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**MINUTES OF SYMMES TOWNSHIP REGULAR MEETING**

**NOVEMBER 12, 2013**

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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 Sims.

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

RECEIPTS

Receipts totaling \$412,863.55 were read and accepted:

19138 S. Tranter	12-D	\$ 100.00
19139 Loveland Rep. Club	12-D	100.00
19140 SORTA	1-P	250.00
19141 State of OH	1-R,10-G,14-E,9-H,20-C, 11-E,4-H,12-F,12-FB	292,712.44
19142 MEMO		
19143 Root Down Yoga	1-L	80.00
19144 Randal Moss	1-L	241.00
19145 Beeco	5-D	254.80
19146 Tufts Funeral Home	5-D	280.00
19147 BW Plus	1-N	41.28
19148 Clerk of Courts	9-F	25.00
19149 Ham Cty Auditor	1-K	1,119.50
19150 C. Santel	1-L	95.00
19151 Balance Cafe	1-L	117.0
19152 Fischer Homes	1-L	153.00
19153 Cline Signs	1-L	172.02
19154 Cinti Hills	1-L	853.00
19155 Wethington Design	1-L	241.00
19156 B. Blackford	1-L	75.00
19157 D. Beck	1-L	153.00
19158 Heider Kruger	1-L	95.00
19159 P. Thornberry	1-L	95.00
19160 Lucke Remodeling	1-L	306.00
19161 Comple Zone	1-L	210.20
19162 Preferred Land	1-L	153.00
19163 Dean Kaplan	1-L	95.00
19164 Greg Huber	12-D	150.00
19165 R. Clements	1-L	190.00
19166 Meyer Signs	1-L	153.00
19167 M. Hedges	5-D	187.20
19168 Tufts Funeral Home	5-D	850.00
19169 Ham Cty Auditor	11-D	54,286.00
19170 Ham Cty Auditor	1-P	6,934.65
19171 Ham Cty Auditor	2-A	1,182.16
19172 Ham Cty Auditor	1-D,3-B	14,496.69
19173 Vince Wallace	1-P	2.80
19174 C&M Woodcrafters	1-P	50.00
19175 Duke	1-N	150.00
19176 Shihasi Starwind	1-E	2,864.43
19177 M. Burland	12-D	381.24
19178 Wirenet Inc.	1-L	153.00
19179 Virgil Tuttle	1-L	95.00
19180 Tufts Funeral Home	5-D	1,086.80

19181 Verizon	9-F	50.00
19182 Marion Investments	1-E	1,563.14
19183 State of Ohio	1-F	14.00
19184 Miami Township	1-P	100.00
19185 Symmes Fire Dept	14-C,28-A	14,723.47
19186 Alexandria Monument	5-D	353.60
19187 Ham Cty Auditor	3-A	7,779.81
19188 Wayne Dunn	5-C,5-D	4,000.00
19189 Dragonfly	9-F	100.00
19190 Cinti Horticultural	1-P	60.96
19191 Tufts Funeral Home	5-D	350.00
19192 Cinti Living	1-P	38.80
19193 SORTA	1-P	250.00
19194 Wethington Design	1-P	43.80
19195 Architects Plus	1-L	95.00
19196 Towne Properties	1-L	95.00
19197 Rumpke	1-P	284.76
19198 Clerk of Courts	9-F	35.00
19199 Ham Cty Auditor	1-K	1,601.00
19200 United Installs	1-L	95.00
	TOTAL \$	412,863.55

### WARRANTS

MR. BRYANT moved that the Township pay its bills. Mr. Beck seconded the motion and all voted 'aye'. Proper certification having been made, warrants totaling \$421,797.63 were issued:

60710 Phil Beck	1-A-1	1,489.75
60711 Ken Bryant	1-A-1	922.75
60712 Jodie Leis	1-A-1	1,321.75
60713 Carol Sims	1-A-2,1-D-1	1,711.84
60714 PNC Bank	1-A-1,1-A-2,5-A-2,1-A-26 1-A-2A,1-B-1,1-D-1,4-B-1	1,025.82
60715 Defer Comp	1-A-2A	250.00
60716 JK Meurer	11-C-3	4,900.00
60717 Buckeye Flags	1-A-26	840.00
60718 Bridgeway	20-A-5	2,968.85
60719 Business Card	12-A-8	155.76
60720 Luanne Felter	12-A-8	10.63
60721 Wood & Lamping	1-A-10	3,477.50
60722 Symmes Fire	20-A-7,10-A-11,14-A-7	172,280.00
60723 Symmes Fire	14-A-7	500.00
60724 Shaw Farms	12-A-8	815.50
60725 Ace Exterm.	9-A-13,10-A-7	139.93
60726 Cinti Bell	10-A-7	222.66
60727 Duke	10-A-7	956.17
60728 Hiron	5-A-9	120.00
60729 Summit Digital	1-B-7	433.33
60730 Mill. Business	1-A-26	995.00
60731 Mobilcom	1-B-7	87.66
60732 Print Mgt.	1-A-26	5,131.50
60733 Jani-King	20-A-6,9-A-14	814.00
60734 Z. Haskel	1-A-26	10.50
60735 Business Card	12-A-8	1,278.00
60736 Beth. North	1-A-26	36.16
60737 Alpagraphics	12-A-8	240.86
60738 Peck Shaffer	1-A-10	1,000.00
60739 Postmaster	1-A-26	300.00
60740 PNC Bank	1-A-6	378.60
60741 Enquirer	1-A-26	25.00

