

Minutes of the Special Meeting of the Trustees of Sycamore Township
Sycamore Township, Hamilton County, Ohio

July 13, 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.

The invocation was read by Chief Penny.

Pledge to the Flag.

Approval of the June 21, 2022 Trustees Meeting Minutes

The June 21, 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

Public Comments

Mr. Erv Moermond, of 4704 Duneden Avenue, addressed the Board in regard to continuing issues with weeds and overgrown vegetation at the Aspire Apartments property. Mr. Moermond reported their dry pond is not dry and expressed concerns about mosquitos.

Mr. Weidman stated he has a call into the property owner and is waiting to hear back to get resolution on these issues.

Planning & Zoning Report

Mr. Miller reported he had a resolution prepared for the Board's consideration for Zoning Case 2022-10Z that was the subject of a public hearing prior to the Trustee Meeting.

Resolution – Zoning Case 2022-10Z

The resolution "Approving a Zone Change and S-PUD for Kleinfelder Capitol in Sycamore Township and Dispensing with a Second Reading" was presented by Mr. Kellums. Mr. James made a motion to approve the resolution, seconded by Ms. Schwegmann.

Mr. Weidman noted there have been many proposals for this property and this low intensity proposal is by far the best for the area.

Mr. James agreed saying this is exactly what we need on Montgomery Road to transition between residential and commercial areas and most residents are in favor of the project.

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

Resolution 2022-070 passed this 13th day of July, 2022

Mr. Miller reported there were about two dozen letters sent out for violations but for most of them, the owners have been responsive. He then presented nuisance resolutions for the Board's consideration.

Resolution – 7990 Buckland Drive Nuisance Vehicle

The resolution "Providing for the Removal of Junk Vehicle in Sycamore Township, Hamilton County and the Proper Disposal, Storage or Impoundment of Motor Vehicle by Implementing the Procedures Set Forth in Sycamore Township Resolution 2012-14, and Sections §§ 505.173, 505.85, and 505.871 of the Ohio Revised Code" was presented by Mr. Miller. Mr. James made a motion to approve the resolution, seconded by Ms. Schwegmann, dispensing with a second reading. Mr. Porter called roll. Vote: All Aye.

Resolution 2022-071 passed this 13th day of July, 2022

Resolution – 7600 Montgomery Road Nuisance Property

Mr. Miller reported this is a repeat nuisance property and the Planning & Zoning Department is trying to stay on top of it so there is not an eye sore on Montgomery Road.

The resolution "Providing for and Authorizing Removal of Vegetation, Garbage, Refuse and Other Debris and Declaring a Nuisance for the Property Located at 7600 Montgomery Road, Sycamore Township, OH 45236" was presented by Mr. Miller. Mr. James made a motion to approve the resolution, seconded by Ms. Schwegmann, dispensing with a second reading. Mr. Porter called roll. Vote: All Aye.

Resolution 2022-072 passed this 13th day of July, 2022

Mr. James asked Mr. Miller to address Mr. Moermond's concerns about the Aspire Apartments property.

Mr. Miller stated the Planning & Zoning Department is holding back final zoning approval so that they cannot get their final certificate of occupancy from Hamilton County. He noted it is not just a zoning issue; Fire Inspector Doug Morath, Public Health and Hamilton County Soil & Water also have concerns about the site. There are a number of agencies requesting the County refrain from issuing their final certificate of occupancy. He noted they are operating under a temporary one and that is costing them every month. Mr. Miller noted the developers are aware of the concerns and he hopes that they are addressed soon. He said we could take them to court and try to fine them but that would be time consuming and expensive. He stated withholding the certificate of occupancy is the way to resolve this.

Mr. James noted they are moving people into the apartments with the temporary certificate of occupancy.

Mr. Miller answered there is a time limit on the temporary C.O., and they will have to get a final C.O. eventually.

Mr. James asked if the pond / mosquito issue should be reported to the Board of Health.

Mr. Miller answered they would have the authority to address that problem.
Mr. Weidman asked if it is a detention pond.

Mr. Miller answered it is detention, not retention and it is supposed to be dry. He said if it is not there are storm sewer violation and public health issues. He noted there is also a hole in the front of the property that needs to be graded or filled.

