
MINUTES OF SYMMES TOWNSHIP REGULAR MEETING

June 2, 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

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 May 5, 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 May were included in the packet. He stated that we have \$2,679,500.99 in our checking account, \$1,193,474.78 in our money market account, \$2,110.22 in our credit card account and \$19,975.21 in our HRA account. He stated that we have not yet gotten our statement of investments with Meeder for the month of May yet.

Mr. Grossi stated that we received our first letter from the insurance company for medical insurance and our renewal increased 8%. He stated that we budgeted for a 10% increase while preparing the documents for the 2021 tax budget.

PRESENTATIONS

None.

PUBLIC HEARINGS

Tax Budget for Fiscal Year 2021. Mrs. Lapensee read off the projected revenues and expenditures for 2021. They are:

Fund	2021 Revenues	2021 Expenditures	2021 Variance	2021 Carry-over Balance
General - 1000	\$ 1,344,560.00	\$ 1,525,059.00	\$ (180,499.00)	\$ 1,633,378.31
Motor Vehicle - 2011	\$ 17,000.00	\$ 17,000.00	\$ -	\$ 138,839.57
Gas Tax - 2021	\$ 165,400.00	\$ 234,400.00	\$ (69,000.00)	\$ 365,575.31

Road/Bridge - 2031	\$ 193,100.00	\$ 193,100.00	\$ -	\$ 286,928.00
Cemetery - 2041	\$ 75,000.00	\$ 75,000.00	\$ -	\$ 37,381.70
Cemetery Beq - 2051	\$ -	\$ 10,000.00	\$ (10,000.00)	\$ 13,932.25
Police - 2081	\$ 929,458.00	\$ 841,000.00	\$ 88,458.00	\$ 317,634.24
Fire - 2111	\$ 952,510.00	\$ 744,510.00	\$ 208,000.00	\$ 303,088.00
EMS Levy - 2121	\$ 621,150.00	\$ 624,750.00	\$ (3,600.00)	\$ 288,988.14
Safety Serv Levy - 2131	\$ 3,791,800.00	\$ 3,209,167.00	\$ 582,633.00	\$ 2,223,344.10
Road Levy - 2141	\$ 685,103.00	\$ 698,103.00	\$ (13,000.00)	\$ 567,781.29
Road Levy II - 2151	\$ 252,500.00	\$ 270,300.00	\$ (17,800.00)	\$ 132,673.36
Parks Levy - 2171	\$ 642,780.00	\$ 817,060.00	\$ (174,280.00)	\$ 575,836.08
Rozzi Levy - 2175	\$ 592,000.00	\$ 592,000.00	\$ -	\$ 203,627.75
Perm MVL - 2231	\$ 126,400.00	\$ 165,000.00	\$ (38,600.00)	\$ 182,113.63
Fire & Rescue - 2281	\$ -	\$ -	\$ -	\$ 35,784.23
Lighting - 2401	\$ 144,200.00	\$ 144,200.00	\$ -	\$ 68,435.84
SIP Fund - 2901	\$ 92,341.00	\$ 91,842.00	\$ 499.00	\$ 1,499.02
Fields Ertel TIF - 2902	\$ 806,000.00	\$ 795,700.00	\$ 10,300.00	\$ 2,289,762.04
Fields Ertel TIF - 2902	\$ -	\$ -	\$ -	\$ -
Hearthstone	\$ -	\$ -	\$ -	\$ -
Safety Center	\$ -	\$ -	\$ -	\$ 173,692.68
Real Estate Fund	\$ -	\$ -	\$ -	\$ 14,442.35
Park Land Acquisition	\$ -	\$ -	\$ -	\$ 50,697.71
Park Land Escrow Account	\$ -	\$ -	\$ -	\$ -
Totals	\$ 11,431,302.00	\$ 11,048,191.00	\$ 383,111.00	\$ 9,905,437.89

Mrs. Lapensee stated that the budget and finance committee met in May to discuss the revenue and expenditures for 2021. She stated that they talked at length about shortfalls due to COVID-19 for some of the funds not related to levies. She stated that she is not concerned about property tax revenue but is concerned about the gas tax fund because that depends upon people driving and since everyone was off work for 2 to 3 months that was less people driving on the roads. There are some categories in the general fund that will be down like the Hotel/Motel fund.

APPROVAL OF DISBURSEMENTS

Ms. Leis made a motion to approve the warrants from 77628 – 77802 in the amount of \$632,441.27 from May. 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 – None.

CHIEF OTT HUBER, LSF D - Chief Huber reported that the board has his written reports.

BILL PITMAN, DIRECTOR OF PUBLIC WORKS - None.

COMMITTEE – Land Use Committee and Finance and Audit Committee.

