

VILLAGE MANAGER'S REPORT
MARCH 11, 2013 COUNCIL MEETING

Dear Mayor and Council Members:

Developments

At its March 4 meeting, the Planning Commission/ZBA took the following action:

- Approved an accessory structure (garage) with its principal access facing the street at 2390 Section Road.
- Formally recommended modifications to the North Site Zoning District, which included recommendations from the Land Development Committee and referred the regulations to Council for its consideration at the March 11 Council meeting.
- Formally recommended proposed regulations for the installation and maintenance of privacy panels and referred the proposed regulations to Council for its consideration at the March 11 Council meeting.

The next ZBA meeting is April 1 and the application deadline for April's meeting is March 11.

There was 1 zoning certificate issued in February for interior restroom renovations at the JCC. There is also one ongoing property maintenance issue.

Aggregation

Eagle Energy, the Village's energy consultant has advised staff that our residents have saved the following during the month of January on the electric and gas aggregation programs:

January Savings	Electric: \$10,969	Gas: \$16,084
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Maintenance Department Activities

Snow and Ice Control

The Maintenance Department began the use of liquids (salt brine) in its snow and ice control a few years ago. In February the Department took the next step with the introduction of an 85%/15% salt brine/beet juice mix. It is hard to say how much this will save because each snow and ice event is different, but the 85/15 mix will allow the department to further reduce the amount of rock salt utilized, expand the effective temperature range of the liquid applications and is more environmentally friendly.

The Maintenance Department purchased concrete waste blocks from a local concrete company and built a wall to extend the front of the salt storage building at the North Site. Along with the wall the department also collaborated with other local municipalities for the use of a conveyor belt (free of charge) to pile the salt higher in the salt building. This allowed for the delivery of the final 300 tons of rock salt from the 2012 and 2013 salt purchasing contracts and placed as much salt under cover as possible. By taking delivery before February 28th, the Village was able avoid paying storage fees from the salt contractor throughout the summer months.

The Maintenance Department responded to three snow and ice events totaling 4.5 inches of snow and ice utilizing 75.5 man hours, 131 tons of road salt, 4,654 gallons of salt brine and 1,140 gallons of salt brine/beet juice mix (for pre-treating the streets and pre-wetting the salt).

Training

- Attended the Public Works Official of Southwest Ohio meeting/luncheon in Dayton, Ohio.

Residential Service

- Delivered 6 cubic yards of wood chips and 4 cubic yards of leaf mulch to Village residents.

Street and Right of Way

- Monthly totals for brush collection: 55 cubic yards of chips, logs and other debris, 10 dead animals (2 of which were deer).
- Picked up trash in the right of ways along Ridge Road, 5-30 gallon trash bags and several larger items.
- Removed/pulled several contractor signs from the right of way along Ridge Road at the Cross County Highway bridge.
- Inspected the restoration from various utility companies in several areas throughout the Village.
- Drove two mowing contractors through the Village for the 2013 mowing quotes.

Sign Programs

- Installed a new post and new street name sign at the corner of Burning Tree Lane and Creekwood Lane due to an auto accident.

Stormwater Infrastructure

- Cleaned debris from the storm water catch basin inlets and creek headwalls pre and post rain events.
- Sawed up and removed a large log that was obstructing the flow of storm water at the pipe and head wall at 7260 Laurel Oak Lane.
- Investigated the sink holes at 3560 Lynnhaven Court and 7375 Aracoma Forest Drive, repaired the catch basins, back filled the sink holes with flowable fill and performed restoration to the areas.

Road Repairs

- **2012 Road Program Project Closed Out:** The 2012 Road Program Project is being finalized and closed out. The project accounting and paperwork is in the process of being finalized. This project was brought in under the approved budget. There will be a change order issued as a part of this process. The change order will be a ‘deduct’ change order or credit for \$23,395.92 to modify the total cost of the contract. This ‘deduct’ change order represents a 5% saving from the original total cost of the project. These saving are made possible by the efforts of staff and the Village Engineer’s office actively managing the various aspects of the program.
- Filled 10 pot holes utilizing 150 lbs of cold patch.

Facilities Maintenance and Repairs

- Cleaned and performed minor maintenance to Municipal Building, set up for and cleaned up after eight events in the Community Room and the Council Meeting, Board of Appeals, ESC and Mayor's Court.
- Performed the monthly inspections and repairs on the maintenance facilities.
- Performed the monthly play ground inspection.
- Developed an inspection form for the exercise equipment and inspected the equipment.
- Continued to monitor and maintain the low level of water behind the dam, emptied the trash cans, filled the doggie bag dispensers and removed debris from the walking paths.
- Cleaned and organized the garages, shop and storage areas and unclogged a floor drain at the North Site.
- Repaired the cracks in the oil separator in the fire house at Municipal Building.
- Fabricated brackets and installed fill hoses from the ceiling in the fire house to fill the water tanks on Engine 4 and Quint 4.

Equipment Maintenance

- Serviced the Maintenance Departments equipment (saws, pumps, generators, chipper, tar buggy, trucks etc.).
- Installed a new starter button on truck 202.

