

RECORD OF PROCEEDINGS
Minutes of the Trustees of Sycamore Township Meeting
Sycamore Township, Hamilton County, Ohio
October 31, 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, Superintendent/Assistant Administrator Kellums, Zoning Administrator Holbert, Fire Chief Penny and Lt. Smith from the Hamilton County Sheriff's Office. Parks/Recreation Director McKeown was excused.

Approval of October 16, 2018 Workshop Meeting Minutes

The minutes of the Board of Trustees Workshop Meeting held October 16, 2018 were presented for approval. A motion was made by Mr. Weidman, seconded by Mr. LaBarbara, to approve the minutes. Mr. Porter called the roll. Vote: LaBarbara: Aye Weidman: Aye Connor: Aye

Planning and Zoning Update

Mr. Holbert advised the board on a nuisance property located at 12173 7th Avenue which will be declared a nuisance. He also advised the Board that 6330 Kugler Mill Road will be razed in the near future.

Mr. Holbert reported on the property located at 6066 Bayberry which was recently before the property maintenance board. He indicated that the Township would be taking further action on the property, but in the short term a construction fence would be installed on the neighboring properties to prevent trick or treaters from falling into the hole. Mr. Holbert stated that the Township did receive permission from the surrounding property owners to place the fence and that it would be removed later this week.

He also advised the Board that the next Zoning Commission meeting is the continuation of the updated Zoning Resolution public hearing.

Nuisance Resolution: 3705 Glengary Avenue

The resolution "Providing For and Authorizing Weed Cutting and Debris Removal, Declaring a Nuisance for the Property Located at 3705 Glengary Avenue, Sycamore Township, OH 45236" 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. 2018-114 passed this 31st day of October, 2018.

Upcoming Public Hearings

Mr. Bickford stated that the next Capital Investment Group hearing is scheduled for November 13, 2018 at 6:00 p.m.

He also indicated that public hearings begin at 6:00 p.m. on Thursday, November 1st for Cases 2018-13MA, 2018-15LASR modification and 2018-16LASR modification.

Zoning Board Members' Compensation

Mr. Holbert stated that appointed board members were compensated \$250 per meeting up until 2012 when it was reduced to \$100 per meeting. He explained that appointed board members are compensated even if there is no meeting or if they are absent and have missed less than two meetings per calendar year. He indicated that the appointed boards had requested that the Trustees review their compensation. Mr. Holbert presented information that shows where Sycamore Township appointed Board members' compensation is among the highest compensated for their positions. Springfield Township does not provide compensation to its Board members. Colerain Township pays \$8.33 per meeting, Green pays \$25 per meeting, Anderson and Symmes pay \$50 per meeting, Delhi pays \$100 per meeting.

The Board discussed increasing the compensation to \$125 for meetings attended only. The discussion ended with no action being taken with the Board directing Mr. Holbert to inform the appointed Board members that the compensation would not be changed at this time.

Fire Department Update

Chief Penny reported that the clean-up and improvements to the bunk room has begun. He also stated that the re-chassied squad has been placed in service.

Sheriff Department Update

Lt. Smith reported that the deputies are ready for Halloween tonight and will be handing out candy in the neighborhoods. He also indicated that he has been in contact with Rockwern Academy in light of the recent tragedy in Pittsburgh.

Lt. Smith stated that the Sheriff's office has been in contact with the Kenwood Town Centre regarding the new luxury wing opening and security for it. In addition, the Sheriff's Office is preparing for holiday operations and expanded patrols in and around the Kenwood shopping district.

Chief Penny noted that the EMS crews have been working with the Sheriff's Office on first responder active shooter drills and situations.

Mr. Bickford reported that the University of Cincinnati, Institute of Crime Science has contacted the Township about performing a police study for Symmes, Sycamore and Silverton. The study will analyze policing in the Township and make recommendations on how to optimize the use of police. The second part of the study will look at what it would take for the Township to start its own department in conjunction with other political jurisdictions. The cost of the study is approximately \$75,000 and UC has preliminarily secured a grant for approximately 75% of the cost. Sycamore Township's portion of the cost will be \$10,000.

