

Pierce Township Trustees
Regular Meeting Minutes
February 14, 2024

The Board of Trustees of Pierce Township, Clermont County, Ohio met for their Regular Meeting at 6:30p.m., February 14, 2024 at 950 Locust Corner Rd. Cincinnati, Ohio 45245.

CALL TO ORDER:

Chairman Allen Freeman called the meeting to order. Trustee Nicholas Kelly, Trustee Pete Kambelos and Chairman Allen Freeman 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:

Ms. Gail Dabney led everyone in the Pledge of Allegiance.

REVIEW AND APPROVAL OF MINUTES:

Fiscal Officer Schwey requests a motion to approve the January 10, 2024 Regular Meeting Minutes and Special Meeting Minutes of January 22, 2024. Trustee Kelly made the motion to approve and seconded by Trustee Kambelos. Roll call: All aye.

PUBLIC PRESENTATIONS AND ACTIONS:

Fire Chief Wright requests a motion to approve the appointments of Kyle Kolhoff, Michael Siciliano, and Kayla Vincent as Part-time Firefighter / EMTs at the established rate pending successful completion of an Ohio BCI criminal background check and a pre-employment physical and to serve a one (1) year probationary period. (noting the Ohio BCI criminal background check and pre-employment physicals have been completed, we are just awaiting results). Trustee Kelly made the motion to approve, seconded by Trustee Kambelos. Roll call: All aye.

Chairman Freeman introduced Charles Tassell and David Taylor who both are running for Congress.

DEPARTMENTAL UPDATES:

Police Chief Broxterman reported Officer Jay Shaw retirement reception held February 2nd. Officer Shaw served 35 years in law enforcement.

Fire Chief Wright reported on the fire department has set their sites on a couple of Grants.

Service Department Director Koehler reported three baseball teams have signed up for use of the new township ball field. Getting ready for the 2024 road projects.

Parks Committee Administrator Williams reported the Easter Egg Hunt is set for March 23rd at the Locust Corner Park, rain date is March 30th.

Administrator Williams reported the Morse House Property sale. The new owners are very excited on restoring the house.

Director of Community Development and Planning McCarthy reported a Waffle House in Hamlet has been approved. It will be located at 1773 St. Rt. 125, Hamlet, Ohio. Received an application from Sherwin Williams. Working jointly with Batavia Township on the St. Rt. 125 corridor.

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 the payment of payroll for the month of January 2024 in the amount of \$632,226.24. 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 payment of bills for the month of January 2024 in the amount of \$296,405.52. Trustee Kelly made the motion to approve, seconded by Trustee Kambelos. Roll call: All aye.

Fiscal Officer Schwey requests a motion for approval of a transfer of funds received from the IDEP grant to the Police Fund in the amount of \$4,369.09 and the STEP grant in the amount of \$3,359.43. Trustee Kelly made the motion to approve, seconded by Trustee Kambelos. Roll call: All aye.

Fiscal Officer Schwey requests a motion to transfer funds in the amount of \$226,931.06 from the ARP Police Bonus Grant back to the Police Fund. This is a

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

Fiscal Officer Schwey requests a motion to transfer funds in the amount of \$20,000.00 to the EMS fund for ARP EMS Bonus Grant. This is a reimbursable federal program. Trustee Kelly made the motion to approve, seconded by Trustee Kambelos. Roll call: All aye.

Fiscal Officer Schwey requests a motion to approve the 2024 dues to the Center for Local Government in the amount of \$3,825. Trustee Kambelos made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Fiscal Officer Schwey requests a motion for the Board to approve the annual Township Highway Mileage Certification of 67.952 miles for calendar year 2023. Trustee Kelly made the motion to approve, seconded by Trustee Kambelos. Roll call: All aye.

Fiscal Officer Schwey requests a motion to allow the rollover of forty hours of vacation time for the Assistant to the Fiscal Office Claudia Carroll. Trustee Kambelos made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Administrator Williams requests a motion to approve the purchase of office furniture and filing system from Office Furniture Connection for the Community Development Department's (\$1,338) Assistant, and the Communications and Special Events Coordinator (\$1,668). This is a result of reorganization of the offices and the new part-time position. Trustee Kambelos made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Police Chief Broxterman requests a motion to pay the annual renewal invoice for Leads Online in the amount of \$2,588.00. This software is an investigative tool used by our patrol officers and detectives. Trustee Kelly made the motion to approve, seconded by Trustee Kambelos. Roll call: All aye. Trustee Kelly made the motion to approve, seconded by Trustee Kambelos. Roll call: All aye.

