

Pierce Township Trustees  
Meeting  
Minutes

February 11, 2014 6:30 PM

The Board of Trustees of Pierce Township, Clermont County, Ohio met in Regular Session at 6:30 PM, on Tuesday, February 11, 2014 at the Pierce Township Administration Building, 950 Locust Corner Road.

**INVOCATION**

Chairman Bonnie Batchler explained that Pastor Mitchell from the Locust Corner Methodist Church was scheduled to lead the meeting in prayer, however, due to illness, Pastor Mitchell had to cancel. Mr. Riebel led the meeting in prayer.

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

Chairman Bonnie Batchler called the meeting to order. Board members answering roll call: Mrs. Bonnie Batchler, Mr. Bob Pautke and Mr. Richard Riebel, Also present were Township Administrator, David Elmer, Township, Fire Chief Craig Wright, Assistant Fire Chief Scott Light, Police Lieutenant Michael Bennett, and Assistant Township Administrator for Planning, Zoning and Community Development, Tim Hershner, Public Works Manager John Koehler, Public Works Foreman, Matt Smith, and Claudia Carroll, Assistant to the Administrator. Legal Counsel, Tom Keating was absent due to another commitment.

**PLEDGE OF ALLEGIANCE**

Mrs. Batchler asked everyone to join the Board in the Pledge of Allegiance and then requested any Trustee updates. Board Member Bob Pautke addressed his fellow Board members and spoke of his first thirty two days in office. Gayle Shadwell publicly thanked our Public Works department for their outstanding efforts on clearing, plowing and maintaining the roads during the recent snow and ice storms that have occurred throughout the New Year.

**Celebratory Events & Items**

Mrs. Batchler invited Tim Hershner to present his Beautification Award. Mr. Hershner then invited Keith Shebesta up to the front and explained that due to Mr. Shebesta and his employees efforts, Mr. Shebesta had cleaned up and salvaged a home and property located at 3350 Jenny Lind Road with dramatic results. Mr. Shebesta accepted the award and the Board's appreciation and community's gratitude for a job well done.

Second, Mrs. Batchler read a letter from Fire Chief Arthur Owens from Washington Township who had written a letter to the Pierce Township Fire Department and to Troy Baker for their recent assistance to Washington Township, which included: "Each of your employees represent your township in a professional manner and are a credit to themselves and Pierce Township."

Third, Mrs. Batchler invited former Police Officer Jason Doerman up and asked that he escort Police Dog Dougie into the meeting. She then announced the Pierce Township Police Department would be retiring Dougie. Mrs. Batchler reminded the residents that Dougie had been trained to identify Prescription Drugs. Officer Doerman who is now with the Clermont County Drugs and Narcotics Unit shared that Dougie was one of only two dogs in the nation trained to identify prescription drugs and he covered the numerous services and successes which Dougie had assisted the Police Department with.

**“Dougie” - Police Canine Drug Dog Retired**

Mr. Pautke made a motion, seconded by Mr. Riebel to retire Dougie from service to the Pierce Township Police Department and to allow Jason Doerman (Dougie’s former handler) to purchase Dougie for the price of one dollar. Roll call on motion: All aye.

**Approval of Minutes – December 30, 2013 – Records Meeting**

Mr. Riebel made a motion, seconded by Mrs. Register to approve the minutes of the December 30, 2013, Records Meeting of the Board of Trustees as presented. Roll call on motion: All aye.

**Approval of Minutes – January 6, 2014 - Special Meeting**

Mr. Riebel made a motion, seconded by Mrs. Batchler to approve the minutes of the January 6, 2014, Special Meeting of the Board of Trustees as amended. Roll call on motion: All aye.

**Approval of Minutes – January 8, 2014 - Regular Meeting**

Mr. Riebel made a motion, seconded by Mr. Pautke to approve the minutes of the January 8, 2014, Regular Meeting of the Board of Trustees as amended. Roll call on motion: All aye.

