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**LIBERTY TOWNSHIP BOARD OF TRUSTEES
MINUTES OF A REGULAR MEETING
TUESDAY SEPTEMBER 3, 2019
6400 PRINCETON ROAD
LIBERTY TOWNSHIP OH 45011**

On Tuesday September 3, 2019 at 5:00 P.M., the Liberty Township Board of Trustees met this day for an Executive Session. Upon call of the roll, Mrs. Maticic –present, Mr. Schramm – present, Mr. Farrell – present.

**WORK SESSION
5:00 P.M.**

- Discussion of PACE Financing and Energy Special Improvement District.
~ Caleb Bell, Partner, Bicker & Eckler - Chair, Public Finance Practice Group

Ms. Maticic made a motion to suspend the meeting until 6:00. Mr. Farrell seconded. The motion passed unanimously.

**REGULAR MEETING
6:00 P.M.**

On Tuesday September 3, 2019 at 6:00 P.M., the Liberty Township Board of Trustees met this day for a Regular Meeting. Upon call of the roll, Mrs. Maticic –present, Mr. Schramm – present, Mr. Farrell – present.

Mr. Schramm led the Pledge of Allegiance.

Ms. Maticic requested a moment of silence in honor of the passing of Mort Van Gorden – former Trustee for 13 years.

PUBLIC HEARING

- 1) Street lighting request for Caitlyn Rose Lane and Treeside Drive of the Fieldstone Farms subdivision for two (2) lights.

Mrs. Quinlisk presented the staff report.

Comments in Favor:

No comments.

Comments for Opposition:

No comments.

Comments Neutral to Proposal:

No comments.

Ms. Maticic **MOVED TO CLOSE THE PUBLIC HEARING ON THE STREET LIGHTING REQUEST FOR CAITLYN ROSE LANE AND TREESIDE DRIVE OF THE FIELDSTONE FARMS SUBDIVISION FOR TWO (2) LIGHTS.** The motion passed unanimously.



Ms. Matacic **MOVED TO APPROVE A RESOLUTION FOR THE STREET LIGHTING REQUEST FOR CAITLYN ROSE LANE AND TREESIDE DRIVE OF THE FIELDSTONE FARMS SUBDIVISION FOR TWO (2) LIGHTS. (2019-119)** Mr. Farrell seconded. The motion passed unanimously.

- 2) Street lighting request for Brooks Run and Watoga Drive of the Shannon Ridge subdivision for two (2) lights.

Mrs. Quinlisk presented the staff report.

Comments in Favor:

No Comments

Comments for Opposition:

No Comments

Comments Neutral to Proposal:

No comments.

Ms. Matacic **MOVED TO CLOSE THE PUBLIC HEARING ON A STREET LIGHTING REQUEST FOR BROOKS RUN AND WATOGA DRIVE OF THE SHANNON RIDGE SUBDIVISION FOR TWO (2) LIGHTS.** The motion passed unanimously.

Ms. Matacic **MOVED TO APPROVE A RESOLUTION FOR A STREET LIGHTING REQUEST FOR BROOKS RUN AND WATOGA DRIVE OF THE SHANNON RIDGE SUBDIVISION FOR TWO (2) LIGHTS. (2019-120)** Mr. Farrell seconded. The motion passed unanimously.

FISCAL OFFICER'S BUSINESS

Liquor Permit for Sai Mathure, LLC, 5501 Liberty Square Ct., Hamilton, OH 45011

REGULAR MEETING 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.

CONSENT AGENDA

Fiscal Officer

- Meeting Minutes – Motion to approve the following:
 - Regular Meeting, August 20, 2019
- Check Register – Motion to approve the Check Register and Special Check Register

Requisitions

- Motion to approve requisitions over \$10,000.00
 - \$11,500.00 CDWG (Purchase of (4) firewalls and 3 year licensing)
 - \$8,171.64 1000-110-599
 - \$2,993.75 2191-220-599



a) **Then and Now**

- Motion to approve then and nows over \$3000.00
 - \$3,520.00 Welsh Development Company (Harvest Avenue payment fix)
 - \$3,520.00 2011-760-790-0000

Economic Development

- Motion to appoint Jennifer Ekey as the member representing the City of Middletown to the Joint Economic Development District (J.E.D.D. I) Board of Directors with a term ending on September 30, 2023.

Finance

- Motion to approve a resolution to authorize a new appropriation.

Ms. Matacic **MOVED TO APPROVE THE CONSENT AGENDA.** Mr. Farrell seconded. The motion passed unanimously.

PUBLIC COMMENTS

Mike Murray, 7050 Lindy Way, has concerns about the easement that is required to be put in on his commercial property located at 6491 Cincinnati-Dayton Road.

Ian Murray, 6491 Cincinnati-Dayton Road, is also concerned about the easement that is required to be put on his commercial property. He feels it will be a public road and not just a cross access easement. Their main concerns are safety, inhibiting use of the storage building and loss of property value. He stated he cannot put in the concrete for the parking lot until the permits are issued. In order to convert their current loan the concrete must be completed by October 3rd.

