
MINUTES OF SYMMES TOWNSHIP REGULAR MEETING

SEPTEMBER 3, 2013

The meeting was called to order at 7:00 p.m. Elected officials present were: Mr. Phil Beck, Mr. Kenneth Bryant, Mrs. Jodie Leis, and Ms. Carol A. Sims.

Also present: Brian Elliff - Township Administrator; Robert Malloy - Township Law Director; Bill Pitman - Director of Public Works; Lt. Thomas Butler - Hamilton County Sheriff's Department; Otto Huber - Chief, Loveland Symmes Fire Department.

PRESENTATION

MR. BRYANT moved to adopt the following resolution:

RESOLUTION G2013-23
Resolution of Appreciation for
Edward J. Chartier

WHEREAS, Edward J. Chartier has served as a member of the Symmes Township Finance and Audit Committee from May 8, 1996 to August 6, 2013; and

WHEREAS, Edward J. Chartier has provided the Fiscal Officer and Trustees with valuable advice and insight on financial matters during his seventeen years of service to the residents of Symmes Township; and

WHEREAS, Edward J. Chartier has demonstrated a high standard of professionalism and leadership in his commitment to public service and has provided sound guidance in the financial management of the Township's funds; and

WHEREAS, Edward J. Chartier has announced his resignation from the Symmes Township Finance and Audit Committee providing other residents the opportunity to participate more fully in government affairs.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Symmes Township, Hamilton County, Ohio:

Section 1. Hereby expresses its utmost respect and gratitude to Edward J. Chartier for his dedicated service and commitment to the residents of Symmes Township.

Section 2. Hereby recognizes Edward J. Chartier for his dedicated service to Symmes Township.

Section 3. Hereby directs the Fiscal Officer to deliver to Edward J. Chartier a copy of this resolution.

MRS. LEIS seconded the motion and the roll call vote was as follows: Mr. Bryant - 'aye'; Mrs. Leis - 'aye'; Mr. Beck - 'aye'.

Mr. Chartier thanked the Township for the opportunity. Mr. Chartier commended the Township for the way it provides service to the residents of this community.

RECEIPTS

Receipts totaling \$916,817.76 were read and accepted.

WARRANTS

MR. BRYANT moved that the Township pay its bills. Mrs. Leis seconded the motion and all voted 'aye'. Proper certification having been made, warrants totaling \$1,602,131.47 were issued.

MINUTES

Minutes of the December 4, 2012 meeting were approved as submitted.
Minutes of the December 18, 2012 meeting were approved as submitted.
Minutes of the January 8, 2013 meeting were approved as submitted.
Minutes of the January 15, 2013 meeting were approved as submitted.
Minutes of the January 22, 2013 meeting were approved as submitted.
Minutes of the February 5, 2013 meeting were approved as submitted.
Minutes of the February 28, 2013 meeting were approved as submitted.

REPORTS

BRIAN ELLIFF - Reported on activities in the township since the last meeting:

1. SCIP GRANT - Reported that Hamilton County and the City of Loveland will be applying for this grant to make improvements along Union Cemetery Road. Loveland will be improving the public water line and Hamilton County will be making road repairs. The Township has been asked to be a co-applicant to provide funding for a sidewalk connections. Mr. Elliff advised the anticipated cost for the grant match would be \$4,320.00. Mr. Elliff questioned if the Board would be interested in proceeding with this application.

MR. BECK questioned if the proposal would provide a crossing across Union Cemetery.

MR. PITMAN indicated there would be one near the Meade Park trail.

MR. BECK questioned if the Board could extend the sidewalk further down Union Cemetery.

MR. ELLIFF stated these were the portions included in the Sidewalk Plan, but the Board could extend it further.

MR. BRYANT stated he felt it was the property owner's responsibility to extend the sidewalk along the section from Lebanon Road. Mr. Bryant further stated he did not want to spend taxpayer's money if the owner should have installed the sidewalk.

