

Trustees & Fiscal Officer  
(513) 722-3400

Zoning  
(513) 722-3400

Service Department  
(513) 722-4600



[www.goshen-oh.gov](http://www.goshen-oh.gov)

Police  
(513) 722-3200

Fire & E.M.S.  
(513) 722-3473  
or  
(513) 722-3500

**Regular Meeting – Goshen Township  
Board of Trustees  
Tuesday, August 12, 2014  
7:00 PM**

**Meeting Minutes**

**Opening**

Invocation  
Pledge of Allegiance  
Roll Call

Reverend Rick Salee  
Honorable Joe Spaulding  
Honorable Cheryl Allgeyer

Trustee Corcoran called the meeting to order at 7:00 PM. Reverend Rick Salee led the Invocation. Mr. Joe Spaulding led in the Pledge of Allegiance and roll was taken.

Trustee Lisa Allen – Present  
Trustee Claire Corcoran – Present  
Trustee Lois Pappas Swift - Present

In Attendance: Fiscal Officer Cheryl Allgeyer, Fire / EMS Chief Steve Pegram, and Service Director Bob Seyfried

**Adoption of Agenda**

**251-2014** Trustee Allen motioned to adopt the agenda. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes      Trustee Corcoran – Yes      Trustee Swift – Yes

**Approval of Meeting Minutes**

**252-2014** Trustee Swift motioned to approve Board of Trustee meeting minutes from 05/12/14 and 06/10/14. Trustee Allen seconds the motion; motion carries.

Trustee Allen – Yes      Trustee Corcoran – Abstain      Trustee Swift – Yes

Trustee Corcoran abstained from voting due to she was not in attendance during these meetings.

**253-2014** Trustee Swift motioned to approve Board of Trustee meeting minutes from 07/10/14 Budget Discussion, 07/10/14 General Business, 07/14/14 and 07/18/14. Trustee Corcoran seconds the motion; motion carries.

Trustee Allen – Abstain      Trustee Corcoran – Yes      Trustee Swift – Yes

Trustee Allen abstained from voting due to she was not in attendance during these meetings.

**254-2014** Trustee Allen motioned to approve Board of Trustee meeting minutes from 07/29/14. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes      Trustee Corcoran – Yes      Trustee Swift – Yes

### **Communication and Announcements**

Trustee Allen congratulated Fire / EMS Chief Pegram for receiving a 2014 award given by the Fire Protection Research Foundation for his research and reporting on Best Practices for Emergency Response to incidents involving electric battery operated vehicles.

Trustee Corcoran stated the BCI report has been received and is available to the public. Trustee Corcoran stated that the Board of Trustees along with Administrator Snyder has requested guidance from the Clermont County Prosecutor's Office along with their HR Specialist and would like to meet with them as soon as possible to discuss this report. Trustee Corcoran stated report copies were available at tonight's meeting.

### **New Business**

**255-2014** Trustee Allen motioned to approve the payment of bills, payment dates 07/11/14 to 08/12/14. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes      Trustee Corcoran – Yes      Trustee Swift – Yes

**256-2014** Trustee Swift motioned to accept the resignation of Scott Murphy as a full-time firefighter/paramedic effective July 24, 2014. Trustee Allen seconds the motion; motion carries.

Trustee Allen – Yes      Trustee Corcoran – Yes      Trustee Swift – Yes

Chief Pegram stated Mr. Murphy has accepted employment in the private sector, but that he would like to remain on as a part-time firefighter/paramedic for Goshen Township.

**257-2014** Trustee Swift motioned to appoint Scott Murphy as a part-time firefighter/paramedic effective July 24, 2014 at the pay rate of \$13.00 per hour. Trustee Allen seconds the motion; motion carries

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

**258-2014** Trustee Swift motioned to appoint Michael Helms as a full-time firefighter/paramedic effective August 14, 2014, at the first year probationary rate of \$36,785.22 per the current collective bargaining agreement. Trustee Allen seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

Chief Pegram stated with the resignation of Scott Murphy it has left a full-time employment vacancy and he presented to the Board to proceed with hiring a full-time employee. Chief Pegram stated that Scott Murphy resigned at top pay and Michael Helms would be paid at the probationary entry pay, there will be no additional cost to the Township. Chief Pegram stated Mr. Helms completed the full-time firefighter/paramedic testing and that Mr. Helms did very well in both the written and physical ability testing. Chief Pegram recommended to the Board to hire Michael Helms as a full-time firefighter/paramedic.

