



Embraced by nature. ♦ Inspired by progress.

TRUSTEES MEETING

October 4, 2022



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Trustees

Tom Farrell, President
Steve Schramm, Vice President
Todd Minniear

Fiscal Officer

Pam Quinlisk
Administrator
Kristen Bitonte

**Liberty Township Trustees Meeting Agenda
Tuesday, October 4, 2022
5021 Winners Circle Drive
Liberty Township, OH 45011**

**Regular Meeting
6:00 P.M.**

**CALL TO ORDER
ROLL CALL
PLEDGE OF ALLEGIANCE**

PUBLIC COMMENTS

FISCAL OFFICER'S BUSINESS

- **Liquor Permit** for
 - Liberty Food Park LLC
SW Corner of Lakota Lane & Wyandot Lane, Liberty Township OH 45044

ITEM(S) TO REMOVE FROM CONSENT AGENDA

CONSENT AGENDA

All matters under the Consent Agenda are considered by the Board of Trustees to be routine and will be enacted by one motion. Any Trustee may remove an item from the Consent Agenda by request. No second is required for removal of an item. Items removed for separate discussion will be considered after the motion to approve the Consent Agenda.

a) Fiscal Officer

- **Payment Listing – Motion to approve** the Payment Listing and Additional Payment Listing

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b) Requisitions

- **Motion to approve** requisitions over \$10,000.00
 - \$2,967,474.91 Lakota Local Schools – 2nd Half 2022 RID/TIF

Request Description	Account	Amount
747/Princeton TIF	3101-110-360-0006	\$ 29,355.80
Aspen Trails RID	4311-110-360-0006	\$ 378,770.76
Cedarbrook RID	3110-110-360-0006	\$ 230,164.24
Cedarbrook RID - excess	3110-110-360-0006	\$ 333,056.83
Creekside RID	4313-110-360-0006	\$ 151,947.76
Falling Water RID	4314-110-360-0006	\$ 310,628.63
Four Bridges RID	3109-110-360-0006	\$ 234,998.15
Four Bridges RID - excess	3109-110-360-0006	\$ 348,589.67
Trails of Four Bridges RID	3107-110-360-0006	\$ 338,041.14
Trails of Four Bridges RID - excess	3107-110-360-0006	\$ 478,298.41
Townhomes of Four Bridges RID	3108-110-360-0006	\$ 48,603.66
Townhomes of Four Bridges RID - excess	3108-110-360-0006	\$ 85,019.86
TOTAL		\$ 2,967,474.91

- \$1,285,531.29 The Bank of New York – Liberty Interchange Payment

Request Description	Account	Amount
Cedarbrook	3110-110-360-0005	\$ 347,359.52
Four Bridges	3109-110-360-0005	\$ 354,654.75
Trails of Four Bridges	3107-110-360-0005	\$ 510,165.29
Townhomes of Four Bridges	3108-110-360-0005	\$ 73,351.73
TOTAL		\$ 1,285,531.29

- \$24,886.00 Donato's Pizzeria, LLC – ROW CinDay

c) Finance

- **Motion to approve a** resolution for new appropriations.

MOTION TO APPROVE CONSENT AGENDA: _____

2nd: _____

Roll: _____



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DEPARTMENT BUSINESS

a) Zoning Department

- **Motion to authorize** the Township Administrator to execute an agreement with McBride Dale Clarion to provide zoning assistance in connection with the proposed Millikin Way Interchange.

Motion: _____
 2nd: _____
 Roll: _____

TRUSTEE COMMENTS

EXECUTIVE SESSION

- **Motion to go into an** Executive session to consider the employment of a public employee and to discuss confidential information related to marketing plans and specific business strategy per O.R.C. § 121.22 (G)(8).

Motion: _____
 2nd: _____
 Roll: _____

- **Motion to come out of an** Executive session.

