

**MINUTES OF MEETING  
INDIAN HILL VILLAGE COUNCIL  
January 16, 2024**

A meeting of the Indian Hill Village Council was held on January 16, 2024 at 6:30 p.m. The meeting was held in the Council Chamber of the Village Administration building.

Officials present:

Mr.	Stephen H. Krehbiel, Mayor
Mr.	Richard J. Hidy, Vice-Mayor
Mr.	Andrew A. Byer, Council member
Mr.	Jeffrey G. Gibson, Council member
Mr.	Shayne O Manning, Council member
Mrs.	Pat Stern, Council member
Ms.	Dina C. Minneci, City Manager
Mr.	Paul C. Riordan, Clerk/Comptroller
Mr.	Jonathan E. Roach, <i>acting</i> City Solicitor

Officials absent: Mrs. Elizabeth C. Isphording, Council member

Visitor present:

Mr.	Jason Adkins	6525 Drake Road
Mr.	Scott Gully	6525 Drake Road
Col.	Chuck Schlie	6525 Drake Road
Mrs.	Kathy Wade-Dorman	6525 Drake Road
Mr.	Jon West	6525 Drake Road

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

**MINUTES:** The minutes of the regular meeting of December 18, 2023 had previously been distributed to each Council member. There being no changes or corrections noted, Mayor Krehbiel declared the minutes accepted as issued.

**WORK SESSION – COUNCIL GOALS:** Mayor Krehbiel opened the Council meeting for a work session on Council goals.

City Manager Minneci directed Council’s attention to a summary titled, “*The Village of Indian Hill 2023 Council Goals*” (as of December 31, 2023). A copy of the Summary is included in the Council packet. {*Exhibit A*}

City Manager Minneci directed Council’s attention to a summary titled, “*2024 City of the Village of Indian Hill Council Goals*” (as of January 16, 2024). A copy of the summary is included in the Council packet. {*Exhibit B*}

City Manager Minneci, with assistance of the Department Heads who were in attendance, reviewed the Council goals with Council. After several additions to the goals, the goals were accepted for 2024. Copies of the final goals for 2024 are attached with the Council meeting minutes. Mayor Krehbiel, on behalf of Council, thanked Ms. Minneci and staff for all their work put into these goals.

Chief Schlie gave an explanation of the status of the robbery suspect arrested recently in the Village. He commended Detective Trevor Jacob for the tremendous job that he did in the effort to capture the suspect. He said that there have been no more robberies since the arrest.

Mayor Krehbiel closed the Work Session on Council Goals.

**FINANCE COMMITTEE REPORT:** Council member Gibson directed Council's attention to a memo titled, "*Finance Committee*". He reported that the Finance committee met on January 10, 2024 to review several items in advance of the Council meeting. Copies of the Finance committee minutes are included in the Council packet.

Council member Gibson directed Council's attention to the December 31, 2023 financial statements which were included in the Council packet.

Council member Gibson presented the following highlights in his financial report:

- a. **Income Tax Receipts** – The Village is starting the year strong with year-to-date cash receipts for December 31, 2023 at 115% of budget.
- b. **Operating Disbursements** – Operating expenditures were marginally less than December 2022. This is due to the timing of payments.
- c. **CIRF** – Disbursements were a little less than \$1,000,000 These expenditures include the uplifting of two trucks and the Public Works roof replacement.
- d. **Water Works Receipts** – Water Works receipts were 110% of budget which reflects approximately \$325,000 which was slightly less than December 2022.
- e. **Water Works Disbursements** – Total operating disbursements were a little less than \$1,000,000 which was approximately \$252,000 more than December 2022. This is due to the timing of sewer reimbursement.
- f. **Water Works CRF** – There was a good discussion about meters and yokes.
- g. **Long Term Debt** – No activity in long term debt.
- h. **Cash and Investments** – Total month-end cash and investments were approximately \$47,500,000 compared to \$49,200,000 in November 2023 and slightly less than \$48,000,000 in December 2022.
- i. **Rowe Funds** – The market value as of December 31<sup>st</sup> was \$4,600,000 which was a 2.2% increase since December 31, 2022. The total unrecognized gain was 125% higher at approximately \$1,100,000. Monthly operating receipts were approximately \$11,000 with monthly operating expenditures of \$15,500 and net investment loss of \$10,500.
- j. **Green Areas Funds** – The total market value for investments and cash as of December 31<sup>st</sup> was approximately \$4,900,000. The unrecognized gain for investments and cash was an increase of 60% or approximately \$3,100,000. The total monthly earnings were \$17,109 with monthly expenses totaling marginally below that.

