

Pierce Township Trustees  
Regular Meeting Minutes  
November 10, 2021

The Board of Trustees of Pierce Township, Clermont County, Ohio met for their Regular Meeting at 6:30p.m., Wednesday, November 10, 2021 at 950 Locust Corner Rd. Cincinnati, Ohio 45245.

**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:**

William Brewer led everyone in the Pledge of Allegiance.

**REVIEW AND APPROVAL OF MINUTES:**

Fiscal Officer Schwey requested the motion to approve the October 13, 2021 Regular Meeting Minutes. Trustee Kambelos made the motion to approve and seconded by Trustee Kelly. Roll call: All aye.

**DEPARTMENTAL CELEBRATIONS & UPDATES:**

Fire/EMS-Fire Chief Wright reported no update on the Polaris vehicle, fatal accident on Gaskins Rd. Discussion on Employee Appreciation.

Fire Chief Wright requests a motion to promote Christopher Hines to the rank of full time Lieutenant to fill a vacancy effective November 14, 2021 at the established rate per the Collective Bargaining Agreement and shall serve a one-year probationary period. Trustee Kambelos made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Chairman Freeman then swore in Lieutenant Hines.

Fire Chief Wright requests a motion to approve the appointments of Kevin Barkley III and Jarred Brewer as a Full-time Firefighter/EMT's 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 1year probationary period; noting that all associated expenses be that of the township. Trustee Kelly made the motion to approve, seconded by Trustee Kambelos. Roll call: All aye.

Chairman Freeman then swore in Jarred Brewer.

Police Dept.-Police Chief Bachman showed pictures of trick or treaters and pictures of Officer Chris Werner showing around a Girl Scout Troop 4326.

Service/Streets/Cemetery-Service Director Koehler thanked Randy and Darleen Page for helping with the landscaping around the township building. The cemetery road has been sealed. Road paving should start soon.

Parks-Randy Page met with Michelle Balseide and Chiefs to discuss the Christmas Parade being held December 12, 2021. Looking for a Grand Marshall. Fall cleanup is set for November 13<sup>th</sup>. Planning a walk event, Christmas Caroling from 7-8p.m. on December 16, 2021. Christmas Tree lighting still be worked out. Biggby's will be donating coffee to the caroling event. Thanked Service Director John and his crew for the concrete work for the park benches.

Planning & Zoning Activity-Updates-Planning & Zoning Administrator McCarthy reported last month 26 new permits and 9 were for dwellings.

Biggby's ribbon cutting is set for November 12, 2021.

BZA Committee-Planning & Zoning Administrator McCarthy reviewed applications for the BZA Committee. Trustee Kelly made the motion to appoint full-time member Mr. Heyse and Ms. Spitzmiller and Mr. Buhr for alternates. Seconded by Trustee Kambelos. Roll call: All aye.

Planning & Zoning Administrator McCarthy is looking to form a Land Use Committee, he needs 7 volunteers.

Administration- Administrator Rokey stated that 9 applications have been received to fill the police chief's position. Jeff Uckotter is the new Batavia Township Administrator. Working on closure of the former Village of Amelia books. Keeping the number of lighting district petitions in the former Village of Amelia open.

#### **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 October, 2021 for \$332,523.55. 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 bills for the month of October, 2021 in the amount of \$173,897.93. Trustee Kambelos made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

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

Police Chief Bachman requests a motion to purchase 20 new Smith & Wesson M&P 9 mm pistols from WV Law Enforcement Distributing Inc. in the amount of \$450.00 per pistol for a total of \$9,000.00. Trustee Kambelos made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Police Chief Bachman requests a motion to purchase 20 Streamlight pistol mounted lights from Keisler Police Supply in the amount of \$199.99 per light for a total of \$3,699.80. Trustee Kelly made the motion to approve, seconded by Trustee Kambelos. Roll call: All aye.

Police Chief Bachman requests a motion to purchase 20 Trijicon 3.25 Red Dot Scopes from Keisler Police Supply in the amount of \$439.99 per scope for a total of \$8,799.80. Trustee Kambelos made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Police Chief Bachman requests a motion to purchase 20 Safariland Level III retention duty holsters from Keisler Police Supply in the amount of \$135.99 per holster for a total of \$2,719.80. Trustee Kelly made the motion to approve, seconded by Trustee Kambelos. Roll call: All aye.

Police Chief Bachman requests a motion to sell the current duty pistols for an amount not less than \$300.00 per pistol. Trustee Kambelos made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Police Chief Bachman requests a motion to sell 6 Remington 870 shotguns and 1 American tactical shotgun from the former Amelia Police Department to Hunters Den, a federal firearms licensed dealer located in Amelia for \$130.00 per shotgun for a total of \$910.00. (Batavia Twp. is to receive 35% of this sale.) Trustee Kelly made the motion to approve, seconded by Trustee Kambelos. Roll call: All aye.

