
MINUTES OF SYMMES TOWNSHIP REGULAR MEETING

AUGUST 1, 2017

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 Ms. Carol Sims

Also present: Kevin McDonough - Township Law Director; Kim Lapensee - Administrator; Lt. Tory Smith - Hamilton County Sheriff’s Department; Chief Otter Huber – Loveland Symmes Fire Department.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Ms. Leis made a motion to approve the Agenda. Mr. Bryant seconded the motion. Motion passes.

APPROVAL OF MINUTES

Ms. Leis made a motion to approve the Minutes of the regular meeting for June 6 and July 11, 2017. Mr. Beck seconded the motion. Motion passes.

Ms. Leis made a motion to approve the Minutes of the special meeting for June 13 and July 13, 2017. Mr. Beck seconded the motion. Motion passes.

FISCAL OFFICERS REPORT

None.

PRESENTATIONS

Denise Driehaus – Hamilton County Commissioner. Ms. Driehaus introduced herself as the new Commissioner for Hamilton County and stated that she is going around the county and meeting all 49 jurisdictions in 49 days. She wanted to make sure that we all understood what services that the County has to offer the townships. She handed out literature for the elected officials.

Mr. Bryant asked several questions and Ms. Driehaus stated that she would be happy to meet with him and try to figure out who to connect with to help with some the questions.

PUBLIC HEARINGS

None.

APPROVAL OF DISBURSEMENTS

Receipts 71044 - 70303 totaling \$434,997.65 were read and approved for payment.

REPORTS

KEVIN MCDONOUGH, LAW DIRECTOR stated that he has been working on zoning issues, property maintenance code and will continue to look at our Sexually Oriented Business regulations.

LIEUTENANT TORY SMITH had no report at this time.

CHIEF OTT HUBER stated that the Trustees have his written report in their packets and he stands by to answer any question they may have.

OTHER – Trustee Beck stated that Movie night was a great time had by all on July 21st.

HEARING FROM RESIDENTS

CEE CEE COLLINS- President of Little Miami River Chamber Alliance stated the Firecracker Festival was held on July 1st in Symmes Park and she has received very few negative comments about the event. She thanked all of the trustees for attending the event.

CORRESPONDENCE

See Attached

EVENTS AND MEETINGS

Yoga in the Park will be held on Wednesday nights from 6:30 p.m. and Saturdays at 9:00 a.m. at Hopewell Meadows Park. Ms. Leis stated that there continues to be around 50 people in each class held due to its popularity.

Yappy Hour will be held the first Thursday of every month at Symmes Park. Ms. Leis stated that the event was rained out for July and the next event will be on Thursday, August 3rd.

Zoning Commission will be held on Wednesday, August 16th at 7:00 p.m.

Regular Trustees Meeting will be held on Tuesday, September 5th at 7:00 p.m.

Board of Zoning Appeals will be held on Monday, September 11th at 7:00 p.m.

OLD BUSINESS

Direct Deposit – Ms. Lapensee asked that the Board consider providing Direct Deposit as a benefit for the employees. She stated that the township currently does not provide this. Ms. Sims stated that it would cost the township \$35 per month plus .85 cents each transaction or around \$800 a year to provide this benefit. She stated that it would take about 2 to 3 weeks to set up with the bank once all the paperwork is signed. All of the Trustees were in agreement that the township should provide Direct Deposit to the employees as soon as we can.

Hopewell Road Sidewalks – Ms. Leis stated that she asked for this to be on the agenda to discuss the next steps to get sidewalks on Hopewell Road. She stated that many people have requested that the township complete this section of sidewalk on Hopewell Road from the park to the nearby subdivisions just past the bridge over I-275. Mr. Bryant echoed the importance for the sidewalks and stated that we may be able to do part of the project next year if we have enough money in the sidewalk fund.

Mr. Bryant stated that a cost estimate for engineering for the project by 3 different engineering firms. Choice One is the lowest price with a cost of \$19,920.00. We hope to complete the engineering for this project and then complete the project when we have the money in the sidewalk fund to do the project.

Mrs. Lapensee stated that they did get three (3) cost estimates and Choice One was the lowest. We went to Kleingers and JMA, JMA was about thirty-five thousand (\$35,000) and Kleingers was about forty-five thousand (\$45,000) just to give you an idea of the cost.

Mr. Beck stated that he supports this for safety reasons and that we should prioritize this as our number one (1) expansion project. He knows that they are going to take a step back to access all of the sidewalk projects and maybe do a new ranking safety wise just to make sure this in our number one expansion. He requested that we ask Choice One Engineering how the best way would be to cross the bridge so we would have more information to give to Hamilton County.

Property Maintenance Code – Mr. Beck stated that he asked Ms. Lapensee to put this back on the agenda to discuss. He feels that we should schedule another work session to discuss changes based on the last public hearing that was held. The Trustees set a date of September 19th at 7:00 p.m.

Mr. Beck made a motion to meet Tuesday, September 19th at 7 p.m. at the Administration Building for a public workings session for the propose of discussing the Property Maintenance Code. Ms. Leis seconded the motion and the roll call vote was as follows: Mr. Beck - ‘aye’; Ms. Leis- ‘aye’; Mr. Bryant - ‘aye’.

NEW BUSINESS

Ms. Leis moved for approval of Resolution G2017-45, authorizing the Township Administrator to sign an agreement with Choice One Engineering for engineering services for the Hopewell Road Sidewalk Project in the amount of \$19,920.00. Mr. Beck seconded the motion.

Mrs. Lapensee advised that we have enough money left over from the road paving project in the road levy fund to pay for engineering this year.