60742 Comm. Center	9-A-10,14-A-7,10-A-11	1665.00
60743 Medical Mutual	1-A-6	15,216.12
60744 STHS	12-A-8	80.00
60745 Osterwisch	20-A-6	669.00
60746 Cinti Bell	9-A-13,10-A-7	711.89
60747 Cintas	1-B-8	169.72
60748 Johnson Electric	12-A-8	11.15
60749 Jones Fish	12-A-4	384.50
60750 Kleem	3-A-10	327.60
60751 LA Supply	12-A-4	60.00
60752 Mobilcom	1-B-4	160.00
60753 O'Reilly	1-B-8,3-A-7	163.08
60754 Osterwisch	1-B-7	195.00
60755 Rumpke	12-A-3	350.00
60756 Thy. Elevator	20-A-6	276.44
60757 Verizon	9-A-13	243.28
60758 Cinti Bell	12-A-3	31.79
60759 Summit Digital	1-B-7	267.00
60760 Osterwisch	20-A-6	417.00
60761 LA Supply	12-A-4	54.00
60762 Kleem	3-A-10	1,872.00
60763 Rumpke	12-A-3,1-B-4,1-A-26	517.00
60764 Sam's	1-A-26,1-B-5	56.08
60765 Duke	12-A-3	391.48
60766 Hydrmachine	3-A-7	42.36
60767 Cinti Bell	12-A-3,1-B-4	388.04
60768 Osterwisch	1-B-7	195.00
60769 Rumpke	10-A-7	37.40
60770 Rumpke	12-A-3	55.00
60771 Duke	1-A-26	146.36
60772 Brian Elliff	1-A-2A	2,661.90
60773 Luanne Felter	1-A-2A	1,472.63
60774 Jana Grant	1-A-2A	960.80
60775 J. Andrews	1-B-1,12-A-1,1-D_1,4-B-1	1,155.80
60776 W. Burns	1-B-1,12-A-1,1-D-1,4-B-1	1,821.74
60777 S. Connor	1-B-1,12-A-1,1-D_1,4-B-1	1,253.61
60778 Ed Dawes	1-B-1,12-A-1,1-D-1,4-B-1	1,258.27
60779 D. Heider	1-B-1,12-A-1,1-D-1,4-B-1	1,989.70
60780 J. Iles	1-B-1,12-A-1,1-D_1,4-B-1	1,258.06
60781 R. Jackson	1-B-1,12-A-1,1-D-1,4-B-1	1,122.80
60782 D. Martin	1-B-1,12-A-1,1-D_1,4-B-1	374.00
60783 B. Pitman	1-B-1,12-A-1,1-D-1,4-B-1	2,333.48
60784 M. Rose	1-B-1,12-A-1,1-D_1,4-B-1	510.19
60785 Brent Scott	1-B-1,1-D-1,12-A-1,4-B-1	1,124.61
60786 R. Williams	1-B-1,12-A-1,1-D_1,4-B-1	605.80
60787 Defer Comp	1-A-1,1-A-2A,1-B-1,5-A-3 4-B-1,5-A-2,1-A-12,4-A-2	1,960.00
60788 PNC Bank	1-A-1,1-A-2A,1-B-1,5-A-3 4-B-1,5-A-2,1-A-12,4-A-2	3,893.88
60789 Bill Pitman	1-A-26	175.00
60790 W. Burns	1-A-26	175.00
60791 B. Elliff	1-A-26	175.00
60792 D. Heider	1-A-26	175.00
60793 Y2K	5-A-11,12-A-9,20-A-7	3,489.00
60794 Dental Plus	1-A-6	1,233.95
60795 LA Supply	1-A-26	1,200.00
60796 Shell Oil	3-A-5	345.14
60797 McCabe	3-A-7,12-A-4,14-A-8,20-A-6	197.85
60798 Systems Insight	1-B-4	225.00
60799 Rumpke	1-A-26	830.26
60800 Lauren Holle	12-A-8	75.00
60801 VOID		

60802 Tyco	10-A-7,1-B-4	55.73
60803 Time Warner	1-B-4	69.95
60804 Cinti Bell	12-A-3	129.96
60805 Osterwisch	14-A-8	698.00
60806 Lykins	3-A-5	243.52
60807 McCluskey	3-A-7	46.69
60808 TNT Paper	1-A-4	61.90
60809 Dorn's	1-A-4	41.99
60810 Schein Inc.	14-A-5	738.40
60811 Reliance Life	1-A-6	630.51
60812 HCRPC	1-J-3	7,749.50
60813 Duke	7-A-1	2.14
60814 Duke	7-A-1	691.46
60815 Bound Tree	14-A-5	748.91
60816 Beth. North	14-A-5	5.92
60817 Alphagraphics	1-A-26	234.43
60818 Staples	1-A-4	296.83
60819 Duke	1-E-1	1,395.35
60820 Ham Cty Treasurer	3-A-10	1,722.10
60821 Jones Fish	12-A-4	332.86
60822 Buchanan's	3-A-7	53.18
60823 Cinti Bell LD	1-B-4,10-A-7	48.56
60824 Cintas	1-B-8	84.86
60825 Hiron Memorial	5-A-9	120.00
60826 Lanrm Tech.	9-A-10,10-A-11,14-A-7	300.00
60827 Superamerica	3-A-5	1,891.08
60828 Superamerica	9-A-8	3,878.96
60829 LA Supply	5-A-9	25.00
60830 Loveland Hardware	20-A-5	39.18
60831 Interstate Billing	3-A-7	688.30
60832 Smyth	3-A-7	159.27
60833 KOI Auto	20-A-5	15.86
60834 Batteries Plus	20-A-5	433.95
60835 Kaffenbarger	3-A-7	30.00
60836 Bill Pitman	1-A-3	20.00
60837 TNT Paper	1-A-4	61.90
60838 Brian Elliff	1-A-26	350.00
60839 NE Comm.	14-A-7,10-A-11,20-A-7	13,739.41
60840 Duke	12-A-8	21.10
60841 JK Meurer	12-A-4	2,000.00
60842 Lauren Holle	1-A-26	75.00
60843 Batteries Plus	3-A-10	30.36
60844 Sam's	1-A-4,1-A-26,1-B-5	150.32
60845 Zep Mfg.	3-A-7,12-A-6	240.23
60846 Smyth	3-A-7	13.28
60847 Premier Auto	23-A-6	119.95
60848 Johnson Electric	1-B-2	594.00
60849 Grainger	1-B-8,23-A-4	276.68
60850 Bruce Raabe	1-A-26	675.00
60851 Ace Exterm.	10-A-7,12-A-3,1-B-4	192.98
60852 EBCA Supply	1-B-5	246.00
60853 Fire Safety	10-A-15	1,250.00
60854 ISG	20-A-5	81.80
60855 Cintas	1-B-8	84.86
60856 Buckeye Power	20-A-6,14-A-8	1,299.02
60857 Kleem	12-A-4,3-A-10	309.93
60858 First Defense	12-A-4	174.00
60859 Natorp	12-A-8	302.00
60860 Smyth	3-A-7	36.94
60861 Vogelpohl	20-A-5	269.88
60862 Sprint	14-A-8	185.48
60863 First Defense	20-A-6,14-A-8	253.50

