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**MINUTES OF SYMMES TOWNSHIP REGULAR MEETING**

**May 4, 2021**

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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; Jeff Forbes - Law Director; Lieutenant Mike Tarr – HCSO, and Chief Ott Huber – LSFD.

Mr. Bryant made a motion to move up the presentation from the Fire Department to the beginning of the meeting. Ms. Leis seconded the motion. The roll call vote was as follows: Ms. Leis - ‘aye’, Mr. Beck - ‘aye’, and Mr. Bryant - ‘aye’. Motion passes.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

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

PRESENTATIONS

Chief Ott Huber gave a brief history of the Fire Department. The Color Guard presented to the Township Trustees their official ISO 1 Rating from the Insurances Service Agency and to pass onto the Township Residents that they appreciate their support.

APPROVAL OF MINUTES

Mr. Bryant made a motion to approve the regular minutes for April 6, 2021, the work session meeting minutes for April 22, 2021 and the special meeting minutes for April 29, 2021. Mr. Beck seconded the motion. The roll call vote was as follows: Ms. Leis - ‘aye’, Mr. Beck - ‘aye’, and Mr. Bryant - ‘aye’. Motion passes.

FISCAL OFFICERS REPORT

Mr. Grossi stated that we have received our real estate taxes for the first half this month. He went through the fund balances for each fund: Mr. Grossi stated that they have \$2,589,256.39 in the General Fund, \$686,364.10 in the Police Fund, \$644,260.99 in the Fire Fund, \$554,070.90 in the EMS Fund, \$2,712,514.03 in the Safety Service Fund. He stated that we have \$8,188.40 in our HRA checking account at Fifth Third Bank and he recently moved \$30,000.00 from our regular checking account to the HRA, and we have \$6,370,204.09 in our regular checking account.

Mr. Grossi stated that we recently received an email from the County Engineers Office regarding an outstanding purchase order from 2016 from the 20% funds through their office. He stated that the county told us that they had not received an invoice from us asking them to pay us \$31K for a paving project in 2016. He stated that we have asked the county if we can roll over the money until next year, if not, then we can send the invoice and get the money now and then use it for our paving program.

PUBLIC HEARINGS

None.

APPROVAL OF DISBURSEMENTS

Mr. Bryant made a motion to approve the warrants from 79296 – 79430 and vouchers 80 - 115 in the amount of \$624,722.33 from the month of April. Ms. Leis seconded the motion.

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

REPORTS

JEFF FORBES, LAW DIRECTOR – Mr. Forbes stated that he had no report.

LIEUTENANT MIKE TARR, HAMILTON COUNTY SHERIFF'S DEPT – Lieutenant Tarr had no report but wanted to remind everyone about vacation season coming up and that they can request that the Sheriff's department check on their house while they are away. Mr. Bryant asked if they were back to regular protocol and he said that they are still not responding to EMS calls, but everything else is normal response.

CHIEF OTT HUBER, LSFD – Chief Huber reported that the house has completely been torn down and removed at 7930 Daniels Street in Camp Dennison. He stated that the Board will have to pass a resolution at the next meeting authorizing that the money be returned to the owner that we are holding in escrow.

BILL PITMAN, DIRECTOR OF PUBLIC WORKS – Mrs. Lapensee stated there is no report from Bill tonight.

COMMITTEE – None.

OTHER – Mr. Beck reported that we recently met this month to discuss potential improvements to Blong Park, potential job sharing in administration and we interviewed health brokers for a potential switch.

HEARING OF RESIDENTS

CJ Carr, 10403 Willow Drive, stated that he has been working on getting assessments of the log cabin due and how much the repairs will be for the roof. He stated that he fixed the window damage. Ms. Leis asked if they had ever treated the shingles and the log cabin. Mr. Carr stated that they only treated it one time when it was built. Mr. Bryant asked how long the warranty on the shingles is for. Mr. Carr stated that they were supposed to have a 50-year life and it has only been 15 years, but the company has gone out of business that manufactured the shake shingles. He asked if they could have a picture of the child responsible for doing the damage to the log cabin. Mr. Tarr stated that he would pass that request along to CIS. He stated that they had a cleanup in mid-March, and they were open during storybook time at Meade in April. He stated that they are making plans to be open during the summer. He stated that they have a copy of the signed lease and he handed the board a copy.

