
MINUTES OF SYMMES TOWNSHIP REGULAR MEETING

APRIL 7, 2020

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

Also, present: Kimberly Lapensee - Administrator; Kevin McDonough - Law Director; and Chief Ott Huber – LSFD.

PLEDGE OF ALLEGIANCE

Ms. Leis thanked all the first responders for their service and welcomed Mr. Grossi.

APPROVAL OF AGENDA

Ms. Leis made a motion to approve the Agenda. Mr. Bryant seconded the motion. The roll call vote was as follows: Ms. Leis - ‘aye’, Mr. Beck - ‘aye’, and Mr. Bryant - ‘aye’. Motion passes.

APPROVAL OF MINUTES

Ms. Leis made a motion to approve the Minutes of the regular meeting from March 3, 2020 and the Special Meeting from March 18, 2020. Mr. Beck seconded the motion.

The roll call vote was as follows: Ms. Leis - ‘aye’; Mr. Bryant - ‘aye’, Mr. Beck - ‘aye’. Motion passes.

FISCAL OFFICERS REPORT

Mr. Grossi stated that the financial reports for March were included in the packet. He stated that we have \$1,192,858.88 in our checking account, \$3,807,992.06 in our money market account, and \$1,920.69 in our credit card account. He stated that we also have \$8,064,363.88 in investments with Meeder.

Mr. Grossi stated that he has a hard time hearing anything in the meeting room due to the acoustics and would like permission from the Trustees to have the staff look into what it would cost to add a sound system to the room. The Board was agreeable to that and asked that the staff research those costs and bring it back at the next meeting.

PRESENTATIONS

Bennet Kaplan, Axium Consulting, Forensic Auditor stated that the core of their services is helping companies and organizations respond to internal challenges when faced with allegations of fraud, corruption, embezzlements, waste or code of conduct violations. They have built strong relationship with leading companies and organizations premised on the confidence they have in the integrity and value of their services. The allegations and concerns involved in every investigation and review are unique. Their professionals have the experience and expertise to chart a thoughtful and effective course of work that is specific to the internal challenges being faces and tailored to meet the clients’ objectives.

Amanda Malusky Krauss, Axium Consulting, stated that based upon their understanding Symmes Township is seeking a forensic accounting review targeted to three specific objectives. One is to determine if the 24 lighting districts were properly assessed for lighting bills in 2013 – 2016. Second is to determine if cash and checks received in 2017 – 2018 for various township services were properly recorded and deposited into band account(s). Third is the 4 bank accounts

of Symmes to determine whether any transactions or series of transactions may warrant further review.

PUBLIC HEARINGS

None.

APPROVAL OF DISBURSEMENTS

Ms. Leis made a motion to approve the warrants from 77241 – 77459 in the amount of \$581,271.12 from March. Mr. Bryant seconded the motion.

The roll call vote was as follows: Ms. Leis - 'aye'; Mr. Bryant - 'aye', Mr. Beck - 'aye'. Motion passes.

REPORTS

KEVIN MCDONOUGH, LAW DIRECTOR - None.

LIEUTENANT TORY SMITH, HAMILTON COUNTY SHERIFF'S DEPT – Absent.

CHIEF OTT HUBER, LSFD - Chief Huber reported stated that he would like to commend the residents for doing a wonderful job of sheltering in place and social distancing. Has very few cases reported to them in Symmes Township. The Township is prepared as it can be at a time like this. They have received the National stock pile equipment that was promised from the State and continue to receive them.

BILL PITMAN, DIRECTOR OF PUBLIC WORKS - None.

COMMITTEE – None.

OTHER – Mr. Bryant asked that everyone in the township please request an absentee ballot and vote by April 27th.

HEARING OF RESIDENTS

None.

CORRESPONDENCE

Attached to the packet.

