

RECORD OF PROCEEDINGS
Minutes of the Trustees of Sycamore Township Meeting
Sycamore Township, Hamilton County, Ohio
December 4, 2018

The meeting was called to order at 9:02 a.m. Present for the meeting were President Connor, Vice President Weidman, Trustee LaBarbara, Fiscal Officer Porter, Robert Butler for Law Director Miller, Administrator Bickford, Superintendent/Assistant Administrator Kellums, Zoning Administrator Holbert, Fire Chief Penny, Lt. Smith from the Hamilton County Sheriff's Office and Parks/Recreation Director McKeown.

Approval of November 13, 2018 Workshop Meeting Minutes

The minutes of the Board of Trustees Workshop Meeting held November 13, 2018 were presented for approval. A motion was made by Mr. Weidman, seconded by Mr. Connor, to approve the minutes. Vote: LaBarbara: Aye Weidman: Aye Connor: Aye

Prevention First

Mr. Connor presented information on the Prevention First program as a follow-up from Commissioner Driehaus' presentation on the Hamilton County Heroin Coalition. He noted the steps the group takes in working with opioid addicts and other community groups. Mr. Connor suggested that the Township work with local groups in conjunction with Prevention First.

Planning and Zoning Update

Mr. Holbert presented nuisance resolutions for consideration by the Board.

Nuisance Property Resolutions – 12173 7th Avenue Parcels

12173 7th Avenue Parcel ID 600-0011-0187-00

The resolution "Providing For and Authorizing Weed Cutting and Debris Removal and 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. LaBarbara, dispensing with the second reading and declaring an emergency. Mr. Porter called the roll. Vote: All Aye. Resolution No. 2018-126 passed this 4th day of December, 2018.

12173 7th Avenue Parcel ID 600-0011-0188-00

The resolution "Providing For and Authorizing Weed Cutting and Debris Removal and 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. LaBarbara, dispensing with the second reading and declaring an emergency. Mr. Porter called the roll. Vote: All Aye. Resolution No. 2018-127 passed this 4th day of December, 2018.

12173 7th Avenue Parcel ID 600-0011-0189-00

The resolution "Providing For and Authorizing Weed Cutting and Debris Removal and 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. LaBarbara, dispensing with the second reading and declaring an emergency. Mr. Porter called the roll. Vote: All Aye. Resolution No. 2018-128 passed this 4th day of December, 2018.

Fire Department Update

Chief Penny reported that the Station 92 bunk room repair will be completed soon. He also indicated that the Stop the Bleed program was very successful with over 30 attendees. In addition, he reported the FBI is also looking into partnering on future Stop the Bleed Trainings.

Chief Penny presented information on the training and equipment necessary to re-certify firefighter SCBA apparatus. He noted that the Township would save money in the long run by purchasing the necessary equipment to conduct the re-certification in house. The Chief estimates that the equipment will pay for itself within four years. Mr. Weidman made a motion, seconded by Mr. LaBarbara, to approve the purchase of the SCBA equipment for \$12,858. Mr. Porter called the roll. All voted yes.

Sheriff Department Update

Lt. Smith reported that the Township is averaging approximately 1,000 calls for service per month. In addition, there are generally over 600 self-initiated actions by the deputies per month.

Lt. Smith noted that the special deputy patrols for the holiday season are working well and there have been no major issues. He also noted that there will be special deputies for the Luminaria event on Saturday.

The Lieutenant reported that the Sheriff's Office now has a military outreach program to assist returning soldiers and help them when there are calls for service involving them.

Lt. Smith reported that the instructor for the DARE program will be retiring and the only two schools still active with the program are All Saints and St. Vincent. He stated the County would attempt to seek a replacement but is looking for direction from the Township as to if we would like to continue with the program. Mr. Weidman requested information on the training and cost to certify an officer for the program.

Parks and Recreation Update

Mr. McKeown reported that Luminaria is this Saturday and that Mr. and Mrs. Claus will be attending.

Maintenance Department Update

Mr. Kellums reported that the Sycamore Road bid opening will take place on December 13, 2018 at 10:00 a.m. He also reported that the Kugler Mill project had scored well for funding from the SCIP program and may receive funding for 2020. The award information will be announced sometime in December. He noted this is a joint project with Hamilton County.

Mr. Kellums noted that the repair on the Bechtold Pavilion is moving forward. He also indicated that the Fiber Interconnect project will have its pre-construction meeting soon.

Mr. Kellums stated that the crews are continuing to work on brush and leaf pickup. The leaf program is slated to end on December 17th, with final runs being made that week.

He also reported that the Township attended the open house for the joint sidewalk project on Kennedy Lane with the City of Montgomery. That project is about to enter the engineering phase.

Resolution – Authorizing a Contract with CT Consultants, Inc.

The resolution “Authorizing a Contract with CT Consultants, Inc. for Engineering, Design, Bidding, and Construction Administration for the Kennedy Lane Sidewalk Project” 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. 2018-129 passed this 4th day of December, 2018.

