
MINUTES OF SYMMES TOWNSHIP REGULAR MEETING

JANUARY 8, 2019

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: Kim Lapensee - Administrator; Kevin McDonough - Law Director; Chief Ott Huber - LSFD; and Lieutenant Tory Smith - Hamilton County Sheriff's Department.

PLEDGE OF ALLEGIANCE

ELECTION OF OFFICERS

Mr. Bryant made a motion to nominate Mr. Phil Beck for President. Ms. Leis seconded the motion. The roll call vote was as follows: Ms. Leis - 'aye', Mr. Bryant - 'aye', Mr. Beck - 'aye'. Motion passes.

Mr. Bryant made a motion to nominate Ms. Jodie Leis for Vice-President. Mr. Beck seconded the motion. The roll call vote was as follows: Ms. Leis - 'aye', Mr. Beck - 'aye', Mr. Bryant - 'aye'. Motion passes.

OATH OF OFFICE

Ms. Cynthia Bucco, James Singler and Jeffrey Reichman were sworn in by Law Director Kevin McDonough to serve on the Zoning Commission.

APPROVAL OF AGENDA

Mr. Beck 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', Mr. Bryant - 'aye'. Motion passes.

APPROVAL OF MINUTES

Mr. Beck made a motion to approve the Minutes of the Special and Public Hearing Minutes from November 29, 2018, the Regular Minutes from December 4, 2018 and the Special Minutes from December 18, 2018. Ms. Leis seconded the motion.

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

FISCAL OFFICERS REPORT

Ms. Sims stated that she has handed out the year-end report for December and is working on the final year end reports for 2018. She stated that she will have the more detailed report completed by the next meeting. Ms. Sims stated that it shows the ending balance in December and beginning balance for January.

PRESENTATIONS

Emersion Design – Facilities Report for Township Buildings and the Meade House. Mr. Tim Wiley and Nathan Myers with Emersion Design stated that they were here tonight to present their findings for the Facilities Plan (assessment of buildings) they were hired to complete for the Township. Mr. Wiley went through the report. He stated that currently the Township has a little over ten thousand square feet of space between the Administration building, Garages and the old Sheriffs building.

Mr. Wiley stated that they started with a questionnaire and analyzed what the Township currently has now, all of the maintenance equipment, office's, and potential growth. He stated that it turns out, that even with that 10,000 sf, we really need double the space to really function efficiently and provide for some growth. He stated that he understands that this sounds like a lot, and the cost would be robust as well. He stated that they looked at several different designs and tried to capture on efficiencies.

He stated that they did compare our facility to our surrounding neighbors. He stated that we roughly have around 15,000 persons in population living here and are around 9 square miles in size. He stated that they looked at Deerfield Township that has a population of 38,000 person and is 17 square miles in size. He stated that they have a maintenance facility that is currently 24,000 sf. and was built in 2015 at a cost of 3.6 million dollars. He stated that they also looked at Sycamore Township that has a population of 19,000 persons and is 7 square miles in size and their maintenance building is 14,000 sf. He stated that their building cost around 3.6 million dollars to build as well. Mr. Wiley also looked at the City of Milford and Miami Township, Clermont County and they are all included in the report as well.

Mr. Wiley stated that they took all the information from the questionnaires and put them into a spreadsheet to get the square footage needs. He asked Mr. Meyers to go over the options.

Mr. Nathan Meyers stated that they were also asked to assess their garage needs due to the number of equipment vs buildings available for storage. He stated that the township is very concerned about protecting their investments with all the equipment that is owned. He said that the trucks that are built nowadays are actually much larger than what the garages were originally built for. He stated that larger chassis trucks need more space to service them and when you pull them into the garage now, they just do not fit. He stated that this report factors in those needs. He stated that he believes the garage space is a priority for the township, but when you add a garage space to the campus, how does it fit in with the existing buildings? He stated that if you put a garage in a parking lot, then you displace the cars for the office space and then there is not enough room to circulate the vehicles around the building. He stated that we may need to find some efficiencies in other buildings.

