

**RECORD OF PROCEEDINGS**  
**Minutes of the Trustees of Sycamore Township Meeting**  
**Sycamore Township, Hamilton County, Ohio**  
**December 4, 2012**

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 Director/Assistant Administrator Bickford, Superintendent Kellums, Parks/Recreation Director McKeown and Lt. Butler from the Hamilton County Sheriff's Office.

**Neyer Presentation – Greens of Kenwood** – Jeff Chamot, Bimal Patel, and Dan Neyer from Neyer Properties presented plans for the property next to the FBI Building for a hotel which would be 78,000 square feet. They reported that the culvert work is finished; it was paved yesterday, and is set for the second phase of the project. Most of the parking will be adjacent to the hotel but some will be under the office building. It is zoned for a seven story, 150-160 room hotel but would require too much meeting space (full service). They have decided to go with a five story, 120 room “select service” hotel; the meeting room will handle 120 people, there will also be a pool, and a fitness room. As of July, Law Director Miller said that the agreement said 160 rooms. The flagship has not given approval until the zoning is amended and the T.I.F. agreement is in place, it is all verbal at this stage. The office building will be two – five story buildings at 100,000 square feet per building. The Fire Chief would like the stairwells to be positive pressure to fight smoke.

**Fire/EMS Invoices and Purchase Request** – Chief Jetter advised the Board that staffing levels have been increased and salaries and costs have dropped. He presented the Fire/EMS invoices and purchase order requests which were approved as presented.

**2012 Road Program Report** – Mr. Kellums reported that the 2012 Road Program came in \$191,780 below budget. This was mostly due to the in-house work but it was also from \$42,000 in reimbursements from Metropolitan Sewer District and Deer Park. Trustee Bishop commended the maintenance crew on a job well done.

**Step Repair – Administration Building** – Mr. Kellums advised the Trustees that we have repaired the concrete steps on the side of the Administration building twice and they are crumbling again. He then gave them an estimate from Prus Construction to remove and replace the steps at a cost of \$11,600. Another option could be to put a deck overlay on them. The Board advised Mr. Kellums to get a bid on the deck option.

**HVAC Contract** – Mr. Kellums reported that the maintenance contract for the HVAC system currently costs \$1,880 per year from RPC Mechanical. He got bids from two other companies: Bachman \$6,600 and BPS \$5,500; the Board advised him to stay with RPC Mechanical.

**Pest Control** – Mr. Kellums presented three areas that might save the Township money which included: Valley Pest Control \$4,670 per year, Crystal Springs (bottled water) \$1,200 per year, and Moose Schuler (security system) \$680 per year. The Trustees directed that we discontinue the pest control and the bottled water but keep the security company.

**Skid Steer** – Mr. Kellums advised the Board that if we are going to continue to do a lot of the road work in-house we should purchase a Bobcat with a planer/broom. The price from Case would be \$57,047 and the price from Bobcat would be \$52,546. The Bobcat could also be used for loading salt and save \$6,500 per year in front loader rentals. A motion was made by Mr. Bishop to purchase the Bobcat, seconded by Mr. Connor. Vote: All Aye.

**Upcoming Public Hearings** – Mr. Bickford advised the Board that Jewish Hospital has requested a continuance until February; the Zoning Commission received approval for the Kenwood City Place Project; and a dumpster has been incorporated in screening on Cooper's Hawk Restaurant, a 30' vs. 10' set back will be requested.

Mr. Bickford presented two nuisance properties: 6330 Kugler Mill Road and 3719 Mantell Ave.

The resolution "Providing for and Authorizing Weed Cutting and Debris Removal, Declaring a Nuisance for the Property Located at 6330 Kugler Mill Road, Sycamore Township, OH 45236" was read. A motion was made by Mr. Connor, seconded by Mr. Bishop, dispensing with the second reading and declaring an emergency. Vote: All Aye.

Resolution No. 2012-101 passed this 4<sup>th</sup> day of December, 2012.

The resolution "Providing for and Authorizing Weed Cutting and Debris Removal, Declaring a Nuisance for the Property Located at 3719 Mantell Avenue, Sycamore Township, OH 45236" was read. A motion was made by Mr. Connor, seconded by Mr. Bishop, dispensing with the second reading and declaring an emergency. Vote: All Aye.

Resolution No. 2012-102 passed this 4<sup>th</sup> day of December, 2012.

**Hosbrook Road Widening and Traffic Calming Implementation** – Mr. Bickford suggested that it is a good time to pursue the Hosbrook Road Widening and Traffic Calming Implementation projects. These plans have been in the making since 2010 and we need a final sign-off and go out to bid on them; the sidewalk will go to Lynnfield.

**Credit Card Payments** – The suggestion was made by Mr. Bickford to add Pay Pal to integrate online with virtual terminal sales, the cost would be \$300 per year and 2.9% per transaction. A motion was made by Mr. Bishop to approve this method of payment, seconded by Mr. Connor. Vote: All Aye.

**Hamilton County Auction Website** – Mr. Bickford requested permission to enter into a contract with Hamilton County for the auction website to dispose of old but still functioning copiers, computers, fax machines, phone systems, and various other obsolete items. The Trustees approved this request.

The resolution “Authorizing a Contract with the Board of County Commissioners of Hamilton County for the Provision of Internet Auction Services to Sycamore Township” was read. A motion was made by Mr. Connor, seconded by Mr. Bishop, dispensing with the second reading and declaring an emergency. Vote: All Aye.

Resolution No. 2012-103 passed this 4<sup>th</sup> day of December, 2012.

**Sheriff Patrol Update** – Lt. Butler advised the Trustees that holiday patrols are going on now through December 23 from 5:00 pm to 10:00 pm, security inside the Kenwood Towne Centre until January 1<sup>st</sup>, and that there is a undercover car as well. Trustee Bishop requested enforcement at the intersection of Orchard and Kenwood Roads at 2:00 pm.

**Parks and Recreation** – Mr. McKeown reminded the Board of the Luminaria on Saturday, December 8, from 6:00 pm to 8:00 pm at the Bechtold Pavilion, 4312 Sycamore Road. Mr. McKeown advised the Trustees that the Moeller football team won the State Championship this year. The Board asked Law Director Miller to prepare a resolution for them. Rick Warner is assisting with the pricing on bands for the 2013 Festival in Sycamore.

**Field Groomer – Schuler** – Mr. McKeown advised that we need to purchase a field groomer to maintain the fields at Schuler Park. Used equipment that wasn't hydraulic was \$5,648; the Trustees requested that he get more bids.

**Update/Purchase Orders Over \$2,500.00** – Mr. Raabe presented the following purchase order for approval: Louiso Lawn Care \$18,631.00 2013 Lawn Care Contract  
A motion was made by Mr. Bishop to approve this purchase order, seconded by Mr. Connor.  
Vote: All Aye.

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

**Executive Session** – A motion was made by Mr. Bishop, seconded by Mr. Connor, to adjourn to executive session to discuss personnel-employment.

Vote: Weidman: Aye; Bishop: Aye; Connor: Aye.

Ended regular session at 10:48 am followed by a short break.

The Board entered into executive session at 10:53 am.

The executive session adjourned at 11:05 am.

A motion was made by Mr. Connor, seconded by Mr. Bishop, to adjourn the meeting.  
Vote: All Aye. The meeting adjourned at 11:05 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