

RECORD OF PROCEEDINGS

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

January 15, 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.

St. Clair Avenue Sex Offender – Mr. Molloy informed the Trustees of the most recent sexual offender to move into the Township. Notification has been sent to the surrounding residents and Law Director Miller's office has sent a notice of violation of Resolution 2007-38. The Trustees authorized Mr. Miller to take the necessary action should this offender or any in the future be found in violation of this resolution.

Sheriff's Patrol Report – Cpl. Fritz advised the Trustees of the increase in details in 2007 over the previous year. She reported an aggravated robbery at the Drake Motel, 8109 Reading Road and stated that the repairs are underway on the damaged cruiser.

Parks and Recreation Update – Mr. McKeown reported on recommendations from the Parks and Recreation Committee regarding the Sunday Concert series and rides at the 2008 Festival in Sycamore for a nominal, per day, charge. A motion was made by Mr. Bishop, seconded by Mr. Kent, to approve Sunday concerts on May 18, June 22, and September 14, 2008. Vote: All Aye. Also discussed were the acts for these events and festival sponsorship.

2008 Truck Bid – Mr. Kellums requested approval for the purchase of an International Stake Body Dump Truck on State Contract for a total cost of \$64,042.00 replacing a 1993 Chevrolet truck. A motion was made by Mr. Bishop, seconded by Mr. Kent, to approve this purchase. Vote: All Aye.

2008 Road Improvement Program – Mr. Kellums advised the Trustees of the need to repair approximately eight miles of roads and requested funding equal to that in 2007 to accomplish this. The Trustees approved this level of funding that the Road Improvement Program may be developed. Also discussed was the Sturbridge Subdivision Reconstruction Project.

2008 Sidewalk and Curb Program - Mr. Kellums requested additional funding in the amount of \$25,000.00 for the Sidewalk and Curb Program. The \$50,000.00 amount has been in place since the early 1990's and the increased costs of repairs have necessitated this request. A motion was made by Mr. Kent, seconded by Mr. Bishop, to increase the Sidewalk and Curb Repair Program to \$75,000.00. Vote: All Aye.

2008 Lawn Care Proposal – Mr. Kellums presented a proposal from TruGreen Chemlawn for fertilization and weed control in the amount of \$12,313.00. A motion was made by Mr. Weidman, seconded by Mr. Bishop, to approve this request. Vote: All Aye.

Trash Bash – Mr. Kellums presented the costs associated with the annual Trash Bash and discussed the idea of splitting up the two events to one weekend in the spring and one in the fall. The Trustees approved the changes in this program. Also discussed was the truck drop off and chipping programs.

Life Squad Sales Update – Chief Jetter advised the Trustees that one of the old life squads was sold on the Hamilton County web site for \$2,127.50 less the seven percent fee. The Trustees approved Chief Jetter's request to lower the minimum bid on the second unit to \$5,000.00.

Holmes School – Chief Jetter discussed problems on Donna Lane and Darnell Avenue, at Holmes Elementary School, during dismissal time with the roads being blocked by parents picking up students. The Trustees were in agreement that this is a safety issue requiring immediate action and directed Cpl. Fritz to provide the necessary enforcement.

Proposed Safety Services Building-North/RFP – Chief Jetter advised the Trustees of a recent tour of a Union Township Firehouse, in Clermont County, which was constructed using the design/build process. The Trustees directed Chief Jetter to draft a request for proposals for a new North Fire Station. Mr. Miller requested that he be given the opportunity to review the documents prior to release.

Fire Invoices and Purchase Requests – The Board of Trustees approved the fire invoices and purchase requests as submitted.

Mower Replacement – Mr. Kellums presented a proposal to replace two X Mark mowers on State Contract for a total cost of \$11,518.00. A motion was made by Mr. Weidman, seconded by Mr. Kent, to approve these purchases. Vote: All Aye.

Snider Road Streetlight – Mr. Bickford advised the Trustees of a request from Cincinnati Hills Christian Academy for a street light at the entrance to the parking lot on Snider Road. CHCA will cover all costs; however, Duke Energy needs the Township's approval before they can proceed. The Trustees approved this request.

Event Updates - Website / Email – Mr. Bickford requested permission to develop an e-mail notification to subscribers. The Trustees approved the plan but added that it must be noted that any addresses collected become a public record and be subject to a public records request under the new law.

Kenwood Development – A motion was made by Mr. Bishop, seconded by Mr. Weidman, to execute the contract with Brandstetter, Carroll, Inc. for engineering services for improvements to Orchard Lane, Kenwood Road, and Montgomery Road in Kenwood. Vote: All Aye.

Sheriff's Contract – Mr. Molloy advised the Trustees of a provision in the Sheriff's Contract addressing their concerns over the non-contract units. The Board directed Mr. Miller to review and incorporate additional language to cover this aspect of the contract.

Possitivity (formerly O.I.H.) Request – Mr. Molloy advised the Trustees that this item has been resolved and requested that it be removed from the agenda.

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

Print Management	Winter Newsletter	\$4,323.97
Alleen Company	Festival tents, chairs, tables	\$4,600.00

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

IT Support Contact – Mr. Molloy presented an updated contract for information services from Tri-State Automated Systems, Inc. at a rate of \$90.00 per hour plus mileage at the current IRS allowance of 50.5 cents per mile. After a brief discussion the Board approved the contract.

Deerfield Road Park/Construction Administration – Mr. Molloy advised the Trustees that proposals have been received for construction management and inspection services for the Deerfield Road Park Project and a recommendation would be made at the meeting on January 17, 2008.

Mr. Kellums advised the Trustees that contracts with CFS have been signed for the Bechtold Park Shelter Project. He then presented two change orders. Change order one in the amount of \$4,200.00 to supply the lumber package from another vendor reducing the delivery time by eleven weeks. Change order two in the amount of \$25,000.00 and extending the delivery date due to delays in obtaining the building permit. A motion was made by Mr. Kent, seconded by Mr. Bishop, approving change order number one and denying change order number two. Vote: All Aye. Mr. Miller was directed to prepare the necessary paperwork.

Schedule – Mr. Molloy presented the upcoming schedule.

Mr. Miller 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 10:40 am.
The executive session adjourned at 10:58 am.

A motion was made by Mr. Kent to adjourn the meeting, seconded by Mr. Weidman.
Vote: All Aye. The meeting adjourned at 10:59 am.

Thomas J. Weidman, President

Cliff W. Bishop, Vice President

Richard C. Kent, Trustee

Robert C. Porter III, Fiscal Officer

Rob Molloy, Administrator

Workshop Minutes 1/15/08