

**RECORD OF PROCEEDINGS**  
**Minutes of the Trustees of Sycamore Township Meeting**  
**Sycamore Township, Hamilton County, Ohio**  
**August 4, 2015**

The meeting was called to order at 9:00 a.m. Present for the meeting were President Connor, Vice President Bishop, Trustee Weidman, Fiscal Officer Porter, Law Director Miller, Administrator Bickford, Superintendent Kellums, Parks/Recreation Director McKeown, Fire Chief Penny and Lt. Ketteman from the Hamilton County Sheriff's Office.

**Fire Department Update**

Chief Penny reported that he and Lt. Ketteman met with Kenwood Towne Centre representatives about communication radios. The Towne Centre also wants to plan another active shooter drill in the near future.

Chief Penny reported that Medicare is increasing the number of diagnostic codes from approximately 14,000 to over 70,000. The change must be effective by October 1, 2015.

Chief Penny reported that the hospitals have changed procedures for narcotics disposal. They will no longer witness or assist the fire department in drug disposal.

**Sheriff Department Update**

Lt. Ketteman reported that there were 1,150 calls for service in the month of July.

Lt. Ketteman followed up on Chief Penny's comments about the radios saying they would need to be replaced in the near future to insure continued communications.

Trustee Weidman stated that communications are a problem. Lt. Ketteman stated that a way needs to be found to unify all departments and make communications seamless. Chief Penny added that in 2018 all the current radios will be obsolete as Motorola will no longer make parts to support them.

Lt. Ketteman reported that the State of Ohio is looking into an all digital system. It is unclear at this time how it will affect Hamilton County.

Lt. Ketteman reported that the officers are being trained in the use of Narcan for heroin overdoses. The Sheriff is also working with the Hamilton County Commissioners to explore the possibility of obtaining a grant for body cameras.

Lt. Ketteman stated that burglaries are up in the daytime and the drug problem has a lot to do with it.

Lt. Ketteman reported that there were no arrests at the Festival in Sycamore.

**Parks and Recreation Update**

Mr. McKeown reported that the Festival went well despite the weather. He also reported that there were over 100 cars entered into the car show with an Edsel Station Wagon winning Trustees’ Choice and an old Chevy Corvair winning Best in Show.

The Moeller High School State Championship Baseball Team will be in attendance at the Trustees Meeting Thursday night.

Mr. McKeown reported that the August Park Board meeting has been cancelled.

Mr. Weidman commended everyone on a job well done for the Festival in Sycamore.

**Kugler Mill Road Reconstruction Agreement Resolution**

The resolution “Approving an Agreement between Hamilton county and Sycamore Township for the Design Improvements to Kugler Mill Road” was read. Mr. Weidman made a motion, seconded by Mr. Bishop, to approve the resolution. Mr. Porter called the roll. Vote all yes.

**Plainfield Road Crosswalk Agreement Resolution**

The resolution “Approving an Agreement between Hamilton County and Sycamore Township for the Installation of a Flashing Pedestrian Signal on Plainfield Road” was read. Mr. Weidman made a motion, seconded by Mr. Bishop, to approve the resolution. Mr. Porter called the roll. Vote all yes.

**Galbraith Road Underground Utility Bid Results**

Mr. Kellums reported the results of the bid opening for the Galbraith Road Underground Utility Project:

Bansal	\$3,779,790.95
Elex	\$3,952,926.35
Adleta	\$3,654,737.15

Mr. Weidman made a motion, seconded by Mr. Bishop, to direct Law Director Miller to prepare a resolution accepting the bid from Adleta, Inc. Mr. Porter called the roll. All voted yes.

**Kugler Mill Consultant Selection**

Mr. Kellums reported that there were nine submittals for the Kugler Mill Road Request for Qualifications. Based on the consultant rating process used, the top three firms were Choice 1 Engineering, TEC Engineering and Burgess and Niple. Choice 1 scored the highest. Mr. Bishop made a motion, seconded by Mr. Weidman to enter into contract negotiations with Choice 1 Engineering. Mr. Porter called the roll. All voted Yes.

**Maintenance Update**

Mr. Kellums reported the bid results of the 2015 Curb and Sidewalk Program.

Prus Construction	\$391,070.00
R.A. Miller Construction Company	\$499,739.00
Adleta Construction	\$416,550.00

The resolution “Authorizing a Contract for the 2015 Curb and Sidewalk Program” was read. Mr. Weidman made a motion, seconded by Mr. Bishop, to approve the resolution. Mr. Porter called the roll. Vote all yes.