Council member Gibson reported that Mr. Gully presented a list of purchase changes orders that will carryover from year-end 2023 into budget year 2024. Total carryovers were \$3,655,392 with a significant carryover for the General Fund CIRF totaling \$2,167,096.

Council member Gibson reported that the Finance committee reviewed the Annual 2023 General Operation Fund Revenue Detail Report. This report shows every account that goes into the classification as "other revenue" on the financial statements which is less than 4% of the total budget and it includes approximately five categories with three of those representing 50% of the "*other amount*".

**LAW COMMITTEE REPORT:** Council member Hidy directed Council's attention to a memo titled, "*Law Committee*". He reported that the Law committee met on January 4, 2024 to review several items in advance of the Council meeting. Copies of the meeting minutes are included in the Council packet.

Council member Hidy reported that Mr. West presented an Ordinance to the Law committee to update Chapter 150: Building Code of the Village's Code of Ordinances. The updates are minor in nature and reflect proper references to the Ohio Building Code, Ohio Residential Code and the Hamilton County Building Code. He said that Mr. West stated that he reviewed the updates with the Hamilton County Chief Building Official as well as our City Solicitor, Mr. Phillips. After discussion, the Law committee agreed to present the first reading of the Ordinance to Council.

Council member Hidy said that the Law committee agreed to present a second reading of the Ordinance amending the Civil Service Rules and Regulations to Council. This Ordinance was covered in detail at last month's Council meeting.

Council member Hidy reported that the Law committee reviewed a Resolution appointing Mr. Donald McGraw as an alternate member to the Planning Commission. He will fill an eight-year term beginning Janu 16, 2024 and ending December 31, 2031. This will ensure that there is a necessary quorum at future Commission meetings. Council member Hidy said that the Law committee agreed to recommend the Resolution to Council.

Council member Hidy reported that the Law committee entered into Executive Session for the purpose of discussing the November legal activity report that includes conducting a conference with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action.

**AN ORDINANCE AMENDING SECTION 150 OF THE CITY OF THE VILLAGE OF INDIAN HILL, OHIO CODE OF ORDINANCES** was presented and read for the first reading.

**AN ORDINANCE AMENDING THE CIVIL SERVICE RULES AND REGULATIONS OF THE CITY OF THE VILLAGE OF INDIAN HILL** was presented and read for the second reading.

**A RESOLUTION APPOINTING MR. DONALD C. MCGRAW AS AN ALTERNATE MEMBER TO THE CITY OF THE VILLAGE OF INDIAN HILL, OHIO PLANNING COMMISSION** was presented and read.

Upon motion by Council member Hidy seconded by Council member Byer the Resolution was passed by voice vote 6-0. Mayor Krehbiel declared Resolution **01-24** adopted.

**BUILDINGS & GROUNDS COMMITTEE REPORT:** Council member Byer directed Council's attention to a memo titled, "*Buildings and Grounds Committee*". He reported that the Buildings and Grounds committee met on January 9, 2024 to review several items in advance of the Council meeting. Complete meeting minutes are included in the Council packet.

Council member Byer reported that routine maintenance was performed on all buildings and grounds, green areas, parks and recreational fields. While we label this work as routine, it is important

work. This maintenance ensures that our facilities meet both resident expectations and also operability expectations of Village employees working at Village facilities. In addition to routine maintenance, during the past month a new paver was installed at the Veterans Memorial, fences and signs were repaired and a new drainage pipe was installed on bridle trail U-72

Council member Byer reported that title work has been ordered for a 1.9-acre gift from 2 Abbey Place.

Council member Byer reported that Grand Valley annual usage statistics were reviewed. He said that usage remains at high levels with nearly 1,950 visitors per month in 2023. This sustains the notable visitor increase during and continuing post pandemic.

Council member Byer reported that other annual statistics included zoning permits in 2023 being essentially flat vs. 2022 with 251 permits issued. However, new home permits declined by approximately 30% comparing 2023 with 2022, with 28 issued in 2023. He said that it is worth noting that many of these new home permits are in the northern part of the Village.

