
MINUTES OF SYMMES TOWNSHIP REGULAR MEETING

AUGUST 6, 2019

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: Kimberly Lapensee - Administrator; Kevin McDonough - Law Director; Captain Bruce Hawk - LSFD; and Lieutenant Tory Smith - Hamilton County Sheriff's Department.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Mr. Beck made a motion to approve the Minutes of the regular meeting from July 9, 2019. Mr. Bryant seconded the motion.

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

FISCAL OFFICERS REPORT

Ms. Sims stated that she emailed the report earlier today for the Trustees. She stated she was finally able to close July out this morning and hopefully they brought the paperwork because she did not make copies. Ms. Sims stated that the account balances as of 7/31/19 is \$18,102,118.78.

The checking account balance is \$1,122,673.15 The HRA is \$28,121.43, credit card has \$1,780.75. The Money Market sits at \$1,932,770.20 and Huntington as of 6/31/2019 sits at 7,945,604.54.

PUBLIC HEARINGS

None.

PRESENTATIONS

Christine Nicesky with the Dragonfly Foundation, stated that over the past six years they have been a part of Symmes Township. They feel that they have had a wonderful partnership with Symmes Township. They have had the fortunate opportunity to move down closer to Children's Hospital and they embarked upon this opportunity a few months ago. They are now five blocks away from the hospital which allows them to serve more families and children. They are sad about leaving Symmes Township and she would like to present the Trustees with a plaque for all the services they have given to the Dragonfly Foundation.

APPROVAL OF DISBURSEMENTS

Mr. Beck made a motion to approve the warrants 75622 to 75793 in the amount of \$1,304,119.01 for July. Ms. Leis seconded the motion.

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

REPORTS

KEVIN MCDONOUGH, LAW DIRECTOR - None.

LIEUTENANT TORY SMITH, HAMILTON COUNTY SHERIFF'S DEPT - None.

CAPTAIN BRUCE HAWK stated that the Board has his report and they have provided the packet of data for the runs for the past month.

BILL PITMAN, DIRECTOR OF PUBLIC WORKS - None.

COMMITTEE – Mr. Beck stated that we had a Finance Committee Meeting on August 1 and will have another on August 15, 2019 at 6:00 p.m. Ms. Sims stated that she had other commitments that night and could not attend. Mr. Beck stated that there were no votes taken, they had a discussion and a lot of questions that was sent to Ms. Sims. Ms. Sims stated that she was surprised that some of the question could have been answered by staff. Mr. Beck stated that there could have been some assumptions made but it would have been best coming from her because she was the one who put the materials together. Ms. Sims stated that she would need the Administrator to forward all the information to her that was provided to the committee before she could answer the questions that were asked. Mr. Beck stated that the next Finance Committee Meeting is scheduled for August 15 at 6 p.m. Ms. Sims stated that as of now she has another commitment, but she will try to reschedule her commitment.

OTHER – Ms. Leis stated that there is a push across the country to have Halloween permanently scheduled for the last Saturday in October. She asked if the board wanted to change that date here or to leave it alone.

HEARING OF RESIDENTS

CJ Carr, Symmes Township Historical Society, stated that Mr. Beck was at the last meeting and that he forwarded the emails from the engineers that were received concerning the loads for the floor at the Meade House. He stated he only received one e-mail and it was his understanding that there were two e-mails. Mr. Beck stated that there is only one e-mail that he is aware of concerning the load of the floor. Mr. Carr stated that it is their understanding a couple of months ago that the floor structure is about to fall in and nobody wants to go in the place because it is going to fall in. Ms. Leis stated that they were never at the point where they thought it was going to fall in and she thinks from listening to the report was they do not know what it is so they do not know what they can have in there. Ms. Leis stated that they erred on the side of safety by waiting to do some more fact gathering and maybe sit down with the Trustees and the Administration to come up with a plan to make sure that it is 100 percent safe.

She stated that she wants people to use the building and the property for all kinds of events, etc. Mr. Bryant stated he has a recollection that they were going to try to get a second opinion and he is wonder if that is the confusion there as to if they have a second opinion or are they going to try to get a second opinion.

Mr. Beck stated that he did talk to a structural engineer about how to proceed with finding an engineering firm to help us. He stated that they need to write a request for qualifications /proposal and publicly advertise it for Firms who have that specialty background and knowledge in dealing with historical facilities.

Mr. Carr stated that right now they cannot even enter the building. Ms. Leis stated that they could enter the building, they just have to sign a waiver to retrieve the items that are theirs. Ms. Leis stated that they are just trying to be safe.

Mr. Carr asked if they could hold a yard sale on a Saturday afternoon in the lawn area of the property. He stated that they plan to sell possessions owned by the Historical Society. Mr. Beck stated that he would be okay with that.

