

**VILLAGE MANAGER'S REPORT
MAY 11, 2015 COUNCIL MEETING**

Dear Mayor and Council Members:

Developments

The Planning Commission/ZBA did not receive any applications; therefore, no meeting was necessary for May. The next meeting is June 1 and the filing deadline is May 11.

In April, the Village issued 8 zoning approvals (4 fences, 2 sheds, 1 circular driveway, and 1 temporary tent permit for French Park).

In April, 3 property maintenance letters were issued (1 trash/debris in the yard, 1 for a sign posted in the right of way, and 1 for improper drainage). A form letter was also sent to any real estate agent with a current listing in the Village informing them of the Village rules for posting real estate signs. A total of 30 agents received this letter.

A property maintenance invoice stemming from work done in 2013 was paid in full. The Village had made arrangements with the property owner to make monthly payments for a total invoice of \$2,010.35.

Maintenance Department Activities

New Employee

On April 27, the Maintenance Department welcomed our newest employee David Stone. He comes to us from Hamilton County's fire hydrant repair crew and his experience will be a great addition to the Village's crew.

Brush Chipping

Brush chipping has picked up since the days are warmer and residents are out cleaning yards and cutting grass. This service is taking the crews most of the day to complete.

- Picked up 132 yards of wood chips from residential properties.
- Replaced the chipping knives on Vermeer chipper.

Streets and Right of Way

Other right of way details performed by the Maintenance Department:

- Pulled contractor, real estate, and garage sale signs from the Cross County Highway entrance, and right of ways along Galbraith, Section and Ridge Roads.
- Filled 21 potholes and used 23 fifty pound bags of cold patch throughout the Village.
- Swept the sidewalks on Ridge Road overpass of Ronald Reagan Highway.
- Met with contractor about road program add on for Longmeadow Drive.
- Met with contractor about replacing gates and fencing to Lansdowne service drive.

Storm Water

- Finished repairing joint failures of the 42” storm sewer pipe at 3285 Lamarque.
- Cleaned out head walls and storm inlets from leaves and debris.
- Installed new grate on inlet at A.G. Dam overflow.

Facilities Maintenance and Repairs

- Cleaned and performed minor maintenance to Municipal Building, set up for and cleaned up after 10 events in the Community Room and Council Chambers including: Council Meeting, ESC, and Mayor’s Court.
- Adjusted sump pump and drilled relief holes in foundation for water leaking into elevator pit area in Municipal Building.
- Finished up the North Site lunch room remodel with installation of dishwasher and chairs.
- Repaired flush valves in Police Department holding cells, men’s lobby bathroom.
- Disconnected frost free floor water valve at North Site garage floor due to leaking.
- Cleaned leaves and debris in gutters of Maintenance garage at Village Municipal Building.
- Contractor repaired trip hazard on rubber playground mat on the upper playground.
- Removed and replaced bushes in Corporation Limit sign planting bed on Section at Winding Way.
- Picked location, manually excavated planting site, and installed Linden tree for 2015 Arbor Day Celebration.

Composting Site

The Village operates and maintains a Class IV composting site north of Cross County Highway at the North Site. The North Site is key to the Department’s brush and leaf collection service. The Maintenance Department Supervisor performs weekly inspections of the site, maintains daily records for the annual reports to the Hamilton County Health Department and the Ohio Environmental Protection Agency.

- Seeded wood chip and log storage area.
- Delivered 9 loads of wood chips (57 yards) and 1 load leaf compost to village residents.

Equipment Maintenance

Maintenance crews performed inspections, cleaned and made minor repairs to all trucks and equipment. Crews also performed the weekly vehicle inspections.

Other equipment repairs:

- Flushed out all dump truck brine saddle tanks from winter operation.
- Replace batteries in Ford pickup.

Department Training

- Tony Chesney attended the Public Works Officials of Southwest Ohio luncheon/meeting in Anderson Township.

Auctioned Obsolete Lawn Equipment

Recently, the Village inventoried items that were no longer necessary to keep and began disposing of equipment. The Village traded a John Deere 1145 and an Exmark mower to Bud Herbert’s for a Rahn ball diamond drag that will be used on the Village ball fields. The drag cost \$3,047.

The Village utilizes the Hamilton County auction website to dispose of obsolete equipment. The following pieces of equipment were sold via the auction site:

1.	Item #125913..... Exmark Lazer Lawn Mower.....	\$3,859.00
2.	Item #125914..... 5-Misc. Stihl FS 85 Weed eaters.....	135.25
3.	Item # 125915..... Exmark Mower with leaf blower.....	801.00
4.	Item #125916John Deere Push Mower.....	209.00
5.	Item #125917..... 2-Echo Back Pack Blowers.....	84.00
6.	Item #125918Toro Push Mower.....	26.00
7.	Item #125919Troy Built chipper Shredder	76.77
8.	Item #125920..... Exmark Turf Tracer.....	<u>2,001.00</u>
Total.....		\$7,192.02

Other items identified as no longer necessary to our operations will be sold as well.

