

## RECORD OF PROCEEDINGS

### Minutes of the Trustees of Sycamore Township Meeting Sycamore Township, Hamilton County, Ohio August 2, 2011

The meeting was called to order at 9:00 a.m. Present for the meeting were, President Weidman, Vice President Bishop, Trustee Connor, Fiscal Officer Porter, Law Director Miller, Administrator Raabe, EMS/Fire Director Jetter, Planning/Zoning Administrator/Assistant Administrator Bickford, Superintendent Kellums, Parks/Recreation Director McKeown, and Cpl. Sabers was present in the absence of Sheriff Liaison Lt. Reid.

**Amendment to PH Cincinnati Service Agreement** – Law Director Miller advised the Trustees that this amendment relates to the FBI T.I.F. and shows the actual revised amount of payments from the original approved agreement, as well as correcting several land parcel slivers. A motion was made by Mr. Bishop, seconded by Mr. Connor, to approve this amendment. Vote: All Aye.

A resolution “Providing a Civil Fine for Obstruction Roads and Sidewalks in Sycamore Township” was read for the second time. A motion was made by Mr. Bishop, seconded by Mr. Connor, to approve this resolution. Vote: All Aye.

Resolution No. 2011-59 passed this 2<sup>nd</sup> day of August, 2011.

A resolution “Declaring Certain Equipment as Surplus, Authorizing its Sale and Disposition” was read. A motion was made by Mr. Bishop, seconded by Mr. Connor, dispensing with the second reading and declaring an emergency. Vote: All Aye.

Resolution No. 2011-60 passed this 2<sup>nd</sup> day of August, 2011.

**Phase I Environmental Study** – Mr. Bickford presented the Phase I Environmental Study information. A motion was made by Mr. Bishop, seconded by Mr. Connor, to award the Phase I Environmental Study Contract to SDI for the property at 8608 Plainfield Road. Vote: All Aye.

**Nuisance Properties** – Mr. Bickford presented the following nuisance properties: 4117 Ester Marie Drive, 8908 Blue Ash Road, 8019 Fields Ertel, 7775 Styra Lane, and 8613 Plainfield Rd.

A resolution “Providing for and Authorizing Weed Cutting and Debris Removal, Declaring a Nuisance for the Property Located at 4117 Ester Marie Drive, Sycamore Township, Ohio 45236” was read. A motion was made by Mr. Bishop, seconded by Mr. Connor, dispensing with the second reading and declaring an emergency. Vote: All Aye.

Resolution No. 2011-61 passed this 2<sup>nd</sup> day of August, 2011.

A resolution “Providing for and Authorizing Weed Cutting and Debris Removal, Declaring a Nuisance for the Property Located at 8908 Blue Ash Road, Sycamore Township, Ohio 45242” was read. A motion was made by Mr. Bishop, seconded by Mr. Connor, dispensing with the second reading and declaring an emergency. Vote: All Aye.

Resolution No. 2011-62 passed this 2<sup>nd</sup> day of August, 2011.

A resolution “Providing for and Authorizing Weed Cutting and Debris Removal, Declaring a Nuisance for the Property Located at 8019 Fields Ertel Road, Sycamore Township, Ohio 45249” was read. A motion was made by Mr. Bishop, seconded by Mr. Connor, dispensing with the second reading and declaring an emergency. Vote: All Aye.

Resolution No. 2011-63 passed this 2<sup>nd</sup> day of August, 2011.

A resolution “Providing for and Authorizing Removal of Trash and Debris, Declaring a Nuisance for the Property Located at 7775 Styrax Lane, Sycamore Township, Ohio 45236” was read. A motion was made by Mr. Bishop, seconded by Mr. Connor, dispensing with the second reading and declaring an emergency. Vote: All Aye.

Resolution No. 2011-64 passed this 2<sup>nd</sup> day of August, 2011.

