

Pierce Township Trustees  
Meeting Minutes  
December 9, 2015

**Call to Order**

Chairman Robert Pautke called the meeting to order at 5:30 p.m. Chairman Pautke, Trustee Bonnie Batchler and Trustee Richard Riebel were present at roll call. Other members in attendance, Administrator Tim Hershner, Police Chief Jeff Bachman, Public Works Director John Koehler, Assistant to the Fiscal Officer Claudia Carroll, Fiscal Officer Debbie Schwey and Township Attorney Tom Keating.

**Executive Session**

At 5:33 p.m. Trustee Batchler made a motion, seconded by Trustee Riebel to enter Executive Session pursuant to ORC 122.22(G)(1) and ORC 122.22 (G)(2) to consider the employment and compensation of public employees and property matters. Present at the meeting Trustee Elect Alan Freeman, Attorney Mr. Keating, Police Chief Bachman, Public Works Director Koehler and Administrator Hershner.

At 6:37 p.m. Trustee Batchler made a motion, seconded by Trustee Riebel to leave Executive Session, with no action being taken by the Board during Executive Session.

At 6:40 p.m., the Board of Trustees of Pierce Township, Clermont County, Ohio met for their Regular Meeting on Wednesday, December 9, 2015 at the Pierce Township Administration Building, 950 Locust Corner Road with also in attendance Fire Chief Craig Wright and Assistant Fire Chief Scott Light.

**INVOCATION**

Trustee Riebel led the meeting in prayer.

**PLEDGE OF ALLEGIANCE**

The Trustees led the residents in reciting the Pledge of Allegiance.

**Celebratory Events**

**1 – Public Works Department – John Koehler**

Administrator Hershner read Thank You letter from a resident on Bradbury Rd. praising the work that was done on Bradbury Rd.

**2 – Police Department Nancy Larbes - Retirement**

Police Chief Bachman publicly thanked Nancy for her 26 years of service presenting her with a plaque for her years with the department.

**3 – Thank You letter for Assistant Fiscal Officer Claudia Carroll**

A Thank You letter was received from Karen Register, Fiscal Officer thanking Claudia Carroll in appreciation for all of her work she does for the Township in the Fiscal office over the years.

**Green Space Committee**

Mr. George Carpenter made an overhead presentation of conceptual improvements for Pierce Township parks.

#### **Update of the OGSM Plan**

Administrator Hershner did an overview of the OGSM Plan. Completion for the plan will be presented at the January 13, 2016 trustees meeting.

#### **Economic Development Committee**

Trustee Pautke ask for a motion to appoint Doug Thompson, Bill Otto, Jim Comodeca and Rob Gabbard and Doug Thompson to chair the committee. Trustee Riebel suggested the committee needs to have an odd number of members. Trustee Batchler motion to appoint Doug Thompson, Bill Otto, Jim Comodeca and Rob Gabbard and for Doug Thompson to chair the committee. Trustee Riebel seconded the motion. Roll call on motion. All aye.

Trustee Pautke and Trustee Batchler presented Trustee Riebel a picture of employees of the township signed by all thanking him for his four years with the township.

#### **Trustee Updates**

Trustee Batchler reported that the new life squad will be her by the latest December 23, 2015.

#### **Hiker/Biker Trail**

Administrator Hershner reported to the board a letter is being sent to the home owner to notify him that the easement has been sign. Administrator Hershner suggested that we hand deliver the letter to him.

#### **Board Motions**

Trustee Batchler made a motion to appoint Trustee Pautke for year 2016 to chair the board of trustees. Mr. Riebel seconded the motion. Trustee Batchler and Trustee Pautke yea and Trustee Riebel abstained. Trustee Elect Freeman is in agreement.

Trustee Pautke made a motion to appoint Trustee Batchler for year 2016 to vice chair the board of trustees. Trustee Riebel seconded the motion. Roll call on motion. Trustee Pautke and Trustee Batchler yea and Trustee Riebel abstained. Trustee elect Freeman is in agreement.

Trustee Batchler made a motion to keep second Wednesday of each month at 6:30 p.m. and special meetings at 5:30 p.m. for trustees meetings. Trustee Riebel seconded the motion. Roll call on motion. Trustee Batchler and Trustee Pautke yea. Trustee Riebel abstained. Trustee elect Freeman is in agreement.

Trustee Riebel made a motion to have the Records Commission meeting at 2:45 p.m. on December 30, 2015. Trustee Batchler seconded the motion. Roll call on motion. All aye.

