

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, January 27, 2015  
7:00 PM**

**Meeting Minutes**

**Opening**

Invocation  
Pledge of Allegiance  
Roll Call

Fire / EMS Chief Pegram  
Board of Trustees  
Fiscal Officer Cheryl Allgeyer

Trustee Allen called the meeting to order at 7:00 PM. Chief Steve Pegram led the invocation. The Board of Trustees 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 Lou Ethridge, Fire / EMS Chief Steve Pegram, Police Chief Rick Combs, and Service Director Bob Seyfried

**Adoption of Agenda**

**39-2015** Trustee Swift motioned to amend the agenda by switching agenda items D and E. Trustee Allen seconds the motion; motion carries.

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

**40-2015** Trustee Swift motioned to adopt the agenda as amended. Trustee Corcoran seconds the motion; motion carries.

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

## **Approval of Meeting Minutes**

**41-2015** Trustee Corcoran motioned to approve Meeting Minutes from 11/17/14, 11/18/14, 11/24/14 (3:30 Meeting), and 11/24/14 (6:00 PM Meeting). Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

## **Communication and Announcements**

Fiscal Officer Allgeyer read into the record a note from Kathie Alley, thanking Officer Jamie McFarland for his recent assistance in a family matter.

## **New Business**

**42-2015** Trustee Corcoran motioned to approve the payment of bills, payment dates 01/01/15 to 01/27/15. Trustee Allen seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – abstain

### Ambulance purchase discussion

Trustee Corcoran motioned to consider a motion to approve Fiscal Officer Allgeyer to secure financing with Republic National Bank for financing of the two 2016 Ford F-450 / Horton Ambulances. Amount to be financed is \$330,955.06 over five years with the first payment of \$71,812.05 due upon delivery in 2015 and 1 payment of the same sum due annually thereafter in November 2016, 2017, 2018 and 2019. Principal and interest shall be paid from the 2191 Ambulance Fund as budgeted. Trustee Swift seconds the motion; after discussion, motion was tabled.

Chief Pegram stated discussions had been had to purchase at least one ambulance and Chief Pegram had stated his concerns that the prior approval of ambulance purchase had been delayed by 18 months due to prior fiscal situation and that due to the new Fire/EMS levy, and that due to the high mileage on the current equipment the recommendation is to purchase two ambulances and finance them over a 5 year period which coincides with the time frame of the Fire/EMS levy. Chief Pegram stated that a policy had been adopted to replace ambulances when they reach 100,000 miles and that all current ambulances have exceeded 100,000 miles. Chief Pegram stated that if 2 ambulances were purchased, they would alternate the 1<sup>st</sup> out ambulance on a monthly basis and at the end of 5 years they would have an estimated mileage of 50,000 each. Chief Pegram stated if 2 ambulances were purchased that he would recommend selling the older 2 ambulances and this sell would help offset the purchase price of the new ambulances. Chief Pegram stated that industry standard is to replace at 100,000 due to cost of maintenance and repairs to keep the vehicle operational after it reaches this mark; Chief Pegram stated that the current #1 ambulance reached 100,000 in September and up to this

point the maintenance had included normal maintenance of oil changes and tires. Chief Pegram stated once it reach 100,000 the repairs of the vehicle increased and between October – December 2014, the ambulance had required \$5,715.00 in repairs, \$3,000.00 already spent on repairs in 2015 and the ambulance was currently in again for repairs. Chief Pegram stated financing options were looked at due to if paid cash for the ambulance in full it would deplete the unencumbered funds and that the financing term coincided with the 5 year Fire/EMS levy and that there would be no debt after the 5 year levy. Chief Pegram stated multiple quotes had been received and his recommendation would be through Republic National Bank due to they offered the lowest expense to the Township; quote had been received from LCNB, but LCNB would only issue a performance bond and the bank would not lock in the interest rate until the ambulance was delivered in November, Chief Pegram stated that with a bond the Township would also have the added expense of hiring legal Bond Counsel. Chief Pegram stated that Republic National bank was the bank that Horton Emergency recommended. Trustee Swift inquired where Republic National Bank was located; Chief Pegram stated in Indiana. Trustee Corcoran stated she had not seen the quotes for financing and inquired how much had been budgeted; Chief Pegram stated \$72,000.00 had been budgeted. Trustee Corcoran would like for the Administrator to review the paperwork and for the Administrator to make a recommendation to the Board. Administrator Ethridge inquired of the time frame for ambulance production; Chief Pegram stated production time is 10 months and would need a decision made quickly. Administrator Ethridge recommended to Board a work session to review the paperwork due to the time sensitivity of entering into the contract. Chief Pegram stated he would met with Administrator Ethridge and suggested putting the motion on the next Trustee meeting on 1/30/15. Trustee Allen requested that this motion be put on the 1/30/15 meeting agenda.

