

BOARD OF TRUSTEES

Allen M. Freeman

Bonnie J. Batchler

Nicholas J. Kelly

Fiscal Officer

Debbie S. Schwey

Administrator

Loretta E. Rokey



950 Locust Corner Road
Cincinnati, Ohio 45245

(513) 752.6262

Fax # (513) 752.8981

www.piercetownship.org

Pierce Township Board of Trustees Meeting

950 Locust Corner Road

Wednesday, April 11, 2018

6:30pm

AGENDA

- I. Call to Order
- II. Pledge of Allegiance & Invocation
- III. Review and approval of: Regular Meeting minutes from March 14, 2018
Special Meeting minutes: March 7, 2018
Special Meeting and Work Session March 22, 2018
- IV. Public Presentations (if any)
- V. **Public Hearing for Prestwick Place TIF #1 District**
 - Open Public Hearing
 - Staff Overview
 - Points of clarification & Response
 - Public Comment – In support or opposed
 - Points of clarification & Response
 - Close Public Hearing

Deliberation and Recommendation of the Trustees

- VI. Old Business (if any)
- VII. New Business:

1. Fiscal Officer, Debbie Schwey, requests a motion for approval payment of payroll for the month of March, 2018 in the amount of \$320,542.84.
2. Fiscal Officer, Debbie Schwey, requests a motion for approval of the payment of bills for the month of March, 2018 in the amount of \$184,428.53.
3. Administrator, Loretta Rokey, requests a motion to authorize an agreement with Jennifer Newcomb, an independent consultant for website maintenance, social media postings, notifications and miscellaneous public relations and communications work.
4. Assistant Fire Chief, Scott Light, requests a motion to accept the resignation of Suzanne Lynn Owens at her rank of Full Time Lieutenant and that she is returned to the position of part time Firefighter/Paramedic with a starting hourly rate of \$14.75 an hour effective April 8, 2018 @ 0600/hours.
5. Assistant Fire Chief, Scott Light, requests a motion to hire Brady Michael Brown; Austin Lucas Caldwell and Hunter Ryan Long at the rank of part time Firefighter/EMT pending successful completion of all pre-employment requirements and a one year probationary period noting that all related expenses be that of the Township.
6. Assistant Fire Chief, Scott Light, requests a motion to hire Alexander Carel Swart at the rank of part time Firefighter/Paramedic pending successful completion of all pre-employment requirements and a one year probationary period noting that all related expenses be that of the Township.

VIII. Departmental Celebrations and Updates:

Police
Fire/EMS
Service/Streets/Cemetery/Parks (Parkfest \$??)
Administration

IX. Other Business:

X. Public comment/Open Floor Discussion

XI. Adjournment

Next Special Meeting & Work Session: April 26, 2018 at 6:30pm

Next regular meeting date: May 9, 2018 at 6:30pm

Special meeting May 14, 2018: to consider a Resolution Granting Real Property Tax Increment Financing Exemptions (Prestwick Place TIF 1)

Pierce Township Trustees
Special Meeting Minutes
March 7, 2018

The Board of Trustees of Pierce Township, Clermont County, Ohio met for their Special Meeting at 9:35a.m. on Wednesday, March 7, 2018 at the Pierce Township Administration Building, 950 Locust Corner Road.

CALL TO ORDER

Chairman Allen Freeman, Trustee Bonnie Batchler and Trustee Nick Kelly were present at roll call. Administrator Loretta Rokey, and Fiscal Officer Debbie Schwey were also present. Guest of the Trustees was Brenda Wehmer from Dinsmore & Shohl, LLP.

The purposes of the meeting are, 1.) to discuss economic development and to go into executive session to confer with legal counsel and 2.) to for any other matters that may come before the Board.

PRESTWICK PLACE TIF:

Discussion by the Trustees and Brenda Wehmer was the development of the Prestwick TIF, granting of tax increment financing exemption by Pierce Township, Clermont County, Ohio and providing notice to West Clermont Local School District Board of Education and Great Oaks Institute of Technology but not necessarily making them whole. Letters will be delivered by Administrator Rokey. The Prestwick TIF at 10 years and 75% does not require negotiation with the schools.

Administrator Rokey requests a motion to approve her to sign a conflict of interest waiver with Dinsmore & Shohl, LLP. Trustee Batchler made the motion to approve, seconded by Trustee Kelly. Discussion followed. Roll call: All aye.

The Trustees set Public Hearing date for April 11, 2018 and to have a resolution prepared for adoption at the Regular Meeting on May 14, 2018.