Upon Board approval, Chief Pegram proceeded with swearing in of Michael Helms as a full-time firefighter/paramedic for Goshen Township.

**259-2014** Trustee Allen motioned to rescind previous motion #213-2014 made on July 10, 2014, to declare 2002 Jeep Cherokee (VIN # ending in: 8038) as surplus and to authorize for auction on GovDeals.com. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

Chief Pegram explained that the motion made on 07/10/14 was to follow standard operating procedure of auctioning surplus equipment. Chief Pegram stated that after placing the vehicle on GovDeals.com he was contacted by Lt. Johnny Shea of the Civil Air Patrol with a request that the Township donate the vehicle to them. Chief Pegram stated that only a bid of \$700.00 had been received on GovDeals.com to date. Trustee Swift asked Chief Pegram if the Jeep works; Chief Pegram stated it does, but it is need of several repairs. Chief Pegram stated to his understanding that the Civil Air Patrol does not have any funding to purchase vehicles, but that they do have funding to repair vehicles.

Chief Pegram asked Lt. Johnny Shea to come forward to give further explanation of the organization and his request for the vehicle donation. Lt. Shea explained this vehicle would greatly help the Civil Air Auxiliary; they currently have only one small van in their fleet. Lt. Shea has been directed to obtain vehicles with the understanding that he cannot purchase the vehicles and that it must be donated, but funds are available for needed repairs. Lt. Shea stated he would like to develop a long term partnership with the Township due to primary operations are within

Clermont County. Lt. Shea explained the main operations of the Civil Air Auxiliary in the U.S. Air Force is to be a force multiplier in times of crisis and to also assist in local humanitarian needs during time of disaster.

- 260-2014** Trustee Allen motioned to declare as surplus 2002 Jeep Cherokee (VIN # ending in: 8038) and to donate said vehicle to the 279<sup>th</sup> Composite Squadron, Clermont County Civil Air Patrol, United States Air Force Auxiliary, 4184 Taylor Road, Batavia, OH 45103. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

- 261-2014** Trustee Allen motioned to remove item K from agenda to declare surplus 4 desktop computers, 2 laptop computers and 1 computer monitor from the Fire and EMS departments. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

Trustee Swift asked if the Civil Air Auxiliary could use the computers; Lt. Shea replied that they could use them. Chief Pegram suggested to the Board that the agenda item be removed and to revisit after further discussions with Lt. Shea.

- 262-2014** Trustee Swift motioned to accept Regional/County-Wide Assistance to Firefighters Grant (AFG) for the Fire and EMS Departments in the total amount of \$997,538.00 (\$897,785.00 provided by FEMA and \$99,753.00 provided by participating agencies) for the purchase of radios and radio equipment. Trustee Allen seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

Chief Pegram stated that the Goshen Fire/EMS applied for a federal Assistance to Firefighters Grant regional grant program for Clermont County and we were awarded the regional grant from FEMA for the purchase of radios and radio equipment. Chief Pegram explained that the maximum amount which could be applied for was \$1 million dollars which was based upon population and that Goshen Township was awarded almost the maximum amount allowed. Chief Pegram explained that FEMA would provide 90% of the funds and that the participating municipalities would be required to provide 10% matching funds. Chief Pegram explained the participating municipalities would be responsible to pay 10% of their allotted equipment they were individually requesting.

- 263-2014** Trustee Allen motioned to increase revenue in Fire Fund 2111 by \$997,538.00. Revenue provided by AFG grant of \$897,785.00 as well as 10% matching funds of \$99,753.00 from participating agencies within the community. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

Chief Pegram explained that with the grant being regional that Goshen would be the host of the grant, FEMA would issue us the grant funds and the participating

municipalities would issue checks to Goshen Township for their 10% portion. Chief Pegram stated once we have received all funds, the radios would be ordered and Goshen would be responsible for paying the invoice. Trustee Swift asked if he had received quotes on the radios. Chief Pegram explained that the radios are Motorola and that there is a state term contract.

