

## RECORD OF PROCEEDINGS

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

January 6, 2009

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

The first order of business was an executive session for the purpose of pending litigation. Vote: Mr. Bishop; Aye. Mr. Kent; Aye. Mr. Weidman; Aye.

The Trustees entered into executive session at 9:02 am.  
The executive session adjourned at 9:12 am.

**Organization of the Board of Trustees** – Law Director Miller entertained a motion to establish the Board of Trustees. A motion was made by Mr. Bishop, seconded by Mr. Kent, to nominate Mr. Weidman as President of the Board of Trustees. Vote: All Aye. A motion was made by President Weidman, seconded by Mr. Kent, nominating Mr. Bishop as Vice President of the Board of Trustees. Vote: All Aye.

**Signs** – Mr. Bickford requested additional time to gather information requested by the Trustees at their previous meeting. Requests for information have been slow to come in. The Trustees requested that this item be placed on the agenda for the next workshop meeting.

**Property Maintenance Code Interpretation / Enforcement** – Mr. Bickford requested guidance from the Trustees for site clean up procedures. The Trustees agreed that any and all violations be addressed at the initial inspection as well as health and safety issues.

**Federal Stimulus Funds** - Mr. Molloy advised the Trustees that Federal Stimulus Funds have not been approved, guidelines have not been established nor how funds may be distributed; state, county or directly to local governments.

**HCEO Sidewalk Proposal** - In response to the Hamilton County Engineer's request, we are developing a list of potential sidewalk projects.

**Kenwood Road Improvements** - With the down turn in the economy, Mr. Molloy advised that the timing may be right for consultant selection for the Kenwood Road Utility Relocation Project. A scope for this project has been prepared. The Trustees agreed to begin the consultant selection process.

**Galbraith Road Improvements** – The Galbraith Road Improvement Project is moving forward with the establishment hearing scheduled for January 21, 2009 before the Board of County Commissioners.

**Cornell Road Improvements** – Mr. Molloy also reported that plans have been completed for the Cornell Road Improvements. The bidding process is scheduled to begin in February.

**Annual Mileage Certification** – Mr. Molloy distributed the annual mileage certification as provided by the Hamilton County Engineer. The Township road mileage is set at 50.49 cents per mile.

**Hosbrook Traffic Calming Meeting** – Mr. Molloy discussed the Hosbrook Road Traffic Calming Open House scheduled for January 20, 2009 from 6-8 pm. The Trustees requested that a letter be sent to the Kenwood Meadows area residents notifying them of the open house.

**Fire Invoices and Purchase Request** – Chief Jetter presented the Fire invoices and purchase requests. These were approved as presented.

**Gas Aggregation** – Mr. Molloy reported on a recent meeting with representatives of Alliance Energy and Integrys Energy Services and Law Director Miller to discuss the consulting agreement for Natural Gas Aggregation. The Trustees directed Miller to prepare the necessary resolution for consideration at the January 8, 2009 meeting.

**Princeton Schools Request** – The Trustees directed Law Director Miller to prepare a resolution honoring Tawana Keels on her selection as President of the Ohio School Boards Association for consideration at the January 8, 2009 meeting.

**Pine Road Extension Project** – Mr. Molloy presented a change order for the Pine Road Extension Project in the amount of \$101,825.00 for the export of the excavated material from the roadway undercut. A motion was made by Mr. Kent, seconded by Mr. Bishop, to approve this change order. Vote: All Aye.

**Blanket Purchase Orders 2009** – Mr. Molloy presented a listing of all blanket purchase orders for 2009. These vendors are those used for reoccurring expenses such as utilities, equipment and service, and maintenance. A motion was made by Mr. Kent to approve these purchase orders as presented, seconded by Mr. Bishop. Vote: All Aye.

**Playground Equipment Bid Results** – Mr. Kellums reported on the December 19, 2008 bid opening for playground equipment at the Deerfield Road Park. The lowest bid was received from Walnut Grove Construction at a cost of \$66,375.00. The Trustees directed Mr. Miller to prepare the necessary resolution for consideration at the January 8, 2009 meeting.

**Festival Amusements** – Mr. Molloy presented information on rides for the Festival in Sycamore. A motion was made by Mr. Bishop, seconded by Mr. Kent, to approve the proposal as submitted. Vote: All Aye.

**Sheriff Patrol Update** – Cpl. Fritz reported that it had been a quiet holiday season with minimal runs in the Township. She also stated that there were no missed beats over this period.

**Purchase Orders Over \$2,500.00** – There were no purchase orders presented for approval.

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

**Executive Session** – A motion was made by Mr. Bishop, seconded by Mr. Weidman, to enter into executive session to discuss Property Acquisition and Imminent Litigation. Vote: Mr. Bishop; Aye. Mr. Kent; Aye. Mr. Weidman; Aye.

The Board entered into executive session at 10:00 am.

The executive session adjourned at 10:25 am.

Several items of additional business are as follows:

Mr. Bishop directed Mr. Molloy to RSVP for the CLOUT Luncheon Meeting at the Ohio Township Association Winter Conference. Mr. Weidman asked to be included as well.

Mr. Bishop requested that the Trustees consider increasing the cell phone coverage to allow for e-mailing. This item was approved.

A motion was made by Mr. Kent to adjourn the meeting, seconded by Mr. Weidman.

Vote: All Aye. The meeting adjourned at 10:29 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