MR. ELLIFF stated he did not know and would research and report back to the Board.

MR. BRYANT questioned if the sidewalks would be located in the right-of-way.

MR. ELLIFF advised the south side would be in the right-of-way; however, the north side would be on private property and those owners seem agreeable to the project.

MR. BECK questioned the timing.

MR. ELLIFF stated the Board should adopt a resolution at the next meeting in order to meet the deadline for the application.

MR. BRYANT questioned if there were any plans to widen Union Cemetery Road in the future. Mr. Bryant stated he would like a letter from Hamilton County to that effect before the Township installs the sidewalk.

MR. ELLIFF advised the County has indicated there would be no widening and therefore would be willing to write a letter to the Board.

MRS. LEIS questioned if funds were available.

MRS. SIMS indicated there are funds for this proposal.

MR. ELLIFF stated Staff would look into the cost to extend the sidewalk to Thistlehill.

2. AGGREGATION - Presented the Board with a matrix demonstrating the difference between potential electric suppliers. Mr. Elliff stated that Integrys appears to provide the best service and cost. There is an agenda item on this issue. Mr. Elliff reminded the Board that Duke Retail will begin shortly to send out letters to the residents indicating that the electric aggregation program is ending. Mr. Elliff suggested the Board be pro-active in making residents aware of what is happening.

MR. BRYANT advised he would like to see the Township contact Dominion to determine if they would like to submit a proposal.

MR. ELLIFF stated he would make contact and provide additional information to the Board.

3. SEPTEMBER WORKSESSION - Reminded the Board of worksession on September 10 to discuss entryways.

ROBERT MALLOY - Advised he has been working with Ms. Sims on incorporating personnel information records into the Public Records Policy. A recommendation should be ready for the next meeting.

LT. BUTLER - Announced he has been assigned to Headquarters and introduced Lt. Chris Kettman, who is his replacement. Lt. Butler stated it has been a pleasure to serve the Board and residents for the past four years.

The Board thanked Lt. Butler for his service to the community.

CHIEF HUBER - Noted his report has been submitted to the Board.

HEARING FROM RESIDENTS

SANDRA HACKER, 10146 CAMPBELL (45111) - Advised she had written a letter to the Board requesting assistance in having water access for her property. The water line would need to be in the Township right-of-way. Mrs. Hacker stated she currently has a well, but is concerned about the quality.

MR. BRYANT questioned what the issue was since these are Township roads.

MRS. HACKER stated she has been advised by the Township that she could not run a line on right-of-way, but would need to go through a neighbor's property.

MR. PITMAN stated the Board could grant permission for the right-of-way, but cannot grant permission for the tap.

MR. BRYANT noted the Board was just involved with another water issue in Camp Dennison on County right-of-way. Mr. Bryant questioned why this is different.

MR. ELLIFF noted this person wanted to run the water line across Township property and that is why we assisted in using County right-of-way.

MR. BRYANT stated the Township needs to get involved in order to see what can be done to accomplish this request.

MR. ELLIFF stated he could contact Mrs. Hacker to discuss this issue.

MR. MALLOY suggested the Board make a motion to support all reasonable cooperation in coordinating the connection of water supply to this property.

MR. BRYANT moved to authorize the Township Administrator to work with Mrs. Hacker to provide assistance in resolving issues for the connection of water supply to property. Mrs. Leis seconded the motion and the roll call vote was as follows: Mr. Bryant - 'aye'; Mrs. Leis - 'aye'; Mr. Beck - 'aye'.

CORRESPONDENCE

OHIO DEPARTMENT OF LIQUOR CONTROL - Notice of liquor license transfer from American Blue Ribbon Holdings, dba Max & Ermas, 805 Eastgate, Cinti, OH 45245 to Asatur Asesyian, dba Mirage Mediterranean Food, 11381 Montgomery Road, Cinti OH 45249.

