

RECORD OF PROCEEDINGS

Minutes of the Public Meeting of the Trustees of Sycamore Township
Sycamore Township, Hamilton County, Ohio
February 4, 2020

The regular meeting was called to order at 7:00 pm.

The invocation from St. Vincent Ferrer was read by Mr. Weidman.

Pledge to the Flag.

Present for the meeting were Chairman LaBarbara, Vice Chairman James, Trustee Weidman, Fiscal Officer Porter, Law Director Desai, Administrator Warrick, Superintendent / Assistant Administrator Kellums, Zoning Administrator Miller, Fire Chief Penny, Cpl. Kidd from the Hamilton County Sheriff's Office and Beth Gunderson. Lt. Smith from the Hamilton County Sheriff's Office was excused.

The minutes of the Board of Trustees Special meeting held January 2, 2020 were presented for approval. A motion was made by Mr. Weidman, seconded by Mr. James, to approve these minutes. Mr. Porter called roll. Vote: All Aye.

The minutes of the Board of Trustees regular meeting held January 2, 2020 were presented for approval. A motion was made by Mr. Weidman, seconded by Mr. James, to approve these minutes. Mr. Porter called roll. Vote: All Aye.

The minutes of the Board of Trustees Workshop meeting held January 14, 2020 were presented for approval. A motion was made by Mr. Weidman, seconded by Mr. James, to approve these minutes. Mr. Porter called roll. Vote: All Aye.

The Receipts and Disbursements of February 4, 2020 were read by the Fiscal Officer 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:



Robert C. Porter III, Fiscal Officer

A motion was made by Mr. Weidman, seconded by Mr. James, to accept them. Mr. Porter called roll. Vote: All Aye.

Ms. Kathy Kugler, of 7106 Tenderfoot Lane, addressed the Board. Ms. Kugler offered to contact area high schools to solicit art for display in the Administration Building lobby. She asked Cpl. Kidd for information on domestic violence training the police receive. Cpl. Kidd stated he would share some of the training information with Ms. Kugler. Ms. Kugler then requested the

Township's support of the Cooper Creek Collaborative, especially in regards to planting trees, and for support of community gardens in Township parks.

Ms. Becky Ganis, of 4687 Largo Drive, addressed the Board in regards to the closing of Happiness Way. She requested the street be open to residents as well as construction traffic and suggested using a flagger to direct traffic. Ms. Ganis also passed out a handout to the Board containing a map noting the location where she would like a sidewalk installed on Galbraith Road in front of Jewish Hospital.

There was discussion about the Happiness Way closure and construction noise. Mr. James requested an opportunity for more public input about this subject in the future.

Mr. Standish Fortin, of 12137 McCauly Road, addressed the Board. Mr. Fortin requested that the Land Use Plan updates come into the 20th century. He requested an update on Township assets be included with the reading of the bills and receipts during the meetings. Mr. Fortin expressed concerns that Sycamore Township is not a valid mailing address.

Ms. Kathy Kuzniczci, of 7675 Styrax Lane, addressed the Board. She thanked the Township for the temporary digital speed sign on Styrax Lane. She stated she would also like to see Happiness Way opened. Ms. Kuzniczci asked about the status of the former Pep Boys property.

Cpl. Kidd had no report. Mr. James requested information on the Hampton Inn investigation and the domestic violence incident on Kemper Road.

Cpl. Kidd answered he did not have information on those incidents.

Chief Penny answered he does not want to comment too much on an on-going police investigation, but described the scene on Kemper Road and noted the S.W.A.T. team was utilized in that incident.

Chief Penny requested the Board approve a resolution authorizing an updated contract for Doug Morath, the Fire and Life Safety Inspector. He noted Mr. Morath is a former Fire Department employee who currently does contract work for the Township and brings with him a wealth of knowledge about the Township. He noted the updated contract removes references to zoning and allows for a \$2.50 per hour fee increase.

Chief Penny also reported he authorized the emergency purchase of a refrigerator for one that stopped working at Station 92.

Mr. Desai noted Mr. Morath has an LLC and the LLC is named in the resolution and the contract is with the LLC. He went on to explain why the Township needs Mr. Morath's services. Chief Penny noted Mr. Morath brings in much more revenue in fees for his services than it costs the Township to pay him as a contractor.

The 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" was presented by Mr. Desai. A motion was made by Mr.

