SECTION I. That Section 151.087 of the Mariemont Code of Ordinances which currently reads as follows:

§ 151.087 PERMITTED OBSTRUCTIONS IN REQUIRED YARDS.

(E) Heating, ventilating, refrigerating, condensing, or back-up electrical generator equipment, or combinations thereof may be placed in a required rear yard; provided, that there be no more than two such (three if one is a back-up generator) obstructions and that no such obstruction shall extend more than four feet above the ground at the point of the obstruction and that such obstructions do not occupy more than 12 (16 if includes a back-up generator) square feet of the required rear yard, and further; provided, that such obstructions be placed as close to the residence for which the required rear yard is provided as is reasonably possible. Similar equipment may be permitted in any side yard but may not be placed closer to the side yard property line than the required side yard setback. No similar equipment is permitted in the front yard of any structure. Utility meters may not be installed on the wall of any structure facing a street. Utility meters may be placed above grade on the side or rear wall of any structure:

Is hereby amended to read as follows:

§ 151.087 PERMITTED OBSTRUCTIONS IN REQUIRED YARDS

(E) Heating, ventilating, refrigerating, condensing, or back-up electrical generator equipment, or combinations thereof may be placed in a required rear yard; provided, that there be no more than two such (three if one is a back-up generator) obstructions and that no such obstruction shall extend more than four feet above the ground at the point of the obstruction and that such obstructions do not occupy more than 12 (16 if includes a back-up generator) square feet of the required rear yard, and further; provided, that such obstructions be placed as close to the residence for which the required rear yard is provided as is reasonably possible. Similar equipment may be permitted in any side yard but may not be placed closer to the side yard property line than the required side yard setback for lots wider than 50ft or 3ft for lots 50ft or narrower. If there are obstacles blocking egress to the rear yard (i.e. fencing, large tree, other obstructions), the building department may deny the side yard location. No similar equipment is permitted in the front yard of any structure. Utility meters may not be installed on the wall of any structure facing a street. Utility meters may be placed above grade on the side or rear wall of any structure. Refer to section §151.XXX for Geothermal System requirements.

151.XXX – Purpose:

The purpose of this Ordinance is to promote the use and construction of a Geothermal Heating or Cooling Systems within the Village while protecting the Village's water resources. In furtherance of this overall purpose, this Ordinance addresses the following:

- A. Protect and preserve the water resources and water supply that serve all the Village's residents;
- B. Conserve and beneficially manage Geothermal Resources and Thermal Groundwater in a comprehensive and coordinated manner so as to assure their continued availability and productivity;
- C. Continue to support and assist in the development of individual private Geothermal Resources and Thermal Groundwater uses, including residential, institutional, commercial and industrial activities;
- D. Maximize the public welfare and economic benefit to be derived from Geothermal Resources and Thermal Groundwater;
- E. Minimize the potential for damage or degradation to Geothermal Resources and Thermal Groundwater;
- F. Protect the surface and subsurface environment during development and utilization of Geothermal Resources and Thermal Groundwater; and
- G. Allow for the installation and maintenance of Geothermal Heating Systems that are safe, efficient, and utilize modern technology.

151.XXX – Definitions:

CLOSED LOOP SYSTEMS: A geothermal heat pump system which relies on the contained circulation of geothermal fluids through an underground loop of pipes. The loops act as a subsurface heat exchanger, which transports the heat to or from the ground. The loop of pipe is installed either vertically in borings or horizontally in trenches.

CLOSED LOOP, HORIZONTAL: A Closed Loop System where the loops of the pipe are laid horizontally in the ground, in trenches.

CLOSED LOOP, VERTICAL: A Closed Loop System where the loops of the pipe are installed vertically into the ground, in well borings.

GEOTHERMAL FLUID: Any fluid transporting or capable of transporting geothermal heat.

OPEN LOOP SYSTEMS: A geothermal heat pump system which relies on the circulation of groundwater from a supply well, spring or surface water. The source for heat, groundwater is moved from the ground to a heat pump. The water is then transferred to a discharge area, typically a surface water body, storm or sanitary sewer system, or recharge well.

151.XXX – Applicability:

(a) No person shall install a Geothermal System in any zoning district in the Village without compliance with the provisions of this chapter and applicable related requirements of the entire ordinances.

(b) Geothermal installations constructed prior to the effective date of this Chapter shall not be required to meet the requirements of this chapter

(c) Geothermal installations are not allowed in any front yard.