He stated that Option 1 looked at this existing building, which was an old house and that it would be hard to add onto and then how do you add the other disciplines to it? He stated that it becomes quite expensive to add onto this existing building (admin) because it does not meet the current building codes as far as accessibility is concerned (access to the building and the restrooms and meeting space).

He stated that Option 2 looked at the other office building (old sheriff's building) which is far more accessible and could be added onto. He stated that there is an existing garage in the back that could also be added onto and there are already shower/bathroom facilities in it. He stated that the traffic patterns would also flow better. He stated that it would be safer to consolidate all the employees under one roof.

Mr. Meyers stated that they also looked at demolishing all the buildings here and build a new garage with add office space to the front of it so that the township vehicle traffic could flow through and around the building and all other traffic could come into the main existing entrance and park where the front of the building would be located.

Mr. Wiley stated that all of these options are listed in the report. He stated that this existing campus is disjointed and he had a hard time finding out where he needed to go the first time, he visited the campus. He stated that the signage could be improved upon. He stated that they did some quick renderings of what they believe we need.

He stated that the priorities that he would suggest is to protect our assets. He stated that just adding a garage would only be a short-term solution to all of the other items that need to be addressed. He provided a cost for each solution and built in escalating costs (because they most likely would not be built for another 3 to 5 years). He stated that Option 1 would be around 3.5 million dollars, Option 2 would cost around 3 million dollars, and if you add a garage to each option, it could cost around \$830,000.00 for a 10-bay garage and \$700,000.00 for an 8-bay garage. They would recommend option 2 due to the cost and it would be the easiest option.

Mr. Beck asked Mr. Wiley to clarify each solution and whether or not it would include a freestanding garage or not. Mr. Wiley stated that they provided the cost to provide a freestanding garage (10 bay or 8 bay options). He stated that the cost might vary depending on whether or not it gets attached to the building or not. Mr. Beck asked which option he would lean toward. Mr. Wiley stated that he picks the 10-bay option because if you look at the existing site, there is equipment all over the place and not in a garage. He believes it will improve efficiencies across the site.

Mr. Bryant asked about option 3. Mr. Wiley stated that we did look at demolishing the two office buildings and building a new garage with an attached two-story office building (which also keeps the two existing garages to the south of the site. Mr. Wiley stated that they included that information in the booklet, but the longer we wait, the more expensive the costs are.

Mr. Nathan Meyers stated that they also looked at the Meade House. He stated that this building is an old farm house and he believes that it may be older than what the documentation shows. He stated that there was an assessment done 14 years ago, and the facility has aged since then and he believes that some things were missed during that assessment. He said that there are many things that trouble him. The first thing is the floors are supported by an old rock foundation and wood beams. He walked through there with a structural engineer and they took notice to the dry rot and termite damage with some of the beams. He stated that when that house was built, the foundation that it sits on was not built for an assembly space.

He stated that it is their recommendation to go around the all sides of the interior of the basement and add rebar mesh, then add a 6" concrete wall to the perimeter and that would allow the beams to sit down on a solid structure instead of old falling down rock walls. He stated that this would stabilize the rock walls. He stated that we would need to take out the old rock wall in the middle where the doorway is and replace it with a solid concrete wall to add structure. He said at the same time, we would have to rectify all the sloping floors in the building. He stated that once you have done all of this basement work, it will then start cracking the walls and floors above it so then you have to fix that as well. He stated that we would also need to add fire separation to the building between floors and we would most likely never be able to use the 2nd floor for any type of assembly uses.

Mr. Meyers asked what type of assembly uses do we want to have in this building. He stated that at the end of the day, you would most likely have to gut the entire insides of the building to make anything work (due to all the renovations you would have to make to it). He stated that you can stabilize the floors and use it for what we use it for now (residential home), but it can't be used as an assembly space without all the work he just outlined.

Ms. Jodie Leis asked if there are any grants out there that we could apply for to help fund those improvements. Mrs. Lapensee stated that she only knows of the CDBG grant program for historic structures, but we do not participate in that program.

