

Pierce Township Trustees
Meeting
Minutes

July 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, July 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, Police Chief Jeff Bachman, Public Works Director Luke Mantle, Mr. Thomas Keating, Pierce Township's new law director, Mr. Tim Hershner, Pierce Township's new Assistant Administrator and Tub Maxson the Zoning Enforcement Officer.

APPROVAL OF THE MINUTES

Minutes of April 26, 2012 – Special Meeting

Mr. Riebel made a motion, seconded by Mrs. Batchler to approve the Special Meeting minutes of April 26, 2012 as submitted. Roll call on motion: All aye.

Approval of Minutes – June 12, 2012 – Regular Meeting

Mrs. Batchler made a motion, seconded by Mr. Riebel to approve the Regular Meeting minutes of the June 12, 2012 of the Board of Trustees as submitted. Roll call on motion: All aye.

Legendary Run 8th Annual 4th of July Parade

Bob Pautke personally thanked Mr. Elmer, Assist Fire Chief Light, Police Chief Bachman, Public Works Director Luke Mantle and all township employees for helping to make 4 July's Annual Children's parade to be a huge success. He noted that the parade as always is dedicated to US Army Staff Sgt Charles "Chuck" Kiser. This veteran is a son of Pierce Township and was slain in Iraq. His mother a 49-year resident and his family attended as guests of honor.

POLICE DEPARTMENT BUSINESS

Police Chief Bachman presented his report. He reported that Officer Jay Shaw had recently attended NAPWDA (North American Police Work Dog Association) with Razac in Lancaster PA and Officer Shaw and Razac were recognized and honored during this event.

Police Chief Bachman reported recent burglaries in the area of Locust Lake were recently solved. He publicly commended Officers Erica Haught, Vic Vismara, Eric Pennekamp and the entire department for working the case, identifying a suspect, obtaining a confession and for preventing future robberies. He noted that the robber, who

had admitted to a heroin addition, had stolen guns and that future robberies could have escalated to violence.

Resignation of Laetitia Schuler Accepted

Mr. Riebel made a motion, seconded by Mrs. Batchler that based upon the recommendation of the recommendation of Police Chief Bachman, the Board accepts with regret the resignation of Laetitia Schuler as Detective effective June 29, 2012, and she is considered to be in good standing. Roll call on motion: All aye.

FIRE DEPARTMENT BUSINESS

Chief Boggs presented the monthly report of the Fire Department to the Board. He congratulated Jeremy Snider for being promoted to Team Leader. He also congratulated Eric Smith, Tim Smith, and Ethan Uetren for testing and passing their recent Paramedic Certification. Chief Boggs asked approval on five motions:

Resignation of Dave O'Connor Accepted

Mrs. Batchler made a motion, seconded by Mr. Riebel based upon the recommendation of Fire Chief Boggs accepted the resignation of Dave O'Connor from his position as Mechanic with great regret. Mr. O'Connor is to be considered in good standing. Roll call on motion: All aye.

Uniform Purchases Approved – Betty Stitches

Mr. Riebel made a motion, seconded by Mrs. Batchler based upon the recommendation of Fire Chief Boggs to authorize the expenditure Of \$3950.75 for yearly uniforms from Betty Stitches. Roll call on motion: All aye.

Uniform Purchases Approved Albert's Men's Shop

Mrs. Batchler made a motion, seconded by Mr. Riebel based upon the recommendation of Fire Chief Boggs to authorize the expenditure Of \$2,995.31 for yearly uniforms from Albert's Men's Shop. Roll call on motion: All aye.

Uniform Purchases Approved Galls LLC

Mrs. Batchler made a motion, seconded by Mr. Riebel based upon the recommendation of Fire Chief Boggs to authorize the expenditure Of \$2,599.68 for yearly uniforms from Galls LLC. Roll call on motion: All aye.

Promotions of Eric Smith, Timothy Smith, Ethan Watren

Mrs. Batchler made a motion, seconded by Mr. Riebel based upon the recommendation of Fire Chief Boggs; the Board promotes Eric Smith, Timothy Smith, and Ethan Watren to part time firefighter/paramedics at the established rate for a one-year probationary period retroactive to July 5, 2012. Roll call on motion: All aye.

