

Pierce Township Trustees  
Meeting  
Minutes

October 9, 2013 6:30 PM

The Board of Trustees of Pierce Township, Clermont County, Ohio met in Regular Session at 6:30 PM, on Wednesday October 9, 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, Interim Fire Chief Craig Wright, Assistant Fire Chief Scott Light, Police Chief Jeff Bachman, and Assistant Township Administrator for Planning, Zoning and Community Development, Tim Hershner, Public Works Manager, John Koehler, Claudia Carroll, Assistant to the Administrator and Legal Counsel, Tom Keating.

**PLEDGE OF ALLEGIANCE**

Mr. Riebel asked everyone to stand for the Pledge of Allegiance.

**Approval of Minutes – September 11, 2013 – Regular Meeting**

Mr. Knoop made a motion, seconded by Mrs. Batchler to approve the minutes of the September 11, 2013, Regular meeting of the Board of Trustees as presented with the suggested modification from Karen Register. Roll call on motion: All aye.

**Approval of Minutes – September 12, 2013 – Special Meeting**

Mrs. Batchler made a motion, seconded by Mr. Knoop to approve the minutes of the September 12 2013, Special meeting of the Board of Trustees as presented. Roll call on motion: All aye.

**Salute to Leader Nomination**

Mrs. Batchler made a motion, seconded by Mr. Knoop to nominate Kathy Wilson as Pierce Township's nominee for the Salute to Leader award for 2013 citing her efforts with Locust Corner Elementary school, specifically citing how she brings therapy dogs to the school to help the children noting this is especially effective with children that may have behavior problems. Roll call on motion: All aye.

**OPEN FLOOR**

Mike McDonough from 1384 Nagle Lane addressed the Board regarding the noise issues that the residents are experiencing 24 hours a day from the new Kroger's Marketplace. He cited a few of the following issues: brake noise from the many semi-tractor trailer trucks making deliveries, refrigerated trucks idling, and the beeps as the trucks back up as a few of the noises which disturb the residents all night and all day.

**Authorization Given – Kroger Noise Issue**

Mr. Knoop made a motion, seconded by Mr. Riebel authorize Tim Hershner and David Elmer to approach Kroger in an effort to achieve a noise abatement solution for the residents on Nagle Lane. Roll call on motion: All aye.

**POLICE DEPARTMENT BUSINESS**

Chief Jeff Bachman presented the monthly reports, including the statistical report. He reported that his department had solved the Castle Bay crime spree and that two of three suspects have pleaded guilty. Chief Jeff Bachman requested action on the following items.

**Officer Vic Vismara – Authorized to Carry over Vacation Time**

Mrs. Batchler made a motion, seconded by Mr. Riebel to permit Officer Vic Vismara to carry over fifty vacation hours into 2014. Roll call on motion: All aye.

**Blake Burke – Authorized as an Intern**

Mr. Riebel made a motion, seconded by Mr. Knoop to accept Blake Burke as an unpaid intern on 10-14-13 with workers compensation and liability coverage authorized for Blake Burke during the duration of his internship. Roll call on motion: All aye.

**FIRE DEPARTMENT BUSINESS**

Interim Chief Wright presented the monthly report of the Fire Department to the Board. He did not request any action from the board.

**PUBLIC WORKS DEPARTMENT BUSINESS**

Mr. Matt Smith presented the monthly report for the Public Works Department. Mr. Koehler informed the Board there were three items requiring action.

**Surplusing Miscellaneous Township Items**

A motion was made by Mr. Riebel and seconded by Mrs. Batchler that based upon the recommendation of Public Works Manager, John Koehler, that the Board deem the following miscellaneous Township equipment of no value and furthermore; authorizes the Public Works Manager to appropriately place these items for public auction noting that all items are listed and sold “as is” with no guarantee and holding the Township harmless in all regards. The items are described as follows: Seven (7) Florescent T-12 light fixtures, one (1) cordless 18 volt drill and batteries, one (1) rotary hand crank drum pump, nine (9) Hi-Bay 400 watt mercury vapor lamps, two (2) torpedo style kerosene powered portable heaters, and one (1) Central Pneumatic 29 gallon air compressor. Roll call on motion: All aye.

**Surplusing Miscellaneous Farm Implements and Related Equipment**

A motion was made by Mrs. Batchler and seconded by Mr. Knoop that based upon the recommendation of Public Works Manager, John Koehler, that the Board deem the following Township owned radio communications equipment of no value and furthermore; authorizes the Public Works Manager to appropriately place these items for public auction noting that all items are listed and sold “as is” with no guarantee and holding the Township harmless in all regards. The items are described as follows: one

(1) Cosmo cyclone style seeder/spreader, one (1) Woods bush hog mower model #C080, one (1) hitch mounted scraper blade, one (1) set of International Harvester angle discs, and one (1) above ground 500 gallon fuel storage tank with containment box and pump. Roll call on motion: All aye.