Weidman, seconded by Mr. James, to adopt the resolution. Mr. Porter called roll. Vote: All Aye.

Resolution 2020-9 passed this 4th day of February, 2020.

Mr. LaBarbara asked Chief Penny if the Township's fire hydrants were in good working order and could be trusted and if the Department is still training in the buildings on Kenwood soon to be demolished.

Chief Penny discussed fire hydrant tests and flow readings from Greater Cincinnati Water Works. He stated the firefighters are no longer training at the site Mr. LaBarbara referenced but reported that was an excellent training opportunity especially for newer personnel. He reported on another training opportunity at a Tri Health building set to be razed.

The following PO's were presented for approval by the Fire Department:

Blanket Vendor	Station 92 Refrigerator	\$2,699.00
Blanket Vendor	Fire Utilities	\$5,000.00

Mr. Weidman made a motion, seconded by Mr. James, to approve these requests. Mr. Porter called roll. Vote: All Aye.

Mr. Kellums reported on the Maintenance Department's vehicle inventory and plans for the coming years. He discussed which vehicles he would like to replace and why.

Mr. James asked the purpose of the F-350 Pickup Truck, if Mr. Kellums had solicited prices from multiple sources for the vehicles and equipment and how urgent the need is.

Mr. Kellums answered the truck is needed for pulling the trailer to transport mowing equipment for use in parks and public spaces. He reported he had gotten prices from multiple sources and recommends the one below state bid. Mr. Kellums said the Maintenance Department is in desperate need of the new pickup truck.

Mr. James asked Mr. Warrick if these expenses make sense.

Mr. Warrick answered yes given the cost and that Mr. Kellums has a plan in place.

The resolution "Authorizing a Contract for the Purchase of a 2021 Freightliner M2 106 Truck and Dispensing with a Second Reading" was presented by Mr. Desai. A motion was made by Mr. Weidman, seconded by Mr. James, to adopt the resolution. Mr. Porter called roll. Vote: All Aye.

Resolution 2020-10 passed this 4th day of February, 2020.

The resolution "Authorizing a Contract for the Purchase of Equipment for Installation on a 2021 Freightliner M2 106 Truck and Dispensing with a Second Reading" was presented by Mr. Desai. A motion was made by Mr. Weidman, seconded by Mr. James, to adopt the resolution. Mr. Porter called roll. Vote: All Aye.

Resolution 2020-11 passed this 4th day of February, 2020.

Mr. James asked if this equipment is for the dump truck.

Mr. Kellums answered yes and explained what equipment he would like the Township to purchase.

Mr. James asked Mr. Warrick if this was a valid expense.

Mr. Warrick answered yes.

Mr. Porter called roll. Vote: All Aye:

The resolution "Authorizing a Contract for the Purchase of a Ford F-350 Pickup Truck and Dispensing with a Second Reading" was presented by Mr. Desai. A motion was made by Mr. Weidman, seconded by Mr. James, to adopt the resolution. Mr. Porter called roll. Vote: All Aye.

Resolution 2020-12 passed this 4th day of February, 2020.

Mr. Kellums then reviewed the results of the Traffic Study RFQ for the intersection of Montgomery and Kenwood Roads. He pointed out that TEC Engineering was rated first both by the Township and Jeff Newby at the Hamilton County Engineer's Office. He suggested the Township hire TEC Engineering to conduct the study.

Mr. LaBarbara disagreed saying the study should be put on hold and paid for by a future developer.

Mr. Weidman stated he is in favor of Mr. Kellum's suggestion noting it is prudent to conduct the study now because of the bottleneck at that intersection.

Mr. James asked Mr. Kellums questions about how he and Mr. Reutelshofer rated the companies who had submitted the RFQs and inquired about the cost.

Mr. Kellums explained the ratings and said there is no cost information submitted at this stage. He said the Township would choose a firm and negotiate a price. He noted if a price could not be agreed upon with the first firm chosen, the Township would move to the next firm and negotiate.

Mr. James asked if this could be put off to a later meeting for continued discussion to allow the Board more time to review the documents. He also asked Mr. Kellums to take a guess at the cost.

Mr. Kellums stated the Township would want the study done to know what kind of development will work there. He estimated the traffic study would cost upwards of \$20,000.00.

There was continued discussion about options for paying for the study, including the possibility of a future developer paying for all or part of it, and when to conduct the study.