Mr. Carr asked if the Board was going to commercialize the Fall Fest event. He stated that he feels it is a family event and we should only have people there selling food that are from Symmes Township. Ms. Leis stated that we are still planning the event and we could discuss it outside the meeting.

Gary Trick, 9139 Coachtrial Lane, stated that he has attended a program called Stop the Bleed and it is for first responders in an emergency situation prior to police and fire getting to the incident. He stated that he would like the Township to implement a class for the residents. Mr. Hawk stated that LSFd has rolled out a class to the schools and churches and the next step will be to roll it out to the community. Mr. Trick stated that he also loves all the adds to the parks - storywalk, mural, and all the cleaning up of Hopewell Meadows.

Ms. Leis stated that we will also be teaming up with the Library in September at the Meade Property for a story time about Luce the Goose which was written by a local writer Kay Bolin.

Joe Grossi, 11982 Paulmeadows Drive, stated that he sent several public records requests and is still waiting for his requests to be filled. He asked Ms. Sims if she had an update about his records. Ms. Sims stated that they finally found the last paperwork that he requested in his March 4 request. She wants to finish up with his first request and have that completed before she starts on his last request.

He stated that he would also like Ms. Sims to answer the questions the finance committee had from the meeting on August 1, 2019.

Ms. Sims asked Mr. McDonough if a special meeting is called and proper notice is not given does that void any action taken at that meeting? Mr. McDonough stated that he would be happy to answer her question once he has the information sent to him.

CORRESPONDENCE

See Attached.

EVENTS/MEETINGS

- Mural Dedication – Tuesday, August 13 at Home of the Brave Park from 4:00 p.m. until 5:30 p.m.
- Trustee Work Session – Tuesday, August 13 at the administration building at 6:00 p.m.
- Clean-up Day – Saturday, August 17 at Hopewell Meadows Park from 9:00 a.m. until 3:00 p.m.
- Building Closed for Labor Day – Monday, September 2, 2019.
- Regular Trustees Meeting – Tuesday, September 3, 2019 at the Administration building at 7:00 p.m.
- Board of Zoning Appeals Meeting – Monday, September 9, 2019 at the Administration building at 7:00 p.m.
- Sipping in Symmes – Saturday, September 21, 2019 at Meade Park from 6:00 p.m. until 9:00 p.m.

OLD BUSINESS

None.

NEW BUSINESS

Mr. Beck made a motion to re-appoint Todd Etter to the Zoning Commission for a term of 9/5/19 to 12/31/2024. Ms. Leis seconded the motion. The roll call vote was as follows: Mr. Beck - 'aye', Mr. Bryant - 'aye', Ms. Leis - 'aye'. Motion passes.

Mr. Beck made a motion to schedule an open house/special meeting to discuss the names for the Meade House property. Ms. Leis seconded the motion. Discussion continued.

Mr. Beck made a motion to amend his first motion to schedule the open house for Monday, September 3, 2019 at 6:00 p.m. just prior to their regular meeting at 7:00 p.m. Mr. Bryant seconded the motion. The roll call vote was as follows: Mr. Beck - 'aye', Mr. Bryant - 'aye', Ms. Leis - 'aye'. Motion passes.

Mr. Beck made a motion to accept the resignation of Jennifer Ryan from the Finance Committee. Ms. Leis seconded the motion. Ms. Leis stated that she hoped everyone is okay and wants to thank her for doing such a great job on the committee. Mr. Beck asked that we send her a certificate to thank her. The roll call vote was as follows: Mr. Beck - 'aye', Mr. Bryant - 'aye', Ms. Leis - 'aye'. Motion passes.

Mr. Beck made a motion to appoint Pete Sayles to the Finance Committee to fill the unexpired term of Jennifer Ryan from 8/6/19 to 12/31/23. Mr. Bryant seconded the motion. Ms. Leis stated that he will do a great job. The roll call vote was as follows: Mr. Beck - 'aye', Mr. Bryant - 'aye', Ms. Leis - 'aye'. Motion passes.

Mr. Beck made a motion to approve Resolution G2019-45, a Resolution Authorizing Acceptance of Bids for the 2019 Blong Bridge Replacement Project and Awarding the Contract to Smith Construction in the amount of \$348,827.10. Ms. Leis seconded the motion. Discussion continued.

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

Mr. Beck made a motion to approve Resolution G2019-46, a Resolution Authorizing the Township Administrator to enter into a Contract with Medical Mutual of Ohio providing health insurance coverage for the elected officials and full-time employees of Symmes Township. Mr. Bryant seconded the motion Discussion continued.

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

Mr. Beck made a motion to approve Resolution G2019-47, a Resolution Authorizing the Township Administrator to enter into a contract with Choice One Engineering for engineering services for the sidewalks on Union Cemetery Road. Ms. Leis seconded the motion. Discussion continued.

