

Pierce Township Trustees
Meeting
Minutes

November 3, 2014

The Board of Trustees of Pierce Township, Clermont County, Ohio met in Special Session at 6:30 PM, on Monday, November 3, 2014 at the Pierce Township Administration Building, 950 Locust Corner Road.

INVOCATION

Chairman Bonnie Batchler asked Trustee Richard Riebel to lead the meeting in prayer.

PLEDGE OF ALLEGIANCE

Mrs. Batchler asked everyone to join the Board in the Pledge of Allegiance.

CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE

Chairman Bonnie Batchler called the meeting to order. Board members answering roll call: Mrs. Bonnie Batchler, and Mr. Robert Pautke and Mr. Richard Riebel. Also present were Fire Chief Craig Wright, Assistant Fire Chief Scot Light, Police Chief Jeff Bachman, Township Administrator Tim Hershner, Public Works Manager, John Koehler, and Assistant to the Administrator, Claudia Carroll and Legal Counsel, Tom Keating.

Meeting Date Cancelled

Mr. Pautke made a motion, seconded by Mr. Riebel to cancel the regular November Trustee's meeting that had been scheduled for November 6, 2015 since the Special Meeting on November 3, 2014 has most of the agenda items. Roll call on motion: All aye.

Celebratory Events / Trustee Updates

Mrs. Batchler requested any Trustee or Supervisor updates and/or celebratory events. The following items were noted:

- Public Works was congratulated by the Board of Trustees for extending the hiker-biker trail in front of the cemetery and for saving money by not outsourcing this extension.
- Trustee Bob Pautke thanked Chief Jeff Bachman for his continued efforts during the Police Union negotiations.
- Trustee Bob Pautke apologized to George Carpenter for not yet completing the opinion survey which had been provided him.
- Trustee Bob Pautke alerted the Board that the Chamber of Commerce after reviewing the Fire Levy had endorsed the levy.
- Trustee Richard Riebel informed the Board and the residents that the project was finished with the Wagner Rod retaining wall project.

September 10, 2014 – Minutes Approved

Mr. Riebel made a motion, seconded by Mr. Pautke to approve the minutes of September 10, 2014 Regular Meeting as presented. Roll call on motion: All aye.

October 01, 2014 – Minutes Approved

Mr. Pautke made a motion, seconded by Mr. Riebel to approve the minutes of October 1, 2014, Regular Meeting as presented. Roll call on motion: All aye.

Chemical Equipment Labs – Salt Bid Accepted

Mr. Riebel made a motion, seconded by Mr. Pautke that based upon the recommendation of the John Koehler, Public Works Manager to accept and approve the lowest and best bid from Chemical Equipment Labs, Inc. to purchase 800 tons of salt at the cost of \$100.00 per ton for the 2014/2015 Winter season. Roll call on motion: All aye.

Rose Truck – Salt Hauling Bid Accepted

Mr. Riebel made a motion, seconded by Mr. Pautke that based upon the recommendation of the John Koehler, Public Works Manager to accept and approve the lowest and best bid from Rose Trucking for hauling of road salt at the cost of \$7.65 per ton for the 2014/2015 Winter season. Roll call on motion: All aye.

Carryover of Vacation Time - John Koehler Approved

Mr. Riebel made a motion, seconded by Mr. Pautke that based upon the recommendation of the Township Administrator to approve the carryover of sixteen (16) vacation hours for John Koehler from 2014 to 2015. Roll call on motion: All aye.

Changing of Claudia Carroll's Job Title

Mr. Riebel made a motion, seconded by Mr. Pautke that based upon the recommendation of the Township Administrator to change Claudia Carroll's job title from Assistant to the Administrator to Assistant to the Fiscal Officer effective November 4, 2014. Roll call on motion: All aye.

Kathy Menhouse – Employed as Full Time

Mr. Pautke made a motion, seconded by Mr. Riebel based upon the recommendation of Administrator Tim Hershner to employ Kathy Menhouse, effective November 4, 2014 as the Township's full time non-exempt Administrative Assistant continuing half time working and reporting to Police Chief Bachman and then working the other half time in a position as the Assistant to the Fiscal Office at her current hourly rate of \$16.96 based upon successful completion of the State of Ohio CPIM training within one year of employment. Mrs. Menhouse's accrued vacation is to commence as of April 3, 2006 in accordance with the Ohio Revised Code 9.44. Roll call on motion: All aye.

Limited Warrant Deed - Approved

Mr. Pautke made a motion, seconded by Mr. Riebel based upon the recommendation of Administrator Tim Hershner that the Board approve the Limited Warrant Deed for the consolidation of the Lewis and White Oak parcels 282807A104. And 282807A146. Roll call on Motion: All aye

Special Meetings Date Set

Mr. Riebel made a motion, seconded by Mr. Pautke to set a Special Meeting on November 24, 2014 at 6:30 PM to review October Monthly Reports and then to set a 7:00 PM Special Meeting to hold a Public Hearing for Zoning Case Z2014-002 Merwin Ten Mile and White Oak Roads. Roll call on motion: All aye.

