



**RESOLUTION G2018-61**

**RESOLUTION AUTHORIZING THE TOWNSHIP ADMINISTRATOR TO SIGN AN AGREEMENT WITH EMERSION DESIGN FOR PROFESSIONAL SERVICES FOR THE SYMMES TOWNSHIP ADMINISTRATION BUILDING AND PUBLIC WORKS FACILITIES USE STUDY AND HISTORICAL STRUCTURE FEASIBILITY STUDY AND REPORT IN AN AMOUNT NOT TO EXCEED \$11,274.00**

**WHEREAS**, during the road levy discussions, it was brought to the Boards attention that a new building may be needed for the equipment to be stored in for the Service Department as well as meet the needs of the administration staff; and

**WHEREAS**, the Meade House property is a historical building and is currently not being used to its fullest potential and the Board of Trustees have decided to look into how the property can be used and what steps would need to be taken to change the use of the building from an office use to an assembly use; and

**WHEREAS**, the Board of Township Trustees have identified the need to hire a professional firm to do a facilities study for the township which would analyze all the buildings being used by Service Department and Administration and identify proposed changes to the building to meet the assembly use requirements for a historical building per the building code; and

**WHEREAS**, the facilities study shall include the analysis of the conditions of the existing facilities, the functional use of each facility, the programmatic needs of the Administration Group and the Public Works Department at this site and a determination if the existing facilities meet the needs of these departments; and

**WHEREAS**, the Historical Structure Feasibility Study and Report shall include a structural review of the Meade House and identify items that need to be upgraded or changed to meet the building code standards for an assembly use; and

**WHEREAS**, the Board of Township Trustees would now like to enter into an agreement with Emersion Design to complete this study and determine what may be needed to meet the current and future needs of Symmes Township and its employees and residents.

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

**Section 1.** That the Township Administrator is authorized to sign an agreement or

necessary paperwork with Emersion Design, 310 Culvert Street, Suite 100, Cincinnati, Ohio 45202, to provide professional services for the Symmes Township Administration Building and Public Works Facilities Use Study and historical structural feasibility study and report, in an amount not to exceed Eleven Thousand Two Hundred Seventy-Four Dollars and No Cents (\$11,274.00).

**Section 2.** That the Fiscal Officer is hereby authorized and directed to expend funds to pay Emersion Design from the General Fund (#1) in an amount not to exceed Eleven Thousand Two Hundred Seventy-Four Dollars and No Cents (\$11,274.00).

**Section 3.** The Board of Trustees of Symmes Township upon majority vote does hereby dispense with the requirement that this Resolution be read on two separate days and hereby authorizes the adoption of this Resolution upon its first reading.

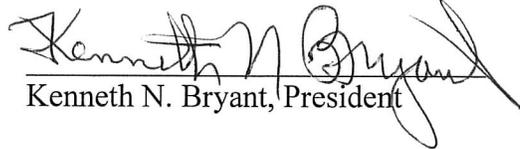
**Section 4.** It is hereby certified that all formal actions of this Board concerning and relating to the passage of this resolution were taken in open meetings of this Board, and that all deliberations of this Board and any of its committees that resulted in such formal actions were taken in meetings open to the public, in compliance with all legal requirements, including (without limitation) Ohio Revised Code §121.22, except as otherwise permitted thereby.

**Section 5.** This Resolution shall take effect and be enforced from and after the earliest period allowed by law.

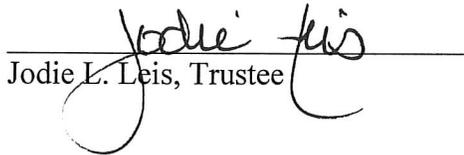
**ADOPTED AUGUST 14, 2018 – RESOLUTION G2018-61**

Vote Record: Mr. Bryant Aye Mr. Beck Aye Ms. Leis Aye

**BOARD OF TRUSTEES:**

  
Kenneth N. Bryant, President

  
Philip J. Beck, Vice-President

  
Jodie L. Leis, Trustee

**ATTEST:**

  
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Carol A. Sims, Fiscal Officer

**APPROVED AS TO FORM:**

  
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Kevin McDonough, Law Director