- 43-2015** Trustee Corcoran motioned to table agenda items D and E to the next Trustee Budget Meeting on 01/30/15 at 4:00 PM. Trustee Swift seconds the motion; motion carries.

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

- 44-2015** Trustee Swift motioned to approve Fire / EMS Chief Steve Pegram to attend the FDIC Conference in Indianapolis, Indiana from April 19 -26, 2015, at zero cost to Goshen Township. Trustee Corcoran seconds the motion; motion carries

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

Chief Pegram stated he attends this conference each Spring and the conference is the largest training / vendor conference. Chief Pegram stated he will attend as an instructor and his expenses are paid for due to his teaching with no cost to Goshen Township.

**45-2015** Trustee Corcoran motioned to approve Deputy Fire / EMS Chief Paul Hasenmeier to attend year 2 of the 4 year Executive Fire Officer Program at the National Fire Academy in Emmitsburg, MD; January 25 - February 6, 2015; motion retro-active to 01/24/15, at zero cost to Goshen Township. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

Chief Pegram stated that when employment was offered to Mr. Hasenmeier that Paul gave notification that he was already scheduled for program attendance. Chief Pegram stated that Mr. Hasenmeier had already completed the 1<sup>st</sup> year of the four year program and that this is the highest level of training for fire officers in the country and that all the training is free and all the travel expenses are covered, Goshen Township would have no expense related to his program attendance. Chief Pegram did not want to postpone Mr. Hasenmeier's attendance because it could delay him up to a year. Chief Pegram stated that Mr. Hasenmeier will conduct 4 research projects and that he is already looking into evaluating smoke detectors within Goshen Township as one of his program projects.

**46-2015** Trustee Corcoran motioned to purchase back Goshen Cemetery plot located in Section 2 - Lot 46 - Grave 7 for \$150.50, which was original purchase price. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

Service Director Seyfried stated that Ms. Rosetta Young had contacted him and stated that she had moved to Indiana and wished to sell the cemetery plot back to the Township.

**47-2015** Trustee Corcoran motioned to set Special Meeting date for Park Board interviews for 04/14/15 starting at 4:00 PM depending on availability. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

Trustee Corcoran inquired if Administrator Ethridge had a list of term expiration dates for the Park Board; Administrator Ethridge replied he does not currently have a list of expiration dates. Trustee Corcoran stated she knew that one expired in May 2015. Trustee Allen inquired if the three individuals who had interviewed for the most recent open position could be contacted; Trustee Corcoran stated she felt they could be contacted but that the position should still be posted and Trustees should interview for it.

**48-2015** Trustee Corcoran motioned to set Special Meeting date for Zoning Commission interviews for 02/11/15 from 6:00 – 8:00 PM. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

Administrator Ethridge stated that currently there are 3 open vacancies on the Zoning Commission and recommended for the Trustees to meet sometime in February for an interview date from 6:00 – 8:00 PM. Trustee Allen inquired how long would they post for the vacancies; Administrator Ethridge stated he would like to post for 2 weeks.

**49-2015** Trustee Corcoran motioned to rescind previous motion made to set Special Meeting date for Zoning Commission interviews for 02/11/15 from 6:00 – 8:00 PM. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

Trustee Allen suggested setting BZA interviews on same night as Zoning Commission interviews. Administrator Ethridge recommended to Board of Trustees to set a separate date to interview for Board of Zoning Appeals and that there is currently only one member on the BZA Board and that the BZA Board should have 6 members. Trustee Allen stated she believes the Board could distinguish between the Zoning Commission and Board of Zoning Appeals interviews and maybe should extend the time frame for the interviews. Trustee Swift suggested waiting to set meetings until they know how many people will apply for the open positions.

**50-2015** Trustee Corcoran motioned to set Special Meeting date for Zoning Commission interviews for 02/11/15 from 5:00 – 8:00 PM. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

**51-2015** Trustee Corcoran motioned to set Special Meeting date for Board of Zoning Appeals interviews for 02/11/15 from 5:00 – 8:00 PM. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

**52-2015** Trustee Swift motioned to set a Special Meeting date for GCDC interviews on 04/14/15 beginning at 6:00 PM. Trustee Corcoran seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

Administrator Ethridge stated that the Goshen Community Development Corporation would be coming back to the Township as the Goshen Community Improvement Corporation and with the name change and other technicalities which still needed to be handled and due to what needs to be completed that he recommended to

Trustees they set date in late March or early April. Trustee Corcoran inquired if late April would allow enough time to have everything in order; Administrator Ethridge stated he believed it would.