Police and Fire

Maintenance Department assisted in building and installing new solar speed sign for pedestrian safety throughout the village. Currently, it is installed on Elbrook near the school. This sign will move throughout the Village. The speed sign has been moved to 7380 Elbrook and will go to the 5100 block of Rollman Estates Drive next.

- Maintenance Department attended fire drill and responded to 1 fire run.
- Assisted contractor with ladder testing of ladders carried on fire apparatus.
- Rob Langdon and Josh Caudill drove Engine 4 in funeral procession for Firefighter Gordon of Cincinnati Fire Department.
- Hosted the “Chametz” burn for Jewish Passover in the rear of Losantiville School.

Residential Services

- Removed and picked up 5 dead animals (1 deer).
- Picked up 3 bags of trash from R.O.W.

Police Activity

During the month of April, the police department received 818 calls for service and 635 PSAP 911 calls and non-emergency calls. There were 101 citations issued for Mayor’s Court last month, 1 was for Municipal Court. Vehicle accidents totaled 6 (2 claims were reported for

personal injury) during the month. Officers made 17 arrests and issued 54 verbal warnings. Minor misdemeanor citations resulted in 7 drug offenses, 1 open container and 2 for dogs at large.

Fire Activity

During the month of April, there were 46 reports taken by the Fire Department. The new software, Pamet, captures any activity related to fire. Of the 46 reports, while none were structure fires, activity included vehicle accidents, hazardous conditions, service calls, fire training, lifting assistance, smoke investigation, EMS, fire alarms, and carbon monoxide detectors.

Meetings

Staff and I met with a resident and tent provider for the 75th Anniversary. I then met with the Food and Entertainment Subcommittee to discuss logistics of the event.

I attended a REDI (Regional Economic Development Initiative) event at the Horseshoe Casino where Darin Buelow, Deloitte's national site selection consultant, spoke about site selection processes.

I attended a Health Management Seminar hosted by HORAN to gain knowledge of wellness programs.

As president of the Cincinnati Area Managers Association, our April event was held at Great American Ball Park with Tim O'Connell, Vice President of the Operations for the Cincinnati Reds, who spoke of the upcoming All Star Game.

Staff and I met with our new contact at CT Consultants, Frank Twehues. Frank, a Professional Engineer, worked as a project manager for CDS Associates until 2013 when he left to become the Building Inspector and Zoning Administrator for the City of Fort Thomas. Frank will be introduced to the Streets Committee and Village Council in the future.

Nicole and I met with Rob Ebel of ESP Media to develop the mobile app for the Village.

Wes and I met with Mr. Ohren regarding a home occupation complaint.

I participated in a webinar on financial transparency.

I attended the Much in Common Forum where the topic was Partnering for Economic Development Success.

The Police and Fire Committee met to review the resolution for Law Enforcement Memorial Week and receive a staffing update on Police.

The Streets, Public Utilities and Sewers Committee met on May 4 to discuss the resolution for National Public Works Week.

The Finance Committee met to review March financials and appropriations.

I attended a Labor and Employment Briefing presented by Dinsmore & Shohl.

I interviewed a police candidate.

I attended the May 7 meeting of the Sycamore Township JEDZ Kenwood-Southwest.

Personnel Update

From the 76 applications for the Maintenance Worker/Firefighter position, David Stone began his position on April 27. All the budgeted positions in the Maintenance Department are now filled. Both of the newest employees, David Stone and Jim Swader will report to fire training school for 6 weeks beginning June 1.

The Police Department has hired Delarisco Sumler as a replacement police/fire officer. He is currently a police officer with Lockland Police Department where he has been employed since 2009. Delarisco's start date is being finalized and his ceremonial swearing in should occur next month.

Miscellaneous

Administrative Professionals in Administration were recognized with lunch on April 27, Administrative Professionals Day.

Treasurer Rick Kay will not be in attendance at our May 11 council meeting.

Our annual Bicycle Safety Fair is Sunday, May 31st from Noon till 3:00 p.m. This will be held in and outside of the fire house. There will be free bike tune-ups available to all who bring a bicycle and residents are encouraged to bring children and their bikes.

Articles were prepared for the May E-News which was sent to subscribers on May 6.

The Court of Appeals ruled in the Village's favor on the George Fisher special police levy case.

I have communicated with residents regarding storm water complaints, property maintenance, recreational vehicles, realtor signs, quiet zone for railroad, and general complaints.

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

Scot F. Lahrmer
Village Manager