OTHER – Ms. Leis stated that she wanted to acknowledge all the good deeds that have been happening around the community. She wanted to thank all the children who have been painting rocks and leaving them along the trail for other children to find at Meade and the sidewalk artists who have been hard at work. Mr. Bryant suggested that the HOA's be contracted and they nominate neighbors who have been doing good deeds and pass those along to the township to be recognized. Mr. Beck wanted to recognize Camp Dennison for their drive-by graduation parade for those individuals who were recent graduates of Indian Hill.

HEARING OF RESIDENTS

None.

CORRESPONDENCE

Attached to the packet.

EVENTS/MEETINGS

- Yoga in the Park – Wednesday, June 3, 2020 at 6:30 Hopewell Meadows Park.
- Yoga in the Park – Saturday, June 6, 2020 at 9:30 a.m. Hopewell Meadows Park.
- Zoning Commission Staff Review – Wednesday, June 10, 2020 at 6:00 p.m. via zoom.
- Yappy Hour in the Park – Thursday, July 2, 2020 from 6:30 to 7:30 p.m. at Symmes Park.
- Fourth of July Holiday – Friday, July 3, 2020, offices will be closed.
- Board of Zoning Appeals – Monday, July 6, 2020 at 7:00 p.m. at the Safety Services building.
- Regular Trustees Meeting – Tuesday, July 7, 2020 at 7:00 p.m. at the Safety Services building.

OLD BUSINESS

None.

NEW BUSINESS

Ms. Leis made a motion to set a public hearing for the proposed land use plan at our next regular Trustees meeting for July 7, 2020 at 7:05 p.m. Mr. Beck seconded that motion.

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

Ms. Leis asked for discussion over the request for the 4th of July Fireworks. Ms. Leis stated that she was contacted by the Mayor of Loveland asking Symmes Township if they wanted to participate in a joint fireworks display for both communities on July 4th. She stated that fireworks

would be set off in Boike Park in Loveland and Symmes Park in Symmes Township but would be the bigger shells so they could be seen from higher in the air. She stated that this would allow individuals to see the fireworks from their own individual yards in most areas. Chief Huber stated that other individuals could come and view the fireworks from the other parks and remain in their cars for social distancing. Mr. Beck and Mr. Bryant thought it was a good idea. Mr. Bryant suggested that we put it out on our website, send to the HOA's, the e-newsletter and Facebook to let the public know. Mrs. Lapensee stated that the City of Loveland is working on a joint press release as well. Ms. Leis made a motion to approve the expense of the fireworks from the general fund. Mr. Beck seconded the motion.

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

Ms. Leis asked for discussion concerning overtime. Ms. Leis stated that she asked Mrs. Lapensee to put this on the agenda to discuss. She stated that she is concerned about the budget shortfalls and think we should cut back on overtime this year so we will be good for next year. Mrs. Lapensee stated that they spent around \$60,000.00 last year in overtime and comp time. She stated that so far to date, they have only spent \$5,200.00, but will keep trying to cut back on the overtime needed. She stated that most of our events have been cancelled and shelter rentals were not available until this week, so that has helped reduce the number needed. She also stated that the weather for winter was very mild and contributed to low overtime. The board asked her to come up with a plan to keep it low for the year.

Ms. Leis made a motion to approve Resolution G2020-43, a Resolution Initiating Text Amendments for the Zoning Resolution (Sections 51 General Provisions, Sections 62, 66, 70, 74, 78 and 82 Residential Districts, Section 143 Residential Parking, Section 171 Additional Use, Height and Area Regulations and Exceptions, Section 191 Zoning Certificates, Section 319 Signs in Residential Districts, Section 342 Accessory Uses and Structures, and Section 346 Fences and Walls). Mr. Beck seconded the motion. Discussion continued.

Mrs. Lapensee read through the list of proposed changes to the zoning resolution. She stated that approving these changes would be to initiate the text amendments which would then pass it on the Regional Planning Commission, our Zoning Commission and then back to this board for final approval. She stated that we have talked about these changes since last year and most of them originated from the non-passage of the property maintenance code.

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

Ms. Leis made a motion to table Resolution G2020-44, a Resolution Revising the Symmes Township Personnel Policy Manual Article II Conditions of Employment. Mr. Bryant seconded the motion. Discussion continued.

Mrs. Lapensee stated that she was asked by the Board to revise the policy concerning political activities. She stated that she asked our Attorney to write a new policy that is federally compliant which deals with free speech rights of the employees. Mr. Bryant asked if we could table this resolution until next month until he has time to review it more. Ms. Leis seconded the motion.

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

Ms. Leis made a motion to approve Resolution G2020-45, a Resolution Authorizing the Township Administrator to sign an Amended Agreement with Choice One Engineering for Engineering Services for the Union Cemetery Road Sidewalk Project in the amount of \$9,500.00. Mr. Beck seconded the motion. Discussion continued.

