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**MINUTES OF SYMMES TOWNSHIP REGULAR MEETING**

**May 1, 2018**

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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

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

APPROVAL OF MINUTES

Mr. Bryant made a motion to approve the Minutes of the work session meeting for March 26, 2018, special meeting for April 3, 2018, regular meeting for April 3, 2018 and the work session meeting for April 9, 2018. Ms. Leis seconded the motion.

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

FISCAL OFFICERS REPORT

Ms. Sims handout out the monthly report for April and the list of current warrants.

PRESENTATIONS

Chief Ott Huber presented awards for years of service for some members of the Loveland Symmes Fire Department.

Mr. Bryant read a proclamation declaring the first Friday of June to be National Gun Violence Awareness Day.

PUBLIC HEARINGS

None.

APPROVAL OF DISBURSEMENTS

Receipts 72168 – 72409 totaling \$610,328.03 were read and approved for payment by Mr. Bryant and seconded by Mr. Beck. Motion passes.

REPORTS

KEVIN MCDONOUGH, LAW DIRECTOR stated that he reviewed multiple agreements for tonight's meeting.

LIEUTENANT TORY SMITH had no report at this time.

CHIEF OTT HUBER stated that his department applied for and received 100% of a grant for new computers for all of their ambulance/medic units. He stated that the grant was worth around \$25,000.00 in new equipment. Chief Huber stated that they are about to go through their accreditation process again which will be the week of May 13 – 16. He stated that ISO will be

doing a pilot program in our area where they will be reviewing the commercial buildings that have sprinklers to make sure we are getting credit toward our insurance.

BILL PITMAN, DIRECTOR OF PUBLIC WORKS was absent.

COMMITTEE - OTHER – None.

HEARING FROM RESIDENTS

None.

CORRESPONDENCE

See Attached.

EVENTS AND MEETINGS

- Board of Zoning Appeals Meeting – Monday, May 7, 2018 at 7:00 p.m.
- Clean Up Day – Saturday, May 19, 2018 from 9:00 a.m. until 3:00 p.m. at Hopewell Meadows Park.
- Symmes Honors Veterans – Friday, May 25, 2018 at 7:00 p.m. at Home of the Brave Park.
- Offices Closed for Memorial Day – Monday, May 28, 2018.
- Yoga in the Park – Saturday, June 2, 2018 at 9:00 a.m. at Hopewell Meadows Park.
- Yoga in the Park – Monday, June 4, 2018 at 6:30 p.m. at Seven Gables Park.
- Board of Zoning Appeals Meeting – Monday, June 4, 2018 at 7:00 p.m.
- Regular Trustees Meeting – Tuesday, June 5, 2018 at 7:00 p.m.
- Yoga in the Park – Wednesday, June 6, 2018 at 6:30 p.m. at Hopewell Meadows Park.
- Yappy Hour – Thursday, June 7, 2018 at 6:30 p.m. at Symmes Park.
- Hazardous Household Waste Cleanup Day – Saturday, June 9, 2018 from 8 a.m. until 12:00 p.m. at Home of the Brave Park.

OLD BUSINESS

None

NEW BUSINESS

Mr. Bryant acknowledged the receipt of the notification from the Hamilton County Storm Water District concerning storm water assessments for 2019. Mrs. Lapensee stated that the fees remained the same for 2019. She stated that the district had talked about raising the fees, but they did not raise them this year.

Mr. Bryant stated that Chief Ott had worked up mutual aid agreements for the Camp Dennison area for Grand Valley and the properties owned by the Village of Indian Hill.

Mr. Bryant made a motion to remove Larry Harte from the Finance Committee and reappoint him as an alternate to the Zoning Commission for a term of May 1, 2018 through December 31, 2021. Ms. Leis seconded the motion. Ms. Sims asked if there was any way he could serve on both committees because she needs a quorum for her finance committee meeting scheduled for next week. Mrs. Lapensee suggested that we could move the date back from May 1 to another date after the finance meeting. Mr. Bryant made a motion to remove Larry Harte from the Finance Committee and reappoint him as an alternate to the Zoning Commission for a term of June 1, 2018 through December 31, 2021. Mr. Beck seconded the motion. Motion passes.