Carol Sims, 9972 Washington Street, stated that she had requested records from previous years. She is requesting the following items again: February time sheets that the employees fill out from 2020 and a 2017 text message about memorial trees. She also disagreed with a response sent by the Administrator for questions she had concerning a perceived conflict of interest on her end with the Administrator serving on the Board to the Little Miami River Chamber Alliance and a wine tasting event hosted by the township, a dismissal of an previous employee who she believes was not discussed in an open meeting prior to the April 2020 meeting, alleged discrimination on the township's part against this employee even though there is a severance agreement between that employee and the township because it is perceived that she was forced to sign it, and that the township passed legislation to adopt zoning text amendments outside the designated time frame but no referendum was filed.

Richard McDonough, 9516 Main Street, stated that he runs a small business from his house and needs more time to remove his items that he was cited for 6 weeks ago. The board stated that they typically try and work with everyone.

Mr. Darcy Havill, 9976 Lincoln, stated that he appreciates the speed sign posts that have been installed in Camp Dennison on State Route 126 and he feels that they are working well, and people have slowed down through Camp. He stated that there have been some minor issues with batteries (due to cloudy days since they are solar powered), but they have been fixed and the signs are working well. Mr. Havill stated that there are some people who are still speeding and are not paying attention to the signage. He asked if they would get license plate readers. Lieutenant Tarr stated that that is not an option. Mr. Havill asked to have an empty police car back again to set down in Camp to deter speeders. Mr. Bryant stated that it needs to be random and short term. Mr. Havill stated that he feels that there are no patrols occurring in Camp Dennison. Lieutenant Tarr stated that a lot of their normal patrols did get put on hold during COVID. Mr. Havill stated that additional patrols were promised after the passage of the last levy. Mr. Bryant stated that the board will need to have more discussions concerning additional patrols.

### CORRESPONDENCE

Attached to the packet.

### EVENTS/MEETINGS

- Finance Committee Meeting – Wednesday, May 12, 2021 at 6:00 p.m. at the Safety Service Center.
- Clean-Up Day – Saturday, May 15, 2021 from 9:00 a.m. until 3:00 p.m. at Home of the Brave Park.
- Zoning Commission Meeting – Wednesday, May 19, 2021 at 7:00 p.m. via zoom.
- Story Book Time with the Library – Hopewell Meadows Park from 10:00 until 12:00 p.m.
- Memorial Day – Monday, May 31, 2021 All buildings closed for the holiday.
- Regular Trustees Meeting – Tuesday, June 1, 2021 at 7:00 p.m. at the Safety Services Center.
- Yoga in the Park begins – Wednesdays and Saturdays starting June 2, 2021 at 6:30 and 9:00 a.m. at Hopewell Meadows.
- Board of Zoning Appeals Meeting – Monday, June 7, 2021 at 7:00 p.m. via zoom.
- Hazardous Household Waste Drop-off – Saturday, June 12, 2021 from 8:00 a.m. until 12:00 p.m. at Home of the Brave Park.

### OLD BUSINESS

Mr. Bryant made a motion to approve Resolution G2021-12, a Resolution Approving an Employment Agreement with Kimberly Lapensee as Township Administrator Pursuant to ORC Section 505.031 and Dispensing with the Second Reading. Mr. Beck seconded the motion.

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

### NEW BUSINESS

Mr. Bryant made a motion to not request a hearing for a liquor license renewal for Kroger Limited Partnership, 11390 Montgomery Road, Cincinnati, Ohio 45249. Ms. Leis seconded the motion.

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

Mr. Bryant made a motion to set a public hearing date of June 1, 2021 at 7:00 p.m. to discuss the tax budget for FY2022. Mr. Beck seconded the motion.

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

Mr. Bryant asked for discussion concerning a follow-up for the health broker interviews. Mrs. Lapensee suggested that they bring the top two picks back for additional questions in two weeks. Mr. Bryant made a motion to set a meeting date for either May 18 or 20 for the follow-up meeting. Mr. Beck seconded the motion.

