

RECORD OF PROCEEDINGS

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

November 16, 2021

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

Present for the meeting were Chairman James, Vice Chairman LaBarbara, Trustee Weidman, Law Director Desai, Fiscal Officer Porter, Administrator Warrick, Superintendent / Assistant Administrator Kellums, Planning & Zoning Administrator Miller, Fire Chief Penny and Lt. Tarr from the Hamilton County Sheriff's Office.

The invocation from Bethel Baptist Temple was read by Mr. Miller.

Pledge to the Flag.

Mr. James noted Trustee-Elect Tracy Schwegmann was also present in the audience.

Approval of the October 19, 2021 Trustees Meeting Minutes

The October 19, 2021 Trustees Meeting minutes were presented for approval. Mr. Weidman made a motion, seconded by Mr. LaBarbara, to accept them.

Mr. Porter called roll. Vote: All Aye.

The proclamation "Designating November, 2021 Pancreatic Cancer Awareness Month in Sycamore Township" was read by Mr. James. A motion was made by Mr. Weidman, seconded by Mr. LaBarbara, to pass the proclamation. Mr. Porter called roll. Vote: All Aye.

The Proclamation passed this 16th day of November, 2021.

Resolution – Zoning Case 2021-15MA

Mr. James stated there was a public hearing at 6:30 p.m. for Zoning Case 2021-15MA and requested Mr. Miller present the resolution.

The resolution "Approving a Major Adjustment to a PUD for the Five Star Equity Investors, LLC Development, Villas of Kenwood, Located at 6373, 6379, 6385, 6391, 6409, 6435, 6459, 6485, 6511, 6537, 6579 Kugler Mill Road, Sycamore Township, Ohio 45236, and Dispensing with a Second Reading" was presented by Mr. Warrick. A motion to approve the resolution was made by Mr. Weidman. Mr. LaBarbara seconded the motion.

Mr. James explained for those who were not present at the public hearing, the major adjustment changes the yard setback on five of the lots on the Villas of Kenwood Housing Project which is going in on Kugler Mill Road to allow for larger houses to be constructed there at greater value.

Mr. Porter called roll. Vote: All Aye.

Resolution 2021-091 passed this 16th day of November, 2021.

Public Comments

Mr. Zach Connelley, 8074 Sterling Cove, addressed the board regarding the lack of sidewalks in his neighborhood and asked how the process works to have sidewalks constructed. Mr. Connelly listed several reasons why he thinks it would be good to have sidewalks in his neighborhood including that his street is off School Road which is a busy road.

Mr. James asked Mr. Kellums to respond to Mr. Connelly's comments.

Mr. Kellums explained School Road is a County Road. He stated the Township has constructed sidewalks on County roads before and it has always included a grant and been part of a larger project. Mr. Kellums said in order to have sidewalks constructed in a Township subdivision, there would have to be a petition with 51% of the residents in favor, and the cost of the sidewalks would be assessed on property taxes over a period of time. Mr. Kellums noted the process would be different on School Road since it is a County road.

Mr. Kellums said the City of Sharonville has applied for a Safe Routes to School Grant to construct sidewalks on portions of Conrey, Fields Ertel and School Roads. He said he does not know the result of that yet. Mr. Kellums said the Township has previously submitted grant applications for sidewalks to come down Kemper and Solzman all the way to School Road, but they have been unsuccessful. He stated we can attempt to put a grant together noting we would have to check the right of way and topography and have engineering done on it.

Mr. James asked if Mr. Connelly's neighborhood is in range for the bus tax funding.

Mr. Kellums answered he would have to check but he doubts it would be eligible for a SORTA Grant as the location must be within half a mile of a bus route. He noted there are other grants available.

Mr. Weidman stated he believes the Township looked into this previously and there was limited right of way on School Road.

Mr. James thanked Mr. Connelly for bringing this to the Board's attention.

Mr. James noted the presentation listed on the agenda will be held at a future meeting.

Sheriff Patrol Report

Lt. Tarr reported there on an active shooter drill which took place at Moeller High School.

Mr. James asked if the neighborhood watch meeting had been scheduled for Highpoint neighborhood.

Lt. Tarr said he knows it is in the works and he will get the exact date from Deputy Bittermann.

EMS/Fire Report

Station Repair Update

Chief Penny reported on building improvements to Station 93 and said the fire alarm system in Station 92 was inspected and is fully functional.

Chief Penny reported Booster shots for the COVID-19 vaccine should be available next week for department personnel.

