

## RECORD OF PROCEEDINGS

### Minutes of the Trustees of Sycamore Township Meeting Sycamore Township, Hamilton County, Ohio

February 19, 2008

The meeting was called to order at 9:00 am. Present for the meeting were, President Weidman, Vice President Bishop, Trustee Kent, Fiscal Officer Porter, Law Director Miller, Administrator Molloy, EMS/Fire Director Jetter, Planning/Zoning Administrator/Assistant Administrator Bickford, Superintendent Kellums, Parks/Recreation Director McKeown, and Sheriff's Liaison Cpl. Fritz.

**Bechtold Park Shelter Project** – Mr. Kellums advised the Trustees of problems associated with the Shelter Project at Bechtold Park. Tammy Schlagbaum of Jacobs, Edwards and Kelcey was present to offer an explanation for issues arising from a breakdown in communication between the manufacturer and engineers. Mr. Kellums also stated that he had a meeting later in the day to resolve conflicts with the general contractor.

**Copiers** – Mr. Bickford discussed replacement of the copy machines (4) currently in use in the Township. Newer machines capable of providing fax service would reduce our overall cost. The Trustees approved the general concept and requested that Mr. Molloy and Mr. Bickford provide a spread sheet showing available options with pricing.

**Property Maintenance Board** – Mr. Bickford advised the Trustees of vacancies on the Property Maintenance Board and alternate for Board of Zoning Appeals. Mr. Weidman stated he would discuss this with possible candidates.

**Kenwood Towne Centre / Storm Water Detention** – Mr. Bickford advised the Trustees of a request for TIF funding for storm water detention at the Nordstrom site at the Kenwood Towne Centre. The Board directed Mr. Bickford to work with Mr. Miller on the request.

**Kenwood Towne Place / LSAR Appeal** – Mr. Bickford advised the Trustees of a public hearing scheduled for 6:45 pm, February 21, 2008 with Bearcreek Capital for signage at their Kenwood Towne Place development.

**Pine Road Construction** – Mr. Bickford discussed a recent meeting with representatives of Neyer Development regarding the construction of Pine Road. The Trustees reaffirmed their decision not to incur additional costs for under cutting the sub grade which may prove unnecessary if work proceeds during drier seasons.

**Kroger Cart Corral** – Mr. Bickford presented a plan for the cart corrals proposed for Kroger's at the Kenwood Towne Place development. Landscape screening has been added; however, the plan still shows the large barriers on one side which the Trustees find unacceptable. The developer is still investigating the carts with lockable wheels.

**Urban Active Construction Fence** – Mr. Bickford displayed photographs provided by urban active depicting screening methods they hope to utilize. The Trustees were pleased with the wooden fence provided the advertising is limited and requested the developer provide an actual plan.

**LCD Billboard Request** – Mr. Bickford provided information received for changing the billboard between Starbucks and Fresh Market to an LCD display. The Trustees were not in favor of this plan due to safety issues related to the distraction of motorists.

**Kenwood Meadows Working Group** – Mr. Bickford discussed a recent meeting with Mr. Kent and Mr. Molloy regarding the formation of a representative group consisting of three or four residents of the Kenwood Meadows neighborhood, Hamilton County Engineer, the City of Madeira, along with Township staff to discuss traffic calming measures along Hosbrook Road. The other Trustees were in favor of this plan and Mr. Kent stated that he would contact Vint VanDerzee of the Kenwood Meadows Civic Association for a list of resident names.

**Parks and Recreation Update** – Mr. McKeown discussed festival talent and will provide final numbers for consideration at the next meeting.

**Personnel Vacancy** – Chief Jetter discussed the need to fill a current vacancy on the Fire Department and possible turnover throughout the year as part time employees moved to full time positions with other departments. The Trustees approved beginning the process to fill the open position.

**Bedding Replacement** – Chief Jetter advised the Trustees of the need to replace mattresses. The Trustees directed Mr. Miller to determine if TIF funding may be utilized for this purchase.

**Fire Invoices and Purchase Requests** – Chief Jetter distributed a listing of invoices and purchase requests for the Fire Department. Mr. Molloy provided additional purchase orders for consideration:

Buckeye Power Sales	Generator Maintenance	\$ 727.53
Dell	Computer Monitor Replacement	\$ 214.14
Bound Tree Medical	EMS Supplies	\$2,978.76

The Trustees approved the requests as presented.

**Travel Request** – Mr. Kellums requested permission for Mark Homan and himself to attend the North American Snow Conference in Louisville, Kentucky on April 14 and 15 at a cost of \$525 each. A motion was made by Mr. Bishop, seconded by Mr. Kent to approve this request.  
Vote: All Aye.

**2008 Sidewalk Program/Motion to Advertise** – A motion was made by Mr. Kent, seconded by Mr. Bishop to advertise for the 2008 Sidewalk and Curb Replacement program. Vote: All Aye.

**Sturbridge Reconstruction Project/Engineer Selection** – Mr. Kellums provided a cost of \$ 159,000.00 from Brandstetter Carroll, Inc. to provide engineering services for the Sturbridge Subdivision Reconstruction Project. A motion was made by Mr. Weidman, seconded by Mr. Bishop, to approve this amount. Vote: All Aye.

**Sheriff's Patrol Update** – Cpl. Fritz requested time away to attend a no cost training session in Warren County. A motion was made by Mr. Kent, seconded by Mr. Bishop, to approve this request. Vote: All Aye.

**Trotters Chase Subdivision Acceptance** – Mr. Molloy provided information received from the Hamilton County Engineer's office regarding the acceptance of Trotters Chase Subdivision, Phases 1, 2, 3, and 4. The Trustees directed Mr. Miller to prepare the necessary legislation for consideration at the Trustees Meeting on February 21, 2008.

**Accident Policy Renewal** – Mr. Molloy reported on information provided by the Brooke Agency for the renewal of the Provident Blanket Accident Policy for Fire and EMS personnel. Mr. Kent requested additional information on the possibility of expanding coverage to include the maintenance personnel.

**Access Road/Consultant Selection Process** – A motion was made by Mr. Kent, seconded by Mr. Weidman, to begin the consultant selection process for engineering services for the Township access road and improvements to Hosbrook Road.

Vote: All Aye.

**Purchase Orders Over \$2500.00** – Mr. Molloy presented the following purchase order for consideration:

Cincyscape 2008	Contract Services	\$11,500.00
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A motion was made by Mr. Kent, seconded by Mr. Bishop, to approve this purchase order.

Vote: All Aye.

**Schedule** – Mr. Molloy presented the upcoming schedule.

Mr. Weidman requested an executive session for the purpose of property acquisition.

Vote: Mr. Weidman: Aye. Mr. Bishop: Aye.. Mr. Kent: Aye.

The Board entered into executive session at 10:45 am.

The executive session adjourned at 10:59 am.

A motion was made by Mr. Kent to adjourn the meeting, seconded by Mr. Weidman. Vote: All Aye. The meeting adjourned at 11:30 am.

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Thomas J. Weidman, President

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Cliff W. Bishop, Vice President

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Richard C. Kent, Trustee

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Robert C. Porter III, Fiscal Officer

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Rob Molloy, Administrator