Mr. Weidman stated this is a good investment that will allow the Board to make an informed decision about the future of policing services in the Township.

Mr. Weidman made a motion, seconded by Mr. LaBarbara, to authorize up to \$10,000 for the study. Mr. Porter called the roll, all voted yes.

Mr. Weidman stated that based on comments and the request from some residents at the last Trustee meeting he was able to get 100 heroin signs printed for around \$6.00 per sign. He noted that approximately 30 have been placed in the High Point area and we will be working with the sheriff's Office to get more out as needed.

Maintenance Department Update

Mr. Kellums reported that per the request of the Zoning Department, the Maintenance Department would be installing a temporary fence on Bayberry to improve the safety of truck or treating from the hole that has been created on that property.

Mr. Kellums indicated that the three year Sycamore Road project is almost ready to go out for bid. He indicated that the Township has been having difficulties with SORTA and the Railroad on obtaining permission to work in their right-of-way. He noted that Mr. Weidman has been assisting with SOTRA and is hopeful that all issues will be worked out soon.

Mr. Kellums requested a motion to advertise for construction on the Sycamore Road project. Mr. Weidman made a motion, seconded by Mr. LaBarbara. Mr. Porter called the roll. All voted yes.

Mr. Kellums reported that the Montgomery Sidewalk Phase IV project is slated for 2020 and the Township has begun working with property owners on right-of-entry and right-of-way agreements. Mr. Weidman indicated he would assist in the right-of-way acquisition on Mercedes Benz.

Mr. Kellums also reported that the joint Kennedy Lane sidewalk project with the City of Montgomery. He stated that it should begin construction in 2019 with an approximate cost of \$120,000 and is a 50/50 split with the City of Montgomery.

Mr. Kellums stated that the Kugler Mill Road project has scored well and we are waiting on the final award with appeals pending.

Mr. Kellums stated that the Township has sealed the Hartzell Church parking lot per the agreement.

Resolution – Authorizing a Contract for Maintenance Facility Project

The resolution "Authorizing a Contract with Brandstetter Carrol Inc. for Architectural Services for a Sycamore Township Maintenance Facility" was read. A motion was made by Mr. Weidman, seconded by Mr. LaBarbara, dispensing with the second reading.

Mr. Connor accepted a request for comment from those in attendance. A question was asked if the Township looked at other properties for the facility. Mr. Weidman indicated that staff did consider other locations, but this was the only one that made any sense, as it allows us to consolidate all facilities at one single location. Mr. Kellums stated that this is the base of operations for the Township on land already owned by the Township.

Mr. Porter called the roll. Vote: All Aye.

Resolution No. 2018-115 passed this 31st day of October, 2018.

Resolution – Authorizing Asst. Administrator to Prepare and Submit SCIP Application

The resolution “Authorizing Tracy Kellums, Assistant Township Administrator/Road Superintendent, to Prepare and Submit an Application to Participate in the Ohio Public Works Commission State Capital Improvement and/or Local Transportation Improvement Program(s) and to Execute Contracts as Required” was read. A motion was made by Mr. LaBarbara, seconded by Mr. Weidman, dispensing with the second reading. Mr. Porter called the roll. Vote: All Aye. Resolution No. 2018-116 passed this 31st day of October, 2018.

Resolution - Setting the Rate of Pay for a Newly Hired Township Employee

The resolution “Setting the Rate of Pay for a Newly Hired Township Employee” was read. A motion was made by Mr. Weidman, seconded by Mr. LaBarbara, dispensing with the second reading. Mr. Porter called the roll. Vote: All Aye. Resolution No. 2018-117 passed this 31st day of October, 2018.

Casualty, Liability and Property Insurance

Mr. Bickford presented two received quotes for property, casualty, and liability insurance. The Ohio Plan premium cost was \$57,202. HCC Tokio Marine Public Risk premium cost was \$58,213. Both quotes met the Township’s coverage needs. He also explained that there was a third type of insurance that was not quoted which is pooled liability where the members are liable for claims should they exceed the amount available to the pool. He also indicated that if you leave the pool, you no longer have coverage for events that occurred while you were in the pool.

