
MINUTES OF SYMMES TOWNSHIP WORK SESSION

January 19, 2021

The meeting was called to order at 6:00 p.m. Elected officials present were: Mr. Phil Beck, Ms. Jodie Leis, Mr. Kenneth Bryant, and Mr. Joe Grossi.

Also present: Kim Lapensee – Administrator.

OLD BUSINESS

None.

NEW BUSINESS

1. Prioritize Project. Mrs. Lapensee stated that she put together a list of projects from our budget discussions and have listed them by fund. They are:

Funds	Project	Cost
General	Install security cameras in parking lot admin bldg.	\$6,772.95
General	Accounting Services – reconcile 2020 expenses	\$110 per hour
Cemetery	Union Cemetery Paving	\$15,000.00
Cemetery Beq	Repairs to the chapel in Union Cemetery	\$10,000.00
Gas/P Motor V	Small dump truck purchase/bed (held over from 2020)	\$95,000.00
MVL/Road	Replace mini excavator	\$40,000.00
TIF	Engineering for Phase 2 Union Cemetery Rd sidewalks	\$35,000.00
Parks	Security cameras for HOB (2 locations)	\$18,800.00
Parks	Repave Symmes Park parking lot	\$100,000.00
Parks	Replace doors on Symmes Park bathrooms – electronic strike	\$30,000.00
Parks	Make repairs/upgrades to Meade House for event center	\$50,000.00
Parks/Rozzi	Add bathrooms to north parking lot (Royal Field)	\$100,000.00
Parks	Replace playground equipment at Seven Gables	\$100,000.00
Parks	Replace swings at Symmes Park	\$15,000.00
Safety Services	Seal Parking lot at Weekly	10,000.00
Safety Services	Replace windows at Remington	\$25,000.00
Safety Services	Paint the interior of Remington	\$20,000.00
Safety Services	Paint the kitchen at Weekly	\$5,000.00
Safety Services	Pre-emption Devices – Loveland Madeira	\$15,000.00

The Board discussed each project. Ms. Leis stated that she wanted to add shade trees at Hopewell Meadows, paving a trail at Royal Field, the entrance at Blong Park and making improvements at the Meade House. Mr. Beck stated that he has been writing an RFQ for the improvements to Meade House and will be getting that to Mrs. Lapensee to advertise for qualifications from engineering firms and from that we will pick one firm to do drawings for us. He asked if we would have to improve the parking areas for that project. Mrs. Lapensee stated yes. He stated that we may be able to contact the church across the street to see if we can find a way to share their parking. Ms. Leis stated that we also have parking across Union Cemetery Road at Royal Field.

Ms. Leis stated that she would also like to tackle invasive species at Meade Park and incorporate more native plants. Mr. Bryant stated that he is okay with that if we notify the

surrounding neighbors to let them know when, how and why. Ms. Leis stated that she wants to plant more sunflowers and install birdhouses along the path.

Mrs. Lapensee asked if the board was interested in turning the parcel, we own on Montgomery Road at Blong into a nature preserve so we can file a tax-exempt form for the property and no longer must pay taxes on it. She suggested that all we really would need to do there is cut a nature trail through the property and buy a sign. The board stated that they were interested but wanted to get the opinion of the neighbors that back up to that area first.

Ms. Leis asked if we had any additional money for sidewalks. Mrs. Lapensee stated no, we are only putting money this year toward phase 1 of the Union Cemetery Road sidewalks. She asked the board where else they would want to put sidewalks. Ms. Leis suggested Enyart Road where we left off at Terwilligers. She also stated that she wanted to work on beautification of the medians along Montgomery Road.

Mrs. Lapensee stated that she would contact Mr. Beck concerning the paving program and whether the county will let us add Kemper Road to our list from Montgomery Road to Snider. She stated that she will check with the county about the water line on Lincoln Road as well.

Mr. Grossi asked if we could start planning to build a new building for the service department to store their vehicles in. He referenced the feasibility study that was done in 2018/2019 and that a new building would cost around 3.5 million dollars or around 800,000.00 to build a 10-bay building. He stated that we have a lot of vehicles that sit outside that are worth a lot of money. Mrs. Lapensee stated that we could use Road Funds, TIF Funds and General Fund money to build the building, but we would most likely have to borrow that kind of money. He asked if we could build the pole building first and then add onto it in the future. Mrs. Lapensee stated yes, but we would have to find the optimum placement on the lot for the pole building so we could add onto it. She stated that Mr. Pitman is working with Morton to get us a quote so that we can plan for it in our 2022 budget.

Mrs. Lapensee stated that we did receive a request from the Fire Department to add pre-emption devices on Loveland Madeira Road and that the City of Loveland would pay for half of the costs. She stated that the total would be around \$15,000.00, but she did not budget for those. The board agreed to look further into purchasing more devices if the question of insurance, maintenance and liability were answered since we would be sharing the costs/maintenance.

1. Tree City USA Discussion. Mrs. Lapensee stated that she included information in the packet about becoming a Tree City USA member. She went over the 4 requirements: (1) Tree Board or Department, (2) Tree Care Ordinance, (3) Community Forestry Program with an annual budget of at least \$2.00 per person (\$30,000), (4) Arbor Day Observance and Proclamation. After a long discussion over costs, the board decided to come up with an environmental program on their own and not be committed to a certain amount of money each year.
2. Additional Accounting Services. Mrs. Lapensee stated we cannot get the 2020 books to balance and/or reconcile and will need help from an accountant to find the mistakes.

Mr. Bryant made a motion to adjourn the meeting. Mr. Beck seconded the motion and the roll call vote was as follows: Mr. Bryant - 'aye'; Mr. Beck - 'aye', Ms. Leis - 'aye'. Motion passes.

Meeting adjourned at 7:35 p.m.

Approved:

Minutes of WORKSESSION

Held Via Zoom

January 19, 2021

Kenneth N. Bryant, Board President

Jodie L. Leis, Vice-President

Philip J. Beck, Trustee