

Pierce Township Trustees  
Meeting  
Minutes

May 13, 2014 6:30 PM

The Board of Trustees of Pierce Township, Clermont County, Ohio met in Regular Session at 6:30 PM, on Tuesday May 13, 2014 at the Pierce Township Administration Building, 950 Locust Corner Road.

**INVOCATION**

Chairman Bonnie Batchler invited Trustee Richard Riebel to lead 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 Fire Chief Craig Wright, Assistant Fire Chief Scott Light, Police Chief Jeff Bachman, Township Administrator Tim Hershner, Public Works Manager John Koehler, Claudia Carroll, Assistant to the Administrator and Attorney Warren Ritchie sat in for Attorney Tom Keating as Legal Counsel was also in attendance.

**PLEDGE OF ALLEGIANCE**

Mrs. Batchler asked everyone to join the Board in the Pledge of Allegiance and then requested any Trustee updates.

**Celebratory Events & Items**

Trustee Bob Pautke congratulated Tim Hershner on his recent graduation from Lead Clermont.

**Pierce Township Sponsors – Chief Wright for Lead Clermont**

Mr. Pautke made a motion, seconded by Mr. Riebel to approve Pierce Township to sponsor Fire Chief Craig Wright for the 2015 Lead Clermont Class at a cost not to exceed \$2000.00. Roll call on motion: All aye.

**Approval of Minutes April 9, 2014 – Regular Meeting**

Mr. Pautke made a motion, seconded by Mr. Riebel to approve the minutes of the April 9, 2014, Regular Meeting of the Board of Trustees as presented. Roll call on motion: All aye.

**Approval of Minutes – April 23, 2014 - Special Meeting**

Mr. Riebel made a motion, seconded by Mr. Pautke to approve the minutes of the April 23, 2014, Special Meeting of the Board of Trustees as presented. Roll call on motion: All aye.

**Purchase of Motorola Portable Radios – Approved**

A motion was made by Mr. Riebel, seconded by Mr. Pautke based upon the recommendation of Police Chief Jeff Bachman, that the Board approve the purchase of two (2) new Motorola APX 6000 portable radios in the amount of \$3,657.05 per each radio for a total of \$7,314.10 which includes a \$500.00 discount per radio. Roll call on motion: All aye.

**Purchase of Remington 870 Shotguns – Approved**

A motion was made by Mr. Pautke, seconded by Mr. Riebel based upon the recommendation of Police Chief Jeff Bachman, that the Board approve the purchase of twelve new Remington 870 Shotguns in the amount of \$469.95 per shotgun for a total expense of \$5,639.40 and to trade in the twelve (12) Beretta Shotguns with a trade in value of \$270.00 per shotgun, totaling a credit of \$3,240.00 for a total cost of \$2,399.40 with the cost to be deducted from Fund 14 (Police Foundation and Donation Fund). Roll call on motion: All aye.

**Resignation – Officer Eric Pennekamp Accepted and Approved**

Mr. Pautke made a motion, seconded by Mr. Riebel based upon the recommendation of Police Chief Jeff Bachman; the Board approves and accepts the resignation of Sergeant Eric Pennekamp effective May 10, 2014, noting Sergeant Pennekamp was in good standing and will be joining the Cincinnati Police Department. Roll call on motion: All aye.

**Resignation – Officer Elizabeth McNay Accepted and Approved**

Mr. Riebel made a motion, seconded by Mr. Pautke based upon the recommendation of Police Chief Jeff Bachman; the Board approves and accepts the resignation of Officer Elizabeth McNay effective May 08, 2014, noting Officer McNay was in good standing and will be joining Cincinnati Police Department. Roll call on motion: All aye.

**Hiring Mark Weitzel as Police Officer - Approved**

Mr. Riebel made a motion, seconded by Mr. Pautke based upon the recommendation of Police Chief Jeff Bachman; the Board hires Mark Weitzel as a full time Police Officer at Step 5; \$26.53 per hour (\$55,182.40 per year). Mr. Weitzel will have a one year probationary period from the date of hire. Roll call on motion: All aye.