Sheriff Patrol Report

Cpl. Kidd stated he had no report.

EMS/Fire Report

Chief Penny reported there has been an influx of natural gas runs he believes to be attributed to dry groundbreaking underground pipes. He urged people to call the Fire Department right away if they smell gas.

Roads, Maintenance & Recreation Report

Mr. Kellums reported on the June 25th Food Truck XPO at Bechtold Park which seemed to be a success. He stated some of the trucks did not do the business they expected but there were a lot of good comments from those present.

Mr. Kellums reported about 250-300 people attended The Remains concert at Bechtold Park on July 9th and everyone seemed to have an enjoyable time.

Mr. Kellums reported Prus Construction is close to halfway finished with curb work in Kenwood Meadows. He said once the curbs are complete, the milling of the pavement will begin. He requested residents be patient.

Mr. Kellums reported the Larchview Drive / Plainfield Road Project is moving along well and Ford Development is about halfway finished with the first half of the project. He said Plainfield is ready to be paved but will wait to pave both Larchview and Plainfield at the same time. Mr. Kellums reported on an attempt by scammers claiming to work for Ford Development to divert payment for the project to an address in Atlanta. He noted this was caught by Ms. Campbell's due diligence.

Mr. Kellums stated he met with engineers for the Montgomery Road Sidewalk Project and negotiations to obtain easements and right of way from some property owners is underway. HE said everyone they have spoken with is very happy about it.

Mr. Kellums reported a preconstruction meeting took place that day with Ford Development for the Donegal Drive Headwall Project.

Mr. Kellums reported on the Kemper Road Sidewalk Project for which the Township received a safety grant. He stated they met with the engineers and ODOT the day before to walk the area of the project. He said the Township will have to do engineer selection for that project. Mr. Kellums also reported the Ohio Township Association Magazine had an article in it about Sycamore Township being the only Township in the State to win this Traffic Safety

Improvement Grant. He gave kudos to Steve Reutelshofer and Choice One Engineering for their work helping Mr. Kellums with the submission for the grant.

Motion to Advertise - Illuminated Street Name Signs Project

Mr. Kellums requested a motion to advertise for the Illuminated Street Name Signs Project which had been discussed at a previous meeting. He noted illuminated signs have already been placed on Kugler Mill Road, Sycamore Road, and Happiness Way. He said the goal is to install similar signs in five additional Kenwood Road / Montgomery Road area intersections at a cost of approximately \$35,000.00 per intersection.

Mr. James made a motion, seconded by Ms. Schwegmann, to advertise for the Illuminated Street Name Signs Project. Mr. Porter called roll. Vote: All Aye.

Resolution – Authorizing a Contract with the Kleingers Group for Engineering Services for the Veterans Memorial Project

Mr. Kellums reported he and Mr. Reutelshofer met with Kleingers about the Veterans Memorial Project. He said Kleingers has done quite a few of them including one for the City of Silverton. Mr. Kellums said he would like to move forward with the project now that the roundabout by Bechtold Park is complete.

The resolution “Authorizing a Contract with the Kleingers Group for Engineering Services for the Veterans Memorial Project and Dispensing with a Second Reading” was presented by Mr. Kellums. Mr. James made a motion to approve the resolution, seconded by Ms. Schwegmann.

Mr. James noted the cost for engineering services listed in the contract is \$37,200.00 maximum saying that is beneath the threshold to requiring the Township to go out for bid.

Mr. Kellums answered we would not have to go out for bid for engineering and stated the threshold is \$50,000.00 to put out an RFQ.

Mr. James asked about the anticipated construction cost for the project.

Mr. Kellums answered we do not know at this point. He stated it depends on what we decide to do. He said there have been preliminary discussions with Kleingers and we will get a construction estimate from them. Mr. Kellums noted the project may be funded with TIF.

Mr. Porter called roll. Vote: All Aye.
Resolution 2022-073 passed this 13th day of July, 2022

Mr. Kellums reported the Maintenance Department finally received the two 5500 Chevy trucks ordered in the spring of 2021.

Mr. Kellums reported we still have a crew of three men, two trucks and a mini excavator out helping with the overwhelming amount of damage in Goshen Township caused by the tornado.