A resolution “Providing for and Authorizing Weed Cutting and Debris Removal, Declaring a Nuisance for the Property Located at 8613 Plainfield Road, Sycamore Township, Ohio 45236” was read. A motion was made by Mr. Bishop, seconded by Mr. Connor, dispensing with the second reading and declaring an emergency. Vote: All Aye.

Resolution No. 2011-65 passed this 2<sup>nd</sup> day of August, 2011.

**Parks and Recreation Update** – Mr. McKeown reported that the Concert went well with 125 to 150 people present. The Summer Bash is all lined up and parking available at neighboring businesses. Seven food booths are signed up as well as beer and soda available. There have been a few pre-registrations for the Car Show and advertising will start soon on the radio.

**Sheriff Patrol Update** – Cpl. Steve Sabers was present in place of Lt. Reid and had nothing to report.

**Bechtold Shelter** – The Pavilion project is complete and ready for checks to be cut for a Friday meeting to dispense them to subcontractors. Shelter #3 slab is being poured in preparation of erection of the rest of the shelter. Shelter #5 needs work but there are no funds available this year in the budget so it will be fixed as best possible through in-house staff.

**Kenwood Road Access Management** – Mr. Kellums reported that there will be a Public Meeting held on Tuesday, August 9, 2011 at 6:00 p.m. concerning this project. The presentation will be put on by T.E.C. and notices have been sent to approximately 30 owners affected by the project.

**Fire/EMS Invoices and Purchase Request** – There were no questions. Chief Jetter reported that the Fire Department received a \$300 donation from the New York Fire Fighter group to be used for training purposes.

**Records Management Software Proposal** – Chief Jetter reported that by switching to this software for an initial cost of \$11,375 (and subsequently \$5,400 annually), he can save over \$9,000 on the current license fee as well as potentially eliminating part-time data entry. The advantage is that the data will now get automatically uploaded as opposed to manually. The Northeast Collaborative is moving to this system as well. A motion was made by Mr. Bishop, seconded by Mr. Connor, to approve this purchase. Vote: All Aye.

Chief Jetter also informed the Board that the Jewish Hospital Disaster Drill with Kenwood Towne Centre will occur on September 26<sup>th</sup> at 7:00 a.m.

**Purchase Orders Over \$2,500.00** - Mr. Raabe presented purchase orders over \$2,500.00:

BPS HVAC	IT Room	\$ 4,000.00
SDI	Earnest Money 7781 Montgomery Road	\$25,000.00

A motion was made by Mr. Bishop, seconded by Mr. Connor, to approve these purchase orders. Vote: All Aye.

A motion was made by Mr. Bishop, seconded by Mr. Connor, to cancel the Trustee Meeting on August 4, 2011. Vote: All Aye.

**Schedule** - Mr. Raabe presented the upcoming schedule of events.

The Receipts and Disbursements of August 2, 2011 were read by the Fiscal Officer and are hereby made a part of these Minutes.

I hereby certify that the money for payment of these bills is in the fund provided and duly and properly appropriated.

Signed: \_\_\_\_\_  
Robert C. Porter III, Fiscal Officer

A motion was made by Mr. Connor, seconded by Mr. Bishop to pay these bills.  
Vote: All Aye.

**Executive Session - Property Acquisition** – A motion was made by Mr. Weidman, seconded by Mr. Bishop, to enter into executive session for the purpose of property acquisition.  
Vote: Weidman: Aye; Bishop: Aye; Connor: Aye.

The Trustees took a short break at 9:29 am.  
Executive session was entered into at 9:38 am.  
Executive session ended at 9:48 am.

A motion was made by Mr. Bishop, seconded by Mr. Connor, to adjourn the meeting.  
Vote: All Aye. The meeting adjourned at 9:49 am.

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Thomas J. Weidman, President

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Cliff W. Bishop, Vice President

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Dennis W. Connor, Trustee

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Robert C. Porter III, Fiscal Officer

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Bruce A. Raabe, Administrator