

Pierce Township Trustees
Meeting
Minutes

November 14, 2012 6::30 PM

The Board of Trustees of Pierce Township, Clermont County, Ohio met in Regular Session at 6:30 PM, on Wednesday, November 14, 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, Assistant Fire Scott Light, Police Chief Jeff Bachman, Public Works Director Luke Mantle, and Assistant Township Administrator for Planning, Zoning, and Community Development, Tim Hershner and Pierce Township's Law Director, Mr. Thomas Keating.

APPROVAL OF THE MINUTES

Approval of Minutes of October 10, 2012 – Regular Meeting

Mrs. Batchler made a motion, seconded by Mr. Riebel to approve the Regular Meeting minutes of October 10, 2012 as presented. Roll call on motion: All aye.

Approval of Minutes of October 16, 2012 – Budget Review Meeting

Mr. Riebel made a motion, seconded by Mrs. Batchler to approve the minutes of the Special Budget review meeting of October 16, 2012 as presented. Roll call on motion: All aye.

Approval of Minutes – October 25, 2012 – Special Meeting

Mrs. Batchler made a motion, seconded by Mr. Riebel to approve the minutes of the Special meeting minutes of October 25, 2012 as presented. Roll call on motion: All aye.

Approval of Minutes – October 30, 2012 – Special Zoning Hearing

Mr. Riebel made a motion, seconded by Mrs. Batchler to approve the minutes of the Zoning hearing minutes of October 30, 2012 as amended. Roll call on motion: All aye.

POLICE DEPARTMENT BUSINESS

Chief Jeff Bachman presented the monthly report. Chief Bachman shared that his department had recently responded and began investigating a theft on St. Rt. 749, and with teamwork, within an hour the suspect was identified, a loaded handgun was recovered and the scene searched and processed. Lt. Dye requested that the following officers should be commended: PO J. Shaw, PO J. Poe, Investigator M. Poe and PO E. Haught.

Chief Bachman then requested one motion.

New Police Badges are authorized

Mr. Riebel made a motion, seconded by Mrs. Batchler based on the recommendation of the Police Chief that the Board allow Pierce Township Police Officers to purchase their old badges for the cost of one dollar and that the new badge which was designed by the officers be allowed to be purchased from each officer's uniform allowance. Roll call on motion: All aye.

FIRE DEPARTMENT BUSINESS

Assistant Chief Light presented the monthly report of the Fire Department to the Board and he provided the monthly incident statistics. Assistant Chief Light shared that his department had participated in 12 training sessions and recently installed energy efficient lighting. Assistant Chief Light presented two requests:

Hired - Zachary Scott Cranfill

A motion was made by Mrs. Batchler, and seconded by Mr. Riebel that based upon the recommendation of Fire Chief Aaron Boggs, the board hires Zachary Scott Cranfill as a Full-Time Firefighter/Paramedic at the current effective rate with all associated full time benefits for a one year probationary period effective January 1, 2013 pending successful completion of physical examination, background investigation, polygraph and psychological examination at the department's expense. Roll call on motion: All aye.

Energize Updates & Instant Replacement Renewals Authorized

Mr. Riebel made a motion, seconded by Mrs. Batchler that based upon the recommendation of Fire Chief Aaron Boggs; the board approves the purchase of Energize Updates and Instant Replacement renewals for the Barracuda Message Archiver in the amount of \$4,896.00. The cost will be equally split into the following funds: General, Fire, Police and Public Works. Roll call on motion: All aye.

The Fire Department is planning to do a Strategic Plan and Assistant Chief Light presented the outline from the department. The Board raised no objection to their plan.

PUBLIC WORKS DEPARTMENT BUSINESS

Luke Mantle presented the monthly report for the Public Works Department. Mr. Mantle stated that having a full crew has been very effective and that the department had completed a drainage upgrade on Fagins Run Road. He shared that he was investigating and planning Snow and Ice Control initiatives that would save the Township serious money in the upcoming years. Mr. Mantle also noted the successful collaboration efforts with Union Township and Auglaize County Engineer Department.

Renewal of the Sullivan Lawn Care Contract

Mr. Riebel made a motion, seconded by Mrs. Batchler to renew the Sullivan Lawn Care Services based upon the recommendation of the Public Works Director for 2013 in the amount of \$15,999.00. Roll call on motion: All aye.

