

RECORD OF PROCEEDINGS

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

Tuesday, October 3, 2023, 7:00 p.m.

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

Present for the meeting were Chairman Schwegmann, Vice Chairman Weidman, Trustee James, Fiscal Officer Deters, Assistant Law Director Katherine Barbiere, Administrator Kellums, Superintendent Reutelshofer, Planning & Zoning Administrator Uckotter, Fire Chief Penny, and Lt. Tarr from the Hamilton County Sheriff's Office.

The invocation was read by Mr. Kellums.

Pledge to the Flag.

Approval of the minutes from the September 19, 2023 Zoning Public Hearing

The September 19, 2023 Zoning Public Hearing minutes were presented for approval.

Mr. Weidman made a motion to accept them, seconded by Mr. James.

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

Approval of the September 19, 2023, Trustee Meeting Minutes

The September 19, 2023, Trustee Meeting minutes were presented for approval. Mr. Weidman made a motion to accept them, seconded by Mr. James.

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

Presentation – Hamilton County Commissioner Denise Driehaus

Hamilton County Commissioner Denise Driehaus addressed the Board thanking them for the opportunity to speak. She stated she was present to ensure Sycamore Township is aware of opportunities to partner with the County. She described the County's budget process and a recent pay study the County conducted. Commissioner Driehaus reported on County services and grant programs that are available to the Township and described Sycamore Township's past success with Hamilton County Grants.

Public Comments

Sophia Holley, an attorney with Keating Muething & Klekamp, 1 E. 4th St., Cincinnati, OH 45202, addressed the board regarding the resolution on the agenda for Case 2023-06MA for Shoppes of Kenwood. Ms. Holley discussed her client's request for changes to the resolution to be considered by the Board. She argued that some sections of the resolution were not applicable to the case and discussed the requirement of a masonry enclosure around the cardboard behind the shopping center. It was noted that it was determined at the prior meeting that if the masonry enclosure proves not to be feasible, Mr. Uckotter could approve an alternative as a Minor Adjustment to the PUD. Mr. Uckotter stated this was reflected in the September 19, 2023 Trustee meeting minutes and would be in the record of proceedings for this meeting also. Ms. Holley

went on to request clarification on additional items including a landscape plan and parking in the rear behind McAlister's Deli, and requested a modification to Exhibit A regarding the dumpster in the notch of the building in the east access lane.

There was a discussion about the requested modification. Ms. Holley then brought up Item 15 of Exhibit A requiring a lock on the rear garage door. The Trustees discussed expanding that condition to any tenant and not just the current tenant. Ms. Holley reiterated that Sections 4 and 5 of the resolution were not applicable to their case. It was explained that those reviews may be necessary for new tenants or future construction and Mr. Uckotter pointed out it states the requirements may be waived by the Zoning Administrator.

The Board made two modifications to the proposed resolution as a result of the above discussion which would be formally presented later in the meeting.

Brian Haigh, of 4106 Jud Drive, Cincinnati, OH 45236, addressed the Board. Mr. Haigh discussed his concerns about alleged zoning violations on his property. The Board requested Mr. Haigh work with staff to come into compliance.

Sheriff Patrol Report

Lt. Tarr stated he had no report.

EMS/Fire Report

Chief Penny reported that the Fire Department had made multiple runs to a certain resident in the Township who had fallen multiple times getting into her bathroom. He stated that two of the Township's paramedics, Brandon Manor and Jason Williams, have volunteered to redo her bathroom to make it handicap accessible. The Board extended their appreciation to Mr. Manor and Mr. Williams.

Planning & Zoning Report

Resolution – Case 2023-06MA

The resolution "Approving a Major Adjustment with Conditions to the Site Plan for an Approved Planned Unit Development for the Shoppes of Kenwood, 7700-7724 Montgomery Road" was presented by Mr. Uckotter. Mr. Uckotter noted that the resolution includes the two modifications discussed earlier in the meeting. Mr. Weidman made a motion to approve the resolution, seconded by Mr. James, dispensing with a second reading.