Mr. James requested the discussion be continued to the February 18, 2020 Workshop agenda. Mr. LaBarbara agreed with Mr. James.

The following PO was presented for approval by the Maintenance Department:

Barrett Paving Materials Sycamore Rd Project Water Main \$1,094,856.00

Mr. Kellums explained this purchase order is for the new water main on Sycamore Road between Plainfield Road and Kenwood Road. He explained that Greater Cincinnati Water Works is paying for it and \$930,627.60 has already been deposited in the Township's account. He said the cost was included in the contract for the Township hired contractor doing the road work. He stated we received 85 percent of the money up front, with the remainder being paid to us by GCWW at the completion of the project.

Mr. Weidman made a motion, seconded by Mr. James, to approve this request. Mr. Porter called roll. Vote: All Aye.

Mr. Kellums reported the annual Sycamore Township Car Show will take place at Schuler Park on August 1, 2020 with the Super 60s Club running it again.

Mr. Kellums noted he had placed two pieces of old maintenance equipment on an online auction site called Govdeals and both were sold at a price much higher than expected.

Mr. Kellums stated the Township is currently accepting applications for the Parks Advisory Committee. He reported updates have been made to the website to include maps of the playing fields for rent at the parks as well as rental information and permit application forms. He said the baseball fields are filling up quickly.

Mr. James asked if Moeller is renting fields again for their season and if they are paying for them. He asked if they had a new lease.

Mr. Kellums answered yes saying he would have to check with Mr. Petty about the lease.

Mr. James requested that the Law Director look into the lease.

Mr. Kellums reported the Fields Ertel Road Intersections Improvement Project Open House was very well attended. He stated the City of Sharonville is taking the lead in pursuing a Safe Route to School Grant to pay for future sidewalks and the plans have been changed to allow for sidewalks at a later date.

Mr. James asked Mr. Kellums about the possibility of a sidewalk on Galbraith Road in the location suggested by resident Becky Ganis.

Mr. Kellums answered if the Township has to purchase right of way it could be expensive and said he will look into it.

Mr. Desai reported the City of Deer Park passed an agreement with the Township for the creation of a JEDD to include the area being developed by CIG. He said the agreement will be presented at the next Workshop meeting for the countersignatures.

Mr. Warrick reported the Board had approved up to \$75,000.00 for new computers and related upgrades but, through negotiations, he and his committee were able to get everything for \$57,878.02. He said the hardware is in and awaiting installation and setup.

Mr. Warrick reported there is a structure for the Parks Advisory Committee on the website and on Facebook. He noted once the Township receives more applicants, he will bring that structure to a Workshop for the Board for amendment or approval.

Mr. Warrick reported, in response to the Law Director's concerns about time keeping practices and compliance with overtime laws, he had met with Paycor about digital time keeping. He explained employees would be able to clock in on their computers or phones. He noted this would not include the Fire Department because they already have a time keeping system in place. Mr. Warrick said the cost would be \$1,200.00 to set it up with a monthly charge of approximately \$76.00.

Mr. Warrick presented a draft request for proposals for a Kenwood Road Traffic and Economic Impact Study done for the Township free of charge by resident Jack Pflum. He noted this study relates to the portion of Kenwood Road containing the median.

Mr. James made a motion to send the draft to Mr. Hubbard at the Hamilton County Engineer's Office for review and comment. Mr. Weidman seconded. Mr. Porter called roll. Vote: All Aye.

Mr. Warrick reviewed Township Openness Initiatives such as videotaping of Trustee Meetings and Workshops, moving all meetings to the Trustee Meeting Room, changes to the website and more. He noted the Township is considering changes to the newsletter including improving the electronic version. Mr. Warrick reported there is a suggestion box in the lobby.

Mr. LaBarbara thanked Mr. Warrick for his work getting the minutes done in a timely manner. He went on to discuss social media, saying it is at times disturbing, and noted a quote on social media about the Township disposing of furniture and purchasing new furniture. He asked Mr. Warrick to clarify.

Mr. Warrick noted the furniture in his office was in disrepair and he purchased a used set of office furniture for about \$1,400.00 plus a couple hundred dollars for set up.

Mr. LaBarbara then asked Mr. Warrick and Mr. Kellums if the Township is going to raise taxes.

Mr. Warrick answered that he didn't think so. Mr. Kellums answered that he certainly hopes not.

