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**LIBERTY TOWNSHIP BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING
TUESDAY MARCH 3, 2020
6400 PRINCETON ROAD
LIBERTY TOWNSHIP OH 45011**

On Tuesday, March 3, 2020 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.

Boy Scouts, Brandon and Kenny led the Pledge of Allegiance.

REGULAR MEETING
6:00 P.M.

PUBLIC HEARING #1

Street lighting request for four (4) lights on Treeside Drive in Phase 2 of the Fieldstone Farms subdivision.

Mrs. Quinlisk presented the staff report.

Comments for Opposition:

No comments.

Comments in Favor:

No comments.

Comments Neutral to Proposal:

No comments.

Mr. Farrell **MOVED TO CLOSE THE PUBLIC HEARING ON A STREET LIGHTING REQUEST FOR FOUR (4) LIGHTS ON TREESIDE DRIVE IN PHASE 2 OF THE FIELDSTONE FARMS SUBDIVISION.** Mr. Schramm seconded. The motion passed unanimously.

Mr. Farrell **MOVED TO APPROVE A STREET LIGHTING REQUEST FOR FOUR (4) LIGHTS ON TREESIDE DRIVE IN PHASE 2 OF THE FIELDSTONE FARMS SUBDIVISION. (2020-041)** Mr. Schramm seconded. The motion passed unanimously.

PUBLIC COMMENTS

No Comments

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

Fiscal Officer

- Meeting Minutes – Motion to approve the following:
 - Regular Meeting, February 4, 2020
 - Regular Meeting, February 19, 2020
- Payment Listing – Motion to approve the Payment Listing and Additional Payment Listing

Finance

- Motion to approve a resolution to authorize a new appropriation. (Cemetery Bequest Fund) **(2020-042)**
- Motion to approve a resolution to authorize fund transfer. (Cemetery Fund) **(2020-043)**

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

PUBLIC COMMENTS

No Comments

DEPARTMENTAL BUSINESS

Services Department

Discussion of Road Funding – After a brief discussion, Trustees requested staff put together two public hearings to consider additional funding in accordance with recently passed legislation.

Administration

Ms. Bitonte requested a motion to authorize the Township Administrator to approve and execute change orders not to exceed \$50,000.00 in the aggregate, related to the contract with Conger Construction for the new Administration and Police Substation facility previously approved through Resolution 2019-039.

Mr. Farrell **MADE A MOTION TO AUTHORIZE THE TOWNSHIP ADMINISTRATOR TO APPROVE AND EXECUTE CHANGE ORDERS NOT TO EXCEED \$50,000.00 IN THE AGGREGATE, RELATED TO THE CONTRACT WITH CONGER CONSTRUCTION FOR THE NEW ADMINISTRATION AND POLICE SUBSTATION FACILITY PREVIOUSLY APPROVED THROUGH RESOLUTION 2019-039.** Mr. Schramm seconded. The motion passed unanimously.

TRUSTEE COMMENTS

Mr. Schramm would like the Trustees to instruct staff to proceed with the early collection advance of property tax collections from the County Auditor.

EXECUTIVE SESSION

Mr. Farrell **MOVED TO GO INTO AN EXECUTIVE SESSION TO CONSIDER THE DISCIPLINE OF A PUBLIC EMPLOYEE PER O.R.C. 121.22 (G)(1).** Mr. Schramm seconded. The motion passed unanimously.

Mr. Farrell **MOVED TO COME OUT OF EXECUTIVE SESSION.** Mr. Schramm seconded. The motion passed unanimously.

ADJOURNMENT



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

Ms. Maticic, President

Pamela Quinlisk, Fiscal Officer



RESOLUTION NO. 2020-041

Board of Trustees, Liberty Township
Butler County, Ohio

RESOLUTION TO AUTHORIZE THE CREATION OF FEILDSTONE FARMS PHASE 2 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 Phase 2 of the Fieldstone Farms subdivision;

WHEREAS, Duke Energy has presented an *Outdoor Lighting Service Agreement* requesting four (4) Deluxe Acorn 50W LED Type III street lights on Treeside Drive 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 Phase 2 Lighting District for four (4) lights.

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

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

Adopted: Tuesday, March 3, 2020

Christine Maticic, President

Tom Farrell, Vice President

Steve Schramm, Trustee

AUTHENTICATION

This is to certify that this resolution was duly passed, and filed with the Liberty Township Fiscal Officer this 3rd^t day of March, 2020.