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

Resolution 2023-078 passed this 3rd day of October, 2023

Mr. Uckotter presented two nuisance property resolutions for the Board's consideration and displayed photos of the violations on the properties.

Resolution – 8344 Kenwood 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 8344 Kenwood Road, Sycamore Township, OH 45236" was presented by Mr. Uckotter. Mr. Weidman made a motion to approve the resolution, seconded by Mr. James, dispensing with a second reading.

Mr. Deters called roll. Vote: James: Aye; Schwegmann: Aye; Weidman: Aye
Resolution 2023-079 passed this 3rd day of October, 2023

Resolution – 8513 Needlewood Court 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 8513 Needlewood Court, Sycamore Township, OH 45236” was presented by Mr. Uckotter. Mr. Weidman made a motion to approve the resolution, seconded by Mr. James, dispensing with a second reading.

Mr. Deters called roll. Vote: James: Aye; Schwegmann: Aye; Weidman: Aye
Resolution 2023-080 passed this 3rd day of October, 2023

Roads, Maintenance & Recreation Report

Mr. Reutelshofer reported that the parks department has been busy updating plantings and installing new picnic tables at Kenwood Gardens. He noted Kenwood Gardens’ popularity has increased with its proximity to the new Graeter’s Ice Cream location.

Mr. Reutelshofer reported on the 2023 Cape Seal Road Program. He said he sent a letter to Strawser Construction on September 20th stating that the Township is not accepting the project and requesting a meeting. Mr. Reutelshofer stated he met with them last week to discuss concerns and they will hire a third party, the National Center for Pavement Preservation, to assess the project. He said the Township will meet with ODOT District 8 lab engineer construction auditor and the warranty coordinator next week to evaluate the project and to discuss the ODOT specifications for the project. He reiterated that the Township has not accepted the project yet and the contractor has not yet been paid.

Mr. Reutelshofer reported there was an article in the Cincinnati Enquirer about Sorta grants in which Sycamore Township was mentioned. He stated SORTA has awarded the Township a grant for the Finley Lane Sidewalk Project covering 90 percent of the project cost; approximately \$236,000.00. He stated the project will include constructing a sidewalk on the north side of Finley from the Indian Hill Corp Line to Montgomery Road.

Mr. Reutelshofer reported the Township also received a SORTA grant for the Kenwood Road Improvement Project covering 90 percent of the project cost; approximately \$4.2 million. He said the project limits are from Montgomery Road to Galbraith Road and will include curb replacement, decorative sidewalk replacement, new curb ramps, resurfacing of the road, decorative pavement markings, and illuminated street signs at Orchard Lane. He noted the limits from Galbraith Road to the City of Blue Ash Corp Line will include spot curb repairs, resurfacing of pavement, and new pavement markings.

Mr. Reutelshofer reported that the Maintenance Department has completed the 2023 sidewalk repairs in the southern section of the Township and has now started work in the northern section of the Township. He said we are also finishing up the 2023 crack sealing of streets and the Schuler Park walking path.

Mr. Reutelshofer reported curbside leaf pickup will begin on October 16th and the Monthly Brush Chipping is scheduled for Saturday, October 14th at the Township Administration Building.

Resolution – Authorizing the Trade-In of an Existing Brush Bandit Model 100

The resolution “Authorizing the Trade-In of an Existing Brush Bandit Model 100 and Dispensing with a Second Reading” was presented by Mr. Reutelshofer. Mr. Weidman made a motion to approve the resolution, seconded by Mr. James.

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

Resolution 2023-081 passed this 3rd day of October, 2023

Mr. James asked if TEC has submitted any reports to the Township since the public comment period for the Kenwood Traffic Study ended.

Mr. Reutelshofer stated he had not heard from TEC but would follow up with them.