**Self-Contained Breathing Apparatus Purchase – Approved**

Mr. Riebel made a motion, seconded by Mr. Pautke based upon the recommendation of Fire Chief Craig Wright, the Board approve the purchase of five (5) new self-contained breathing apparatus bottles from Vogelpohl Fire Equipment in the amount of \$3,650.00. Roll call on motion: All aye.

**Fiscal Office Reports and Motions**

The fiscal office included and provided a cash summary by fund, a bank reconciliation report, receipt account status report and an appropriation status report.

**Payment of Bills – April 8, 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 April 8, 2014 in the amount of \$85,476.28 as previously provided. Roll call on motion: All aye

**Payment of Payroll – April 9, 2014**

Mr. Pautke made a motion, seconded by Mr. Riebel that based upon the recommendation of the Township Fiscal Officer the Board approve the payroll of April 9, 2014 in the amount of \$111,787.53 as previously provided. Roll call on motion: All aye

**Payment of Bills – April 14, 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 April 14, 2014 in the amount of \$278,245.99 as previously provided. Roll call on motion: All aye

**Payment of Bills – April 22, 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 April 22, 2014 in the amount of \$63,868.11 as previously provided. Roll call on motion: All aye

**Payment of Payroll – April 23, 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 from April 23, 2014 in the amount of \$138,684.32 as previously provided. Roll call on motion: All aye.

**Payment of Bills – April 24, 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 April 24, 2014 in the amount of \$80,922.80 as previously provided. Roll call on motion: All aye

**Payment of Bills – April 29, 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 April 29, 2014 in the amount of \$77,504.35 as previously provided. Roll call on motion: All aye.

**Payment of Payroll – May 7, 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 from

May 7, 2014 in the amount of \$141,260.28 as previously provided. Roll call on motion: All aye.

**Payment of Bills – May 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 May 5, 2014 in the amount of \$74,405.30 as previously provided. Roll call on motion: All aye.

**Payment of Invoice – Center for Local Government**

Mr. Riebel made a motion, seconded by Mr. Pautke that based upon the recommendation of the Township Fiscal Officer; the Board approves the payment of the invoice for The Center for Local Government, dated January 20, 2014 in the amount of \$3,825.00. Roll call on motion: All aye.

**Amendment of the Pierce Township Personnel Policies Manual**

Mr. Riebel made a motion, seconded by Mr. Pautke that based upon the recommendation of the Township Administrator Tim Hershner; the Board approves amending the following from the Pierce Township Personnel Policies Manual, to separate the forms and documents in the Employee Handbook Appendix from the actual manual, yet to be distributed simultaneously with the Employee Handbook. The purpose for this will be to allow staff to update these forms and documents as necessary without having to ask for approval from the trustees each time there is a change and to remove the employee listing in the appendix of the employee handbook and to change Form-I, the tuition reimbursement form to include a request for a purchase order as well as a place for the supervisor to sign off before the class is taken and to remove the employment application from the appendix. Roll call on motion: All aye.

**Executive Session**

At 7:33 PM, Mr. Pautke made a motion, seconded by Mr. Riebel to enter into Executive to discuss personnel matters, candidate and interview schedule, real estate purchase and the sale of public property pursuant to ORC 121.22 (1) (2) and (3) with legal counsel, Warren Ritchie. Roll call on motion: All aye.

At 9:07 PM, Mr. Pautke made a motion, seconded by Mr. Riebel to leave Executive Session. It is noted that no action was taken by the Board during the Executive Session.

**Tuition Reimbursement - Approved**

Mr. Pautke made a motion, seconded by Mr. Riebel that based upon the request of the Police Chief Jeff Bachman; the Board authorizes Chief Bachman to make an exception and to approve the additional tuition reimbursement needed for Officer Brian Burke which will allow Officer Burke to acquire a Master's Degree. Roll call on motion: All aye.

**ADJOURNMENT**

At 9:09 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

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Mrs. Batchler, Chairman  
Pierce Township Board of Trustees