

## RECORD OF PROCEEDINGS

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

March 15, 2022

Present for the meeting were Chairman Weidman, Vice Chairman Schwegmann, Trustee James, Attorney Katherine Barbieri attending for Interim Law Director Lawrence E. Barbieri, Fiscal Officer Porter, Interim Administrator / Superintendent Kellums, Planning & Zoning Administrator Miller and Greg Jarvis, Finance Director for Hamilton County.

Mr. Jarvis addressed the Board noting the Tax Incentive Review Council meeting is a statutory requirement. He said it is always a pleasure to come to Sycamore Township as the Township's projects do well. Mr. Jarvis reported at this time there are two delinquencies which the Auditor's Office will assist the Township in collecting if necessary. Mr. Jarvis then called the meeting to order at 6:47 p.m.

Mr. Kellums stated the Township may request assistance from the Auditor's Office with one of the delinquencies but the other may be an error as it is a partial delinquency and a small amount.

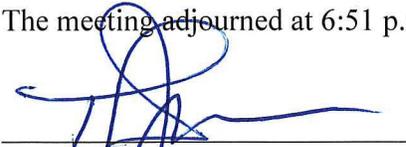
Mr. Jarvis requested a motion to accept the report. Ms. Schwegmann made a motion to accept the report as presented. Mr. James seconded.

Mr. James asked if there was a quorum requirement noting no school board representatives were present. There was discussion about whether the Board had a quorum.

Mr. Porter called roll. Vote: Mr. James: Aye; Ms. Schwegmann: Aye; Mr. Weidman: Aye

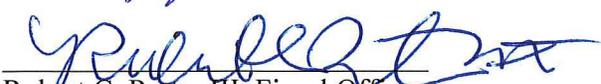
Mr. James made a motion to adjourn, seconded by Ms. Schwegmann. Mr. Porter called roll. Vote: Mr. James: Aye; Ms. Schwegmann: Aye; Mr. Weidman: Aye

The meeting adjourned at 6:51 p.m.

  
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Thomas J. Weidman, Chairman

  
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Tracy Schwegmann, Vice Chairman

  
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Thomas C. James, Jr., Trustee

  
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Robert C. Porter III, Fiscal Officer

03/15/2022

## RECORD OF PROCEEDINGS

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

March 15, 2022

The regular meeting was called to order at 7:00 pm. by Chairman Weidman.

Present for the meeting were Chairman Weidman, Vice Chairman Schwegmann, Trustee James, Interim Law Director Barbieri, Fiscal Officer Porter, Interim Administrator / Superintendent Kellums, Planning & Zoning Administrator Miller, Fire Chief Penny, and Corporal Kidd from the Hamilton County Sheriff's Office present for Lt. Tarr.

The invocation was read by Chief Penny.

Pledge to the Flag.

#### **Approval of the March 1, 2022 Trustees Meeting Minutes**

The March 1, 2022 Trustees meeting minutes were presented for approval. Mr. James made a motion, seconded by Ms. Schwegmann, to accept them.

Mr. Porter called roll. Vote: Mr. James: Aye; Ms. Schwegmann: Aye; Mr. Weidman: Aye

#### **Sheriff Patrol Report**

Cpl. Kidd stated he had no report.

#### **EMS/Fire Report**

##### **Pulse Point**

Chief Penny reported on an app available called Pulse Point that any person trained in CPR may download and use. He explained the app will track that person's location allowing the communications center to alert them if there is a victim close by in need of CPR. Chief Penny stated the Fire Department will provide information on the Pulse Point app to those who attend CPR training and get the program up and running in the Township.

#### **Roads, Maintenance & Recreation Report**

Mr. Kellums reported a stone wall in front of the Kenwood Towne Center was damaged by a vehicle and in need of repair. He said he called a couple companies about repairing it and met one on site. He stated the retaining wall behind the sidewalk has also fallen into disrepair over the years. He then presented a resolution for the Board's consideration to approve a quote for repairing both walls.

