

## RECORD OF PROCEEDINGS

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

June 30, 2009

The meeting was called to order at 9:00 am. Present for the meeting were, President Weidman, Vice President Bishop, Trustee Kent, 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 Lt. Reid.

**Banking Services** – Mr. Molloy provided additional information regarding banking services. Mr. Weidman requested a spread sheet depicting comparison of costs for review.

**Sheriff's Update** – Lt. Reid advised the Trustees of an upcoming meeting to discuss proposed changes to patrol schedules. It is anticipated that these changes will provide additional manpower while reducing costs. Lt. Reid also reported that thefts from unlocked vehicles continue to be a problem.

**Property Maintenance Board Member Terms** – Mr. Bickford provided a name of an alternate member for the Property Maintenance Board and discussed the term structure of this board. The Trustees requested information and a recommendation for structuring the board.

**Utilities – Hosbrook and Access Road** – Mr. Bickford reported that preliminary engineering is underway on the Hosbrook Access Road. He provided cost estimates for relocating existing overhead utilities to underground along the south side of Montgomery Road from the I-71 overpass to Hosbrook and the west side of Hosbrook Road from Montgomery Road to the new access road. The Trustees were interested in this plan but requested more detailed estimates before committing to the additional work.

**Upcoming Public Hearings / Open House** – Mr. Bickford advised that a public hearing will be at 6:30 pm on July 2, 2009 for the Shell Gas Station Project at 8051 Montgomery Road. He announced that there will be an open house for the FBI Project on July 7<sup>th</sup> from 5:30 to 7:30 pm at the Township Administration Building, 8540 Kenwood Road.

**Engine 92 Update** – Chief Jetter reported that performance testing on Engine 92 showed that the engine is in good condition and the pump testing was also good. The brakes have been rebuilt and the finding on the front springs was that it was normal wear. The Trustees were inclined to approve the expenditure for refurbishing the body and directed Law Director Miller to prepare the necessary paperwork for their consideration.

**AFG Peer Review** – Chief Jetter reported that the date and location for the Assistance to Firefighter Grant have been changed to July 12<sup>th</sup> through the 17<sup>th</sup> in Baltimore, Maryland.

**Fire and EMS Invoices and Purchase Requests** – The Fire and EMS invoices and purchase requests were approved by the Board of Trustees as submitted.

**Radio System Maintenance** – Chief Jetter advised the Trustees of the annual radio system maintenance by Mobilcomm. The purchase order will be presented later in this meeting.

**Station 93 Change Order** – Chief Jetter provided information on a change order request for the installation of air lines and hose reels in the bay area of the new fire house at a cost of \$3,688.00. The Trustees directed Mr. Miller to prepare a resolution for consideration at the July 2<sup>nd</sup> meeting.

**Stop Sign Request** – Mr. Kellums provided information for the installation of stop signs on Sixth Avenue at Evans Street. The Trustees directed Mr. Miller to prepare a resolution for consideration at the July 2<sup>nd</sup> meeting.

**No Parking Request** – Mr. Kellums advised the Trustees of problems associated with off street parking along the east side of Lancaster Avenue. The Trustees directed Mr. Kellums to prepare a proposal outlining all problems and corrective action. Mr. Kellums also provided an update on the Sturbridge Subdivision Reconstruction Project. The Trustees requested an action plan to correct previous restoration with photographs of existing conditions.

**Parks and Recreation Update** – Mr. McKeown reported on the success of the concert at the newly dedicated Bechtold Memorial Pavilion and provided an update on the Festival. Also discussed was off site parking and shuttles for the August 22<sup>nd</sup> Fire Station Dedication. The Trustees approved the purchase of logo shirts at \$1,150.00.

**Hosbrook Road Traffic Calming** – Mr. Molloy advised the Trustees that Ben Brandstetter of Brandstetter Carroll Inc. will be at the July 2<sup>nd</sup> meeting to present the Board the completed Hosbrook Road Traffic Calming Study.

**Dental Insurance Renewal** – Mr. Molloy provided information regarding the renewal of the Dental Insurance Plan through Dental Care Plus; there is no increase in the rates. A motion to accept the renewal of Dental Care Plus was made by Mr. Kent, seconded by Mr. Bishop. Vote: All Aye.

**Purchase Orders Over \$2,500.00** – Mr. Molloy presented the following purchase orders for consideration:

Johnny Schott Talent and Events      Festival Staging/Sound Equipment      \$19,475.00

Mobilcomm                      Radio Equipment Maintenance                      \$15,033.60  
A motion to approve these purchase orders was made by Mr. Kent, seconded by Mr. Bishop. Vote: All Aye.

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

**Executive Session –Property Acquisition and Personnel-Employment**

A motion was made by Mr. Bishop, seconded by Mr. Kent, to enter into executive session to discuss property acquisition and personnel - employment.  
Vote: Mr. Weidman; Aye. Mr. Bishop; Aye. Mr. Kent; Aye.

The Board entered into executive session at 10:32 am.  
The executive session adjourned at 11:15 am.

A motion was made by Mr. Bishop to adjourn the meeting, seconded by Mr. Weidman.  
Vote: All Aye. The meeting adjourned at 11:16 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