PUBLIC WORKS DEPARTMENT BUSINESS

Luke Mantle presented the monthly report for the Public Works Department. Mr. Mantle announced that the recent Bradbury Road repair had been scheduled for five days,

but actually, his department had completed the repairs ahead of schedule and were finished in four days. Mr. Mantle asked for approval for one item.

Amendment - 2012 Curb and Gutter/Catch Basin Replacement Program

Mr. Riebel made a motion, seconded by Mrs. Batchler that based upon the recommendation of the Public Works Director to approve an additional three hundred feet of curb and gutter replacement to the 2012 Curb and Gutter Catch Basin replacement program for the same \$22.85 per linear foot price. Roll call on motion: All aye.

ZONING DEPARTMENT

Tim Hershner presented the Zoning report and referenced a Strategic Plan submitted by Pete Kay and it was decided by the Board to set a special meeting with Pete Kay to review this plan with interested residents. Mr. Hershner publicly thanked Tub Maxson for all of his help during his introduction to Pierce Township zoning.

TOWNSHIP ADMINISTRATOR BUSINESS

Mr. Elmer presented his report and asked for approval on the following items:

Rumpke Waste Bid Accepted

Mr. Riebel made a motion, seconded by Mrs. Batchler based upon the recommendation of the Township Administrator David Elmer to accept the Rumpke bid as submitted as Bid 1 with waste collection for once weekly at curb or right away in accordance with terms, conditions and specifications set forth in the bid specifications and the articles of agreement effective August 1, 2012 to December 31, 2013 for a set fee of \$8.56 plus \$0.89 surcharge per unit (\$9.45). See Rate Sheet attached. Roll call on motion: All aye.

Pierce Township – Engagement of Rumpke Waste

Mr. Riebel made a motion, seconded by Mrs. Batchler to engage Rumpke for Waste Collection at the bid rates provided subject to a successful evaluation process. Roll call on motion: All aye.

Special Meeting Date Set

Mrs. Batchler made a motion, seconded by Mr. Riebel to set a special meeting for the Board to review the Waste Fund and to consider a possible Waste Levy for Monday July 23, 2012 at 5:30 PM. Roll call on motion: All aye.

Monthly Meeting Dates Changed

Mrs. Batchler made a motion, seconded by Mr. Riebel to change the regular meeting dates for the Board to the second Wednesday of the month going forward, starting August 8, 2012 @ 6:30 PM. Roll call on motion: All aye.

Special Meeting Date Set

Mr. Riebel made a motion, seconded by Mrs. Batchler to set a special meeting for the Board to meet with Pete Kay for Strategic Planning for Monday August 8, 2012 at 5:00 PM. Roll call on motion: All aye.

Mr. Elmer informed the Board that the Health Care Center for Local Government Benefits Pool is going to incur a 2% increase for the same health care plan that the Township is currently under.

Health Care Renewal

Mr. Riebel made a motion, seconded by Mrs. Batchler based upon the recommendation of the Township Administrator David Elmer the Board approve the renewal of the health care plan, Platinum B with the 2% cost increase and with the continued HRA sponsorship of 50% of the deductible of the plan. It is noted that this plan is an 80/20 plan which requires employees and elected officials to absorb any increased deductible amounts and that eligible employees and elected officials are still responsible for paying 5% of the annual premium. Further, it is noted that the elected officials are now eligible for the Platinum B health care plan this year since the "Platinum B" plan did not equate to any increase in benefits and this Platinum B plan was the more affordable plan. This health care policy is effective August 1, 2012. Roll call on motion: All aye.

Dental Care Renewal

Mrs. Batchler made a motion, seconded by Mr. Riebel based upon the recommendation of the Township Administrator David Elmer to authorize the renewal of the Dental Care Plus for all eligible full time employees and elected officials noting the cost for a single member is \$32.38 and for a family, the cost is now \$87.89 per month. Effective August 1st, 2012. Roll call on motion: All aye.

