

Pierce Township Trustees  
Regular Meeting Minutes  
April 14, 2021

The Board of Trustees of Pierce Township, Clermont County, Ohio met for their Regular Meeting at 6:30p.m., Wednesday, April 14, 2021 as a Zoom-Conference & Live Streaming Meeting.

**CALL TO ORDER:**

Chairman Allen Freeman called the meeting to order. Trustee Peter Kambelos, Trustee Nicholas Kelly and Chairman Allen Freeman were present at roll call. Administrator Loretta Rokey, Attorney Tom Keating, Fire Chief Craig Wright, Police Chief Jeff Bachman, Service Department Director John Koehler, Planning and Zoning Administrator Eddie McCarthy and Fiscal Officer Debbie Schwey were also present.

**PLEDGE OF ALLEGIANCE:**

Fiscal Officer Schwey led everyone in the Pledge of Allegiance.

**REVIEW AND APPROVAL OF MINUTES:**

Fiscal Officer Schwey made the motion to approve the March 10th, Regular Meeting Minutes, March 10<sup>th</sup> Public Hearing Meeting Minutes, March 8<sup>th</sup>, 24<sup>th</sup>, and 25<sup>th</sup> Special Meeting Minutes and March 30<sup>th</sup> Public Hearing Meeting Minutes. Trustee Kelly made the motion to approve and seconded by Trustee Kambelos. Roll call: All aye.

**DEPARTMENTAL CELEBRATIONS AND UPDATES:**

Police Dept.: Police Chief Bachman reported on On the Green at Royal Oak, in conjunction with the Sheriff's Dept. Drug Unit issued 6 citations and few arrests. Shop lifting at the Marathon Station, bomb threat at the Amelia Walmart, Walmart was evacuated, the call came from New Mexico and the FBI charged the caller. (the call was meant for the New Mexico Walmart).

Fire Dept.: Fire Chief Wright reported he received a call from a resident of the township wanted to thank Firefighters/Paramedics Striblin and Petronio for their help in taking him to the hospital with chest pains. He was having a heart attack. The department is pushing the address sign program. Fire Chief Wright also had an interview with the media and filled a records request regarding the Beckjord Station. The interview should air on or about April 26 on channel 9.

Service Dept.: Service Dept. Director Koehler reported the water line has been run for the dog park, and the concrete has been poured. The fencing should be installed sometime next week. The grading at been completed at the cemetery for the columbarium.

Planning & Zoning Update: Planning & Zoning Administrator McCarthy reported the Enterprise Zone Application has been submitted to the county. The CDBG application is under review.

Discussed by the Board the need to hire someone for code enforcement.

Chairman Freeman made the motion to direct the staff develop a job description for a code enforcement person. Trustee Kambelos made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Administration: Administrator Rokey reported received a draft of the letter that will be going out regarding the opt out option from Energy Harbor provider. Trebel is our broker and residents

can call them do a comparison with current electric charges. Also heard from a resident that Trebel's phones were not working but now have been repaired.

Amelia Updates: The former Village of Amelia's next meeting is scheduled for April 23<sup>rd</sup>. The next meeting with the State Auditor is set for April 30<sup>th</sup>. Discussed engaging a broker to look at selling 3 properties, one on 1410 St. Rt. 125, 46 Oak St. and 36 Huntsman Trace. Also, Batavia Township looked at selling their property/lots on Charmalee. They are going to put their own for sale signs up on their lots. All sales are jointly with both townships. Also visited the old police station and discussed donating old furniture and other items to other local governments. If values are not great the items can be donated. Next meeting with state auditor is April 30<sup>th</sup>.

Lighting Petitions: Discussed regarding the petitions, have not received enough back. Received about 25% from Sedona and about 2% from Quail Creek. Should get a clearer picture after the former Village of Amelia next meeting which is set for April 23<sup>rd</sup>.

Parks: George Carpenter has been working on the Amelia History.

The Board would like to keep the lighting petitions open for as long as they can. If the lights go out the residents may want to look at signing the petitions. Try and get the petitions turned into us.

