

Pierce Township Trustees
Meeting
Minutes

April 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, April 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, Public Works Director Luke Mantle and Zoning Enforcement Officer, Tub Maxson.

APPROVAL OF THE MINUTES

Approval - Amending Minutes of January 17, 2012 and February 14, 2012

Mrs. Register explained that she discovered that the time listed on the minutes of January 17, 2012 and on the approval of the January 17th minutes during the February 14, 2012 meeting should be recorded as 5:30 PM and not 6:30 PM. Based upon this request from Ms. Register, Mrs. Batchler made a motion, seconded by Mr. Riebel to approve the amendment of the time listed in both the January 17, 2012 and the February 14, 2012 meeting of the Board of Trustees as recommended. Roll call on motion: All aye.

Approval of Minutes – March 12, 2012 – Special Meeting

Mr. Riebel made a motion, seconded by Mrs. Batchler to approve the Special Meeting minutes of the March 12, 2012 (6:30 PM) of the Board of Trustees as presented. Roll call on motion: All aye.

Approval of Minutes – March 12, 2012 – Regular Meeting

Mr. Riebel made a motion, seconded by Mrs. Batchler to approve the minutes of the Regular Meeting minutes of March 12, 2012 (6:46 PM) of the Board of Trustees as presented. Roll call on motion: All aye.

GREENSPACE - RESOLUTION 012-013

Mrs. Batchler made a motion, seconded by Mr. Riebel to adopt a resolution approving and establishing a Greenspace Land Use and Maintenance policy for Pierce Township. Roll call on motion: All aye. See attached Resolution 012-013

POLICE DEPARTMENT BUSINESS

Interim Chief Jeff Bachman presented the monthly report. Interim Chief Jeff Bachman reported that his department after investigation has solved numerous thefts of air conditioning units. He presented a letter of commendation to Officer Jason Doerman

to the Board. He also reported that the Police Department K-9 unit was testing a cage donated to Pierce Township from another Police department.

FIRE DEPARTMENT BUSINESS

Chief Boggs presented the monthly report of the Fire Department to the Board and he reported that the recent tornado in Moscow has been a major focus of his department. Mr. Knoop read and entered into the meeting a letter of appreciation from the Washington Township Fire Chief Arthur Owens for Chief Boggs and his staff. An excerpt read: *“Throughout the entire incident, you remained by my side and helped make this one of the smoothest large scale operations I have ever been part of. I am forever indebted to you and your department for that assistance.”* Chief Boggs asked approval on one motion.

Resignation Accepted – Anthony Saylor

Mr. Riebel made a motion, seconded by Mrs. Batchler based upon the recommendation of Fire Chief Boggs to accept the resignation of Anthony Saylor effective March 31, 2012, noting that Anthony should be considered in poor 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 the township had joined the Clermont County Paving program for 2012. Mr. Mantle publicly thanked Mrs. Batchler for her help mulching and he requested approval on the following item.

Removal of Thirty (30) Trees -Authorized

Mr. Riebel made a motion, seconded by Mrs. Batchler that based upon the recommendation of the Public Works Director to authorize the removal of thirty trees from Pierce Township Park for the not to exceed price of \$3,000.00. Mr. Mantle noted that quotes are currently being received. Roll call on motion: All aye.

TOWNSHIP ADMINISTRATOR BUSINESS

Mr. Elmer presented his report and there were three items resulting in Board approval.

Easement with Tate Monroe Water

Mr. Riebel made a motion, seconded by Mrs. Batchler to authorize Dave Elmer to negotiate and sign an easement with TATE Monroe Water Association to erect, construct and install, lay and thereafter use, operate, inspect, repair, maintain, replace and remove water lines, service lines, hydrants, valves, controls, and appurtenances with the least amount of damage on Pierce Township’s behalf. Roll call on motion: All aye.

Potential Amendment to Article 11 for Vehicle Parking

Mr. Elmer alerted the Board that Kroger might propose an amendment to Article 11 for Vehicle Parking, Staking, and Loading.

Assistant Administrator Position Authorized

Mr. Riebel made a motion, seconded by Mrs. Batchler to approve the job description for the Assistant Administrator position duties to include: Planning, Zoning and Community Development and to authorize Mr. Elmer to advertise this position with a targeted hire date of June 12, 2012. Roll call on motion: All aye.

CareWorks USA Disability Management Solutions for FMLA

Mrs. Batchler made a motion, seconded by Mr. Riebel to engage CareWorks USA Disability Management Solutions for services contained in the proposal for FMLA Administration with the fees of \$1250.00 (one time) for initial set up and \$1.75 Per Employee Per Month fees (PEPM fees) which includes 24/7 reporting, clinical review and case management, claim administration, return to work coordination and standard reporting . Roll call on motion: All aye.

Special Thanks – David Elmer

The entire Board publicly thanked Mr. Elmer and the entire staff for the work on the Easter Egg Hunt.

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.

Payroll - March 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 3/15/12 in the amount of \$111,446.06 as previously provided. Roll call on motion: All aye.

Payment of Bills - March 22, 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 3/22/12 in the amount of \$58,641.42 as previously provided. Roll call on motion: All aye.

Payment of Bills - March 30, 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 3/30/12 in the amount of \$11,990.39 as previously provided. Roll call on motion: All aye.

Payroll - March 30, 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 3/30/12 in the amount of \$163,831.31 as previously provided. Roll call on motion: All aye.

ADJOURNMENT

At 7:49 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