

Pierce Township Trustees
Regular Meeting Minutes
July 12, 2023

The Board of Trustees of Pierce Township, Clermont County, Ohio met for their Regular Meeting at 6:30p.m., Wednesday, July 12, 2023 at 950 Locust Corner Rd. Cincinnati, Ohio 45245.

CALL TO ORDER:

Chairman Pete Kambelos called the meeting to order. Trustee Nicholas Kelly, Trustee Allen Freeman and Chairman Pete Kambelos were present at roll call. Attorney Katie Barbieri, Administrator Tim Williams, Fire Chief Craig Wright, Police Chief Paul Broxterman, Service Department Director John Koehler, Director of Community Development & Planning Eddie McCarthy and Fiscal Officer Debbie Schwey were also present.

PLEDGE OF ALLEGIANCE:

Mrs. Jennifer Taylor led everyone in the Pledge of Allegiance.

REVIEW AND APPROVAL OF MINUTES:

Trustee Freeman made the motion to approve the July 14th 2023 Regular Meeting Minutes and Special Meeting Minutes July 7th 2023. Motion seconded by Trustee Kelly. Roll call: All aye.

PUBLIC PRESENTATIONS AND ACTIONS:

Community Development Director Eddie McCarthy will recognize the citizen volunteers for the recently completed Pierce Township Land Use Plan and provide the thanks of the Board of Trustees and community for significant volunteer time and service in the development of the adopted plan. Mr. Jeff Stitt was presented with an award for his work on the Land Use Plan. Not present was Kevin Wimmer, Fred Heyse, Susan Frede, Bev Benzing and Marcella Meyer.

PUBLIC COMMENT/OPEN FLOOR DISCUSSION:

No public comment.

DEPARTMENTAL UPDATES:

Police Chief Broxterman-Lieutenant Bennett reported the police department participated in two 4th of July parades. (Locust Corner & Sedona Ridge)

Fire Chief Wright reported that stated he is getting great feed back on the CPR classes. Received an EMS equipment grant and Back the Hero's Rumble for firefighting hood.

Service Department Director Koehler stated giving recognition to Doug Painter for completing Level 1 of the Ohio Road Scholar Program. Updated on roof repairs to the former Amelia Village office building.

Parks & Greenspace Committee Doug Dreise did a recap of the 4th of July celebration. There will be a joint parks and trustee meeting with ice cream on July 19th at 6:30 at Shank Park. National Night Out is August 2nd. Concert in the Park and Car Show, August 26th and Movie Night is September 16th.

Director of Community Development & Planning McCarthy reported updates on Turnberry, East Legendary Run and Pond Run Rd. Attorney Barbieri reported that 100 Pond View Dr. is in litigation. Director of Community Development & Planning reported on a Planning Grant application the department applied for. Met with Mr. Aicholtz regarding the Beckjord project and Jobs for Ohio program.

Administrator Williams met the Locust Hill Neighborhood HOA for their once a year meeting.

Administrator Williams discussed with the Board the recent discharge at the Nine Mile Creek. Trustees stated their concerns with having raw sewage in the creek and how to fix the problem for notification when equipment breaks down.

Trustee Freeman read email he received from David Fanckhauser stating his concerns of the Nine Mile sewage spill into the Nine Mile Creek. (attached letter)

OLD BUSINESS:

No old business.

NEW BUSINESS:

The fiscal office included and provided a cash summary by fund, 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 the

payment of bills for the month of June 2023 in the amount of \$425,361.00. Trustee Freeman made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Fiscal Officer Schwey requests a motion for approval of the payment of payroll for the month of June 2023 in the amount of \$479,995.25. Trustee Kelly made the motion to approve, seconded by Trustee Freeman. Roll call: All aye.

Fiscal Officer Schwey requests a motion to make a payment to OPWC in the amount of \$5,381.27 for Bradbury Road Project. Trustee Freeman made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Fiscal Officer Schwey requests a motion to approve Resolution 2023-022, resolution approving the 2024 Tax Budget and authorization to file the budget with the Clermont County Auditor's Office. Trustee Freeman made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Trustee Kelly requests a motion to approve a letter of engagement with Flagel, Huber, Flagel CPA's to perform a forensic audit related to internet fraud detection and avoidance, and providing advice on policy development on Township internal controls and later broaden the scope of work to other departments. Trustee Kelly made the motion to approve, seconded by Chairman Kambelos. Much discussion followed. Roll call: Trustee Kelly, yea, Chairman Kambelos, yea and Trustee Freeman, no.

Administrator Williams requests a motion to approve Resolution 2023-16, authorizing the Township Legal Counsel to prepare all documents and the Township Administrator to execute all documents necessary for the purchase of approximately 22 acres at 1481 Jenny Lind Road. The approved Ohio Public Works Commission N.R.A.C. grant for 77% of the purchase price will be utilized as well as a 23% Township grant match utilizing Kroger Tax Increment Financing funds. Trustee Freeman made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Administrator Williams requests motion to approve a contract with Brandstetter/Carroll, Inc. not to exceed \$3,500 to assist the Township in completion of the park projects at Groh and Pierce Parks. Trustee Freeman made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Administrator Williams requests a motion to approve a contract with Prus Construction, Inc. for the completion of the planned park improvements project at Groh Park. (motion tabled.)

Administrator Williams requests a motion to approve Resolution 2023-017 establishing a special events policy for the Township. Note the effective date for the new policy would be September 1st, 2023. Trustee Kelly made the motion to approve, seconded by Trustee Freeman. Roll call: All aye.