The resolution “Approving an Agreement between the Director of the Ohio Department of Transportation and Sycamore Township for the Construction and Maintenance of Sidewalks Along a Portion of Montgomery Road” was read. Mr. Weidman made a motion, seconded by Mr. Bishop, to approve the resolution. Mr. Porter called the roll. Vote all yes.

Mr. Kellums reported that the salt dome was submitted for building permit two weeks ago and it will not be reviewed by Hamilton County for another 20-30 days.

Mr. Kellums updated the Board on several ongoing projects:

The wires have been removed from the poles on Hobbrook and Montgomery Roads and the poles will be coming down soon, weather permitting.

The Hosbrook Road Traffic Calming / Sidewalk project is underway with storm sewer installation starting.

Mr. Kellums stated there was a potential renter for a house on Orchard that has two dogs. The Board was not inclined to allow pets.

Mr. Kellums presented a bid to fix the curb damage on Pine Road caused by Evans Landscaping.

Mr. Kellums reported that he has contacted Rumpke about removing the recycling dumpsters at the old firehouse on Solzman Road due to the dumpsters being used as trash dumpsters instead of recycling. He is looking into expanding the number of dumpsters at the Administration Complex.

Mr. Kellums reported that Colerain Township had bid trash services with Rumpke coming in as the low bidder at \$16.50 per month with curbside recycling and carrier billing. Currently, Sycamore Township residents pay over \$23 per month with curbside recycling. Mr. Bickford added that Springfield and Ross Townships were part of the bid as well.

Mr. Weidman requested more information on the bid process and what kind of comments were received from Colerain and Springfield Townships.

Mr. Weidman asked Mr. Kellums to explain the storm damage procedure. Mr. Kellums replied that when a storm is declared, the resident must call within 48 hours and have the debris out at the curb within two weeks.

### **Upcoming Public Hearings**

Mr. Bickford reminded the Board of the upcoming public hearings.

Mr. Bickford presented the latest proposal from the Hanson Group for their new building. The Board declined to give Mr. Bickford permission to approve the drawings as required by the resolution and that they preferred the original design.

### **Planning Consultant Selection**

Mr. Bickford reported that three firms were interviewed and that the interview committee felt that either McBride Dale and Clarion or Jacobs Advanced Planning is qualified to complete the plan.

Mr. Weidman stated that, based on the materials submitted, he felt Jacobs would do an excellent job. Mr. Connor and Mr. Bishop agreed, based on their involvement in the interviews.

Mr. Weidman made a motion, seconded by Mr. Connor to enter into contract negotiations with Jacobs Advanced Planning Group. All voted yes.

### **Fire Department SCBA**

Mr. Bickford presented a proposal for new SCBA gear for the fire department and explained that the cost of continued maintenance would be more expensive in the long run versus buying new gear.

Chief Penny explained some of the problems with the current gear which is approximately 15 years old and does not meet the current NFPA guidelines.

Mr. Bickford stated this would be purchased out of Tax Increment Financing and would not come out of the fire department capital fund.

Mr. Bickford stated there would be a purchase order for consideration as the next agenda item.

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

Mr. Bickford presented the following purchase orders for approval:

SSP Northcreek	TriHealth Garage Draw #10	\$234,663.23
SCBA Gear	Vogelpohl Fire Equipment	\$174,910.56
Hamilton County Sherriff	Contract Services	\$121,504.96
Blanket Vendor	Festival Expenses	\$6,000.00

A motion was made by Mr. Weidman, seconded by Mr. Bishop, to approve these requests. Vote: All Aye

### **Schedule**

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

A motion to enter into **Executive Session to discuss Property Acquisition and Employment** was made by Trustee Connor.

Mr. Porter called the roll. Vote: Weidman: Aye; Bishop: Aye; Connor: Aye.

End regular session: 10:27 a.m.

Begin Executive Session: 10:33 a.m.

End Executive Session: 10:54 a.m.

Back in regular session: 10:54 a.m.

Mr. Bishop made a motion, seconded by Mr. Weidman, to approve a purchase order to TEC Engineering for a change in the Plainfield Road round-a-bout design. Mr. Porter called the roll, all voted yes.

Mr. Bishop made a motion, seconded by Mr. Weidman, to authorize the hiring of an independent contractor for code enforcement purposes. Mr. Porter called the roll, all voted yes.

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

End regular session: 10:55 a.m.

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Dennis W. Connor, President

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Cliff W. Bishop, 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, Administrator

Workshop Minutes 08/04/2015