#### **Surplusing Miscellaneous Radio Items**

A motion was made by Mr. Riebel and seconded by Mrs. Batchler that based upon the recommendation of Public Works Manager, John Koehler, that the Board deem the following miscellaneous radio communications equipment of no value and furthermore; authorizes the Public Works Manager to appropriately place these items for public auction noting that all items are listed and sold “as is” with no guarantee and holding the Township harmless in all regards. The items are described as follows: one (1) Motorola base station radio unit (formerly associated with the call sign “KLG-631”) including all associated equipment and six (6) Motorola mobile two way radios and associated equipment. Roll call on motion: All aye.

#### **ZONING & PLANNING BUSINESS**

Mr. Hershner presented the Zoning and Planning report and covered the notable activities for his department. Mr. Knoop after Mr. Hershner delivered his report, commended the Greenspace Committee and the committee’s chairman, Mr. Clarence Roller for all of their hard work. Mr. Knoop specifically cited Mr. Roller’s modesty and hard work approach.

#### **Lewis Road Property Negotiations Authorized**

Mr. Riebel made a motion, seconded by Mr. Knoop to authorize Tim Hershner and Mr. Tom Keating to pursue the purchase of the Lewis Road property from the County’s Water & Sewer District to achieve road and intersection improvements. Roll call on motion: All aye.

#### **TOWNSHIP ADMINISTRATOR BUSINESS**

Mr. Elmer presented the Pierce Township Administration’s Monthly report and requested an Executive Session to discuss the recent interviews for the Fire Chief position.

#### **EXECUTIVE SESSION**

At 7:42 PM, Mr. Riebel made a motion, seconded by Mrs. Batchler to enter into Executive to discuss personnel matters, employment, promotion, and compensation, pursuant to ORC 121.22 (G) (1). Roll call on motion: All aye.

At 8:16 PM, Mr. Knoop 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.

**Craig Wright – Appointed as Fire Chief**

Mrs. Batchler made a motion, seconded Mr. Riebel that based upon the recommendation of the Township Administrator, the Board appoints Craig Wright immediately to the position of Fire Chief at the annual salary of \$74,500.00. The Board noted that this salary increase is to be made retroactive to the date he was appointed Interim Chief, with the township deducting the compensation which Chief Wright has already received to date and issuing the difference to Chief Wright. Roll call on motion: All aye.

Mr. Elmer continued delivering his report and he requested action on two motions:

**Bereavement Leave Modified**

Mrs. Batchler made a motion, seconded Mr. Knoop that based upon the recommendation of the Township Administrator to insert “sister-in-law” and “brother-in-law” into the Personnel Policy Manual Code Section 5.6 – Funeral and Bereavement Leave, as persons for which funeral and bereavement leave can be provided with pay. Roll call on motion: All aye.

**Contract for Cuttin & Baling Grass**

Mr. Riebel made a motion, seconded Mr. Knoop that based upon the recommendation of the Township Administrator to authorize Mr. Elmer to enter into a contract with Peter Wolfer for cutting, raking and baling of grass on the Township owned property at the intersection of Jenny Lind Road and Young Road, specifically Parcel #181805F033 at a cost of \$1.00 contingent upon a “hold harmless” clause to protect the Township against any liability. Roll call on motion: All aye.

**TOWNSHIP FISCAL OFFICER’S BUSINESS**

**Cash Fund Balance Report**

Mrs. 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 – September 5, 2013**

Mr. Knoop made a motion, seconded Mrs. Batchler that based upon the recommendation of the Township Fiscal Officer; the Board approves the payment of bills from September 5, 2013 in the amount of \$78,040.00 as previously provided. Roll call on motion: All aye.

**Payment of Bills – September 9, 2013**

Mrs. Batchler made a motion, seconded Mr. Knoop that based upon the recommendation of the Township Fiscal Officer; the Board approves the payment of bills from September 9, 2013 in the amount of \$70,565.08 as previously provided. Roll call on motion: All aye.

**Payroll – September 13, 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 September 13, 2013 in the amount of \$119,627.30 as previously provided. Roll call on motion: All aye.

**Payment of Bills – September 16, 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 September 16, 2013 in the amount of \$32,226.64 as previously provided. Roll call on motion: All aye.

**Payment of Bills – September 17, 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 September 17, 2013 in the amount of \$6,109.34 as previously provided. Roll call on motion: All aye.

**Payment of Bills – September 26, 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 September 26, 2013 in the amount of \$97,463.36 as previously provided. Roll call on motion: All aye.

**Payroll – September 30, 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 September 30, 2013 in the amount of \$143,968.16 as previously provided. Roll call on motion: All aye.

**Payment of Bills – September 30, 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 September 30, 2013 in the amount of \$23,621.37 as previously provided. Roll call on motion: All aye.

**EXECUTIVE SESSION**

At 8:41 PM, Mr. Knoop made a motion, seconded by Mrs. Batchler to enter into Executive to discuss pending litigation and legal matters. Roll call on motion: All aye.

At 9:05 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 9:06 PM, Mr. Knoop made a motion, seconded by Mr. Riebel 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