Mr. Beck stated he mentioned putting in a fire separation between the basement and the first floor. He asked what that would look like. Mr. Meyers stated that it would entail support in the ceilings and doors at the top or the bottom of the stairs. He stated that if you add those items in the building it would definitely change the look of the building.

Ms. Leis stated that if we wanted to use this space for an assembly use, then we would have to make these improvements to the house for safety reasons. Mr. Meyers stated yes.

Mr. Bryant wanted to know if you could have a Christmas Party in there for 25 people? Mr. Meyers stated that 25 people in that space would make him nervous. He stated that maybe 5 or 6 people would be okay, but not any more than that. Mr. Wiley stated that they wanted us to be aware of the risks involved so we could make the appropriate decisions. Mr. Wiley referred the Board to the pictures in the report about how the beams are cracking and bowed. Mr. Meyers stated that they would not use their architectural stamps for that assembly use. Mr. Bryant asked if the numbers provided in the back of the report represent what it would take to fix everything? Mr. Wiley stated that this is what it would take to use the building for assembly space. (range \$397,961

to \$504,349.30). Mr. Meyers stated that the blue line highlights the construction costs only to remediate immediate concerns (\$134,000.00).

Mr. Beck stated that you had mentioned that you had concerns about the roof. Mr. Meyers stated that he is concerned about the entire attic space because of the plywood on the floors and the bowed beams. He stated that there is money allocated in the estimate to stabilize some of the structure.

Ms. Jodie Leis asked if there was anything upstairs that should not be there. Mr. Meyers stated not really, but there has been some water damage and modifications to the roof.

Mr. Beck asked if we went in and started renovating, would this open us up to having to deal with ADA requirements and/or sprinklers. Mr. Meyers stated that he believes we would be okay for the sprinklers, but we would need to modify the restrooms due to the size and maneuverability of wheelchairs.

PUBLIC HEARINGS

None

APPROVAL OF DISBURSEMENTS

Mr. Beck made a motion to approve the warrants 74087 to 74332 in the amount of \$754,710.08 for December. Ms. Leis seconded the motion.

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

REPORTS

KEVIN MCDONOUGH, LAW DIRECTOR had no report.

LIEUTENANT TORY SMITH, HAMILTON COUNTY SHERIFF’S DEPT had no report but stated that he should have the December stats here soon and will pass them along to Mrs. Lapensee.

CHIEF OTT HUBER had no report. He stated that he handed out the 4th quarter report for everyone to see.

BILL PITMAN, DIRECTOR OF PUBLIC WORKS – None.

COMMITTEE – Mr. Beck asked if a Finance Committee had been set up yet. Ms. Sims stated no.

OTHER – Ms. Leis stated that we recently had a photo contest and the pictures taken were all hanging in the back of the room. She thanked everyone who entered the contest and congratulations to the winners.

HEARING OF RESIDENTS

Mark Leguillon, 9355 McKinney Road, stated that he recently found out about the township wanting to adopt a property maintenance code and he wants the board to know that it will have a negative impact on the community, but he appreciates the efforts by the township. He stated that there may be unforeseen impacts on the residents which could amount to higher taxes. He mentioned that there were only 3 complaints in 2015, 32 complaints in 2016, 35 complaints in 2017 and 36 complaints in 2018. Mr. Leguillon stated that 60% of those complaints were grass related. He stated that he has been out surveying the community and the overwhelming majority seems to be opposed to this plan. He stated that he believes that there are other codes out there that can handle the complaints. Mr. Leguillon stated that he does not want to live in an HOA environment. He asked that the board vote no on this issue. He stated that there should be a resident community board put together to help out those individuals that need assistance. He stated that not many were actively informed and most are happy with the way things are now.

Ms. Leis stated that we did put together a list of churches and other help organizations two years ago for people to contact if they needed help.

Mr. Leguillon stated that he feels like we softened the whole issue surrounding the property maintenance code in the newsletters. He stated that most people were not even aware. He stated that he received 62 emails total - 8 were for it and 54 were against it. He asked that all comments received by the township be posted on the website along with the other comments already posted.