60864 Kleem	12-A-4	188.64
60865 Duke	7-A-1	2,044.20
60866 Duke	7-A-1	5,260.02
60867 Duke	7-A-1	2,470.89
60868 Home Depot	20-A-6	21.00
60869 Y2K	5-A-11,12-A-9,20-A-7	2,717.00
60870 Brian Elliff	1-A-2A	2,661.90
60871 Luanne Felter	1-A-2A	1,328.90
60872 Jana Grant	1-A-2A	960.80
60873 J. Andrews	1-B-1,12-A-1,1-D_1,4-B-1	1,218.59
60874 W. Burns	1-B-1,12-A-1,1-D-1,4-B-1	1,502.80
60875 S. Connor	1-B-1,12-A-1,1-D_1,4-B-1	1,196.64
60876 Ed Dawes	1-B-1,12-A-1,1-D-1,4-B-1	902.62
60877 D. Heider	1-B-1,12-A-1,1-D-1,4-B-1	1,560.84
60878 J. Iles	1-B-1,12-A-1,1-D_1,4-B-1	1,056.68
60879 R. Jackson	1-B-1,12-A-1,1-D-1,4-B-1	1,122.80
60880 D. Martin	1-B-1,12-A-1,1-D_1,4-B-1	374.00
60881 B. Pitman	1-B-1,12-A-1,1-D-1,4-B-1	1,959.17
60882 M. Rose	1-B-1,12-A-1,1-D_1,4-B-1	442.59
60883 Brent Scott	1-B-1,1-D-1,12-A-1,4-B-1	1,188.88
60884 R. Williams	1-B-1,12-A-1,1-D_1,4-B-1	534.19
60885 PNC Bank	1-A-1,1-A-2A,1-B-1,5-A-3 4-B-1,5-A-2,1-A-12,4-A-2	3,371.52
60886 Defer Comp	1-A-1,1-A-2A,1-B-1,5-A-3 4-B-1,5-A-2,1-A-12,4-A-2	2,185.00
60887 State of Ohio	1-A-1,1-A-2,1-A-2A, 1-B-1,1-D-1,4-B-1,5-A-2	107.50
60888 State of Ohio	1-A-1,1-A-2,1-A-2A, 1-B-1,1-D-1,4-B-1,5-A-2	263.62
60889 State of Ohio	1-A-1,1-A-2,1-A-2A, 1-B-1,1-D-1,4-B-1,5-A-2	2,471.00
60890 PERS	1-A-1,1-A-2A,1-B-1,5-A-3 4-B-1,5-A-2,1-A-12,4-A-2	15,431.21
60891 Bridgeway	14-A-6	83.44
60892 Duke	12-A-3	290.06
60893 Duke	9-A-13,10-A-7	2,119.92
60894 Grainger	3-A-10	27.00
60895 Johnson electric	1-B-7,12-A-4	396.00
60897 Loveland	12-A-3	334.20
60898 Sam's	1-A-26	90.36
60899 Symmes Fire	20-A-5	61.22
60900 Duke	7-A-1	24.58
60901 Burnham & Flowers	1-A-6	45.00
60902 Burrowes Service	1-A-26	300.00
60903 Business Card	12-A-8	1,972.28
60904 OTA	1-A-26	200.00
60905 Wood & Lamping	1-A-10	95.00
60906 Cinti Bell	9-A-13,10-A-7	710.85
60907 Cintas	1-B-8	169.72
60908 Kleem	3-A-10	111.12
60909 Mason Fast.	3-A-7,3-A-10	228.59
60910 Rumpke	12-A-3	185.52
60911 Wiseway Supply	12-A-4	34.50
60912 D. Zieverink	12-A-5	500.00
60913 Hotel Trucking	5-A-9	375.00
60914 Morrow Gravel	3-B-2	72.80
60915 Home Depot	20-A-6	8.52
60916 Home Depot	3-B-2,5-A-12,12-A-4	194.33
60917 Holle Electric	12-A-4	335.00
60918 Duke	5-A-12,1-B-4	501.43
60919 KOI Auto	14-A-6,20-A-5	323.93
60920 Tractor Supply	23-A-7,23-A-4,12-A-8	161.27

60921 Rush Truck	14-A-6	81.45
60922 Loveland	1-B-4	137.64
60923 Haddix Tree	3-A-10	750.00
60924 Duke	1-B-4	286.64
60925 Rush Truck	23-A-7	744.52
60926 Roby Supply	12-A-6	1,558.00
60927 Lebanon Turf	12-A-4	1,099.02
60928 Duke	12-A-3	903.69
60929 Holle Electric	1-B-2	650.00
60930 Cinti Bell	12-A-3,1-B-4	386.85
60931 Beckman Envir.	12-A-4	110.00
60932 Ohio Cat	20-A-5	470.16
60933 Johnson Electric	1-B-5	65.34
60934 Amer.Cem. Supplies	5-A-8	267.15
60935 Verizon	9-A-13	243.44
60936 McCabe's	23-A-7,3-A-10,5-A-9	
	12-A-4,12-A-8	137.38
60937 Lacial Equip.	23-A-7	205.95
60938 Rush Truck	20-A-5	86.02
60939 LA Supply	12-A-4	60.00
60940 VOID		
60941 Duke	20-A-8,10-A-7,12-A-3	32.63
60942 Haines & Co.	1-A-26	597.00
60943 Brian Elliff	1-A-2A	2,661.90
60944 Luanne Felter	1-A-2A	1,328.90
60945 Jana Grant	1-A-2A	960.80
60946 J. Andrews	1-B-1,12-A-1,1-D_1,4-B-1	1,218.59
60947 W.Burns	1-B-1,12-A-1,1-D-1,4-B-1	1,502.79
60948 S. Connor	1-B-1,12-A-1,1-D_1,4-B-1	1,139.67
60949 Ed Dawes	1-B-1,12-A-1,1-D-1,4-B-1	794.80
60950 D. Heider	1-B-1,12-A-1,1-D-1,4-B-1	1,732.60
60951 M. Howell	12-A-1	53.13
60952 J. Iles	1-B-1,12-A-1,1-D_1,4-B-1	1,056.67
60953 R. Jackson	1-B-1,12-A-1,1-D-1,4-B-1	1,122.80
60954 R. Malloy	1-A-2A	1,334.51
60955 D. Martin	1-B-1,12-A-1,1-D_1,4-B-1	81.60
69956 B.Pitman	1-B-1,12-A-1,1-D-1,4-B-1	1,923.67
60957 M. Rose	1-B-1,12-A-1,1-D_1,4-B-1	302.40
60958 Brent Scott	1-B-1,1-D-1,12-A-1,4-B-1	1,124.61
60959 R. Williams	1-B-1,12-A-1,1-D_1,4-B-1	157.19
60960 P. Beck	1-A-1	1,489.75
60961 K. Bryant	1-A-1	922.75
60962 Jodie Leis	1-A-1	1,321.75
60963 Carol Sims	1-A-2	1,711.84
60964 PNC Bank	1-A-1,1-A-2A,1-B-1,5-A-3	
	4-B-1,5-A-2,1-A-12,4-A-2	4,379.30
60965 W. Burns	1-B-1	445.30
60966 PNC Bank	1-A-1,1-A-2A,1-B-1,5-A-3	
	4-B-1,5-A-2,1-A-12,4-A-2	89.40
60967 Staples	1-A-4	9.98
60968 Enquirer	1-A-26	15.52
60969 Comm. Center	14-A-7,10-A-11,9-A-10	1,665.00
60970 Y2K	5-A-11,12-A-9,20-A-7	2,744.00
60971 Lacial Equip.	23-A-7	246.43
60972 Rumpke	9-A-13,10-A-7	55.00
60973 Duke	12-A-3	375.50
60974 VO Builders	1-A-26	350.00
60975 Duke	10-A-7	994.49
60976 Norwood Hardware	20-A-6	24.00
60977 Cinti Bell	10-A-7	1,473.61
60978 Duke	10-A-7,20-A-8	90.29
60979 O'Reilly Auto	12-A-6,23-A-7	141.70

