

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, April 14, 2015
7:00 PM**

Meeting Minutes

Opening

Invocation
Pledge of Allegiance
Roll Call

Fire / EMS Chief Pegram
Board of Trustees
Fiscal Officer 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, and Service Director Bob Seyfried

Adoption of Agenda

153-2015 Trustee Corcoran 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

154-2015 Trustee Corcoran motioned to approve Meeting Minutes from 02/13/15, 03/04/15, 03/09/15, 03/12/15, 03/16/15, and 03/24/15. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

155-2015 Trustee Swift motioned to approve Meeting Minutes from 02/24/15 (5:30 PM) and 02/24/15 (7:00 PM). Trustee Allen seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Abstain

Trustee Swift – Yes

Trustee Corcoran stated she was not in attendance for the meetings held on 02/24/15 and would abstain from voting.

Approve Payment of Bills

156-2015 Trustee Swift motioned to approve payment of bills, payment dates 02/25/15 to 04/13/15. Trustee Allen seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – No

Trustee Swift – Yes

Trustee Corcoran stated there were three checks which she did not sign off on and she would not vote on the payment of bills.

Communication and Announcements

Administrator Ethridge stated he would like to refine the definitions of the operational line items in the budget and what is included in these line items. In addition, Administrator Ethridge stated there is a need for big ticket items for capital purchases and he will be working with the Department Heads to bring a forecast and strategy to the Board of Trustees in the coming weeks. Trustee Corcoran stated she would like to schedule meetings to discuss at the end of April or beginning of May.

Deputy Fire Chief Paul Hasenmeier stated there would be a mock crash exercise at Goshen High School on April 23, 2015. Deputy Chief Hasenmeier thanked Firefighter Cody Martin for the mock crash suggestion because one has not been done at the High School since 2000. Deputy Chief Hasenmeier stated there has been great support from the community for the mock crash.

Trustee Allen stated there will be an after prom event for students which will be an alcohol free environment and that there had been great success with the event last year.

New Business

- 157-2015** Trustee Corcoran motioned to appoint Bryan Broyles as Acting Lieutenant effective April 1, 2015 at an hourly rate of \$20.43. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

Chief Pegram stated that Firefighter Matt Todd had been injured during the fire truck accident in 2014 and that he had surgery on April 1, 2015 for these injuries. Chief Pegram stated that anytime a ranked position is vacant for 30 days that the Officer in Charge is promoted temporarily and that Bryan Broyles would hold this position until Matt Todd returned to duty.

- 158-2015** Trustee Corcoran motioned to appoint Kristen M. Groves as a part-time Police Officer effective April 14, 2015 at the hourly rate of \$11.43 not to exceed 60 hours per pay period. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

Administrator Ethridge stated that on behalf of Police Chief Combs he welcomed Ms. Groves and asked that Fire / EMS Chief Pegram read Ms. Groves bio into the record.

Kristen Groves Oath of Office

Fiscal Officer Allgeyer administered the Police Officer Oath of Office to Kristen Groves.

- 159-2015** Trustee Corcoran motioned to approve 2% wage increase for nonexempt Service Department employees, Terry Burns, Chris Ellen, Dale Garrett, and David Steele retroactive to January 1, 2015. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

Administrator Ethridge stated that along with Service Director Seyfried he is recommending a 2% salary increase for the four full time service employees; Terry Burns, Dale Garrett, Chris Ellen, and Dave Steele. Trustee Allen stated that she has not had the time to review the document presented and would like to discuss this issue in Executive Session. Trustee Corcoran stated that the Service Department employees have waited a significant time for a wage increase and she believes a 2% increase is warranted. Trustee Swift stated that she also feels that the increase should be given. Trustee Allen stated she did not disagree with the wage increase, only that she would like more time to review before voting on the issue and felt she had not been given enough time to review the issue since she was made aware of it only today. Trustee Corcoran stated that she feels there has been ample time to review the issue and would like to vote on the matter tonight.

160-2015

Trustee Swift motioned to approve the Administrative Assistant job description as presented and appoint Kathie Alley to this position effective April 15, 2015. Trustee Corcoran seconds the motion; motion carries.

Trustee Allen – No

Trustee Corcoran – Yes

Trustee Swift – Yes

Administrator Ethridge stated that since becoming the Township's full time Administrator that the Human Resources had been shifted from the Police Department to the Administration side and he recommended to the Board of Trustees that Kathie Alley be approved for Administrative Assistant position and recommended to the Trustees to approve a 15% salary increase for Ms. Alley with the additional Administrative duties in addition to her current position and duties as Zoning Inspector. A copy of the Administrative Assistant job description attached for reference. Administrator Ethridge stated that Ms. Alley had not received a wage increase in several years. Trustee Allen inquired if Administrator Ethridge had emailed the wage increase information to the Board of Trustees; Administrator Ethridge stated he had not emailed the wage information but had placed a copy in the Trustees mailbox in the Administration Building and that he had emailed Trustee Allen the morning of April 14, 2015 to discuss the matters. Trustee Allen stated she had not had the appropriate amount of time to vote on the issue. Trustee Swift stated she also did not have the time to review the information but that she agrees with the Administrator's recommendation.

Property Maintenance Code field investigation process

Administrator Ethridge stated that when Bob Seyfried was sworn in as Service Director, that part of his job duties was for property enforcement but that due to budget cuts Mr. Seyfried salary was decreased and the duties of Property Maintenance were removed from his job duties. Administrator Ethridge stated that Director Seyfried would be taking back the Property Maintenance job duties immediately, with no additional compensation to his salary.

