

RECORD OF PROCEEDINGS

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

Wednesday, November 1, 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, Captain Jeff Newman with the Sycamore Township Fire Department, and Lt. Barbara Stuckey from the Hamilton County Sheriff's Office. Fire Chief Penny and Lt. Tarr were absent.

The invocation was read by Mr. Kellums.

Pledge to the Flag.

Approval of the October 17, 2023, Trustee Meeting Minutes

The October 17, 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

Proclamation Pancreatic Cancer Awareness

"A Proclamation in Recognition of Pancreatic Cancer Awareness Month" in Sycamore Township was read by Ms. Schwegmann.

The Proclamation passed this 1st day of November, 2023.

Public Comments

Tom Brockman, 8685 Sturbridge Drive, addressed the Board. Mr. Brockman stated he is the Sturbridge HOA President and he has two concerns, one of which, the playground area, has been addressed. He then expressed concerns about the 2023 Road Program and the quality of the work performed in Sturbridge. Mr. Brockman said Mr. Kellums was the head of roads at the time and had said it was a great product and then backpedaled. He then requested the Board have the product stripped off the roads in his subdivision and put down asphalt because the product that is down now is not acceptable. He asked if any of the Trustees had driven in Sturbridge, and they all answered that they had.

Mr. Weidman agreed there are spots that definitely are not acceptable.

Mr. James stated the entire roadway surface rumbles as you drive across it.

Mr. Brockman said the streets will not smooth out and asked the Board what they were going to do to fix it.

Mr. Weidman stated the problem will be addressed noting Sturbridge is not the only neighborhood that has some issues.

Mr. James asked Mr. Reutelshofer for a status update.

Mr. Reutelshofer answered he could go ahead and give his road report.

Mr. Weidman suggested letting Mr. Brockman finish speaking first.

Mr. Brockman stated he was finished he wanted to know what was going to be done to fix the roads.

Mr. Weidman stated he is sure it is going to get done as the Township has withheld the contractor's money and it is a \$900,000.00 project. He encouraged Mr. Brockman to stay for Mr. Reutelshofer's report later in the agenda.

Planning & Zoning Report

Mr. Uckotter reported he had two resolutions for the Board's consideration for the two Zoning Cases that were subject of a public hearing earlier that evening.

Resolution – Zoning Case 2023-12MA

The resolution "Approving a Major Adjustment with Conditions to an Approved Planned Unit Development for Northlake Commons, 11501 Northlake Drive and Dispensing with a Second Reading" was presented by Mr. Uckotter. He noted the resolution includes conditions as proposed by Zoning Commission unless amended by staff which is noted in bold font. Mr. James made a motion to approve the resolution as presented by Mr. Uckotter with the changes proposed by staff incorporated within. Mr. Weidman seconded the motion.

Mr. Deters called roll. Vote: James: Aye; Schwegmann: Aye; Weidman: Aye
Resolution 2023-086 passed this 1st day of November, 2023

Resolution – Zoning Case 2023-13MA

The resolution "Approving a Major Adjustment with Conditions to an Approved Planned Unit Development for Lemons & Limes Boutique, LLC, 7292 Kenwood Road and Dispensing with a Second Reading" was presented by Mr. Uckotter. He noted the conditions listed are from Zoning Commission and remain unchanged. 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 2023-087 passed this 1st day of November, 2023

Mr. Uckotter reported Wayne Contractors, the contractor hired by the property owner, would be on site the next day to begin demolition of the unsecure and unsafe structures at 12093 6th Avenue. He noted the property owner will pay the cost to demolish the house, which is on the parcel they own, and the Township will pay the \$2,150.00 to demolish the garage which is on a parcel owned by another party. Mr. Uckotter stated there is still one more unsafe structure we are working to remove on Kugler Mill Road. He noted that the money spent to demolish the garage will be assessed on the property owner's 2024 tax bill.

Sheriff Patrol Report

Lt. Stuckey reported on behalf of Lt. Tarr that the party involved in the wreck on I-71 that damaged car 79 is now accepting liability and the car is being repaired. She said Lt. Tarr and all

the officers wanted to thank the Board for providing candy to be passed out to children on Halloween. She said the officers and kids appreciate it and noted she has been with the department for years and Sycamore Township always outshines everyone else.

EMS/Fire Report

Captain Newman reported on behalf of Chief Penny. Captain Newman said the Fire Department was able to distribute candy on Halloween to children in the north and south areas of the Township. He said they teamed up with the Sheriff's department and it went very well. He said as soon as the kids see the fire trucks, they know what they're getting so it is enjoyable.

Captain Newman said the department is on track to exceed 5,000 runs this year which is about 200 over 2022. He reported the department is working with Sgt. Sovern and Lt. Tarr of the Sheriff's Office to have a rescue task force exercise at Moeller High School on November 7th at 9:00 a.m. He said the main difference this year compared to years prior active shooter drills is that there will be a fire alarm activation right after the shooting begins. He pointed out parents of students have been notified about the exercise.