Council member Byer reported that the Rowe Arboretum implemented the “No Pet Policy” effective January 1, 2024 as a means to better protect the trees and grounds. To date, visitors have generally accepted this change.

Council member Byer reported that key projects are proceeding as per schedule. The Public Works facility roof retrofit is now complete, awaiting final invoices and punch out list. He said that work continues on the Sycamore Creek Restoration and Habitat Enhancement with the contractor completing 12-acres of honeysuckle clearing.

Council member Byer reported that the Buildings and Grounds committee reviewed the Recreation Commission 2023 year-end stats. He said he would like to take this opportunity to update fellow Council members on the choice made 18 month ago to elevate the Rec Director from part-time to full-time. This change is working as intended, and exceeds expectations. Youth participation is increasing, two sports have been added and we have better tracking and financial controls. Council member Byer said that specific participation numbers by sport were in the December Bulletin, including both youths participating in rec sports as well as adult volunteers.

Council member Byer reported that the Buildings and Grounds committee reviewed a Resolution accepting the 2023 Green Area donations which totaled 17.4435 acres.

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO ACCEPT 2023 GREEN AREA GIFTS** was presented and read.

Upon motion by Council member Byer seconded by Council member Stern the Resolution was passed by voice vote 6-0. Mayor Krehbiel declared Resolution **02-24** adopted.

**PUBLIC WORKS COMMITTEE REPORT:** Council member Stern directed Council’s attention to a memo titled, *Public Works Committee*”. She reported that the Public Works committee met on January 9, 2024 to review several items in advance of the Council meeting. Copies of the meeting minutes are included in the Council packet.

Council member Stern reported that Mr. Adkins presented the departmental activity report, a copy of which is included in the Council packet. Staff picked up Christmas trees, repaired guardrail on Given Road, improved drainage on Cunningham Road, trimmed honeysuckle and cleared trees from the right-of-way throughout the Village. The Public Works department also has had one snow event this year.

Council member Stern reported that Mrs. Wade-Dorman presented the following highlights on the project management report. A copy of the report is included in the Council packet.

- a. **2024 Street Resurfacing Program** – The program is being prepared for an April bid.
- b. **Given Road Evaluation/Maintenance** – The contractor has ordered material for pier walls and will begin once delivered.
- c. **Sycamore Creek Restoration & Habitat Enhancement** – The contractor completed the honeysuckle clearing on the twelve acres. The consultant is completing the 30% design and will review with staff at the end of the month.
- d. **Loveland-Madeira Culvert Maintenance** – The contractor continues to work on the culvert replacements.
- e. **Spooky Ridge Lane Culvert Replacement** – The contractor completed the project, and the road was open to full traffic on January 3<sup>rd</sup>. Staff is awaiting final payouts and punch list items.
- f. **McCane Lane Bridge** – The contractor began installation of the footers and wingwalls.

Council member Stern reported that staff distributed a Resolution authorizing the City Manager to prepare plans, specifications and the bidding process for 2024 projects, equipment, vehicles and supplies that exceed \$50,000 or are not on the state bid list. Public Works items include street resurfacing, culvert and landslide repairs, roof replacement and fencing replacement. She said that Water Works items include water meter purchases, Miami Road water main replacement and purchase of rock salt and water softener valves. Council member Stern said that after discussion, the Public Works committee agreed to recommend to Council a Resolution authorizing the City Manager to proceed with steps necessary for these projects and purchases.

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO EMPLOY AN ENGINEER TO PREPARE PLANS AND SPECIFICATIONS FOR STREET REHABILITATION, EQUIPMENT, VEHICLE SUPPLIES AND OTHER SPECIAL CAPITAL IMPROVEMENT PROJECTS, ADVERTISE FOR BIDS, AND AWARD CONTRACTS FOR THE CONSTRUCTION OF SAID WORK AND PURCHASE OF SAID EQUIPMENT, VEHICLES AND SUPPLIES** was presented and read.

Upon motion by Council member Stern seconded by Council member Manning the Resolution was passed by voice vote 6-0. Mayor Krehbiel declared Resolution **03-24** adopted.

**WATER WORKS REPORT:** Council member Manning, in Council member Isphording's absence, directed Council's attention to a memo titled, "*Water Works Committee*". He reported that the Water Works committee met on January 9, 2024 to review several items in advance of the Council meeting. Copies of the meeting minutes are included in the Council packet.