OTHER BUSINESS:

Chairman Freeman made the motion to approve a donation to the Clermont County Township Association of \$125.00 for rebuilding of their website. Trustee Kelly seconded the motion. Roll call: All aye.

EXECUTIVE SESSION:

Trustee Batchler made the motion to go into executive session at 10:22a.m. for the purpose to discuss legal matters and Trustee Kelly seconded the motion. Roll call: All aye.

Trustee Kelly made the motion to leave executive session at 12:15p.m. and Trustee Batchler seconded the motion. Roll call: All aye.

OPEN FLOOR DISCUSSION:

Trustee Batchler made the motion to purchase a table at the Salute to Leaders dinner held by the Clermont County Chamber of Commerce and seconded by Trustee Kelly. Roll call: All aye.

ADJOURNMENT

At 12:34p.m. Trustee Kelly made the motion, seconded by Trustee Batchler to adjourn the meeting. Roll call: All aye.

ATTESTED:

The Pierce Township approved the foregoing minutes of the Board of Trustees on: April 11, 2018.

Chairman Allen Freeman
Pierce Township Board of Trustees

Debbie Schwey, Fiscal Officer

Pierce Township Trustees
Regular Meeting Minutes
March 14, 2018

The Board of Trustees of Pierce Township, Clermont County, Ohio met for their Regular Meeting at 6:30p.m. on Wednesday, March 14, 2018 at the Pierce Township Administration Building, 950 Locust Corner Road.

CALL TO ORDER:

Chairman Allen Freeman called the meeting to order. Chairman Freeman, Trustee Bonnie Batchler and Trustee Nicholas Kelly were present at roll call. Administrator Loretta Rokey, Attorney Tom Keating, Fire Chief Craig Wright, Assistant Fire Chief Scott Light, Police Chief Jeff Bachman, Service Department Director John Koehler, and Fiscal Officer Debbie Schwey were also present.

PLEDGE OF ALLEGIANCE:

Trustee Batchler led everyone in the Pledge of Allegiance.

REVIEW AND APPROVAL OF MINUTES:

Trustee Batchler made the motion to approve the Regular Meeting minutes from February 21, 2018, Special Meeting/Work Session minutes from 8, 2018 and Emergency Meeting minutes from February 23, 2018, seconded by Trustee Kelly. Roll call: All yea.

PUBLIC PRESENTATIONS:

Mr. Randy Page of the Parks Committee ask the Board to approve a message center as presented and location of the message center for the Park and Mr. & Mrs. Page will reimburse the township for the message center. The approximate cost of the message center is \$1,000.00. Trustee Batchler made the motion to approve the message center and location of the message center, seconded by Trustee Kelly. Discussion followed. Roll call: All aye.

OLD BUSINESS:

Administrator Rokey reported that she is still looking into a copier lease or buying outright. Administrator Rokey presented prices from Donnellon & McCarthy with whom we have a lease with now.

NEW BUSINESS:

Fiscal Officer Schwey requests a motion for approval of payroll for the month of February, 2018 in the amount of \$316,235.05. Trustee Batchler made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Fiscal Officer Schwey requests a motion for approval of the bills for the month of February, 2018 in the amount of \$232,644.58. Trustee Batchler made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Fiscal Officer Schwey requests a motion to adopt Resolution 018-007, Establishing Permanent Appropriations for 2018. Trustee Kelly made the motion to approve, seconded by Trustee Batchler. Discussion followed. Roll call: All aye.

Fiscal Officer Schwey requests a motion to adopt Resolution 018-008, Creating a Special Fund #4504 (Park Designated Fund). Trustee Batchler made the motion to approve, seconded by Trustee Kelly. Discussion followed. Roll call: All aye.

Administrator Rokey requests a motion to adopt Resolution #018-009 naming Pierce Preserve and Trails. Trustee Kelly made the motion to approve, seconded by Trustee Batchler. Discussion followed. Discussion followed. Roll call: All aye.

Administrator Rokey requests a motion to authorize the payment of \$4,631.00 to Care Works Comp for our premium under the Workers' Compensation Group Rating Program. Trustee Kelly made the motion to approve, seconded by Trustee Batchler. Discussion followed. Roll call: All aye.

Administrator Rokey requests a motion to authorize a lease agreement with Donnellon & McCarthy for a new copier for the administrative office. Discussion followed. Trustee Kelly made the motion to subject to authorization of Administrator Rokey to make purchase of a copier pending service and maintenance cost. Trustee Kelly made the motion to approve, seconded by Trustee Batchler. Roll call: All aye.

