

Pierce Township Trustees
Meeting
Minutes

May 13, 2015

The Board of Trustees of Pierce Township, Clermont County, Ohio met for their Regular Meeting at 5:30 PM, on Wednesday, May 13, 2015 at the Pierce Township Administration Building, 950 Locust Corner Road.

CALL TO ORDER

Chairman Robert Pautke, Mrs. Batchler and Mr. Riebel were present at Roll Call. Also present were: Township Administrator Tim Hershner, and Legal Counsel, Warren Ritchey, Fire Chief Wright, Assistant Fire Chief Light, Public Works Director Koehler, and Police Chief Bachman.

Executive Session

At 5:30 PM, Mrs. Batchler made a motion, seconded by Mr. Riebel to enter Executive to consider the employment, review negotiations and compensation of public employees pursuant to ORC 121.22 (1) with legal counsel, Tom Keating. Roll call on motion: All aye.

At 6:24 PM, Mr. Riebel made a motion, seconded by Mrs. Batchler, to leave executive session, with no action being taken the Board during the Executive Session

MEETING RECONVENED

At 6:33 PM, Chairman Pautke asked everyone to stand for the Invocation to start the Regular Meeting.

INVOCATION

Chairman Robert Pautke asked Rich Riebel to lead the meeting in prayer.

PLEDGE OF ALLEGIANCE

Mr. Pautke asked everyone to join the Board in the Pledge of Allegiance.

Celebratory Events – 2 Items

1 - The Fire and Police Department – Thanked for Exceptional Service

Chief Bachman read a letter addressed to both his department and the Fire/EMS Department thanking them by a resident who had recently found her husband dead and had called 911. This resident cited the Police and Fire/EMS department staff for their patience, respect and care during that night.

2 - Police Department – Officers Pelcha and Poe Commended

Chief Bachman commended Officer John Pelcha and Sergeant Julie Poe for a recent detail in which a resident thanked both officers for their compassionate, and professional handling of their autistic 19 year old son.

Trustee Updates

Trustee Robert Pautke offered the Board's condolences to Township Administrator Tim Hershner on the death of his father and to Attorney Tom Keating on the death of his mother.

Trustee Bonnie Batchler introduced Attorney Warren Ritchie and announced that it appeared there was an agreement with the Fire Union Local 4979 of IAFF was achieved which allowed a 2% pay increase effective next pay period and a 2% planned increase for 2016 with a re-opener provision that allows the Trustees to reopen the pay raise if the finances cannot support the planned 2% increase.

Resolution 015-006 – Union Agreement approved

Mrs. Batchler made a motion, seconded by Mr. Riebel to accept Resolution 015-006 and approve the Union agreement with our Pierce Township Fire Department employees through Local 4979 of IAFF as negotiated and presented. Roll call on motion: All aye.

Trustee Update

Trustee Richard Riebel reported of the cooperative equipment sharing plan through the State of Ohio for villages and townships which allows communities such as Pierce Township to use "Share Ohio" and the 283 pieces of equipment available through the program when unique or large pieces of equipment are needed for work or repairs. This program will allow Pierce Township to borrow the equipment needed for duration of time, provided that the needed equipment is available, rather than renting, leasing or purchasing equipment and spending public funds.

Trustee Riebel also reported that he attended the National Day of Prayer and that the occasion allowed him to reflect and give thanks to our veterans and our Public Works, Police and Fire/Emergency employees.

Trustee Riebel also updated the residents on the request from Mark Cann for guardrail along the Pierce Township park walking track on Locust Corner Rd. Mr. Riebel reported that there is a main water feeder line which runs adjacent to the walking track which prevents the installation of a guardrail.

Resolution 015-007 – Bond Financing approved

Mrs. Batchler made a motion, seconded by Mr. Riebel to accept Resolution 015-007 authorizing the issuance and sale of \$190,848.62 of Ambulance Acquisition Bonds by Pierce Township @ a fixed rate of 2.3% through Park National Bank for a minimum period of five years, and a maximum maturity period of 10 years. See Resolution 015-007 attached. Roll call on motion: All aye.