Fire Chief Wright requests a motion to accept the resignation of Lieutenant Jim Ledford effective October 31, 2021 at 0600 hours. Trustee Kambelos made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Fire Chief Wright requests a motion to approve the appointments of Brionna Mast and Nick Chiarenzelli as a part-time Firefighter/EMT at the established rate pending successful completion of all associated pre-employment requirements and a one-year probationary period noting that the cost of all associated pre-employment requirement is that of the township. Trustee Kelly

Fire Chief Wright requests a motion to accept and approve the proposal from Kramer and Associates Fire and EMS Consultants for a thorough organizational improvement analysis of the fire department for a cost not to exceed \$19,500.00. Discussion followed. Trustee Kelly made the motion to approve, seconded by Trustee Kambelos. Roll call: All aye.

Fire Chief Wright requests a motion to accept the resignation of Firefighter/Paramedic Brandon Bucksath as a full-time member effective October 10, 2021 and to re-classify him as a part-time member at the established effective rate October 11, 2021. Trustee Kambelos made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Fire Chief Wright requests a motion to amend the Assistant Fire Chief job description as presented. Trustee Kambelos made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Fire Chief Wright requests a motion to create the Pierce Township Firefighter Staffing and Retention Committee. Discussion followed. Trustee Kambelos made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Fire Chief Wright requests a motion to accept the resignation of full-time fire department mechanic Troy Baker effective October 29, 2021. Mr. Baker is retiring after proudly serving Pierce Township for 11 years with a total of 33 years of public service in Clermont County. Trustee Kelly made the motion to approve, seconded by Trustee Kambelos. Roll call: All aye.

Service Department Director Koehler requests a motion to promote Jonathon McLemore to the position of Maintenance Worker IV (parks/cemetery/grounds) at the established rate of \$19.00 per hour effective on the October 31, 2021 - November 13, 2021 payroll. Trustee Kambelos made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Planning & Zoning Administrator McCarthy requests a motion for Resolution 2021-034, authorizing the vacation Right of Way on Orchard Rd. Trustee Kelly made the motion to approve, seconded by Trustee Kambelos. Roll call: All aye.

Planning & Zoning Administrator McCarthy requests a motion to submit application to the ODOT Township Stimulus Program for the for construction of approximately 877 linear feet of sidewalk along St. Rt. 125. (Application deadline is November 19, 2021). Trustee Kambelos made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Planning & Zoning Administrator McCarthy requests a motion to direct staff to receipt all application fees as non-refundable following action taken to review projects regardless of outcome. (Incomplete applications will be returned). Trustee Kelly made the motion to approve, seconded by Trustee Kambelos. Roll call: All aye.

Administrator Rokey requests a motion to approve meeting dates for the regular meetings of the Pierce Board of Trustees, Pierce Zoning Commission and Pierce Parks/Greenspace Committee for the year 2022. (The February 9, 2022 meeting dates is changed to February 16, 2022). Trustee Kambelos made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Administrator Rokey requests a motion to approve an agreement for professional services from The Kleingers Group to design, bid and provide construction administration for the Cole Road Erosion Mitigation project in the amount of \$47,500.00. (This is included in the total budget of \$393,500.00 for this project. OPWC grant funds will cover \$295,125.00 plus \$98,375.00 awarded in 0% loan to be repaid over 25 years). Trustee Kelly made the motion to approve, seconded by Trustee Kambelos. Roll call: All aye.

**OTHER BUSINESS:**

No other business.

**PUBLIC COMMENT/OPEN FLOOR DISCUSSION:**

No public comment.

**EXECUTIVE SESSION:**

Chairman Freeman motion for the Board to enter executive session at 8:04p.m. as authorized by Ohio Revised Code, Section 121.22 (G)(3) for a conference with legal counsel to the Board regarding pending legal disputes and administrative claims against and involving Pierce Township which involve imminent and threatened court action and as authorized by Ohio Revised Code, Section 121.22 (G)(1); and to consider the appointment, employment and compensation of public employees related to the positions of Chief of Police and Township Administrator. Trustee Kambelos made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Trustee Kambelos made the motion to leave the executive session at 9:10p.m. and to resume the regular meeting of the Trustees. Seconded by Trustee Kelly. Roll call: All aye.

**ADJOURNMENT:**

Trustee Kelly motion to adjourn the meeting at 9:12p.m., seconded by Trustee Kambelos.  
Roll call: All aye.

**ATTESTED:**

The Pierce Township Board of Trustees approved the foregoing minutes on December 8, 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:**

December 8, 2021 at 6:30p.m.