Pamela Quinlisk
Fiscal Officer

APPROVED AS TO FORM:

Scott D. Phillips, Law Director

Agreement Information	Energy and Maintenance			TODOLCLM0000016701		1/31/2020
	Agreement Coverage			Agreement Number		Current Date
14003956	34405372		S484	V461	TODOL	UDES
Customer Account Number	Request Number	Corp.	CP Center	LOC	Work Code	Rate Code

OUTDOOR LIGHTING SERVICE AGREEMENT



Duke Energy Ohio, 139 East Fourth Street, Cincinnati, OH 45202

Business Name		This Agreement has an Initial Term selected by Customer.	
Customer Name	LIBERTY TOWNSHIP FILEDSTONE FARMS PH 2		The Initial Term begins when Service is in operation; after expiration thereof, Service continues with annual renewals, until either party terminates with written notice to the other party.
Service Location or Subdivision	FIELDSTONE FARMS PH.2		
Service Address	5765 TREESIDE DR		
Service Address			
Service City, State, Zip code	LIBERTY TOWNSHIP	OH	45044
Mailing Name	LIBERTY TOWNSHIP FILEDSTONE FARMS PH 2		Notes:
Mailing Business Name			
Mailing Address	7162 LIBERTY CENTRE DR UNIT A		
Mailing Address			
Mailing City, State, Zip code	WEST CHESTER	OH	45069-2748

This Company-owned lighting system or light(s) involves three billable components. These components are: (1) initial Equipment and installation costs; (2) Energy usage; and (3) Maintenance/operating costs. A third party has satisfied Equipment component. This Agreement will cover the Energy usage and Maintenance, and will continue for the service life of the lighting system or light(s). Please see attached drawing or Exhibit "A" for the proposed placement of lighting equipment.

WITNESSETH:

WHEREAS, Customer desires to have: a Company-owned outdoor lighting system ("System"), on designated property; and

WHEREAS, Company has the ability to own, install, operate and maintain an outdoor lighting system.

NOW THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

Below is the estimated monthly amount for the lights and poles covered by this Agreement.

ITEM #	LUMINAIRE STYLE DESCRIPTION <small>HPS = High Pressure Sodium, MH = Metal Halide Lamp, Source</small>	INITIAL LUMENS	LAMP WATTS	IMPACT WATTS	EST ANNUAL KWH EA	MAINT/OPERATION CHG EACH	*EST. ENERGY CHG	NUMBER OF LIGHTS	*ESTIMATED LINE TOTAL
1	Acorn (GV) LED 50W Black (RAL9017) Type III	5,147	50	0.0500	208	\$9.61	\$0.11	4	\$38.90
ESTIMATED MONTHLY TOTAL COST									\$38.90

*Tariff riders and sales tax are not included, which may cause the amounts to fluctuate.

**The Energy may also be METERED. If Energy is metered, the information above is superseded by the METERED usage and charges.

PROPOSED AGREEMENT IS VALID FOR 90 DAYS FROM THE CURRENT DATE. PROPOSAL EXPIRATION IS: 4/30/2020

In addition to the luminaire information with estimated monthly amounts shown above, please refer to Pole Information in Section 1 - A hereof, Energy Usage in Section 1 - B and System Maintenance Information in Section IV for further details.

IN WITNESS WHEREOF, the parties hereto have caused two copies of this Agreement to be executed by a duly authorized representative(s), effective the Current Date first written above. This Lighting Service Agreement ("Agreement") is made and entered into by the subsidiary of Duke Energy Corporation, a Delaware corporation, named above (hereafter, "Company"). Neither Duke Energy Corp. nor any of its other affiliated companies are parties to this Agreement.