Trustee Batchler made a motion, based upon the recommendation of Assistant to the Fiscal Officer Carroll, the board set the Special year End Clean Up & Reorganization Meeting Date for December 30, 2015 at 3:00p.m. Seconded by Trustee Riebel. Roll call on motion. All aye.

#### **Minutes for October 21, 2015-Regular Meeting-Approved**

Trustee Riebel made a motion to approve the October 21, 2015 meeting minutes as amended. Trustee Batchler seconded the motion. Roll call on motion. All aye.

**Minutes for November 4, 2015 - Regular Meeting - Approved**

Trustee Batchler made a motion to approve the November 4, 2015 meeting minutes as presented. Trustee Riebel seconded the motion. Roll call on motion: All aye.

**Motions and Resolutions**

A **Resolution** is made, based upon the recommendation of the Administrator Hershner the board approve Resolution #015-018 declaring a public nuisance on property at 634 Old US 52, also known as Clermont County Auditor Parcel # 27811C108. Trustee Riebel made the motion to approve the resolution. Trustee Batchler seconded the motion. Roll call on motion. All aye.

A **Resolution** is made, based upon the recommendation of the Administrator Hershner the board approve Resolution #015-019 declaring a public nuisance on property at 3921 Nicklaus Court, also known as Clermont County Auditor Parcel #27512C073. Trustee Riebel made the motion to approve the resolution. Trustee Batchler seconded the motion. Roll call on motion. All aye.

A **Motion** is made, based upon the recommendation of Police Chief Bachman the board approve the hiring of EricTabar as a full time police officer. EricTabar is currently a part time police officer with the township, EricTabar is to start December 20, 2015 at the rate of \$23.85 hourly (\$49,608.00 annually), and will have one year of probation starting on date of hire to full time status. Trustee Riebel made the motion to approve seconded by Trustee Batchler. Roll call on motion. All aye.

A **Motion** is made, based upon the recommendation of Police Chief Bachman to the board accept the notification from Nancy Larbes of her retirement effective December 24, 2015. Trustee Batchler made the motion to approve the motion. Trustee Riebel seconded the motion. Roll call on motion. All aye.

A **Motion** is made, based upon the recommendation of Assistant Fire Chief Light that the board accept the resignations of part time employees David George Ames, Richard Lee Moeckel and Kenneth Scott Woodall effectively. Trustee Riebel made the motion to approve seconded by Trustee Batchler. Roll call on motion. All aye.

A **Motion** is made, based upon the recommendation of Assistant Fire Chief Light that the board terminate the part time employment of Zachary David Taylor effective immediately for failure to comply with Fire Department S.O.G. section number 17 (scheduling). Trustee Riebel made the motion to approve seconded by Trustee Batchler. Roll call on motion. All aye.

A **Motion** is made, based upon the recommendation of Assistant Fire Chief Light that the board hire William Scott Brown as part time Firefighter/Paramedic at the establishment rate pending successful completion of a background check, physical examination including drug/alcohol screening and a 1 year probationary period noting that all associated expenses be that of the Township. Trustee Batchler made the motion to approve seconded by Trustee Riebel. Roll call on motion. All aye.

A **Motion** is made, based upon the recommendation of Assistant Fire Chief Light that the board terminate the part time employment of Casey William Baldrige effective immediately for failure to successfully complete his probationary period. Trustee Riebel made the motion to approve seconded by Trustee Batchler. Roll call on motion. All aye.

A **Motion** is made, based upon the recommendation of Assistant Fire Chief Light that the board hire Steven Ross Burton, Thomas William Fleming, Matthew Logan Pressler, James Bradford Sherran and Mark Christopher Steinwert as part time Firefighter/EMT's at the established rate pending successful completion of background check, physical examination including drug/alcohol screening and a 1 year probationary period noting that all associated expenses be that of the Township. Trustee Riebel made the motion to approve seconded by Trustee Batchler. Roll call on motion. All aye.

A **Motion** is made, based upon the recommendation of Director of Public Works Koehler that the board approve repair of Road & Bridge vehicle #15 to replace the heater core/air flow directional housing in the amount of \$2,601.44. Trustee Riebel made the motion to approve seconded by Trustee Batchler. Roll call on motion. All aye.

A **Motion** is made, based upon the recommendation of Director of Public Works Koehler that the board approve the purchase of a 24" Coneqtec AP600H Cold Planner from Southeastern Equipment Co., Inc. in the amount of \$15,750.00. Trustee Riebel made the motion to approve seconded by Trustee Batchler. Roll call on motion. All aye.

A **Motion** is made, based upon the recommendation of Director of Public Works Koehler that the board approve the purchase of street & road signs from Kleem, Inc. in the amount of \$10,000.81. Trustee Riebel made the motion to approve, seconded by Trustee Batchler. Roll call on motion. All aye.

