

Pierce Township Trustees
Meeting
Minutes

March 12, 2012 6:46 PM

The Board of Trustees of Pierce Township, Clermont County, Ohio met in Regular Session at 6:46 PM, on Monday, March 12, 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, Public Works Director Luke Mantle and Zoning Enforcement Officer, Tux Maxson.

APPROVAL OF THE MINUTES

Approval of Minutes – February 6, 2012 – Special Meeting

Mrs. Batchler made a motion, seconded by Mr. Riebel to approve the minutes of the February 6, 2012, Special meeting of the Board of Trustees as presented. Roll call on motion: All aye.

Approval of Minutes – February 14, 2012 – Regular Meeting

Mr. Riebel made a motion, seconded by Mrs. Batchler to approve the minutes of the February 14, 2012, Regular meeting of the Board of Trustees as presented. Roll call on motion: All aye.

Approval of Minutes – February 17, 2012– Special Meeting

Mrs. Batchler made a motion, seconded by Mr. Riebel to approve the minutes of the February 17, 2012, Special meeting of the Board of Trustees as amended. Roll call on motion: All aye.

Approval of Minutes – February 22, 2012– Special Meeting

Mr. Riebel made a motion, seconded by Mrs. Batchler to approve the minutes of the February 22, 2012, Special meeting of the Board of Trustees as presented. Roll call on motion: All aye.

POLICE DEPARTMENT BUSINESS

Interim Chief Jeff Bachman presented the monthly report. Interim Chief Jeff Bachman reported that he had two commendations. First, Officer Erica Haught was to be commended for her quick response to a non-breather on which she performed CPR on the female until Pierce Township Fire Department arrived. Second, he commended Officer Eric Pennekamp for earning his Bachelor of Science degree from Union Institute &

University. Officer Pennekamp passed along his gratitude to Pierce Township's Tuition Reimbursement Program.

FIRE DEPARTMENT BUSINESS

The Board expressed gratitude to Fire Chief Boggs for his immediate response to the recent tornado in Moscow OH. Chief Boggs presented the monthly report of the Fire Department to the Board and he commended Police Officer Erica Haught for her recent CPR efforts and for helping to save a life. He also commended the following four individuals who participated and competed in the American Lung Cancer event at the Carew Tower: Gary White, David Ames, Don Gates, and Ron Whitaker. Chief Boggs asked approval on four motions.

Promotion of Craig Wright to Fire Captain

Mr. Riebel made a motion, seconded by Mrs. Batchler based upon the recommendation of Fire Chief Boggs to promote Craig M. Wright to the position of Fire Captain at the established 2012 Captain salary for a one year probationary period effective April 1, 2012.

Promotion of Jeff T. Ashpaw to Fire Lieutenant

Mrs. Batchler made a motion, seconded by Mr. Riebel based upon the recommendation of Fire Chief Boggs to promote Jeff T. Ashpaw to the position of Fire Lieutenant at the established 2012 Lieutenant salary for a one year probationary period effective April 1, 2012.

Andrea A. Hickman – Full Time Firefighter/Paramedic

Mr. Riebel made a motion, seconded by Mrs. Batchler based upon the recommendation of Fire Chief Boggs to hire Andrea A. Hickman as a Full-Time Firefighter/Paramedic with all associated full time benefits for a one year probationary period effective April 1, 2012 pending successful completion of physical examination, background investigation, polygraph and psychological examination at the department's expense at the established 2012 Firefighter/Paramedic pay. Roll call on motion: All aye.

Resignation of Joe Nusbaum Accepted

Mrs. Batchler made a motion, seconded by Mr. Riebel based upon the recommendation of Fire Chief Boggs to accept the resignation of Joe Nusbaum effective February 12, 2012. Joe should be considered in good standing. Roll call on motion: All aye.

PUBLIC WORKS DEPARTMENT BUSINESS

Luke Mantle presented the monthly report for the Public Works Department. Mr. Mantle reported that potholes were being filled as quickly as possible and that his department has built an in-house chipper box for dump trucks that allows his department to chip dead and downed trees along township roads. Mr. Mantle requested approval on the following four items:

Resurfacing of Wagner Road -Authorized

Mr. Riebel made a motion, seconded by Mrs. Batchler that based upon the recommendation of the Public Works Director to accept the price quote of \$22,820.00, submitted by John R. Jurgensen Company for a 2” inch overlay of 1600 feet of Wagner Road. Roll call on motion: All aye.

Striping Wagner Road -Authorized

Mr. Riebel made a motion, seconded by Mrs. Batchler that based upon the recommendation of the Public Works Director to accept the price quote of \$1,000.00, submitted by A & A Safety for center line striping of 1600 feet of Wagner Road. Roll call on motion: All aye.

2012 Curb & Gutter/Catch Basin Program -Authorized

Mrs. Batchler made a motion, seconded by Mr. Riebel that based upon the recommendation of the Public Works Director to accept the bid price quote of \$56,028.20 submitted by Innovative Concrete & Utility Construction, Inc. for replacement of 2,452 linear feet of curb and gutter conditional that all items in the contract are addressed. Roll call on motion: All aye.

2012 Curb & Gutter/Catch Basin Program -Authorized

Mr. Riebel made a motion, seconded by Mrs. Batchler that based upon the recommendation of the Public Works Director to accept the bid price of \$1,000.00, submitted by Innovative Concrete & Utility Construction, Inc. for replacement and repair of two catch basins. Roll call on motion: All aye.

GREENSPACE COMMITTEE

Mr. Brian St. Clair and Mr. Clarence Roller representing the Greenspace Committee provided a resolution approving and establishing the township policy of Greenspace land use and maintenance. Mr. Knoop asked that the resolution be tabled until he had an opportunity to present some minor changes to the Greenspace Committee for their review and consideration.