Mr. Kellums reported we received a check for \$16,232.85 from Hamilton County Recycling for having the Best Waste Diversion Rate in 2021.

Mr. James asked about the crosswalks across from the mall not being completed by the contractor.

Mr. Kellums said the crosswalk is in they are waiting to put in the white edge lines. He said he does not know why it is taking so long and he has a lot of money set back for them once completed.

Mr. James asked about putting power lines underground noting issues with power outages in Heitmeyer Farms in particular.

Mr. Kellums said Duke Energy is not going to put power lines underground due to the expense. He said Duke Energy was trimming trees and making some changes, but the company has had a lot of turnover.

Mr. James said residents have asked about the Township contributing to the cost to put the power lines underground saying he assumes it would be prohibitively expensive.

Mr. Weidman noted it would be on private property.

Mr. Kellums said it would be expensive and it is on private property. He said the Township has done that in the street, which is right of way, using TIF funds. He stated the Township does not have the funds to pay for that.

Mr. Weidman stated he has worked with the last two government affairs people at Duke Energy regarding this issue. He said in 2018 they had instituted a program to collect data to determine if it would be more economical to put the electric lines underground versus going out to fix issues in neighborhoods in which the power repeatedly goes out. Mr. Weidman said he fought to have Heitmeyer Farms included in that but, unfortunately, the program no longer exists.

Mr. James asked about the storm damage pickup policy and requested the Township publish notice of storm damage emergency declarations on the website.

Mr. Kellums stated the policy is residents have two business days after a storm to call in the damage and two weeks to get it to the curb to be collected after they are on the list. He said the policy is on the website and has been in the newsletter many times, but we can post it on the website when declared as well.

Mr. James said there is a resident upset about commercial trucks coming down Happiness Way now that it has reopened and asked if there is anything that can be done about it.

Mr. Kellums said we can put signs there, but it is a public road and noted there was cut through and commercial traffic before the road was closed as well.

Ms. Schwegmann said it should improve once people learn to navigate the new development.

Mr. Kellums said it is not enforceable to keep traffic off a public road.

Mr. Barbieri said there have been court cases on the subject and prohibiting trucks proved to be unsuccessful.

Law Director Report

Mr. Barbieri stated he had nothing to report.

Administrator Report

Resolution – Adopting the Sycamore Township Tax Budget for 2023

The resolution “Adopting the Sycamore Township Tax Budget for 2023, Dispensing with the Second Reading and Declaring an Emergency” was presented by Mr. Kellums. Mr. James made a motion to approve the resolution, seconded by Ms. Schwegmann.

Mr. Porter called roll. Vote: All Aye.

Resolution 2022-074 passed this 13th day of July, 2022

Resolution – Establishing a Resident Finance Committee to Advise the Township’s Board of Trustees

Mr. Kellums said the Township has published requests online and on social media soliciting volunteers to serve on a resident finance committee.

The resolution “Establishing a Resident Finance Committee to Advise the Township’s Board of Trustees and Dispensing with a Second Reading” was presented by Mr. Kellums. Mr. James made a motion to approve the resolution, seconded by Ms. Schwegmann.

Mr. James said he is happy to see we are moving forward with this. He said previously some members of the board had a concern about geographic distribution of the Board and noted that is not in this resolution.

Mr. Weidman said the Administrator will be taking that into consideration when he makes recommendations to the Board.

Mr. James asked if there should be a definition of a resident in the resolution.

Mr. Weidman stated if you live in Florida part time and vote in Florida you are not a resident of Ohio.

Mr. James noted there is not a quorum requirement defined in the document. He said it states there will be six members including the Fiscal Officer acting as a liaison. He asked Mr. Barbieri if four would be a quorum as a majority or if that should be defined.

Mr. Barbieri said three will be a quorum because the Fiscal Officer will not be a voting member.

Mr. Porter called roll. Vote: All Aye.

Resolution 2022-075 passed this 13th day of July, 2022

Mr. Kellums reported an RFP (Request for Proposal) for the Law Director position has been posted on the Township, Ohio Township Association and Cincinnati Bar Association websites.

Mr. Kellums reported the Township's State Audit was completed that day noting it was difficult to get the information the Auditor requested out of UAN.

