

## **RECORD OF PROCEEDINGS**

### **Minutes of the Trustees of Sycamore Township Meeting Sycamore Township, Hamilton County, Ohio**

**February 5, 2008**

The meeting was called to order at 9:00 am. Present for the meeting were, President Weidman, Vice President Bishop, Trustee Kent, Law Director Miller, Administrator Molloy, EMS/Fire Director Jetter, Planning/Zoning Administrator/Assistant Administrator Bickford, Superintendent Kellums, and Sheriff's Liaison Cpl. Fritz. Fiscal Officer Porter and Parks/Recreation Director McKeown were excused.

**Sheriff's Patrol Report** – Cpl. Fritz distributed the 2007 statistics from the Sheriff's office. Mr. Bishop asked about the latest robberies at the Kenwood Towne Center. Cpl. Fritz advised the Trustees of the need to replace two cruisers to keep the fleet at optimum levels. The cruisers are \$22,689.00 each under state contract and transfer of equipment is an additional \$4,762.98. Mr. Miller was directed to prepare the necessary resolutions for the next meeting.

**Parks and Recreation Update** – Mr. Molloy presented a tentative list of performers for the Sunday Concert series as provided by Mr. McKeown. The Trustees approved the schedule as presented.

**Fire Gear Purchase** – Chief Jetter explained the need for the purchase of turn out gear. He explained that \$10,000.00 is to be utilized from the Fireman's Fund donation with the balance from TIF funds. A motion to approve this purchase was made by Mr. Kent, seconded by Mr. Bishop. Vote: All Aye.

**Travel Request** – Chief Jetter advised the Trustees of his invitation to attend the National Strategy for Fire Loss Prevention developed by the Department of Homeland Security in Washington D.C. from March 30 to April 4, 2008. All expenses are paid and the request is for time away only. This request was approved by the Trustees.

**Travel Request** – Mr. Bickford requested the Trustees consideration of his attendance at the American Planning Association Conference in Las Vegas from April 28 to May 1, 2008. The Trustees asked Mr. Bickford the number of credits he would receive for continuing education. He stated that it would be 16 credit hours. A motion was made by Mr. Kent, seconded by Mr. Bishop, to approve the travel request and conference. Vote: All Aye.

**Camden Zone Change Request** – Mr. Bickford advised the Trustees of Camden Homes zone change request for four parcels on Galbraith Road. No building elevations were available; however, Mr. Bickford stated that the building would be similar to one currently under construction on Cornell Road. This is a continuation from last month. The Trustees stated they are looking for a unified plan for this area.

**Kroger Cart Corral** - Mr. Bickford provided details for the proposed cart corrals at the new Kroger store in the Kenwood Towne Place development. The Trustees felt additional landscape screening is needed and Mr. Weidman requested information on carts with locking wheels to restrict the area which they are used.

**Pine Road Project** – Mr. Bickford advised the Trustees of a recent meeting with Mr. Kellums, representatives of the Hamilton County Engineer’s Office, and Neyer regarding wet soil conditions in the Pine Road project area. The developer has requested a change order in the amount of \$65,000.00 to undercut the road and replace with suitable base material. A motion was made by Mr. Bishop, seconded by Mr. Kent, to deny this request. Vote: All Aye.

**Sturbridge Project Consultant Selection** – Mr. Kellums advised the Trustees of the review of the consultant proposals received for the Sturbridge Subdivision Reconstruction Project. Of the six proposals received he felt Brandstetter Carroll Inc. was the most qualified for the project. The next step in the process is to negotiate an acceptable fee for these services. A motion was made by Mr. Bishop, seconded by Mr. Kent, to approve this consultant. Vote: All Aye.

**Donna Lane Parking** – Mr. Kellums presented the following parking restrictions for Donna Lane in response to problems associated with Holmes School.

East side: no parking-fire lane, Plainfield to Darnell

West side: no stopping, standing, or parking, school days 7-9 am and 2-4 pm, Estermarie to Darnell

The Trustees directed Mr. Miller to prepare a resolution for consideration at the Trustees Meeting on February 7, 2008.

**Second Avenue Parking** – After discussion of parking problems associated with blocked mailboxes on Second Avenue, the Trustees requested Cpl. Fritz to visit the involved parties to work out an amicable solution.

**Sheriff’s Contract** – Mr. Molloy discussed the requested changes to the Sheriff’s Patrol Contract regarding the non-contract units. The Trustees directed Mr. Miller to prepare a resolution for consideration at the Trustees Meeting on February 7, 2008.

**Interstate Beautification Project** – Mr. Molloy advised the Trustees of a potential beautification opportunity at I-275 and Montgomery Road. A request for information has been sent to Ohio Department of Transportation’s District 8 Office. Additional information will be presented when received.

**Household Hazardous Waste Program** – Mr. Molloy presented information and pricing for a Household Hazardous Waste Program, at the request of Mr. Kent. After a brief discussion, the Trustees felt the best course of action is to utilize the services of the Hamilton County Solid Waste Management District rather than duplicate services.

**Fire Invoices and Purchase Requests** – A motion was made by Mr. Bishop, seconded by Mr. Kent, to approve the fire invoices and purchase requests as presented. Vote: All Aye.

**Purchase Orders Over \$2500.00** – Mr. Molloy presented the following purchase orders for consideration:

Hylant Group	Life Squad Insurance (2 vehicles)	\$ 2,693.00
Sycamore Senior Center	Services for Residents	\$ 25,000.00
Thelen Associates	Soil Testing at 11580 Deerfield Rd.	\$ 6,450.00
Duke Energy	Montgomery Rd Project	\$140,682.26
Trend Construction	Montgomery Road Sidewalk Project	\$ 12,039.61

A motion was made by Mr. Bishop, seconded by Mr. Kent, to approve these purchase orders.  
Vote: All Aye.

**Schedule** – Mr. Molloy presented the upcoming schedule.

Mr. Miller requested an executive session for the purpose of property acquisition.

Vote: Mr. Weidman: Aye. Mr. Bishop: Aye. Mr. Kent: Aye.

The Board entered into executive session at 10:15 am.

The executive session adjourned at 10:25 am.

Mr. Ron Roberts provided a brief presentation of development opportunities in the Kenwood Area and the Ecivis Program and possible discounted fees through the Center for Local Government.

Mr. Miller requested an executive session for the purpose of property acquisition. Vote: Mr.

Weidman: Aye. Mr. Bishop: Aye. Mr. Kent: Aye.

The Board entered into executive session at 10:36 am.

The executive session adjourned at 11:31 am.

A motion was made by Mr. Kent to adjourn the meeting, seconded by Mr. Weidman. Vote: All Aye. The meeting adjourned at 11:32 am.

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Thomas J. Weidman, President

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Cliff W. Bishop, Vice President

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Richard C. Kent, Trustee

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Robert C. Porter III, Fiscal Officer

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Rob Molloy, Administrator