TOWNSHIP ADMINISTRATOR BUSINESS

Mr. Elmer presented five items for Board approval.

Waste Collection Services

Mr. Riebel made a motion, seconded by Mrs. Batchler to authorize Dave Elmer to prepare contract specifications and bid documents for Waste Collection services with the Board requesting separate pricing for recycling to be requested for consideration. Roll call on motion: All aye.

Center for Local Government

Mr. Riebel made a motion, seconded by Mrs. Batchler based upon the recommendation of Dave Elmer to approve the proposed amended Joint Self-Insurance

Agreement modifications to the Center for Local Government Benefits Pool contract.
Roll call on motion: All aye.

Annual Easter Egg Hunt - Approved

Mrs. Batchler made a motion, seconded by Mr. Riebel to set the Easter Egg Hunt for March 31, 2012 to begin at 10:00 AM, with the Bunny arriving at 10:30 AM and the egg hunt beginning at 11:00 AM and if needed a “rain date” is set for April 7, 2012, also beginning at 10:00 AM. Roll call on motion: All aye.

Special Meeting – March 27, 2012

Mrs. Batchler made a motion, seconded by Mr. Riebel to set a special meeting on March 27, 2012 for 3:00 PM to review the proposed text amendments for business drive-through(s). Roll call on motion: All aye.

Special Meeting – March 14, 2012

Mrs. Batchler made a motion, seconded by Mr. Riebel to set a special meeting on March 14, 2012 for 12:00 PM to meet with the planning commission and residents to discuss future planning. Roll call on motion: All aye.

TOWNSHIP FISCAL OFFICER’S BUSINESS

Cash Fund Balance Report

Mrs. Register also provided a cash summary by fund, a bank reconciliation report, receipt account status report, and an appropriation status report to the Board for their review. There were no inquiries relative to the reports.

Dispatch Payment Authorized

Mrs. Batchler made a motion, seconded by Mr. Riebel that based upon the recommendation of the Township Fiscal Officer; the Board approves the payment of Clermont County Invoice for Dispatch Calls in the amount of \$65,238.79. Roll call on motion: All aye.

Payment of Bills - February 9, 2012

Mr. Riebel made a motion, seconded by Mrs. Batchler that based upon the recommendation of the Township Fiscal Officer; the Board approves the bills from 2/9/12 in the amount of \$112,005.93 as previously provided. Roll call on motion: All aye.

Payroll - February 15, 2012

Mrs. Batchler made a motion, seconded by Mr. Riebel that based upon the recommendation of the Township Fiscal Officer; the Board approves the payroll from 2/15/12 in the amount of \$112,495.28 as previously provided. Roll call on motion: All aye.

Payment of Bills - February 15, 2012

Mr. Riebel made a motion, seconded by Mrs. Batchler that based upon the recommendation of the Township Fiscal Officer; the Board approves the bills from 2/15/12 in the amount of \$55,379.03 as previously provided. Roll call on motion: All aye.

Payment of Bills - February 28, 2012

Mrs. Batchler made a motion, seconded by Mr. Riebel that based upon the recommendation of the Township Fiscal Officer; the Board approves the bills from 2/28/12 in the amount of \$177,238.79 as previously provided. Roll call on motion: All aye.

Payroll - February 29, 2012

Mrs. Batchler made a motion, seconded by Mr. Riebel that based upon the recommendation of the Township Fiscal Officer; the Board approves the payroll from 2/29/12 in the amount of \$160,258.16 as previously provided. Roll call on motion: All aye.

Payment of Bills - March 7, 2012

Mr. Riebel made a motion, seconded by Mrs. Batchler that based upon the recommendation of the Township Fiscal Officer; the Board approves the bills from 3/7/12 in the amount of \$26,981.15 as previously provided. Roll call on motion: All aye.

Overage for Wagner Road Repair – Approved

Mr. Riebel made a motion, seconded by Mrs. Batchler to authorize an overage for Wagner Road repair expenses not to exceed \$6,000.00. Roll call on motion: All aye.

EXECUTIVE SESSION

At 8:17 PM, Mr. Riebel made a motion, seconded by Mrs. Batchler that pursuant to 121.22 G (1) & G (5), the Board goes into Executive Session to discuss Personnel Matters, Compensation, Appointment, Employment, Promotions, and to discuss Collective Bargaining. Roll call on motion: All aye.

At 10:01 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.

Full Time Assistant to the Administration Position Created

Mr. Riebel made a motion, seconded by Mrs. Batchler to create a full time salaried position for Assistant to the Administrator with all associated full time benefits. Roll call on motion: All aye.

Claudia Carroll – Appointed Full Time Assistant to the Administrator

Mr. Riebel made a motion, seconded by Mrs. Batchler to appoint Claudia Carroll as the full time Assistant to the Administrator at the salary of \$44,500.00 with all associated full time benefits, effective April 1, 2012. Roll call on motion: All aye.

Part Time Hourly Position Accounting Clerk Position Created

Mrs. Batchler made a motion, seconded by Mr. Knoop to create a part time hourly position for an part time hourly accounting clerk to work under the supervision of Claudia Carroll in the Fiscal office with the position at 16 to 24 hours authorized per week with the hourly rate to range between \$14.00 to \$19.00 per hour with the hourly pay rate dependent upon the qualifications of the applicant. Roll call on motion: All aye.

Police Chief Position – Posted Internally

Mrs. Batchler made a motion, seconded by Mr. Knoop to authorize David Elmer to post the Police Chief position internally. Roll call on motion: All aye.

ADJOURNMENT

At 10:16 PM, Mrs. Batchler made a motion, seconded by Mr. Knoop 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