Duke Energy Representative

AND

Customer / Representative

Signature Christine Meadows

Signature _____

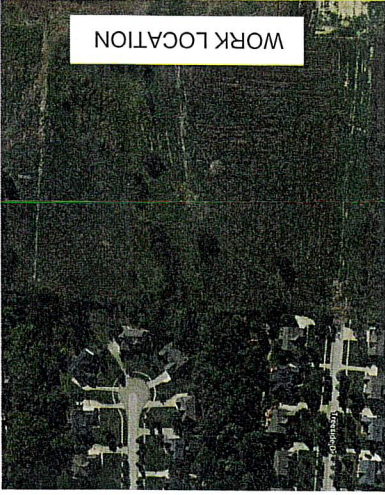
Printed Name Christine Meadows

Printed Name _____

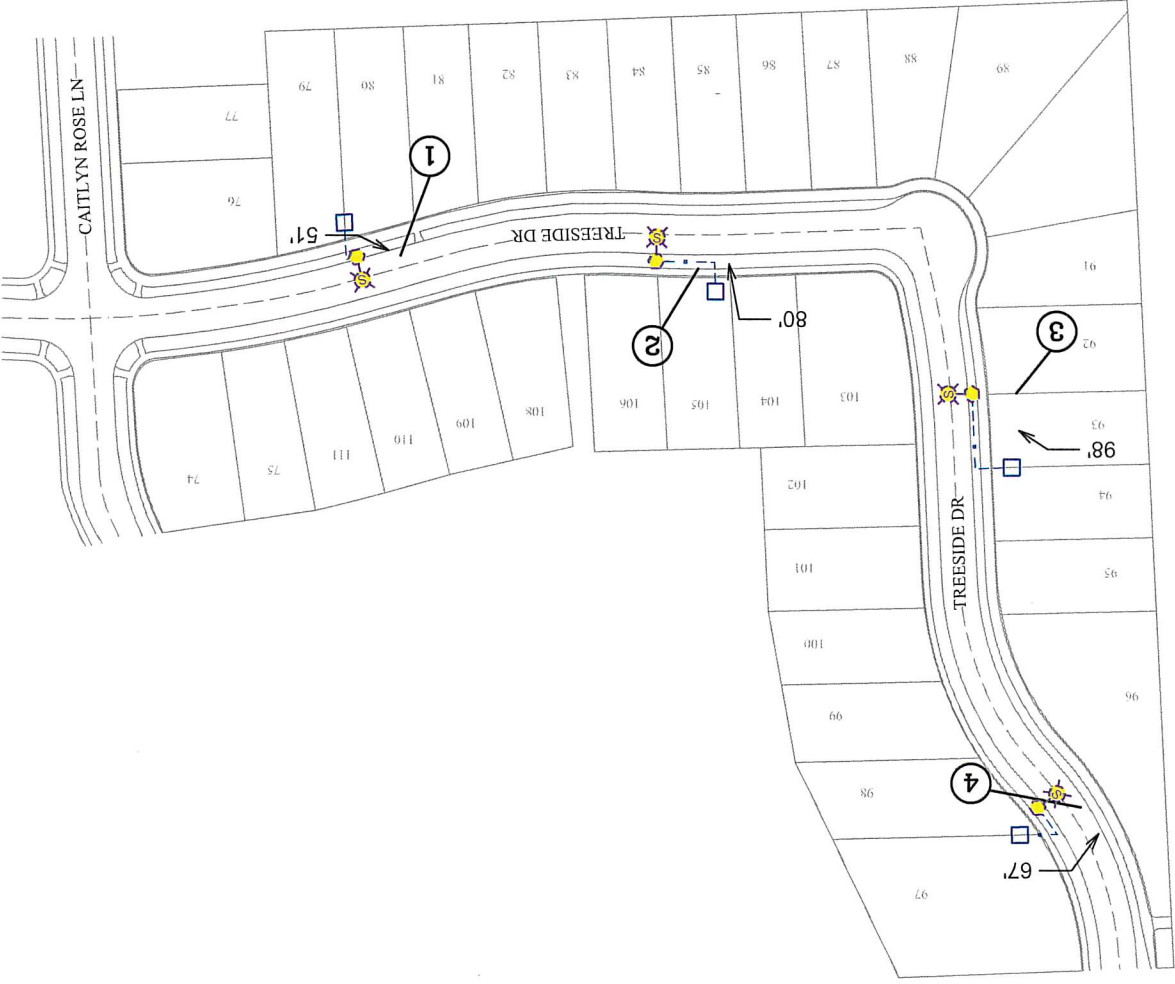
Date 1/31/2020

Date _____

If more space is required for additional Customer signatures, please attach a dated letter with signatures on it and reference this Agreement



STREET LIGHT INFORMATION			
1	INSTALL	ST. LT.*	51'
2	INSTALL	ST. LT.*	80'
3	INSTALL	ST. LT.*	88'
4	INSTALL	ST. LT.*	67'



INSTALL 50W LED ACORN ST.LT ON 12' STYB ALUMINUM POLE, SET POLE 3' BACK OF CURB AND ON PROPERTY LINE, UNLESS NOTED (W.C.*OCAL) TOTAL-4

Work Order Number:	34405372
Customer/Contact:	RYAN TAGGART
Contact Phone:	513-312-2514
Job Site Address:	5765 TREESIDE DR
City:	LIBERTY TOWNSHIP
County:	BUTLER
State, Zip:	OH, 45044
Designer:	CHRISTINE MEADOWS
Designer Phone:	513-815-4878
Circuit to:	MILLIKIN 24
Primary Voltage:	12.47/7.2 KV
Yes ___ No <input checked="" type="checkbox"/>	Permit Required
Permit Type/No.:	
Permit Type/No.:	
Permit Type/No.:	
Permit Type/No.:	
Permit Type/No.:	



USP: BREAKER NUMBER 313 AT SUBSTATION MILLIKIN 24

USP: PERSONAL ACCOUNTABILITY

 USP: ACTIVE CAREING

 USP: HAZARD RECOGNITION



Safety Reminders / Adverse Conditions

? OBSERVE ALL STANDING ORDERS

Work Zone General Comments:

REMEMBER: Work zone area conditions may have changed for this job! Everyone is responsible for verifying the above safety information is correct prior to any work being performed each day.

