

Pierce Township Trustees
Meeting
Minutes

December 11, 2013 6:30 PM

The Board of Trustees of Pierce Township, Clermont County, Ohio met in Regular Session at 6:30 PM, on Wednesday December 11, 2013 at the Pierce Township Administration Building, 950 Locust Corner Road.

CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE

Chairman Richard Riebel called the meeting to order. Board members answering roll call: Mr. Richard Riebel, Mrs. Bonnie Batchler, and Mr. Chris Knoop. Also present were Township Administrator, David Elmer, Township, Assistant Fire Chief Scott Light, Police Chief Jeff Bachman, and Assistant Township Administrator for Planning, Zoning and Community Development, Tim Hershner, Public Works Foreman, Matt Smith, Claudia Carroll, Assistant to the Administrator and Legal Counsel, Tom Keating.

PLEDGE OF ALLEGIANCE

Mr. Riebel alerted the residents in attendance that the Board planned to honor fallen Army specialist Gregory Missman for his dedication and service to his country and that the Board was waiting for State Senator Joe Uecker to arrive. Mr. Riebel further announced that the Board's meeting was condensed this evening due to there being snacks and refreshments in the back of the room to allow the residents and the Board to recognize Trustee Christopher Knoop's service to Pierce Township since December is his last month to serve as a Pierce Township Trustee.

Approval of Minutes – November 13, 2013 - Regular Meeting

Mr. Knoop made a motion, seconded by Mrs. Batchler to approve the minutes of the November 13, 2013 Regular Meeting of the Board of Trustees as presented. Roll call on motion: All aye.

Approval of Minutes – November 18, 2013 - Special Meeting

Mrs. Batchler made a motion, seconded by Mr. Knoop to approve the minutes of the November 18, 2013 Special Meeting of the Board of Trustees as presented. Roll call on motion: All aye.

Approval of Minutes – November 19, 2013 - Special Meeting

Mrs. Batchler made a motion, seconded by Mr. Knoop to approve the minutes of the November 19, 2013 Special Meeting of the Board of Trustees as presented. Roll call on motion: All aye.

Mr. Riebel because Senator Uecker had not arrived, allowed Mrs. Register to present the Township Fiscal Office motions for approval.

Resolution 013-015 – Certificate for Treasury Management Services

Mr. Knoop made a motion, seconded by Mrs. Batchler to approve and adopt Resolution 013-015 for Certificate for Treasury Management Services which outlined Pierce Township's authority to obtain banking services from Fifth Third Bank, including treasury management and corporate card services and to authorized Robert Pautke to be an authorized signer/person with Fifth Third Bank on behalf of Pierce Township along with fellow Trustees, Richard Riebel, Bonnie Batchler and Fiscal Officer Karen Register. Roll call on motion: All aye. See attached Resolution 013-015

TOWNSHIP FISCAL OFFICER'S BUSINESS

Cash Fund Balance Report

Ms. Register provided a cash summary by fund, bank reconciliation report, Receipt Account status report, and Appropriation status report to the Board for their review. There were no inquiries relative to the reports.

Payment of Bills – November 14, 2013

Mr. Knoop made a motion, seconded by Mrs. Batchler that based upon the recommendation of the Township Fiscal Officer; the Board approves the payment of bills from November 14, 2013 in the amount of \$56,663.89 as previously provided. Roll call on motion: All aye.

Payroll – November 15, 2013

Mrs. Batchler made a motion, seconded by Mr. Knoop that based upon the recommendation of the Township Fiscal Officer; the Board approves the payroll from November 15, 2013 in the amount of \$120,118.64 as previously provided. Roll call on motion: All aye.

Payment of Bills – November 19, 2013

Mr. Knoop made a motion, seconded by Mrs. Batchler that based upon the recommendation of the Township Fiscal Officer; the Board approves the payment of bills from November 19, 2013 in the amount of \$85,623.17 as previously provided. Roll call on motion: All aye.

Payment of Bills – November 25, 2013

Mrs. Batchler made a motion, seconded by Mr. Knoop that based upon the recommendation of the Township Fiscal Officer; the Board approves the payment of bills from November 25, 2013 in the amount of \$87,305.64 as previously provided. Roll call on motion: All aye.

Payroll – November 29, 2013

Mr. Knoop made a motion, seconded by Mrs. Batchler that based upon the recommendation of the Township Fiscal Officer; the Board approves the payroll from November 29, 2013 in the amount of \$145,170.51 as previously provided. Roll call on motion: All aye.