Mr. Bickford advised the Board that both companies were similar and capable of providing the insurance. He explained that the Ohio Plan is a reinsurance plan where the liability is borne by other insurance companies, whereas HCC is a multi-billion dollar insurance carrier that fully funds their own liabilities. He also noted that the HCC proposal includes separate higher liability limits for each category whereas The Ohio Plan combines all covered categories into one lump sum.

Mr. Bickford indicated that the Township has received outstanding service from HCC for the 10 years we have been with them. He also reminded the Board that over 10 years ago, The Ohio Plan quoted the Township with significantly higher rates and since then they have improved their service and now have a Board with local representation. He also noted that The Ohio Plan’s only book of business is local government.

Mr. Bickford stated that he believes the Township has two solid companies to choose from.

Mr. LaBarbara stated his preference was for the lower price. Mr. Connor stated he respectfully disagreed and that HCC has provided the Township with outstanding service and has always protected the Township and its interests. He also stated the price difference was negligible and believes we should stay with HCC as he believes loyalty to a good vendor was important.

Mr. Weidman stated that the service provided by HCC has been outstanding and the difference in premium cost is insignificant.

Mr. LaBarbara made a motion to accept the Ohio Plan proposal, seconded by Mr. Weidman, for discussion purposes. Mr. Weidman stated that he is looking for something that would provide the Township with a better value than the HCC plan, and while the Ohio Plan may be a good option, he is not seeing any added value to the plan. Mr. Porter called the roll. Vote: LaBarbara: Aye Weidman: Nay Connor: Nay

Mr. Weidman made a motion to accept the HCC Tokio Marine proposal, seconded by Mr. Connor. Mr. Porter called the roll. Vote: LaBarbara: Aye Weidman: Aye Connor: Aye

Mr. Bickford indicated that this will be an every year event and the premium costs will most likely be similar and it boils down to service and value added items.

Purchase Orders Over \$2,500.00

Mr. Bickford presented the following purchase orders for approval:

Huntington Bank	Kemper Gold Coast/Deerfield	\$157,550.00
TEC Engineering	Kenwood Towne Centre Maintenance.	\$3,000.00
US Bank	2010 Road Improvement Bonds	\$134,075.00
US Bank	2014 Bonds Tri-Health	\$135,425.00
US Bank	2007B Public Infrastructure Bonds	\$668,100.00
US Bank	2016 Various Purpose Refunding	\$1,009,950.00

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

Schedule

The schedule of upcoming events was presented on the printed agenda.

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

After the motion there was a brief discussion on setting a new backup date for the Capital Investment.

A motion to enter into **Executive Session to discuss Personnel – Employment and Personnel - Termination** 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: 10:23 a.m.

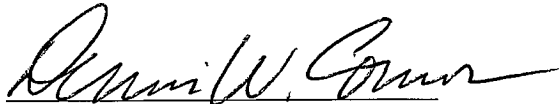
Begin Executive Session: 10:29 a.m.

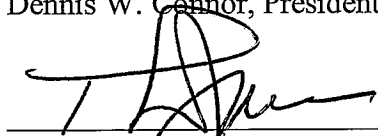
End Executive Session: 10:40 a.m.

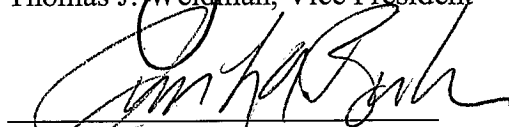
Back in regular session: 10:41 a.m.

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

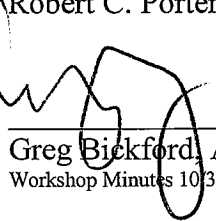
End regular session: 10:42 a.m.


Dennis W. Connor, President


Thomas J. Weidman, Vice President


Jim LaBarbara, Trustee


Robert C. Porter III, Fiscal Officer


Greg Bickford, Administrator