Roads, Maintenance & Recreation Report

Food Truck Rally

Mr. Kellums reported Mr. Petty and the Parks Advisory Committee have been working with the Queen City Mobile Food Truck Association on holding a food truck competition and rally to take place at the end of food truck week at Bechtold Park in June, 2022. He said there will be a \$300 fee for each participating food truck and the Township will split the event revenue 60/40. Mr. Kellums stated most of the work would be done by the Food Truck Association with the Township providing staff and security for the event and promoting it on our website and social media. He stated the Queen City Mobile Food Truck Association will book the bands, handle marketing and sponsorships, and carry the insurance. He asked if the Board would like to pursue plans for this event.

Mr. Weidman asked if the 60/40 split is the of the \$300 entry fee.

Mr. Kellums answered it is a 60/40 split of net revenues from the event.

There was a discussion about the logistics of the event.

The Board agreed Mr. Kellums and Mr. Petty should proceed with the event.

Mr. Kellums discussed the Kugler Mill Road Project noting paving is scheduled for the end of this week or beginning of next week and all that is left to do after that is some restoration. He noted people are already using the sidewalk.

Snider Road Overpass

Mr. Kellums reported he was contacted by Symmes Township asking if we had interest in placing a sign for the Township on the Snider Road overpass. He reported Symmes Township is installing signs bearing their name at Hopewell and Snider. Mr. Kellums showed the design of the Symmes Township sign. He stated Snider Road separates our jurisdictions, Symmes and Sycamore, and Symmes would like to know if we would share the cost of the fencing along the bridge and the cost to have a Sycamore Township sign on the side of the overpass so that it is visible upon entering Sycamore Township. He said the Symmes Township sign would be on the other side. Mr. Kellums reported the estimated cost is \$210,000.00 which would be split with Symmes Township and possibly ODOT.

Mr. Weidman stated he is in favor of the idea saying branding our Township is always good and, if we can use TIF funds to pay for it, that is fine.

Mr. James said the sign looks nice, but he does not want to spend the money on it.

Mr. LaBarbara said he is against it at that price also.

Mr. Kellums pointed out the cost would be \$60-\$70 thousand if ODOT pitches in and the funding would come from TIF not the general fund.

There was a discussion about the cost and details.

Mr. Weidman made a motion to table the discussion.

Mr. James asked if a motion was necessary but agreed to consider the idea later.

Mr. Desai stated since the ODOT piece is not firm, it makes sense to let Mr. Kellums continue to engage in dialogue and revisit the topic later.

Mr. Kellums reported the new mega playground is being constructed in Bechtold Park and, as soon as it has been completed, construction will start on the second playground.

Mr. Kellums reported on the Dillonvale Culvert Project saying construction of headwalls on Wicklow and Mantell is in progress noting Ford Development is the contractor for the project.

Mr. James asked if there was anything new on the Keller Road Sewage pump idea.

Mr. Kellums has not heard back from MSD since the last meeting.

Mr. James asked if Mr. Kellums was waiting for comments back from the State about the Kugler Mill Road Corridor Study.

Mr. Kellums answered yes.

Mr. James asked Mr. Kellums if he had an update on applicants for the Parks Advisory Committee vacancy.

Mr. Kellums answered he did not.

Planning & Zoning Report

Mr. Miller reported the Land Use Plan and Zoning Resolution Text Amendment Zoning Cases had finally been recommended for approval by the Zoning Commission. He stated the next step is to schedule a public hearing before the Board of Trustees. Mr. Miller noted he had received comments from Hamilton County about the Land Use Plan.

Mr. James asked Mr. Miller what he is anticipating for public hearings.

Mr. Miller answered attendance was light at the public hearings before the Zoning Commission. He stated he thinks the hearings could be done within an hour pointing out the text amendments

are modest. He reported the Land Use Plan is a multi-layer review and will be a framework to build upon in the future. He said the most controversial areas have been addressed and the Township does need to adopt a new Land Use Plan.

Mr. James pointed out the Land Use Plan is important for people in the Township. He said Hamilton County hosts open houses and it might be worthwhile for the Township to hold open houses so the public may view the Land Use Plan and provide feedback. He asked Mr. Miller if open houses could be scheduled in advance of the public hearing.

Mr. Weidman said he does not think it is necessary to schedule open houses as the Land Use Plan can be presented in this room.

Mr. Miller stated the Land Use Plan document is available online and said he can field any concerns from residents ahead of time.

Mr. James asked if information about the proposed updates to the Land Use Plan could be sent to residents in a special edition of the email newsletter.

Mr. Miller suggested using social media and Constant Contact to publicize the public hearing.

Mr. Miller reported the Port Authority should be closing on the purchase of the Drake Motel and Carrousel Inn properties the first week of December.