Fire Truck – Emergency Repair Approved

Mr. Riebel made a motion, seconded by Mrs. Batchler that based upon the recommendation of Fire Chief Wright; the Board approves the emergency repair expenditure in the amount of \$3,892.84 from Cincinnati Radiator, Inc. for the 2008 Suthpen Unit #5 Fire Truck repair retroactive to the invoice dated April 27, 2015. Roll call on motion: All aye.

Fire Truck – Emergency Repair Approved

Mr. Riebel made a motion, seconded by Mrs. Batchler that based upon the recommendation of Fire Chief Wright, the Board approves the expenditure for the repairs of the 2008 Suthpen Unit #5 Fire Truck in the amount of \$5,746.79 from the Cincinnati Bridgeway Cummins Company reference estimate #242637 dated May 12, 2015 (see attached documentation). Roll call on motion: All aye.

FIRE LEVY – DISCUSSION AND CONSIDERATION

The Board when notified during the April regular meeting by the Township Attorney that a ten (10) year Fire/EMS levy was not permissible by law and that the Board only had an option to place a 5 year levy or a continuing levy on the November ballot, opted to put the matter in the hands of the Finance Committee for review and a recommendation. The Board during this meeting, asked the Finance Committee to step forward to make a recommendation. Finance Committee members addressing the Board were: Greg Ossege, Stan Shadwell and Ben Pugh. The Finance Committee members reminded the Board and the residents in attendance that the Committee had been charged with doing what was BEST for the Township, and that after a full review of the options, the financial hardships facing the township and the age and wear of the Fire/Emergency equipment and the department need for stabilized funding to continue to serve the township residents, the Committee recommended to the Board a 2.1 mill continuing levy be placed on the November 3, 2015 ballot with a provision (Section 5) for an internal audit with all findings available to the public of all expenditures associated with the proceeds generated by this levy no later than five years after the passage and then a second audit conducted again, no later than ten years following the passage of the levy, with the purpose of these audits to allow the Board of Trustees to make a fiscally responsible determination concerning the advisability of the continuation of the levy.

Fire/Emergency Levy (Resolution 015-008) Approved

Mrs. Batchler made a motion, seconded by Mr. Riebel that based upon the recommendation of the Finance Committee and the recommendation of the residents which currently make up the Fire/EMS Residents Committee, the Board adopts Resolution of Necessity as outlined in Resolution 015-008 (See attached). Roll call on motion: All aye.

Special Meeting Set for May 26, 2015

Mrs. Batchler made a motion, seconded by Mr. Riebel to set a special meeting for May 26, 2015 at 5:30 PM after the County Auditor's certifies the Resolution of

Necessity, so that the Board can review the anticipated revenue figures from the Auditor's office and to authorize a 2.1 mill levy on the November ballot and to conduct any other business that may come before the board. Roll call on motion: All aye.

August Regular Meeting Moved to August 19, 2015

Mr. Riebel made a motion, seconded by Mrs. Batchler to move the Regular meeting for August from August 12, 2015 to August 19, 2015 at 5:30 PM. Roll call on motion: All aye.

Budget Hearing Set for July 8, 2015

Mr. Riebel made a motion, seconded by Mrs. Batchler to set the Budget Hearing for July 8th, for 6:00 PM. The Board noted this Budget hearing will begin after the Executive Session at 5:30 PM and before the Regular Meeting scheduled for 6:30 PM. Roll call on motion: All aye.

October 14th Regular Meeting Moved to October 21, 2015

Mr. Riebel made a motion, seconded by Mrs. Batchler to move the Regular meeting for October from October 14, 2015 to October 21, 2015 at 5:30 PM. Roll call on motion: All aye.

Minutes for April 8, 2015 Records Commission Meeting - Approved

Mr. Pautke made a motion, seconded by Mrs. Register to approve the Minutes of Records Commission for April 8, 2015 meeting minutes as presented. Roll call on motion: All Aye.