Resolution – Authorizing a Contract with Dennis A. Ziccardi & Associates LLC

The resolution “Approving a Contract with Dennis A. Ziccardi & Associates LLC for Appraisal Services for the Montgomery Road Sidewalk Phase IV Project” 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. 2018-130 passed this 4th day of December, 2018.

Mr. Kellums also noted that the sidewalks on Garden and Silvercrest were completed.

Year End Resolutions

The Resolution “Retaining R. Douglas Miller as the Township Law Director and the Law Firm of Donnellon, Donnellon & Miller as Legal Counsel” was read. Mr. Weidman, seconded by Mr. LaBarbara, dispensing with the second reading. Mr. Porter called the roll. Vote: All Aye.

Resolution No. 2018-131 passed this 4th day of December, 2018.

The Resolution “Approving a Contract for a Third Party Administrator and a Health Reimbursement Arrangement Plan” 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. 2018-132 passed this 4th day of December, 2018.

The Resolution “Approving a Contract for Employee Insurance Benefits” 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. 2018-133 passed this 4th day of December, 2018.

The Resolution “Requesting the County Auditor to Make Advance Payments of Taxes” 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. 2018-134 passed this 4th day of December, 2018.

The Resolution “Setting the Township Fiscal Officer’s Salary and Benefits” 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. 2018-135 passed this 4th day of December, 2018.

The Resolution “Establishing Mileage Allowance for Township Employees Providing for Reimbursement Expenses” 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. 2018-136 passed this 4th day of December, 2018.

The Resolution "Authorizing Payment for Association Dues" 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. 2018-137 passed this 4th day of December, 2018.

The Resolution "Setting Trustee Meeting Dates and Times" 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. 2018-138 passed this 4th day of December, 2018.

The Resolution "Providing for Compensation to the Township Trustees" 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. 2018-139 passed this 4th day of December, 2018.

Mr. Connor noted that he would be out of town for the first week of January. Mr. Weidman noted he would be too. Mr. Weidman made a motion to cancel the January 1, 2019 workshop and the January 3, 2019 Regular trustee meeting and move the regular Trustee meeting to January 17, 2019. Mr. LaBarbara seconded the motion. Mr. Porter called the roll. All voted yes.

The Resolution "Providing Insurance Benefits to the Township Trustees" 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. 2018-140 passed this 4th day of December, 2018.

Upcoming Public Meetings

Mr. Bickford noted that the public hearings for Zoning case 2018-17MA and 2018-18MA will take place starting at 6:00 p.m. on Thursday.

Mr. Holbert presented the Zoning case proposals to the Board.

Purchase Orders Over \$2,500.00

Mr. Bickford presented the following purchase orders for approval:

Volgelpohl Fire	SCBA Certification Gear	\$12,858
Blanket Vendor	Bunker Gear	\$15,000.00
Blanket Vendor	Building Costs – Fire	\$14,714.23
Blanket Vendor	Fuel – Police	\$6,000.00

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 read by Mr. Connor.

A motion to enter into **Executive Session to discuss Personnel – Employment and Personnel - Compensation** was made by Trustee Weidman and seconded by Trustee Connor. Mr. Porter called the roll. Vote: Weidman: Aye; LaBarbara: Aye; Connor: Aye.

End regular session: 10:09 a.m.

Begin Executive Session: 10:18 a.m.

End Executive Session: 11:25 a.m.

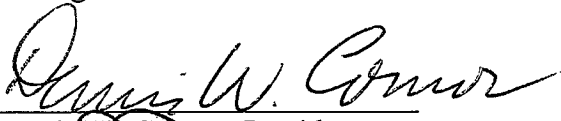
Back in regular session: 11:26 a.m.

Mr. Weidman made a motion, seconded by Mr. LaBarbara, to promote Jerry Cooper to Assistant Fire Chief at a salary of \$90,000 annually. Mr. Porter called the roll. All voted yes.

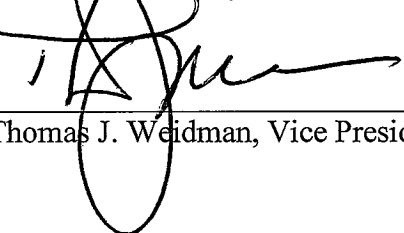
Mr. Weidman made a motion to hire a new fire fighter for the open position created by Jerry Cooper's appointment. Mr. LaBarbara seconded. Mr. Porter called the roll. All voted yes.

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

End regular session: 11:28 a.m.



Dennis W. Connor, President

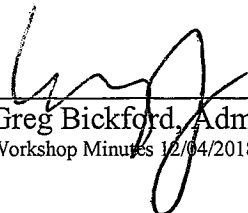


Thomas J. Weidman, Vice President

Jim LaBarbara, Trustee



Robert C. Porter III, Fiscal Officer



Greg Bickford, Administrator
Workshop Minutes 12/04/2018