- 264-2014** Trustee Corcoran motioned to appropriate \$990,540.90 to Fire Fund 2111 line item 2111-190-590-2112 (Other expenses – Federal funds FEMA) for the purchase of radios and radio equipment awarded from the AFG grant upon approval of increased revenue referenced in the above motion. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes                      Trustee Corcoran – Yes                      Trustee Swift – Yes

- 265-2014** Trustee Swift motioned to increase appropriation by \$6,997.10 to Fire Fund 2111 line item 2111-220-430-0000 (Small Tolls & Minor Equipment) for Goshen Township's portion of the AFG required grant match. Trustee Allen seconds the motion; motion carries.

Trustee Allen – Yes                      Trustee Corcoran – Yes                      Trustee Swift – Yes

- 266-2014** Trustee Allen motioned to support by resolution the submittal of a grant application by Loveland Symmes Fire Department and the city of Loveland, Ohio to the "Local Government Innovation Fund" in their efforts to obtain a state grant to assist in building a regional fire training building in order to continue the training collaborations with Goshen Township Fire and EMS and other fire departments. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes                      Trustee Corcoran – Yes                      Trustee Swift – Yes

Chief Pegram stated that Loveland Symmes Fire Department has purchased a piece of property located in downtown Loveland to build a fire training center for local communities to do hands on training. They are seeking grant funding from the State and that the state of Ohio no longer wants to fund individual communities to have their own training facilities but that they want to fund community collaborations. Chief Pegram stated that there would be no financial contributions by Goshen Township; the Board would only be approving the efforts of Loveland to submit for the state grant funding.

- 267-2014** Trustee Swift motioned to increase appropriation by \$6,723.88 to General Fund 1000 line item 1000-420-370-0000 (Payment to Another Political Subdivision). Revenue received from the estate of Charles Forman. Trustee Allen seconds the motion; motion carries.

Trustee Allen – Yes                      Trustee Corcoran – Yes                      Trustee Swift – Yes

**268-2014** Trustee Allen motioned to increase appropriation by \$5,767.54 to General Fund 1000 line item 1000-930-930-0000 (Contingencies). Revenue received from the estate of Charles Forman. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes                      Trustee Corcoran – Yes                      Trustee Swift – Yes

**269-2014** Trustee Allen motioned to increase revenue in Police Fund 2081 by \$7,000.00. Revenue received by the US Marshals Office. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes                      Trustee Corcoran – Yes                      Trustee Swift – Yes

With Chief Snyder not in attendance, Chief Pegram stated that former employee Ed Holland worked on a regional drug task force with the FBI and that any seizures made in which he was involved in, Goshen Township would receive a portion of the sale of these seized assets.

**270-2014** Trustee Swift motioned to increase appropriation by \$7,000.00 to Police Fund 2081 line item 2081-210-311-0000 (Accounting and Legal Fees) upon approval of the increased revenue referenced in the above motion. Trustee Allen seconds the motion; motion carries.

Trustee Allen – Yes                      Trustee Corcoran – Yes                      Trustee Swift – Yes

**271-2014** Trustee Allen motioned to rescind previous motion #217-2014 made on July 10, 2014, for the approval to pay part-time firefighter/paramedic Michael Helms back pay in the total amount of \$1,957.50. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes                      Trustee Corcoran – Yes                      Trustee Swift – Yes

Chief Pegram explained that upon further inspection there was a miscalculation in his original motion in that the amount was calculated as straight time and did not factor overtime hours worked, this new total includes the overtime hours worked.

**272-2014** Trustee Swift motioned to approve payment total of \$2,361.00 to part-time firefighter/paramedic Michael Helms for back pay from August 25, 2013 to March 8, 2014. Trustee Allen seconds the motion; motion carries.

Trustee Allen – Yes                      Trustee Corcoran – Yes                      Trustee Swift – Yes

**273-2014** Trustee Allen motioned to rescind previous motion #218-2014 made on July 10, 2014, for the approval to hire probationary part-time firefighter/paramedic Tim Harmon effective July 10, 2014. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes                      Trustee Corcoran – Yes                      Trustee Swift – Yes

Chief Pegram stated that there was an error in the name of the original motion made and that it should be Tim Harrison not Tim Harmon as presented on July 10, 2014.