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

Mr. Bryant made a motion to approve Resolution G2021-41 – Resolution Providing for the Declaration of Nuisance for the Property Located at 9516 Main Ave. and Authorizing all Necessary Steps for the Abatement of the Nuisance. Ms. Leis seconded the motion. Discussion continued.

Mrs. Lapensee stated that they sent a notice to the resident on November 16, 2020, he has had plenty of time to clean it up. It was reinspected on December 11, 2020 and he had cleaned some of it up and they reinspected it in March of 2021, he again cleaned some of it up. On March 25, 2021 they reinspected it again and he had made some progress but still had a lot of junk in the driveway. They reinspected it in April of 2021 and told him that he needed to clean it up. He runs a business out of his house, but his property is not zoned Business, it is zoned Single Family B. He cannot run a business out of his house, he would need a home occupation permit and outside storage of materials is not permitted.

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

Mr. Bryant made a motion to approve Resolution G2021-42 – Resolution Authorizing the Township Administrator to Purchase a Dump Bed and Accessories for a Previously Ordered Dump Truck for the Road Department from KE Rose in the amount not to exceed \$70,800.00. Mr. Beck seconded the motion. Discussion continued.

Mrs. Lapensee stated that they were hoping they would not have to buy it until the end of the year, but with steel prices rising, they had to order it to lock in the price.

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

Mr. Bryant made a motion to approve Resolution G2021-43, a Resolution Authorizing the Township Administrator to sign an Agreement with Environmental Designs to Paint the Interior Rooms, Truck Bay and Door Frames at the Remington Fire Station and Certain Interior Rooms and Door Frames at the Safety Center in the amount not to exceed \$15,007.00. Mr. Beck seconded the motion. Discussion continued.

Ms. Leis asked if we were going to get multiple bids? Mrs. Lapensee stated that Mr. Pitman was working on it. Mr. Bryant made a motion to revise the resolution to remove the name and add a statement not to exceed \$15,007.00. Ms. Leis seconded the motion.

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

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

Mr. Bryant made a motion to approve Resolution G2021-44, a Resolution Approving Amended Township Permanent Appropriations for Fiscal Year 2021. Mr. Beck seconded the motion. Discussion continued.

Mrs. Lapensee stated that at the request of Hamilton County Auditors Office, they went ahead and amended the Resolution that was passed in December, so they could send them a revised copy of the Permanent Appropriations.

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

Mr. Bryant 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 the following:

Fund Acct #	Fund	Add	Final Appropriation
1000-110-314-0000	General	+3,300.00	\$10,800.00
1000-110-370-0000	General	+250.00	\$44,250.00
2031-330-314-0000	Road & Bridge	+550.00	\$3,050.00
2171-610-314-0000	Parks	+850.00	\$8,650.00
2172-610-314-0000	Rozzi Park	+750.00	\$7,750.00
2191-210-314-0000	Police	+2,600.00	\$13,600.00
2192-220-314-0000	Fire	+1,050.00	\$4,050.00
2193-330-314-0000	Road Levy	+1,450.00	\$7,750.00
2194-330-314-0000	Streets Levy	+350.00	\$4,250.00
2195-230-314-0000	EMS Levy	+650.00	\$6,250.00
2196-220-314-0000	Safety Services	+14,350.00	\$54,350.00
2401-310-314-0000	Lighting	+700.00	\$5,000.00
2902-710-314-0000	TIF	+150.00	\$8,850.00
2021-760-750-0000	Gas Tax	+70,800.00	\$149,125.00

- b. Expenditure: \$5,300.00 Haddix Tree Service Inc. to remove trees and trim trees on Munson and in Waldschmidt Cemetery.
- c. Expenditure: \$7,500.00 Rozzi for the fireworks for the July 4<sup>th</sup> show in Symmes and Phillips Park.

Ms. Leis seconded the motion.

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

EXECUTIVE SESSION

None.

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 - ‘absent’, Mr. Bryant - ‘aye’, and Mr. Beck - ‘aye’.

Meeting adjourned at 8:25 p.m.

Approved:

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Kenneth N. Bryant, President

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Jodie L. Leis, Vice-President

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Philip J. Beck, Trustee