

Pierce Township Trustees  
Regular Meeting Minutes  
September 8, 2021

The Board of Trustees of Pierce Township, Clermont County, Ohio met for their Regular Meeting at 6:40p.m., Wednesday, September 8, 2021 at Pierce Township Townhall at 950 Locust Corner Rd.

**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 & Zoning Administrator Eddie McCarthy and Fiscal Officer Debbie Schwey were also present.

**PLEDGE OF ALLEGIANCE:**

Commissioner Bonnie Batchler led everyone in the Pledge of Allegiance.

Chairman Freeman ask for a moment of silence for the 13 service members that lost their lives in Afghanistan and for the lost of State Representative Doug Green.

**NEW HIRES:**

Fire Chief Wright requests a motion to approve the appointment of Craig Belcher as a full-time Firefighter/Paramedic at the established rate per the collective bargaining agreement pending successful completion of all pre-employment requirements; obtaining certification as an Ohio Fire Safety Inspector and serving a one (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 yea.

Firefighter/Paramedic Craig Belcher was sworn in.

Fire Chief Wright requests a motion to approve the appointment of Elijah Hammonds as a part-time Firefighter/EMT at the established rate pending successful completion of all associated pre-employment requirements and a one (1) year probationary period noting that the cost of all associated pre-employment requirement is that of the township. Trustee Kelly made the motion to approve, seconded by Trustee Kambelos. Roll call: All aye.

Service Department Director Koehler requests a motion to hire Trevor Smith to the position of Maintenance Worker III (parks/cemetery/grounds) as the established rate of \$18.00 starting on the September 27<sup>th</sup>. Pay rate will increase to \$18.50 after obtaining CDL class A license. Trustee Kambelos made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Service Department Director Koehler requests a motion to hire Michael White to the position of Maintenance Worker III (parks/cemetery/grounds) at the established rate of \$18.00 starting on the September 27<sup>th</sup>. Pay rate will increase to \$18.50 after obtaining CDL class A license. Trustee Kambelos made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

**DEPARTMENTAL CELEBRATIONS AND UPDATES:**

Police Dept.: Police Chief Bachman reported the Police Banquet went well. Officer Caitlyn Powell received an award. Received a liquor license permit for Stone House, the new restaurant going in the business district of Pierce Township. Updated crime reports.

Fire Dept.: Fire Chief Wright the department rescued a horse that had fallen in a pond. Clermont County Fema property buy out on old U. S. 52. Thanked Anderson Township and Gray's Towing for use of fire training program and Gray's Towing for delivering the equipment to the fire department. Flu vaccines, the department will be able to administer them. Remembrance of 911 will be held on Saturday, September 11 in Batavia Township. Looking at contracting with Management Partners to do an evaluation of the fire department.

Trustee Kambelos made the motion to direct the fire chief and administrator to proceed to study and refine the proposal with Manage Partners and bring back to the October 13<sup>th</sup> regular meeting of the trustees. Seconded by Trustee Kelly. Roll call: All aye.

Service Dept.: Service Dept. Director Koehler stated the service department received a nice e-mail from a township resident thanking them for the fine culver work and stated the staff was very professional. Cemetery is very busy, working on playgrounds. Will be starting work on Dorado Court this Friday.

Parks: Parks Chairman Mr. Doug Dresie, Park National Bank will be working at Groh Park, helping with dismantling equipment.

Trustee Kelly made the motion to remove the Skateboard Park located at Groh Park. Seconded by Trustee Kambelos. Roll call: All aye.

Cleanup Day is set for November 13<sup>th</sup> from 9a.m.-1p.m.

Discussed to have American Suicide Prevention Charitable event, Out of the Darkness Walk, proposed to have at the Locust Corner Park, October 10<sup>th</sup>.

Trustee Kambelos made the motion to not sponsored by township allow use of the park for the walk. Seconded by Trustee Kelly. Roll call: All aye.

The committee is recommended a cost increase for the Memorial Bench Program. The increase will go from \$1,500.00 to \$2,000.00.

Trustee Kelly made the motion to approve the increase, seconded by Trustee Kambelos. Roll call: All aye.

Discussed the pre Covid 3-hour Halloween/Pumpkin Patch event at Shank Park.

Trustee Kelly made the motion to proceed with the Halloween event at Shank Park. Seconded by Trustee Kambelos. Roll call: All Aye.

Also discussed park improvements related to the Park Master Plan and ARP funding opportunities.

Trustee Kelly made the motion to authorize the Park Committee to get bids for playground equipment for Groh and Pierce Parks. Seconded by Trustee Kambelos. Roll call: All aye.

Planning & Zoning: Planning & Zoning Administrator McCarthy reported 38 permits last month, 14 new homes, 6 variances and 19 new code cases.

Kristin Cannon was introduced, she is the new Planning & Zoning Assistant.

Information about the new restaurant Stone House coming to Pierce Township was posted on our Face Book page and Bigby's Coffee Shop is coming soon.

Administration: Administrator Rokey discussed other ARP Funding projects, such as business assistance and projects related to the COVID Impact Study.

Real Estate sales are still needing more work. Preparing for the auction with Batavia Township regarding the former Village of Amelia. Administrator Evans of Batavia Township working on a list of usable items for other townships use if they would like any of these items.

Discussed also CPR courses using ARP Funding.

**REVIEW AND APPROVAL OF MINUTES:**

Fiscal Officer Schwey made the motion to approve the August 11, Regular Meeting Minutes, and Special Meeting Minutes of July 14. Trustee Kelly made the motion to approve and seconded by Trustee Kambelos. Roll call: All aye.

