

First Reading: January 28, 2025

Second Reading: dispensed

**RESOLUTION NO. 2025 - 014**

**A RESOLUTION AUTHORIZING A CONTRACT WITH SAFETY COMPLIANCE INSPECTIONS, LLC FOR THE PROVISION OF LIFE SAFETY AND FIRE INSPECTIONS AS WELL AS FIRE BUILDING PLAN REVIEW, AND DISPENSING WITH THE SECOND READING**

**WHEREAS**, the Board of Township Trustees wishes to approve an agreement with Safety Compliance Inspections, LLC to provide life safety and fire inspections, as well as fire building plan review to Sycamore Township.

**NOW THEREFORE, BE IT RESOLVED**, by the Board of Township Trustees of Sycamore Township, State of Ohio:

**SECTION 1.** The Board hereby approves a contract with Safety Compliance Inspections, LLC in substantially the same form as attached hereto and the Township Administrator is hereby authorized and directed to execute the agreement on behalf of the Board of Township Trustees.

**SECTION 2.** The Trustees of Sycamore Township upon at least a majority vote do hereby dispense with any requirement that this resolution be read on two separate days and hereby authorize the adoption of this resolution upon its first reading.

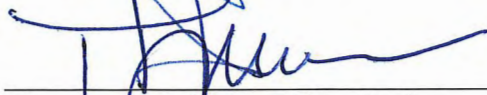
**SECTION 3.** This resolution shall take effect on the earliest date allowed by law.

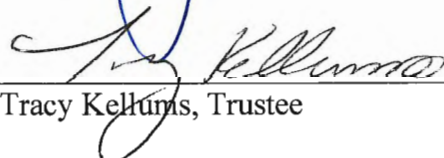
**VOTE RECORD:**

Mr. Kellums Aye Ms. Schwegmann Aye Mr. Weidmar Aye

Passed at a meeting of the Board of Township Trustees of Sycamore Township this 28<sup>th</sup> day of January, 2025.

  
\_\_\_\_\_  
Tracy Schwegmann, Chairman

  
\_\_\_\_\_  
Thomas J. Weidman, Vice Chairman

  
\_\_\_\_\_  
Tracy Kellums, Trustee

## INDEPENDENT CONTRACTOR AGREEMENT

This Agreement is effective this 28<sup>th</sup> day of January 2025, between The Board of Township Trustees of Sycamore Township, Ohio, an Ohio township, 8540 Kenwood Road, Sycamore Township, Ohio 45236, hereinafter referred to as the "Township", and Safety Compliance Inspections, LLC, 7968 Second St., West Chester, Ohio 45069, hereinafter referred to as "SCI".


1. The Township agrees to continue the contract with SCI as an independent contractor for purposes of Plan Reviews & Data Entry and when required, Life Safety Inspections. When Reviewing Plans, SCI shall be compensated at a rate of one half of the "current plan review fees schedule". The Hourly rate as defined herein will not apply while performing plan reviews off location. Any changes to the existing plan review fees and off hour fees shall be reviewed by SCI 30 days prior to the effective date.
2. From time to time, requests for "Off Hour" inspections are to be performed by SCI. Such "Off Hour" inspections shall be approved by the Fire Chief or designee in advance. In those situations, SCI shall be compensated at a rate of one half of the "Off Hour" inspection fee listed in the current fee schedule plus the hourly rate listed in Section 3 of this agreement.
3. SCI will be compensated for its services as an independent contractor at an hourly rate of \$50.00 with a 2-hour minimum. The work shall be approved by the Fire Chief or designee prior to performing any of required Tasks / Inspections.
4. The duties of SCI while acting under this Agreement for Sycamore Township shall be as follows:
  - A.) Conducting plan reviews for compliance with the Ohio Fire Code, Ohio Building Code, Ohio Mechanical Code and or Sycamore Township Property Maintenance Code on new and existing construction projects in conjunction with the Hamilton County Building Department and/or other building authorities. Plan Reviews will be performed off location by using digital plans that will be obtained through the Sycamore Township Zoning Department, e-mail, or other available approved sources. If plans are reviewed on Township property, hourly fees will apply along with review fees as noted.
  - B.) If required, perform the following duties which include but not limited to; Acceptance Testing for Fire Alarms and Sprinkler Systems, meeting with Contractors, Inspecting Foster & Adoption Homes, Schools, as well as Annual inspections of Nursing Homes, Restaurants, Daycares, Business & Mercantile Buildings, Final Occupancy Inspections along with the Hamilton County Building Inspector and other commercial buildings within Sycamore Township as requested. Hourly fees as listed in Section 3 will apply.

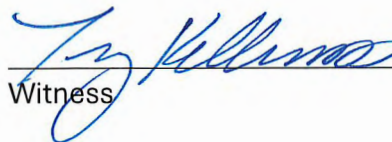
C.) Monthly Reports are required to be sent to the Fire Chief or Designee on all work that is done by SCI.

D.) Maintain CEUs on the State of Ohio Fire Inspector Certification and The Board of Building Standards Fire Protection Inspector Certification as required.

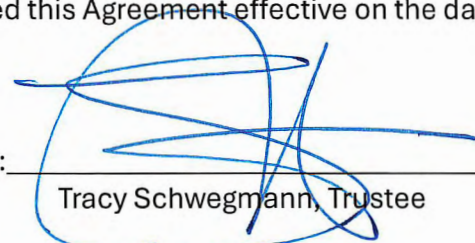
5. As an independent contractor, SCI shall be responsible for payment of all federal, state, and local taxes of whatever nature, including all Social Security, Medicare, self-employment taxes and any unemployment taxes, if applicable. SCI shall maintain workers compensation insurance. SCI shall only be reimbursed for actual out-of-pocket costs expended on behalf of the Township that are previously approved by the Fire Chief or designee.
6. SCI shall submit bi-weekly invoices to the Township which shall be paid within fifteen (15) days from the next date of the regular Trustee meeting at which the invoice is presented.
7. This Agreement shall be cancellable immediately by the Township for cause; cause being defined as the misfeasance, malfeasance, and nonfeasance on the part of SCI or any of its members, officers, employees, or agents in carrying out his duties. This Agreement may be cancelled by either party for any reason by giving thirty (30) days prior written notice to the other party at the address set forth above.
8. This Agreement shall be construed under the laws of the State of Ohio.
9. Any change or modification to this Agreement shall be reduced to writing and signed by the parties. Each person executing this Agreement warrants that they have the authority to execute this Agreement on behalf of the party.

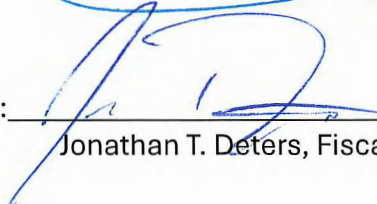
In Witness Whereof, the parties have executed this Agreement effective on the date set forth above.

  
Witness

  
Witness

  
Witness

By:   
Tracy Schwegmann, Trustee

By:   
Jonathan T. Deters, Fiscal Officer

By:   
Safety Compliance Inspections, LLC