

**MINUTES OF THE VILLAGE OF GOLF MANOR REGULAR MEETING  
NOVEMBER 22, 2010**

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The regular meeting of the Village of Golf Manor was called to order by Mayor Alan Zaffiro; Clerk-Treasurer Greg Doering recorded the minutes. After the Pledge-of-Allegiance, the roll was taken with the following members present: Mrs. Dubose, Mrs. Faulk, Ms. Moscovitz, Mr. Doering and Mr. Gilbert.

Mrs. Dubose made a motion, seconded by Mr. Gilbert to excuse Mr. Brown from this meeting, all members approved.

Mayor Zaffiro appointed Ms. Moscovitz to the Finance Committee for this meeting. Council had no objection.

Councilman Doering made a motion to approve the minutes of the November 8, 2010 as corrected, seconded by Mrs. Faulk, all members approved.

**MAYOR'S REPORT:** Mayor Zaffiro reported:

1. There is an article in the current issue of "Cities & Villages", the magazine distributed by the OML, on "SUNSHINE LAWS". Please read.
2. HURC kick-off meeting was held on November 18 with discussions. All involved seem to be on the same page. We will target single family units for the first year and target middle income buyers.
3. Re: Mills Fence. Expanding, have purchased the property to the north of theirs, and will replace old, dilapidated fence on Golf Manor Volunteer Park borderline.
4. Public Relations. Re: E-mails concerning visits to businesses.
  - Residents assume we represent ourselves in one on one conversations.
  - Businesses and/or governmental meetings. The assumption is we are representing Golf Manor Council. Point is, represent yourself or get the permission of committee or Mayor if representing Council.
5. End of Year Review/Results/Projects.
  - a) Housing study completed. Results on line.
  - b) NSPI & NSPII Funds project.
  - c) Street Levy Fund – Visible results.
  - d) Property Maintenance – Enforcement of Violations.
  - e) H.I.P. Grant.
  - f) Tweaking of Zoning Code.
  - g) Parks – New (Puthoff) and maintaining old (Volunteer).
  - h) Public/Safety Services.
  - i) Fire/Condemnation of burned out properties.
  - j) Businesses – Planning Commission – Enforcement.
  - k) Concerned Citizens & Recreation Commission.

Councilman Doering added:

- l) We completed the energy audit.
- m) Updated Tax Department Software.
- n) Replaced HVAC Units.

**VICE MAYOR'S REPORT:** Mrs. Faulk:

1. Proposed a proclamation from the Village for the Golf Manor Women's Club celebrating 70 Years of existence.
2. Re: Unregistered Solicitors for gas service.
  - We don't have "No Solicitors" signs.
  - Some can be very shady and aggressive. Chief Taylor added to please call the Golf Manor Police Department.

- We could put an article on this on cable and/or in newsletter.
- 3. Next newsletter will be in Spring, 2011. Deadline will be mid February, 2011.

**SERVICE DIRECTOR:** Mr. Creager reported:

1. Handicapped signs currently in parking area are O.K. per ORC, wording needs to be updated only when signs are replaced.
2. Re: New litter ordinance signs. Order is in process.
3. Re: Maintenance building roof leak. Still getting bids, about \$6,000 - \$10,000.
4. Zoning issues – Two violators cited to court tonight, all are being worked on.
5. Re: HURC. Met with Mayor last week, will meet/look at options this week.
6. Re: Zoning Issues. Information will be forwarded to Executive Committee for next meeting.
7. Re: Energy Lights. Installation in gym and Fire Dept. bay has been completed.
8. Maintenance Dept. is working on remodeling of Hall – lights, etc. will be worked on, costs to come out of court fines account.

Chief Ballman noted that all the labor for that project was from the Service Dept. and the Golf Manor Fire Dept. No outside labor was needed, at a savings to the Village.

Mr. Gilbert questioned if there was a “cut-off” for certain violations? No, per Mr. Creager. Then he would like hedges over sidewalks to be enforced.

9. Village of Golf Manor credit card, issued years ago through US Bank, has had fraud detected on it by Jamie Smith. It has been cancelled and we will be opening a new account with 5/3<sup>rd</sup> Bank.

