

RECORD OF PROCEEDINGS

Minutes of the Regular Meeting of the Trustees of Sycamore Township Sycamore Township, Hamilton County, Ohio

Tuesday, February 6, 2024, 7:00 p.m.

The regular meeting was called to order at 7:00 p.m. by Chairman Weidman.

Present for the meeting were Chairman Weidman, Vice Chairman Schwegmann, Trustee Kellums, Fiscal Officer Deters, Law Director Barbieri, Administrator Bickford, Superintendent Reutelshofer, Planning & Zoning Administrator Uckotter, Fire Department Captain Jeff Newman, and Lt. Tarr from the Hamilton County Sheriff's Office. Fire Chief Penny was absent.

The invocation was read by Mr. Kellums.

Pledge to the Flag.

Approval of the January 23, 2024 Trustee Meeting Minutes

The January 23, 2024 Trustee Meeting minutes were presented for approval. Mr. Kellums made a motion to accept them, seconded by Ms. Schwegmann.

Mr. Deters called roll. Vote: Kellums: Aye; Schwegmann: Aye; Weidman: Aye

Public Comments

There were no comments from the public.

Sheriff Patrol Report

Ms. Schwegmann asked about the enforcement of no parking zones on Happiness Way.

Lt. Tarr responded officers have been made aware of the need to enforce this and have been issuing parking tickets to those in violation.

EMS/Fire Report

Captain Newman reported there were 458 EMS and fire runs in January 2024 compared to 379 in January of last year. He also reported the department was in the midst of training personnel for paramedic recertifications.

Planning & Zoning Report

Resolution – Zoning Case 2023-17MA

Mr. Uckotter stated the Board must consider Case 2023-17MA, which was the subject of a public hearing prior to the meeting.

Mr. Weidman entertained a motion.

Mr. Bickford stated staff had prepared two resolutions, one for denial and one for approval with conditions.

Mr. Uckotter stated he had the list of conditions from the staff report, which could be edited if the board approves the request.

Mr. Kellums made a motion to approve the application for Case 2023-17MA with the staff-recommended conditions. Ms. Schwegmann seconded the motion.

Mr. Weidman asked if there was any discussion.

Mr. Kellums stated most of the concerns about the project were related to traffic, which was why Ed Williams was brought in to ensure the traffic counts were correct. He noted the development was already approved for a six-story building, and the change to the proposed building would not affect the traffic.

Ms. Schwegmann thanked the members of the public who provided input on the case. She noted she was not a member of the Board when the development was first approved, but things have changed post-Covid, and the office market is very different than it was then. She said she appreciates the developer's effort to find a path forward to make this parcel a productive asset to the community within the existing footprint. Ms. Schwegmann stated the proposed building is taller than the original that was approved but pointed out it is on Kenwood Road with the buffer of the Aspire between it and the residents. She said the design of the building was well suited for the area, and she was in favor of the project.

Mr. Weidman said it is a great project in our business district which we need to keep vital.

Mr. Deters called roll. Vote: Kellums: Aye; Schwegmann: Aye; Weidman: Aye
Resolution 2024-016 "A Resolution Approving a Major Adjustment with Conditions to the Site Plan for an Approved Planned Unit Development at Luke Blvd and Dispensing with a Second Reading" passed this 6th day of February 2024

Roads, Maintenance & Recreation Report

Mr. Reutelshofer reported he had two resolutions for the Board's consideration. He said the first resolution was to purchase and install playground equipment in Bob Meyer Park. He thanked the residents for their feedback on that project, which, if approved, would start in May 2024.

Resolution – Authorizing a Contract for the Purchase and Installation of Playground Equipment

The resolution "Authorizing a Contract for the Purchase and Installation of Playground Equipment and Dispensing with a Second Reading" was presented by Mr. Bickford. Ms. Schwegmann made a motion to approve the resolution. Mr. Kellums seconded the motion. Mr. Deters called roll. Vote: Kellums: Aye; Schwegmann: Aye; Weidman: Aye
Resolution 2024-017 passed this 6th day of February 2024

Mr. Reutelshofer stated the next resolution was needed to finish the Baen and Deerfield Roads Sidewalk Project design engineering. He noted the abutting property owners were all receptive to the project.