Ms. Schwegmann thanked Moeller High School for working with the fire and sheriff departments and allowing them to do this exercise.

Captain Newman described an industrial emergency for municipalities training he attended at Texas A & M University.

Roads, Maintenance & Recreation Report

Mr. Reutelshofer reported that staff has completed maintenance repairs, including asphalt pavement repairs and crack sealing, to the Schuler and McDaniel Park walking paths. He said the play fields behind the Administration Building were top-dressed and over-seeded last week to fill in deviation in the play field. He said the fields will be closed most of next year.

Mr. Reutelshofer reported on the 2023 Road Program stating the Township will have a third-party inspector, a hired consultant from WSP, do an evaluation of the project next week. Afterwards, he, Mr. Gould, Mr. Kellums, and our inspector will meet with the contractor and the contractor's third-party representative from the National Pavement Preservation Association.

Mr. James asked if there is a process in the contract that requires an appraisal type procedure in which each party gets the neutral third party.

Mr. Reutelshofer answered yes, we are in negotiations. Mr. Reutelshofer then responded to Mr. Brockman's public comments by saying he has been the Roads Superintendent all year, so it was he, not Mr. Kellums, who was involved with the bidding and planning process for the 2023 Road Program. Mr. Reutelshofer reported the roads do smooth out over time noting Kennedy Avenue and Glenover Road were done previously if Mr. Brockman wanted to check those out.

Mr. Brockman said he knew someone there who said the product wasn't good.

Mr. Reutelshofer said that the product is not asphalt, it is a pavement preservation product to extend the life of the roads seven to eight more years before we have to pave them.

There was a discussion about how the discussion with the third-party inspectors and contractor would proceed and what would happen if an agreement could not be reached. Mr. James asked if it would go to litigation or arbitration.

Mr. Reutelshofer said the results of the discussion will be brought to the Board to decide the next steps. He noted it is an almost \$900,00.00 project and the contractor has not been paid one dime.

Mr. Kellums stated if an agreement is not reached it will go to litigation. He noted 13 miles of road were done this year and we are not saying none of those are acceptable. He said most of the issues are in cul de sacs and intersections. He said some are improving over time, others are not. He noted the worst is on Westover where the contractor came back and patched it and made it even worse. Mr. Kellums said we will be negotiating with the contractor, Mr. Reutelshofer has been on top of it the whole time but for us to expect a redo of 13 miles of road is unrealistic.

Mr. Weidman stated that some areas in Sturbridge are fine, such as the straightaways for the most part. He said the issues are in the cul de sacs and intersections where the product was applied by hand instead of an automatic application by a machine.

Mr. James asked Mr. Reutelshofer for clarification on when the contractor was told to stop work in Sturbridge and if there was more work that was to be done on the straightaways.

Mr. Reutelshofer answered that the contractor was told to stop when they came back to do repairs that were unacceptable after the project was completed. He added that there is a two-year warranty on the product and he and Mr. Gould have come up with a rating system and are going out and making notations of where there is an issue so this can be tracked in the future if there is a warranty claim.

Mr. Weidman addressed Mr. James comment about rumbling saying this is not a mill and fill, the goal is to preserve the roads at a much, much reduced cost and it is not going to be perfect like an extremely expensive mill and fill would be. He said this has worked before and there are issues this time which will be addressed.

Mr. Brockman noted he was present because homeowners in Sturbridge have been asking him about it.

Mr. Weidman said Mr. Brockman can report back to those who have asked about it and tell them that the Township is still engaging with the contractor and trying to figure out how to resolve it by getting experts on both sides to determine who's right and who's wrong so we can figure out how to fix it.

Mr. Reutelshofer reported we have the company's attention, noting the president of the company will be attending the meeting.

Ms. Schwegmann reiterated Mr. Kellums' point that we cannot expect 13 miles of road to be redone but there are obvious deficiencies she believes third parties won't be able to deny. She said she appreciates that Mr. Brockman has people asking him about it and hoped this exchange was helpful to him and that he knows neither staff nor the Board has forgotten about it. She said it is important to get it done and get it done right. She thanked Mr. Brockman for coming.

Mr. Reutelshofer reported leaf collection continues through December 18th. He said a third truck was added this week to the leaf collection routes, and a fourth truck will be added later, with the goal of servicing each street in the Township weekly.

Mr. Reutelshofer reported monthly brush chipping is Saturday, November 4th from 8:00 a.m. to 4:00 p.m. behind the Township Administration Building.

Ms. Schwegmann asked about the Snowplow Rodeo.

