

RECORD OF PROCEEDINGS

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

Tuesday, December 19, 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, Law Director Barbieri, Administrator Kellums, Superintendent Reutelshofer, Planning & Zoning Administrator Uckotter, Lt. Kelby Thorson of the Sycamore Township Fire Department, and Lt. Tarr from the Hamilton County Sheriff's Office. Fire Chief Penny was absent.

The invocation was read by Mr. Kellums.

Pledge to the Flag.

Approval of the December 5, 2023 Trustee Meeting Minutes

The December 5, 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

Approval of the December 13, 2023 Special Trustee Meeting Minutes

The December 13, 2023 Special 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 – In Recognition of Jordan Marshall, Recipient of Ohio's Mr. Football Award

The Proclamation "In Recognition of Jordan Marshall, Recipient of Ohio's Mr. Football Award" and declaring December 20, 2023 "Jordan Marshall Day" in Sycamore Township was read by Mr. Weidman. The Proclamation passed on December 19, 2023.

Public Comments

Mr. Brain D. Haigh, of 4106 Jud Drive, addressed the Board in regard to a citation to housing court he received for a zoning violation. He stated that the summons was missing information and that he had to call to find out what date he was supposed to report. He asked questions about the citation and about zoning staff. Mr. Barbieri advised Mr. Haigh that his questions had to do with a court proceeding and should be asked in that venue. Mr. Haigh went on to discuss his views on the home-rule authority and zoning laws of the Township.

Mr. Chris Virgulak, of 8124 Starting Gate Lane, addressed the Board. Mr. Virgulak stated he is a former volunteer of the citizen finance committee and has been watching the Trustee Meeting and learning about the role of the Township staff, Administrator, Fiscal Officer, and Trustees in

how the Township is governed. He said this was Mr. James' last Trustee meeting and he would like to publicly thank him for his service on behalf of the residents. Mr. Virgulak stated in Mr. James' years as Trustee, residents have gained increased access to viewing the Township's governing process, additional financial information has been posted on the website, and most importantly, someone with a conservative approach to fiscal matters and a watchful eye over the Township's spending has had a seat at the table. He then thanked Mr. James for four years of service, saying he appreciates his commitment to always doing the right thing for all Township residents. Mr. Virgulak stated he hopes the Board of Trustees will follow through on their commitment to create a new citizens' finance committee and will continue to be transparent.

Ms. Tracy Hughes, of 4705 Duneden Avenue, addressed the Board. Ms. Hughes thanked Mr. James for his four years of service. She thanked the previous Board of Trustees for the opportunity to sit on the Board of Zoning Appeals for the last four years. She stated that her desire to continue to serve will not come to fruition; she would like to thank her fellow Board of Zoning Appeals Board members for their continued service and dedication to the community saying it has been an honor to participate and contribute to the Township.

Ms. Schwegmann thanked Ms. Hughes for her service.

Sheriff Patrol Report

Lt. Tarr reported he has heard from and heard of residents who do not report small thefts of personal items or suspicious behavior because they either do not want to bother the police or think there is nothing the police can do. Lt. Tarr stated it is true there is not a lot they can do if they do not catch people in the act, but he encouraged people to report these crimes so the Sheriff's Office is aware of them and can deploy resources in an effective manner. He said nothing is too trivial to report and will not take away from someone with a more serious problem. Lt. Tarr stated that the Sheriff's Office is available 24 hours a day, seven days a week to respond.

There was a discussion about this issue. Lt. Tarr requested the Board assist with getting that message out to residents noting they may call the non-emergency number at 513-825-2280 or call 911.

EMS/Fire Report

Lt. Thoreson thanked the Republican Club for the donation of food which was distributed to people in need through Matthew 25 Ministries. He reported there are still a lot of people requesting reflective address signs.

Planning & Zoning Report

Expiring Zoning Commission Terms

Mr. Uckotter requested a motion to re-appoint Zoning Commission members Steve Roos and Bill Swanson for terms expiring December 31, 2023. He stated Mr. Roos would be appointed to a four-year term expiring December 31, 2027, and Mr. Swanson, alternate member, to a one-year term expiring December 31, 2024. He noted the goal is to have high-performing individuals on both the Zoning Commission and Board of Zoning Appeals with a diversity of skill sets and expertise related to Planning and Zoning.

Mr. Weidman made a motion to re-appoint Steve Roos to a four-year term expiring December 31, 2027, and Bill Swanson, alternate member, to a one-year term expiring December 31, 2024. Mr. James seconded the motion. Mr. Deters called roll. Vote: All Aye.

