

## RECORD OF PROCEEDINGS

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

September 29, 2009

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, Parks/Recreation Director McKeown, and Cpl. Steve Sabers was present for Lt. Reid. Superintendent Kellums and Lt. Reid were excused.

**Telephone System/Internet** – Mr. Bickford advised the Trustees that the new telephone system has been installed and training is underway. Mr. Bickford also described the new features of this system and the installation of fiber optic cable to connect the new fire station.

**Upcoming Public Hearings/Meetings** – Mr. Bickford advised the Trustees of the following public hearings to be heard at the October 15<sup>th</sup> Trustees meeting:

- Neyer Properties-Kenwood Crossing III
- Gordon Food Services at the Shoppes of Kenwood

Mr. Bickford also reminded everyone of the Hosbrook Road Traffic Calming Meeting scheduled for this evening at 6:30 pm.

**Community Room** – Mr. McKeown distributed “draft” guidelines for the use of the community room on Deerfield Road. The general rules portion of these guidelines will not reference allowable food and beverages (items 1, 2 and 3); no disc jockeys will be included with no live bands (item 4); deposits will be required from all groups and refund of deposits will be subject to condition of room after the event.

**Parks and Recreation Update** – Mr. McKeown discussed locating benches along the walk paths in several parks. The Trustees requested exploration of options of bench designs. The Trustees also directed Mr. McKeown to plan the Park and Recreation Committee Appreciation Dinner.

**H1N1 Update** – Chief Jetter advised the Trustees of a proposed declaration by the governor to utilize EMS and Fire Personnel to distribute vaccine for the H1N1 virus.

**Station 93 Change Order** – Chief Jetter provided information on a change of the decontamination sink. The Trustees directed Mr. Miller to prepare a resolution for consideration at the October 1<sup>st</sup> Meeting.

**Fire and EMS Invoices and Purchase Order Requests** – The Fire and EMS invoices and purchase order requests were approved as submitted.

**Sheriff's Update** – Cpl. Steve Sabers advised the Trustees that a proposal for 12 hour shifts for the Sheriff's Department will be considered by the Board of County Commissioners at their next meeting.

**Purchase Orders Over \$2,500.00** – Mr. Molloy presented the following purchase orders for consideration:

Southeastern Equipment Co.	Front loader rental	\$8,600.00
A&A Safety, Inc.	Pavement Marking	\$6,346.00
B&J Electrical Co.	Deerfield Park Electric Repair	\$2,965.00
Print Management	Fall Newsletter	\$4,800.00

A motion to approve by Mr. Bishop, seconded by Mr. Kent. Vote: All Aye.

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

**Executive Session – Personnel-Employment and Property Acquisition** - A motion was made by Mr. Bishop, seconded by Mr. Kent, to enter into executive session to discuss personnel-employment and property acquisition.

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

The Board entered into executive session at 9:35 am.

The executive session adjourned at 9:45 am.

The Trustees directed Mr. Molloy to execute the agreement with the Ohio Department of Transportation establishing a payment schedule for the balance on the Montgomery Road (Kenwood–Hosbrook) Project.

A motion was made by Mr. Bishop to adjourn the meeting, seconded by Mr. Weidman.

Vote: All Aye. The meeting adjourned at 9:50 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