#### **OLD BUSINESS:**

On the Green: Trustee Kelly, Fire Chief Wright, Police Chief Bachman and Planning & Zoning Administrator McCarthy make regular visits to this complex. Historical data over to the legal team, may show this complex may be described as a nuisance.

COVID Impact Study: Administrator Rokey and Planning & Zoning Administrator McCarthy would like to schedule a work session to discuss the adoption of an action plan to discuss specific economic development tools. Chairman Freeman will reach out to Red Tiger & Koehler who did the study in the former Village of Amelia economic study. Chairman Freeman stated there are several businesses interested in looking at properties within the former Village. Administrator Rokey proposed to have a work session on April 28<sup>th</sup>.

State Representative Adam Bird reached out to Chairman Freeman regarding attending our special meeting with discussion working on legislation on the dissolutions on the former Village of Amelia.

The Board agreed to set a special meeting date for April 28<sup>th</sup> at 6:00p.m.

Chairman Freeman mentioned several businesses are interested in looking at properties in the township. 50W Brewing, Select Strategies Mike Paolucci and Rick Greiwe a developer.

#### **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 March 2021 for \$663,228.09. Trustee Kambelos 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 March, 2021 for \$774,344.73. Trustee Kelly made the motion to approve, seconded by Trustee Kambelos. Roll call: All aye.

Fiscal Officer Schwey requests a motion for approval of the payment of \$5,010.00 enrollment fee to Sedgwick (formerly Care Works), our Managed Care Organization for BWC claims. Trustee Kelly made the motion to approve, seconded by Trustee Kambelos. Roll call: All aye.

Fiscal Officer Schwey requests a motion to set up new FEMA Fund for a grant received by the Fire Department in the amount of \$145,227.27. Trustee Kelly made the motion to approve, seconded by Trustee Kambelos. Roll call: All aye.

Police Chief Bachman requests a motion to accept the quote of \$5,279.20 for ammunition from Vance's Law Enforcement. The ammunition is to be used by the police department for this year's annual firearms qualification and training. Trustee Kelly made the motion to approve, seconded by Trustee Kambelos. Roll call: All aye.

Police Chief Bachman requests a motion to hire James Putz as a part-time property room clerk at the rate of \$22.00 per hour. Mr. Putz's hours are not to exceed 15 hours per week. Trustee Kambelos made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Police Chief Bachman requests a motion to hire Daphne Nickell as a full-time police officer effective May 2, 2021 at Step One pay (\$59,592.00 annually). Officer Nickell is to have one-year probation. Trustee Kambelos made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Fire Chief Wright requests a motion for Resolution 2021-009, a resolution authorizing the approval of the Clermont County Fire Chief's Alliance Hazard Zone Management Plan (mutual aid agreement) for a period of 5 years. Trustee Kelly requests a motion to approve, seconded by Trustee Kambelos. Roll call: All aye.

Fire Chief Wright requests a motion for Resolution 2021-010, a resolution authorizing the approval of the contract for services between Pierce Township and the Village of New Richmond for a period of 5 years. (Noting this has been an on-going agreement with the Village of New Richmond since the Fire and EMS coverage contract with Ohio Township was approved effective in 2002). Trustee Kambelos made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Fire Chief Wright requests a motion for Resolution 2021-011, a resolution declaring certain personal property of Pierce Township Surplus and not needed for public purposes or obsolete or unfit for the use which the property acquired and approving the sale of property by internet-based auction. Trustee Kambelos made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Fire Chief Wright requests a motion to approve the emergency replacement of the main firehouse HVAC system by Baker, Bauer and Fish Cooling & Heating in the amount of \$13,980.00, noting that this work has already been completed due to the heat being out in the firehouse. Trustee Kelly made the motion to approve, seconded by Trustee Kambelos. Roll call: All aye.

Fire Chief Wright requests a motion to approve the appointment of Kylie Moore-Murphy as a full-time Firefighter/Paramedic at the established rate pending successful completion of all pre-employment requirements; obtaining certification as an Ohio Fire Safety Inspector and serving a 1- year probationary period; noting that all associated expenses be that of the township. Trustee Kambelos made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Fire Chief Wright requests a motion to approve the purchase of MSA Rapid Intervention Team Conversion Kit(s) and associated accessories from Vogelpohl Fire Equipment in the amount of \$4,210.00. Trustee Kelly made the motion to approve, seconded by Trustee Kambelos. Roll call: All aye.