A **Motion** was made to except the recommendation of Director of Public Works Koehler to except his proposal on pricing on cemetery lots. Trustee Riebel made the motion to approve seconded by Trustee Batchler. Roll call on motion. All aye.

A **Motion** is made, based upon the recommendation of Administrator Hershner that the board approve the demolition by Auxier Trucking & Excavating Co. 3406 Locust Corner Road property in the amount of \$5,000.00. Trustee Batchler made the motion to approve seconded by Trustee Riebel. Roll call on motion. All aye.

A **Motion** is made, based upon the recommendation of Administrator Hershner that the board approve the demolition and removal of debris by Auxier Trucking & Excavating Co. of 634 Old US 52 property in the amount of \$13,900.00. Trustee Riebel made the motion after notice of statute of special requirements authorizing Administrator Hershner to contract in the amount not to exceed &13,900.00 to demolish and remove

debris under the Ohio Revised Code. Trustee Batchler seconded the motion. Roll call on motion. All aye.

A **Motion** is made, based upon the recommendation of Administrator Hershner that the board approve the payment of \$7,479.50 to Rack Seven Paving for the Hike Bike Path paving at Royse and Armstrong properties. Trustee Batchler made the motion to approve seconded by Trustee Riebel. Roll call on motion. All aye.

A **Motion** is made, based upon the recommendation of Administrator Hershner the board approve the 2016 Dual (Clermont County & Cincinnati USA Regional) Chamber Membership including Board of Advisors, with dues payment of \$2,500.00. Trustee Riebel made the motion to approve seconded by Trustee Batchler. 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 - November 13, 2015**

Trustee Batchler made a motion, seconded by Trustee Riebel that based upon the recommendation of the Assistant to the Fiscal Officer Carroll the board approves the invoices from November 13, 2015 in the amount of \$24,985.17 as previously presented.. Roll call on motion: All aye

#### **Payment of Bills – November 16, 2015**

Trustee Riebel made a motion, seconded by Trustee Batchler that based upon the recommendation of the Assistant to the Fiscal Officer Carroll the board approve the bills from November 16, 2015 in the amount of \$61,357.68 as previously presented. Roll call on motion: All aye.

#### **Payment of Bills – November 18, 2015**

Trustee Batchler made a motion seconded by Trustee Riebel that based upon the recommendation of the Assistant to the Fiscal Officer Carroll the board approve the bills from November 18, 2015 in the amount of \$72,021.09 as previously provided. Roll call on motion: All aye.

#### **Payment of Bills –November 20, 2015**

Trustee Riebel made a motion seconded by Trustee Batchler that based upon the recommendation of the Assistant to the Fiscal Officer Carroll the board approve the bills from November 20, 2015 in the amount of \$31,248.72 as previously presented. Roll call on motion: All aye.

#### **Payment of Bills-November 25, 2015**

Trustee Batchler made a motion, seconded by Trustee Riebel that based upon the recommendation of the Assistant to the Fiscal Officer Carroll the board approve the

bills from November 25, 2015 in the amount of \$21,065.21 as previously presented.  
Roll call on motion. All aye.

**Payment of Payroll – November 4, 2015**

Trustee Riebel made a motion seconded by Trustee Batchler that based upon the recommendation of the Assistant to the Fiscal Officer Carroll the board approve the payroll of November 4, 2015 in the amount of \$116,167.69 as previously presented.  
Roll call on motion: All aye.

**Payment of Payroll – November 18, 2015**

Trustee Batchler made a motion seconded by Trustee Riebel that based upon the recommendation of the Assistant to the Fiscal Officer Carroll the board approve the payroll of November 18, 2015 in the amount of \$143,405.49 as previously presented.  
Roll call on motion: All aye.

**Payment of Payroll-November 30, 2015**

Trustee Riebel made a motion seconded by Trustee Batchler that based upon the recommendation of the Assistant to the Fiscal Officer Carroll the board approve the payroll of November 30, 2015 in the amount of \$26,943.11 as previously presented.  
Roll call on motion. All aye.

**Open Floor Questions**

Salute to Leaders, Trustee Batchler made the motion to nominate the Fire Levy Committee seconded by Trustee Riebel. Roll call on motion. All aye.

**ADJOURNMENT**

At 8:38 p.m., Trustee Riebel made a motion, seconded by Trustee 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:

\_\_\_\_\_  
Debbie Schwey, Township Fiscal Officer

\_\_\_\_\_  
Robert Pautke, Chairman  
Pierce Township Board of Trustees