Mr. Behrman stated that any new variance request would have to take the case back to the zoning commission for approval. The zoning department cannot process the permits until all requirements the zoning commission has determined are needed have been met. Mr. Behrman stated that staff has requested an official affidavit stating the requirements will be met in order to issue the permit. The property owners will not sign based on their legal advice.

Mr. Farrell would like staff to look into options as this property is located on the west side of the road and no new developments have been developed.

Mr. Schramm stated he needed to review the entire issue and will make a determination in the next 2-3 days.

DEPARTMENTAL BUSINESS

Fire/EMS

Chief Klussman made a motion to hire Tyler Humphries and Jesse Sturm to the position of Part-Time Fire Fighter / EMT - Step 1 at \$15.08/hour and Justin O'Keefe to the position of Part-Time Fire Fighter / EMT - Step 2 at \$16.12/hour contingent upon satisfactory completion of pre-employment testing.

Ms. Matacic **MOVED TO APPROVE A MOTION TO HIRE TYLER HUMPHRIES AND JESSE STURM TO THE POSITION OF PART-TIME FIRE FIGHTER / EMT - STEP 1 AT \$15.08/HOUR AND JUSTIN O'KEEFE TO THE POSITION OF PART-TIME FIRE FIGHTER / EMT - STEP 2 AT \$16.12/HOUR CONTINGENT UPON SATISFACTORY COMPLETION OF PRE-EMPLOYMENT TESTING.** Mr. Farrell seconded. The motion passed unanimously.



Chief Klussman made a motion to approve an agreement with Bethesda Healthcare Inc. for the Fire Fighter Health & Wellbeing Program, in substantially the same format as attached, for an amount of \$22,000.00 from account # 2191-220-360, and to authorize the Township Administrator to execute the agreement.

Ms. Maticic **MOVED TO APPROVE A MOTION TO APPROVE AN AGREEMENT WITH BETHESDA HEALTHCARE INC. FOR THE FIRE FIGHTER HEALTH & WELLBEING PROGRAM, IN SUBSTANTIALLY THE SAME FORMAT AS ATTACHED, FOR AN AMOUNT OF \$22,000.00 FROM ACCOUNT # 2191-220-360, AND TO AUTHORIZE THE TOWNSHIP ADMINISTRATOR TO EXECUTE THE AGREEMENT.** Mr. Farrell seconded. The motion passed unanimously.

Chief Klussman made a motion to approve an agreement with Heritage Fire Equipment to provide Liberty Township Fire Department with an aerial platform truck on a temporary basis for an amount of \$6,000.00 per month from account # 2191-220-321, and to authorize the Township Administrator to execute the agreement.

Ms. Maticic **MOVED TO APPROVE A MOTION TO APPROVE AN AGREEMENT WITH HERITAGE FIRE EQUIPMENT TO PROVIDE LIBERTY TOWNSHIP FIRE DEPARTMENT WITH AN AERIAL PLATFORM TRUCK ON A TEMPORARY BASIS FOR AN AMOUNT OF \$6,000.00 PER MONTH FROM ACCOUNT # 2191-220-321, AND TO AUTHORIZE THE TOWNSHIP ADMINISTRATOR TO EXECUTE THE AGREEMENT..** Mr. Farrell seconded. The motion passed unanimously.

Services

Mr. Plummer requested a motion to approve an agreement with Art's Rental Equipment & Supply for a John Deere 544 Wheel Loader and a John Deere 310 Backhoe at \$5,150.00 per month for a four (4) month period with a \$370.00 delivery charge for a total of \$20,970.00 from account # 2021-330-321-0000 and to authorize the Township Administrator to execute the agreement.

Ms. Maticic **MOVED TO APPROVE A MOTION TO APPROVE AN AGREEMENT WITH ART'S RENTAL EQUIPMENT & SUPPLY FOR A JOHN DEERE 544 WHEEL LOADER AND A JOHN DEERE 310 BACKHOE AT \$5,150.00 PER MONTH FOR A FOUR (4) MONTH PERIOD WITH A \$370.00 DELIVERY CHARGE FOR A TOTAL OF \$20,970.00 FROM ACCOUNT # 2021-330-321-0000 AND TO AUTHORIZE THE TOWNSHIP ADMINISTRATOR TO EXECUTE THE AGREEMENT.** Mr. Farrell seconded. The motion passed unanimously.

Administration

Ms. Bitonte made a motion to approve an agreement with Spectrum to provide services for various Township facilities commencing in 2019 and to authorize the Township Administrator to execute the agreement.

Ms. Maticic **MOVED TO APPROVE A MOTION TO APPROVE AN AGREEMENT WITH SPECTRUM TO PROVIDE SERVICES FOR VARIOUS TOWNSHIP FACILITIES COMMENCING IN 2019 AND TO AUTHORIZE THE TOWNSHIP ADMINISTRATOR TO EXECUTE THE AGREEMENT.** Mr. Farrell seconded. The motion passed unanimously.