**Rescind/Retract January 8, 2014 Motions**

Mr. Riebel made a motion, seconded by Mr. Pautke to rescind the January 8, 2014 motions whereby the Board of Trustees rescinded and retracted the acceptance of the requests of Police Chief Bachman and Police Lieutenant Ed Dye to retire and to also rescind the posting, publishing and public hearing alledged to have been required by ORC 145.381 for the re-employment of Chief Bachman and Lieutenant Dye and to re-accept the resignation of Police Chief Bachman and Lieutenant Ed Dye and to re-employ them both in accordance with the Township retire-rehire policy without conducting a public hearing. Roll call on motion: All aye.

By passing the above Motion, the Board accepts the resignations of Police Chief Bachman and Lieutenant Dye and moves forward with reemploying them in accordance with the Township’s retire-rehire policy.

**Police Sergeant Step 2 Pay grade - Approved**

Mr. Riebel made a motion, seconded by Mr. Pautke based upon the recommendation of Police Chief Bachman to add a “Sergeant Step 2” pay grade to the

Police Department Pay-Step program with an hourly rate of \$32.95. Roll call on motion: All aye.

**Electric Bid from Mike Rettinger - Approved**

Mr. Riebel made a motion, seconded by Mr. Pautke based upon the recommendation of Public Works Manager John Koehler, the Board accepts the bid from Mike Rettinger to install electric in the North Barn Office and Restroom project for a sum of \$2,000.00. Roll call on motion: All aye.

**Plumbing Bid from Witt Plumbing - Approved**

Mr. Pautke made a motion, seconded by Mr. Riebel based upon the recommendation of Public Works Manager John Koehler, the Board accepts the bid from Witt Plumbing to install Plumbing in the North Barn Office and Restroom project for a sum of \$4,535.67. Roll call on motion: All aye

**Resignation of Three Part Time Firefighters**

Mr. Riebel made a motion, seconded by Mr. Pautke based upon the recommendation of Fire Chief Wright to accept the resignations of part-time Fire Fighter/Medic Pamela Beach and part time Fire Fighter/Medic Susan Jo Mott and part time Fire Fighter/EMT DerekRoat, effective immediately and noting that all three firefighters were considered in good standing. Roll call on motion: All aye.

**Payment of Bills – January 09, 2014**

Mr. Pautke made a motion, seconded by Mr. Riebel that based upon the recommendation of the Township Fiscal Officer; the Board approves the bills from January 9, 2014 in the amount of \$18,098.11 as previously provided. Roll call on motion: All aye.

**Payment of Payroll – January 15, 2014**

Mr. Riebel made a motion, seconded by Mrs. Batchler that based upon the recommendation of the Township Fiscal Officer; the Board approves the Payroll from January 15, 2014 in the amount of \$100,968.39 as previously provided. Roll call on motion: All aye.

**Payment of Bills – January 15, 2014**

Mr. Riebel made a motion, seconded by Mr. Pautke that based upon the recommendation of the Township Fiscal Officer; the Board approves the bills from January 15, 2014 in the amount of \$66,873.52 as previously provided. Roll call on motion: All aye.

**Payment of Bills – January 21, 2014**

Mr. Riebel made a motion, seconded by Mr. Pautke that based upon the recommendation of the Township Fiscal Officer; the Board approves the bills from January 21, 2014 in the amount of \$77,497.91 as previously provided. Roll call on motion: All aye.

**Payment of Bills – January 27, 2014**

Mr. Pautke made a motion, seconded by Mr. Riebel that based upon the recommendation of the Township Fiscal Officer; the Board approves the bills from January 27, 2014 in the amount of \$26,593.95 as previously provided. Roll call on motion: All aye.

**Payment of Payroll – January 29, 2014**

Mr. Riebel made a motion, seconded by Mr. Pautke that based upon the recommendation of the Township Fiscal Officer; the Board approves the Payroll from January 29, 2014 in the amount of \$134,259.44 as previously provided. Roll call on motion: All aye.

**Payment of Payroll (Erica Haught) – January 31, 2014**

Mr. Pautke made a motion, seconded by Mr. Riebel that based upon the recommendation of the Township Fiscal Officer; the Board approves the payroll hours which were missed for Erica Haught from January 31, 2014 in the amount of \$215.32 as previously provided. Roll call on motion: All aye.

**Payment of Bills – February 5, 2014**

Mr. Riebel made a motion, seconded by Mr. Pautke that based upon the recommendation of the Township Fiscal Officer; the Board approves the bills from February 5, 2014 in the amount of \$100,473.13 as previously provided. Roll call on motion: All aye.

