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Pierce Picture of the Month



Board of Trustees

**Regular Monthly
Meeting**

February 10, 2016

Pierce Priorities:

- Culture
- Quality of Life
- Pierce 2035

Meeting Agenda



5:30 p.m. Executive Session (to consider the employment and compensation of public employees - ORC 121.22 (G)(1)):	Chairman Pautke
6:30 p.m. Invocation & Pledge of Allegiance	Doug Thomson Trustee Batchler
Celebratory Events	Administrator Hershner
Committee Updates: Green Space / Parks, & Economic Development Committee	Doug Dresie – Parks Doug Thomson - EDC
Pierce 2020 Plan (OGSM)	Administrator Hershner
Trustee Updates	Pautke/Batchler/Freeman
Approval of Minutes, Motions & Resolutions	Administrator Hershner
Open Floor Questions	Chairman Pautke
Adjournment	Chairman Pautke
Department Reports are available on the Township website 24 hours before the second Wednesday of each month.	

Board of Trustees

Regular Monthly Meeting

February 10, 2016

Pierce Priorities:

- Culture
- Quality of Life
- Pierce 2035

Celebratory Events



- Officer Vic Vismara Retirement, after 26 years of service to Pierce Township.
- Police Department received \$7,857.00 Office of Criminal Justice Services grant for replacement of two portable radios.



Motions and Resolutions



A **motion** is made, based upon the recommendation of Fiscal Officer Schwey, that the Board approve the January 13, 2016 Board of Trustees meeting minutes.

1st: _____ 2nd: _____

Mrs. Batchler _____
Mr. Pautke _____
Mr. Freeman _____

A **motion** is made, based upon the recommendation of Fiscal Officer Schwey, the Board approve the bills from January 12, 2016 in the amount of \$83,435.33 as previously presented.

1st: _____ 2nd: _____

Mrs. Batchler _____
Mr. Pautke _____
Mr. Freeman _____

Motions and Resolutions



A **motion** is made, based upon the recommendation of Fiscal Officer Schwey, the Board approve the payroll from January 13, 2016 in the amount of \$169,986.00 as previously presented.

1st: _____ 2nd: _____

Mrs. Batchler _____
Mr. Pautke _____
Mr. Freeman _____

A **motion** is made, based upon the recommendation of Fiscal Officer Schwey, the Board approve the bills from January 21, 2016 and January 22, 2016 in the amount of \$30,736.82 as previously presented.

1st: _____ 2nd: _____

Mrs. Batchler _____
Mr. Pautke _____
Mr. Freeman _____

Motions and Resolutions



A **motion** is made, based upon the recommendation of Fiscal Officer Schwey, the Board approve the payroll from January 27, 2016 in the amount of \$125,823.60 as previously presented.

1st: _____ 2nd: _____

Mrs. Batchler _____
Mr. Pautke _____
Mr. Freeman _____

A **motion** is made, based upon the recommendation of Fiscal Officer Schwey, the Board approve the bills from February 04, 2016 in the amount of \$42,394.29 as previously presented.

1st: _____ 2nd: _____

Mrs. Batchler _____
Mr. Pautke _____
Mr. Freeman _____

Motions and Resolutions



A **motion** is made, based upon the recommendation of Fiscal Officer Schwey, the Board approve the extension of up to 56 hours of vacation time for 3 months for Claudia Carroll.

1st: _____ 2nd: _____

Mrs. Batchler _____
Mr. Pautke _____
Mr. Freeman _____

A motion is made, based upon the recommendation of Fire Chief Wright, that the Board hire Susan Jo Mott as part-time Firefighter/Paramedic at the established rate pending successful completion of any necessary pre-employment requirements and a one year probationary period noting that all associated expenses be that of the Township.

1st: _____ 2nd: _____

Mrs. Batchler _____
Mr. Pautke _____
Mr. Freeman _____

Motions and Resolutions



A **motion** is made, based upon the recommendation of Fire Chief Wright, that the Board accept the resignation of part-time employee William Scott Brown per his email dated February 7, 2016.

1st: _____ 2nd: _____

Mrs. Batchler _____
Mr. Pautke _____
Mr. Freeman _____

A **motion** is made, based upon the recommendation of Fire Chief Wright, that the Board hire Michael Joseph Hammerle as part-time Firefighter/Paramedic at the established rate pending successful completion of any necessary pre-employment requirements and a one year probationary period noting that all associated expenses be that of the Township.

1st: _____ 2nd: _____

Mrs. Batchler _____
Mr. Pautke _____
Mr. Freeman _____

Motions and Resolutions



A **motion** is made, based upon the recommendation of Police Chief Bachman, that the Board accept the resignation of property room manager John Dunigan effective January 16, 2016. John started with the township in 2008.