Mr. LaBarbara said he is concerned about posts on social media, especially those of the spouse of the Assistant Administrator stating there is credibility because that is inside information. He noted he knows it is a first amendment right.

Mr. Warrick reported the Township's contract with ESP Media has been executed at prices discussed at the last meeting.

Mr. Warrick stated the next resolution is to allow a transfer of funds to the CIC to allow Sycamore Township residents who work in a JEDZ district to get the earnings tax refunded to them in the form of a grant. He noted previously there had been several transfers per year for about \$20,000.00 each, but, now that we have a track record of the grant money needed, this resolution would transfer \$70,000.00 to fund the CIC for the rest of the year.

The resolution "Authorizing and Directing a Transfer of Funds to The Sycamore Township CIC, Inc., the Designated Community Improvement Corporation of Sycamore Township, For Funding Grants and Operating Costs and Dispensing with the Second Reading" was presented by Mr. Desai. A motion was made by Mr. Weidman, seconded by Mr. James, to adopt the resolution.

Mr. James noted both he and Mr. Desai are working to make resolutions and their titles more explanatory.

Mr. Porter called roll. Vote: All Aye.
Resolution 2020-13 passed this 4th day of February, 2020.

Mr. Miller reported the Land Use Steering Committee is now meeting biweekly on Monday mornings at 8:30 a.m. He noted the next Monday meeting had been moved to Wednesday because of a conflict.

Mr. Weidman noted the meeting tonight had been moved from Thursday to allow the Trustees to attend the Ohio Township Association Conference in Columbus. He reported the Hamilton County Township Association will be holding its annual meeting with the Hamilton County Engineer on February 27th in Green Township.

Mr. James addressed concerns expressed by residents on social media about the Festival in Sycamore in a PowerPoint presentation. He noted the Trustees made no decision on the Festival but did not move to proceed with it. Mr. James said he is in support of community events in the park but not necessarily for the broad metropolitan area. He reported on the Township's Festival revenues and expenses going back to 2004 noting the net cost of the event has been significant over time peaking at a net cost of \$156,000.00.

Mr. James went on to review events that the City of Madeira and the City of Deer Park hold noting Madeira spends about \$15,000.00 on their festival event, including fireworks, and Deer Park actually made a profit on their festival. Mr. James concluded he would like to have events in the parks at less cost. He stressed the need for volunteers for the Parks Advisory Committee and requested ideas and suggestions from the public.

Mr. LaBarbara stressed that the beer booth will be run by a non-political group in the future.

Mr. LaBarbara reported the Public Library plans to expand to the former TJ Maxx space in Dillonvale Shopping Center.

A motion was made by Mr. Weidman, seconded by Mr. James, to adjourn the meeting to executive session for the purpose of discussing pending litigation as permitted by Ohio Revised Code Section 121.22(G) at 8:33 p.m.

Mr. Porter called roll. Vote: James: Aye; LaBarbara: Aye Weidman: Aye

The Trustees, Fiscal Officer, Law Director and Administrator were present in the executive session.

The executive session began at 8:36 p.m.

The executive session adjourned at 8:49 p.m.


The meeting reconvened after the executive session at 8:51 p.m.

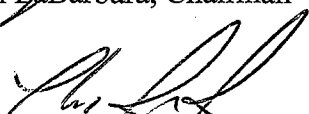
Mr. Weidman made a motion, seconded by Mr. James, to agree to the \$8,000.00 settlement with Mr. Bien of Deer Park Auto for violation of the court's standing order regarding the number of cars that may be parked on the lot. It was noted Mr. Bien would pay the Township that amount. Mr. Porter called roll. Vote: All Aye.

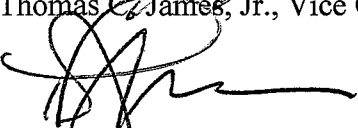
A motion was made by Mr. Weidman, seconded by Mr. James, to adjourn the meeting.

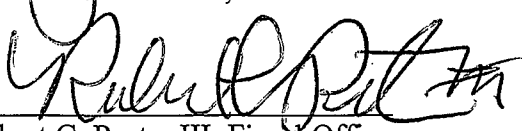
Vote: All Aye

The meeting adjourned at 8:52 p.m.


Jim LaBarbara, Chairman


Thomas C. James, Jr., Vice Chairman


Thomas J. Weidman, Trustee


Robert C. Porter III, Fiscal Officer
02/04/2020