Mr. Bryant stated that he values all comments made. Ms. Leis stated that we have been trying to get comments from the public now for 3 years. Mr. Beck stated that the Board will have to reassess. Mr. Bryant stated that we have attempted to get the information out to everyone.

Mr. Mike Howell, Camp Dennison, asked if the statement that Ms. Leis made about the church's being involved in the property maintenance, will that be part of the language? Ms. Leis stated no, that was something the Township did on the side. That would be the first avenue to move down if they found someone who is elderly or did not have the means to take care of it. Mr. Howell stated that he agrees with Mr. Leguillon about the property maintenance code. Mr. Howell asked that the Trustees re-visit the request to lower the speed limit on 126 in Camp Dennison from 55 mph down to 35mph from where it currently exists and take it up to the Miamiville Bridge.

Jim Meyer, 9437 McKinney Road, asked that next time we schedule a meeting or send out a newsletter, that we should put our website address on that information so everyone will know. He also stated that he lives on McKinney at Enyart and has large evergreens in his front yard. He asked who at the county he would talk to see if they can install a guardrail in this location once those large trees die. Mrs. Lapensee handed him Bill Pitman's card and asked him to call Bill to get the correct phone number.

Joe Grossi, 11982 Paul Meadows Drive, stated that he put in a request to receive public records in September of 2018 and still has not received all the records he has requested. He stated that he has only received part of his request. He stated that he was sent a letter in October from the Fiscal Officer that some records were missing and would be forwarded once found. He stated that it is now January and he still does not have any of the records.

Ms. Sims stated that she still can't find some of the invoices. She stated that she will send out what she has tomorrow. She stated that Mr. Grossi has stated in the past that he wanted all the records at once when they are all found.

Mr. Grossi stated that he does not understand Ms. Sims filing system or her record keeping system but it seems ridiculous to him that those specific bills would be separate from all the other bills. He does not understand how she runs her office but in his opinion it is not very efficient. Ms. Sims stated that they have found the invoices but they have to go back through because every once in awhile they have missed a specific invoice. Ms. Sims stated that they have found some and she will provide them to him tomorrow with a listing of the ones they are still looking for.

Mr. Grossi stated he understands from talking to the Ohio State Auditor's Office that his next step if he cannot get the records he is entitled to, under Sunshine Laws for the state of Ohio, is to hire an attorney himself and personally sue Ms. Sims and the Township. He really has no desire to sue the Township but he also has a strong desire to get what he is legally entitled to and has not been able to get. Ms. Sims stated again that tomorrow she will send him the copies that they have pulled already and he will see the ones they are still looking for.

Mr. Grossi stated that at the last Trustees meeting if the Township still has late fees occurring and Ms. Sims told him yes. He does not know specifically what bills to ask for that show's late fees. Is there a recordkeeping method in your system that would allow him to say he would like her to supply him with all the late fee charges that came in for October, November or all of last year or does he specifically have to say he wants the bills from the credit card that our police department used to gas up that was declined for non-payment? Ms. Sims advised that they are making the wrong statement by saying the cards were declined for non-payment. Mr. Grossi stated that something had to happen for the cards to be declined. Ms. Sims stated that the payments were made but the checks were not received. Mr. Grossi asked if what she is saying is that it was the Post Office fault?

Ms. Sims stated that if Mr. Grossi did not want to listen then she can not answer his question.

Mr. Grossi stated that Ms. Sims does not accept responsibility for anything she does. Ms. Sims stated that she does not pay late fees. There are late fees being assessed because of the new processes in place. Ms. Leis stated that is not true. Mr. Grossi stated that he has a record on almost thirty thousand dollars (\$28,000.00) in late fees and she is sitting there saying to all of them that you do not pay late fees. Where that come from? Ms. Sims stated that she was sorry but if Mr. Grossi did not want to have a good conversation then that is fine. She is sorry, she was no other comment to him. Mr. Grossi stated that Ms. Sims has to answer for her behavior in her office.

Ms. Sims stated again that she has no other comment for him. The Lighting District stuff that he is talking about is under audit right now and she is not going to discuss that with him. Mr. Grossi stated that she does not answer anything and she has done that in other meetings also. Ms. Sims asked what did she not answer.