1st: _____ 2nd: _____

Mrs. Batchler _____
Mr. Pautke _____
Mr. Freeman _____

A **motion** is made, based upon the recommendation of Police Chief Bachman, that the Board accept the retirement of Officer Vic Vismara effective December 31, 2015.

1st: _____ 2nd: _____

Mrs. Batchler _____
Mr. Pautke _____
Mr. Freeman _____

Motions and Resolutions



A **motion** is made, based upon the recommendation of Public Works Director Koehler, the Board approve the bid from Sullivan Services for 2016 Township Hall spring clean up in the amount of \$1,264.00.

1st: _____ 2nd: _____

Mrs. Batchler _____
Mr. Pautke _____
Mr. Freeman _____

A **motion** is made, based upon the recommendation of Public Works Director Koehler, the Board approve the bid from Sullivan Services for 2016 Pierce Cemetery spring clean up in the amount of \$2,500.00.

1st: _____ 2nd: _____

Mrs. Batchler _____
Mr. Pautke _____
Mr. Freeman _____

Motions and Resolutions



A **motion** is made, based upon the recommendation of Public Works Director Koehler, the Board approve bid from Sullivan Services for 2016 Playground Complex spring clean up in the amount of \$2,800.00.

1st: _____ 2nd: _____

Mrs. Batchler _____
Mr. Pautke _____
Mr. Freeman _____

A **motion** is made, based upon the recommendation of Public Works Director Koehler, the Board rename the Public Works Department to Pierce Township Service Department.

1st: _____ 2nd: _____

Mrs. Batchler _____
Mr. Pautke _____
Mr. Freeman _____

Motions and Resolutions



A **motion** is made, based upon the recommendation of Administrator Hershner, the Board approve the 2016 Zoning Fee Schedule.

1st: _____ 2nd: _____

Mrs. Batchler _____
Mr. Pautke _____
Mr. Freeman _____

Police Department Monthly Report



Statistical Data	Month 2016/2015	YTD 2016/2015
Total Service Calls:	588/556	558/556
Offense Reports:	30/67	30/67
Offenses Closed:	25/71	25/71
Incident Reports:	24/9	24/9
Traffic Stops:	139/98	139/98
Traffic Citations:	34/17	34/17
Juvenile Arrests:	1/9	1/9
Felony Arrests:	2/3	2/3
Misdemeanor Arrests:	25/50	25/50
Minor Misdemeanor Summons:	11/9	11/9
Adult Arrests:	25/53	25/53
Warrants Arrest:	2/9	2/9

Police Department Monthly Report



Statistical Data	Month 2016/2015	YTD 2016/2015
Court Details:	8/4	8/4
Mediation Referral:	0/0	0/0
Traffic Accidents:	1 / 4	1 / 4
Traffic Warnings:	51/42	51/42
Vehicles Towed:	4/0	4/0
Assist other Jurisdictions.:	51/28	51/28
Service Requests:	1,363/1,983	1,363/1,983
Burglar Alarms:	90/57	90/57
Open Places Found:	3/5	3/5
Business Checks:	2,284/1,583	2,284/1,583
Miles Driven:		
Missing Reports:	1/0	1/0

Police Department Monthly Report



- January- Updated or “layered” Crime Map with last years crimes now available on Facebook.
- January 3- Officers responded to the scene of attempted suicide where they were able to stop an individual who was in the process of hanging himself.
- January 7- Evacuation Drill at Locust Corner School. Working with each school on updating safety plans.
- January 8- Grant Conference Webinar meeting with fire chief.
- January 12- Clermont County Emergency Operations Center meeting on 3-dimensional scanning of each school in the county.
- January 13- Awarded an Office of Criminal Justice Services Grant (JAG Grant: Justice Assistance Grant) in the amount of \$7,857.00 for two radios.
- January 22- Pierce Township Appreciation Luncheon held at Stillmeadow Country Club for all employees.
- January 24- Officers attend the funeral of Danville Officer Thomas Cottrell killed in the line of duty.

