

RECORD OF PROCEEDINGS

Minutes of the Public Meeting of the Trustees of Sycamore Township
Sycamore Township, Hamilton County, Ohio
December 3, 2020

NOTE: Due to the COVID-19 pandemic and the issuance of guidelines to limit public gatherings to ten people or less by Governor DeWine and the Director of the Ohio Department of Health, and due to enabling legislation (House Bill 404) which extended the ability of local governments in Ohio to meet remotely during this time, this meeting was held remotely via Zoom. Members of the public were given the opportunity to participate live in the meeting remotely via Zoom audio. Video of the meeting was live streamed to the public on the internet.

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

The invocation was ready by Mr. Warrick.

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 and Lt. Tarr from the Hamilton County Sheriff's Office.

The Trustees, Mr. Porter, Mr. Warrick, and Mr. Desai gave their approvals for their signatures to be added electronically to any documents approved tonight.

The proclamation "Designating January 24, 2021 Through January 30, 2021 as School Choice Week in Sycamore Township" was read by Mr. LaBarbara. A motion was made by Mr. Weidman, seconded by Mr. James, to pass the Proclamation. Mr. LaBarbara called roll.
Vote: All Aye.

The Proclamation passed this 3rd day of December, 2020.

Fiscal Officer Report

Pay Bills and Read Receipts

The Receipts in the amount of \$757,026.84 and Disbursements in the amount of \$648,267.27 for December 3, 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: /s/ Robert C. Porter, III
Robert C. Porter III, Fiscal Officer

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

Public Comments

Mr. J. Janus, Jr., of 4462 Daffodil Avenue, addressed the Board. Mr. Janus raised concerns about Sycamore Township's sign at I-71 being too small to read. He inquired about a digital speed sign on St. Clair Avenue that appeared to have been damaged. Mr. Janus said the records commission meeting and budget hearing are supposed to happen and he'd like to be notified when those meetings are scheduled. Mr. Janus requested an update on the former Taco Bell Building and when it will be razed. He said the former Parks Director had said there was vandalism at Highpoint Park in the past, however, he has submitted public records request to the Sheriff's Office and found that vandalism is not a problem there. Mr. Janus then spoke about a park plan and nature preserve study. He complimented Planning & Zoning Administrator Miller for his help in getting a stop sign obstruction removed. Mr. Janus also asked when the address sign will be reinstalled at 4312 Sycamore Road.

Sheriff Patrol Report

Lt. Tarr reported the monthly statistics will be available soon.

Mr. James said a resident had emailed the Trustees and Lt. Tarr about parking across a sidewalk and asked what the Sheriff's office can do about that.

Lt. Tarr said the Sheriff's Office does not actively look for parking violations such as parking across a sidewalk, but an officer will respond to violations brought to the attention of the Sheriff's Office.

EMS/Fire Report

COVID-19 Update

Chief Penny reported there have been an additional 31 people quarantined at home in the Township due to COVID-19 and 14 people have been removed from the quarantine list since Tuesday.

Chief Penny stated the signs he mentioned at the December 1st Workshop Meeting have been shipped and will soon be out on the curb to assist people who may need help picking up or dropping off documents.

Chief Penny reported some of the items ordered with CARES Act funds have been delivered such as the CPR machine and the power cot.

Roads, Maintenance and Recreation Report

Mr. Kellums reported he was out with County rating OPWC projects that have been submitted for grants. He pointed out that the Township submitted two projects for consideration.

Mr. James asked Mr. Kellums about the Taco Bell Property noting there are broken windows and other building maintenance issues.

Mr. Kellums agreed the building is in pretty bad shape and said he has one bid to raze the building and is waiting on an additional bid.

Mr. James asked if there was an asbestos problem.

Mr. Kellums answered no, however, an asbestos check is required before the building can be razed.

Mr. James asked if Mr. Kellums knew about the issue with the speed sign on St. Clair Avenue that Mr. Janus had mentioned.

Mr. Kellums answered this is the first he has heard about it and he will investigate.

Mr. LaBarbara inquired about the monument sign being constructed in front of the Township Administration Building.

Mr. Kellums said construction of the sign is in progress and we are awaiting a delivery of brick for the sign base.

Planning & Zoning Report

Mr. Miller said he and Mr. Clark have completed the final inspection on the Bank of America at the corner of Kenwood and Montgomery Road and the project is waiting on Hamilton County Building Department approval.

Mr. Miller reported he had received feedback from a resident requesting participation directions be made clearer on notices recently mailed for upcoming zoning hearings. He said updated notice have been mailed.

Mr. LaBarbara asked if there had been any response to the open alternate position on the Board of Zoning Appeals.

Mr. Miller answered he has received a few applications and he should have a recommendation for the Board at the next Trustees meeting.

