

Pierce Township Trustees  
Meeting  
Minutes

January 10, 2012 6:30 PM

The Board of Trustees of Pierce Township, Clermont County, Ohio met in Regular Session at 6:30 PM, on Tuesday, January 10, 2012 at the Pierce Township Administration Building, 950 Locust Corner Road.

**CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE**

Chairman Chris Knoop called the meeting to order. Board members answering roll call: Mr. Christopher Knoop, Mrs. Bonnie Batchler, and Mr. Rich Riebel. Also present were Township Administrator, David Elmer, Township, Fire Chief Aaron Boggs, Interim Police Chief Jeff Bachman, and Public Works Director Luke Mantle.

**AGENDA FOR FUTURE MEETINGS - MODIFIED**

Mr. Riebel addressed the residents and announced that the Board intended to modify the meeting agenda to include an "Open Floor" segment that will allow the residents an opportunity to present questions or concerns to the Board early in the meeting rather than having the residents wait until the end of the meeting.

**POLICE DEPARTMENT BUSINESS**

Interim Chief Jeff Bachman presented the monthly report. Interim Chief Jeff Bachman reported that his department had solved or assisted in solving five recent burglaries, with three of the cases resulting in three separate indictments.

Interim Chief Jeff Bachman noted that his department had coordinated and ran the Shop with a Cop program with the support of Wal-Mart. Interim Chief Jeff Bachman shared that selected children had each received \$200.00 to shop for themselves and their families and that his officers had personally contributed to this program.

**FIRE DEPARTMENT BUSINESS**

Fire Chief Boggs presented the monthly report of the Fire Department to the Board and he commended the fire crew for successfully fighting a house fire on Hunters Run. Fire Chief Boggs shared that total fire and EMS details responded to in 2011 represented a 2.1% increase over 2010.

**PUBLIC WORKS DEPARTMENT BUSINESS**

Luke Mantle presented the monthly report for the Public Works Department. Mr. Mantle reported there were currently no road closures in Pierce Township. He also reported that his department had relocated 93 trees from the proposed Kroger building site to a surrounding green space buffer.

Mr. Mantle also formally thanked Dave Schneider for his repair of a Police cruiser in only one day, which afforded the Police Department to get the cruiser back

onto the road. Mr. Mantle also reported that his department is working on developing an on-line application process for scheduling the ball fields.

**Three additional mowings -Authorized**

Mr. Riebel made a motion, seconded by Mr. Knoop that based upon the recommendation of the Public Works Director to add up to three additional mowings under the terms and conditions of the lawn care contract with Sullivan Service in the amount of \$1,599.99. Roll call on motion: All aye.

**ZONING BUSINESS**

Mr. Elmer reported there was no need for a variance to allow the new Kroger store a pharmacy drive through lane. Mr. Elmer requested that a special meeting be set to allow the Board to discuss the Police Chief position, the Zoning Department position, potential TIF legislation and any other matters to come before the Board.

**TOWNSHIP ADMINISTRATOR BUSINESS**

Mrs. Batchler made a motion, seconded by Mr. Riebel to set a special meeting on January 24, 2012 for 5:15 PM to discuss the Police Chief position, the Zoning Department position, potential TIF legislation and any other matters to come before the Board. Roll call on motion: All aye.

Mr. Riebel made a motion, seconded by Mrs. Batchler to authorize Dave Elmer to draft TIF legislation that would be based on Pierce Township considering a ten-year TIF at 75% for the new Kroger development. Roll call on motion: All aye.

Mrs. Batchler made a motion, seconded by Mr. Riebel to authorize Dave Elmer to negotiate a competitive price for the 2012 mowing contract, or to explore other providers or to place out a bid package if the prices which he receives during his pricing study do not come under the threshold amount required. Specifically, if the lawn mowing contract amount exceeds the amount which Pierce Township is allowed to spend without placing the mowing contract out to bid, Mr. Elmer is authorized to place out a bid package for the 2012 mowing contract. Roll call on motion: All aye.

**TOWNSHIP FISCAL OFFICER'S BUSINESS**

**Cash Fund Balance Report**

Mrs. Register informed the Board that the 2011 Financial Report was available for inspection and that her office had reconciled 2011 financial reports to the penny. Mrs. Register also provided a cash summary by fund, December bank reconciliation report, 2011 YTD receipt account status report, and 2011 YTD appropriation status report to the Board for their review. There were no inquiries relative to the reports.

**LGS Contract Authorized**

Mr. Riebel made a motion, seconded by Mrs. Batchler that based upon the recommendation of the Township Fiscal Officer; the Board approves a contract in the maximum amount of \$2800.00 with the Local Government Services to prepare the 2011

OCBOA statements for Pierce Township GAAP compliant reporting. Roll call on motion: All aye.

**Resolution 012-001 – Permanent Appropriation Resolution**

Mr. Riebel made a motion, seconded by Mrs. Batchler that based upon the recommendation of the Township Fiscal Officer; the Board adopts Resolution 012-001 for the Permanent Appropriations for 2012. Roll call on motion: All aye.

**EXECUTIVE SESSION**

At 7:29 PM, Mr. Riebel made a motion, seconded by Mrs. Batchler that pursuant to 121.22 G (1), the Board go into Executive Session to discuss Personnel Matters and Compensation. Roll call on motion: All aye.

At 10:15 PM, Mr. Riebel made a motion, seconded by Mrs. Batchler to leave Executive Session with no action being taken by the Board while in Executive Session. Roll call on motion: All aye.

**2012 Salary Adjustments**

Mr. Riebel made a motion, seconded by Mrs. Batchler to award a three percent (3%) increase for full time employees in the Fire Department, Public Works Department, and Administration Department and for the Police Department employees that are currently in these specific positions: Step 6, Detective 1, Detective 2, Lieutenant 1, and Lieutenant 2. Further, the motion includes a twenty-five cents (0.25) per hour increase for all part-time Fire Department employees, so that the starting pay for Fire Department part-timer is:

- Part-time Fire/Paramedics compensation will be set at \$11.25 per hour during the probationary period, and \$12.25 an hour after the first year, with an incremental \$0.25 cent per hour increase added each year on the employee's anniversary date.
- Part-time Firefighter/EMT's compensation will be set at \$8.75 per hour during the probationary period, and at \$9.75 per hour after the first year with an incremental \$0.25 cent per hour increase added each year on the employee's anniversary date.
- Part-time Firefighters compensation will be set at \$8.25 per hour.

Further, this motion was made with the intention that if the first half tax receipts of 2012 are lower than the first half tax receipts of 2011, that all employees should be on notice that 2013 salary adjustments may be adversely affected. Roll call on the motion: All aye.

**George Juilfs – Salute to Leaders Award Nominee**

Mrs. Batchler made a motion, seconded by Mr. Knoop to nominate George Juilfs as Pierce Township's Salute to Leader award recipient for his constant and continuing support of his community and Pierce Township. Roll call on motion: All aye.

**ADJOURNMENT**

At 10:0 PM, Mrs. Batchler made a motion, seconded by Mr. Riebel that the meeting be adjourned. Roll call on motion: All aye.

ATTESTED:

The Pierce Township approved the foregoing minutes of the Board of Trustees on:

\_\_\_\_\_  
Karen Register, Township Fiscal Officer

\_\_\_\_\_  
Chris Knoop, Chairman  
Pierce Township Board of Trustees