

RECORD OF PROCEEDINGS

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

April 19, 2022

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

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

The invocation from All Saints Church was read by Mr. Kellums.

Pledge to the Flag.

Approval of the April 5, 2022 Zoning Public Hearing Minutes

The April 5, 2022 Zoning Public Hearing minutes were presented for approval. Mr. James made a motion, seconded by Ms. Schwegmann, to accept them.

Mr. Porter called roll. Vote: Mr. James: Aye; Ms. Schwegmann: Aye; Mr. Weidman: Aye

Approval of the April 5, 2022 Trustee Meeting Minutes

The April 5, 2022 Trustee meeting minutes were presented for approval. Mr. James made a motion, seconded by Ms. Schwegmann, to accept them.

Mr. Porter called roll. Vote: Mr. James: Aye; Ms. Schwegmann: Aye; Mr. Weidman: Aye

Mr. Weidman introduced Andrew Brossart who he said would address the Board in regard to bonds coming due on the one-year rollover for the maintenance storage facility in the rear of the Township Administrative Complex.

Bond Presentation – Andrew Brossart

Mr. Andrew Brossart, of Bradley Payne Advisors, LLC, addressed the Board. Mr. Brossart reported the one year note for \$4,275,000.00 issued last year is due on May 3, 2022. He said there will be a \$275,000.00 payment plus interest on the remaining \$4 million. Mr. Brossart said he met with the Township to review options. He noted this is not a general obligation bond, it is a TIF revenue obligation bond so there is no pledge of a long-term general obligation of the Township, it is paid with TIF revenue from all the different TIF districts. He recommended taking it out long term since the current interest rate of 4.75% is good considering interest rates are now rising. He said the investor has submitted a term sheet and is ready to move quickly to get this closed before May 3rd.

The Board asked questions of Mr. Brossart.

Mr. James asked if there would be any merit in paying this off since interest rates are higher. He noted the Board had considered that last year but opted to renew the note since the interest rate was so low at the time.

Mr. Brossart answered a lot of communities are locking in rates before they rise, converting short term to long term financing, and holding onto cash.

Mr. Weidman said he is opposed to paying this off using unencumbered TIF funds as it would hinder the Township's ability to negotiate with the state to take pressure off the general fund. He stated debt is only bad if you cannot pay it and the Township can pay it with established TIFs that generate revenue. He added it also helps the Township's credit rating and it is the right thing to do.

Mr. James stated it may be, but this was added to the agenda today and he is asking questions to make an informed decision. He then asked about the transaction charges.

Mr. Brossart answered if the Township reissues another note it would be in the range of \$12,000.00 to \$15,000.00.

Ms. Schwegmann agreed it is reasonable to assume interest rates are going higher and reserving cash on hand is prudent, therefore, she agrees with what Mr. Brossart proposed.

Mr. Porter stated he did not have concerns about it noting a 4.75% interest rate is still relatively low.

Mr. Weidman stated the Board should hold a special meeting to take care of this before the 3rd of May. It was decided that a special meeting will be scheduled once the paperwork is ready.

Public Comments

Mr. Gene Medl, of 4208 Larchview Drive, addressed the Board. Mr. Medl stated he has been a resident on Larchview since 1967 is very pleased with the police, maintenance department and schools in the Township. He discussed concerns about speeding in 25 MPH zones at the intersection of Larchview and Plainfield Roads.

Mr. Weidman asked Mr. Kellums if a speed sign could be placed there.

Mr. Kellums answered there is one already placed on Plainfield Road that could be moved back towards the intersection. Mr. Kellums reported part of the Plainfield Road / Larchview Drive Road Project currently underway involves reducing Plainfield Road to one lane in each direction to help slow down traffic. He said there will be a turn lane for both directions so that people can get in their driveways and parking on one side.

Sheriff Patrol Report

Lt. Tarr reported thefts from the blue mailboxes outside of the post offices is still an issue and stated people should refrain from using them and take their mail inside the post office.

EMS/Fire Report

Chief Penny stated the Fire Department is required to have building information, such as floor plans and hazards stored in the building, when they are called for a fire run. He reported on a new very inexpensive, web-based program designed by Captain Ben Haag and himself to access data on buildings and residences in the Township on any device. He showed examples of the data available and stated he plans to put a QR code in flyers and in the newsletter that will direct businesses and residents to a form they may complete to send emergency contact information and more to his email to add to the program. Chief Penny said there will be a QR code generated for each business that can be placed by their door to allow fire personnel access to the building plans on their phone when they arrive onsite.

Planning & Zoning Report

Mr. Miller reported he had one nuisance property resolution for the Board's consideration noting complaints had been received about it from neighboring property owners and the owner has not been responsive. He showed photos of the violations.