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

Ms. Leis moved for approval of Resolution G2017-48, Resolution approving a petition for special assessments for special energy improvement projects and a plan for public improvements and declaring an emergency. Mr. Bryant seconded the motion. The roll call vote was as follows: Mr. Bryant - ‘aye’; Mr. Beck - ‘aye’; Ms. Leis - ‘aye’.

Ms. Leis moved for approval of Resolution G2017-49, Resolution approving the necessity of acquiring, constructing, and improving certain public improvements in the Township of Symmes, Hamilton County, Ohio in cooperation with the Suburban Communities Energy Special Improvement District and declaring an emergency. Mr. Bryant seconded the motion and the roll call vote was as follows: Mr. Beck - ‘aye’; Ms. Leis - ‘aye’; Mr. Bryant - ‘aye’.

Ms. Leis moved for approval of Resolution G2017-50, Resolution determining to proceed with the acquisition, construction, and improvement of certain public improvements in the Township of Symmes, Hamilton County, Ohio in cooperation with the Suburban Communities Energy Special Improvement District and declaring an emergency. Mr. Bryant seconded the motion. The roll call vote was as follows: Ms. Leis ‘aye’; Mr. Bryant - ‘aye’; Mr. Beck - ‘aye’.

Ms. Leis moved for approval of Resolution G2017-51, Resolution levying special assessments for the purpose of acquiring, constructing, and improving certain public improvements in the Township of Symmes, Hamilton County, Ohio in cooperation with the Suburban Communities Energy Special Improvement District and declaring an emergency. Mr. Bryant seconded the motion and the roll call vote was as follows: Mr. Bryant - ‘aye’; Mr. Beck - ‘aye’; Ms. Leis- ‘aye’.

Ms. Leis moved for approval of Resolution G2017-52, Resolution authorizing and approving an energy project cooperation agreement by and among the Township of Symmes, Hamilton County, Ohio the Suburban Communities Energy Special Improvement District, Corporex Realty Acquisitions LLC and Greenworks Lending LLC providing for the financing of a special energy improvement project in Symmes Township; authorizing and approving a special assessment agreement by and between Symmes Township, the County of Hamilton, Ohio, Corporex Realty Acquisitions LLC, the Suburban Communities Energy Special Improvement District, and Greenworks Lending LLC, and declaring an emergency. Mr. Beck seconded the motion and the roll call vote was as follows: Mr. Beck - ‘aye’; Ms. Leis- ‘aye’; Mr. Bryant - ‘aye’.

Ms. Leis moved for approval of Resolution P2017-05. Resolution revising Symmes Township Personnel Policy Manual Article IV Employee Benefits. Mr. Bryant seconded the motion.

Ms. Lapensee went through the changes to the benefits section of the employee manual as discussed in previous work sessions and meetings (see attached).

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

Ms. Leis moved to approve the matching funds (20%) needed for the Blong Road culvert replacement project in the amount of \$48,410.00 for submittal with the OPWC application. Mr. Bryant seconded the motion. The roll call vote was as follows: Ms. Leis - 'aye'; Mr. Bryant - 'aye'; Mr. Beck - 'aye'.

Ms. Sims asked which fund that the trustees wanted to take the matching funds from? The Board decided to take from the Road Levy fund.

Ms. Leis moved to approve the matching funds (20%) needed for the Pemmican Run subdivision repairs project in the amount of \$168,311.00. Mr. Beck seconded the motion.

Mr. Bryant asked which year this will be done in and where does Pemmican Run fall on the paving list? Ms. Lapensee stated that she did not know but that she would ask Mr. Pitman.

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

Discussion concerning fencing regulations, possible changes from seventy-five percent (75%) opens on four (4) foot fences to six-two percent (62%) open to allow for the installation of Kentucky Board fences in the front yards.

Ms. Lapensee stated that we have received sixty-one (61) applications for the Board of Zoning Appeals over the last 4.5 years and twenty-one (21) of those applications have been for fencing related approvals. Most of those requests have been to install the Kentucky Board fence in the front and/or side yards which do not meet the seventy-five percent (75%) open face requirement. Ms. Lapensee asked the board if they would be willing to reduce that requirement to sixty-two (62%) open so that we could allow our residents to install the Kentucky Board fence with just a permit rather than making them apply for a variance (which continually gets approved by the BZA). The Board directed Mrs. Lapensee to move forward with reducing the open face requirement for fencing from seventy-five percent (75%) to sixty-two percent (62%).

Ms. Leis moved to approve the following expenditures and authorized the Township Administrator to sign any necessary contracts, agreements or paperwork:

- a. Amend 10-A-8 from \$24,500 to \$34,500 for the fire equipment purchase.
- b. Expenditure \$9,798.00 First In Last Out equipment for E-61 Sutphen.
- c. Expenditure \$15,170.73 ICRC 1st quarter franchise fees.
- d. Expenditure \$1,800.00 Haddix Tree Service to remove 6 dead trees in Symmes Park.
- e. Expenditure \$15,475.00 JK Meurer Corp for repairs/sealer to the parking lot at Symmes Park.
- f. Expenditure \$8,000.00 One Touch Point for printing/postage for the fall newsletter.
- g. Expenditure \$1,110.00 ProAir for Symmes Safety Center breathing air compressor.
- h. Expenditure/then and now \$622.83 Sutphen Corp for repairs to the outriggers control panel for the ladder truck.

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

EXECUTIVE SESSION

None

Mrs. Leis 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'.

Meeting adjourned at 8:10 p.m.

Minutes of REGULAR

Held Township Admin. Bldg.

August 1, 2017

Approved:

Jodie Leis, Board President

Carol Sims, Fiscal Officer