HAMILTON COUNTY ENGINEER - Notice of invoice for sidewalk repairs on E. Kemper Road.

STATE OF OHIO - Liquor permit fees.

HAMILTON COUNTY ZONING - e-mail regarding interest of establishing a "family home" in Symmes Township.

DUKE ENERGY - Notice that late fees will be charged against all accounts.

CAMP DENNISON CIVIC LEAGUE - e-mail regarding receipt of public records.

FRISCH'S - e-mail regarding clean up of adjacent property.

FELICITY TAO - e-mail regarding noise from Rumpke trucks starting at 5:00 a.m.

TUMLIN & SON - Proposal for repairs at Remington Fire Station.

TIME WARNER CABLE - 2nd Qtr franchise fees - \$47,919.07.

FIVE SEASONS - e-mail requesting credit of false alarm billing.

PECK SHAFFER - Letter regarding purchase of radio equipment from TIF funds.

HAMILTON COUNTY SHERIFF DEPT - Activity reports.

GOOGLE - Analysis of website.

HAMILTON COUNTY REGIONAL PLANNING - e-mail regarding Planning Partnership survey.

cc:COACH COTSONAS to Lacrosse parents - e-mail regarding recent season.

ROBERT HENSON, 9084 SYMMES RIDGE - e-mail regarding property for sale at 11762 Seven Gables Road.

ANDREW CIAFARDINI - e-mail regarding additional space needed by Vantiv.

OHIO PUBLIC WORKS - e-mail notification that grant funds for Mason Montgomery Road improvement project can be release upon receipt of required paperwork.

OHIO PUBLIC WORKS - e-mail explaining required paperwork for Mason Montgomery Road improvement project.

CAMP DENNISON CIVIC LEAGUE - e-mail follow-up to receipt of public records and appreciation for assistance with recent public records.

HAMILTON COUNTY STORM WATER DISTRICT - Announcement of application period for 2013 HCSWD Capital Improvement Project Program.

CINTI BELL - e-mail respond on approval of communication agreement.

HAMILTON COUNTY ZONING - e-mail regarding request for "family home".

SYMMES TRUSTEES - Letter regarding report of organizational assessment.

cc:FIELDS ERTEL TOWNHOMES to SHERIFF DEPT- e-mail of appreciation for recent response.

EXECUTIVE SECURITY - Proposal for cameras at:

- a. HOB Memorial wall
- b. Admin. Bldg.
- c. HOB shelter
- d. Log House

BLUFF'S AT RIVERS BEND HOA - Request for block party permit.

CLARK SHAFFER - e-mail regarding storage of personal information policy.

Y2K LANDSCAPING - Notification of willingness to extend current contract pricing for two years.

CINCINNATI BELL - Addendum to service agreement.

FERGUSON ENTERPRISES - Notice of Furnishings for 9321 Mason Montgomery Road.

HAMILTON COUNTY ENGINEER - Letter regarding Hamilton County benchmark network.

BURNHAM & FLOWER - e-mail regarding PPACA renewal change.

SYMMES FIRE DEPT - e-mail notification that fire equipment has been removed from Chapelsquare Fire Station building.

EARLE BABCOCK, 8698 TWILIGHT TEAR - Follow-up letter regarding property concerns.

JEFF WAGNER, RIVEROAKS HOA - Request for Block Party permit.

JEFF EHA, 12109 WATERS EDGE - e-mail regarding drainage concern.

PECK SHAFFER - e-mail request for current information for Continuing Disclosure Certificate.

WOOD & LAMPING - e-mail response to inquiry from Administrator regarding billing on text messages.

SYMMES FIRE DEPT - e-mail notification of accident with District 1 vehicle.

LT. BUTLER - e-mail notification that he has been re-assigned to District 1 and Lt. Chris Ketteman will be new District 3 officer.

PESCO - Acknowledgment of claim filed on 2013 Ford.

HOWIE TARAGANO - e-mail regarding HOA replacing grasses along Blong Road fence.

