
MINUTES OF SYMMES TOWNSHIP REGULAR MEETING

DECEMBER 5, 2017

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

Also present: Kevin McDonough - Township Law Director; Kim Lapensee - Administrator; Chief Otto Huber - LSFD; Lt. Tory Smith - Hamilton County Sheriff's Department.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Ms. Leis made a motion to approve the Minutes of the regular meeting for January 10, February 7, March 7 and November 14, 2017. Mr. Beck seconded the motion. Motion passes.

FISCAL OFFICERS REPORT

None.

PRESENTATIONS

Ms. Leis stated that every year the Township has an event called Operation Santa where we deliver goodie bags to the children in the community the first Saturday in December. She stated that we also collect toys and donations for different charities that serve the community. Ms. Leis asked the representatives for the Dragonfly Foundation, Toys for Tots and Interparish Ministries to come forward for pictures with the toys collected for Operation Santa.

Ms. Leis stated that the Township also wanted to recognize two sports teams in our community that won the state championship title for Division I and Division II Women's Soccer. She asked the two teams for Loveland High School and Indian Hill High School to come forward to be recognized for their hard work and dedication to the teams and the community.

PUBLIC HEARINGS

None

APPROVAL OF DISBURSEMENTS

Receipts 71067 - 71264 totaling \$718,697.01 were read and approved for payment.

REPORTS

KEVIN MCDONOUGH, LAW DIRECTOR had no report at this time.

LIEUTENANT TORY SMITH had no report at this time.

CHIEF OTT HUBER stated that he is working with Miami Township and Hamilton County to receive a grant to put in a ramp on the Little Miami River through ODNR which will give them access to the river during an emergency. They also plan to put in a fire lane on Fletcher near the Winter Club to give them access. Chief Huber also stated that Cincinnati Bell has announced that they will no longer be in the 911 business and they are working with other groups who will take

over this service. He stated that Clermont County and the dispatch center are working to perhaps become a blade from Hamilton County's PSAP. He stated that he will have legislation for the January meeting.

BILL PITMAN, DIRECTOR OF PUBLIC WORKS was absent.

COMMITTEE - None.

OTHER - None.

HEARING FROM RESIDENTS

None.

CORRESPONDENCE

See Attached.

EVENTS AND MEETINGS

- Finance Committee Meeting - Monday, December 11, 2017 at 7:00 p.m.
- Trustees Work session - Tuesday, December 12, 2017 at 7:00 p.m.
- Merry and Bright Lights Contest - Judging on December 14th and 15th.
- Trustees Special Meeting - Monday, December 18, 2017 at 7:00 p.m.
- Zoning Commission Meeting - December 20, 2017 at 7:00 p.m.
- Christmas Holiday Observance - Monday, December 25th. Offices will be closed.
- New Year's Day Observance - Monday, January 1, 2018. Offices will be closed.
- Board of Zoning Appeals - January 8, 2018 at 7:00 p.m.
- Regular Trustees Meeting - January 9, 2018 at 7:00 p.m.

OLD BUSINESS

Ms. Leis moved for approval of Resolution G2017-66 - Resolution to Amend Fees for Applications and Other Procedures under the Symmes Township Zoning Resolution. Mr. Beck seconded the motion.

Ms. Lapensee stated that she increased all the fees across the board by 5% to help offset the charges we have to run the zoning department.

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

NEW BUSINESS

Ms. Leis moved for approval of Resolution G2017-70. This resolution will authorize the Township Administrator to enter into a contract with the Hamilton County Regional Planning Commission to provide planning and zoning services for Symmes Township for 2018. Mr. Beck seconded the motion.

Mrs. Lapensee stated that there is a 2% increase with this contract.

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

Ms. Leis moved for approval of Resolution G2017-71. This resolution will organize the township for 2018. Mr. Beck seconded the motion.

Mrs. Lapensee explained that all the dates for the Trustees, BZA and Zoning Commission will be set and that the January, July and September meetings will need to be moved back a week due to the holidays. She stated that it also sets our memberships, holidays, appoints Byron Fowler to the BZA board as a regular member, compensates the board members for their participation on the

Zoning and BZA boards and employees for their business cell phone usage and sets all the committee assignments.

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

Ms. Leis moved for approval of Resolution G2017-72. This resolution will declare an emergency and provide for clearing undedicated/non-accepted roadways. Mr. Beck seconded the motion.

Mrs. Lapensee explained that this resolution is necessary for us to clear all roadways in the township so that they are safe for travel even if they have not been accepted by the township. We will however, bill the developer for the snow removal.

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

Ms. Leis moved for approval of Resolution G2017-73 revising a previously adopted resolution G2017-31. Authorizing the Township Administrator to purchase a Township Medic Unit from Horton Emergency Vehicles and all the accessories including a Power Cot from Stryker in the amount of \$287,756.88. Mr. Beck seconded the motion.