Police Department Monthly Report



Employee Appreciation Lunch



Fire Department Monthly Report



Statistical Data	Month 2016/2015	YTD 2016/2015
Fire Details:	/44	/44
EMS Details:	/98	/98
Pierce Twp. Details:	/108	/108
Ohio Twp. Details:	/26	/26
Mutual Aid Given:	/8	/8
Mutual Aid Received:	/4	/4
Full Staffing:	12 / 50	12 / 50
One-short Staffing:	13 / 10	13 / 10
Minimum Staffing:	3 / 2	3 / 2
Mandations:	3 / 0	3 / 0
Hydrants Serviced:	0 / 0	0 / 0
Gear Inspections:	2 / 0	2 / 0

Fire Department Monthly Report



Statistical Data	Month 2016/2015	YTD 2016/2015
Trainings:	/15	/15
Training Hours:	/58	/58
Qty. Assurance Check:	/153	/153
Inspections:	3 / 1	3 / 1
Re-inspections:	4 / 3	4 / 3
Violations:	6 / 21	6 / 21
System Tests:	1 / 1	1 / 1
Plan Reviews:	1 / 1	1 / 1
Pre Plans:	0 / 0	0 / 0
Public Education:	1 / 6	1 / 6
Knox System Installs:	0 / 1	0 / 1
Civil Defense Siren Tests:	12 / 12	12 / 12

Fire Department Monthly Report



Statistical Data	Month 2016/2015	YTD 2016/2015
Public Records Req.:	5 / 4	5 / 4

- Car Wreck into woods Steamboat Lane & Route 52 – transported 1 patient
- Death on Hopper Hill Rd. – Assisted Police Department on scene with information
- Chimney fire on Terry Del Lane – removed wood burner – min. damage to home
- Another dumpster fire Ohio Pike Chipotle – Dickeys BBQ hot ashes in dumpster
- Grant awarded from Fire House Subs Restaurant - \$9,747.00 – update rescue tools
- Plan, set up and attended annual Team Pierce Appreciation Lunch Stillmeadow C.C.
- Squad #3 (2006 Horton) back in service after major engine repairs
- Squad #4 (new 2016 Horton) sent back to Horton for repairs – back now
- A/C Light attended 2016 annual Township Winter Conference with others
- Chief Wright several meetings – Strong Cincy., LEPC training, Ecivis webinar etc...
- Applied for grants to replace Heart Monitors and ambulance stretchers
- A/C Light updating/organizing all personnel files – preparing for Medicaid site visit

Fire Department Monthly Report



Auto Accidents on US 52 @ 9Mile & near Steamboat



Chimney Fire on Terry Del Lane



Public Works Department Monthly Report



Statistical Data	Month 2016/2015	YTD 2016/2015
Roadway Maintenance (minor):	24/16	24/16
Roadway Maintenance (major):	0/0	0/0
Roadway Patching Projects:	0/0	0/0
Resurfacing (linear ft.):	0/0	0/0
Culvert Pipe (repair, replace, new):	0/0	0/0
Catch Basin (repair, replace, new):	0/0	0/0
Curb-Gutter (repair, replace, new):	0/0	0/0
Roadway striping (linear ft.):	0/0	0/0
Roadside Mowing (hours):	96/56	96/56
Street Sign Install (replace, new):	3/1	3/1

Public Works Department Monthly Report



Statistical Data	Month 2016/2015	YTD 2016/2015
Ditching (linear ft.):	0/0	0/0
Snow/Ice Events:	4/5	4/5
Salt Application (tons):	365/191	365/191
Cemetery Sales (# of lots):	0/6	0/6
Cemetery Mowing/Maint. (hours):	0/6	0/6
Cemetery Instals. (footers, etc.):	0/0	0/0
Funeral Services:	7/4	7/4
Playground Inspections:	0/0	0/0
Mulching – All Facilities:	0/0	0/0
Park Maintenance (hours):	6/2	6/2

Public Works Department Monthly Report



Statistical Data	Month 2016/2015	YTD 2016/2015
Cemetery Sales entered:	0/691	0/691
Cemetery Burials entered:	7/1,070	7/1,070
Cemetery Deeds Printed:	0/0	0/0
Cemetery Records reviewed:	0/10	0/10
Phone Calls Forwarded to Laura:	44/0	44/0
Road Cut Permits Approved:	0/0	0/0
Inform Us from Website:	3/0	3/0

Public Works Department Monthly Report



Employee Appreciation Lunch



Zoning Department Monthly Report



Statistical Data	Month 2016/2015	YTD 2016/2015
Zoning Permits Issued:	3/3	3/3
Single-Family Home Permit:	0/0	0/0
Accessory Structure Permit:	0/1	0/1
Zoning Commission Meetings:	0/2	0/2
Board of Zoning Appeal Meetings:	0/0	0/0
Greenspace Committee Meetings:	1/1	1/1
Zoning Violation Notices Issued:	4/16	4/16
“Good Neighbor” Letters Issued:	0/0	0/0
Voluntary Compliance:	6/10	6/10
Mediation/Legal Action Taken:	0/0	0/0
Text Amendments Approved:	1/0	1/0
Rezoning Approved:	0/0	0/0