HAMILTON COUNTY STORM WATER DISTRICT - Notification of \$30,000 grant to Township from HCSWD Capital Improvement Program. (Letter dated March 13, 2013)

OHIO PUBLIC WORKS - 2nd e-mail request for documentation on Mason Montgomery Road Improvement project.

SUSAN DINEEN - e-mails regarding accidents at water park in HOB park.

CLARK THEDERS INS - e-mail regarding response from OTARMA on recent taser accident.

SANDRA HACKER, 10146 CAMPBELL - Letter requesting permission to use township right-of-way to connect to water system.

WARREN COUNTY ENGINEER - e-mail update on Fields-Ertel/Mason Road improvement project.

BURNHAM & FLOWERS - e-mail regarding changes to health insurance.

HAMILTON COUNTY ENGINEER - Joint Agreement for Mason Montgomery Road for Board action.

OLD BUSINESS

MR. BRYANT moved to adopt the following resolution:

RESOLUTION G2013-24

Resolution Authorizing the Township Administrator
to Execute Necessary Documents and Accept Ohio Public Works Commission
(OPWC) Grant, and Authorizing Funds

WHEREAS, the State Capital Improvement Program and the Local Transportation Improvement Program both provide financial assistance to political subdivisions for capital improvements to public infrastructure (Grant); and

WHEREAS, the Board of Trustees of Symmes Township, Hamilton County, Ohio (Board) in association with project partner Hamilton County, Ohio, is planning to make capital improvements to Mason Road including road resurfacing and installation of a sidewalk from Chapel Square Drive to Montgomery Road (Project); and

WHEREAS, the infrastructure improvement in the above- described Project is considered to be a priority need for the community and is a qualified project under the OPWC programs; and

WHEREAS, in Resolution G2012-27, the Board previously authorized application for the Grant, but was notified that the Grant was not awarded in the initial selection of projects by OPWC; and

WHEREAS, the Board is now informed that the Grant for the Project has been awarded in a subsequent round of funding by OPWC; and

WHEREAS, to accept the Grant the Board must enter into certain cooperative agreements with OPWC and project partner Hamilton County, as well as agree to certain funding and design commitments.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Symmes Township, Hamilton County, Ohio:

Section 1. The Township Administrator is authorized to accept the Grant from OPWC and apply the Grant funds and local match to the Project in cooperation with the Project manager the Hamilton County Engineer.

Section 2. The Township Administrator is authorized to enter into necessary agreements, subject to approval by counsel, as required and appropriate for obtaining the Grant, including a cooperative agreement with Project Partner Hamilton County and a project grant agreement (or similar) with OPWC.

Section 3. The Board commits to and authorizes an expenditure of an amount not to exceed \$16,575 as the local match portion for the Grant for application to the construction of the sidewalk portion of the Project.

Section 4. The Board commits to and authorizes an expenditure of an amount not to exceed \$16,625 to Choice One Engineering for engineering design services for the sidewalk portion of the Project and authorizes the Administrator to enter into an agreement with Choice One Engineering for said design services.

MRS. LEIS seconded the motion.

MR. BRYANT stated this is for Mason Montgomery Road and questioned the Township's obligation to a 11% share. Mr. Bryant stated he would like something in writing that this is the total amount the Township is committing.

MR. ELLIFF stated he would make that request.

The roll call vote was as follows: Mr. Bryant - 'aye'; Mrs. Leis - 'aye'; Mr. Beck - 'aye'.

MR. BRYANT noted there was an agenda item to direct the Township Administrator to negotiate Electric Aggregation Supply Agreement with Integrys Energy Services and there is time for the Board to obtain additional information before a decision needs to be made.

MR. BRYANT moved to table this agenda item to the next meeting. Mrs. Leis seconded the motion and the roll call vote was as follows: Mr. Bryant - 'aye'; Mrs. Leis - 'aye'; Mr. Beck - 'aye'.