Mr. Grossi stated that she did not answer about the Paycor thing. She would not accept what the Trustees put in resolution form. She would not accept the Law Directors legal option and she is sitting there tell him that you do not have to answer. Ms. Sims stated that she is saying to him that he does not want to listen to her explanations so therefore she is not going to discuss this any further with him. If Mr. Grossi wants to come into her office and talk to her in a civilized manner about these issues where she can show him what you are being told about is incorrect, then they can go from there. Mr. Grossi stated that he has been more than patient with her and her office and all he is asking for is what the law tells him he is entitled to. Ms. Sims stated that she will send them to him tomorrow so he can see what they have and what they do not have.

Mr. Grossi asked if anyone else has asked for public records lately? Ms. Leis stated that she put in a public information request and still does not have the records. He asked Mrs. Lapensee if she has received any public records requests. Mrs. Lapensee stated that we actually received two last week. Mr. Grossi asked how long did it take to get the records? Mrs. Lapensee stated that her staff handled the request and one record was given out the next day and the other was picked up today. Ms. Sims stated that she wanted to add one thing. Mr. Beck stated that Ms. Sims made a statement a few minutes ago, something about the new process has resulted in late fees. He would like to stated for the record that the Trustees implemented a new process for personally signing checks so they could have greater oversight as a result of the history of the late fees. The Trustees put on every single warrant that they do not support late fees and the late payment of invoices. The new process absolutely does not result in late payments and he will not accept that.

Mr. Beck stated that we do not pay late fees and checks are not being provided in a timely manner so that they have enough time to sign the checks before they are due. Ms. Leis stated that they all agreed on 3 days to sign checks after they were ready. She stated that if there is a holiday in that three days, then the check should be prepared even earlier to give time in the mail for it to be delivered on time.

Mr. Grossi asked if there are still late fees occurring. Mr. Beck stated no they are not paying late fees at the moment. Mr. Beck stated that when they sign checks, there are hand written notes, redacting certain information which states that the total does not include late fees and that Carol chases them down. Mr. Grossi asked how specific he had to be on his public records request to be able to get those records with late fees assessed. Mr. Grossi asked Ms. Sims if she keeps a financial report that states the late fees? Ms. Sims stated that he would have to look through each invoice that they process to find those. Ms. Sims stated that she does not have a report to show the late charges. Mr. Grossi asked where does the oversight come on late fees that accrue on bills that this Township has to pay.

Ms. Leis stated that the Fiscal Officer is responsible for paying bills. The Fiscal Officer answers to the residents and not to the Trustees.

Mr. Grossi stated that he talked to the Auditor's Office and stated that there are 4 signatures required to remove her from office. Mr. Grossi asked Ms. Sims if she plans on running again for Fiscal Officer. He wondered what her platform would be. Ms. Sims stated if he wants to come in and look at the invoices, he will see what Mr. Beck is talking about. Mr. Grossi ask Ms. Sims if she is running again for her office. Ms. Sims stated that she does not think that is relevant of his conversion. Mr. Grossi stated that it is to him because it is his money that is getting paid out to pay the late fees.

Mr. Grossi stated that he was reviewing the minutes from the November 14, 2017 and asked what the transfer of money was for since it referred to it being for lighting expenses in 1-A-27, 1-E-1 and 1-A-6. Mr. Bryant stated that after an internal audit was performed, it was found that some of the lighting districts were not assessed and therefore caused late fees and that they authorized money to be spent from the general fund to pay the lighting expenses to clean it up. Ms. Leis stated that as soon as they found out they cleaned it up. Mr. Grossi asked if this money could be moved anywhere. Mr. Grossi asked if there was a list kept that he can look at that for late payments/assessments. Ms. Sims stated no. Mr. Grossi stated that if there is no report, then how do we know when or if it happens and what is being done to clean it up. Mr. Bryant stated that we used to use automatic stamps, but took their names off when they found out there were late fees. He stated that we now review each bill, circle late fees, not pay late fees and ask questions. He stated that it becomes Carol's responsibility. Mr. Grossi stated that he does not believe all late fees are forgiven. Mr. Bryant stated that it takes a lot of their time to sign checks. Ms. Leis stated that we started noticing late fees and took steps and are still trying to correct it and oversee it. She stated that we do not broadcast a list and the Fiscal Officer does not answer to the Board. Mr. Grossi stated that if the Board has no teeth, then he has to pursue it. Mr. Bryant stated that the Auditor's Office has teeth. Mr. Grossi stated that he has a hard time believing that the Board has no power to stop this.

