

## **RECORD OF PROCEEDINGS**

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

**April 1, 2014**

The meeting was called to order at 1:00 p.m. Present for the meeting were President Bishop, Trustee Weidman, Fiscal Officer Porter, Law Director Miller, Planning/Zoning Director/Acting Administrator Bickford, Superintendent Kellums, Parks/Recreation Director McKeown, Interim Fire Chief Penny, and Lt. Ketteman from the Hamilton County Sheriff's Office. Vice President Connor was excused.

#### **Sheriff Patrol Update**

Lt. Ketteman reported that the Highpoint Neighborhood Watch meeting had 15 people in attendance. The fire and zoning departments were represented. The residents requested more frequent meetings. The Sheriff's office is looking into partnering with a local church to expand the program.

#### **Fire Department Update**

Chief Penny reported that runs were up 30% over the same period last year. The auctioned fire truck has been paid for and is now in the possession of the successful bidder. The fire department has been meeting with Jewish Hospital on a regular basis to understand the hospital operations during the construction phase.

Chief Penny requested approval of the heart monitor maintenance contract with Physio Controls.

#### **Parks and Recreation Update**

Mr. McKeown reported that the fields are now in full use and were ready on time despite the hard winter. Festival planning continues and the layout has been modified to include only one tent that will better serve festival patrons and save money on tent and permit costs.

Trustees Bishop and Weidman asked if it would be possible to provide better lighting to shelter two for the festival so the police DARE car is more visible and the access driveway has better lighting for people entering from that direction.

Mr. Kellums will look into the possibility, but believes it should not be a problem.

#### **Montgomery/Hosbrook Underground Utilities**

Mr. Kellums reported that we are waiting on Duke Electric to procure the necessary underground easements and the County to record the new right-of-way parcel before awarding the contract for construction.

#### **Crack Seal Machine Purchase**

Mr. Kellums requested the purchase of a used crack seal machine from Symmes Township for \$8,000. He stated it's the same one that we have been borrowing for the past few years and that all the hoses and other routine parts have been replaced. A new machine would cost over \$35,000.

Mr. Weidman made a motion to purchase the crack seal machine, seconded by Mr. Bishop. Mr. Miller called the roll, Mr. Weidman, Yes; Mr. Bishop, Yes.

## **Police Cruiser Surplus and Purchases**

Mr. Bickford stated that all insurance money has been received for the damaged vehicles.

The resolution “Declaring Two Sheriff’s Cruisers as Surplus and Authorizing Their Disposition” was read. A motion was made by Mr. Weidman, seconded by Mr. Bishop, dispensing with the second reading. Vote: All Aye.

Resolution No. 2014-31 passed this 1st day of April, 2014.

The resolution “Authorizing a Contract for the Purchase of Two Police Vehicles” was read. A motion was made by Mr. Weidman, seconded by Mr. Bishop, dispensing with the second reading. Vote: All Aye.

Resolution No. 2014-32 passed this 1st day of April, 2014.

Mr. Bickford reported the grant program that funded the operation of the ALPR machines was ending and each ALPR would cost the Township \$750 per year to maintain.

Mr. Weidman stated he would like the Sheriffs office to seek out additional funding for ALPR maintenance if possible to reduce the Township’s cost.

The resolution “Authorizing a Contract for the Purchase of Two Automatic License Plate Readers for Township Police Vehicles” was read. A motion was made by Mr. Weidman, seconded by Mr. Bishop, dispensing with the second reading. Vote: All Aye.

Resolution No. 2014-33 passed this 1st day of April, 2014.

The resolution “Authorizing a Contract for the Purchase of a Crafcro Shot 125 Crack Seal Machine” was read. A motion was made by Mr. Weidman, seconded by Mr. Bishop, dispensing with the second reading. Vote: All Aye.

Resolution No. 2014-34 passed this 1st day of April, 2014.

## **Upcoming Public Hearings**

Mr. Bickford presented the upcoming public hearing and cases submitted for April Zoning Commission. Cases 2014-04MA, 2014-05MA and 2014-06MA will tentatively be heard at the May 1, 2014 Trustee meeting.

## **Purchase Orders over \$2,500**

Phoenix Safety Outfitters	Turnout Gear	\$2,717.00
RWA Associates	Agency Fee for Festival	\$5,000.00
Symmes Township	Crack Seal Machine	\$8,000.00
Physio Controls	Heart Monitor Maintenance	\$7,305.72

Mr. Weidman made a motion to approve the presented purchase orders, seconded by Mr. Bishop. Mr. Miller called the roll, Mr. Weidman, Yes; Mr. Bishop, Yes.

## **Schedule**

The schedule of upcoming events was read by Mr. Bishop.

## **Executive Session – Economic Development**

### **Executive Session - Property Acquisition**

Mr. Bishop made a motion to go into executive session to consider confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets,

and personal financial statements of Scott Street Partners who is an applicant for economic development assistance. The information is directly related to a request for economic development assistance that is to be provided or administered under ORC 5709.73-.75 and involves public infrastructure improvements or the possible extension of utility services that are directly related to the economic development project located at Northcreek Drive. The executive session is necessary to protect the interests of the applicant and the possible investment or expenditure of public funds to be made in connection with the economic development project.”

Mr. Miller called the roll, Mr. Weidman, Yes; Mr. Bishop, Yes.

Mr. Bishop made a motion to enter into executive session for the purposes of Property Acquisition

Mr. Miller called the roll, Mr. Weidman, Yes; Mr. Bishop, Yes.

End regular session: 1:45 p.m.

Begin Executive Session: 1:46 p.m.

End Executive Session: 2:02 p.m.

Back in regular session: 2:03p.m.

A motion to adjourn was made by Trustee Weidman and seconded by Trustee Bishop. Vote: All Aye.

End regular session: 2:03 p.m.

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Cliff W. Bishop, President

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Dennis W. Connor, Vice President

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Thomas J. Weidman, Trustee

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Robert C. Porter III, Fiscal Officer

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Greg Bickford, Assistant Administrator  
Workshop Minutes 04/01/2014