**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 August 2021 for \$396,329.77. 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 bills for the month of August, 2021 for \$280,417.07. Trustee Kambelos made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Fiscal Officer Schwey requests a motion for Resolution 2021-026 a resolution accepting the amounts and rates as determined by the budget commission and authorizing the necessary tax levies and certifying them to the county auditor. Trustee Kelly made the motion to approve, seconded by Trustee Kambelos. Roll call: All aye.

Fiscal Officer Schwey requests a motion a motion for Resolution 2021-027, to establish the annual assessments for the Legendary Run and Legendary Trails Lighting Districts. Trustee Kambelos made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Fiscal Officer Schwey requests a motion authorizing renewal of the prepaid time-block for IT services from CSM, Inc. in the amount of \$2,700.00. Trustee Kelly made the motion to approve, seconded by Trustee Kambelos. Roll call: All aye.

Police Chief Bachman requests a motion to approve the sale of 15 Glock pistols from the Amelia Police Department to Hunters Den of Amelia, a Federal Firearms Licensed dealer in the amount of \$300.00 per pistol for a total of \$4,500.00. Trustee Kambelos made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Police Chief Bachman requests a motion to amend the previously approved motion from November 18, 2020 for the purchase of materials for a Police Department Storage building from CMT Components using the COVID Fund line item. (The original motion was for \$25,813.63 and the cost increased to \$29,262.52) Trustee Kelly made the motion to approve, seconded by Trustee Kambelos. Roll call: All aye.

Police Chief Bachman requests a motion to amend the previously approved motion from November 18, 2020 for the purchase of electrical materials and installation by Scott Wilburn, electrician for a Police Department Storage Building using the COVID Fund line item. (The original motion was for \$9,800.00 cost has increased to \$12,250.00) Trustee Kambelos made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Fire Chief Wright requests a motion to approve the annual lease payment to US Bancorp for the E-One fire engine in the amount of \$53,865.46. Trustee Kelly made the motion to approve, seconded by Trustee Kambelos/. Roll call: All aye.

Fire Chief Wright requests a motion to approve the purchase of a 14-foot tandem utility trailer from Gator-Made Inc. in the amount of \$3,590.00, noting this trailer is for the Police & Fire Department joint UTV project. 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 quote of \$10,891.60 for Complete Seal Coat & Crack Seal of the cemetery lot from BMG Asphalt. Trustee Kelly made the motion to approve, seconded by Trustee Kambelos. Roll call: All aye.

Service Department Director Koehler requests a motion to accept the quote of \$4,500.00 for painting the administration building and meeting room from TIKI Solutions. Trustee Kelly made the motion to approve, seconded by Trustee Kambelos. Roll call: All aye.

Planning & Zoning Administrator McCarthy requests a motion for Resolution 2021-028 to authorize a right of way use agreement with Stone House LLC. Trustee Kelly made the motion to approve, seconded by Trustee Kambelos. Roll call: All aye.

Planning & Zoning Administrator McCarthy requests a motion for the Board of Trustees to enable the Planning & Zoning Administrator to appoint Kristin Cannon as an additional Zoning Inspector personnel in accordance with Section 2.06 (A)(8) of the Zoning Resolution and removing authorization from the administrator, Loretta Rokey to serve in this role. (No need to renew bond expiring on September 13<sup>th</sup>). Trustee Kambelos made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Administrator Rokey requests a motion a motion for Resolution 2021-029 to authorize a contract with Moore's Property Restoration to construct Police Department Storage facility using ARP Funding. Trustee Kelly made the motion to approve, seconded by Trustee Kambelos. Roll call: All aye.

Administrator Rokey requests a motion to affirm votes submitted for Allen Freeman and Tom Peck to serve on the OPWC District 10 Integrating Committee on behalf of Pierce Township. (The deadline was September 2<sup>nd</sup>). Trustee Kambelos made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

**OTHER BUSINESS:**

Planning & Zoning Administrator McCarthy requests to set a Special Meeting to consider a resolution authorizing an Enterprise Zone: abatements for Stone House LLC. Trustees agreed to set the meeting for Wednesday, September 29<sup>th</sup> at 6:00p.m.

**PUBLIC COMMENT/OPEN FLOOR DISCUSSION:**

Mr. Mark Cann spoke about having and offering training for Health Safety Events, CPR and Dog CPR. Also, events may include estate planning, wills, etc.

Ms Michelle Balside reported the Annual Christmas Parade will be Sunday, December 12<sup>th</sup> starting at 2

Mr. Rick Combs stated for the departments be careful who you sign consulting contracts with.

Mrs. Renee Gerber stated the former Village of Amelia has not had a meeting for the last 2 months but still are getting paid. Also, Amelia did not have a bill listed as paid this month.

Commission Bonnie Batchler stated she received an E-Mail from Trustee Dennis Cooper stating he would like to change trick or treat night to Saturday, October 30<sup>th</sup>. The Commissioners were not agreement with that. The Trustees agreed to keep it on October 31<sup>st</sup> as it has always been.

**ADJOURNMENT:**

Trustee Kambelos made the motion to adjourn the meeting at 8:25p.m., seconded by Trustee Kelly. Roll call: All aye.

**ATTESTED:**

The Pierce Township Board of Trustees approved the foregoing minutes on October 13, 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:**

October 13, 2021 at 6:30p.m.