There was discussion about the demolition of the buildings on those properties.

Mr. James stated a resident asked if there is a limit on the number of dogs a person can own.

Mr. Miller said the short answer is no and the long answer is the Township can address that if it creates a nuisance in someone's neighborhood.

Law Director Report

Mr. Desai reported the resolution for the ARPA funds will be "nunc pro tunc" or retroactive to accept funds and authorize the Fiscal Officer to request funding through the grant portal.

Administrator Report

Resolution – Retroactively Accepting American Rescue Plan Act Funds and Authorizing the Fiscal Officer to Request Funding through the Grants Portal

Mr. Warrick reported the Township will receive just over \$2 million total from ARPA noting we have already received a little over \$1 million of that. He stated at first a resolution to accept the funds was not requested, but they are changing the rules, so we now have a resolution for the Board's consideration. Mr. Warrick stated the money has not yet been appropriated pointing out the Township has until December, 2024 to appropriate the money and has until December, 2026 to spend the funds.

"A Resolution, *Nunc Pro Tunc*, Accepting Funds from the Coronavirus State and Local Fiscal Recovery Fund Established by the American Rescue Plan Act and Authorizing the Township's

Fiscal Officer to Request Funding through the Grants Portal” was presented by Mr. Warrick. A motion to approve was made by Mr. Weidman, seconded by Mr. LaBarbara, dispensing with a second reading. Mr. Porter called roll. Vote: All Aye.

Resolution 2021-092 passed this 16th day of November, 2021.

Sheriff Contract Renewal

Mr. Warrick reported the current contract with the Hamilton County Sheriff’s Office expires March 31, 2022. He noted the Township must give the Sheriff’s Office 90 days written notice if we want to renegotiate the contract.

October Financial Reports

Mr. Warrick reported we are 10 months or 83% through the year and all revenues are above budget except for one of the JEDZ which is about eight percent behind. He said we have spent about 75% of our budget. He pointed out the only department over budget for spending is the Fire Department which has spent 87.5% of its budget for the year. He said the resolution amending appropriations the Board will be asked to consider later in the meeting will solve some of the issues in the Fire Department budget and in a few other areas in which we did not appropriate enough money. Mr. Warrick reported the closing of the month went well with no balancing issues.

Resolution – Amending 2021 Appropriations

Mr. Warrick stated he had a resolution amending 2021 appropriations for the Board to consider. He stated appropriations had to be amended due to the fact that the Board decided not to retire the bond anticipation note for the new maintenance building. Mr. Warrick reported in addition, we had to set up a new capital fund for the Larchview Avenue Road Project because the State required the money for the project be encumbered this year. He stated the total cost of the project is \$4,650,831.00 which is the amount of money paid into the project. He said in the end, the only cost to the Township will be about \$1,072,000.00. Mr. Warrick explained this is because a State Agency, LTIP, pays a portion; the County has already paid their reimbursement of \$807,000.00; and Greater Cincinnati Waterworks will reimburse at a total of \$1.3 million of which we already have \$1.1 million. He said it will be easy to track and clear out when the project ends.

Mr. Warrick stated the other increases to the appropriations proposed are where we think we might run short from the original appropriations, and he does not foresee that we will need to anything else for this year.

The resolution “Amending 2021 Appropriations, Dispensing with a Second Reading and Declaring an Emergency” was presented by Mr. Warrick. A motion to approve was made by Mr. Weidman, seconded by Mr. LaBarbara. Mr. Porter called roll. Vote: All Aye.

Resolution 2021-093 passed this 16th day of November, 2021.

Resolution – Authorizing and Directing a Transfer of Funds to Reconcile Budgets and Appropriations and Dispensing with a Second Reading

Mr. Warrick reported in conjunction with the resolution amending appropriations, he had a resolution for the Board’s consideration to move \$200,000.00 from the Central JEDZ to the Fire Department. He said the Township should come up with a plan for the Fire Department due to the cost of the department. He noted we are attempting to take less money out of the JEDZ in the

2022 budget because we have been taking more money out of the JEDZ than is coming into the JEDZ.

The resolution "Authorizing and Directing a Transfer of Funds to Reconcile Budgets and Appropriations and Dispensing with a Second Reading" was presented by Mr. Warrick. A motion to approve was made by Mr. Weidman, seconded by Mr. LaBarbara. Mr. Porter called roll. Vote: All Aye.

Resolution 2021-094 passed this 16th day of November, 2021.