(e) Geothermal installations are allowed in a side or rear yard with the following provisions:

- 1) Well locations must be setback 3ft from all side or rear property lines
- 2) A minimum of 10ft from any public utilities (electrical, gas, water, sewer)
- 3) Not in a designated floodplain

151.XXX - Contents of application.

(a) An application for Geothermal Heating & Cooling Systems to be approved in compliance with the standards and criteria of this Chapter and shall include:

- 1) Locations and depths of all well drillings referenced from established property lines and surface elevation. If there is doubt to the compliance of well locations, a survey may be required.
- 2) Complete specifications of all equipment and materials to be used for the geothermal system.
- 3) Manual-J loss/gain calculation and geothermal design report specific to the manufacturer of the geothermal equipment
- 4) Qualifications or certifications of the HVAC contractor and well digger.

151.XXX - Design and performance standards.

- (a) Open Loop Systems shall be prohibited;
- (b) Only Vertical Closed Loop Systems shall be permitted;
- (c) Only nontoxic, biodegradable circulating fluids are permitted
- (d) The design and installation of geothermal systems and related boreholes for geothermal heat pump systems shall conform to applicable industry standards, including those of

the American National Standards Institute (ANSI), the International Ground Source Heat Pump Association (IGSHPA), the American Society for Testing and Materials (ASTM), the Air-Conditioning and Refrigeration Institute (ARI), or other similar certifying organizations, and shall comply with the Residential Code of Ohio Building Code and all other applicable Village zoning requirements.

151.XXX - Fees

All applications for a Geothermal Heating System permit shall be accompanied by an application fee, which shall be non-refundable, and such fee will be according to a fee schedule established by Village resolution. Engineering and other professional fees incurred in the review of the permit application shall be paid by the Applicant.

151.XXX Maintenance and Abandonment:

- A. Any leakage of the geothermal fluid requires the system to be shutdown immediately until successful repairs are completed and inspected. The owner of the system is responsible for all costs related to repair and clean-up of the leakage. A Geothermal Heating System continuing defective operation shall be prosecuted as a violation of this ordinance.
- B. Access and Notification: In connection with the principal functions and activities of the Village's resource management responsibilities, officials may, upon notice to the Applicant, enter upon any property within the Village for purposes of inspecting Geothermal Systems or monitoring the operational characteristics of such facilities. When such inspection or monitoring is necessary to the assessment of other indices related to geothermal or groundwater reservoir management, or protection of the public safety and welfare, the Village shall provide affected occupants with prior notice, describing the nature, purpose, and duration of the necessary inspection or monitoring. Such inspections or monitoring shall be conducted in accordance with applicable Village and State procedures for inspections.
- C. No Geothermal Heating System constructed or altered after the effective date of this ordinance shall be operated or altered in such a manner as to cause Geothermal Fluids or Thermal Groundwater to be discharged onto the surface of the ground or into any public drainage facility; and
- D. The Applicant shall notify the Municipality within 30 days of the abandonment of any Geothermal Heating System.
- E. If the geothermal system remains nonfunctional or inoperative for a continuous period of one year, the system shall be deemed to be abandoned and shall constitute a public nuisance. The owner shall remove the abandoned system at their expense after a demolition permit has been obtained in accordance with the following: the heat pump and any external mechanical equipment shall be removed. The heat transfer fluid shall be captured and disposed of in accordance with applicable regulations. The top of the pipe/coil shall be properly capped.

SECTION II. That this Ordinance shall take effect at the earliest date allowed by law.

Passed: January 8, 2024

William A. Brown, Mayor

ATTEST:

I, Kelly I. Rankin, Fiscal Officer of the Village of Mariemont, Ohio, do hereby certify that there is no newspaper printed in said municipality and that publication of the foregoing Ordinance was duly made by posting true copies thereof at five of the most public places in said corporation as determined by the Council, as follows: the Concourse, Miami Bluff and Flintpoint Way; the Tennis Court property, on the east side of Plainville Road between Maple and Chestnut Streets; the site of the Municipal Building. Wooster Pike and Crystal Springs Road; the northeast corner of the intersection of Rembold and Miami Road inside the enclosure; the northwest corner of the Old Town Center, intersection of Chestnut and Oak Streets; each for a period of fifteen days commencing on the 9th day of January.

Kelly I. Rankin, Fiscal Officer