

## RECORD OF PROCEEDINGS

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

November 1, 2010  
9:00 am

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 Raabe, EMS/Fire Director Jetter, Planning/Zoning Administrator/Assistant Administrator Bickford, Superintendent Kellums, Parks/Recreation Director McKeown, and Sheriff's Liaison Lt. Reid.

**Fire/EMS Invoices and Purchase Request** – The Fire/EMS purchase orders and invoices were approved as presented.

Chief Jetter stated that the P.O.D. (Point of Distribution) exercise for dispersal of vaccines in an emergency/disaster would be held Saturday at Deer Park High School.

Chief Jetter informed the Trustees that the physical examination/insurance issue has been worked out with the Township's Fire/EMS medical director, Dr. Lovett.

**HVAC/Administration Building** – Mr. Kellums reported that the air conditioner unit for the computer room (basement of Administration Building) is not operating correctly and needs repair/replacement. RPC quoted \$2,800 to repair the unit, BPS quoted \$2,300 to repair or \$3,500 to replace. Mr. Kellums recommended replacement of the unit. Mr. Bishop made a motion to purchase a replacement unit, which was seconded by Mr. Kent. Vote: All Aye.

**Sheriff Patrol Update** – Lt. Reid reported that the Halloween candy distribution went exceedingly well with six (6) officers handing out the candy in various neighborhoods. In addition, Lt. Reid advised the Board that there were now ten (10) cyber block watches active in the community.

**Vehicle Replacement** – Lt. Reid reported that two (2) patrol cars (#78 and #79) of 2006 model year vintage had over 100,000 miles on them and were ready for replacement. Next year will be the last year Ford will supply the Crown Victoria for police cruisers and the Sheriff's Department is taking orders for them on state bid. Cost per car will be \$22,443.00 with an additional \$4,500.00 to set up each vehicle through Camp Safety, trade-in will be approximately \$2000.00 per vehicle. A motion was made by Mr. Bishop to purchase two (2) new vehicles and outfit them through the Sheriff's Department and it was seconded by Mr. Kent. Vote: All Aye.

**Parks and Recreation Update** – Mr. McKeown reported that the 5K Race held over the weekend went well with over 150 runners and entrants and extended his thanks to the Sheriff’s Department for their help. He also stated that the Luminaria would be held on December 11<sup>th</sup> in partnership with IGA and was ready to go. Mr. McKeown informed the Board that the playground equipment from Walnut Grove Playgrounds had been erected behind the Administration Building and was ready for use. The McDaniel Park drainage construction was finalized and the path would be finished this week. He also stated that a large number of calls were coming in to use the Community Room after residents seeing its availability in the recent newsletter. And finally, he informed the Trustees that he had sent out approximately 50 letters concerning the scoreboard sponsorship, with no responses back yet.

**Kenwood Road Utilities** – Prior to discussing Kenwood Road, Mr. Bickford informed the Trustees that the cameras for the Parks had been ordered and the DVR’s had already arrived. He also stated that the Hosbrook Access Road Project was out for bid.

Mr. Bickford stated that Duke needs 4 to 6 months lead time in order to acquire easements for the utilities installation at a cost of approximately \$600,000 to \$700,000 out of the Kenwood TIF. The Board was unanimous in desiring the project to start in the spring of 2011.

**Property Insurance** – Mr. Raabe requested permission to renew the Township’s property insurance with Pillar Insurance at a price of \$50,876 for the period running from 11/1/10 to 10/31/11. Mr. Bishop made a motion to renew the policy and purchase at the proposed amount, seconded by Mr. Kent. Vote: All Aye.

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

Huntington National Bank	Kemper Goldcoast	\$130,200.00
US Bank	Kenwood (P&I)	\$664,231.25
US Bank	Sycamore Financial – Redstone	\$300,143.75
US Bank	Kenwood Mall Debt Service	\$588,906.25

A motion was made by Mr. Bishop, seconded by Mr. Kent, to approve and pay these service debts. Vote: All Aye.

**Schedule** – Mr. Raabe presented the schedule of events.

**Executive Session** – A motion was made by Mr. Weidman, seconded by Mr. Kent, to enter into executive session for the purpose of discussing personnel-employment and pending litigation. Mr. Bishop and Mr. Porter were not in attendance.

Vote: Kent: Aye; Weidman: Aye; Bishop: Absent.

The Board entered into executive session at 11:05 a.m.

The executive session adjourned at 12:36 p.m. after a motion was made by Mr. Kent, seconded by Mr. Weidman, to end the session. Vote: All Aye.

Back in open meeting, with the general public in attendance, a motion was made by Mr. Weidman, seconded by Mr. Kent, to postpone any decisions until the upcoming Thursday night (November 4, 2010) Trustees Meeting. Vote: All Aye.

A motion was made by Mr. Kent, seconded by Mr. Weidman, to adjourn the meeting. Vote: All Aye. The meeting adjourned at 12:41 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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Bruce A. Raabe, Administrator/