

Pierce Township Trustees
Regular Meeting Minutes
December 27, 2018

The Board of Trustees of Pierce Township, Clermont County, Ohio met for their Regular Meeting at 6:30p.m., Thursday, December 27, 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 Kelly led everyone in the Pledge of Allegiance.

REVIEW AND APPROVAL OF MINUTES:

Trustee Batchler made the motion to approve the Regular Meeting minutes from November 14, 2018, Public Hearing Meeting minutes from November 14, 2018, Public Hearing Meeting minutes from December 5, 2018 and Special Meeting Minutes from December 5, 2018. Trustee Kelly seconded the motion. Roll call: All aye.

PUBLIC PRESENTATIONS:

No public presentation.

OLD BUSINESS:

No old business.

NEW BUSINESS:

The fiscal office included and provided a cash summary by fund, a bank reconciliation report, receipt account report and an appropriation status report to the Board of Trustees.

Fiscal Officer Schwey requests a motion for approval of payroll for the month of November 2018 for \$336,649.59. Trustee Kelly made the motion to approve, seconded by Trustee Batchler. Roll call: All aye.

Fiscal Officer Schwey requests a motion for approval of the bills for the month of November 2018 for \$458,920.10. Trustee Batchler made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Fiscal Officer Schwey requests a motion for Resolution 2018-029 authorizing adoption of an alternative method of apportionment of the undivided local government fund for a period of five years that per Ohio Revised Code Section 5747.53 excludes the approval otherwise required of the legislative authority of the city, located wholly or partially in the county with the greatest population. Trustee Batchler made the motion to approve, seconded by Trustee Kelly. Discussion followed. Roll call: All aye. (this resolution replaces Resolution 2018-028)

Fiscal Officer Schwey requests a motion authorizing the Fiscal Officer to make all necessary intra-fund transfer during the year 2019. Trustee Batchler made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Fiscal Officer Schwey requests a motion to approve the mileage rate of \$0.58 per mile as the current IRS rate established for business mileage for Section 10.19.1 Mileage Reimbursement in the Pierce Township Personnel Policies Procedure Manual. Trustee Kelly made the motion to approve, seconded by Trustee Batchler. Roll call: All aye.

Fiscal Officer Schwey requests a motion to authorize the Trustees and Fiscal Officer to continue on salary method per the Ohio Revised Code Section 505.24 and 507.09 for 2019 and that the compensation and benefits for the Trustees and Fiscal Officer be deducted from the General Fund. Trustee Batchler made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Fiscal Officer Schwey requests a motion for the Advancement of Taxes collected in 2019 for the first half (February) and second half (July) tax periods. Trustee Kelly made the motion to approve, seconded by Trustee Batchler. Roll call: All aye.

Fiscal Officer Schwey requests a motion for Resolution 018-30 for Health Care and Life Insurance. Trustee Batchler made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Fiscal Officer Schwey requests a motion to approve the 2019 Temporary Appropriations. Trustee Kelly made the motion to approve, seconded by Trustee Batchler. Roll call: All aye.

Administrator Rokey requests a motion to approve exceptions to the regular meeting schedule for the Greenspace/Parks Committee: Regular meetings are the first Wednesday of the month at 6:30p.m. with the following exceptions, January 2 moved to January 3, 2019 and July 3 moved to July 9, 2019. Trustee Kelly made the motion to approve, seconded by Trustee Batchler. Roll call: All aye.

Administrator Rokey requests a motion to approve Resolution 018-031 approving a job description for the position of Planning and Zoning Administrator. Discussion followed. Trustee Kelly made the motion to approve, seconded by Trustee Batchler. Roll call: All aye.

Administrator Rokey requests a motion to a posting for the Planning and Zoning Administrator position. Trustee Batchler made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Administrator Rokey requests a motion to approve the Operation and Governance Plan for the Pierce Township Natural Gas Governmental Aggregation program. Trustee Kelly made the motion to approve, seconded by Trustee Batchler. Roll call: All aye.

Administrator Rokey requests a motion to approve the Operation and Governance Plan for the Pierce Township Electric Governmental Aggregation program. Trustee Batchler made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Administrator Rokey requests a motion authorize any Pierce Township elected official to sign all documents required to implement the Pierce Township Natural Gas and Electric

Governmental Aggregation Programs. Trustee Batchler made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Service Department Director Koehler requests Resolution 018-032 to approve the revised Cemetery Rules, Regulations, and new policy for Indigent Burials. Trustee Kelly made the motion to approve, seconded by Trustee Batchler. Discussion followed. Roll call: All aye.

Service Department Director Koehler requests a motion to accept the resignation of part-time employee John Grant. Trustee Batchler made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Fire Chief Wright requests a motion to accept the voluntary letters of resignation from part time employees Nicholas W. Braun, Rhonda D. Frazier, Joel M. Gilpin and Ethan A. Watren. Trustee Batchler made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Fire Chief Wright requests a motion to terminate the part time employment of Michael W. Welch due to lack of participation according to Pierce Township Fire Department Standard Operating Guideline Section 17-scheduling. Trustee Kelly made the motion to approve, seconded by Trustee Batchler. Roll call: All aye.

Trustee Kelly made the motion to nominate Trustee Batchler as Chairperson for 2019, seconded by Chairperson Freeman. Roll call: All aye.

Trustee Batchler made the motion to nominate Trustee Kelly as Vice Chair, seconded by Chairperson Freeman. Roll call: All aye.

DEPARTMENTAL CELEBRATIONS AND UPDATES:

Police – Shop with a Cop went well. Thanks to Walmart for their donation.

Fire/EMS – Christmas gifts went to 12 families in the community, thanks for donations from the community, Kroger, Pierce Police Department.

Service/Streets/Cemetery/Parks – The service department put on a Thanksgiving lunch by deep frying turkeys. Everyone participated by bringing in food and desserts.

Administration – Discussed status of 2018-work plan.

OTHER BUSINESS:

Discussed the need for a Zoning Violation Officer. The need to overhaul the zoning manual was also discussed.

PUBLIC COMMENT/OPEN FLOOR DISCUSSION:

EXECUTIVE SESSION:

Trustee Kelly motion to go into executive session at 7:55p.m. to discuss personnel matters related to the compensation of an employee and to confer with legal counsel. Seconded by Trustee Batchler. Roll call: All aye.

Trustee Batchler made the motion to leave executive session at 8:20p.m., seconded by Trustee Kelly with no actions taken by the Board. Roll call: All aye.

Trustee Batchler made the motion to approve to carry over vacation time hours for the following employees: Troy Baker 23 hours, Scott Light 80 hours and Craig Wright 208 hours. Seconded by Trustee Kelly. Roll call: All aye.

ADJOURNMENT:

At 9:15p.m. Trustee Kelly made a motion to adjourn, seconded by Trustee Batchler. Roll call: All aye.

ATTESTED:

The Pierce Township Trustees approved the foregoing minutes of the Board of Trustees on: January 9, 2019.

Chairman Allen Freeman, Pierce Township Board of Trustees

Debbie Schwey, Pierce Township Fiscal Officer