Mr. James asked Mr. Miller to explain the charrette process for the area surrounding the Taco Bell.

Mr. Miller said earlier this year the Board of Trustees authorized a master plan study to be conducted on that area. He said phase one, a market analysis, has been completed and the Township will receive a final report to pass along to the Board of Trustees and make available to the public. He said at this point, we are ready to transition into phase two which will involve selecting members for various focus groups and scheduling meetings. He said he expects that to happen early next year. He said the process will culminate in a final charrette, a one-day planning session. He noted the market analysis was the longest part of that process.

Law Director Report:

Mr. Desai reported we are approaching the time of year when he will be filing tax exemption applications for the Township owned properties being used for a public purpose.

Administrator Report:

Mr. Warrick presented a resolution to set new meeting times for next year. He pointed out section one of the resolution says evening meetings will be moving to the first and third Tuesday nights; there will be no January 5th meeting, therefore the first meeting will be January 19, 2021.

Section two says special meetings may be called and he noted we may have to call one for zoning hearings and bill paying before the first regular meeting on January 19, 2021.

The resolution “Setting Trustee Meeting Dates and Times and Dispensing with a Second Reading” was read by Mr. Warrick. Mr. Weidman made a motion, seconded by Mr. LaBarbara, to approve the resolution. Mr. LaBarbara called roll. Vote: All Aye.
Resolution 2020-94 passed this 3rd of December, 2020.

TRUSTEE COMMENTS:

Mr. Weidman said he spoke to public and private schools serving Sycamore Township students about COVID-19 funds available for up to \$50/student. He said he has been working with Kenwood Towne Center and Hamilton County Emergency Management Agency about the possibility of setting up a vaccine pod at Kenwood Towne Center when the COVID-19 vaccine becomes available.

Mr. James asked Mr. Weidman if there is a publication about the school program he mentioned.

Mr. Weidman said all schools in the Township have already been notified.

Mr. James asked that he forward that information to the other Trustees.

Mr. Desai asked for confirmation that Mr. James voted “aye” for the resolution setting meeting dates and times as he was muted at the time.

Mr. James confirmed he voted “aye.”

Mr. Labarbara invited Natalie Fields, Manager of the public library in Dillonvale Shopping Center, to attend a future Trustees Meeting to provide an update on the new library moving into a larger space in that center. He said the project should begin in February with a planned opening in July, 2021.

ANNOUNCEMENT CHANGES

Mr. LaBarbara pointed out the Dillonvale Luminaria had been cancelled, referred people to the website calendar, and stated the next Workshop will take place Tuesday, December 15, 2020 at 9:00 a.m.

Executive Session

Mr. LaBarbara made a motion to adjourn into executive session with Law Director Deepak Desai as permitted by Ohio Revised Code Section 121.22 to consider the compensation of a public employee or official. Mr. Weidman seconded the motion.

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

Mr. LaBarbara invited Fiscal Officer Porter and Mr. Warrick into the Executive Session with the Trustees.

End Regular Session: 7:30 p.m.

Begin Executive Session: 7:35 p.m.

End Executive Session: 7:41 p.m.

Back in Regular Session: 7:42 p.m.

Mr. LaBarbara called roll all three Trustees were present.

The resolution “Authorizing a Contract for the Township Assistant Administrator and Highway/Road Superintendent, Dispensing with the Second Reading, and Declaring an Emergency” was read by Mr. Warrick. Mr. Weidman made a motion, seconded by Mr. James, to approve the resolution. Mr. LaBarbara called roll. Vote: All Aye.
Resolution 2020-95 passed this 3rd of December, 2020.

Mr. LaBarbara said the resolution approves a contract for Mr. Kellums to remain with the Township for three more years and we are excited about that.

Mr. James said this contract is a compromise from some very generous terms in an older contract, but we are happy to have Mr. Kellums remain with the Township.

Mr. Weidman said Mr. Kellums is the MVP and a dedicated employee who is worth the money.

Mr. James commented Mr. Janus mentioned the Records Commission Meeting and asked for information on that.

Mr. Warrick said we will schedule a Records Commission Meeting to be held remotely via Zoom once Debbie Campbell is available. He said the meeting will be announced to the public. Mr. Warrick said the budget will be discussed at the December 15th Workshop Meeting.

A motion was made by Mr. Weidman seconded by Mr. James to adjourn the meeting.
Vote: All Aye.

The meeting adjourned at 7:47 p.m.

/s/ Jim LaBarbara
Jim LaBarbara, Chairman

/s/ Thomas C. James, Jr.
Thomas C. James, Jr., Vice Chairman

/s/ Thomas J. Weidman
Thomas J. Weidman, Trustee

/s/ Robert C. Porter, III
Robert C. Porter III, Fiscal Officer
12/03/2020