161-2015

Trustee Swift motioned to support the application by resolution for the Community Development Block grant funds. Trustee Corcoran seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

Administrator Ethridge stated that there is more than 80,000 square feet in the Township Building and that more than 3,000 square feet is currently unfinished space. Administrator Ethridge stated the Block Grant is 100% funded with no dollars payable by Goshen Township. Administrator Ethridge stated this grant would allow for the Administration Building's unfinished space to be completed and read the resolution into the record; copy is attached for reference. Administrator Ethridge stated the Township is fortunate to receive the grant in which Clermont County would oversee the project completed and at the completion of the project the County would hand over the completed space to the Township. Trustee Allen stated she had spoken with Police Chief Combs regarding security issues and recommended that Administrator Ethridge discuss the issues with the Police Chief; Administrator Ethridge stated he has spoken with the Police Chief about security issues.

162-2015 Trustee Swift motioned to authorize Administrator Lou Ethridge to attend planning and zoning work sessions in Durham and Wake County, NC on May 26 & 27, 2015, at no cost to Goshen Township. Trustee Corcoran seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

Administrator Ethridge stated that there would be no travel expenses to the Township for the sessions in North Carolina due to he will combine it with a family trip.

Old Business

163-2015 Trustee Corcoran motioned to table confirmation of Chief Pegram MOU vehicle insurance coverage requirement until the April 28, 2015, meeting. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

Administrator Ethridge stated that Chief Pegram insurance company had a recent policy change and due to this policy change he recommended to reschedule the discussion to the April 28, 2015, meeting which would allow him time to put together additional information which is currently being received in order to present to the Board of Trustees. Trustee Corcoran stated she was in agreement with waiting to discuss until the legal opinion had been received.

164-2015 Trustee Corcoran motioned to approve a 15% wage increase for Kathie Alley and to appoint Kathie Alley to Administrative Assistant effective April 15, 2015. Trustee Swift seconds the motion; motion carries.

Trustee Allen – No

Trustee Corcoran – Yes

Trustee Swift – Yes

Fiscal Officer Allgeyer requested that the Board of Trustees make an additional motion to appoint Kathie Alley to the position of Administrative Assistant with a 15% wage increase over her current hourly rate with an effective date stated.

Community Forum

James Constable – Blanchester, OH

Mr. Constable inquired about drafts of meeting minutes, what was the total pay increase for Kathie Alley; Board replied pay increase for Ms. Alley was 15%. Mr. Constable stated employees who have not received wage increases and inquired where the money came from to allow the approved wage increases. Mr. Constable inquired if the 4/14/15 6:00 PM meeting regarding the GCIC interviews had been cancelled and presented a copy of the GCDC audit to the Board of Trustees and stated the property would be going up on auction for back taxes. Mr. Constable

inquired about the status of his public record request. Trustee Allen replied to Mr. Constable that the 4/14/15 6:00 PM had been cancelled and apologized for not getting the cancellation information out to the public; Administrator Ethridge stated he was not sure where the 4/14/15 6:00 PM came from; Trustee Corcoran replied that the meeting had been scheduled to start the GCIC interviews.

Jeff Corcoran – Goshen, OH

Mr. Corcoran asked for clarification where the Board of Trustees stood with the GCDC / GCIC and stated that all CDC Board members had submitted their resignations to the Board of Trustees. Mr. Corcoran inquired if Administrator Ethridge was recommending that the CDC property should go to auction for back taxes owed. Trustee Allen inquired what the amount of the back taxes owed on the property; Mr. Corcoran replied the back taxes are estimated at \$31,000.00 but the property is valued at \$1 million dollars. Mr. Corcoran stated if the Township does not act quickly that someone will purchase the property and the Township will be out and that it lies in the hands of the Trustees. Mr. Corcoran stated that the intention of the CDC was to donate this property to the Township. Trustee Allen inquired if Administrator Ethridge could verify when the auction will be on the property; Administrator Ethridge stated he would get the information to the Board of Trustees within a couple of days.

Ken Klosterman – Goshen, OH

Mr. Klosterman stated that he believes every person in the room tonight is here to make Goshen a better place and made the suggestion that a balance sheet of the Township should be made available to the public. Mr. Klosterman stated he would be interested in purchasing the CDC property and that he believed the property had contingencies attached to it and recommended to the Board of Trustees to look into these contingencies before moving forward with the property.

Donnie Combs – Goshen, OH

Mr. Combs inquired if Administrator Ethridge had looked into the business sign which Mr. Combs believed was in the right of way. Mr. Combs stated that he does not want the Township to lose the CDC property to an auction. Mr. Combs inquired if there were detailed job descriptions for the Township employees and would like for the Township employees to work together and that all employees should be treated equally. Trustee Allen replied that she was not familiar with a sign in the right of way and that the Board of Trustees still had further discussions regarding the CDC. Trustee Allen stated that job descriptions and duties are in the employee's personnel files. Trustee Allen stated that resident complaints are listened to if they are addressed in a calm manner but that residents may not agree with the answer they receive. Trustee Allen stated that if complaints were brought to the Administration in an aggressive manner that the discussion would not continue.

Adjournment

165-2015 Trustee Corcoran motioned to adjourn the Meeting of the Board of Trustees at 8:12 PM. Trustee Swift seconds the motion; motion carries.

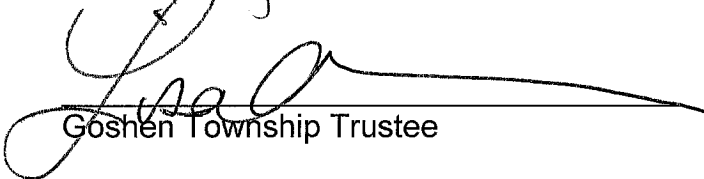
Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

Respectfully Submitted by:


Cheryl Allgeyer, Fiscal Officer


Goshen Township Trustee

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