Renewal of the Fertilizer Application Program with Sullivan Services

Mrs. Batchler made a motion, seconded by Mr. Riebel that based upon the recommendation of the Public Works Director the Board renew the fertilizer application program with Sullivan Services for 2013 in the amount of \$4,162.17. Roll call on motion: All aye.

PLANNING AND ZONING COMMISSION

Mr. Hershner presented his report. Mr. Hershner requested action on one item.

Approval for Joint Grant Application

Mr. Riebel made a motion, seconded by Mrs. Batchler based upon the recommendation of Mr. Hershner to authorize Mr. Hershner to apply for the Greenspace Conservation Grant, citing no out of pocket expenses for 3645 Merwin Ten Mile Road property. Roll call on motion: All aye.

TOWNSHIP ADMINISTRATOR BUSINESS

Mr. Elmer presented his report.

Acceptance of Jim Mahan's Resignation

Mr. Riebel made a motion, seconded by Mrs. Batchler to accept Jim Mahan's resignation from the Zoning Commission with great appreciation for all time, effort and dedication Mr. Mahan's has given to the Zoning Commission. Roll call on motion: All aye.

Appointment of Paul Houston to the Zoning Commission

Mr. Riebel made a motion, seconded by Mrs. Batchler to appoint Paul Houston to fill the vacancy on the Zoning Commission left by the resignation of Jim Mahan, noting that Mr. Houston will be a regular member of the Zoning Commission through May 2013. Roll call on motion: All aye.

Mr. Elmer requested action on the following items:

Pictures Authorized by LJ Photography

Mr. Riebel made a motion, seconded Mrs. Batchler to hire Linda Franklin of LJ Photography to take pictures of the Pierce Township officials, department heads and staff. 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.

Payment of Bills – October 9, 2012

Mr. Riebel made a motion, seconded Mrs. Batchler that based upon the recommendation of the Township Fiscal Officer; the Board approves the bills from October 9, 2012 in the amount of \$79,484.62 as previously provided. Roll call on motion: All aye.

Payroll – October 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 October 15, 2012 in the amount of \$114,547.40 as previously provided. Roll call on motion: All aye.

Payment of Bills – October 16, 2012

Mr. Riebel made a motion, seconded Mrs. Batchler that based upon the recommendation of the Township Fiscal Officer; the Board approves the bills from October 16, 2012 in the amount of \$29,370.41 as previously provided. Roll call on motion: All aye.

Payment of Bills – October 19, 2012

Mrs. Batchler made a motion, seconded by Mr. Riebel atchler that based upon the recommendation of the Township Fiscal Officer; the Board approves the bills from October 19, 2012 in the amount of \$92,567.82 as previously provided. Roll call on motion: All aye.

Payment of Bills – October 26, 2012

Mr. Riebel made a motion, seconded Mrs. Batchler that based upon the recommendation of the Township Fiscal Officer; the Board approves the bills from October 26, 2012 in the amount of \$40,700.10 as previously provided. Roll call on motion: All aye

Payroll – October 31, 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 October 31, 2012 in the amount of 165,608.44 as previously provided. Roll call on motion: All aye.

Bills and Payroll Correction

Mr. Riebel made a motion, seconded Mrs. Batchler that based upon the recommendation of the Township Fiscal Officer; the Board approves the bills and payroll correction from October 31, 2012 in the amount of \$893.16 as previously provided. Roll call on motion: All aye.

EXECUTIVE SESSION

At 8:15 PM, Mr. Riebel made a motion, seconded by Mrs. Batchler that the Board go into Executive Session to discuss personnel matters, employment, compensation and immediate pending litigation. Roll call on motion: All aye.

At 9:04 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.

Justin Schultz hired as a Police Officer

Mr. Riebel made a motion, seconded by Mrs. Batchler based upon the recommendation of Police Chief, to hire Justin Schultz as a Pierce Township Police Officer effective November 14, 2012. Mr. Schultz will start at Step One pay of \$41,006.00 with a probationary period of one-year contingent upon all successful medical, physical and drug screening tests. Roll call on motion: All aye.

Justin Schultz sworn in as a Police Officer

Chairman Chris Knoop swore in Justin Schultz with the Board and his parents as witnesses.

ADJOURNMENT

At 9:09 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