Purchase Orders Over \$5,000.00

Mr. Kellums presented the following purchase orders over \$5,000.00 for approval noting all the money had been appropriated:

22-105-2	Blanket Vendor	Bunker Gear	\$5,000.00
22-165-8	World Fuel Services	Fuel - Police	\$19,328.88
22-253	Gerber Collision & Glass	Repairs 2018 SUV	\$20,611.64
22-255	BME Mechanical	Station 93 HVAC Repair	\$4,528.00
22-256	Blanket Vendor	Medical Director	\$15,000.00
22-257	Symmes Township	CX90 Tractor	\$15,000.00
22-226-4	Blanket Vendor	Planning & Zoning Contracts	\$8,000.00

Mr. James made a motion to approve the purchase orders presented. Ms. Schwegmann seconded. Mr. Porter called roll. Vote: All Aye.

Mr. Kellums said there will be appropriation amendments necessary that will be presented to the Trustees at a future meeting.

Mr. James said he is glad the RFP is out for the Law Director position, and he hopes Mr. Barbieri applies. He noted the Board voted December 9, 2021 to begin a search for the new Administrator immediately. He said some interviews were done and he had asked Mr. Kellums to contact a headhunter. He asked if Mr. Kellums spoke to him.

Mr. Kellums said they have spoken several times and he is supposed to have a proposal to the Township within the week which would probably have a price of about \$18,000.00 to \$20,000.00. Mr. Kellums said the headhunter told him he is currently conducting similar searches in our area and the market is slow making it difficult to find people.

Mr. James reported the Township's Juneteenth Holiday policy does not jibe with State law and needs to be updated.

Mr. Kellums stated that is already in the works.

Fiscal Officer Report

Pay Bills and Read Receipts

The receipts in the amount of \$350,253.24 and disbursements in the amount of \$825,369.08 for July 13, 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 said the parks and maintenance teams have been very busy with storm damage and helping in Goshen and putting on events in our parks. She thanked the team members who participated in that. She also reported, for those who may not know, the Township's first installment of an 18-year payout in the OneOhio Opioid Settlement from that class action lawsuit of about \$5,000.00 should be received soon.

Mr. Kellums added he spoke to Lt. Tarr and Chief Penny about that, and the Board will have to pass a resolution to spend the funds for very specific purposes. It was noted a new fund must be established for the money.

Ms. Schwegmann encouraged people to attend the Movie in the Park at McDaniel Park on Saturday, July 23rd.

Mr. James stated the Township has a great team and it is great they are helping people in Goshen. He said there are great events in the park this summer including movies and concerts in the parks this summer. He said the Food Truck Rally was a great event people enjoyed.

Mr. Weidman reported Tracy Schwegmann is representing the Hamilton County Township Association on the OneOhio Board in Hamilton and stated he appreciates her leadership.

Ms. Schwegmann stated she is pleased to serve.

Announcement Changes

Mr. Weidman reported the July Board of Zoning Appeals meeting is canceled. He said the July 19th Board of Trustees Meeting is canceled as the Board had consolidated two meetings into one this month.

Executive Session

Mr. Weidman 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 with the Township Law Director.

Mr. James seconded the motion.

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

Mr. Weidman invited Mr. Kellums, Mr. Miller, and Mr. Porter into the executive session with the Trustees and Law Director.

End Regular Session: 7:50 p.m.

Begin Executive Session: 7:55 p.m.

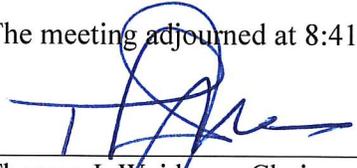
End Executive Session: 8:40 p.m.

Back in Regular Session: 8:41 p.m.

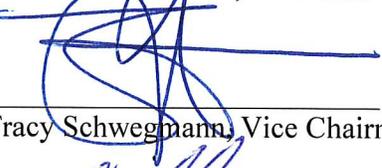
Mr. Porter called roll and all three Trustees were present.

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 8:41 p.m.



Thomas J. Weidman, Chairman



Tracy Schwegmann, Vice Chairman



Thomas C. James, Jr., Trustee



Robert C. Porter III, Fiscal Officer
07/13/2022