EVENTS/MEETINGS

- Earth Day Challenge – April 22, 2020. Ms. Leis asked that everyone to not use plastics on this day.
- ~~NEST Kids Ninja Challenge – Saturday, April 25, 2020 from 8:00 am to 5:00 p.m. at Symmes Park.~~
- Board of Zoning Appeals Meeting – Monday, May 4, 2020 at 7:00 p.m. at the administration building.
- Regular Trustees Meeting – Tuesday, May 5, 2020 at 7:00 p.m. at the administration building.
- Finance Committee Meeting – Tuesday/Wednesday, May 12 and 13, 2020 at 6:00 p.m. at the administration building.
- Clean-up Day – Saturday, May 16, 2020 from 9:00 a.m. to 3:00 p.m. at Hopewell Meadows Park.
- Zoning Commission Meeting – Wednesday, May 20, 2020 at 7:00 p.m. at the administration building.

- Symmes Honors Veterans – Friday, May 22, 2020 at 6:30 p.m. at Home of the Brave Park.

OLD BUSINESS

Ms. Leis made a motion to approve Resolution G2020-13, a resolution approving an employment agreement with Kimberly A. Lapensee as Township Administrator pursuant to ORC Section 505.031 and Dispensing with the Second Reading. Mr. Beck seconded the motion. Discussion continued.

Mr. Beck thanked Ms. Lapensee for her service.

The roll call vote was as follows: Ms. Leis - 'aye', Mr. Bryant - 'aye' and Mr. Beck - 'aye'. Motion passes.

NEW BUSINESS

Ms. Leis made a motion to remove Mr. Grossi from the Finance committee effective April 1, 2020 and appoint Jennifer Ryan to fill his unexpired term from 4/1/2020 until 12/31/2024. Mr. Beck seconded the motion.

The roll call vote was as follows: Ms. Leis - 'aye', Mr. Beck - 'aye' and Mr. Bryant - 'aye'. Motion passes.

Ms. Leis asked for discussion concerning activities, meetings, and events for the month of May. Mrs. Lapensee asked them if we should cancel the events, meeting and activities scheduled for May. The Board suggested that we contact the applicants for the BZA meeting to see if they don't mind moving the meeting to June, keep the one scheduled meeting for the finance committee and move it to a zoom meeting, reschedule the cleanup day, cancel zoning commission, and cancel Symmes Honors Veterans.

Ms. Leis asked for discussion concerning storm water assessments for 2021. Mrs. Lapensee stated that the county asks us every year to sign the storm water fee assessment that we acknowledge that the fees will be assessed and passed along to our residents. The Board agreed that we should sign the fee acknowledgement and send back to the county.

Ms. Leis made a motion to approve Resolution G2020-26, a Resolution Authorizing Acceptance of Street Paving bids and awarding the contract to Barrett Paving in the amount of \$570,203.00. Mr. Beck seconded the motion. Discussion continued.

Mr. Bryant asked if Ms. Lapensee knew the timing of this. Mrs. Lapensee stated that they will start as soon as possible. Mr. Bryant asked since this is the last of the seven-year levy how did they do covering all the streets and are they a little ahead? Mrs. Lapensee stated that they are a little ahead.

The roll call vote was as follows: Mr. Beck - 'aye', Ms. Leis - 'aye' and Mr. Bryant - 'aye'. Motion passes.

Ms. Leis made a motion to table Resolution G2020-27, a Resolution Approving Expenditures in the amount of \$21,200.00 for Special Events that will be held in the parks and dispensing with the second reading. Mr. Bryant seconded the motion.

The roll call vote was as follows: Mr. Bryant - 'aye', Mr. Beck - 'aye' and Ms. Leis - 'aye'. Motion passes.

Ms. Leis made a motion to approve Resolution G2020-28, a Resolution Authorizing the Purchase of Turn-Out Gear and various other equipment from Honeywell in an amount not to exceed \$25,000.00. Mr. Beck seconded the motion. Discussion continued.

Mrs. Lapensee stated that this is their annual purchase of turn-out gear.

The roll call vote was as follows: Mr. Bryant - 'aye', Ms. Leis - 'aye' and Mr. Beck - 'aye'.
Motion passes.

Ms. Leis made a motion to approve Resolution G2020-29, a Resolution Providing for the Declaration of Nuisance for the Property located at 12044 Cinnamon and authorizing all necessary steps for the abatement of the nuisance. Mr. Bryant seconded the motion. Discussion continued.

Mrs. Lapensee stated that multiple letters have been sent to this address. Back in June of 2019 a tree fell on the house and originally it had been condemned by the Health Department and the owner moved out.

