

Trustees & Fiscal Officer
(513) 722-3400

Zoning
(513) 722-3400

Service Department
(513) 722-4600



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, September 9, 2014
7:00 PM**

Meeting Minutes

Opening

Invocation

Pledge of Allegiance

Roll Call

Honorable Lisa Allen

Honorable Darrin Cordell

Honorable Cheryl Allgeyer

Trustee Corcoran called the meeting to order at 7:00 PM. Honorable Lisa Allen led the Invocation. Mr. Darrin Cordell 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, Administrator Ray Snyder, Fire / EMS Chief Steve Pegram, and Service Director Bob Seyfried

Adoption of Agenda

290-2014 Trustee Swift motioned to adopt the agenda. Trustee Allen seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

Approval of Meeting Minutes

291-2014 Trustee Allen motioned to approve Board of Trustee meeting minutes from 08/12/14, 08/15/14 and 08/18/14. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Abstain

Trustee Swift – Yes

Communication and Announcements

Ms. Wendy Mueller stated that she is a professional community planner which is currently working with the Goshen Township Zoning Board on development of the 28 corridor and stated that the project is scheduled to be complete by middle of next year 2015. Trustee Corcoran asked if the Zoning Board, upon project completion, bring it before the Trustees for a vote. Ms. Mueller stated yes they would. Trustee Allen asked if some parts of the project be completed in pieces or would all zoning resolutions need to be done at the same time. Ms. Mueller stated it would be better to complete them at one time and not do in pieces.

Trustee Corcoran read for the record an Entry of Terms of Sentence, Case No. 2009 CV H 1019, Clermont County General Health District vs. Donald Wayne Combs from Judge Thomas Herman. Per the Entry of Terms the facility operated by Don Combs along St. Rt. 28 was to be closed and authorized the Sheriff's office to padlock the facility. A copy of this Entry of Terms is attached for reference.

New Business

292-2014 Trustee Allen motioned to approve the payment of bills, payment dates 08/13/14. Trustee Corcoran seconds the motion; motion carries.

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

293-2014 Trustee Swift motioned to appoint Aaron Kidd as a part-time firefighter/paramedic effective September 9, 2014, at the probationary pay rate of \$12.50 per hour. Trustee Allen seconds the motion; motion carries.

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

294-2014 Trustee Swift motioned to appoint Sander Wechsler as a part-time firefighter/paramedic effective September 9, 2014, at the probationary pay rate of \$12.50 per hour. Trustee Allen seconds the motion; motion carries

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

295-2014 Trustee Allen motioned to appoint John Corrigan as a volunteer EMT effective September 9, 2014. Trustee Swift seconds the motion; motion carries.

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

296-2014 Trustee Swift motioned to appoint Carlos Seth Daniels as a volunteer firefighter effective September 9, 2014. Trustee Allen seconds the motion; motion carries.

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

297-2014 Trustee Allen motioned to declare surplus 4 desktop computers, 2 laptop computers and 1 computer monitor from the Fire and EMS departments and to authorize the donation of said equipment to the 279th Composite Squadron, Clermont County, Civil Air Patrol U.S. Air Force Auxiliary, 4184 Taylor Rd., Batavia, OH 45103 . Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

Chief Pegram stated at the prior meeting he had been directed to look into donating the computer equipment to the Civil Air Patrol should they be in need of it. Chief Pegram spoke with Lt. Johnny Shea and that Lt. Shea state they could use the computer equipment.

298-2014 Trustee Allen motioned to rescind previous motion #263-2014, #264-2014 and #265-2014 made on August 12, 2014 (motions approved the increase in revenue to Fire Fund 2111 by \$997,538.00, the appropriation of \$990,540.90 to Fire Fund 2111 line item "Other expenses – Federal funds FEMA" and the appropriation of \$6,997.10 to Fire Fund 2111 line item "Small Tools & Minor Equipment" for the purchase of radios and radio equipment awarded from the Regional Assistances to Firefighters grant) . Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

Fiscal Officer Allgeyer explained that upon requesting the revenue increase to the County, approved at the prior meeting, the County suggested that a new Capital Project fund be created due to other municipalities were involved in the Assistance to Firefighters grant and that the grant was specific in that only radios and radio equipment could be purchased with the grant money. Fiscal Officer Allgeyer explained that prior motions made would need to be rescinded in order to create the new fund suggested by the County.

299-2014 Trustee Swift motioned to support by resolution the submittal of request for a new Capital Project Fund 4903 to account for the Regional Assistance to Firefighters grant revenue and expenses for radios and radio equipment purchase. Trustee Allen seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

Fiscal Officer Allgeyer explained that the County would require a resolution be signed by the Trustees in order to create the new Capital Project Fund 4903.