#### **Resolution – Approving a Proposal for the Repair of a Retaining Wall on Kenwood Road**

The resolution "Approving a Proposal for the Repair of a Retaining Wall on Kenwood Road And Dispensing with a Second Reading" was presented by Mr. Kellums.

The Board asked for clarification on funding for the repairs and which walls would be included. Mr. Kellums answered their questions.

Mr. James made a motion, seconded by Ms. Schwegmann, to approve the resolution as presented. Mr. Porter called roll. Vote: All Aye.  
Resolution 2022-14 passed this 15<sup>th</sup> day of March, 2022

**Planning & Zoning Report**

Mr. Miller reported he had two resolutions for the Board’s consideration for nuisance properties. He displayed photos of the property located at 11962 4<sup>th</sup> Avenue and explained the violations present.

**Resolution – 11962 4th Avenue Nuisance Property**

The resolution “ Providing for and Authorizing Removal of Vegetation, Garbage, Refuse and Other Debris and Declaring a Nuisance for the Property Located at 11962 4<sup>th</sup> Avenue, Sycamore Township, OH 45249” was presented by Mr. Miller. Mr. James made a motion, seconded by Ms. Schwegmann, to approve the resolution, dispensing with a second reading. Mr. Porter called roll. Vote: All Aye.  
Resolution 2022-015 passed this 15<sup>th</sup> day of March, 2022

Mr. Miller displayed photos of the violations at 3900 E. Galbraith Road, the Deer Park Auto property. He stated the Township has a settlement agreement with this property owner that has to do with the number of vehicles on the property. He noted there is an accumulation of junk and trash on the site as well as fire code violations for which the owner may be fined.

**Resolution – 3900 E. Galbraith Road Nuisance Property**

The resolution “ Providing for and Authorizing Removal of Vegetation, Garbage, Refuse and Other Debris and Declaring a Nuisance for the Property Located at 3900 E. Galbraith Road, Sycamore Township, OH 45236” was presented by Mr. Miller. Mr. James made a motion, seconded by Ms. Schwegmann, to approve the resolution, dispensing with a second reading. Mr. Porter called roll. Vote: All Aye.  
Resolution 2022-016 passed this 15<sup>th</sup> day of March, 2022

Mr. Miller reported the Zoning Commission held hearings for three Zoning Cases last evening: Case 2022-01P2 for Tire Discounters, Case 2022-04MA for TriHealth and Case 2022-05P2 for Equipment Depot. He stated the Zoning Commission recommendations will be forwarded to the Trustees and requested public hearings be scheduled before the next regular Trustees meeting on April 5<sup>th</sup> at 6:00 p.m.

Mr. Miller reported there will be a Board of Zoning Appeals hearing for a variance on Monday, March 21, 2022 at 6:30 p.m.

**Law Director Report**

Ms. Barbieri stated she had no report.

**Administrator Report**

Mr. Kellums reported he has been in discussions with Rich Surace from Energy Alliance, and he is getting close to locking in an electric aggregation rate.

Mr. Kellums said last week a resident made some comments about Mr. James’s report in a prior meeting regarding financial balances that didn’t match. He stated another resident commented on social media about staff making big balance mistakes in our bookkeeping. Mr. Kellums stated he

wanted to correct that. He reminded everyone the Township has made changes to accounting software in recent years noting the reports generated by each of the two software choices are formatted differently. He explained where the balance Mr. James was looking at on the BUCS report was actually the end of month balance. He stated there was absolutely no money missing and no mistake in bookkeeping. Mr. Kellums said everything balanced correctly to the penny and he wanted to clarify that so the public does not think staff is not doing a good job. He requested the Board ask staff questions about the reports when they receive them as opposed to making such statements during a meeting.