Mrs. Lapensee stated that this amended agreement is because there are work agreements and easements that will be needed for this project that were not included in the original agreement. She stated that she asked our engineer to prepare the paperwork needed for the easement language and that will be given to our attorney to get the easements and get them recorded.

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

Ms. Leis made a motion to approve Resolution G2020-46, a Resolution Authorizing the Township Administrator to Enter into an Agreement with Irvine Wood Recovery to Receive Yard Waste from the residents of Symmes Township in the amount of \$7,250.00. Mr. Beck seconded the motion. Discussion continued.

Mrs. Lapensee stated that LA Supply was not able to get up and running to handle our yard waste and Mr. Pitman talked to Irvine and they agreed to take our yard waste this year. She stated that the township will be able to take yard waste there for free with the contract. She stated that the same rules apply as last year and they will be open Monday – Friday 8 a.m. until 5:00 p.m. and Saturdays 8:00 a.m. until 12:00 p.m. weather depending.

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

Ms. Leis made a motion to approve Resolution G2020-47, a Resolution Authorizing the Township Administrator to Purchase a Storage Barn from Miller Barn to be used as a Temporary Concession Stand in the amount of \$14,023.02 at Home of the Brave Park. Mr. Bryant seconded the motion. Discussion continued.

Mrs. Lapensee stated that for them to receive their grant match, we must complete all items that we originally submitted for approval in 2018 which includes a concession stand. She stated that because we do not have the money to build one just yet, we will need to purchase one to fulfill the terms of the grant. She stated that she and Mr. Pitman recommends us purchasing this temporary structure for HOB. She stated that the front part will be the concession stand and there will be storage in the back for the teams using the fields. She stated that once we build a permanent stand, we can move this building to another field for other teams to use.

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

Ms. Leis made a motion to approve Resolution G2020-48, a Resolution Approving Expenditures in the amount of \$11,500.00 for a new sound system for the meeting room through ICS. Mr. Beck seconded the motion. Discussion continued.

Mrs. Lapensee stated that Mr. Grossi had asked the staff to get a quote for a new sound system because he could not hear what is being said during the meeting. She stated that Mr. Pitman got a quote from the sales person who sold us our existing recording device and it will include new speakers for the corners of the room and speakers on the mic jacks so the sound is hear at each mic.

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

Ms. Leis made a motion to approve Resolution G2020-49, a Resolution Providing for the Declaration of Nuisance for the Property located at 9099 Foxhunter Lane and Authorizing all Necessary Steps for the Abatement of the Nuisance. Mr. Bryant seconded the motion.

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

Ms. Leis made a motion to approve Resolution G2020-50, a Resolution Providing for the Declaration of Nuisance for the Property located at 12160 Mason Road and Authorizing all Necessary Steps for the Abatement of the Nuisance. Mr. Beck seconded the motion.

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

Ms. Leis made a motion to approve Resolution G2020-51, a Resolution Providing for the Declaration of Nuisance for the Property located at 8976 Symmes Trace Court and Authorizing all Necessary Steps for the Abatement of the Nuisance. Mr. Bryant seconded the motion.

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

Ms. Leis made a motion to approve Resolution G2020-52, a Resolution Providing for the Declaration of Nuisance for the Property located at 9295 & 9303 McKinney and Authorizing all Necessary Steps for the Abatement of the Nuisance. Mr. Beck seconded the motion.

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

Ms. Leis made a motion to approve Resolution G2020-53, a Resolution Providing for the Declaration of Nuisance for the Property located at 10600 Loveland Madeira Road and Authorizing all Necessary Steps for the Abatement of the Nuisance. Mr. Bryant seconded the motion.

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

Ms. Leis made a motion to approve Resolution G2020-54, a Resolution Providing for the Declaration of Nuisance for the Property located at 9430 Fields Ertel Road and Authorizing all Necessary Steps for the Abatement of the Nuisance. Mr. Beck seconded the motion.

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

Ms. Leis made a motion to approve Resolution G2020-55, a Resolution Authorizing the Township Administrator to sign an Amendment to the Original Agreement with the Ohio Department of Natural Resources for a Capital Improvement Community Park, Recreation/Conservation Project. Mr. Bryant seconded the motion.

The roll call vote was as follows: Ms. Leis - 'aye', Mr. Bryant - 'aye' and Mr. Beck - '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/then and now: \$4,083.62 Kenworth of Cincinnati (costs were more than original estimate for E61 of \$3,128.69).
- b. Expenditure: \$3,500.00 Haddix Tree Service to remove 6 trees in the ROW in Camp Dennison.
- c. Expenditure: \$3,932.60 John Christian to fertilize trees in the parks.

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

Minutes of REGULAR

Held Township Admin. Bldg.

June 2, 2020

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. Bryant - 'aye', and Mr. Beck - 'aye'.

Meeting adjourned at 8:28 p.m.

Approved:

Jodie L. Leis, President

Kenneth N. Bryant, Vice-President

Philip J. Beck, Trustee