Administrator Williams requests a motion to approve an agreement with Baker-Tilly for the development of a pay and classification system for Township positions in the amount of \$12,100.00. Note that three proposals were received for this study. Trustee Freeman made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Administrator Williams requests a motion to provide a one-time salary adjustment for Police Technician, Adam Curtis, from \$22.88 per hour to \$27.50 with the understanding that the Board of Trustees has just approved a contract for the development of a formal pay and classification system and any further non-contractual salary adjustments will not be considered until the new pay and classification have been adopted to guide the Township's compensation program. Trustee Kelly made the motion to approve, seconded by Trustee Freeman. Roll call: All aye.

Police Chief Broxterman requests a motion to purchase three Panasonic Toughbook MDC's from Bizco Technologies for \$8,007. This purchase is part of a three-year plan to replace the mobile data computers in the Department's 10 marked police vehicles. The current MDC's are ten years old and are unable to efficiently process the data from the Department's new records management system. The purchase is included in the Department's six-year capital improvement plan (CIP). Trustee Freeman made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Police Chief Broxterman requests a motion to pay the tuition expense of \$2,600 to the Law Enforcement Foundation, Inc. for Lieutenant Phillip Gammon to attend the Police Executive Leadership College's Class 86, which runs from September through November, 2023. Trustee Freeman made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Fire Chief Wright requests a motion to accept the full-time

resignation of Firefighter / EMT Morgan Haynie and re-classify her as a Part-time Firefighter / EMT at the established rate effective June 20, 2023, at 0600 hours. Trustee Kelly made the motion to approve, seconded by Trustee Freeman. Roll call: All aye.

Fire Chief Wright requests a motion to accept the resignation of part-time Firefighter / Paramedic Gary Ballard effective June 21, 2023. Trustee Freeman made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Fire Chief Wright request a motion to accept the resignation of part-time Firefighter / EMT Garrett Cole Mousir effective June 27, 2023. Trustee Freeman made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Service Department Director Koehler requests a motion to approve the purchase of new cemetery software in the amount of \$11,850.00 to Lazarus Map to transfer our data, aerial satellite mapping, and memorial photography of each headstone/marker. The yearly cost will be \$599.00. (A grant will be submitted for up to \$2,500.00 from Ohio Division of Real Estate & Professional Licensing to offset the cost of the new software). Trustee Freeman made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Community Development and Planning Director McCarthy requests a motion to set the date for a public hearing regarding Zoning Commission recommendation for zoning text amendments. The text amendments will establish new regulations for certain uses within the Pierce Township commercial zone. Trustee Freeman made the motion to approve, date set for August 3rd at 5:30p.m. Seconded by Trustee Kelly. Roll call: All aye.

Community Development and Planning Director McCarthy requests a motion to approve Resolution 2023-018, declaring a nuisance action in accordance with the Pierce Township Zoning Resolution, Article I, Section 8 for excessive vegetation at 53 South Kline Road. (motion tabled)

Community Development and Planning Director McCarthy requests a motion to approve Resolution 2023-019, declaring a nuisance action in accordance with the Pierce Township Zoning Resolution, Article I, Section 8 for excessive vegetation at 3351 Michelle's Whisper. Trustee Freeman made the motion to decline the resolution, seconded by Trustee Kelly. Roll call: All aye.

Community Development and Planning Director McCarthy requests a motion to approve Resolution 2023-020, declaring a nuisance action in accordance with the Pierce Township Zoning Resolution, Article I, Section 8 for excessive vegetation at 3646 Merwin Ten Mile. (motion and resolution removed, work has been completed)

Community Development Director McCarthy requests a motion to approve Resolution 2023-021, authorizing the Township Administrator to execute the sub recipient agreement for Community Development Block Grant program (CDBG) funds and enter into any necessary contracts for the expenditure of the CDBG grant funds. Trustee Kelly made the motion to approve, seconded by Trustee Freeman. Roll call: All aye.

Administrator Williams requests a motion to move the regular September 13th Board of Trustees meeting to Wednesday, September 20th at 6:30p.m. at the township offices. Trustee Freeman made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Executive Session:

Motion to adjourn into Executive Session as permitted by Ohio Revised Code Section 121.22(G)(3) at 8:26p.m. to discuss imminent or pending litigation. Trustee Kelly made the motion to approve, seconded by Trustee Freeman. Roll call: All aye.

Motion to adjourn into Executive Session as permitted by Ohio Revised Code Section 121.22(G)(8) to discuss confidential information related to an economic development prospect. Trustee Freeman made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Motion to adjourn into Executive Session as permitted by Ohio Revised Code Section 121.22(G)(1) to consider the employment, dismissal, discipline, or compensation of a public employee. Trustee Kelly made the motion to approve, seconded by Trustee Freeman. Roll call: All aye.

Trustee Kelly made the motion to leave executive session at 9:10p.m. Seconded by Trustee Freeman. Roll call: All aye.

OTHER BUSINESS:

No other business.

ADJOURNMENT:

Trustee Kelly motion to adjourn the meeting at 9:11 p.m., seconded by Trustee Freeman. Roll call: All aye.

ATTESTED:

The Pierce Township Board of Trustees approved the foregoing minutes on August 9, 2023.

Chairman Pete Kambelos, Pierce Township Board of Trustee

Debbie Schwey, Pierce Township Fiscal Officer