Mr. James stated he spoke with Debbie Campbell about the reports after the meeting. He said the reports were presented without context as to the change which was what made them confusing. He said he did not think money was missing.

**Resolution – Authorizing a Contract with the Hamilton County Sheriff’s Office for Police Protection Services**

Mr. Kellums reported he had a resolution for the Board’s consideration to approve a contract for police services with the Hamilton County Sheriff.

The resolution “Authorizing a Contract with the Hamilton County Sheriff’s Office for Police Protection Services and Dispensing with a Second Reading” was presented by Mr. Kellums.

Mr. Kellums said the contract is the same except it accounts for a five percent increase in cost each year for raises. He said we will continue transferring just over \$1 million in JEDZ funds for police services.

Mr. Weidman asked about changes to the language in the contract.

Mr. Kellums answered those had been corrected.

Ms. Schwegmann asked if service levels would remain the same.

Mr. Kellums answered yes.

Mr. James made a motion, seconded by Ms. Schwegmann, to approve the resolution. Mr. Porter called roll. Vote: All Aye.

Resolution 2022-017 passed this 15<sup>th</sup> day of March, 2022

**Resolution – Authorizing an Agreement for Supplemental Police Protection Services**

The resolution “Authorizing an Agreement for Supplemental Police Protection Services and Dispensing with a Second Reading” was presented by Mr. Kellums.

Mr. Kellums explained this is for the RENU officer.

Mr. James made a motion, seconded by Ms. Schwegmann, to approve the resolution. Mr. Porter called roll. Vote: All Aye.

Resolution 2022-018 passed this 15<sup>th</sup> day of March, 2022

**Resolution – Designating No Parking on Portions of Charteroak Drive in Sycamore Township**

Mr. Kellums stated the next resolution for the Board’s consideration is in response to discussions in previous meetings about parking on Charteroak Drive.

The resolution “Designating No Parking on Portions of Charteroak Drive in Sycamore Township” was presented by Mr. Kellums.

Mr. Kellums noted the exact location of the proposed no parking zone.

Mr. James made a motion, seconded by Ms. Schwegmann, to approve the resolution, dispensing with a second reading. Mr. Porter called roll. Vote: All Aye.

Resolution 2022-019 passed this 15<sup>th</sup> day of March, 2022

**Resolution – Amending the Rate of Pay for a Newly Promoted Township Employee**

The resolution “Amending the Rate of Pay for a Newly Promoted Township Employee” was presented by Mr. Kellums. Mr. James made a motion, seconded by Ms. Schwegmann, to approve the resolution, dispensing with a second reading. Mr. Porter called roll. Vote: All Aye.

Resolution 2022-020 passed this 15<sup>th</sup> day of March, 2022

**Resolution – Amending the Rate of Pay for a Newly Promoted Township Employee**

The resolution “Amending the Rate of Pay for a Newly Promoted Township Employee” was presented by Mr. Kellums. Mr. James made a motion, seconded by Ms. Schwegmann, to approve the resolution, dispensing with a second reading. Mr. Porter called roll. Vote: All Aye.

Resolution 2022-021 passed this 15<sup>th</sup> day of March, 2022

**Resolution – Authorizing and Directing a Transfer of Funds to Reconcile Budgets and Appropriations**

The resolution “Authorizing and Directing a Transfer of Funds to Reconcile Budgets and Appropriations and Dispensing with a Second Reading” was presented by Mr. Kellums.

Mr. Kellums said this is to transfer \$1 million into the Fire Fund and has been appropriated. He said we have not received the tax payment from Hamilton County yet and stated this is the second transfer to the Fire Fund this year.

Mr. James made a motion, seconded by Ms. Schwegmann, to approve the resolution. Mr. Porter called roll. Vote: All Aye.