Expiring Board of Zoning Appeals Terms

Mr. Uckotter reported the terms of George Ten Eyck, Tracy Hughes and alternate Anthony Ramicone on the board of Zoning appeals expire on December 31, 2023. He stated it is staff's recommendation to reappoint Mr. Ten Eyck to a four-year term ending December 31, 2027, and Mr. Ramicone to a four-year term ending December 31, 2027, and appoint Karl Hoalst to a one-year term as alternate ending December 31, 2024. He requested a motion for the appointments. Mr. Uckotter stated that Mr. Hoalst is a registered architect and stated the recommended appointments achieve the goal of having high-performing individuals on the zoning boards with a diversity of skill sets and expertise related to Planning and Zoning.

Mr. Weidman made a motion to re-appoint George Ten Eyck to a four-year term expiring December 31, 2027, Anthony Ramicone to a four-year term expiring December 31, 2027 and to appoint Karl Hoalst, as alternate member, to a one-year term expiring December 31, 2024. Ms. Schwegmann seconded.

Mr. James said Ms. Hughes has been on the Board of Zoning Appeals and has had a long history of attending Trustee Meetings and being involved with public hearings, and a background in real estate. He asked what the driving factor was behind making a change, noting that Mr. Hoalst is clearly qualified.

Mr. Uckotter stated the goal is a high-performing Board. He said he certainly enjoyed working with Ms. Hughes but in reviewing the candidates, he believed that as an architect Mr. Hoalst is well qualified to serve on a land use board.

Mr. James asked who on staff was involved in the decision.

Mr. Uckotter stated it was his decision. He also noted it is a recommendation to the Board.

Ms. Schwegmann stated she enjoyed working with Ms. Hughes on another Township board previously and thanked her for her service. She said is inclined to follow staff's recommendation as to what skill set is needed on the board.

Mr. Weidman agreed. He said the Planning & Zoning Administrator works directly with this board and must put a good team together, therefore he is in support of his recommendation.

Mr. James disagreed, saying the Trustees are Mr. Uckotter's boss and he thinks Ms. Hughes is well qualified.

Mr. Deters called roll. Vote: James: No; Ms. Schwegmann: Aye; Mr. Weidman: Aye

Mr. Uckotter reported that the garage at 4701 Kugler Mill Road that the Board voted previously to demolish has been torn down and the safety issue has been remedied.

Roads, Maintenance & Recreation Report

Mr. Reutelshofer reported leaf season has ended and noted the maintenance department picked up 265 truckloads, over 4,000 cubic yards, of leaves this season. He stated that trucks are now prepared for snow removal season.

Mr. Weidman asked if the salt domes were full. Mr. Reutelshofer answered yes.

Mr. Reutelshofer requested a motion to appoint Al Godbey to fill a vacancy on the Special Events Committee. Joe Mueller had resigned from the committee.

Mr. Weidman made a motion to appoint Al Godbey to the Special Events Committee to fill the vacancy. Mr. James seconded the motion. Mr. Deters called roll. Vote: All Aye.

Law Director Report

Mr. Barbieri reported the judge has not yet ruled on the Landmark case and Mr. James saw that the decision has been moved to January 4, 2024, on the docket. He said since that is right after the holidays, he would not be surprised if it is moved further.

Administrator Report

Mr. Kellums reported the TIF extension resolutions have been filed with the Hamilton County Auditor and the Ohio Department of Development. He said they have both confirmed receipt and are waiting to hear back from them.

Mr. Kellums reported he and Chairman Schwegmann met with Senator Blessing about the Veterans Memorial Project. He said Ms. Schwegmann had done a great job in the meetings and thanked George Glover for his work on that project and the TIF extensions. He said we should hear something soon about their recommendation.

Mr. Kellums reported the Dillonvale Luminaria was a great success with the biggest crowd he has ever seen. He said Santa did a great job and thanked Mr. Weidman and Ms. Schwegmann for attending the event. He said there were a lot of young families in attendance which was great to see.

Mr. Kellums reported construction on the façade of the Administration Building is going well and should be completed by the end of the week.

Mr. Kellums reported he met yesterday with Parks Supervisor Jason Petty, Mr. Reutelshofer, and some residents of Sturbridge about the playground at Bob Meyer Park. He said they are still looking at multiple proposals and have asked for more information. He said the hope is to make a decision in January and have it constructed by summer, noting it is about a four-month lead time on the equipment.

Mr. Kellums thanked the Board and all Boards prior back to 1983 saying it has been a wonderful almost 41 years for him as an employee of the Township. He said he has enjoyed every day since he started and praised and thanked the staff. He said after 41 years it is hard for him to imagine not being here every day.

Mr. Kellums reported he had some resolutions for the Board's consideration.