Fire Chief Wright requests a motion to surplus out of date turnout gear and personal protective equipment, having no value and no practical use to Dr. Walton Webson on behalf of the Antigua and Barbuda Consulate General. (list is attached). Trustee Kambelos made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Service Department Director Koehler requests a motion to approve for emergency repairs on a dump truck to Gil & Mike's Transmission Service, LLC in the amount of \$3,381.71. Trustee Kelly made the motion to approve, seconded by Trustee Kambelos. Roll call: All aye.

Service Department Director Koehler requests a motion for Resolution 2021-012, a resolution approving Pierce Township Cemetery rules, regulations, agreement and memorializing form for Columbarium's. Trustee Kelly made the motion to approve, seconded by Trustee Kambelos. Roll call: All aye.

Service Department Director Koehler requests a motion to approve the purchase of playground mulch for Shank Park and Pierce Township Park from Irvine Wood Recovery not to exceed the amount of \$6,000.00. Trustee Kambelos made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Service Department Director Koehler requests a motion to approve an increase in material cost for the Dog Park Fence with Couch Fence in the amount of \$4,500.00. Trustee Kelly made the motion to approve, seconded by Trustee Kambelos. Roll call: All aye.

Service Department Director Koehler requests a motion for Resolution 2021-013, a resolution requesting a speed study on W. Concord Rd. Trustee Kambelos made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Service Department Director Koehler requests a motion to accept the lowest and best bid for 2021 Road Resurfacing Program from Barrett Paving Materials, Inc. for the base bid amount of \$567,443.35. Trustee Kelly made the motion to approve, seconded by Trustee Kambelos. Roll call: All aye.

Planning and Zoning Administrator McCarthy requests a motion for Resolution 2021-014, a resolution approving a major amendment to the Glen Mary Development Plan with conditions (ZC2021-001). Trustee Kelly made the motion to approve as amended, seconded by Trustee Kambelos. Roll call: All aye.

Planning and Zoning Administrator McCarthy requests a motion to extend Resolution 2021-015, a resolution amending the Zoning Fee Schedule. Trustee Kelly made the motion to approve, seconded by Trustee Kambelos. Roll call: All aye.

**OTHER BUSINESS:**

There is a vacancy for an Alternate position on the zoning commission. The new member will be appointed to an expired term that will run until 5/31/2022. (2- year terms).

Planning & Zoning Administrator McCarthy made the motion to appoint Katherine Neal to the unexpired for the alternate position on the zoning commission. (One application was received). Trustee Kambelos made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Also Zoning Commission Member Jeff Stitt's term will expire 5/31/2021. (New 5- year term would begin 6/1/2021)

The Planning & Zoning Administrator will advertise for this position.

Salute to Leaders – The Clermont County Chamber is seeking nominations due by April 23<sup>rd</sup>. Suggestions for nominations to be sent to the Administrator.

**PUBLIC COMMENT/OPEN FLOOR DISCUSSION:**

Mrs. Rene Gerber asked about the final audit, Administrator Rokey stated that Fiscal Officer Bill Gilpin said the auditor has taken everything from the former Village of Amelia and will probably take another couple of months. Also Ms Gerber thanked Chairman Freeman and Trustee Kelly for reviewing her letter sent to State Representative Adam Bird regarding dissolutions of villages.

**ADJOURNMENT:**

Trustee Kambelos made the motion to adjourn the meeting at 8:02p.m., seconded by Trustee Kelly. Roll call: All aye.

**ATTESTED:**

The Pierce Township Board of Trustees approved the foregoing minutes on May 19, 2021.

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Chairman Allen Freeman, Pierce Township Board of Trustee

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Debbie Schwey, Pierce Township Fiscal Officer

**NEXT REGULAR MEETING:**

May 19, 2021 at 6:30p.m.