Mr. Reutelshofer answered A.J. Beach finished first in the Snowplow Rodeo and Mark Saylor finished first in the skid equipment operator out of all Townships. He said we have two outstanding employees.

Ms. Schwegmann said it sounds like fun and games but means they are operating heavy equipment properly and efficiently.

Mr. Reutelshofer said it is amazing, Mark Saylor wins every year.

Ms. Schwegmann congratulated them.

Mr. James thanked Mr. Reutelshofer for his prompt response when he emailed him about some issues.

Law Director Report

Ms. Barbieri reported she checked the docket that day and there was still no decision from the court on the Landmark Recovery case.

Administrator Report

Veterans Memorial Project

Mr. Kellums reported there will be an open-house style public meeting from 6:00 p.m. to 7:00 p.m. on November 14, 2023, before the Trustees meeting about the Veterans Memorial Project. He said people from Kleingers, the Legion, and staff would be present. He said there will be a PowerPoint and a questionnaire for the public to provide input. He said all that will be on the website for those who cannot attend the meeting.

Resolution – Appointing Jeff Uckotter to ESID Board

Mr. Kellums reported he had a resolution for the Board's consideration to replace Skylor Miller, the Township's former ESID Board member, with Jeff Uckotter.

The resolution "Appointing Jeff Uckotter to Serve on the Board of Directors of the Suburban Communities Energy Special Improvement District, Inc. and Declaring an Emergency" was presented by Mr. Kellums. 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 2023-088 passed this 1st day of November, 2023

Purchase Orders Over \$5,000.00

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

23-07-1	Duke Energy	Streetlighting	\$20,777.78
23-41-2	Blanket Vendor	Roads Utilities	\$9,623.85
23-71-3	Blanket Vendor	Fire Tuition	\$10,000.00
23-170	Hylant Admin. Services	Ohio Plan Insurance 2024	\$144,222.00
23-171	Cincinnati School District	Redstone School Payment	\$261,910.84

Mr. Weidman made a motion to approve the aforementioned purchase orders. Mr. James seconded the motion.

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

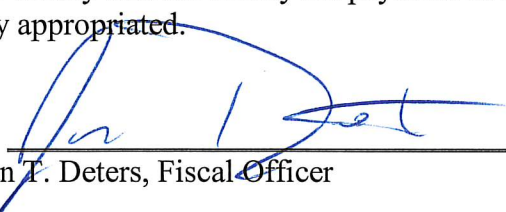
Mr. James asked if an advertisement for the finance committee had been posted.

Mr. Kellums answered yes, it is on the website.

Fiscal Officer Report**Pay Bills and Read Receipts**

The receipts in the amount of \$127,645.53 and disbursements in the amount of \$508,964.91 for November 1, 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. Weidman thanked Mr. Kellums for getting the Veterans Memorial idea to the forefront. He said he, Mr. Reutelshofer, Mr. Kellums, and George Glover were at Fairfield Township last Friday with Fairfield Township Assistant Administrator Chuck Goins and Trustee Mike Berding who were successful in obtaining Capital Grant funding for a new Veterans Memorial there. He said we are in the process of applying for the same grant and had an opportunity to walk their memorial and discuss the process with them. He said Mr. Kellums and Mr. Gould have visited seven other Veterans Memorials in preparation for the public meeting on November 14th. Mr. Weidman thanked Mr. Kellums for doing a great job putting the Veterans Memorial Project on the front burner and moving forward with it.

Ms. Schwegmann said, as someone with a grandfather who was a Sycamore Township veteran, she was eager to see this project advance and thanked Mr. Kellums.


Mr. James agreed it was a good project.


Announcements


Ms. Schwegmann stated Election Day was coming up on November 7th, with Hamilton County polling hours from 6:30 a.m. to 7:30 p.m. She stated Township offices will be closed on November 10th in observance of Veterans Day and the November Zoning Commission meeting is canceled due to lack of agenda. Ms. Schwegmann noted the next Trustee meeting will be November 14th at 7:00 p.m. and there will be an Open House regarding the Veterans Memorial Project on November 14th from 6:00 p.m. to 7:00 p.m. prior to the Trustee meeting. She encouraged people to see the website calendar for other meeting and event information.

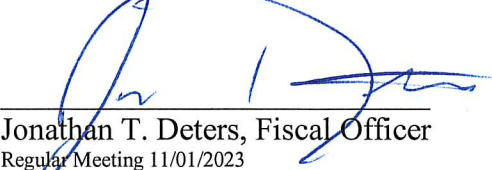
Mr. Weidman made a motion to adjourn, seconded by Mr. James. Vote: All Aye

The meeting was adjourned at 7:37 p.m.



Tracy Schwegmann, Chairman

Thomas J. Weidman, Vice Chairman

Thomas C. James, Jr., Trustee

Jonathan T. Deters, Fiscal Officer
Regular Meeting 11/01/2023