60980 Mobilcomm	1-B-4	160.00
60981 PNC Bank	1-A-6	67.57
60982 PNC Bank	1-A-6	396.05
	TOTAL	\$ 421,797.63

## REPORTS

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

1. OTA LEADERSHIP - Advised that Bill Pitman has completed this program offered by the Ohio Township Association.

MR. BRYANT questioned the status of the installation of lights in Loveland Park.

MR. ELLIFF stated he has contacted Mr. Ted Kalsbeek and discussed the possibility of a lighting district. There was discussion about the Township installing lights by the Township, but it is felt that a lighting district is the best solution.

MRS. SIMS questioned if any lights are proposed at intersections and they would be installed by the Township.

MR. ELLIFF stated he felt these intersections did not meet the criteria for street lighting.

MR. BRYANT stated he would like to meet with Mr. Elliff to further discuss this issue.

MR. BRYANT questioned the status of moving the pole in order to proceed with the Enyart sidewalk project.

MR. ELLIFF stated that Duke has not responded and he will check on this issue. ROBERT MALLOY - Advised the contract with Integrys has been finalized.

Mr. Malloy noted that his recent meeting with Ms. Sims regarding Public Records was very beneficial.

LT. KETTEMAN - Presented the monthly activity reports.

CHIEF HUBER - Advised the storm siren project has been completed and the Township sirens will be turned over to the County for maintenance and operations. The Township will no longer have any responsible for these sirens.

Chief Huber noted that the Hamilton County Multi-Hazard Mitigation Plan is on the agenda. This is a county wide requirement by FEMA in order to receive reimbursement in the case of a disaster or emergency.

OTHER - MRS. LEIS stated she would like to start recognizing achievements by different school groups, such as Loveland Football, by the Township. This would assist in making them aware they are part of Symmes.

MR. BRYANT stated he would like to thank the voters for passing the recent Road levy by a large margin. Mr. Bryant noted the Board needs to finalize the preliminary plan and decide how much will be earmarked for sidewalks.

MS. SIMS noted that, as mentioned by Mr. Malloy, she met with him to discuss the Personal Information Policy and the resolution is on tonight's agenda. Ms. Sims advised they are ready to come back to the Board with additional information on public records and questioned when the Board would like to hold a work session.

MR. BRYANT moved to hold a Special meeting on December 3, 2013 at 7:00 p.m. for the purpose of holding a work session to discuss public records. Mrs. Leis seconded the motion and the roll call vote was as follows: Mr. Bryant - 'aye'; Mrs. Leis - 'aye'; Mr. Beck - 'aye'.

## HEARING FROM RESIDENTS

LAURA SHARP, 9988 LINCOLN ROAD (45111) - Congratulated the newly elected officials. Ms. Sharp stated she wanted to make sure the Board received the letter from the Camp Dennison Civic League on the alley issue and questioned when a response would be made.

MR. BRYANT thanked Ms. Sharp for reminding the Board of this issue. Mr. Bryant asked the Township Administrator for the status of this issue.

MR. ELLIFF noted that a license agreement was provided to the property owner, but there has been no response. Mr. Elliff advised he would not sign any agreement without first communicating with the Board.

MR. BRYANT noted an answer was needed and stated the Board would review and respond.

GAIL TRICKEY, 7879 CAMP ROAD (45111) - Stated she was concerned about the alley/paper streets in Camp Dennison and the Board needs to be aware of other issues before taking any action.

## CORRESPONDENCE

WOOD & LAMPING - Memos regarding family homes.

HAMILTON COUNTY - Notice the Township will receive recycling award of \$6,934.65 for 1st half 2013.

INTEGRYS - e-mail regarding future electric aggregation rates.

CHRIS BILYEU, 12022 MAXIM WAY - e-mail regarding newsletter and request to mail electronically.

JULIE SINGER, CINTI HORTICULTURAL SOCIETY - e-mail notification that she is now the contact.

BHE ENVIRONMENTAL - Proposal for trail development at HOB Park.

JIM SPRINGER - e-mail questioning why streets off of Lebanon Road are omitted from Operation Santa.

HAMILTON COUNTY COMMISSIONERS - Letter with adopted resolution for agreement of capital improvement project in Symmes Township.

cc:PHIL BECK TO COUNTY ENGINEER - e-mail regarding rail road crossing at Branch Hill Guinea Pike and follow-up e-mails.

