

**RECORD OF PROCEEDINGS**  
**Minutes of the Trustees of Sycamore Township Meeting**  
**Sycamore Township, Hamilton County, Ohio**  
**October 16, 2018**

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

**Approval of October 2, 2018 Workshop Meeting Minutes**

The minutes of the Board of Trustees Workshop Meeting held October 2, 2018 were presented for approval. A motion was made by Mr. Weidman, seconded by Mr. LaBarbara, to approve the minutes. Vote: LaBarbara: Aye Weidman: Aye Connor: Aye

**Planning and Zoning Update**

Mr. Holbert advised the Board that Tiffany's and Firestone will have public hearings before the Trustees in November for signage. He also advised the Board that the Zoning Commission is continuing on with the Zoning Resolution public hearing process. It is scheduled to finish with a recommendation in January, 2019.

Mr. Bickford advised the Board that there has been a zoning certificate application submitted to construct a house on an Orchard Lane property which was once thought to be right-of-way but was later determined to be a property that was never dedicated. The Township is looking into its options and Mr. Bickford will report back when he has more information.

**Nuisance Resolutions: 12173 7<sup>th</sup> Avenue**

The resolution "Providing For and Authorizing Weed Cutting and Debris Removal, Declaring a Nuisance for the Property Located at 12173 7th Avenue, Sycamore Township, OH 45249" was read. A motion was made by Mr. Weidman, seconded by Mr. Connor, dispensing with the second reading and declaring an emergency. Mr. Porter called the roll. Vote: All Aye. Resolution No. 2018-113 passed this 16<sup>th</sup> day of October, 2018.

**Fire Department Update**

Chief Penny reported that he had obtained quotes for work on Station 92 that will help in the future with the bed bug problem by removing the carpet and repairing the walls and room. The lowest quote was from Drake Custom Construction in the amount of \$29,962 and will include replacing the carpeted walls with drywall and making other improvements to the bunk area. Mr. LaBarbara made a motion, seconded by Mr. Weidman to approve the work. Mr. Porter called the roll. All voted yes.

Chief Penny reported that the new firefighters will begin shift work this week. He also advised the Board that the re-chassied medic unit should be in service by the end of the month.

**Maintenance Department Update**

Mr. Kellums reported that leaf collection is underway and the sidewalk project on Garden and Chetbert was progressing and should be completed in the next few weeks.

Mr. LaBarbara reported on a correspondence from a resident about the crosswalk at Galbraith and Wexford. Mr. Bickford stated that the information was sent to the County Engineer to get their opinion on the issue.

**Upcoming Public Hearings**

Mr. Bickford advised the Board of the next Capital Investments Group application hearing. He also requested an alternative day should the hearing not conclude. October 22, 2018 at 7:00 p.m. was suggested. Mr. Weidman made a motion, seconded by Mr. LaBarbara. Mr. Porter called the roll. All voted yes.

**Purchase Orders Over \$2,500.00**

Mr. Bickford presented the following purchase orders for approval:

Lykins Oil Company	Fuel – Police	\$6,000.00
Laforce	Maintenance Garage Locks & Doors	\$19,242.44

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

Mr. Miller updated the Board on the Degaro property purchase which started in May, 2017 for \$109,000 to expand Bechtold Park. He stated that the completion of transaction is currently in process with the Department of Housing and Urban Development and, because of the delay, the contract will expire soon. He requested a motion to extend the contract indefinitely until the transaction either closes or is cancelled and to allow Mr. Bickford to sign the agreement. Mr. Weidman made a motion, seconded by Mr. LaBarbara, to approve the extension. Mr. Porter called the roll. All voted yes.

Mr. Miller asked Mr. Bickford the status of the employee handbook. Mr. Bickford stated he is reviewing the final draft and will present it soon for additional comment.

**Schedule**

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

A motion to enter into **Executive Session to discuss Personnel – Employment** was made by Trustee Weidman and seconded by Trustee LaBarbara.

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

End regular session: 9:27 a.m.

Begin Executive Session: 9:28 a.m.

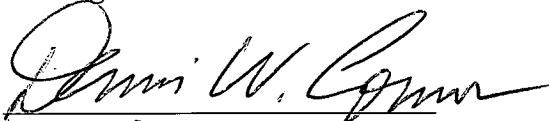
End Executive Session: 9:34 a.m.

Back in regular session: 9:35 a.m.

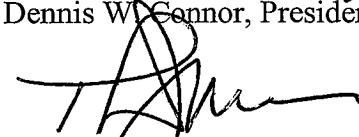
Mr. Weidman made a motion, seconded by Mr. LaBarbara, to hire Jacob Gamel for a full time maintenance position beginning November 1, 2018 and move John Estell from a part time to a full time maintenance employee beginning January 1, 2019. Mr. Porter called the roll. All voted yes.

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

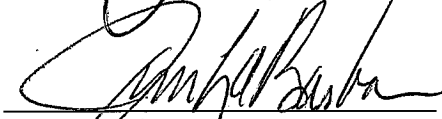
End regular session: 9:37 a.m.



Dennis W. Connor, President



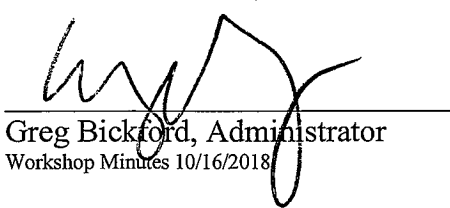
Thomas J. Weidman, Vice President



Jim LaBarbara, Trustee



Robert C. Porter III, Fiscal Officer



Greg Bickford, Administrator