Mr. James asked Mr. Reutelshofer to look at the former Taco Bell site as there is rubble and broken glass on the property.

Law Director Report

Ms. Barbieri stated there was nothing to report from the Law Director.

Administrator Report

Mr. Kellums said he is continuing to work with Hamilton County and Flock regarding the Flock cameras. He stated after we gave them samples, Flock commented that they have concerns about the existing cameras’ nighttime vision capabilities.

Mr. Kellums said the Property and Casualty Insurance was delayed in underwriting, so he does not have a price for the Board yet. He reported we are also waiting on the medical insurance quote. He said it would be interesting to see that price as we have had four months of moratorium so he cannot imagine why that price would not go down. Mr. Kellums reminded the Board that the Township previously had a million-dollar deficit in the Health Plan Consortium, and we now have a \$400,000.00 surplus.

Purchase Orders Over \$5,000.00

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

23-69-4	Blanket Vendor	Fire Contract Services	\$5,791.44
23-152	Indian Hill Schools	2 nd ½ School Payment	\$3,172,539.80
23-153	Great Oaks Career Campuses	2 nd ½ School Payment	\$187,095.57
23-154	Princeton City Schools	2 nd ½ School Payment	\$248,313.24
23-155	Sycamore Schools	2 nd ½ School Payment	\$93,719.91
23-156	Deer Park Schools	2 nd ½ School Payment	\$560,866.56
23-157	Huntington National Bank	1 st ½ 2022 Pay 2023 to Port	\$30,443.88
23-158	U.S. Bank National Association	Balance of Fund 43 to Port	\$758,183.97
23-159	Huntington National Bank	Balance of Fund 55 to Port	\$13,841.00

Mr. Weidman made a motion to approve the purchase orders as listed. Mr. James seconded the motion. Mr. Deters called roll. Vote: James: Aye; Schwegmann: Aye; Weidman: Aye

Mr. James asked Mr. Kellums if the mat outside of the lobby doors to the Administration Building could be replaced as it is in disrepair.

Mr. Reutelshofer stated he and Assistant Superintendent Gould had a conversation about the mat the previous week and Mr. Gould is looking into getting something similar to replace it.

Mr. James asked Mr. Kellums about the status of applicants for the finance committee.

Mr. Kellums stated he had passed applicants to Mr. Deters who gave them to Ms. Woodke to work on and she has since resigned. He deferred to Mr. Deters, the Chair of the committee.

Mr. Deters said Ms. Woodke was to run point on that and she resigned Sunday evening. He said he would speak to Ms. Campbell about it.

Mr. James requested Mr. Deters share the resumes for the committee with the Board.

Fiscal Officer Report

Pay Bills and Read Receipts

The receipts in the amount of \$132,244.06 and disbursements in the amount of \$5,540,769.70 for October 3, 2023, 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. Weidman made a motion to approve the receipts and disbursements. Mr. James seconded the motion. Mr. Deters called roll. Vote: James: Aye; Schwegmann: Aye; Weidman: Aye

Trustees Comments

Mr. James reported he took a behind-the-scenes tour of the Board of Elections. He reported tomorrow at 2:20 p.m. there will be a nation-wide alert test.

Announcements

Ms. Schwegmann announced the Monthly Brush Chipping is scheduled for Saturday, October 14th at the Township Administration Building and curbside leaf pickup will begin on October 16th. She also noted Trick-or-Treat in Sycamore Township will be the traditional October 31st from 6:00 p.m. to 8:00 p.m. She then encouraged people to see the website calendar for meeting and event information.

Mr. Weidman made a motion to adjourn, seconded by Mr. James. Vote: All Aye

The meeting was adjourned at 8:40 p.m.



Tracy Schwegmann, Chairman



Thomas J. Weidman, Vice Chairman



Thomas C. James, Jr., Trustee



Jonathan T. Deters, Fiscal Officer
Regular Meeting 10/03/2023