HAMILTON COUNTY SHERIFF DEPT - Monthly activity reports.

cc:INTERNATIONAL ASSOC. OF FIRE CHIEF to LSFD - Letter regarding achievement of accreditation status.

LA SUPPLY - Proposal for 2014 Yard Waste Drop-Off Program.

COLE HANKINS, 11930 RIVEROAKS (45140) - Letter regarding safety concerns due to Loveland High School.

OHIO JOB AND FAMILY - Letter regarding new provisions in the Ohio unemployment compensation law.

CHIEF HUBER - Memo regarding hazardous mitigation plan resolution and siren upgrade.

PAT CALO - e-mail regarding issue in Paulmeadows Subdivision.

HAMILTON COUNTY SHERIFF - e-mail follow-up to issues in Paulmeadows Subdivision.

CLARA PISKOR - Letter regarding fencing between 11733 Lebanon Road and HOB Park.

MEDICAL MUTUAL - Letter regarding annual notification.

cc:COMEY & SHEPHERD to EVEREST REAL ESTATE - e-mail regarding Chapelsquare property.

M/M LESSARD, 8855 CROSS ST (45242) - Letter expressing safety concerns.

PETRO ENVIRONMENTAL - e-mail regarding maintenance of Hartland Meadow.

VINCE WALLACE, 9275 CACTUS (45140) - Public records request.

MEDICAL MUTUAL - Letter regarding Medicare-eligible participants.

DEPT OF COMMERCE - Notice of elevator inspection passage for Safety Center.

SPRINGS EAST SCHOOL - Letter expressing concern regarding dead trees lining Humphrey Street.

CPL. MARK ANGEL - e-mail advising that the picture supposed to be a marine is wrong - it is of an army soldier.

DENNY GIBSON, 12084 MAXIM (45249) - e-mail regarding pedestrian signals along Fields Ertel and Montgomery Road.

cc:CITY OF NEW YORK FIRE DEPARTMENT to LSF D - Letter regarding achievement of accreditation status.

HAMILTON COUNTY BUILDING DEPT - e-mail response regarding 10204 Plantation Point.

GO DADDY - e-mail notification that SSL certificate for domain name has been renewed.

cc:MSD to PUBLIC HEALTH - Letter regarding conditional availability of sewer for 11928 Antietam.

BOARD OF ELECTIONS - Copy of legal ad for Road levy issue.

OTARMA - Modification to insurance.

DUKE ENERGY - Payment of Duke Energy Smart Saver Incentive program (\$150.00)

HAMILTON COUNTY ENGINEER - e-mail regarding Mason Road grant.

CAMP DENNISON CIVIC LEAGUE - Letter regarding alley ways in Camp Dennison.

RUBEN DEL MORAL - e-mail questioning Township's policy regarding removal of signs.

CHOICE ONE - e-mail regarding agreements for Union Cemetery and Mason Road sidewalks.

HAMILTON COUNTY ENGINEER OFFICE - e-mail with executed Joint Agreement for Mason Road project.

TERRANCE MIRE - e-mail Public Records Request regarding Case 6-87 - Taco Bell.

CHIEF HUBER - Letter regarding re-appointment of Terry Schildmeyer to Fire Board of

Directors.

HAMILTON COUNTY DEVELOPMENT - Memo regarding proposed amendment of Community Reinvestment Area #2

cc:COUNTY DEVELOPMENT to STATE DEVELOPMENT - Letter regarding application for expansion of CRA in Symmes Township. (LETTER IS DATED MAY 13, 2009).

HAMILTON COUNTY ENGINEER - Letters regarding acceptable of streets in Plantation Pointe Subdivision

MIKE TAYLOR - e-mail regarding mud on stretch of Humphrey Road around Stablehand.

SPRINGMYER COMMUNICATION - Letter regarding notification of snow emergency.

CHOICE ONE - Signed agreements for services.

DUKE ENERGY - Notification that aggregation electric service contract is expiring.

CASSIDY REAL ESTATE - e-mail with CRA application documents for Horter Investment project.

HAMILTON COUNTY ENGINEER - Executed agreement on Mason Montgomery project.

cc:MSD to GARCIA DESIGN - Letter regarding conditional availability of sewer for 10281 Humphrey Road.

JURGENSEN - Proposal for Kemperwoods slip repair.

SYCAMORE SCHOOLS - Letter of support for sidewalk along the right-of-way in front of Symmes Elementary School.

CENSUS DEPARTMENT - Notice of suspension of the 2014 boundary and annexation survey.

HAMILTON COUNTY ENGINEER - 2013 Bridge Inspection Report.

HAMILTON COUNTY DEVELOPMENT - e-mail regarding proposed CRA for Horter Investment.

BOY SCOUT TROOP 674 - Letter regarding Daniel Harmon's completion of Eagle Scout rank.

HAMILTON COUNTY DEVELOPMENT - e-mail regarding notification of school districts on Horter Investment CRA.

OHIO PUBLIC WORKS - Notification of Project approval for Mason Montgomery project

INTEGRYS - e-mail requesting signature on 2013 Price Request Form.

ERIC ARILL - e-mail of appreciation for removal of trees on Willow Road paper road.

cc:CLAUDIA HANNA to SYMMES FIRE DEPT - e-mail regarding status of child hit by car in Kemperwoods.

JK MEURER - Proposal for work on Kemperwoods.

SYMMES FIRE - e-mail regarding purchase of replacement computer.

#### OLD BUSINESS

MR. ELLIFF noted that Resolution G2013-25 was tabled at the last meeting as the Board asked for assurances from Hamilton County Sheriff's Office regarding future maintenance and replacement of equipment. Mr. Elliff advised a Memorandum of Understanding has

been received from Sheriff Jim Neil and will become part of the resolution.

MR. BRYANT questioned why radios are now being included as part of Schedule A.

MR. ELLIFF stated the Schedule A is incorrect and questioned if the Board wished to table in order for a correct Schedule A to be attached.

The Board agreed to adopt the resolution pending attachment of the corrected Schedule A.

MR. BRYANT moved to adopt the following resolution:

RESOLUTION G2013-25

Resolution Agreeing to Sell Certain  
Police Equipment to the  
Hamilton County Sheriff's Office

WHEREAS, Pursuant to Ohio Revised Code 505.101, the Board of Trustees ("Board") may by resolution enter into a contract, without advertising or bidding, for the sale of materials, equipment or supplies to any department, agency or political subdivision of the state; and

WHEREAS, the Board had determined that the police equipment described in Schedule "A" ("equipment") hereto is no longer needed for township purposes; and

WHEREAS, the Hamilton County Sheriff desires to purchase the equipment from the township.

