

2020 Work Plan Development

PIERCE TOWNSHIP 2019-20 Work Plan Development

Trustee Work Session - working document Initiated 2-6-19

Updates included as of 8-1-19 & 8-26-20

Departmental Areas of Work:

	Elements to be accomplished:	Tasks for Implementation:	Completion Deadlines	Resources	
Community Survey	Launched 8-2020	Design Survey and identify means of Distrib.	Survey finalized and sent to residents ASAP	Amelia focus - returns by August 17th	Allen, Eddie, LR, Laura, Community
Communication Plan		New Zoom meetings		Ongoing	Eddie and Laura
		Coordinate messages using Facebook, CERKL, new LED sign		Ongoing	Trustees and All Depts
		Utilize local media through press releases		Ongoing	Trustees and All Depts
		Community forums, Public committees and Events - reach out to veterans		Project specific	Trustees, staff & media consultant
		Draft Communications policy in progress		See Social Media Policy Draft	Trustees, staff, legal review & media consultant
	8-2020 proposal	AV reiew plan on-site with staff and reps at Millenium, AVI and possibly Tri-State Visual			Eddie & Chief Wright
Economic Development		TIF Opportunities and purposes	Prestwick TIF implementation	TIF 1 active, TIF 2 in process 8-2020	Trustees must adopt each by Resolution
	New Legis.25%	Review existing TIFs	Legal opinion regarding ability to amend or dissolve	Pierce Point TIF - transfer - Sept 2020	"
		Identify Economic Development tools	Review TIF, JEDD, CRA, EZ, CIC purpose and uses	New TIF areas identified July 2020	Trustees, staff, Volunteers
		Business Retention/Expansion strategy	Reach out to Businesses		Trustees, staff, Volunteers
		Resolution adopted and accepted for Ohio Enterprise Zone Program administered by County			Trustees & County Commissioners
		Beckjord Redevelopment	Springing TIF in place and JEDD in discussion	DTE filed on 2 parcels Duke sub-strn	Staff, Trustees, New Richmond, CLP.
Transportation Studies		SR 125 Corridor Study	ED Tools/incentives, Traffic Access, Land Use goals	Phase 1 drafted July 2020, Phase 2?	Kleingers, County, Twps, Amelia, ODOT
		Walmart access to East	Economic Development Strategy/Roundtable	Add Amelia territory & growth plan	As above, TIF funding?
Zoning		Review Land Use Plan and Zoning map	Identify problem areas/public input	TR Zoning moratorium July 2020	Staff, Zoning Comm, Trustees, Consultant
		Review Zoning Code - problem areas	Initiate Text and Map amendments	future mixed use overlays, breweries?	Staff, Zoning Comm, Trustees, Consultant
		Staffing needs for Planning, Zoning and Code Enforcement	Approved Job Description and Ad	12-27-18, Ad Closed 1-28-19	New Hire Started June 2019
		Review zoning fee schedule - consider covering consultant costs and fee for zoning verification letters			"
		Focus on Code Enforcement Strategies	Review chronic violators	Tracking	Progress being made
		Amelia Zoning to be adopted 8-12-2020			Planning & Zoning Admin. Legal, fire, police
Parks		Implement Park Master Plan	Learning Center/Restroom/Shelterhouse	Under Construction July 2020	Parks Comm., Staff, Engineering Consultants
			Relocate Hike/Bike path for safety and add elements	Under Construction July 2020	Parks Comm., Staff, Engineering Consultants
			Memorials - add to park elements	Review Design with Learning Ctr project	State Cap and funds raised by Park Volunteers
			Maintenance and extension of Hike/Bike Path	8-19 \$30k repairs - identify next phase	Grant apps Clean Ohio RT \$ & TA
			Dog Park Improvement	Fundraising suggests moving forward	Natureworks App, Volunteer Fundraising
			Park Use Policies	Resolution 2019-013 April 2019	Parks Committee, Staff, Trustees
			Park Maintenance: Benches, Trash cans, signage	New message boards and trash cans in place	
			Resurface Tennis Court & Basketball Court	Park Grant Completed 7-2020	Parks Committee & Staff
	Pierce Preserve & Trails		Install initial signage, message board, trailhead	Installed August 2019	NOPE reps, Trustees, LR \$ (Review Trustee Appts)
			Develop work plan and budget for annual maintenance	Need to meet	Trustees, Staff & NOPE Reps