Resolution – Authorizing and Directing a Transfer of Funds to Reconcile Budgets and Appropriations

The resolution "Authorizing and Directing a Transfer of Funds to Reconcile Budgets and Appropriations and Dispensing with a Second Reading" was presented by Mr. Kellums. Mr. Weidman made a motion to approve the resolution, seconded by Mr. James.

Mr. Kellums said the general fund was too low to pay all the expenses before the first payment of taxes is received in 2024, so this transfer is to bridge that gap.

Mr. Deters called roll. Vote: James: Aye; Schwegmann: Aye; Weidman: Aye
Resolution 2023-110 passed this 19th day of December, 2023

Resolution – Amending 2023 Appropriations

The resolution "Amending 2023 Appropriations, Dispensing with a Second Reading and Declaring an Emergency" was presented by Mr. Kellums. Mr. Weidman made a motion to approve the resolution, seconded by Mr. James.

Mr. Kellums said this reflects the transfer of \$500,000.00 as additional appropriations in 70 which is the Central JEDZ.

Mr. Deters called roll. Vote: James: Aye; Schwegmann: Aye; Weidman: Aye
Resolution 2023-111 passed this 19th day of December, 2023

Resolution – Adopting Appropriations for Calendar Year 2024

The resolution "Adopting Appropriations for Calendar Year 2024, Dispensing with a Second Reading 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 2023-112 passed this 19th day of December, 2023

Resolution – Establishing Rates of Pay and Benefits for Township Employees

The resolution "Establishing Rates of Pay and Benefits for Township Employees" 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 2023-113 passed this 19th day of December, 2023

Purchase Orders Over \$5,000.00

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

Purchase Order 23-17-1	Blanket Vendor	Admin Contract Services	\$62,151.95
Purchase Order 23-177	Blanket Vendor	Fire Tools & Equipment	\$6,868.51
Purchase Order 23-178	Kemba Credit Union	Kemba HSA 2024 Seed	\$99,000.00

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

Fiscal Officer Report

Pay Bills and Read Receipts

The receipts in the amount of \$716,666.94 and disbursements in the amount of \$940,213.34 for December 19, 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

Ms. Schwegmann congratulated Mr. Kellums on 41 years of service with Sycamore Township. She said she appreciates his contributions, and it will be hard to take off one hat and put on another, but everybody here wishes him well in his new role. Ms. Schwegmann also thanked Mr. James saying she enjoyed two years of working with him and thanked him for his service to the Township and its residents.

Mr. Weidman wished everyone a Merry Christmas and Happy New Year and safe holiday season.

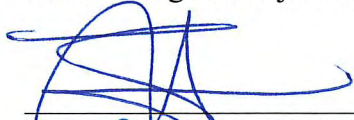
Mr. James stated it has been a pleasure and great honor to have been able to serve the public these last four years and a pleasure serving alongside all those on the Board, the previous Board, and those in staff positions. He said a lot of good things have happened while he has been here and some unexpected things. He noted Covid certainly was a big surprise that came out of nowhere after he took office. He said during his time in office he has gotten to know lots of wonderful people in our community and surrounding communities. He said he has seen that there are many people eager to contribute their talents and time to help their neighbors as volunteers on Township committees and Boards, helping to ensure that we have good government. He said as a Trustee and resident he appreciates that very much. Mr. James extended best wishes to his successor Mr. Kellums and to his family and encouraged him to think freely and independently

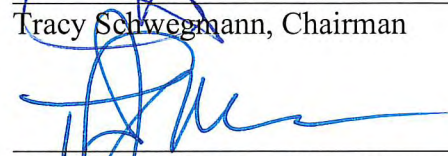
and to be someone the voters continue to admire. He wished the Board wisdom and grace and good luck in governing and wished everyone Merry Christmas and Happy Holidays.

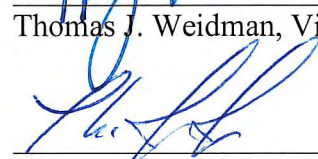
Announcements


Ms. Schwegmann announced there are Special Trustee Meetings on Wednesday December 20th at 1:20 p.m. and on Friday, December 22nd at 8:50 a.m. She reported the next regular meeting of the Board of Trustees would take place on Tuesday, January 9, 2024 at 7:00 p.m. She said for all other meetings and events, please see the published calendar on the website.

The meeting was adjourned at 7:40 p.m.



Tracy Schwegmann, Chairman

Thomas J. Weidman, Vice Chairman

Thomas C. James, Jr., Trustee

Jonathan T. Deters, Fiscal Officer
Regular Meeting 12/19/2023