Mrs. Lapensee explained that this resolution is to revise a previously adopted resolution where we purchased our medic unit and designated the funds where the purchase was to be taken from. She said that in the earlier resolution we specified that we would pay for all of the unit and accessories from the TIF fund. Mrs. Lapensee stated that we received a grant from OBWC in the amount of \$20,000.00 and it was deposited into the General Fund. The new resolution will reflect that the funds will be split between the TIF Fund and General Fund because of the receipt of the grant.

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

Ms. Leis moved for approval to set a public hearing for the text amendments to change Sections 62.14, 66.14, 70.14, 74.14, 78.14 and 82.14 of the Symmes Township Zoning Resolution to allow for suburban chicken coops for January 9th at 7:00 p.m. Mr. Beck seconded the motion. The roll call vote was as follows: Mr. Beck - 'aye'; Ms. Leis - 'aye', and Mr. Bryant - 'aye'.

There was no objection for the liquor permit transfer for Remington Tavern Inc. dba a Remington Tavern, 8892 Glendale Milford Road.

Ms. Leis moved to schedule the annual Records Commission meeting for Monday, December 18th at 6:45 p.m. prior to the special December Trustees meeting. Mr. Beck seconded the motion. The roll call vote was as follows: Mr. Beck - 'aye'; Ms. Leis - 'aye', and Mr. Bryant - 'aye'.

Ms. Leis asked to have a discussion concerning the spending authority. Mrs. Lapensee stated that she would like to ask permission from the board to increase the spending limit for herself from \$750.00 to \$2,500.00 as it is permitted in Section 705.11 of the Ohio Revised Code. Mrs. Lapensee stated that at one time, the spending limit used to be \$1,500.00 Ms. Sims stated that the reason it was changed in 2015 from \$1,500.00 to \$750.00 was due to transparency. The Board stated that they will look into it further. Ms. Sims stated that she will issue her recommendation to the Board whether or not it should be changed.

Ms. Leis asked to have a discussion concerning a bid document for the mowing contract. Mrs. Lapensee stated that we are currently at the end of the two year contract for mowing. She asked the trustees if we could continue with bidding the amounts out to the public for a future meeting so that a contractor could be lined up before spring of 2018. The Board stated that they would be okay with bidding it out. Mr. Bryant stated that he would be interested in knowing how much time we are spending mowing the parks and if it would be cost beneficial to contract out those areas as well.

Ms. Leis asked to have a discussion concerning the proposed Road Levy for 2018. Mrs. Lapensee stated that she had our attorney put together a resolution and a timeline showing when we would need to pass the two resolutions necessary to put the question of a road levy on the ballot. Mr. Bryant had questions concerning the attorney who put the document together. Mrs.

Lapensee stated that she believes we will need to ask the voters for a 1.1 mill additional levy for the road department to keep up with expenses because we will be out of money in the road and bridge fund and won't be able to make payroll. Ms. Sims questioned why we would need this as an additional levy. Ms. Lapensee stated that she would rather put this on as a separate levy in the spring just in case a renewal with an increase would fail. The Board deferred discussion until the upcoming finance committee meeting.

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

- a. Expenditure/then and now \$982.69 Bridgeway Cummins for repairs to M60.
- b. Expenditure/then and now \$827.30 Fire Safety Services for repairs to a toggle assembly switch for Engine 60.
- c. Expenditure/then and now \$3,269.03 Century Equipment for repairs to a mower.
- d. Expenditure/then and now \$1,400.00 Sutphen for an aerial inspection.
- e. Authorization to attend the OTA conference in Columbus for January 31st through February 2, 2018 and reimburse expenses.
- f. Expenditure/then and now \$1,299.02 Buckeye Power Sales for annual generator service for the fire stations.
- g. Expenditure \$2,500.00 Haddix Tree Removal for Clement Street.
- h. Expenditure \$19,481.25 ICRC for audio/visual - meetings.
- i. Expenditure \$3,860.00 Firm Foundation for no skid restroom floors in Symmes Park.
- j. Expenditure \$5,200.00 Cantrell Fencing for replacement of the fence/backstop at Symmes Park.
- k. Expenditure \$3,610.00 Locution Systems for annual CAD maintenance.
- l. Expenditure \$2,000.00 PB Electronics to purchase a new radar gun for the police (the current one is broken).
- m. Expenditure \$1,200 Televac for a storm water sewer camera inspection.

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

EXECUTIVE SESSION

Ms. Leis made a motion to go into executive session per ORC Section 121.22(G)(1) to consider the compensation and employment of a public employee or official at 8:20 p.m. Mr. Bryant seconded the motion. The roll call vote was as follows: Mr. Beck - 'aye'; Ms. Leis - 'aye', and Mr. Bryant - 'aye'.

Ms. Leis made a motion to come back into regular session from Executive Session at 9:45. Mr. Bryant seconded the motion. The roll call vote was as follows: Mr. Beck - 'aye'; Ms. Leis - 'aye', and Mr. Bryant - 'aye'.

ADJOURNMENT

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

Meeting adjourned at 9:46 p.m.

Approved:

Jodie Leis, Board President

Carol Sims, Fiscal Officer