- 53-2015** Trustee Corcoran motioned to instruct Administrator Ethridge to advertise for Zoning Commission and Board of Zoning Appeals open positions. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

#### Administration Office space discussion

Administrator Ethridge stated there was a lot of space within the Township Building which currently was being used for storage and he would like to conduct an inventory of what is currently being stored in these spaces and would also like to make this space available for employees and Trustees to use. Trustee Swift inquired if the Township office the Historical Society is currently using is just for storage or do they use it; Trustee Allen stated there is an individual which does conduct research in this office. Administrator Ethridge clarified that he is only looking into the available space on the Administration side of the building along with any common areas of the building. Trustee Corcoran inquired if the Service Department could assist to help move furniture in some of the offices. Trustee Swift inquired if any of the equipment could be donated; Trustee Allen stated that traditionally the surplus equipment is sold on GovDeals.com. Trustee Allen instructed Administrator Ethridge to contact the Historical Society and the Park Board about possibly relocating what they currently have in the Administration Building.

#### **Old Business**

- 54-2015** Trustee Corcoran motioned to set Zoning Commission Secretary compensation at \$50.00 per meeting; compensation to be paid on an annual basis in December. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

Administrator Ethridge stated that after reviewing the work which current Secretary Eric Lutz has conducted has been quality work and that it would be difficult to replace Mr. Lutz and retain the same quality of work. Administrator Ethridge stated that the current 2015 budget draft reflected the Zoning Secretary compensation. Trustee Swift inquired why the Secretary received \$50.00 per meeting compared to the Commissioners received \$50.00 per month; Zoning Commission member Bob Seyfried stated the Secretary does more work by attending the meetings, compiling the minutes, and making contacts for day to day operations. Trustee Swift inquired about Eric Lutz representing individuals while he is being paid by the Township as Zoning Secretary to attend the meeting; Administrator Ethridge recommended as Community Economic Development Director that going forward he would asked if an

individual is involved in the matter they should recuse themselves from the procedure. Zoning Commission member Jeff Corcoran stated that at one time the Commissioners were paid \$35.00 per meeting and they held 2 meetings per month, now they are paid \$50.00 per month and the Zoning Commission holds one meeting per month. Mr. Corcoran stated that going forward there would be additional Public Hearings and that his recommendation to the Board of Trustees is that if a Public Hearing was followed up by a Regular meeting that this should not be counted as two meetings for the Secretary.

- 55-2015** Trustee Corcoran motioned that if a Zoning Public Hearing Meeting is followed by a Zoning Regular Meeting on the same day that this is considered one meeting attendance and the Zoning Secretary's compensation would be \$50.00 total for the day. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

## Community Forum

Jeff Corcoran – Goshen, OH

Mr. Corcoran stated that there are currently 2 vacancies on the Park Board; Erwin Walker's term and George Jackson term will expire in May 2015 and on Zoning Commission there are 2 vacancies; Tom Risk resigned his position and Elbin Miller's term expired December 31, 2014. Mr. Corcoran inquired if at the budget meeting the final 2014 numbers would be included; Administrator Ethridge stated they would.

Jim Constable – Blanchester, OH

Mr. Constable inquired about his public record request and would like a copy of the 2015 budget and who is responsible for the budget. Mr. Constable inquired about the Trustee meeting minutes available to the public. Mr. Constable inquired about the clean-up of the Donnie Combs property and inquired about the 2014 check issued to Trustee Lois Swift. Mr. Constable inquired about the shelter space in the Township Building. Trustee Allen responded regarding the meeting minutes that during year end and closing the books that meeting minutes can get behind and that up until year end the meeting minutes were current and timely. Trustee Allen stated that regarding public record request, that he should go through Administrator Ethridge. Trustee Allen stated with regard to the 2015 budget that the Administrator is working with Department Heads and the Fiscal Officer and that the Administrator is responsible for presenting the budget to the Trustees. Trustee Allen stated that regarding Donnie Combs property that it is still in litigation. Trustee Allen stated that regarding the check issued to Trustee Lois Swift that she believes it was the health pay out, and finally regarding the shelter space that the Township did not receive the grant they had applied for and the Administrator would continue to work on this matter.

Tom Risk – Goshen, OH

Mr. Risk inquired if Township publications could be put in the Community Journal instead of the Clermont Sun; Trustee Allen replied that publications were put into the Clermont Sun due to they were the least expensive to advertise in.

## Adjournment


**56-2015** Trustee Corcoran motioned to adjourn the Meeting of the Board of Trustees at 8:10 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

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