NEW BUSINESS

MR. BRYANT moved to amend 12-A-04 (Parks - Improvement of Sites) from \$145,000 to \$175,000. Mr. Beck seconded the motion and the roll call vote was as follows: Mr. Bryant - 'aye'; Mrs. Leis - 'aye'; Mr. Beck - 'aye'.

MR. BRYANT moved to authorize administrator, subject to receipt of grant funds, to accept the proposal from JD Contracting Services, LLC for culvert replacement at Symmes Park and to approve an expenditure in an amount not to exceed \$30,000.00 for said work. Mrs. Leis seconded the motion and the roll call vote was as follows: Mr. Bryant - 'aye'; Mrs. Leis - 'aye'; Mr. Beck - 'aye'.

MR. BRYANT moved to authorize the Hamilton County Engineer to install a GPS surveying benchmark on Township property at 9323 Union Cemetery Road and to direct the administrator to notify the Hamilton County Engineer by letter of this action. Mr. Beck seconded the motion and the roll call vote was as follows: Mr. Bryant - 'aye'; Mrs. Leis - 'aye'; Mr. Beck - 'aye'.

MR. BRYANT moved to authorize administrator to enter into new two-year agreements with Y2K Landscaping for years 2014 and 2015 for Safety Center, park and cemetery mowing services at the same rate of the current agreements. Mrs. Leis seconded the motion and the roll call vote was as follows: Mr. Bryant - 'aye'; Mrs. Leis - 'aye'; Mr. Beck - 'aye'.

MR. BRYANT moved to cancel the November 5, 2013 meeting, due to conflict with Election Day, and to re-schedule the regular meeting to November 12, 2013 at 7:00 p.m. Mrs. Leis seconded the motion and the roll call vote was as follows: Mr. Bryant - 'aye'; Mrs. Leis - 'aye'; Mr. Beck - 'aye'.

MR. BRYANT moved to approve:

- a. Expenditure in the amount of \$1,299.02 for annual generator maintenance and authorizing administrator to accept proposal
- b. Expenditure in the amount of \$1,062.08 for restocking of Cipro medication
- c. Expenditure in an amount not to exceed \$2,500.00 for pavement markings

- d. Expenditure in an amount not to exceed \$22,000.00 for 2nd quarter franchise fees
- e. Expenditure in an amount not to exceed \$4,500 for outfitting two new police vehicles
- f. Expenditure in the amount of \$8,739.24 for payment of July water service for Home of the Brave Park

Mr. Beck seconded the motion and the roll call vote was as follows: Mr. Bryant - 'aye'; Mrs. Leis - 'aye'; Mr. Beck - 'aye'.

MR. BRYANT moved to table approval of the expenditure for annual copier maintenance pending revised contract. Mrs. Leis seconded the motion and the roll call vote was as follows: Mr. Bryant - 'aye'; Mrs. Leis - 'aye'; Mr. Beck - 'aye'.

The following cemetery deed was approved:
- Nicole Oliver - Kerr Cemetery - Lot 503, Grave 1

EXECUTIVE SESSION

MR. BRYANT moved that the Board enter Executive Session to discuss the employment of a public employee. Mr. Beck seconded the motion and the roll call vote was as follows: Mrs. Leis - 'aye'; Mr. Beck - 'aye'; Mr. Bryant - 'aye'.

The meeting adjourned for Executive Session at 8:09 p.m.

The meeting reconvened from Executive Session at 9:14 p.m.

MR. BRYANT moved to eliminate the job description for an Assistant Fiscal Officer and to direct the Township Administrator to remove this from the Personnel Policy Manual. Mr. Beck seconded the motion.

MR. BRYANT noted this is being eliminated as the Township no longer has a person in this position.

The roll call vote was as follows: Mr. Bryant - 'aye'; Mrs. Leis - 'aye'; Mr. Beck - 'aye'.

The meeting adjourned at 9:15 p.m.