Olga Staios, 11974 PaulMeadows Drive, asked if Ms. Sims has given any reasons for why there are late fees. Ms. Sims stated that there are many different reasons why and they are not all posted. She gave an example of a Time Warner bill not being correctly set up which caused late fees. Ms. Staios asked about the late fees paid to Duke Energy. Ms. Sims stated that this is all under audit at the current time. Mr. Bryant stated that the audit should be done sometime this spring. Ms. Staios asked when the information would be available. Mr. Grossi stated that the Auditor's office told him it would be available in May.

CORRESPONDENCE

See Attached.

EVENTS AND MEETINGS

- Martin Luther King Holiday – Building closed January 21, 2019.
- Board of Zoning Appeals Meeting – February 4, 2019 at 7:00 p.m.
- Regular Trustees Meeting – February 5, 2019 at 7:00 p.m.

OLD BUSINESS

Mr. Beck mad a motion to approve Resolution G2018-86 – Resolution Authorizing the Township Administrator to sign an agreement with the University of Cincinnati Institute of Crime Science for professional services for a police staffing analysis in an amount not to exceed \$10,000.00. Mr. Bryant seconded the motion. Discussion continued.

Mrs. Lapensee stated last year they starting talking to the Sheriff's office about a new fee structure associated with the Township current contract and the fees would increase going forward in 2020. They have had other Townships approach them to look into a study of what a it would look like if they had a joint district. She stated that this is the Township's last year for the contract in 2019. She stated that she collected all of the hourly rates of the existing deputies that are assigned to Symmes Township and all the costs associated with that hourly rate (including benefits and equipment). She stated that she compared those costs in 2017 to 2018 to 2019 and projected the costs for 2020. She stated that this year the contract most likely will increase by 4% based on last year's numbers because we are billed hourly for the deputies. She stated in 2020, once we move to the new billing hourly rate of \$58.1048 an hour, we are looking at a 16% increase in the cost. She stated that we will no longer be billed for actual costs and that the Sheriff's office will add in their overhead costs of 8% for personnel/capital.

Mrs. Lapensee stated that she would like for us to join in the study so we will have multiple options available to chose from if we do not want to or can't afford to pay the 16% increase in

2020. She stated that the study will look at and analyze our crime data and look at how many officers will be needed to perform the work. She stated that if we do not join the study, then we only have one option and that is to renew our contract with the Sheriff and pay a higher price.

Mr. Beck stated that he is not interested in subsidizing any other police departments. He stated that he was interested in seeing how much it would cost to set our own police department or joint district to see if it would be cost effective and sustainable. He stated that it may not change how we operate, but it would be helpful information to have.

Mr. Bryant stated that he wants a letter from the Sheriff's Office stating that we do not owe any additional monies to the Sheriff due to the way the billing is being done. He stated that there is a cap in the contract and we are now being billed only for the hours provided which are typically under the cap. He stated that he has asked for that information and still does not have a paper in hand that states that. He stated that he is worried about what we may owe. Mr. Bryant stated that he was happy to see that we were under the cap and wanted to add another power car, but now with the increases, we won't be able to do that. Mr. Smith stated that he had asked the Sheriff to suspend the rate increases until the end of the contract time period and the Sheriff's Office has and will wait to negotiate a new contract in 2020.

The roll call vote was as follows: Mr. Beck - 'aye', Ms. Leis - 'no'; Mr. Bryant - 'no'. Motion fails.

NEW BUSINESS

Mr. Beck made a motion to advertise for bids for the 2019 mowing contract. Ms. Leis seconded the motion. The roll call vote was as follows: Mr. Bryant - 'aye', Ms. Leis - 'aye', Mr. Beck - 'aye'. Motion passes.