**POLICE DEPARTMENT:** Chief Taylor reported:

1. Re: Quartermaster account. Credit of about \$1,000.00 will be sent to us within 4-6 weeks.
2. Re: Brake jobs on cruisers totaling over \$1300.00. Chrysler-Dodge requested a letter of our concerns and will most likely refund our \$1300.00 payment.
3. Re: Grant for Vests. We have received a grant for vests for 10 officers with a 50/50 match.

**FIRE DEPARTMENT:** Chief Ballman:

1. Distributed September, 2010 Fire & EMS Response report to Golf Manor Council.
2. Hydrant repairs – we have saved about \$4,000.00, by working with Golf Manor Service Dept., we only contract out what we have to.

**SOLICITOR:** Mr. Butler questioned if any one was in attendance with any interest in any properties on Stover Avenue? (None)

He added that we attempted to contact owners and lien holders via Registered US Mail for all properties in questions.

All properties in question, in the opinion of the service director, were in bad shape. Fire Chief Ballman echoed the deplorable and non-safe condition of the properties.

RESOLUTION 2010-33: Building removal at 6020 Stover Avenue. Motion to read by title made by Mr. Doering, seconded by Mrs. Faulk, all members approved.

Motion to pass made by Mr. Doering, seconded by Mrs. Faulk, all members approved.

RESOLUTION 2010-34: Building removal at 6034 Stover. Motion to read by title made by Mr. Doering, seconded by Mrs. Faulk, all members approved.

Motion to pass made by Mr. Doering, seconded by Mrs. Faulk, all members approved.

RESOLUTION 2010-35: Employee Benefit. Motion to read by title made by Mr. Doering, seconded by Mrs. Faulk, all members approved.

Motion to pass made by Mr. Doering, seconded by Mrs. Faulk, all members approved.

ORDINANCE 2010-7: Modifying Appropriations for 2010. Motion to read by title made by Mr. Doering, seconded by Mrs. Dubose, all members approved.

Motion to pass made by Mrs. Faulk, seconded by Mrs. Dubose, all members approved.

**FINANCE:** Mrs. Dubose reported that the Finance Committee met tonight and:

1. Re: Overtime for Golf Manor Employees. Overtime is paid only for hours worked after 40 hours have been worked in a work week. This is by Federal Statute and must be adhered to.
2. Re: Auditors bill to Golf Manor. Per Solicitor, still working on, criminal proceedings continue.
3. Re: Cintas Bill. To save money, we will be looking at different methods/vendors for mats.
4. We will no longer mail tax forms, rather send a post card directing taxpayers to the Golf Manor Website or pick them up at Village Hall.
5. Directed Golf Manor Department heads to please do not hold bills, submit to accounts payable clerk for payment promptly.

Mr. Gilbert made a motion to approve the bills totaling \$23,817.54, seconded by Mr. Doering, all members approved.

Re: Hall Rental. Mr. Creager will work with Solicitor, Finance Committee and Executive Committee and will make a recommendation to Council.

**EXECUTIVE COMMITTEE:** Mrs. Faulk reported:

1. Will meet December 13, 2010, agenda will include.
  - a) Discuss code modifications.
  - b) Discuss Hall usage/fees.
2. Women’s Club closet space (unused) will be available to the Recreation Commission in the near future.

Councilman Doering added accomplishments of the Golf Manor Fire Department included:

1. Acquisition and use of buildings for scenarios.

2. Pending contract renewal with Amberley Village.
3. New paramedic and staff vehicles.

Accomplishments of the Golf Manor Police Department included:

1. Security system/lighting for building.
2. Grant for new vests.
3. Records server update.
4. Update of uniforms

Mrs. Faulk requested an attendance report from the Clerk-Treasurer.

Councilman Doering distributed a flier on Hamilton County “Reinventing Our Communities” workshop series, and reported that the previous workshop was well attended and very informative.

**OLD BUSINESS:**

Motion to adjourn made by Mrs. Dubose, seconded by Mrs. Faulk, all members approved.

