

## RECORD OF PROCEEDINGS

### Minutes of the Trustees of Sycamore Township Meeting Sycamore Township, Hamilton County, Ohio March 15, 2011

The meeting was called to order at 9:00 a.m. 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.

**Sheriff Patrol Update** – Lt. Reid reported on the information he had received from the DEA on the Drug Drop-Off Program. The Township is too late to go through the application process this year for the national date in April but can submit an application for next year. The Trustees directed Lt. Reid to set up a Drug Drop-Off Program on our own for the Trash Bash on May 14<sup>th</sup> from 10 a.m. to 2 p.m.

**Motion to Advertise-Montgomery Road Sidewalks** – Mr. Kellums requested a motion to advertise for the Sturbridge (Phase II) Montgomery Road Sidewalk Program. A motion was made by Mr. Bishop, seconded by Mr. Kent, to approve this motion. Vote: All Aye.

**Hosbrook Access Road** – Mr. Bickford reminded the Board that a name was needed soon for the Hosbrook Access Road currently under construction. He also suggested that it was time to begin thinking about implementing some of the traffic-calming study suggestions recommended on Hosbrook Road. In addition, he reported that Neyer Properties wants additional signage for the project and that it will need to be approved by the Board if they decide to allow it.

Mr. Miller mentioned that the “Sycamore Township” sign on the rock wall at Galbraith and Kenwood Roads was getting hard to see and Mr. Weidman suggested looking into ways to get it highlighted.

**Property Maintenance Board** – Mr. Bickford stated that Becky Ober would be resigning from the Property Maintenance Board this month due to time commitment problems. A recommendation was made to replace her appointment with Ashwin Corattiyil. A motion was made by Mr. Bishop, seconded by Mr. Kent, to approve of the new appointment. Vote: All Aye.

**Galbraith Road Complaint** – Mr. Bickford reported that the litter complaint concerning windblown debris near the Bear Creek development on Galbraith Road had been cleaned up by the Maintenance Department.

**Fire/EMS Invoices and Purchase Request** – Chief Jetter reported that the department was over budget this month due to uniform purchases and EMS billing. The Board approved the invoices and purchase requests as presented.

**EMS Billing and Inspection Fees** – Chief Jetter reported that EMS collections cost \$37,528 last year with Medicount and \$57,220 if Ohio Billing had been used. Other billing companies don't have the electronic connection (face sheets) that we do now with our current setup. All three companies stated that we needed to raise our rates and if we did it could potentially add an additional \$125,000. In 2010, \$33,000 went uncollected from non-residents. Recommendations include: raising mileage from \$7 to \$12, Basic Life Saving (BLS) from \$350 to \$450 and

ALS1/ALS2 from \$550 to \$750. The consensus was to stay with Medicount and raise rates; a motion was made by Mr. Bishop, seconded by Mr. Kent. Vote: All Aye.

A discussion was held on raising/instituting rates on fire inspection fees for exempt residential property and daycares. The Chief recommended charging \$25 per occurrence for an occupancy inspection of a foster home, adoption home, and metropolitan housing unit. For a daycare that is attached to a church or school, there would be an annual inspection fee of \$50 and for large institutions, such as Jewish Hospital, an inspection fee of \$500 per year.

**Parks and Recreation Update** – Mr. McKeown was absent due to illness; however he phoned in a report to Mr. Raabe who relayed it to the Board. All of the bands are booked for the concert and car show and all other preparations are going well.

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

U.S. Bank	Debt Service – Kemper Road T.I.F.	\$430,877.16
J&J Supply	Field Paint – Parks	\$3,780.00
Carmaleen Kissel	Festival Rides – Parks	\$10,000.00

A motion was made by Mr. Bishop, seconded by Mr. Kent, to approve these requests.

Vote: All Aye.

Mr. Raabe also requested the Board to declare a proclamation stating March as “Brain Injury Awareness Month” at the request of Mr. J. Janus. A motion was made by Mr. Bishop, seconded by Mr. Kent, to approve this request. Vote: All Aye.

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

A motion was made by Mr. Bishop, seconded by Mr. Weidman, to adjourn the meeting. Vote: All Aye. The meeting adjourned at 9:48 a.m.

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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

Workshop Minutes 3/15/11