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

Section 1. The equipment listed in Schedule "A" appended hereto and incorporated herein as Attachment "A" is no longer needed by the Township.

Section 2. The equipment shall be and is hereby sold to the Hamilton County Sheriff's Office for \$1.00.

Section 3. Accompanied by a certified copy of this resolution, the Township Administrator shall deliver the equipment to the custody of the Hamilton County Sheriff's Office at the current location specified in Schedule "A".

Section 4. The foregoing shall constitute the sale of the equipment to the Hamilton County Sheriff's Office by contract pursuant to the Ohio Revised Code Section 505.101.

Section 5. The Administrator is authorized to sign any necessary paperwork to complete the transfer including a memorandum of understanding memorializing this transaction, Attachment "B" attached and incorporated herein.

Section 6. Finds and determines that all formal actions of this Board concerning and relating to the passage of this resolution were taken in open meetings of this Board, and that all deliberations of this Board and any of its committee that resulted in such formal actions were taken in meetings open to the public, in compliance with all legal requirements, including (without limitation) Ohio Revised Code Section 121.22, except as otherwise permitted thereby.

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 accept the proposal from Powers Engineers, Inc. (formerly BHE) for permitting for Home of the Brave - Royal Fields path, to authorize the administrator to sign the agreement and any necessary paperwork for permitting, and to approve and expenditure in an amount not to exceed \$4,975.00. 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 accept the proposal from Choice One Engineering for site plan work for Home of the Brave - Royal Fields path, to authorize the administrator to sign the agreement and to approve an expenditure in an amount not to exceed \$810.00. 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 place seasonal employees David Martin and Ray Williams on an intermittent status, and to authorize the use of intermittent staff to a maximum combined 40 hours per week if needed for a storm or snow event. Mrs. Leis seconded the motion.

MR. BRYANT noted this was discussed at a previous meeting and there is now a limit placed on the hours.

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

### NEW BUSINESS

MR. BRYANT moved to adopt the following resolution:

RESOLUTION G2013-29  
Resolution Adopting the Hamilton County  
Multi-Hazard Mitigation Plan

WHEREAS, the Federal Emergency Management Agency ("FEMA") has established rules and regulations under 44 CFR Part 201.6, which requires that, for disasters declared after November 1, 2003, a local government must have a mitigation plan approved pursuant to this section in order to receive HMGP (Hazardous Mitigation Grant Project) "project grants"; and

WHEREAS, the Hamilton County Emergency Management Agency has received a grant from FEMA to prepare such a multi-jurisdictional mitigation plan, which includes Symmes Township, entitled the "Hamilton County Multi-Hazard Mitigation Plan ("HMP"); and

WHEREAS, a link to the electronic copy of the HMP has been distributed to Symmes township for review and a CD copy of the HMP will distributed to each jurisdiction including Symmes Township that adopts the HMP; and

WHEREAS, it is required that for such multi-jurisdictional plans that there be identifiable action items specific to each jurisdiction requesting FEMA approval or credit for the plan; and

WHEREAS, FEMA regulation 201.6 requires formal documentation that the HMP has been adopted by the governing body of the jurisdiction requesting approval of the plan, to wit, Symmes Township, Hamilton County, Ohio; and

WHEREAS, the Symmes Township Board of Trustees has reviewed the HMP.

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

Section 1. The Board does hereby adopt the Hamilton County Multi-Hazard Mitigation Plan.

Section 2. The Board authorizes the Hamilton County Emergency Management Agency to prepare and submit on behalf of Symmes Township to the Federal Emergency Management Agency, the Hamilton County Multi-Hazard Mitigation Plan.

Section 3. The Board directs the Fiscal Officer to certify a copy of this resolution to the Hamilton County Emergency Management Agency.

Section 4. That upon majority vote does hereby dispense with the requirement that this Resolution be read on two separate days and hereby authorize the adoption of this Resolution upon its first reading.

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 adopt the following resolution:

RESOLUTION G2013-30

Resolution Agreeing to Sell Certain  
Storm Siren Equipment to the Hamilton County EMA

WHEREAS, Pursuant to Ohio Revised Code 505.101, the Board of Trustees ("Board") may by resolution enter into a contract, without advertising or bidding, for the sale of materials, equipment or supplies to any department, agency or political subdivision of the state; and

WHEREAS, the Board had determined that the Siren Equipment described in Schedule "A" ("equipment") hereto is no longer needed for township purposes; and

WHEREAS, the Hamilton County Emergency Management Agency desires to purchase the equipment from the township.

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

Section 1. The equipment identified in Attachment "A" hereto (incorporated herein by reference) is no longer needed by the Township.

Section 2. The equipment shall be and is hereby sold to the Hamilton County Emergency Management Agency for \$1.00.

Section 3. Accompanied by a certified copy of this resolution, the Township Administrator shall turn over the equipment to the custody of the Hamilton County Emergency Management Agency at the current location specified in Attachment "A".

Section 4. The Township Administrator is authorized to sign any other paperwork necessary to complete the sale and transfer of the equipment.

Section 5. The foregoing shall constitute the sale of the equipment to the Hamilton County Emergency Management Agency by contract pursuant to the Ohio Revised Code 505.101.

Section 6. Finds and determines that all formal actions of this Board concerning and relating to the passage of this resolution were taken in open meetings of this Board, and that all deliberations of this Board and any of its committee that resulted in such formal actions were taken in meetings open to the public, in compliance with all legal requirements, including (without limitation) Ohio Revised Code 121.22, except as otherwise permitted thereby.

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 adopt the following resolution:

RESOLUTION G2013-32  
Resolution Amending Township  
Public Records Policy

WHEREAS, the Board of Trustees of Symmes Township, Hamilton County, Ohio, adopted a Public records Policy pursuant to resolution G-0741 on October 2, 2007; and

WHEREAS, the Ohio revised Code Section 1347.05(b) provides that every state and local government that maintains a personal information system shall adopt and implement rules that provide for the operation of the system; and

WHEREAS, the Board of Trustees of Symmes Township, Hamilton County, Ohio, wishes to establish procedures in order to safeguard the personal data of Township residents, employees and other individuals who may submit personal data to the Township that are stored within the Township records; and

WHEREAS, the Board Trustees of Symmes Township, Hamilton County, Ohio, wishes to ensure that such information is treated as confidential by the Township and not used for any purpose other than the public purpose of the Township for which it is collected.