The roll call vote was as follows: Mr. Beck - 'aye', Ms. Leis - 'aye' and Mr. Bryant - 'aye'.
Motion passes.

Ms. Leis made a motion to approve Resolution G2020-30, a Resolution Authorizing the Adoption of an alternate method of apportioning the Local Government Fund. Mr. Beck seconded the motion.

Mr. Bryant stated that he thought he had already said no and what does staff recommend. Mrs. Lapensee recommended that they vote no.

The roll call vote was as follows: Ms. Leis - 'nay', Mr. Bryant - 'nay' and Mr. Beck - 'nay'.
Motion fails.

Ms. Leis made a motion to approve Resolution G2020-31, a Resolution Authorizing the Township to purchase and use "Employee Dishonesty and Faithful Performance of Duty Policy" through the Ohio Plan. Mr. Bryant seconded the motion. Discussion continued.

Mr. Bryant asked why we had to pass this resolution again. Mrs. Lapensee stated that the old resolution was through OTARMA and we are required to pass another resolution just for the Ohio Plan.

The roll call vote was as follows: Mr. Bryant - 'aye', Mr. Beck - 'aye' and Ms. Leis - 'aye'.
Motion passes.

Ms. Leis made a motion to approve Resolution G2020-32, a Resolution Authorizing the Fiscal Officer to hire an assistant to the Fiscal Officer pursuant to ORC 507.021 of the Ohio Revised Code. Mr. Beck seconded the motion.

The roll call vote was as follows: Mr. Bryant - 'aye', Mr. Beck - 'aye' and Ms. Leis - 'aye'.
Motion passes.

Ms. Leis made a motion to approve Resolution G2020-33, a Resolution Approving a Severance Agreement with Lawanda Willis, and Dispensing with the Second Reading. Mr. Bryant seconded the motion. Discussion continued.

Ms. Leis wished her all the luck in her future endeavors.

The roll call vote was as follows: Mr. Bryant - 'aye', Mr. Beck - 'aye' and Ms. Leis - 'aye'.
Motion passes.

Ms. Leis made a motion to approve Resolution G2020-34, a Resolution Declaring a State of Emergency Due to COVID-19 and Declaring an Emergency. Mr. Beck seconded the motion. Discussion continued.

Mrs. Lapensee stated that they can not ask for Federal reimbursement unless they declared an emergency.

The roll call vote was as follows: Mr. Bryant - 'aye', Mr. Beck - 'aye' and Ms. Leis - 'aye'.
Motion passes.

Ms. Leis made a motion to approve Resolution G2020-35, a Resolution Requesting that the County Commissioners Change the Name of Huntersrun Court to Huntersrun Lane and Dispensing with the Second Reading. Mr. Bryant seconded the motion.

The roll call vote was as follows: Mr. Bryant - 'aye', Mr. Beck - 'aye' and Ms. Leis - 'aye'.
Motion passes.

Ms. Leis made a motion to approve Resolution G2020-36, a Resolution Authorizing a Change Order in the Hopewell, and Enyart Road Sidewalk Project Contract for Fillmore Construction in the amount of \$21,290.00. Mr. Beck seconded the motion.

The roll call vote was as follows: Mr. Bryant - 'aye', Mr. Beck - 'aye' and Ms. Leis - 'aye'.
Motion passes.

Ms. Leis made a motion to approve the following amendments, expenditures, and authorization for the Township Administrator to sign any necessary contracts/agreement or paperwork:

- a. Expenditure: \$22,458.84 Intercommunity Cable Regulatory Commission.
- b. Expenditure: \$4,787.78 Office Furniture Source for new filing cabinets admin.

Mr. Beck seconded the motion.

The roll call vote was as follows: Ms. Leis - 'aye', Mr. Beck - 'aye', and Mr. Bryant - 'aye'.
Motion passes.

HEARING FROM RESIDENTS

None.

EXECUTIVE SESSION

None.

ADJOURNMENT

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

Meeting adjourned at 8:26 p.m.

Approved:

Jodie L. Leis, President

Kenneth N. Bryant, Vice-President

Philip J. Beck, Trustee