Ms. Bitonte made a motion to approve an Addendum to the Police Services contract with the Sheriff of Butler County, Ohio to provide police services through December 31, 2019 and to authorize the Township Administrator to execute the Addendum.

Ms. Maticic **MOVED TO APPROVE A MOTION TO APPROVE AN ADDENDUM TO THE POLICE SERVICES CONTRACT WITH THE SHERIFF OF BUTLER COUNTY, OHIO TO PROVIDE POLICE SERVICES THROUGH DECEMBER 31, 2019 AND TO AUTHORIZE THE TOWNSHIP ADMINISTRATOR TO EXECUTE THE ADDENDUM.** Mr. Farrell seconded. The motion passed unanimously.



Ms. Bitonte made a motion to approve an Agreement with the Sheriff of Butler County, Ohio to provide police services through December 31, 2024 and to authorize the Township Administrator to execute the Agreement.

Ms. Maticic **MOVED TO APPROVE A MOTION TO APPROVE AN AGREEMENT WITH THE SHERIFF OF BUTLER COUNTY, OHIO TO PROVIDE POLICE SERVICES THROUGH DECEMBER 31, 2024 AND TO AUTHORIZE THE TOWNSHIP ADMINISTRATOR TO EXECUTE THE AGREEMENT.** Mr. Farrell seconded. The motion passed unanimously.

DEPARTMENT UPDATES

- Economic Development
- Fire / EMS
- Planning & Zoning
- Services
- Sheriff
- Administration

TRUSTEE COMMENTS

Ms. Maticic noted the following township events:

- September 7th from 11am-3pm: Liberty Historical Society – Heritage Day event at Dudley Woods Park •
- September 14th from 10am-Noon: Ft. Liberty Playland 20th Celebration

ADJOURNMENT

Ms. Maticic **MOVED TO ADJOURN.** Mr. Farrell seconded. The motion passed unanimously.

Mr. Schramm, President

Pamela Quinlisk, Fiscal Officer



RESOLUTION NO. 2019-119

Board of Trustees, Liberty Township
Butler County, Ohio

RESOLUTION TO AUTHORIZE THE CREATION OF FIELDSTONE FARMS SECTION 1B LIGHTING DISTRICT

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

WHEREAS, Liberty Township Fiscal Officer Pam Quinlisk presented a request to create a lighting district for Section 1B of the Fieldstone Farms subdivision;

WHEREAS, Duke Energy has presented an *Outdoor Lighting Service Agreement* requesting two (2) Traditional 50W LED Type III street lights on Treeside Drive and Caitlyn Rose Lane located in the Fieldstone Farms subdivision; and

WHEREAS, Liberty Township has received payment from the developer for the first eighteen (18) months of service; and

THEREFORE, BE IT RESOLVED that the Liberty Township Board of Trustees hereby authorize the creation of the Fieldstone Farms Section 1B Lighting District for two (2) lights.

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

Trustee Maticic,	yes
Trustee Farrell,	yes
Trustee Schramm,	yes

Adopted: Tuesday, September 3, 2019

Steve Schramm, President

Christine Maticic, Vice President

Tom Farrell, Trustee

AUTHENTICATION

This is to certify that this resolution was duly passed, and filed with the Liberty Township Fiscal Officer this 3rd day of September, 2019.

Pamela Quinlisk
Fiscal Officer

APPROVED AS TO FORM:

Scott D. Phillips, Law Director



RESOLUTION NO. 2019-120

Board of Trustees, Liberty Township
Butler County, Ohio

RESOLUTION TO AUTHORIZE THE CREATION OF SHANNON RIDGE SECTION 3 LIGHTING DISTRICT

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

WHEREAS, Liberty Township Fiscal Officer Pam Quinlisk presented a request to create a lighting district for Section 3 of the Shannon Ridge subdivision;

WHEREAS, Duke Energy has presented an *Outdoor Lighting Service Agreement* requesting three (3) Deluxe Acorn 50W LED Type III street light on Brooks Run and Watoga Drive located in the Shannon Ridge subdivision; and

WHEREAS, Liberty Township has received payment from the developer for the first eighteen (18) months of service; and

THEREFORE, BE IT RESOLVED that the Liberty Township Board of Trustees hereby authorize the creation of the Shannon Ridge Section 3 Lighting District for three (3) lights.

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

Trustee Maticic,	yes
Trustee Farrell,	yes
Trustee Schramm,	yes

Adopted: Tuesday, September 3, 2019

Steve Schramm, President

Christine Maticic, Vice President

Tom Farrell, Trustee

AUTHENTICATION

This is to certify that this resolution was duly passed, and filed with the Liberty Township Fiscal Officer this 3rd day of September, 2019.

Pamela Quinlisk
Fiscal Officer

APPROVED AS TO FORM:

Scott D. Phillips, Law Director