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

Section 1. That the Public Records Policy adopted pursuant to Resolution G-0741 is hereby amended, including the addition of Section 6 û Personal Information Policy as per Exhibit A attached.

Section 2. That the amended Policy shall be distributed to the Fiscal Officer, who shall acknowledge receipt of the Public Records Policy, in accordance with ORC Section 149.43Ç(2).

Section 3. That the employees of Symmes Township shall be notified of the new policy dealing with personal information of residents, employees and other individuals which is received by the Township.

MRS. LEIS seconded the motion.

MS. SIMS stated the Township is required to adopt a Personal Information Policy and the Township's Public Records Policy is being amended in order to include this language.

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

MR. BRYANT moved to adopt the following resolution:

RESOLUTION P2013-04

Resolution Revising Symmes Township Personnel  
Policy Manual, Article IV, Section E

WHEREAS, Article IV, Section E of the Symmes Township Personnel Policy Manual provides for calculating vacation time for Symmes Township employees; and

WHEREAS, currently vacation accrual is calculated under two different methods depending upon the employee's length of employment; and

WHEREAS, vacation accrual for some employees is calculated under a cumbersome system whereby a certain number of hours and fractional hours of vacation time are credited each month; and

WHEREAS, the method of crediting hours and fractional hours each month creates burdensome record keeping requirements on both supervisors and employees; and

WHEREAS, other employees receive accrual of annual vacation in its entirety on the employee's anniversary date which is easier to calculate and track; and

WHEREAS, other corrections are necessary for consistency in carryover rules, to clarify vacation for first year employees and to raise awareness about the timing of vacation requests.

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

Section 1. Article IV, Section E of the Symmes Township Personnel Policy Manual is amended as shown in Attachment "A" incorporated herein.

Section 2. The Administrator shall proceed to make this change to the Personnel Policy Manual.

Section 3. That upon majority vote hereby does hereby dispense with the requirement that this Resolution be read on two separate days and hereby authorize the adoption of this Resolution upon its first reading.

MR. BECK seconded the motion.

MR. ELLIFF stated that, based on discussions, the language for employee leave has been changed.

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

MR. BRYANT moved to adopt the following resolution:

RESOLUTION PR2013-01

Resolution Amending Resolution PR-0402  
Memorial Tree Policy for Symmes Township Parks

WHEREAS, Resolution PR-0402 first adopted a Memorial Tree Policy to establish rules governing the purchase and location of memorial trees and plaques in Symmes Township parks; and

WHEREAS, administration of the policy has identified a need for certain modifications in order to clarify policy and streamline administration.

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

Section 1. The Symmes Township Memorial Tree Policy and Application appended hereto and incorporated as Attachment "A" shall replace the prior policy contained in Resolution PR-0402.

Section 2. The Administrator shall proceed to implement this change to the Symmes Township Memorial Tree Policy.

Section 3. That upon majority vote does hereby dispense with the requirement that this Resolution be read on two separate days and hereby authorize the adoption of this Resolution upon its first reading.

MR. BECK seconded the motion.

MR. ELLIFF noted this provides for a standardized rate for memorial trees, as well as provides further clarification to the adopted policy.

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

MR. BRYANT moved to accept roadways in Block "A" Plantation Pointe Subdivision - Plantation Pointe Drive and Elmfield Drive per the October 23, 2013 request from the Hamilton County Engineer. 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 accept roadways in Block "B" Plantation Pointe Subdivision - Plantation Pointe Drive and Richland Park Drive per the October 23, 2013 request from the Hamilton County Engineer. 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 accept Plantation Pointe Drive in Block "C" Plantation Pointe Subdivision as per the October 23, 2013 request from the Hamilton County Engineer. 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 adopt the following resolution:

#### RESOLUTION G2013-31

##### Resolution Declaring Emergency and Providing for Clearing Undedicated Roadway

WHEREAS, the Ohio Revised Code Section 505.82 provides for the Board of Trustees to adopt a resolution declaring that an emergency is imminent which threatens life or property within the unincorporated territory; and

WHEREAS, the O.R.C. Section 505.82 requires that certain procedures be followed for the removal of snow and ice from an undedicated street, where the owner does not cause such snow and ice to be removed from such street; and

WHEREAS, the Board of Trustees of Symmes Township, Hamilton County, Ohio has determined that an emergency is imminent requiring the removal of snow and ice from undedicated streets as listed on Exhibit "A"; and

WHEREAS, the owners of the property have not provided for the removal of snow and ice from streets as listed on Exhibit "A".

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

Section 1. The Board of Trustees declares an emergency is imminent which threatens life or property, by reason of the accumulations of snow and ice on these undedicated streets.

Section 2. The Township Director of Public Works is hereby ordered to remove the snow and ice from the said undedicated streets on which the owners thereof have not caused the removal of such snow and ice.

Section 3. Prior to such removal, the Township Director of Public Works shall give, or make a good faith attempt to give oral notice to the owners of the subject streets, notice of the Trustees' intent to clear the said streets and to impose a service charge for doing so.

Section 4. An amount established as just and equitable service charges for such removal, which shall be paid by the owners of said streets, shall be \$100.00 per hour or any portion of an hour. If such owners fail to promptly pay such service charges after written

notification, the said charges shall be certified to the Hamilton County Auditor to be included on the owner's tax bill and collected as a lien on the property.

Section 5. The emergency declared herein shall expire six (6) months after date hereof, unless extended by unanimous resolution of this Board pursuant to O.R.C. Section 505.82.

Section 6. This Resolution shall be adopted as an emergency necessary for the immediate preservation of the public peace, health, safety, or welfare of the community.

MR. BECK seconded the motion.

MR. BECK questioned if there was a revised attachment for this resolution since Plantation Pointe Subdivision's roadways are now accepted.

MR. ELLIFF noted this has been revised.

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

MR. BRYANT moved to accept the proposal for Enyart Road sidewalk construction from Prus Construction, to authorize the Administrator to sign necessary paperwork and to approve an expenditure in an amount not to exceed \$23,475.00. 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 Administrator to advertise for a Laborer position in the Services Department and to conduct interviews. Mr. Beck seconded the motion.