300-2014 Trustee Allen motioned to increase revenue in Capital Project Fund 4903 by \$990,173.14. Revenue provided by AFG grant of \$897,785.00, as well as 10% matching funds of \$92,388.14 from participating agencies within the community. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

Fiscal Officer Allgeyer explained that the revenue increase is the amount which would be received

from the AFG grant and the participating communities.

301-2014 Trustee Allen motioned to increase appropriation by \$7,364.86 to Fire Fund 2111 line item "Other Expenses – Federal Funds – FEMA" to account for Goshen Township's 10% required matching funds for AFG grant. Trustee Corcoran seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

Fiscal Officer Allgeyer explained that \$7,364.86 is the 10% match for Goshen Township required by the AFG grant.

302-2014 Trustee Allen motioned to appropriate \$990,173.14 to Capital Project Fund 4903 – AFG Radio Grant line item "Small Tools and Minor Equipment" for the purchase of radios and radio equipment for the Fire / EMS Departments. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

Discuss 2014-2015 salt pricing and blacktop bid

Service Director Seyfried stated that we were included in the County bid for salt and that the bid has come back with an increase over last year. Service Director Seyfried stated the county bid came back at \$128.00 per ton compared to \$48.00 per ton last year and that the max we could receive is 436 tons. Service Director Seyfried stated we used 1,100 tons of salt over the past winter. Service Director Seyfried stated that Community Green would sell salt to the Township for \$95.00 per ton and that they have 300 tons to sell to the Township at this price. Trustee Corcoran asked if a closed bid process is required to purchase salt if we do not go with the County bid. Administrator Snyder stated he thought the Township could not exceed \$15,000.00 if you do not do a closed bid process. Trustee Corcoran asked for Administrator Snyder's recommendation; Administrator Snyder recommended that further investigation be done on the limit for closed bid process before approving an agreement to purchase from Community Green. Trustee Allen asked if the Township is locked into the County bid; Service Director stated, "No". Service Director Seyfried stated he would like to discuss blacktopping at a later meeting. Trustee Corcoran asked if the snow policy would be reviewed; Service Director Seyfried stated he would bring the snow policy to the next meeting. Upon completion of discussion, no motion was made.

Discuss GCDC status

Administrator Snyder stated that two resolutions must be signed by the Board of Trustees if moving forward with the GCDC. Administrator Snyder presented two past resolutions from 2007 and stated that similar language could be used in current resolutions with some updated changes made. Trustee Allen asked if the GCDC was a 501c(3) entity; Mr. Jeff Corcoran stated this would need to be verified with the IRS. The Board of Trustees directed Administrator Snyder to verify with the IRS the filing status of the GCDC. Mr. Corcoran stated the GCDC had paid back taxes to give the GCDC some time, but that notification has been given that the foreclosure process has started again on the properties. Mr. Corcoran stated there was no guarantee that the CDC will be tax exempt and that there would be a possible liability of \$12,000.00 in back taxes. Mr. Corcoran stated to the Board that the Trustees would be the one to determine who they would want on the

CDC board. Trustee Corcoran asked that Administrator Snyder have answers to these questions by the next Trustee meeting. Mr. Corcoran stated that a mowing strategy had been worked out with the Village of Belmont. Trustee Allen asked Mr. Corcoran to send the Trustees a list of current board members of the GCDC. Upon completion of discussion, no motion was made.

Discuss scheduling employee meetings with Trustees and Managers

Trustee Corcoran stating that these meetings would be open meetings since all Trustees would be present. Administrator Snyder asked if these were mandatory for employees to attend.

Trustee Allen stated it was mandatory for employees to attend at least one of the meetings but that they were not to attend on overtime hours/pay.

Upon completion of discussion the following dates were selected to hold Special Meetings for employee general discussions:

09/15/14 at 8:30 AM
09/29/14 at 8:30 AM
10/06/14 at 5:00 PM
10/20/14 at 8:30 AM
10/27/14 at 8:30 AM

Discuss scheduling Park Board application and interviews

Administrator Snyder stated that Amy Thompson, who is currently on the Park Board, has applied and Lou Clemmons has applied. Administrator Snyder stated the Trustees had already interviewed Mr. Clemmons; the Trustees directed Administrator Snyder to schedule an interview with Amy Thompson.

Discuss posting of Township Administrator position

Trustee Swift asked if the Administrator job description had been finalized; Administrator Snyder stated he would need the job description from the Trustees in order to post the position. Trustee Corcoran stated the position would be part-time so no benefits would apply & she would like to have this resolved quickly and asked for a deadline. Trustee Allen stated she would like for Mr. Ernie Ramos to review the Administrator job description before posting it; the Trustees agreed to have the Administrator job description to Mr. Ramos by Friday, 09/12/14.