**274-2014** Trustee Swift motioned to hire probationary part-time firefighter/paramedic Timothy Harrison at a rate of \$12.50 per hour effective July 10, 2014. Trustee Allen seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

### **Park Board Update**

Mr. Joe Spaulding presented the Park Board update and his report is attached for reference. Trustee Corcoran stated that the Park Board interviews are to be scheduled forthcoming.

### **Community Forum**

Jim Constable – Blanchester, OH: Mr. Constable mentioned with the approved increases in revenue and the salary increases of the elected officials. Mr. Constable asked for verification that the increase in Police legal fees will be used toward legal or accounting; Trustee Corcoran stated, legal fees. Mr. Constable mentioned the BCI report and Trustee Corcoran stated that the Board of Trustees is working with the County Prosecutors regarding the report.

Victoria McCulley – Goshen, OH: Ms. McCulley who makes decisions regarding the Citizens Police Academy and their meetings. Trustee Corcoran stated the Board was unaware of the August meeting of the CPA when it was scheduled and due to the Police Officers work schedule and did not want to leave an Officer on the road alone. Trustee Corcoran stated after a conversation with Administrator Snyder that the August CPA meeting was cancelled and that the meeting would possibly be rescheduled in November. Ms. McCulley stated that members of the CPA would sometimes ride with the Police Officers.

### **Old Business**

**275-2014** Trustee Allen motioned to adjourn into Board of Trustee's Executive Session at 7:58 PM to review pending collective bargaining agreement and to discuss the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official according to Ohio Revised Code 121.22(G)(1). Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

**276-2014** Trustee Allen motioned to reconvene from Board of Trustee's Executive Session at 9:24 PM, into Board of Trustee's Regular Meeting. Trustee Swift seconds the motion; motion carries

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

**277-2014**

Trustee Corcoran motioned to direct Administrator Snyder to prepare and construct a posting and job description for an Administrator for the Township and to have it submitted to the Board by next Monday. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

**278-2014**

Trustee Corcoran motioned to direct Police Chief Snyder to secure the Police evidence room immediately, change the locks with only one key to be held by Police Chief Snyder only, to obtain quotes to have cameras installed for both the inside and outside of the Police evidence room, to complete an audit of the evidence room with two individuals other than those who have had any contact with the evidence room or who have been in charge of the evidence room in past and present. Trustee Allen seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

Mr. Jeff Corcoran asked for clarification if the advertising was for the Township Administrator position; Trustee Corcoran replied it was. Mr. Corcoran asked for clarification if the Police evidence room was to be locked down immediately; Trustee Corcoran replied it was.

**279-2014**

Trustee Corcoran motioned that all keys for the Police evidence room be returned to Police Chief Snyder immediately, to all be received by morning of 08/13/14. Trustee Swift seconds the motion.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

Mr. Jim Constable asked for clarification that the Board was just advertising for a new Administrator of the Township and that the Board was not taking the duties away from current Administrator Snyder. Trustee Corcoran stated that duties would not be removed until posting is ready to go and would take advisement how to proceed at that time.

Mr. Jeff Corcoran asked if the Township Trustees had been formally informed that the BCI report was complete. Trustee Corcoran stated that the Township has not been notified by BCI or Administrator Snyder that the report had been completed. Trustee Corcoran stated that she received a report from an outside source not with BCI or the Township. Trustee Corcoran stated that the report had been given to the County Prosecutors but that the Township had not been notified. Trustee Allen stated that she had a conversation with Police Chief Snyder in that the Township had not been notified that the BCI report was complete. Trustee Allen stated that Police Chief Snyder had stated the BCI had apologized that procedure had not been followed by BCI to notify the Trustees and Administrator and that more documentation had been delivered to the Township for review. Trustee Corcoran stated no official notification had been received from BCI to Goshen Township that report was completed or filed.



## Adjournment

**280-2014** Trustee Allen motioned to adjourn the Meeting of the Board of Trustees at 9:40 PM.  
Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

Respectfully Submitted by:

  
Cheryl Allgeyer, Fiscal Officer

  
Goshen Township Trustee

CRA