Resolution – 7760 E. Kemper Road Nuisance Property

The resolution "Providing for and Authorizing Removal of Vegetation, Garbage, Refuse and Other debris and Declaring a Nuisance for the Property Located at 7760 E. Kemper Road, Sycamore Township, OH 45249" was presented by Mr. Miller. Mr. James made a motion to approve the resolution, seconded by Ms. Schwegmann, dispensing with a second reading. Mr. Porter called roll. Vote: All Aye.

Resolution 2022-031 passed this 19th day of April, 2022

Mr. Miller also reported on the CIG development on Kenwood Road saying the Residence Inn did submit their zoning application which has been approved by the Township and submitted to Hamilton County Building Department for review. He stated a temporary certificate of occupancy has been issued by Hamilton County for the at least part of the multi-family residential portion of the project, but they have not yet gotten final zoning approval.

Mr. Miller reported he would be meeting the next day with the Reading Road Corridor Group to review a final draft of the corridor plan.

Roads, Maintenance & Recreation Report

Mr. Kellums reported an employee in the Maintenance Department had resigned and requested a motion from the Board to hire Jonathan Ragan for that open position.

Mr. James made a motion, seconded by Ms. Schwegmann, to hire Jonathan Ragan for the position Mr. Kellums described. Mr. Porter called roll. Vote: All Aye.

Mr. Kellums reported Trash Bash will be held at Bechtold Park this coming weekend. He noted the Trash Bash held in the northern portion of the Township a couple of weeks ago started off slow due to weather but got busier. He said he expects this one to be very busy since warm weather is forecasted.

Mr. Kellums reported Happiness Way was paved and striped and will be re-opened. He pointed out there will then be a traffic study to see how the traffic is affecting the neighborhood before a decision is made whether to keep that street open or close it again.

Mr. Kellums reported the Township held document shredding by Document Destruction for residents on Saturday, April 16th which was a very popular event. He said over 16,000 pounds (8 tons) of paper was shredded in four hours.

Mr. Kellums said he attended a SORTA presentation about the 2022 Grant Program. He reminded the Board a SORTA Grant was obtained last year for Montgomery Road sidewalks and said we will be submitting again for a similar grant this year. He noted Steve Reutelshofer has been handling the grants and has done a great job.

Mr. Kellums reported he had a resolution for the Board's consideration to contract with Strand Associates for the engineering for Montgomery Road sidewalks.

Resolution – Authorizing a Contract with Strand Associates, Inc. for Engineering Services
The resolution “Authorizing a Contract with Strand Associates, Inc. for Engineering Services, Dispensing with a Second Reading and Declaring an Emergency” was presented by Mr. Kellums. Mr. James made a motion to approve the resolution, seconded by Ms. Schwegmann. Mr. Porter called roll. Vote: All Aye.
Resolution 2022-032 passed this 19th day of April, 2022

Mr. Kellums reported he had a resolution for the Board's consideration to prohibit parking on Pine Road due to the business at the end of the cul-de-sac using it for parking every day even though there is ample parking in their lot.

Resolution – Designating No Parking on Portions of Pine Road in Sycamore Township
The resolution “Designating No Parking on Portions of Pine Road in Sycamore Township” was presented by Mr. Kellums. Mr. James made a motion to approve the resolution, seconded by Ms. Schwegmann, dispensing with a second reading. Mr. Porter called roll. Vote: All Aye.
Resolution 2022-033 passed this 19th day of April, 2022

Mr. Weidman requested Mr. Kellums work with Mr. Brossart and schedule a special meeting for the bond issue.

Chief Penny praised the township maintenance crews for going out of their way to help people at the Trash Bash events. All agreed they work very hard.

Mr. Kellums noted the South Trash Bash will offer hazardous waste disposal.

Mr. James asked about the street sweeper truck the Board had approved purchasing with Symmes Township.

Mr. Kellums answered we are still waiting on it. He said like any vehicle people wish to purchase these days it is difficult to get.

Law Director Report

Mr. Barbieri stated he had nothing to report.

Administrator Report

Mr. Kellums reported on gas aggregation and reminded the Board that Mr. Dan Deters of Energy Alliance had addressed them about the instability of that market. He stated Energy Alliance now recommends going back to Duke Energy's pricing for the summer in hopes of securing a better rate for aggregation in the fall.

Mr. Kellums reported he had a resolution for the Board's consideration setting the rate of pay for the new maintenance employee the Board approved to hire earlier in the meeting.

Resolution – Setting the Rate of Pay for a Newly Hired Township Employee

The resolution "Setting the Rate of Pay for a Newly Hired Township Employee" was presented by Mr. Kellums. Mr. James made a motion to approve the resolution, seconded by Ms. Schwegmann, dispensing with a second reading. Mr. Porter called roll. Vote: All Aye. Resolution 2022-034 passed this 19th day of April, 2022

Mr. Kellums reported he had a resolution for the Board's consideration to set up a new Special Events Committee.

Resolution – Creating a Special Events Committee and Establishing Bylaws

The resolution "Creating a Special Events Committee and Establishing Bylaws" was presented by Mr. Kellums. Mr. James made a motion to approve the resolution dispensing with a second reading.