Fire- Training and Equipment Maintenance

- Attended the two hour mandatory fire training sessions.
- Performed the Monthly Inspection and Repair to the fire equipment and serviced all saws, generators and pumps.
- Assisted Cintas with the fire extinguisher maintenance, the range hood suppression system annual servicing and the annual sprinkler system testing and inspection at Municipal Building.

Assisted the Police Department

- Placed feed in several areas on the Amberley Green property and in French Park and assisted in the Deer Culling Program.
- Moved equipment in the fire house to make room for evidence along the north wall in the fire house.

Police Activity

Calls for services into the Police Department totaled 2,116 for the month of February, including 911 calls. These calls included alarm drops, house checks, Amberley Green patrols, investigations, and assisting other departments. There were 39 citations issued last month, 3 were criminal in matter (1 contempt of court, 1 drug abuse, 1 open container). Vehicle accidents totaled 3 (0 reported injuries) during the month resulting in 1 citation issued. Officers made 22 arrests, 15 of which were for other departments, 7 were warrants out of Amberley. There was 1 offense reported for theft.

The police department is presently undergoing self-assessment for re-accreditation by the Commission on Accreditation for Law Enforcement Agencies, Inc. (CALEA). Accreditation is a voluntary process in which the department must comply with over 188 standards in four areas: policy and procedures, administration, operations and support services. The department has been accredited since 1993. The assessment is scheduled for March 24-26 and there will be an assessment team from CALEA on-site. Department employees and members of the public are

invited to offer comments at a public information session on March 25 at 7 p.m. at the Village Municipal Building. The public may also call 631-4466 between 10 a.m. until 12:00 p.m. Comments must address the agency's ability to comply with the CALEA standards.

Fire Activity

During the month of January, there were 7 reports taken by the Fire Department with 1 fire reported.

Meetings

I met with Silverton's Interim Village Manager.

I had lunch with Marc Fisher, CEO of Mayerson JCC.

I attended the Finance Committee meeting on February 11 where the 2012 year end financials and financial sustainability plan were discussed.

I attended the Health Education and Welfare Committee meeting on March 4 where the deer survey was discussed.

The Law Committee met on March 4 to review legal costs and establish procedures for controlling legal costs.

I attended the Land Development Committee on March 5 where development on Amberley Green was discussed.

CDS Associates set up a meeting for staff to meet with representatives from the City of Montgomery to discuss jointly bidding portions of our 2013 Street Program with Montgomery. Discussions are on-going.

The Streets, Public Utilities and Sewers Committee met on March 7 to review the storm water grants that were successfully secured for the Village and to review the mowing contract.

Staff and I met with Dean Ferrier of Rumpke in anticipation of the 65 gallon recycling totes to be delivered to residents beginning March 13.

One staff meeting was held since the last council meeting with Chief Wallace, Nicole Browder, Steve Rasfeld, Wes Brown, Anna Shaw, Patty Meiers and Kathleen Harcourt. Topics included council and committee action, litigation filed by George Fisher, coyote seminar, upcoming agenda items, Payday News, grant writing assistance, long range financial planning and schedule for e-news articles.

Individual meetings were held with each of the senior staff to discuss Village business.

Miscellaneous

Amberley Village began producing a print newsletter last year with the objective of communicating with our residents twice a year in print while providing an E-News to residents monthly. The first print newsletter was delivered in August 2012 and the second print newsletter was delivered to residents the week of March 4.

Delivery of the 65 gallon wheeled recycle tote will begin March 13. It may take Rumpke a few weeks to get all the totes delivered but each household will receive the tote unless they have asked to not receive one. This wheeled tote will provide a convenient way for residents to get recycling materials to the curb, offer increased capacity for recyclables and prevent the recyclables from being blown out of the bin since the tote has a lid. Residents may keep and repurpose the smaller, red recycling bins as those containers will not be collected.

Residential Recycling Incentive (RRI) Program – Hamilton County Recycling and Solid Waste District reported Amberley recycled 204.19 tons and achieved a 21.63% recycling rate for the second period of 2012 (July-December). This translates into incentive dollars that were issued to the Village in the amount of \$5,896.80. The RRI program provides added incentive for communities to increase their recycling. The Village is hopeful that the recycling carts will increase the recycling rate. Rumpke has estimated that currently about 77% of Amberley residents recycle.

Deer culling has concluded with 22 deer culled. The Village has contracted with a firm to perform thermal imaging of the Village to provide a deer count.

Employees were given a presentation on the wellness initiatives that includes surcharges for non-compliance.

On February 26, a chili cook-off was held with our employees to determine who makes the best chili. Congratulations to Officer Chris Fritsch who won this year's employee chili cook-off. Employees celebrated Fat Tuesday with a King Cake.

I have communicated with residents regarding property maintenance, street conditions, coyotes, street signs, council meetings, tear down/rebuild program, marketing of land abutting them, storm water fees and utility aggregation.

Articles were prepared and reviewed for the March print newsletter.

If you would like additional information or have questions, feel free to contact me.

Scot F. Lahrmer
Village Manager
March 11, 2013