Council member Manning reported that Mr. Adkins presented the departmental activity report, a copy of the report is included in the Council packet. He said that staff repaired three water main breaks, performed water main inspections, replaced four fire hydrants and installed a new water service tap on Burley Hills. Plant Operators responded to 198 customer service calls, submitted a grant funding application for the water tower project and performed roof repairs to the water tower. He said that the water salt bid resulted in a \$7.93/ton reduction from last year's contract.

Council member Manning reported that Mrs. Wade-Dorman distributed the project management report. The following are the highlights:

- a. **\$5,600,000 Water Works Bond - Project #1 (Given Road watermain replacement – Shawnee Run to Camargo)**
- b. **\$5,600,000 Water Works Bond - Project #2 (Given Road watermain replacement – Camargo to Spooky Hollow Road)**
- c. **Blome Road Watermain Replacement** – This contractor is working on the punch list. Upon completion, the project will be closed out.
- d. **Miami Road Watermain Replacement Engineering** – The consultant is working on additional field study to complete the design set. Construction is expected later this year.

Council member Manning reported that the Water Works committee agreed to present the second reading of the Ordinance amending Section 51.68 of the Code of Ordinances related to water works invoicing.

**AN ORDINANCE AMENDING CHAPTER 51, SECTION 51.68 OF THE CODIFIED ORDINANCES OF THE CITY OF THE VILLAGE OF INDIAN HILL REGARDING WATER WORKS** was presented and read for the second reading.

**SAFETY COMMITTEE REPORT:** Mayor Krehbiel directed Council's attention to a memo titled, "*Safety Committee*". He reported that the Safety committee met on January 4, 2024 to review several items in advance of the Council meeting. Copies of the meeting minutes are included in the Council packet.

Mayor Krehbiel reported that Chief Oughterson reviewed the December Fire/EMS report, a copy is included in the Council packet. He said that EMS runs were 129 for the month. Total runs for the year are 1,650 and compares to 1,723 this time last year.

Mayor Krehbiel reported that Chief Oughterson highlighted a structure fire in Symmes Township on Christmas Eve. He said that there were no injuries reported; however, the family lost a significant amount of their possessions. The cause was not known at the time. Chief Oughterson said that members of the Madeira and Indian Hill Joint Fire District graciously delivered gifts to the family.

Mayor Krehbiel reported that Chief Oughterson attended a Lithium-Ion battery fire training in Sharonville. The Fire department is also completing its inspections for the year. He also updated the Safety committee on the process for hiring a full-time career member. Two candidates out of 21 will be interviewed by the President's panel. An offer is expected to be extended this month. Candidates must go through a physical fitness test, have obtained specific certifications, complete a timed skills test and participate in various interview panels.

Mayor Krehbiel reported that Chief Oughterson highlighted that a third AED was added at Stephan Field. The first two were installed at Livingston Lodge and Camp Dennison.

Mayor Krehbiel reported that Colonel Schlie presented the Rangers' December report. Activities include: 1) burglary; 2) theft and 3) general information.

Mayor Krehbiel reported that Colonel Schlie provided an update on the burglary suspects that were arrested in West Virginia. He said that they remain in jail. He also highlighted additional task forces that have been formed to assist with the recent nationwide burglaries.

Mayor Krehbiel reported that Colonel Schlie indicated that residents have purchased three Flock cameras.

**PLANNING COMMISSION REPORT:** Council member Manning reported that the January 7, 2024 Planning Commission meeting was cancelled due to lack of agenda items. He said that the February 21, 2024 Planning Commission meeting will review Case #24-001 which is for a Special Exception variance request for the IHEVSD for the construction of a new indoor sports/recreation fieldhouse. The subject property is located at 6865 Drake Road.

**CITY MANAGER'S REPORT:** City Manager Minneci reported in her Manager's Report that the Administrative offices will be closed February 19, 2024, President's Day.

Council member Hidy made a motion that Council enter into Executive Session for the purpose of conferencing with attorney for public body concerning disputes involving it that are subject of pending or imminent court action. The motion was seconded by Council member Byer and was passed by roll call vote 6-0. Council entered into Executive Session.

Council returned to the regular meeting.

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

Respectfully submitted,

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Stephen H. Krehbiel, Mayor

ATTEST:

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Paul C. Riordan, Clerk