Discuss monthly reports from Managers/Department Heads

Trustee Corcoran stated that once a month, during a Regular Trustee Meeting for Department Managers to present to the Board of Trustees the status of their individual departments along with any upcoming projects. Chief Pegram suggested that this update be presented at the 2nd Regular Meeting of the month; Trustees agreed to the update be given during the 2nd meeting of the month.

Discuss Budget meeting schedule

Trustee Corcoran stated the Board of Trustees would like to start the 2015 Budget discussions in order to have a budget ready to approve by 12/31/14.

Upon completion of discussion the following dates were selected to hold Special Meetings for budget discussions:

09/23/14 at 6:00 PM
10/28/14 at 6:00 PM
11/11/14 at 6:00 PM
11/25/14 at 6:00 PM

303-2014 Trustee Swift motioned to rescind resolution 12-2010 which removed Section 14.14 of Article 14, Appointment of Relatives in its entirety from the Goshen Township Personnel & Procedures Manual effective 01/12/2010. Trustee Allen seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

Trustee Corcoran stated that in 2010 part of the Township's policy manual included a policy which did not permit the hiring of family members, but that this policy had been removed by Trustee vote. Trustee Allen asked Administrator Snyder if his recommendation in 2010 was that the policy should remain in place and not be removed from the Township manual; Administrator Snyder confirmed that was his recommendation. Trustee Allen stated the Board of Trustees at that time went against the recommendation of Administrator Snyder and removed this section. Trustee Allen asked if this came up from a current problem or is this to head off future issues. Trustee Corcoran stated for future issues.

304-2014 Trustee Allen motioned to re-establish Section 14.14 of Article 14, Appointment of Relatives to the Goshen Township Personnel & Procedures Manual. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

305-2014 Trustee Corcoran motioned that Managers/Department Heads are to notify the Board of Trustees of any changes made to policy / procedures to be determined if the Board of Trustees should vote on it. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

Trustee Allen stated she had spoken with Mr. Ernie Ramos and it was her understanding from this conversation that everything should be in writing and that Mr. Ramos suggested all policies come to the Board of Trustees to be voted on before making them procedures. Trustee Corcoran stated that the Board of Trustees is a policy board and she also recommends that the Trustees approve all policy/procedures. Chief Pegram posed the question, "How would the Board know how to put out an electric vehicle battery fire?" if this procedure was presented to the Trustees for a vote, how would they be able to determine what is the best procedure to vote on. Chief Pegram stated he also spoke with Mr. Ramos and that his understanding was that not all policies/procedures be presented to the Board for a vote but that any policies/procedure involving Human Resource matters should be brought to the Trustees for a vote and not specific policies/procedures like how to put out fires on electronic vehicle batteries. Trustee Allen stated she would like to be notified when changes are made and not to necessary vote on them. Trustee Corcoran stated she would like any personnel policies be brought to the Board of Trustees for a vote.

Zoning Board Update

Trustee Allen asked if competitive bids were conducted; Mr. Corcoran stated if using professional services competitive bids are not required.

Park Board Update

Mr. Joe Spaulding presented the Park Board update and his report is attached for reference.

Community Forum

Jeff Corcoran – Goshen, OH

Mr. Corcoran inquired about 2014 fund transfers / advances.

Jim Allen – Goshen, OH

Mr. Allen asked the Board if they were still proceeding with the Police evidence room investigation. Administrator Snyder stated that County Prosecutor Vince Farris has the case and it is currently in Mr. Farris' hands. Trustee Allen stated she had communicated with Mr. Farris and that he will be working with the Hamilton County Sheriff's Office in proceeding with the investigation.

Jim Constable – Blanchester, OH

Mr. Constable inquired of the Zoning Inspector's presence at the hearing of Don Combs. Trustee Corcoran stated the Zoning Inspector attended most hearings which involved Goshen Township and that Mrs. Corcoran had requested Mrs. Alley to attend the hearing. Mr. Constable inquired about the GCDC audit and if the Trustees will receive a copy of the audit. Trustee Allen stated the Board of Trustees would not receive a copy of the audit because the Township and the GCDC are separate entities. Mr. Constable stated that due to Mrs. Swift and Mrs. Corcoran's husbands are both currently on the GCDC board that according to the state auditor the Township could not take the property back from the GCDC.

Old Business

306-2014 Trustee Swift motioned to adjourn into Board of Trustee's Executive Session at 8:46 PM to review pending collective bargaining agreement/s, pending court action 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 Allen seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

Board of Trustees reconvene from Board of Trustee's Executive Session at 9:50 PM, with no decisions made.

Adjournment

307-2014 Trustee Allen motioned to adjourn the Meeting of the Board of Trustees at 9:51 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