Administrator Rokey requests a motion to authorize the extension of IT contract with Township and Local Government IT for an extension of 3 months if Mr. Donohoo is agreeable. The current agreement ends March 31, 2018. Trustee Batchler made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Administrator Rokey requests a motion to give Police Chief Bachman an annual increase, retroactive to first pay of this year, January, 2018 of \$3,000.00. Trustee Batchler made the motion to approve, seconded by Trustee Kelly. Discussion followed. Roll call: All aye.

Service Department Director Koehler requests a motion for approval to have Cornerstone Development to do immediate road repairs on Slaven Road in the amount of \$15,200.00. Trustee Batchler made the motion to approve, seconded by Trustee Kelly. Discussion followed. Roll call: All aye.

DEPARTMENTAL CELEBRATIONS AND UPDATES:

Police – Pierce Township Police assisted the Clermont County Narcotics Unit with a drug bust.

Fire/EMS – Fire Chief Wright thanked the Service Dept., Police Dept. and everyone who helped with all flooding issues. Definitely a team effort by everyone.

OTHER BUSINESS:

Public Records training will be held at Pierce Township on September 28, 2018.

PUBLIC COMMENT/OPEN FLOOR DISCUSSION:

Reminder: Easter Egg Hunt March 17, 2018

Congratulations to Jenny Newcomb and Trustee Kelly for great work on the Website.

Discussions on multifamily apartments (Blanchard Apartments) going in on Jenny Lind Road.

Chairman Freeman introduced Linda Fraley who is running for re-election of county auditor, Tom Bixler and Clair Corcoran who they are both running for county commissioner.

SPECIAL MEETING & WORK SESSION:

Next work session date to be March 22, 2018 at 5:00p.m. The Work Session will be focusing on Transportation Infrastructure and Road Improvements.

NEXT REGULAR MEETING DATE:

April 11, 2018 at 6:30p.m.

Public Hearing for Prestwick Place TIF #1

ADJOURNMENT:

At 7:58p.m. Trustee Kelly made a motion to adjourn, seconded by Trustee Batchler. Roll call: All aye.

ATTESTED:

The Pierce Township approved the foregoing minutes of the Board of Trustees on: March 14, 2018.

Chairman Allen Freeman, Pierce Township Board of Trustees

Debbie Schwey, Pierce Township Fiscal Officer

Pierce Township Trustees
Special Meeting Minutes
Work Session
March 22, 2018

The Board of Trustees of Pierce Township, Clermont County, Ohio met for a Special Meeting/Work Session at 5:00 p.m. on Thursday, March 22, 2018 at the Pierce Township Administration Building, 950 Locust Corner Road.

CALL TO ORDER:

Chairman Allen Freeman, Trustee Bonnie Batchler, and Trustee Nick Kelly were present. Administrator Loretta Rokey, Service Department Director, John Koehler, and Administrative Assistant Laura Waczovszky were also present.

Trustee Kelly led everyone in the Pledge of Allegiance.

SPECIAL MEETING/WORK SESSION:

The purposes for the Special Meeting/Work Session are to discuss of 2018 Transportation Infrastructure and Road Improvements.

WORK SESSION:

Discussion followed regarding the Infrastructure plan presented by Chairman Allen Freeman regarding grants, using TIF money, FEMA money from flood for Slaven Road, roads graded "D", road projects for 2018, and different funding options.

Chairman Allen Freeman introduced State Representative Doug Green to talk about Pierce Township receiving \$275,000.00 for a Learning Center in Pierce Township Park.

NEW BUSINESS:

Administrator Rokey requests a motion authorizing the resurfacing bid be prepared for 2018 based upon presentation and acknowledge that John Koehler, Service Department has your blessing to pursue the road improvements. Trustee Batchler made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Administrator Rokey requests a motion to approve to authorize the Administrator to sign conflict of interest waiver with Dinsmore & Shohl, LLP. Trustee Kelly made the motion to approve, seconded by Trustee Batchler. Roll call: All aye.

OTHER BUSINESS:

Next Work Session set for April 26, 2018 at 6:30 p.m.

ADJOURNMENT:

At 7:05 p.m., Trustee Batchler made a motion, seconded by Trustee Kelly to adjourn the meeting. Roll call: All aye.

ATTESTED:

The Pierce Township approved the foregoing minutes of the Board of Trustees on: April 11, 2018.

Allen Freeman, Chairman of the Pierce Township Board of Trustees

Laura Waczovszky, Pro Tem