Police Chief Paul Broxterman, requests a motion to purchase three Panasonic Toughbook MDCs from Bizco Technologies for \$8,007. This purchase is in line with the Department's 3-year plan to replace mobile data units in the Department's 10 marked police cruisers. The price from Bizco is the same price as last year's quote. The purchase is contained within the Township's six-year Capital

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

Police Chief Paul Broxterman, requests a motion to approve the annual renewal of the records management system with Sundance Systems, Inc. in the amount of \$14,340 for the period 3/1/24 to 2/28/25. Trustee Kambelos made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Fire Chief Craig Wright requests a motion to authorize Fiscal Officer Mrs. Debbie Schwey to establish line item 2282-230-318 for the acceptance and tracking of the Assistance to Firefighters Grant award for paramedic education. Trustee Kelly made the motion to approve, seconded by Trustee Kambelos. Roll call: All aye.

Fire Chief Craig Wright requests a motion to approve invoice number 58169 to Kenny's Collision Center in the amount of \$6,851.91 for the repairs to ambulance unit number 4. This amount minus our deductible will be reimbursed by our insurance provider as part of the claim. Trustee Kambelos made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Fire Chief Craig Wright requests a motion to approve the purchase of one (1) Motorola APX 6500 mobile radio, one (1) Motorola APX 6000 XE portable radio, and associated accessory equipment from Motorola Solutions in the amount of \$13,357.14, noting that \$10,000.00 will be reimbursed to the township from the award of the 2024 Ohio State Fire Marshal MARCS grant. Trustee Kelly made the motion to approve, seconded by Trustee Kambelos. Roll call: All aye.

Service Department Director, John Koehler, requests a motion to approve the buyback of lot 95 grave 6, 10, 11, & 12 in section 2-B (FS) in Pierce Township Cemetery in the amount of \$1,080.00 from Mr. Kenneth Cole with Mr. Cole giving up all rights to said lot. Trustee Kambelos made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Service Department Director, John Koehler, requests a motion to accept the lowest and best bid from Sullivan Services for the 2024-2025 Grounds Maintenance seasons for a cost of \$72,958.16 in 2024 and \$75,146.46 in 2025. A bid tabulation is attached. Trustee Kelly made the motion to approve, seconded by Trustee Kambelos. Roll call: All aye.

Community Development and Planning Director. Eddie McCarthy requests a motion to authorize execution of the Congress for New Urbanism (CNU) agreement, and a motion to pay the Pierce Township share of the match (\$3,750) to the Congress for New Urbanism (CNU). Batavia Township is an equal partner and paying the other one half of the fee. Trustee Kelly made the motion to approve, seconded by Trustee Kambelos. Roll call: All aye.

Community Development and Planning Director. Eddie McCarthy requests a motion to authorize staff execution of the Ohio Department of Transportation sidewalk maintenance agreement pertaining to Waffle House. Trustee Kambelos made the motion to approve, seconded by Trustee Kelly. Roll call: All aye.

Community Development Director, Eddie McCarthy, requests a motion to appoint one (1) regular and two (2) alternates from the list of applicants to fill the three (3) open positions available for the Board of Zoning Appeals, with an effective start date of February 2024 (retroactive to November, 2023).

Trustee Kambelos motion to reappoint Raymond Lembke to full time position on the Board of Zoning Appeals. Seconded by Trustee Kelly. Roll call: All aye.

Trustee Kelly made the motion to reappoint John Buhr as alternate to the Board of Zoning Appeals. Seconded by Trustee Kambelos. Roll call: All aye.

Tabled for second alternate until next months meeting, needing time to review applicants. (Steve Neukam and Marcella Meyer).

Old Business:

Discussion of results of community survey on noise regulations. Mr. Ed McCoy stated his concerns regarding the noise survey. Not a good survey with just 4 four questions. Didn't understand the reasoning behind these questions.

Public comment/Open Floor Discussion:

Mr. Stan Shadwell improve St. Rt. 125 corridor and to get Batavia Township on the same page. Asked about the transfer of funds, Fiscal Officer stated they are reimbursable grants paid out of the Police Department and the EMS Department.

Ms. Michelle Balside likes the idea of Pike with a Purpose (St. Rt. 125 corridor) and working with Batavia Township.

EXECUTIVE SESSION:

Trustee Kambelos made the motion to adjourn into Executive Session as permitted by Ohio Revised Code Section 121.22(G)(3) to discuss imminent or pending litigation at 7:55p.m., seconded by Trustee Kelly. Roll call: All aye.

Trustee Kambelos made the 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 at 7:55p.m., seconded by Trustee Kelly. Roll call: All aye.

Trustee Kambelos made the motion to leave the Executive Session at 8:45p.m. with no action being taken by the board. Seconded by Trustee Kelly. Roll call: All aye.

OTHER BUSINESS:

ADJOURNMENT:

Trustee Kambelos motion to adjourn the meeting at 8:45p.m., seconded by Trustee Kelly. Roll call: All aye.

ATTESTED:

The Pierce Township Board of Trustees approved the foregoing minutes on March 13, 2024.

Chairman Allen Freeman, Pierce Township Board of Trustee

Debbie Schwey, Pierce Township Fiscal Officer