Motion: _____
 2nd: _____
 Roll: _____

ADJOURNMENT

Motion to adjourn: _____
 2nd: _____
 Roll: _____

**NOTICE TO LEGISLATIVE
AUTHORITY**

OHIO DIVISION OF LIQUOR CONTROL
6606 TUSSING ROAD, P.O. BOX 4005
REYNOLDSBURG, OHIO 43068-9005
(614)644-2360 FAX(614)644-3166

TO

5185277		NEW		LIBERTY FOOD PARK LLC	
PERMIT NUMBER		TYPE		SW CORNER OF LAKOTA LN & WYANDOT LN	
ISSUE DATE				LIBERTY TWP	
09	13	2022		MIDDLETOWN OH 45044	
FILING DATE					
D5		PERMIT CLASSES			
09	916	A	D54847		
TAX DISTRICT		RECEIPT NO.			

RECEIVED

SEP 19 2022

FROM 09/15/2022

LIBERTY TOWNSHIP

PERMIT NUMBER		TYPE			
ISSUE DATE					
FILING DATE					
PERMIT CLASSES					
TAX DISTRICT			RECEIPT NO.		



MAILED 09/15/2022

RESPONSES MUST BE POSTMARKED NO LATER THAN.

10/17/2022

IMPORTANT NOTICE

PLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL
WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.
REFER TO THIS NUMBER IN ALL INQUIRIES **A NEW 5185277**

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT
THE HEARING BE HELD IN OUR COUNTY SEAT. IN COLUMBUS.

WE DO NOT REQUEST A HEARING.

DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature)

(Title)- Clerk of County Commissioner

(Date)

Clerk of City Council

Township Fiscal Officer

**LIBERTY TOWNSHIP TRUSTEE
ATTN TOWNSHIP FISCAL OFFICER
5021 WINNERS CIRCLE
LIBERTY TOWNSHIP OH 45011**

Payment Listing

9/21/2022 to 9/28/2022

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
70336	09/21/2022	09/21/2022	AW	GOC REALCO LLC	\$22,504.00	O
70337	09/28/2022	09/28/2022	AW	AMERICAN HEART ASSOCIATION, INC	\$1,895.00	O
70338	09/28/2022	09/28/2022	AW	ALERT-ALL CORP	\$913.50	O
70339	09/28/2022	09/28/2022	AW	ACE HARDWARE, WEST CHESTER	\$23.97	O
70340	09/28/2022	09/28/2022	AW	Budget Door of Cincinnati, Inc	\$1,619.50	O
70341	09/28/2022	09/28/2022	AW	CINTAS	\$200.64	O
70342	09/28/2022	09/28/2022	AW	CINCINNATI BELL TELEPHONE	\$166.08	O
70343	09/28/2022	09/28/2022	AW	CINCINNATI BELL TELEPHONE	\$22.36	O
70344	09/28/2022	09/28/2022	AW	DUKE ENERGY	\$3,593.83	O
70345	09/28/2022	09/28/2022	AW	DUKE ENERGY	\$1,042.41	O
70346	09/28/2022	09/28/2022	AW	DUKE ENERGY	\$47.23	O
70347	09/28/2022	09/28/2022	AW	FROST BROWN TODD LLC	\$8,392.50	O
70348	09/28/2022	09/28/2022	AW	KLEEM, INC.	\$665.20	O
70349	09/28/2022	09/28/2022	AW	LANGUAGE LINE SERVICES	\$43.50	O
70350	09/28/2022	09/28/2022	AW	McBride Dale Associates Inc.	\$3,012.50	O
70351	09/28/2022	09/28/2022	AW	NANCY NIX BUTLER COUNTY TREASURER	\$264,463.02	O
70352	09/28/2022	09/28/2022	AW	NICKERSON BUSINESS SUPPLIES	\$181.96	O
70353	09/28/2022	09/28/2022	AW	NORMAC COMPANY LLC	\$519.20	O
70354	09/28/2022	09/28/2022	AW	PITNEY BOWES	\$163.38	O
70355	09/28/2022	09/28/2022	AW	SUPERIOR DENTAL	\$2,309.39	O
70356	09/28/2022	09/28/2022	AW	SMYRNA Ready Mix Concrete, LLC	\$844.00	O
70357	09/28/2022	09/28/2022	AW	TREASURER - STATE OF OHIO (Auditor)	\$2,283.50	O
70358	09/28/2022	09/28/2022	AW	Wayne's Garage & Towing	\$450.00	O
70359	09/28/2022	09/28/2022	AW	WATSON GRAVEL	\$135.27	O
Total Payments:					\$315,491.94	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$315,491.94	

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.