Ms. Schwegmann asked for clarification on the section in the bylaws about how many members constitute a quorum.

Ms. Schwegmann seconded the motion. Mr. Porter called roll. Vote: All Aye. Resolution 2022-035 passed this 19th day of April, 2022

Mr. James said the subject of insurance for the Sycamore Township / City of Deer Park JEDD was brought up in their meeting earlier that evening. He noted the Trustees must approve funding for it.

Mr. Kellums requested a motion to approve funding for insurance for the JEDD in an amount not to exceed \$2,700.00.

Mr. James made a motion authorize the purchase of insurance for the JEDD Board for the coming year in an amount not to exceed \$2,700.00. Ms. Schwegmann seconded the motion. Mr. Porter called roll. Vote: All Aye.

Mr. Kellums brought up discrepancies in which entities purchased insurance policies for the JEDZ Boards saying two of the district's insurance policies were purchased by the JEDZ itself

and two by the CIC. He said that was a change from prior practice done by the temporary person the Township had hired to help with UAN, and he was not sure why that was done.

Purchase Orders Over \$5,000.00

Mr. Kellums presented the following purchase orders over \$5,000.00 for approval noting all of them had been appropriated:

22-139-1	Blanket Vendor	Admin Utilities	\$19,136.22
22-216	W.A. Jones	Drawer Pkg Mechanic Truck	\$8,685.66
22-219	U.S. Bank	Balance to Port Authority	\$748,557.52
22-222	Pacewell 2 LLC	ESID 7900 E. Kemper Rd.	\$60,975.34
22-223	Pacewell 2 LLC	ESID 7450 Keller Rd.	\$96,565.22
22-224	Pacewell 3 LLC	ESID 11500 Northlake Dr.	\$51,267.05
22-225	Enterprise Tech. Solutions	CAGIS Membership	\$8,060.00
22-227	Professional Cabling Solutions	Intersection Camera-Kenwood	\$38,899.49
22-229	US Bank	2016 Various Purpose Bonds	\$123,850.00
22-230	US Bank	2014 TriHealth Payment	\$52,525.00
22-231	US Bank	2021 Road Imp. Payment	\$283,645.00

He pointed out the ESID payments were pass through payments for which the Township has already received the money.

Mr. James made a motion to approve purchase orders as listed by Mr. Kellums.
Ms. Schwegmann seconded.

Mr. James asked if the cameras in the intersection are replacements or additions.

Mr. Kellums answered these cameras will supplement the existing and are more versatile.

Mr. Porter called roll. Vote: All Aye.

Fiscal Officer Report

Pay Bills and Read Receipts

The receipts in the amount of \$365,695.63 and disbursements in the amount of \$1,631,515.32 for April 19, 2022 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. James, seconded by Ms. Schwegmann.
Mr. Porter called roll. Vote: Mr. James: Aye; Ms. Schwegmann: Aye; Mr. Weidman: Aye

Trustee Comments

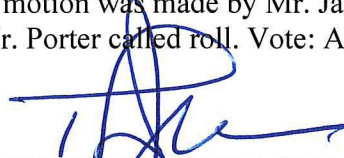
Ms. Schwegmann stated she had the pleasure of presenting the Trustees' proclamation to Jennie Marble to honor her 100th birthday saying Carriage Court put on a festive afternoon for her and she received hundreds of cards from area children. Ms. Schwegmann said the newsletter is out and she is hearing from people that they are excited for the Food Truck event at Bechtold Park on June 25th.

Mr. James stated he has been hearing people are excited for the bands the Township has set up to play in Bechtold Park this summer. He also welcomed Scouts from Pack 163 who were watching the meeting.

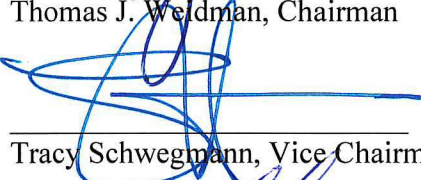
Announcement Changes

Mr. Weidman referred people to the website calendar for details on all meetings and events.

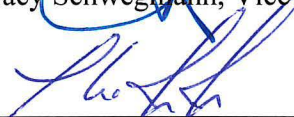
A motion was made by Mr. James, seconded by Ms. Schwegmann, to adjourn the meeting. Mr. Porter called roll. Vote: All Aye. The meeting adjourned at 7:50 p.m.



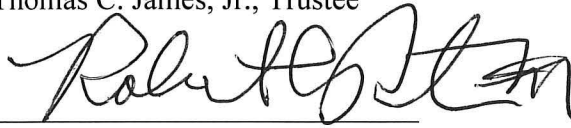
Thomas J. Weidman, Chairman



Tracy Schwegmann, Vice Chairman



Thomas C. James, Jr., Trustee



Robert C. Porter III, Fiscal Officer
04/19/2022