Resolution – Authorizing a Contract with Choice One Engineering Corp. for Engineering Services for the Baen Road and Deerfield Road Sidewalk Project

The resolution "Authorizing a Contract with Choice One Engineering Corp. for Engineering Services for the Baen Road and Deerfield Road Sidewalk Project, Dispensing with a Second

Reading and Declaring an Emergency” was presented by Mr. Bickford. Mr. Kellums made a motion to approve the resolution. Ms. Schwegmann seconded the motion.

Mr. Deters called roll. Vote: Kellums: Aye; Schwegmann: Aye; Weidman: Aye

Resolution 2024-018 passed this 6th day of February 2024

Mr. Reutelshofer stated there was a check for Strawser Construction in the check run this evening for \$108,000.00 for the 2023 Road Program.

Ms. Schwegmann asked how much money the Township had originally held back from that contractor due to issues with the quality of the work.

Mr. Reutelshofer answered that with this request, the Township will have paid for 62.5% of the project, so 38.5% of the agreed-upon amount has been held back. There was a discussion about the next steps to resolve this issue with the contractor.

Law Director Report

Mr. Barbieri stated he had nothing to report.

Administrator Report

Mr. Bickford thanked Firefighter/Paramedic Mike Kramer for conducting CPR/Stop the Bleed training for maintenance staff and Brian Weinel in the Maintenance Department for putting together a first aid kit for placement in every Sycamore Township non-fire vehicle.

Resolution – Authorizing and Directing a Transfer of Funds for Economic Development Purposes to Sycamore Township CIC, Inc.

The resolution “Authorizing and Directing a Transfer of Funds for Economic Development Purposes to Sycamore Township CIC, Inc., the Designated Community Improvement Corporation of Sycamore Township, and Dispensing with a Second Reading” was presented by Mr. Bickford.

He noted this money would be used to provide grants for Sycamore Township residents working in JEDZ Districts who had the JEDZ tax withheld.

Mr. Kellums made a motion to approve the resolution. Ms. Schwegmann seconded the motion.

Mr. Deters called roll. Vote: Kellums: Aye; Schwegmann: Aye; Weidman: Aye

Resolution 2024-019 passed this 6th day of February 2024

Purchase Orders Over \$5,000.00

Mr. Bickford presented the following purchase orders over \$5,000.00 for approval:

Purchase Order 24-37-1	Blanket Vendor	Roads Utilities	\$5,000.00
Purchase Order 24-94	One Point Partitions	Park Restroom Partitions	\$6,620.00
Purchase Order 24-97	Atkins & Stang Electric, Inc.	Bechtold Park Electric	\$8,500.00
Purchase Order 24-98	Wurzelbacher Staging, Inc.	Festival Staging	\$6,675.00

Mr. Kellums made a motion to approve the aforementioned purchase orders. Ms. Schwegmann seconded the motion.

Mr. Deters called roll. Vote: Kellums: Aye; Schwegmann: Aye; Weidman: Aye

Fiscal Officer Report

Pay Bills and Read Receipts

The receipts in the amount of \$253,777.66 and disbursements in the amount of \$227,160.19 for February 6, 2024 were read by Mr. Deters and are hereby made a part of these minutes.

I hereby certify that the money for payment of these bills is in the fund provided and duly and properly appropriated.

Signed: 

Jonathan T. Deters, Fiscal Officer

Mr. Kellums made a motion to approve the receipts and disbursements. Ms. Schwegmann seconded the motion. Mr. Deters called roll. Vote: Kellums: Aye; Schwegmann: Aye; Weidman: Aye

Trustees Comments

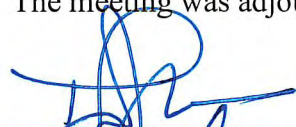
Mr. Kellums stated the project approved this evening will be a great addition to the Township.

Mr. Weidman reported most of the staff would be in Columbus, Ohio, Wednesday through Friday for the annual Ohio Township Association Conference. He said there would be staff here to keep things running during that time.


Announcements

Mr. Weidman announced that the Township Offices will be closed on February 19, 2024, in honor of the Presidents' Day Holiday. He referred people to the published calendar on the website for information on other meetings and events.

Mr. Kellums made a motion to adjourn, seconded by Ms. Schwegmann. Vote: All Aye
The meeting was adjourned at 7:20 p.m.


Thomas J. Weidman, Chairman


Tracy Schwegmann, Vice Chairman


Tracy Kellums, Trustee


Jonathan T. Deters, Fiscal Officer
Regular Meeting 02/06/2024