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Service/Roads	Identify Road improvement list for 2020	Initiate bid for street resurfacing Consider fee for Road Cut permits & inspections Update Infrastructure plan	Under Construction July/Aug-2020 Initiated \$50 fee with permit	Staff & Trustees Staff & Trustees
	See SB 4	Cole Road erosion OPWC Application Beckjord Road Improvement Review drainage concerns, chronic problems	OPWC Deadline October 2020 Resurfacing contract 2020	Staff & Trustees Staff & Contractor
	Major Capital Projects:	Jenny Lind OPWC with Amelia incorporated Bradbury Road White Oak/Lewis Intersection	JL Under Construction July/Aug-2020 Easements to be signed August 2020 See SR125 Study	TIF, OPWC, County and Local \$ TIF, OPWC, County and Local \$ Partners: County, Twps, ODOT - TIF \$?
Nine Mile Flooding issues	Protect properties downstream	Investigate drainage relief/alternatives Clermont County Water Resources shared I/I study and plans for sewer line repair/replacement	ongoing	County Stormwater and Sewer staff, Twp Engineer\$ See County 5 year CIP
Cemetery	Identify Improvements	Fence Repair/Replacement Investigate Columbarium & scattering gardens Review Cemetery fees & Lot sales	Completed See report from Service Director	New storm damage John K. - Insurance \$?
Facility Maintenance:	Admin Bldg roof Admin Bldg Parking Lot sealing & dead tree removal Assess staff kitchen rehab Assess HVAC - moisture on vents in weight room, Replacement of furnishings in parlor & Conf. Room, reconfigure seating for Trustees & staff Assess Garage facility and property to maintain at White Oak & Lewis Alarm System communication upgraded	Repaired skylights, need roof proposals for coatings	Stove returned, no vent required HVAC unit failed in Admin replaced July 2019, Trustee unit July 2020 Conf Room Furnishings replaced June 2019	
Fire Department - related	Restore 1956 Fire Truck	long term storage at Lewis Garage since Sept 2018	Aug-20 In progress	Fire Chief & Asst. Mark Cann agreed to chair & seek volunteers Scott Light and Bonnie liaisons
	Monitor Levy Funding, operating & capital budgets			
Police	Monitor Levy Funding, operating & capital budgets Monitoring areas with high calls for service			
Waste Collection	Monitor Levy Funding	Consider Amelia Units to be added 2020	Nov 2017 Passed 5-year levy renewal	Note: 4% cost escalation per year
Miscellaneous discussion:	Develop Community Building events and policies: public and private, fundraising activities, township sponsored programs Personnel Matters - Policies, Job Descriptions, Performance evaluations, pay & benefits etc. Union Negotiations begin fall 2020 for Police & Fire Community-wide Energy Aggregation Pro's and Con's of Home Rule? Review Operating and Capital budgets, debt funding & interest earnings	Approved on November 2018 ballot -bids accepted with IGS & Dynegy. Next census?	Amelia added 2020	Trustees, Staff, citizens, businesses & civic groups LR (3-year Union Contracts negotiated in 2017) Contracted Trebel Trustees & staff
Initiated by:	Trustees, Staff, Citizens			

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Revised 8-10-20

2020 -Reviewed Service Department pay and job duties and added Maintenance Foreman with anticipated increase in Parks and Cemetery responsibilities
Amelia vote Results certified November 25, 2019 - transition period began & work continues

Disposition of Real Estate

Appraisal of vacant lots initiated July 2020

Disposition of Personal Property

Vehicles & Equip to keep or sell initiated July 2020

COVID Impacts an Operating Plans, expenses & reimbursements

CARES Act funding & SB4 opportunities