Zoning Department Monthly Report



Statistical Data	Month 2016/2015	YTD 2016/2015
Variances Approved:	0/0	0/0
Other Permits Issued		
Deck/Porches Permit:	1/0	1/0
Fence Permit:	1/0	1/0
Swimming Pool Permit:	0/0	0/0
Garage Sale Permit:	0/0	0/0
Sign – Free Standing Permit:	0/1	0/1
Sign – Wall Mounted Permit:	0/0	0/0
Commercial Change of Use:	0/1	0/1
Commercial-Industrial Bldg.:	0/0	0/0
Total Valuation Reported:	25,994/3,595	25,994/3,595

Administration Department Monthly Report



Statistical Data	Month 2016/2015	YTD 2016/2015
Requests - Services/Information:	192/180	192/180
Trainings/Seminars Attended:	2/0	2/0
HR FLMA & Workers Comp. Claims:	1/0	1/0
HR Personnel Actions (New Hires, etc.):	0/2	0/2
Public Records Requests:	1/1	1/1
Purchase Orders Processed:	106/107	106/107
Invoices Processed:	52/76	52/76
Payroll Checks Processed:	189/167	189/167
Website updates:	13/12	13/12
Township Meetings:	1/1	1/1
Motions & Resolutions:	14/9	14/9
Policy Manual revisions:	0/0	0/0

Administration Department Monthly Report



Statistical Data	Month 2016/2015	YTD 2016/2015
Township - Facebook Post:	20/18	20/18
New Fans:	2,427/25	2,427/25
Likes Post:	706/86	706/86
People Reached:	5,354/2,863	5,354/2,863
Share:	2/3	2/3
Police Department - Facebook Post:	10/14	10/14
New Fans:	6,431/195	6,431/195
Likes Post:	421/90	421/90
People Reached:	22,411/8,105	22,411/8,105
Share:	74/83	74/83
Cerkl:	14/0	14/0
New Cerkl Subscribers:	5/0	5/0

Administration Department Monthly Report



Statistical Data	Month 2016/2015	YTD 2016/2015
Website:		
Sessions	1,394/0	1,394/0
Average session duration:	11/0	11/0
Pageviews:	13,629/0	13,269
Top Pages & # of Pageviewers:		
Home Page:	1,516/0	1,516/0
Police/About the Department:	35/0	35/0
Police/Meet the Officers:	13/0	13/0
About the Fiscal Office:	0/0	0/0
About the Trustees:	0/0	0/0

Administration Department Monthly Report



Statistical Data	Month 2016/2015	YTD 2016/2015
Top Pages & # of Pageviewers Cont'd:		
Police/Police Academy:	38/0	38/0
Trustee Meeting Minutes:	25/0	25/0
2015 Meeting Minutes:	0/0	0/0
News & Update:	0/0	0/0
Contact:	105/0	105/0
New to Pierce:	11/0	11/0
Greenspace Committee Meeting Minutes:	0/0	0/0
Zoning/Meet the Staff:	0/0	0/0

Administration Department Monthly Report



Statistical Data	Month 2016/2015	YTD 2016/2015
Top Pages & # of Pageviewers Cont'd:		
Township Parks:	11/0	11/0
Trustee Meeting Schedule:	1/0	1/0
About the Administrator:	1/0	1/0
About/Employment:	71/0	71/0
Fire:	24/0	24/0
Calendar:	28/0	28/0
2016 Trustee Meeting Minutes:	31/0	31/0
Agenda/Meeting Minutes:	46/0	46/0
Meeting Schedule:	19/0	19/0

Administration Department Monthly Report



- Greenspace / Park Committee - Park Master Plan and Grant efforts
- Risk Insurance review and meetings - Gallagher, Keating, Finance Committee and Fiscal Office
- Senior Service Levy Campaign Kick Off
- Attend Strong Cincinnati Character Strengths – Mayerson Academy/VIA Institute
- Economic Development Committee – Review & Discuss Land Uses
- Hike Bike Trail – Monitor and Assist Easement (Appeal)
- 2nd Annual Employee Appreciation Luncheon – Assist and Attend
- Zone Change Applications – Meet on Three Plans
- OTA Annual Conference – Attend Work Sessions, Met with State Reps



Welcome home! Proudly serving you since 1853”



Employee Appreciation Lunch



Robert Pautke, Chair, bpautke@piercetownship.org

Bonnie Batchler, Vice Chair, bbatchler@piercetownship.org

Allen Freeman, afreeman@piercetownship.org

Debbie Schwey, Fiscal Officer, dschwey@piercetownship.org

Tim Hershner, Administrator, thershner@piercetownship.org

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