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

Mr. Bryant made a motion to waive the double fees for John Buckley, 9181 Withers Lane and Carol Spatz, 9557 Main Street for installing a fence without a permit. Ms. Leis seconded the motion. Motion passes.

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

Mr. Bryant asked for discussion concerning double fees for zoning applications. Mr. Beck stated that he had asked Mrs. Lapensee to put this on the agenda for discussion. He stated that most people do not understand the permitting process or realize that they need a permit for most accessory items. He stated that the fence contractors in this area do not really work with the residents to remind them they need a permit. Mr. Bryant asked if this would apply to all fees in the zoning permit category. Mr. Beck stated that he would recommend that we keep all the fees for the permits but remove the double penalty fees for not getting a permit. He stated that it does not really affect our coffers and we really do not need to keep it. He asked the other two Board members if we wanted to keep waiving fees or just do away with it. Mr. Bryant asked that we come back to the next meeting with numbers to see how many double permit fees have been assessed and paid and/or waived.

Mr. Bryant made a motion to schedule a special meeting to discuss the levy for May 22, 2018 at 6:00 p.m. as well as a work session continuation. Ms. Leis seconded the motion. Motion passes.

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

Mr. Bryant made a motion to allow the Director of Public Works to apply for an STP grant through OKI for preemption devices on Montgomery Road which would require a 10% match. Mr. Beck seconded the motion. Discussion continued.

Mr. Bryant asked if anyone knew how much this could potentially cost. Chief Huber stated that when we originally looked at this project some years ago, Montgomery Road was going to cost around \$200,000 to \$250,000.00. Mr. Bryant asked if these devices would be placed at every light on Montgomery Road. Chief Huber stated yes, from Cornell to Fields Ertel Road. He stated that any jurisdiction that passed through our area could use this system as long as they have the equipment in their vehicles to use it (which could include other fire companies, the Sheriff's Office, the service department or even ODOT trucks). He stated that the system is a GPS based system and talks to the device in the truck which will tell you if you have the green light at the next intersection. Chief Huber stated that sometimes if you turn at the light too quick, the equipment on the light may not talk to the equipment in the car. Mrs. Lapensee added that we will also have to pay Choice One to do the engineering study required for submittal and to submit the plans which will cost \$1,950.00.

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

Mr. Bryant made a motion to approve Resolution G2018-41 – Resolution Adopting a Lighting District Policy for Symmes Township. Ms. Leis seconded the motion. Discussion continued.

Mrs. Lapensee stated that we discussed this in our last work session due to some questions we had gotten relating to how we assess properties for lighting.

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

Mr. Bryant made a motion to approve Resolution G2018-42 – Resolution Removing Street Lighting Assessments for 2018-2019. Mr. Beck seconded the motion.

Mrs. Lapensee stated that we discussed this in our last work session. She stated that there were some mistakes in the last assessment we sent down and this will correct part of the mistake.

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

Mr. Bryant made a motion to approve Resolution G2018-43 – Resolution Amending the Contract with Loveland Symmes Fire Department, Inc. for Fire and Emergency Medical Services. Ms. Leis seconded the motion. Discussion continued.

Mrs. Lapensee stated that this will add an addendum to the contract that spells out the terms and conditions of the emergency communications portion of their service provided to the township.

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

Mr. Bryant made a motion to approve Resolution G2018-44 – Resolution Amending Resolution G2018-39 Authorizing the Township Administrator to Purchase a Gator for the Parks Department from Deere and Company in the amount of \$22,553.68. Ms. Leis seconded the motion. Discussion continued.

Mrs. Lapensee explained that we originally had approved the purchase of a gator through Buchanan's and John Deere is going through a reorganization of their sales representatives. Because the name has changed, we will need to pass another resolution with the correct vendor name of Deere and Company. She stated that we were also able to get a larger size gator with this new vendor that is why the price is approximately \$6,000 dollars higher than before.

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

Mr. Bryant made a motion to approve Resolution G2018-45 - Resolution Authorizing the Township Administrator to Enter into a Joint Agreement between Hamilton County and the Board of Township Trustees of Symmes Township for the Construction of Improvements to Seven Gables Road. Mr. Beck seconded the motion. Discussion continued.