Meeting Minutes for April 8, 2015 - Approved

Mrs. Batchler made a motion, seconded by Mr. Riebel to approve the Minutes of April 8, 2015 Regular meeting as modified. Roll call on motion: All Aye.

Appointment of Karen Rebori – Approved

Mr. Riebel made a motion, seconded by Mrs. Batchler that based upon the recommendation of Township Administrator Hershner that the Board approve the appointment of Karen Rebori to the Zoning Commission Board for a five year term from June 1, 2015 to May 31, 2020. Roll call on motion: All aye.

Appointment of Tom Sill - Approved

Mrs. Batchler made a motion, seconded by Mr. Riebel that based upon the recommendation of Township Administrator Hershner that the Board approve the appointment of Tom Sill to the Zoning Commission Board for a two year term as an alternate from June 1, 2015 to May 31, 2017. Roll call on motion: All aye.

Amendments to the Pierce Township Personnel Policies Manual – Accepted

Mr. Pautke made a motion, seconded by Mr. Riebel that based upon the recommendation of Township Administrator Hershner, the Board amend the following from the Pierce Township Personnel Policies Manual to update section 10.19.1 Mileage reimbursement to read: "If an employee uses his or her private automobile for travel on

official business, the employee shall be compensated at the per-mile rate equal to that allowed by the Federal Government for private auto travel as approved by the Administrator Hershner. And employees who use personal vehicles for business purposes should check with their personal insurance carriers to determine whether they need business use endorsements on the policies.” Roll call on motion: All aye.

Zoning Violations Officer Job Description - Revised

Mr. Pautke made a motion, seconded by Mr. Riebel that based upon the recommendation of Township Administrator, that the Board update the Zoning Violations Officer job description to revise “Assistant Township Administrator” to read “Zoning Inspector” and add the following responsibilities to include: “Prepare Weekly Zoning Reports and Change the Message Board out in the front of the Township offices.” Roll call on motion: All aye.

Resignation of Larry Gross – Accepted

Mr. Riebel made a motion, seconded by Mrs. Batchler that based upon the recommendation of Township Administrator Hershner; the Board accepts the resignation of part time Zoning Violation Officer Larry Gross effective May 23, 2015. Roll call on motion: All aye.

Scott Melvin - Hired

Mr. Riebel made a motion, seconded by Mrs. Batchler that based upon the recommendation of Township Administrator Hershner; the Board hire Scott Melvin as part time Zoning Violation Officer effective May 18, 2015 at the established rate based upon successful completion of a background check and a physical with drug screen noting that all associated pre-employment expense be that of the township.. Roll call on motion: All aye.

Declaring a Public Nuisance – Resolution 015-009 Adopted

Mr. Riebel made a motion, seconded by Mrs. Batchler that the Board approves Resolution 015-009 declaring a public nuisance on property located at 3641 Lewis Road, also known as Clermont County Auditor parcel #282807A249. Roll call on motion: All aye.

Bob Cat Sweeper Purchase – Approved

Mr. Riebel made a motion, seconded by Mrs. Batchler that based upon the recommendation of Public Works Manager John Koehler; the Board approves the purchase of a 72 inch Sweeper in the amount of \$3,143.26 from BobCat Enterprises. Roll call on motion: All aye.

Declaring a Public Nuisance – Resolution 015-010 Adopted

Mr. Riebel made a motion, seconded by Mrs. Batchler that the Board approve Resolution 015-010 declaring a public nuisance on property located at 1298 State Route 749, also known as Clermont County Auditor parcel #272803H065. Roll call on motion: All aye

Laura Bassett Raise – Approved

Mr. Riebel made a motion, seconded by Mrs. Batchler that based upon the recommendation of Township Administrator Tim Hershner, to employ Laura Bassett, effective the current pay period May 10th – May 23rd, 2015 as the Township’s full time non-exempt Administrative Assistant continuing half time reporting to Zoning Inspector, Tim Hershner and additional half time to Public Works Manager, John Koehler at an hourly rate of \$17.30. Roll call on motion: All aye.