Resolution 2022-022 passed this 15<sup>th</sup> day of March, 2022

**Purchase Orders Over \$5,000.00**

Mr. Kellums presented the following purchase orders over \$5,000.00 for approval:

22-205	Vogelpohl Fire Equipment	Gear Storage Locker (5)	\$11,631.00
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Mr. James made a motion to approve purchase order 22-205. Ms. Schwegmann seconded. Mr. Porter called roll. Vote: All Aye.

**Fiscal Officer Report**  
**Pay Bills and Read Receipts**

The receipts in the amount of \$351,209.00 and disbursements in the amount of \$964,318.36 for March 15, 2022 were read by Mr. Porter and are hereby made a part of these minutes.

I hereby certify that the money for payment of these bills is in the fund provided and duly and properly appropriated.

Signed:   
Robert C. Porter III, Fiscal Officer

A motion to approve was made by Mr. James, seconded by Ms. Schwegmann.  
Mr. Porter called roll. Vote: Mr. James: Aye; Ms. Schwegmann: Aye; Mr. Weidman: Aye

**Trustee Comments**

Ms. Schwegmann encouraged people to check the Township's website for details on the Trash Bash and other events going on in the Township this spring.

Mr. James wished everyone a happy St. Patrick's Day.

Mr. Weidman stated the Board is conducting interviews for the Township Administrator position and hopes to have that resolved soon.

**Announcement Changes**

Mr. Weidman referred people to the website calendar for details on all meetings and events.

**Executive Session**

A motion was made by Mr. Weidman to adjourn the meeting into executive session with the Township Law Director as permitted by Ohio Revised Code Section 121.22(G)(5) to discuss matters required to be kept confidential by federal law or regulation.

Mr. Weidman also made a motion to adjourn into executive session as permitted by Ohio Revised Code Section 121.22(G)(1) to consider the employment, dismissal, discipline, or compensation of a public employee or official and as permitted by Ohio Revised Code Section 121.22(G)(3) to discuss imminent litigation with the Township Law Director.

Mr. Weidman made a third motion to adjourn into executive session with the Township Law Director as permitted by Ohio Revised Code Section 121.22(G)(2) to discuss sale of property.

Mr. Weidman noted there may be action taken after the executive sessions.

Mr. James seconded the motions.

Mr. Porter called roll. Vote: Mr. James: Aye; Ms. Schwegmann: Aye; Mr. Weidman: Aye

End Regular Session: 7:24 p.m.

Begin Executive Session: 7:28 p.m.

End Executive Session: 8:05 p.m.

Back in Regular Session: 8:08 p.m.

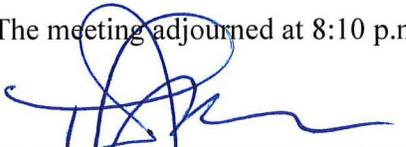
Mr. Porter called roll. All three Trustees indicated they were present.

Mr. James made a motion, seconded by Ms. Schwegmann, to commence an investigation into whether the Board of Trustees should initiate removal proceedings for Assistant Fire Chief Gerald Cooper in accordance with Ohio Revised Code 505.38. Mr. Porter called roll. Vote: Mr. James: Aye; Ms. Schwegmann: Aye; Mr. Weidman: Aye

Mr. James made a motion in accordance with Ohio Revised Code Section 505.38(A) to appoint Geis Consulting to investigate the conduct of Assistant Fire Chief Gerald Cooper to determine if removal proceedings should be initiated. Ms. Schwegmann seconded the motion. Mr. Porter called roll. Vote: Mr. James: Aye; Ms. Schwegmann: Aye; Mr. Weidman: Aye

A motion was made by Mr. James, seconded by Ms. Schwegmann, to adjourn the meeting. Mr. Porter called roll. Vote: All Aye.

The meeting adjourned at 8:10 p.m.

  
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Thomas J. Weidman, Chairman

  
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Tracy Schwegmann, Vice Chairman

  
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Thomas C. James, Jr., Trustee

  
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Robert C. Porter III, Fiscal Officer  
03/15/2022