

Pierce Township Trustees
Special Meeting Minutes
December 22, 2023

The Board of Trustees of Pierce Township, Clermont County, Ohio met for a Special Meeting at 5:30p.m., Friday, December 22 , 2023 at the Pierce Township Administration Building, 950 Locust Corner Road.

CALL TO ORDER:

Chairman Pete Kambelos called the meeting to order. Trustee Nicolas Kelly, Trustee Allen Freeman and Chairman Pete Kambelos were present at roll call. Police Chief Paul Broxterman, Administrator Tim Williams and Fiscal Officer Debbie Schwey were also present.

PLEDGE OF ALLEGIANCE:

Lieutenant Jason Doerman led everyone in the Pledge of Allegiance.

EMPLOYEE RECOGNITION:

Police Chief Broxterman presented to Lieutenant Jason Doerman a certificate of commendations.

PURPOSE OF THE MEETING:

Purposes of this meeting are to conduct final 2023 business of the township.

NEW BUSINESS:

Police Chief Broxterman requests a motion to reimburse tuition expenses to Police Officer Daphne Nickell for \$4,154.24. Officer Nickell is working on her master's degree. The tuition expenses are related to two courses she took in the fall semester at the University of Cincinnati. The reimbursement is in accordance with the current police labor contract and the township's policy manual. Trustee Kelly made the motion to approve, seconded by Trustee Freeman. Roll call: All aye.

Fiscal Officer Schwey requests a motion authorizing the Fiscal Officer to make all necessary intra-fund transfers during the year of 2024. Trustee Kelly motion to approve, seconded by Trustee Freeman. Roll call: All aye.

Fiscal Officer Schwey requests a motion to authorize the Trustees and Fiscal Officer to continue on salary method per the Ohio Revised Code Section 505.24 and 507.09 (D) for 2023 and that the compensation and benefits for the Trustees and Fiscal Officer be deducted from the General Fund. Trustee Freeman made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Fiscal Officer Schwey requests a motion for the Advancement of Taxes collected in 2024 for the first half (February) and second half (July) tax periods. Trustee Kelly made the motion to approve, seconded by Trustee Freeman. Roll call: All aye.

Fiscal Officer Schwey requests a motion for Resolution 2023-040, a resolution providing health care and insurance coverage for elected officials. Trustee Kelly made the motion to approve, seconded by Trustee Freeman. Roll call: All aye.

Fiscal Officer Schwey requests a motion to approve the renewal of property/liability coverage from OTARMA in the amount of \$142,306.00. Trustee Freeman made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Fiscal Officer Schwey requests a motion to approve the standard mileage reimbursement rate beginning January 1, 2024 at .67 cents per mile driven for business use. Trustee Kelly made the motion to approve, seconded by Trustee Freeman. Roll call: All aye.

Fiscal Officer Schwey requests a motion to adopt the Roth 457 option after tax agreement through the Ohio Deferred Compensation Plan. Trustee Kambelos made the motion to approve, seconded by Trustee Freeman. Roll call: All aye.

Fiscal Officer Schwey requests a motion to approve the annual Pierce Township membership in CLOUT (large Ohio Urban Townships) for \$200.00. Trustee Freeman made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Administrator Williams requests a motion to approve Resolution 2023-041, a resolution finding the property owned jointly with Batavia Township at 40 Oak Street (aka the Morse House) does not have any governmental or public need and can be disposed of in accordance with Ohio Revised Code Section 505.10, subsection (A)(6) through a negotiated sale for the purposes of historic preservation and economic development. Trustee Kelly made the motion to approve, seconded by Trustee Freeman. Roll call: All aye.

Administrator Williams requests a motion to authorize a purchase order in the amount of \$3,634.00 to the alarm and door security vendor, Sonitrol for additional access control and a purchase order in the amount of \$7,521.00 for installation of 3M window safety film to Solar Tint, Inc. The cost will be allocated to General Fund, Police Fund and Fire Fund according to the amount of work associated with each area. Trustee Freeman made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Administrator Williams requests a motion to allow employee to carry forward of (3) days of vacation into the 2024 calendar year. Trustee Kelly made the motion to approve, seconded by Trustee Freeman. Roll call: All aye.

Community Development Director McCarthy requests a motion to allow employee to carry forward (5) five days of vacation into the 2024 calendar year. Trustee Kelly made the motion to approve, seconded by Trustee Freeman. Roll call: All aye.

Community Development Director McCarthy requests a motion to approve payment of the invoice from American Structurepoint, LLC. for engineering and surveying services pertaining to the St. Rt. 125 sidewalk extension project. Trustee Freeman made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

OTHER BUSINESS ELECTION OF OFFICER FOR 2024:

Trustee Kelly made the motion to appoint Trustee Freeman as Chairman of the Board for 2024 and seconded by Trustee Kambelos. Roll call: All aye.

Trustee Freeman made the motion to appoint Trustee Kelly as Vice Chairman of the Board for 2024 and seconded by Trustee Kambelos. Roll call: All aye.

ADJOURNMENT

Trustee Freeman made the motion to adjourn the meeting at 5:50p.m., seconded by Trustee Kelly. Roll call: All aye.

ATTESTED:

The Pierce Township Board of Trustees approved the foregoing minutes on: January 10, 2024.

Chairman Pete Kambelos, Pierce Township Board of Trustee

Debbie Schwey, Pierce Township Fiscal Officer