Mr. Beck made a motion to accept \$500.00 for the MORE grant through OTARMA to be used for safety items. Ms. Leis seconded the motion. Discussion continued.

Mr. Bryant asked what we would be spending the money on. Ms. Sims stated that the money has already been spent on safety cones. The roll call vote was as follows: Ms. Leis - 'aye', Mr. Beck - 'aye', Mr. Bryant - 'aye'. Motion passes.

Mr. Beck made a motion to approve Resolution G2019-01 – Resolution Appointing Kevin C. McDonough Law Director Pursuant to ORC Section 504.15 and Dispensing with the Second Readings. 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 approve Resolution G2019-02 – Resolution Authorizing the Township Administrator to purchase 2 Ford Explorers and Accessories from Kings Ford for the Police Department. Mr. Bryant seconded the motion. Discussion continued.

Ms. Sims stated that we will need to amend the temporary appropriations to purchase these two vehicles. She stated that it will need to be amended to increase the line item by \$10,500.00. Mr. Beck made a motion to amend the appropriations by \$10,500.00 in the TIF Fund (14-A-3D). Ms. Leis seconded the motion. The roll call vote was as follows: Mr. Beck - 'aye', Ms. Leis - 'aye', Mr. Bryant - 'aye'. Motion passes.

The roll call vote was as follows (to purchase the vehicles): Mr. Beck - 'aye', Ms. Leis - 'aye', Mr. Bryant - 'aye'. Motion passes.

Mr. Beck made a motion to approve Resolution G2019-03 – Resolution Approving an Employment Agreement with Mike Howell as Custodian for the Camp Dennison Nature Trail. Ms. Leis seconded the motion. The roll call vote was as follows: Mr. Bryant - 'aye', Mr. Beck - 'aye', Ms. Leis - 'aye'. Motion passes.

Mr. Beck made a motion to approve Resolution G2019-04 – Resolution Approving expenditures in the amount of \$26,000.00 for special events that will be held in the parks and dispensing with a second reading. Ms. Leis seconded the motion. Discussion continued.

Mr. Bryant stated that a couple of years ago we were at \$22,000 and last year at \$25,000. This year you are moving it to \$26,500 is there any outstanding reason or are we not getting donations to support other. Mrs. Lapensee stated that we always account for not getting donations but we have been successful for covering the cost.

Ms. Sims stated that she only appropriated \$25,000 for these special events and that the appropriations would have to be amended. Ms. Sims stated that these numbers also do not include labor put forth by the employees.

Mr. Beck amended the motion to approve Resolution G2019-04 – Resolution Approving expenditures in the amount of \$25,000.00 and make adjustment to Yoga in the Park from \$4,000 to \$2,500 and dispensing with a second reading. Ms. Leis seconded the motion. Discussion continued.

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

Mr. Beck made a motion to approve Resolution G2019-05 – Resolution Approving a One-Year Supplemental Contract with the Loveland Symmes Fire Department for the Camp Dennison area in the amount of \$6,000.00. Motion seconded by Mr. Bryant. The roll call vote was as follows: Ms. Leis - ‘aye’, Mr. Beck - ‘aye’, Mr. Bryant – ‘aye’. Motion passes.

Mr. Beck made a motion to approve Resolution G2019-06 – Resolution Approving Expenditures for Clean-up Days, Recycling and Hazardous Waste Collections in the amount not to exceed \$17,000.00. Ms. Leis seconded the motion. Discussion continued.

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

Mr. Beck made a motion to approve Resolution G2019-07 – Resolution Requesting County Auditor to make advance payment of taxes. Mr. Bryant seconded the motion. The roll call vote was as follows: Ms. Leis - ‘aye’, Mr. Bryant - ‘aye’, Mr. Beck - ‘aye’. Motion passes.

Mr. Beck made a motion to approve Resolution G2019-08 – Resolution Approving an agreement with LANrm Technologies, LLC to provide IT Service and Support for Nine “Workstations located in the Symmes Township Fire Stations in an amount not to exceed \$5,292.00. Ms. Leis seconded the motion. The roll call vote was as follows: Ms. Leis - ‘aye’, Mr. Bryant - ‘aye’, Mr. Beck - ‘aye’. Motion passes.