Cody Smith Employment – Approved

Mrs. Batchler made a motion, seconded by Mr. Riebel that based upon the recommendation of Township Public Works Manager John Koehler, to employ Cody Smith effective the current pay period May 10th – May 23rd, 2015 as the Township’s full time non-exempt Maintenance Worker reporting to Public Works Manager John Koehler at his hourly rate of \$18.31. Roll call on motion: All aye.

Richard Riebel Nomination – Approved

Mr. Pautke made a motion, seconded by Mrs. Batchler that based upon the recommendation of Township Administrator Hershner; the Board nominates Trustee Richard Riebel as the Township’s nomination for the Appointment to District #10 Public Works Integrating Committee. Roll call on motion: All aye.

Fidelity Insurance for Eye Med Vision – Approved

Mrs. Batchler made a motion, seconded by Mr. Riebel that based upon the recommendation of the Assistant to the Fiscal Officer, Claudia Carroll; the Board authorizes Administrator Hershner to renew the four (4) year contract with Fidelity Insurance for Eye Med Vision Care at no additional increase. Roll call on motion: All aye.

Notice to Property Owner – Approved

Mr. Riebel made a motion, seconded by Mrs. Batchler upon the request of the Public Works Manager, John Koehler and the recommendation of Township Legal Counsel Warren Ritchey, the Board approves the following Resolution:

Whereas this Board has been notified by the Public Works Manager John Koehler that the property owner @ 3644 Black Jack Trail has a ditch obstruction, the Board motions to authorize Mr. Koehler to personally deliver a written notice to the property owner to remove the obstruction and if the obstruction is not removed within five (5) days from receipt of the written notice, that the township shall remove said obstruction pursuant to Ohio Revised Code 5589.06. The cost incurred by the Township shall be recovered from the property owner pursuant to law. 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.

April 8, 2015 - Payroll - Approved

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 April 8, 2015 in the amount of \$113,609.14 as previously provided. Roll call on motion: All aye.

Payment of Bills – April 10, 2015 – Approved

Mrs. Batchler made a motion, seconded by Mr. Riebel that based upon the recommendation of the Township Fiscal Officer; the Board approves the bills from 04/10/15 in the amount of \$130,885.89 as previously provided. Roll call on motion: All aye.

Payment of Bills – April 21, 2015 - Approved

Mrs. Batchler made a motion, seconded by Mr. Riebel that based upon the recommendation of the Township Fiscal Officer; the Board approves the bills from April 21, 2015 in the amount of \$164,078.97 as previously provided. Roll call on motion: All aye.

April 22, 2015 – Payroll - Approved

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 April 22, 2015 in the amount of \$133,040.99 as previously provided. Roll call on motion: All aye.

Payment of Bills - April 24, 2015 - Approved

Mrs. Batchler made a motion, seconded by Mr. Riebel that based upon the recommendation of the Township Fiscal Officer; the Board approves the bills from April 24, 2015 in the amount of \$43,211.56 as previously provided. Roll call on motion: All aye.

Payment of Bills – April 28, 2015 – Approved

Mr. Riebel made a motion, seconded by Mrs. Batchler that based upon the recommendation of the Township Fiscal Officer; the Board approves the bills from April 28, 2015 in the amount of \$17,918.09 as previously provided. Roll call on motion: All aye.

Payment of Bills – April 30, 2015 - Approved

Mrs. Batchler made a motion, seconded by Mr. Riebel that based upon the recommendation of the Township Fiscal Officer; the Board approves the bills from April 30, 2015 in the amount of \$54,081.78 as previously provided. Roll call on motion: All aye.

ADJOURNMENT

At 9:42 PM, Mr. Riebel made a motion, seconded by Mrs. Batchler 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

Mr. Robert Pautke, Chairman
Pierce Township Board of Trustees