Salt Bid Accepted

Mr. Riebel made a motion, seconded by Mrs. Batchler based upon the recommendation of the Township Administrator David Elmer to accept the lowest bid from North American for road salt @ \$62.53 per ton for up to 1200 tons per year. Roll call on motion: All aye.

The Board noted that it was generally in agreement with Mr. Elmer's goal and assessment of the Township building improvements and modifications. The Board also agreed that Chris Knoop is the choice for representing Pierce Township with the District 10 Public Works Integrating Committee.

Vendor/Contractor Incentive Plan

Mr. Riebel made a motion, seconded by Mrs. Batchler based upon the recommendation of the Township Administrator David Elmer, the township adopts a quick payment plan which could afford the township a 2% reduction on purchases if a vendor decides to offer reduced prices for services, materials, and/or equipment in exchange for prompt payment within 15 days upon presentation of an approved purchase order, or approved invoice. Roll call on motion: All aye.

Zoning Department Renamed

Mr. Knoop made a motion, seconded by Mrs. Batchler based upon the recommendation of the Township Administrator David Elmer to rename the Zoning Department to the Office of Planning, Zoning and Community Development. 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.

Legal Expenses

Mr. Knoop made a motion, seconded by Mr. Riebel based upon a recommendation from the Fiscal Officer to divide Mr. Thomas Keating's legal fees between five funds, which are General Fund, Road and Bridge Fund, Waste Fund, Police Fund and Fire Fund. Roll call on motion: All aye.

Payment of Bills – June 4, 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 6/4/12 in the amount of \$3,271.68 as previously provided. Roll call on motion: All aye.

Payment of Bills – June 08, 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 6/8/12 in the amount of \$68,109.35 as previously provided. Roll call on motion: All aye.

Payroll – June 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 6/15/12 in the amount of \$120,318.51 as previously provided. Roll call on motion: All aye.

Payment of Bills – June 12, 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 6/12/12 in the amount of \$27,529.11 as previously provided. Roll call on motion: All aye.

Payment of Bills – June 19, 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 6/19/12 in the amount of \$10,351.29 as previously provided. Roll call on motion: All aye.

Payment of Bills – June 26, 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 6/26/12 in the amount of \$75,179.25 as previously provided. Roll call on motion: All aye.

Payment of Bills – June 28, 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 6/28/12 in the amount of \$10,272.01 as previously provided. Roll call on motion: All aye.

Payroll – June 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 6/29/12 in the amount of \$167,823.50 as previously provided. Roll call on motion: All aye.

Payment of Bills – June 29, 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 6/29/12 in the amount of \$33,815.50 as previously provided. Roll call on motion: All aye.

EXECUTIVE SESSION

At 8:33 PM, Mr. Riebel made a motion, seconded by Mrs. Batchler that pursuant to 121.22 G (1) & g (3), the Board goes into Executive Session to discuss Pending, Imminent Court Action and Personnel Matters (Compensation). Roll call on motion: All aye.

At 9:42 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.

Request Approved – Lt. Burke

Mr. Riebel made a motion, seconded by Mrs. Batchler to approve a request from Lt. Burket to allow him to use one day (12 hours) of his sick time as bereavement leave for his step-grandfather. Roll call on motion: All aye.

Revision to Bereavement Policy

Mr. Knoop made a motion, seconded by Mr. Riebel to approve a revision to the bereavement policy (5.6) and to revise the definition of the inclusion list. In addition, Section 5.6, first line should read: “Full-time employees are permitted to use up to seventy-two (72) hours of sick leave as bereavement leave for the death of an immediate family member or other person as approved by the Board.” And the Immediate Family should be defined as – “Immediate Family – includes the employee’s spouse, domestic partner, child, parent, grandparent, brother, sister, mother in law, father in law, son in

law, daughter in law, step child, step parent, step grandparent, step brother, step sister, step brother-in-law and step sister-in-law.”

ADJOURNMENT

At 10:12 PM, Mr. Riebel made a motion, seconded by Mrs. Batchler 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