Renovation of the Administrative Waiting Area - Approved

Mr. Pautke made a motion, seconded by Mr. Riebel based upon the recommendation of the Township Administrator to authorize Mr. Hershner to execute a contract for the renovation of the administrative waiting area as an office in the amount of up to \$4,750.00. Roll call on motion: All aye.

Hike & Bike Trail – Additional Engineering Fees - Approved

Mr. Riebel made a motion, seconded by Mr. Pautke based upon the recommendation of Administrator Tim Hershner to approve the additional amount of \$7,835.00 in engineering services by McGill Smith Punshon, Inc. for the relocation plans of the Hike & Bike Trail. 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 to the Board of Trustees and requested the following motions.

Payment of Bills – September 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 September 29, 2014 in the amount of \$108,533.50 as previously provided. Roll call on motion: All aye

Payment of Payroll – October 8, 2014

Mr. Riebel made a motion, seconded by Mr. Pautke that based upon the recommendation of the Township Fiscal Officer the Board approve the payroll of October 8, 2014 in the amount of \$103,836.08 as previously provided. Roll call on motion: All aye

Payment of Bills – October 10, 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 October 10, 2014 in the amount of \$30,823.68 as previously provided. Roll call on motion: All aye

Payment of Bills – October 20, 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 October 20, 2014 in the amount of \$59,274.08 as previously provided. Roll call on motion: All aye

Payment of Payuoll – October 22, 2014

Mr. Riebel made a motion, seconded by Mr. Pautke that based upon the recommendation of the Township Fiscal Officer the Board approve the payroll from 10-22-2014 in the amount of \$137,906.58 as previously provided. Roll call on motion: All aye

Payment of Case 580SNT4 Loader Backhoe – Approved

Mr. Riebel made a motion, seconded by Mr. Pautke that based upon the recommendation of the Township Fiscal Officer; the Board approves the payment on the Case 580SNT4 Loader Backhoe in the amount of \$14,175.96. Roll call on motion: All aye

West Clermont School TIF Reimbursement – Approved

Mr. Pautke made a motion, seconded by Mr. Riebel that based upon the recommendation of the Township Fiscal Officer; the Board approves the TIF 2014 fall School Reimbursement to West Clermont Schools in the amount of \$78,965.81. Roll call on motion: All aye

RESOLUTION 014-018 – Mutual Aid Agreement - Approved

Mr. Pautke made a motion, seconded by Mr. Riebel to adopt Resolution 014-018 to enter into a mutual aid agreement for the purpose of receiving and providing mutual aid, personnel and equipment in the event of emergency situations wherein the personnel and equipment of the affected jurisdiction are exceeded. See attached Resolution 012-018. Roll call on motion: All aye.

RESOLUTION 014-019 – LGS Contract for GAAP Reporting - Approved

Mr. Pautke made a motion, seconded by Mr. Riebel that based upon a recommendation of the Township Fiscal Officer to adopt Resolution 014-019 to authorize a two year contract with LGS with the maximum amount to not exceed \$5600.00 for 2014 and 2015 calendar year GAAP reporting. See attached Resolution 012-018. Roll call on motion: All aye.

Adopting a CIC – Discussed by the Board

Mr. Riebel spoke of shifting the development focus of Pierce Township and of Tim Hershner's time to a more commercial focus versus a residential focus and Mr. Pautke agreed with this priority statement and then of the ability of a CIC to use as a pass-thru by contract either through Clermont County or thru the use of the CIC in Union Township. Mr. Mark Cann spoke in support of a CIC and said it was a flexible tool that would allow the Township to speed the process of development and Mr. Cann agreed to sit on an investigative group to explore a CIC.

Executive Session

At 8:27 PM, Mr. Pautke made a motion, seconded by Mr. Pautke to enter into Executive to discuss personnel matters, candidate and interview schedule, real estate purchase, and sale and counsel with legal Attorney Tom Keating pursuant to ORC 121.22 (1), (2) and (3). Roll call on motion: All aye.

At 10:30 PM, Mr. Pautke made a motion, seconded by Mr. Riebel, to leave executive session, with no action being taken the Board during the Executive Session.

Lawrence E. Gross – Hired Retroactive

Mr. Riebel made a motion, seconded by Mr. Pautke that based upon the recommendation of the Township Administrator Tim Hershner to hire Lawrence E. Gross at \$15.00 per hour, with no benefits, at 20 hours maximum per week retroactive to October 20, 2014. Roll call on motion: All aye.

ADJOURNMENT

At 10:34 PM, Mr. Riebel made a motion, seconded by Mr. Pautke to adjourn the meeting. 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