Mr. Beck made a motion to approve Resolution G2019-09 – Resolution authorizing the township director of public works to conduct the necessary sidewalk repairs throughout the township not to exceed \$10,000.00. Ms. Leis seconded the motion. The roll call vote was as follows: Ms. Leis - ‘aye’, Mr. Bryant - ‘aye’, Mr. Beck - ‘aye’. Motion passes.

Mr. Beck made a motion to approve Resolution G2019-10 – Resolution authoring the township director of public works to conduct the necessary cracks seal repairs for maintenance and repairs to the township’s roadways not to exceed \$10,000.00. Mr. Bryant seconded the motion. Discussion continued.

Ms. Sims stated that she takes the money for that expense from Fund 3 instead of Fund 11.

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

Mr. Beck made a motion to approve Resolution G2019-11 – Resolution authorizing the purchase of supplies for the Symmes Township medic units from various vendors in an amount not to

exceed \$21,000.00. Ms. Leis seconded the motion. The roll call vote was as follows: Ms. Leis - 'aye', Mr. Bryant – 'aye', Mr. Beck - 'aye'. Motion passes.

Mr. Beck made a motion to approve Resolution G2019-12 – Resolution authorizing the purchase of turn-out gear and various other equipment from Honeywell in an amount not to exceed \$25,000.00. Ms. Leis seconded the motion. The roll call vote was as follows: Ms. Leis - 'aye', Mr. Bryant – 'aye', Mr. Beck - 'aye'. Motion passes.

Mr. Beck made a motion to approve Resolution G2019-13 – Resolution authorizing the township administrator to enter into a grant agreement with ODNR for a Natureworks Local Grant Program project for Meade Park. Mr. Bryant seconded the motion. Discussion continued.

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

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

- a. Expenditure: \$5,000.00 Sutphen for fire apparatus repairs.
- b. Expenditure: \$4,463.00 Emergency Reporting for fire records management software.
- c. Expenditure: \$3,600.00 Best One Tire for fire department tire repairs.
- d. Expenditure: \$3,000.00 Palmer/Kenworth for fire vehicle repairs.
- e. Expenditure: \$4,500.00 Physio Control for maintenance contract for life pack monitors.
- f. Expenditure: \$20,475.93 Intercommunity Cable Regulatory Commission (ICRC) for 3rd quarter franchise fees.

Ms. Leis seconded the motion. Discussion continued.

Ms. Sims stated that she would like to strike items a, c and d because she does not want to issue any blanket purchase orders for the Fire Department. She stated that most of those expenses fall under the township administrators purchasing authority and the PR should be issued at the time of purchase. Ms. Sims stated that she does not want to tie up certain funds with those blanket PO's in case she needs them for something else.

Mrs. Lapensee stated they have to take out a purchase order anyway. Just trying to streamline the work

Mr. Beck stated could they adjust a, c and d to be an expenditure of \$11,600 for fire repairs or work?

Ms. Sims stated that their policy is that when a service or item is purchased, they write up a purchase requisition. This was not discussed with her and it is by-passing that procedure.

Mr. Beck motion to strike a, c and d from the list of expenditures. Mr. Bryant seconded the motion. The roll call vote was as follows: Ms. Leis - 'aye', Mr. Bryant – 'aye', Mr. Beck - 'aye'. Motion passes.

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

HEARING FROM RESIDENTS

None.

EXECUTIVE SESSION

Mr. Beck made a motion to adjourn into executive session per ORC Section 121.22(G) (1) To consider the compensation and employment of a public employee of official, and (3) To have a conference with the Law Director concerning pending or imminent court action at 10:00 p.m. 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 return from Executive Session at 10:45 p.m. No further action was taken.

ADJOURNMENT

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

Meeting adjourned at 10:46 p.m.

Approved:

Kenneth Bryant, President

Philip Beck, Vice-President

Jodie Leis, Trustee