Special Year End Clean Up Meeting Set for December 30, 2013

Mrs. Batchler made a motion, seconded by Mr. Knoop to set up a clean up meeting for 3:30 PM on December 30, 2013. Roll call on motion: All aye.

Records Meeting Set for December 30, 2013

Mr. Riebel made a motion, seconded by Mr. Knoop to hold a Records meeting on December 30, 2013 which will immediately follow the clean up meeting set for the same day. Roll call on motion: All aye.

Presentation to Honor Gregory Missman

Senator Joe Uecker presented Mr. Jim Missman, father of fallen Army Specialist Gregory Missman a medal from the State of Ohio Military Medal of Distinction honoring Greg's sacrifice of life in protection of his country. The Board of Trustees of Pierce Township, Clermont County Ohio, followed the presentation by honoring fallen Army Specialist Gregory Missman and thanking Mr. Missman and his family for their personal sacrifice. Chairman Riebel and the Board presented a formal copy of Resolution 013-014 which will hereby declare July 9th as "Gregory Missman Day" in Pierce Township.

Resolution 013-014 – Honoring Fallen Army Specialist Gregory Missman

Mr. Knoop made a motion, seconded by Mrs. Batchler moved to adopt Resolution 013-014, which outlines Gregory Missman's service to his country and to Pierce Township and hereby declares July 9th as "Gregory Missman Day" in Pierce Township. Roll call on motion: All aye.

POLICE DEPARTMENT BUSINESS

Chief Jeff Bachman presented the monthly reports, including the statistical report and requested action on two items which required Board action.

Michael Poe's – Change in Employment Status from Full Time to Part Time Accepted

Mrs. Batchler made a motion, seconded by Mr. Knoop that based upon the recommendation of Police Chief Jeff Bachman; the Board accepts the resignation of Investigator Michael Poe from full time investigator, to a part time police officer effective December 13, 2013. Officer Michael Poe will start at the part time rate of \$20.00 per hour, not to exceed 1500 hours in a year. Roll call on motion: All aye.

Philip Gammon – Change in Employment Status from Part Time to Full Time Accepted

Mrs. Batchler made a motion, seconded by Mr. Knoop that based upon the recommendation of Police Chief Jeff Bachman; the Board hires/promotes Philip Gammon from his current position of part time police officer, to the position of full time police office effective January 1, 2014. Officer Gammon will start Step one pay (\$41,454.00 per year) with a one year probationary period which will begin January 1, 2014. Roll call on motion: All aye.

FIRE DEPARTMENT BUSINESS

Assistant Fire Chief Light presented the monthly report of the Fire Department to the Board. He requested Board action on the following item:

Tyler J. Eccard – Terminated Resignation Accepted

Mrs. Batchler made a motion, seconded Mr. Knoop that based upon the recommendation of Assistant Fire Chief Scott Light that the Board terminate immediately the employment of part time Fire Fighter/EMT Tyler J. Eccard for excessive absenteeism (SOG #14-E and G) and insubordination (SOG Section 2 -4) resulting in failure of his probationary period. Furthermore, he shall return all Township issued equipment and shall be considered in poor standing. Roll call on motion: All aye.

BOARD BUSINESS – HONORING MR. KNOOP

Mr. Riebel, Ms. Batchler, and others, including Mr. Keating shared what an honor it was to work with Mr. Knoop. Trustee Knoop was thanked for his years of service to the Zoning Commission, numerous committees, and as a Pierce Township Trustee for eight years. The Board and the residents in attendance gave Mr. Knoop a standing ovation.

PUBLIC WORKS/ZONING & ADMINISTRATOR BUSINESS

The monthly reports for the Public Works, Zoning/Planning and Administration were included in the meeting packet, there were no items requiring action. It was noted that an Executive Session was requested.

Executive Session

At 7:27 PM, Mrs. Batchler made a motion, seconded by Mr. Knoop to enter into Executive to discuss personnel matters and compensation, pursuant to ORC 121.22 (G) (1). Roll call on motion: All aye.

At 8:09 PM, Mr. Riebel made a motion, seconded by Mrs. Batchler to leave Executive Session. It is noted that no action was taken by the Board during the Executive Session.

ADJOURNMENT

At 8:10 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

Richard Riebel, Chairman
Pierce Township Board of Trustees