RESOLUTION NO. 2022-089

Board of Trustees, Liberty Township
Butler County, Ohio

RESOLUTION TO AUTHORIZE NEW APPROPRIATIONS

RESOLVED by the Board of Trustees of Liberty Township, Butler County, Ohio, that

WHEREAS, Michelle Greis, Finance Director, requests the Liberty Township Board of Trustees authorize the following new appropriations:

ACCOUNT		AMOUNT
Cedarbrook RID Fund		
3110-110-360-0006	Contracted Services (Lakota)	9,618
3110-110-360-0005	Contracted Services (TID)	109,103
Four Bridges RID Fund		
3109-110-360-0006	Contracted Services (Lakota)	43,757
3109-110-360-0005	Contracted Services (TID)	191,680
Trails of Four Bridges RID Fund		
3107-110-360-0006	Contracted Services (Lakota)	57,265
3107-110-360-0005	Contracted Services (TID)	263,712
Townhomes of Four Bridges RID Fund		
3108-110-360-0006	Contracted Services (Lakota)	4,641
3108-110-360-0005	Contracted Services (TID)	39,768
Aspen Trails RID		
4311-110-360-0006	Contracted Services (Lakota)	75,973
Creekside RID		
4313-110-360-0006	Contracted Services (Lakota)	4,812
Falling Water RID		
4314-110-360-0006	Contracted Services (Lakota)	268
1000-110-221	Medical/Hospital	15,500
2191-220-221	Medical/Hospital	250,000

THEREFORE BE IT RESOLVED that the Liberty Township Board of Trustees hereby authorizes the new appropriations as listed above.

Trustee _____ moved to approve the resolution. Trustee _____ seconded the motion. Upon call of the roll, the vote resulted as follows:

Trustee Schramm, _____
Trustee Minniear, _____
Trustee Farrell, _____

Adopted: Tuesday, October 4, 2022

Tom Farrell, President

Steve Schramm, Vice President

Todd Minniear, Trustee

AUTHENTICATION

This is to certify that this resolution was duly passed, and filed with the Liberty Township Fiscal Officer this 4th day of October, 2022.

Pamela Quinlisk
Fiscal Officer

APPROVED AS TO FORM:

Scott D. Phillips, Law Director



September 28, 2022

Caroline McKinney
Economic Development Director
Liberty Township
Via Email

Dear Caroline:

Thank you for your continued interest in MDC's services related to planning and zoning for the area around the proposed Millikin Road interchange. This letter will confirm that McBride Dale Clarion (MDC) will provide continue zoning assistance in connection with the proposed interchange.

We anticipate that our work will involve continued consultation with the staff and the Township Trustees. It is anticipated that the following will be included in this work, although we will be flexible in responding to changing needs within the limits of our budget:

- Draft amendments to relevant portion of the township comprehensive plan, to be developed in coordination with township planning staff
- Assessment of zoning options and recommendations for the Millikin Road interchange area developed in coordination with township staff
- Formulation of a recommended zoning approach
- Presentation of the recommended zoning approach in a Power Point format
- 2-3 meetings with the township staff team, either in person or on-line
- 2 additional meetings with the Township Trustees, as needed to present and discuss the recommended zoning approach
- Depending upon the outcome of this work, we will be available to draft new zoning regulations based on a scope and budget to be provided at that time

The consultation will be provided in coordination with you and invoiced monthly on an hourly basis. We propose an additional not-to exceed amount of \$10,000 without authorization from you. My hourly rate is \$195.00 per hour. We may also utilize lower hourly rate personnel to assist as appropriate. Any reimbursable or direct costs, such as mileage and copies, will be invoiced at our cost. Payment is due on receipt of the invoice.

This engagement will not preclude other personnel from McBride Dale Clarion from representing private sector clients in Liberty Township. MDC staff working on this engagement will not be involved in any such private sector representation.

If the terms of the letter are acceptable, please sign where indicated below and email it back to us. Please let me know if you have any questions, and thanks for thinking of us.

Sincerely,



C. Gregory Dale, FAICP

Authority to Proceed

_____ Date _____