Ms. Sims stated that she noticed that the resolution states that they intend to take the money for this project from TIF Funds. She asked if an opinion had been received from our bond attorney for this. Mrs. Lapensee stated yes. Ms. Sims stated that we will have to establish a line item in the TIF account for sidewalks.

Mr. Beck made a motion to establish a line item for sidewalks under the TIF item 14-D in the amount of \$39,500.00. Ms. Leis seconded the motion.

The roll call for motion to establish line item 14-D vote was as follows: Mr. Bryant - 'aye', Mr. Beck - 'aye', Ms. Leis - 'aye'. Motion passes.

The roll call for motion to approve Resolution G2019-47 vote was as follows: Mr. Beck - 'aye', Ms. Leis - 'aye', and Mr. Bryant - 'aye'. Motion passes.

Mr. Beck made a motion to approve Resolution G2019-48, a Resolution Authorizing a change order in the Home of the Brave Park Improvement Project contract for Logan Creek LLC. in the amount of \$3,335.29. Mr. Bryant seconded the motion. Discussion continued.

Ms. Lapensee stated that this is for the scoreboard that they added the outline on the outside of the board and Symmes Township to the top of the board.

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

Mr. Beck asked for discussion concerning the room reservation form and policy. Mr. Beck stated that he had talked to the Historical Society about the form and they made several suggestions. He asked that we bring it back to the next meeting and cross out any reference to no reservation having to be made 12 months in advance, regular meetings can occur there and making our

electronic devices available to whomever wants to use them at their meetings. Mrs. Lapensee stated that she would caution them allowing the use of electronic equipment. She stated that the equipment could easily be broken and that if anyone wants to use the overhead projector at the Safety Center, but that she does believe we or any of the staff should receive phone calls at 7:00 p.m. at night asking how to use the equipment. She stated that when phone calls are made like that at night, it causes overtime and we should not be paying for 2 hours of auto overtime when a phone call is made.

Mr. Beck stated that if they borrow the equipment, they would need to come in during business hours to check it out and check it back in during office hours the next day. Mr. Beck state he would like to see these modifications embedded in the room reservation form. Ms. Leis stated she would also like to see that if they break the equipment, they will have to pay for it. Ms. Lapensee will make a draft form and give to the Trustees for their approval.

Mr. Beck asked for discussion concerning communication, the website and newsletter. Ms. Leis stated that other township's around us are using an electronic newsletter that they send out to their residents monthly. She stated that she would like us to do that as well. She stated that she checked with the Chamber and they use constant contact. She stated that building the address list will be a little cumbersome but the newsletter itself should be pretty easy.

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

- a. Amend Appropriations:
11-C-3 \$918,838.00 to \$939,945.00.
- b. Expenditure: \$2,689.65 First In Last Out for small fire equipment & mounting equipment for tools.
- c. Expenditure: \$6,000.00 First In Last Out for hose nozzle and appliances.
- d. Expenditure/then and now: \$520.00 Osterwisch to repair the HVAC unit at Remington Fire Station.
- e. Expenditure: \$2,573.85 Sipping in Symmes (\$1,573.85 for a tent and \$1,000.00 for food - \$500.00 donation from Rumpke = \$2,073.85). Mr. Bryant asked how much money is needed to break even. Mrs. Lapensee stated that she does not know.
- f. Expenditure/then and now: \$10.69 Luanne Felter for ribbon for Meade Park Dedication.
- g. Expenditure/then and now: \$150.00 Red Wing for work boots for Ray Williams.
- h. Expenditure/then and now: \$1,500.00 Artworks for additional compensation for the mural due to the weather - new total will be \$24,966.00. Mr. Beck stated that we have received \$4,300.00 so far in donations.
- i. Expenditure/then and now: \$155.46 Spectrum for cable boxes admin/finance/PW. Mr. Bryant stated that he would like to pursue us getting back our late fee and sales tax since we never received a bill before.

Mr. Bryant seconded the motion. Discussion follows.

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

HEARING FROM RESIDENTS

None.

EXECUTIVE SESSION

Mr. Beck made a motion to go into executive session at 9:00 p.m. to have a conference with the Law Director concerning pending or imminent court action. Mr. Bryant seconded the motion. The roll call vote was as follows: Mr. Bryant - 'aye', Ms. Leis - 'aye', and Mr. Beck - 'aye'. Motion passes.

Mr. Beck made a motion to come to the regular meeting from Executive Session. Ms. Leis seconded the motion. The roll call vote was as follows: Mr. Bryant - 'aye', Ms. Leis - 'aye', and Mr. Beck - 'aye'. Motion passes.

No further action was taken.

ADJOURNMENT

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

Meeting adjourned at 10.00 p.m.

Approved:

Philip J. Beck, President

Jodie L. Leis, Vice-President

Kenneth N. Bryant, Trustee