**Finance Committee - Authorized**

Mr. Pautke made a motion, seconded by Mr. Riebel that based upon the request and recommendation of the Township Fiscal Officer; the Board authorizes Fiscal Clerk Karen Register and her office to form a Finance Committee with the following recommended members approved: Stan Shadwell, David Gooch, Karen Riel, Gregory Ossege and Ben Pugh. Roll call on motion: All aye.

**2014 Permanent Appropriations Approved**

Mr. Riebel made a motion, seconded by Mr. Pautke that based upon the recommendation of the Township Fiscal Officer; the Board adopts and approves the 2014 Permanent Appropriations as submitted. Roll call on motion: All aye.

It is noted that the full Township Report for this meeting of the Board of Trustees included from the Fiscal Office the following reports to the Board for their review. There were no inquiries relative to the reports.

- Cash Fund Balance Report
- Cash Summary by Fund Report
- Bank Reconciliation Report
- Receipt Account Status Report
- Appropriation Status Report

**Mapping and Preplanning Software Purchase - Approved**

Mr. Riebel made a motion, seconded by Mr. Pautke that based upon the recommendation of the Township Fire Chief Craig Wright; the Board approves the purchase of mapping and preplanning software through the Clermont County MDC Project from Emergency Response Maps Inc. in an amount not to exceed \$6,494.00. Roll call on motion: All aye.

**Purchase Tickets to the Salute to Leaders Banquet - Authorized**

Mr. Pautke made a motion, seconded by Mr. Riebel to approve the purchase of a table of ten seats for the Salute to Leaders Banquet on March 11, 2014. Roll call on motion: All aye.

Mrs. Register noted that the Township had received a Liquor Permit request from Fast Mart Sunoco and this was provided to Lt. Michael Bennett for the Police Department to review and to process any objection if needed.

A resident from Turnberry Subdivision addressed the Board regarding the first on home on the left as you turn into Turnberry off of Merwin Ten Mile. He cited items left on the porch and general lack of maintenance issues at this home and asked if anything could be done to work with the homeowner to upgrade the condition of this property. Mr. Hershner pledged to get with the resident to explore options.

**2014 Mission for Pierce Township - Approved**

Mr. Pautke presented an overhead presentation urging the Board and the Township to adopt a 2014 mission which would focus Pierce Township priorities on:

- Culture: develop a healthy culture of dignity and trust, critical thinking and high performance achievement
- Quality of Life: protect what we love about Pierce Township with excellence in safety, infrastructure, zoning and all that we do
- Pierce 2035: progress what we want for Pierce Township by completing a vision and master plan

Mr. Riebel made a motion, seconded by Mrs. Batchler that the Board adopt the 2014 mission as presented. Roll call on motion: All aye. \*It should be noted that residents and Mr. Elmer voiced support and endorsed the proposed 2014 Mission.

**Executive Session**

At 8:18 PM, Mr. Riebel made a motion, seconded by Mr. Pautke to enter into Executive to discuss personnel matters, employment, compensation, discipline; considering the both the purchase of real estate and the sale of public property pursuant to ORC 121.22 (1) (2). It was decided that since Mr. Keating was not present, the Board would not be discussing pending/imminent court action. Roll call on motion: All aye.

At 10:22 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.

Mr. Riebel made a motion, seconded by Mr. Pautke that based on recommendation of Police Chief Bachman, The Board take the following disciplinary action against Patrol Officer David Richter. A one day suspension without pay and a six month delay in advancing him to the next step on the pay scale from February 1, 2014 until August 1, 2014. Roll call on motion: All aye.

Mr. Rieble made a motion, seconded by Mr. Pautke that based on the recommendation of Public Works Manager, John Koehler; the Board accepts the recommendation to increase the maximum number of compensatory time that can be accumulated from 72 hours to 120 hours for the Public Works Department employees, effective as of February 11, 2014. Roll call on motion: All aye.

### **ADJOURNMENT**

At 10:37 PM, Mr. Riebel made a motion, seconded by Mr. Pautke 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

\_\_\_\_\_  
Mrs. Batchler, Chairman  
Pierce Township Board of Trustees