

BOARD OF TRUSTEES

Nicholas J. Kelly
Peter J. Kambelos, MD
Allen M. Freeman

Fiscal Officer

Debbie S. Schwey

Administrator

M. Tim Williams



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**Pierce Township Board of Trustees Meeting
950 Locust Corner Road
Wednesday, February 14th, 2024
6:30pm**

I. Call to Order

II. Pledge of Allegiance

III. Approval of Minutes

Regular meeting minutes:	January 10 th , 2024
Special Called meeting minutes:	January 22 nd , 2024

IV. Public Presentations & Actions:

V. Departmental Updates:

- Police
 - Officer Shaw Retirement Reception
- Fire/EMS
 - Grant projects
 - Township flood planning and preparations
- Service Department
 - Office Renovations
 - Ballfield Rentals
 - 2024 Road Projects
- Parks/Greenspace Committee
 - East Egg Hunt
- Planning & Zoning
 - Update on commercial developments
- Administration
 - Morse House Property Sale

VI. New Business:

1. Fiscal Officer, Debbie Schwey, requests a motion for approval of the payment of payroll for the month of January 2024 in the amount of \$632,226.24.
2. Fiscal Officer, Debbie Schwey, requests a motion for approval of the payment of bills for the month of January 2024 in the amount of \$296,405.52.
3. Fiscal Officer, Debbie 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.
4. Fiscal Officer, Debbie 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.
5. Fiscal Officer, Debbie 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.
6. Fiscal Officer, Debbie Schwey, requests a motion to approve the 2024 dues to the Center for Local Government in the amount of \$3,825.
7. Fiscal Officer, Debbie Schwey, requests a motion for the Board to approve the annual Township Highway Mileage Certification of 67.952 miles for calendar year 2023.
8. Fiscal Officer, Debbie Schwey, requests a motion to allow the rollover of forty hours of vacation time into 2024.
9. Administrator, Tim 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.
10. Police Chief Paul Broxterman, requests a motion to pay the annual renewal invoice for Leads Online in the amount of \$2,588. This software is an investigative tool used by our patrol officers and detectives.

11. 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.
12. 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.
13. Fire Chief Craig 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).
14. 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.
15. 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.
16. 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.
17. 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.

18. 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.
19. 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.
20. 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.
21. 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).

VII. Old Business:

1. Discussion of results of community survey on noise regulations.

VIII. Public comment/Open Floor Discussion

IX. Executive Session

1. Motion to adjourn into Executive Session as permitted by Ohio Revised Code Section 121.22(G)(3) to discuss imminent or pending litigation.
2. 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.

X. Other Business

XI. Adjournment

Next Regular Meeting: March 13th, 2024

Next Board Worksession: February 26th, 2024