Purchase Orders Over \$5,000.00

Mr. Warrick presented the following purchase order for approval and explained each of them:

117-2021	Blanket	KTC Xmas PGR Security	\$28,000.00
724-2021	US Bank	Various Purpose Refunding Bonds	\$557,350.00
725-2021	US Bank	2014 General Obligation Bonds	\$138,375.00
726-2021	Ford Development	Dillonvale Culverts	\$182,767.75
733-2021	Duke Energy	Gas & Electric Fire Stations	\$15,000.00
748-2021	YMS Construction	Shelter 3 Repair	\$39,806.00
750-2021	Cincinnati Schools	TIF School Payment	\$256,835.26
751-2021	Siteone Landscape Supply	Landscape Material	\$6,732.40
753-2021	Phoenix Safety Outfitters	Uniforms	\$5,000.00
757-2021	Ford Development	Larchview Project	\$4,650,831.02

Mr. Weidman made a motion to approve these requests. Mr. LaBarbara seconded the motion. Mr. James noted the purchase order numbers for the record. Mr. Porter called roll. Vote: All Aye.

Fiscal Officer Report

Pay Bills and Read Receipts

The receipts in the amount of \$2,860,222.93 and disbursements in the amount of \$1,904,823.32 for November 16, 2021 were read by Mr. Porter 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 to approve was made by Mr. Weidman, seconded by Mr. LaBarbara. Mr. Porter called roll. Vote: LaBarbara: Aye; James: Aye; Weidman: Aye

Trustee Comments

Mr. Weidman congratulated Trustee-Elect Tracy Schwegmann and encouraged Chairman James to include her in tonight's executive sessions.

Mr. LaBarbara also congratulated Trustee-Elect Tracy Schwegmann. He also reported World War II Veteran and Navy Seaman, Jim Hines, who was the guest of honor at the 2021 Silverton – Deer Park – Sycamore Township Memorial Day Parade had passed away.

Mr. James also congratulated Ms. Schwegmann and Mr. Weidman on his re-election. He also thanked Mr. LaBarbara for his years of service. Mr. James stated he had asked Mr. Desai about including Ms. Schwegmann attend the executive sessions and asked Mr. Desai to tell everyone what he told Mr. James about including her.

Mr. Desai stated Ms. Schwegmann is not a Trustee or employee so there is no attorney-client relationship with her at this time. He said she may be included in some of the executive session topics but there are others she will have to be excused from so that there may be open discord between the Trustees and Law Director.

Announcement Changes

Mr. James reported the Citizen Finance Committee Meeting is Wednesday, November 17th at 6:00 p.m. and then referred people to the website calendar for other events.

Executive Session

A motion was made by Mr. James, seconded by Mr. Weidman, to adjourn the meeting to executive session with Law Director Deepak Desai as permitted by Ohio Revised Code Section 121.22 to consider the following: compensation of public employees or officials; to review negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment; to consider the employment of a public employee; to discuss sale of township property; and to discuss pending litigation.

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

Mr. James invited Mr. Porter, Mr. Warrick, Mr. Kellums, Mr. Miller, Chief Penny, Ms. Beth Gunderson and, to the extent possible, Ms. Schwegmann, into the executive session with the Trustees and Law Director.

End Regular Session: 7:58 p.m.

Begin Executive Session: 8:06 p.m.

End Executive Session: 9:55 p.m.

Back in Regular Session: 10:02 p.m.

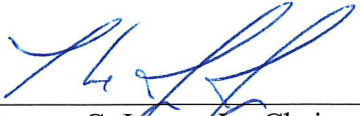
Mr. Warrick called roll. All three Trustees indicated they were present.

A motion was made by Mr. Weidman, seconded by Mr. LaBarbara, to approve the HRA increases in premium for 2022 and fully fund seeding HSAs (Health Savings Accounts) for those who switch to the one of the HSA Plans in 2022.

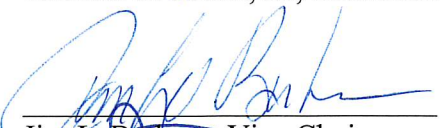
Mr. Porter called roll. Vote: Mr. LaBarbara: Aye; Mr. James: Aye; Mr. Weidman: Aye.

A motion was made by Mr. Weidman, seconded by Mr. LaBarbara, to adjourn the meeting.
Mr. Porter called roll. Vote: All aye.

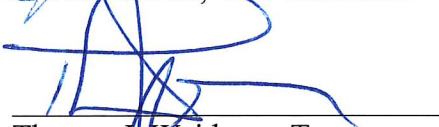
The meeting adjourned at 10:03 p.m.



Thomas C. James, Jr., Chairman



Jim LaBarbara, Vice Chairman



Thomas J. Weidman, Trustee



Robert C. Porter III, Fiscal Officer
11/16/2021