Mrs. Lapensee stated that we have included Seven Gables Road on the paving list for 2018. She stated that this is a county road, but we are going to be reimbursed for the work by the county in an amount not to exceed \$85,000.00.

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

Mr. Bryant made a motion to approve Resolution G2018-46 – Resolution Authorizing the Township Administrator to Prepare and Submit an Application to Participate in the Ohio Nature Works Grant Application Program Through ODNR and to Execute Contracts as Required. Ms. Leis seconded the motion. Discussion continued.

Mrs. Lapensee stated that this application will be to pave the existing gravel path around the log cabin at the Meade Property. She stated that we would also like to install posts in the ground along the path to allow for a storybook walk. She stated that this could be used for the historical society as well. Mrs. Lapensee stated that the estimated cost will be around \$50,000.00 and our matching portion would be 25% or \$12,500.00. She stated that we would like to hire Choice One to do the plans and submit the application which will cost \$720.00.

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

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

- a. Amend the following funds:
  1. 3-A-6 from \$1,000 to \$5,500.00;
  2. 12-A-5 from \$23,500.00 to \$30,100.00;
  3. 20-A-8 from \$79,100.00 to \$87,800.00;
  4. 14-A-8 from \$86,150.00 to \$97,690.00;
  5. Establish Fund 7B – Special Improvement District.
  6. Perm. Appropriate 7-A-1B - \$89,651.38.
  7. Perm. Appropriate 7-A-2B - \$2,689.54.
- b. Expenditure – \$4,461.00 Concrete Renewal Solutions to change over floors in the restrooms at Hopewell Meadows and Stonebridge to slip resistant floors.
- c. Expenditure - \$19,719.36 ICRC quarterly franchise fee and ICRC receives 3% of the total (or \$80,000 approximately for the entire year).
- d. Expenditure - \$5,391.97 Hotsy Equipment Co. to replace a pressure washer in the Parks Department (reflects trade-in).
- e. Expenditure - \$6,370.00 Global Industrial to replace water fountains in Hopewell/Symmes Park with pet fountains.

- f. Expenditure - \$2,576.00 Kay Park Recreation to install new tables at Symmes Park around new playground.
- g. Expenditure - \$8,700.00 Cantrell Fence Company to replace privacy fence at Safety Center and around dumpster.
- h. Expenditure - \$720.00 Choice One Engineering to apply for NatureWorks Application with ODNR.
- i. Expenditure - \$4,362.96 Physio-Control Inc. for Heart Monitors Annual Maintenance.
- j. Expenditure - \$11,540.00 JK Meurer Corporation to repair/repave the Remington Fire Station Parking lot (due to the water line replacement).
- k. Expenditure - \$1,950.00 Choice One Engineering to apply for STP Funding for Signal Preemption.
- l. Expenditure - \$3,300.00 Static All Pro Services to paint the fence at Symmes Park around the baseball field.
- m. Expenditure - \$5,200.00 Static All Pro Services to paint the fence at Seven Gables around the tennis courts.
- n. Expenditure - \$4,500.00 DJL Material and Supply, Inc. to replace the hose wand for the crack sealer.
- o. Then and Now - \$827.88 KE Rose for truck accessories for the Park Vehicle.
- p. Then and Now - \$1,540.00 KE Rose for snow equipment labor/parts for T206.
- q. Then and Now - \$350.00 Jones Fish for fountain removal/installation at HOB.
- r. Then and Now - \$5,000.00 Sutphen for repairs to T-61 to repair the brakes.

Ms. Leis seconded the motion.

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

#### HEARING FROM RESIDENTS

None.

#### EXECUTIVE SESSION

Mr. Bryant made a motion to go into executive session per ORC Section 121.22(G) (2) to consider the sale/purchase of property at 8:00 p.m. Mr. Beck seconded the motion.

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

Mr. Bryant made a motion to exit Executive Session and return to the regular meeting at 8:22 p.m. Ms. Leis seconded the motion. Motion passes.

No additional action was taken.

#### ADJOURNMENT

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

Meeting adjourned at 8:23 p.m.

Approved:

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Kenneth Bryant, Board President

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Carol Sims, Fiscal Officer