MRS. LEIS questioned if this was a new position.

MR. ELLIFF stated this position has been in the Budget for the last 2-3 years due to the completion of Home of the Brave Park. Mr. Elliff further stated he has been speaking with Mr. Pitman regarding the justification for this additional park employee.

MR. PITMAN stated that, as noted in his memo, there are many items which can not be accomplished with the current personnel. There are routine items that need to be done on a year-round basis. Mr. Pitman noted that Township Staff has always taken pride in the appearance of the parks. Mr. Pitman advised this would be a Laborer position.

MRS. LEIS questioned if there are funds for this position.

MS. SIMS stated this is within the park budget. Mrs. Sims noted there has been discussion that this new position might help eliminate overtime in the summer months.

MR. PITMAN advised there is overtime for the week-end routines and this position could be structured to have regular hours on Saturday/Sunday.

MR. BECK questioned if this position is park funded.

MS. SIMS stated the salary would come from the park fund as long as that employee worked in the park. If the person worked on the road, it would come from the Road Fund.

MR. BRYANT questioned how the Township was utilizing the current personnel. Mr. Bryant stated he was not ready to approve this without additional information, such as re-scheduling employees, using flex-time and cost to the Township.

MR. BRYANT moved to table this discussion to a future meeting pending receipt of additional information. 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 accept the proposal for 2014 yard waste drop off from LA supply and to authorize the administrator to sign document. Mrs. Leis seconded the motion.

MS. SIMS requested the amount for this service be included in the motion.

MR. BRYANT moved to amend the motion to include approval of an expenditure in an amount not to exceed \$10,800.00. Mrs. Leis seconded the motion and the roll call vote was as follows: Mr. Bryant - 'aye'; Mrs. Leis - 'aye'; Mr. Beck - 'aye'.

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

MR. BRYANT moved to accept the proposal from Choice One Engineering for preliminary engineering work for Union Cemetery Road sidewalk phase II and to authorize the administrator to sign agreement. Mr. Beck seconded the motion.

MS. SIMS again requested the amount be included in the motion.

MR. BRYANT moved to amend the motion to include approval of an expenditure in an amount not to exceed \$3,360.00. Mrs. Leis seconded the motion and the roll call vote was as follows: Mr. Bryant - 'aye'; Mrs. Leis - 'aye'; Mr. Beck - 'aye'.

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

MR. BRYANT noted that Choice One Engineering is being approved for a number of jobs and that Staff needs to ensure that other companies are contacted.

MR. BRYANT moved to authorize the Trustees, Fiscal Officer, Administrator and Director of Public Works to attend the Ohio Township Association Winter Conference in Columbus Ohio on February 12-15, 2014. 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 establish November 21, 2014 at 5:00 p.m. for the annual Township Records Commission meeting. Mr. Beck seconded the motion and the roll call vote was as follows: Mr. Bryant - 'aye'; Mrs. Leis - 'aye'; Mr. Beck - 'aye'.

MS. SIMS requested the Board hold a special meeting in December for any necessary year-end adjustments or approvals.

MR. BRYANT moved to hold a special meeting on December 19 at 7:00 p.m. for the purpose of approving minutes, expenditures and appropriations and for the purpose of making any necessary year-end adjustments. 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 transfer:

- a. \$5,000.00 from 1-A-27 (General-Transfers) to 1-B-1 (General - Salaries)
- b. \$500.00 from 2-B-2 (Motor Vehicle License - Material) to 2-A-9 (Motor Vehicle License - Other)
- c. \$4,000.00 from 3-A-10 (Gasoline - Other) to 3-A-7 (Gasoline - Maintenance)
- d. \$4,000.00 from 7-A-2 (Lighting Assessment - Other) to 7-A-1 (Lighting Assessment - Contracts)
- e. \$3,000.00 from 9-A-12 (Police - Utilities) to 9-A-13 (Police - Utilities)

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 approve:

- a. Expenditure in the amount of \$1,862.50 for one-half cost to move communication equipment to accommodate new system
- b. Expenditure in the amount of \$2,992.02 for tires and rotation for Medic 60
- c. Expenditure in an amount not to exceed \$7,775.00 for asphalt repairs, Kemperwoods Drive and to authorize the Administrator to accept proposal
- d. Expenditure in an amount not to exceed \$5,331.38 for water service for the Home of the Brave Park

e. Expenditure in the amount of \$1,344.50 for replacement computer for Station 61  
Mr. Beck 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:  
- Wayne and Sharon Dunn, KERR, Lot 736, Grave 8

#### EXECUTIVE SESSION

MR. BRYANT moved that the Board enter Executive Session to discuss the employment of a public employee and the compensation of a public employee. Mr. Beck seconded the motion and the roll call vote was as follows: Mr. Bryant - 'aye'; Mrs. Leis - 'aye'; Mr. Beck - 'aye'. The meeting adjourned for Executive Session at 8:55 p.m.

The meeting reconvened from Executive Session at 9:48 p.m.

MR. BRYANT moved to adopt the following resolution:

#### RESOLUTION P2013-03

##### Resolution Establishing Merit Raise Fund and Adjustment to 2014 Pay Ranges

WHEREAS, pursuant to Resolution P2012-02 ("merit resolution") the Board created a merit pay system to adjust on a competitive basis compensation for Symmes Township employees; and

WHEREAS, under the merit resolution the Board each year may establish a merit Raise Fund based upon a percentage of total payroll; and

WHEREAS, under the merit resolution the Board each year may adjust pay classification ranges looking to established indices such as the Consumer Price Index; and

WHEREAS, the Board has determined to proceed with merit raises for employees for 2013 and adjustment to pay classification ranges effective for 2014.

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

Section 1.A Raise Fund is established as shown in Exhibit "A" attached and incorporated herein, which shall be distributed, subject to future resolution, to employees in the form of a merit raise in accordance with the merit resolution.

Section 2.A New pay classification range which shall apply to merit raises awarded for the year 2014 is established as shown in Exhibit t "B" attached and incorporated herein.

Section 3. That upon majority vote does hereby dispense with the requirement that this Resolution be read on two separate days and hereby authorize the adoption of this Resolution upon its first reading.

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

The meeting adjourned at 9:49 p.m.