Payment Listing

2/20/2020 to 2/27/2020

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
18-2020	02/21/2020	02/24/2020	CH	PAYCOR INC.	\$639.18	O
19-2020	02/21/2020	02/24/2020	CH	LIBERTY TOWNSHIP PAYROLL	\$196,080.83	O
65860	02/24/2020	02/24/2020	AW	RESERVE ACCOUNT	\$2,000.00	O
65861	02/27/2020	02/27/2020	AW	AMERICAN STRUCTUREPOINT, INC.	\$1,750.00	O
65862	02/27/2020	02/27/2020	AW	ALL SIGNS LLC	\$9.00	O
65863	02/27/2020	02/27/2020	AW	AMERICAN HEART ASSOCIATION, INC	\$181.90	O
65864	02/27/2020	02/27/2020	AW	AMBULANCE MAINTENANCE COMPANY IN	\$957.79	O
65865	02/27/2020	02/27/2020	AW	A.E. DAVID COMPANY, INC.	\$1,894.59	O
65866	02/27/2020	02/27/2020	AW	BOUND TREE MEDICAL LLC	\$713.80	O
65867	02/27/2020	02/27/2020	AW	BEST ONE TIRE AND SERVICE	\$377.31	O
65868	02/27/2020	02/27/2020	AW	BOWLING GREEN STATE UNIVERSITY	\$500.00	O
65869	02/27/2020	02/27/2020	AW	BCWS	\$165.30	O
65870	02/27/2020	02/27/2020	AW	CINCINNATI BELL TELEPHONE	\$21.72	O
65871	02/27/2020	02/27/2020	AW	CINCINNATI BELL TELEPHONE	\$44.70	O
65872	02/27/2020	02/27/2020	AW	THE CENTER FOR LOCAL GOVERNMENT	\$630.00	O
65873	02/27/2020	02/27/2020	AW	COX MEDIA GROUP	\$95.76	O
65874	02/27/2020	02/27/2020	AW	CINTAS	\$133.05	O
65875	02/27/2020	02/27/2020	AW	DUKE ENERGY	\$866.49	O
65876	02/27/2020	02/27/2020	AW	D&S AUTO PARTS, INC	\$237.43	O
65877	02/27/2020	02/27/2020	AW	FROST BROWN TODD LLC	\$11,020.97	O
65878	02/27/2020	02/27/2020	AW	GRAINGER	\$132.18	O
65879	02/27/2020	02/27/2020	AW	HAMILTON MACHINE SERVICES CORP.	\$78.00	O
65880	02/27/2020	02/27/2020	AW	HENRY SCHEIN INC.	\$372.92	O
65881	02/27/2020	02/27/2020	AW	HERITAGE FIRE EQUIPMENT, LLC	\$6,000.00	O
65882	02/27/2020	02/27/2020	AW	JOHNNY'S A-1 SANITATION	\$125.00	O
65883	02/27/2020	02/27/2020	AW	J&N ELECTRIC	\$143.86	O
65884	02/27/2020	02/27/2020	AW	KELLER CLEANING SYSTEMS, LLC	\$1,233.00	O
65885	02/27/2020	02/27/2020	AW	LJB, INC	\$9,769.65	O
65886	02/27/2020	02/27/2020	AW	METAL SUPERMARKETS	\$93.42	O
65887	02/27/2020	02/27/2020	AW	OFFICE DEPOT	\$108.85	O
65888	02/27/2020	02/27/2020	AW	OHIO HYDRAULICS, INC	\$29.81	O
65889	02/27/2020	02/27/2020	AW	PHOENIX SAFETY OUTFITTERS	\$99.65	O
65890	02/27/2020	02/27/2020	AW	RILEY'S FURNITURE GALLERY	\$351.45	O
65891	02/27/2020	02/27/2020	AW	RTF FIRE PROTECTIONS, LLC	\$600.00	O
65892	02/27/2020	02/27/2020	AW	STIGLER SUPPLY CO.	\$716.16	O
Total Payments:					\$238,173.77	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$238,173.77	

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

Payment Listing

2/20/2020 to 2/27/2020

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

Payment Listing

2/28/2020 to 3/3/2020

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
65893	03/03/2020	03/03/2020	AW	A.E. DAVID COMPANY, INC.	\$1,304.83	O
65894	03/03/2020	03/03/2020	AW	ACADEMIC AUTOMOTIVE, INC.	\$81.99	O
65895	03/03/2020	03/03/2020	AW	ACE HARDWARE, WEST CHESTER	\$6.72	O
65896	03/03/2020	03/03/2020	AW	ACTIVE 911	\$911.72	O
65897	03/03/2020	03/03/2020	AW	AIRGAS USA, LLC	\$96.28	O
65898	03/03/2020	03/03/2020	AW	AMERICAN HEART ASSOCIATION, INC	\$3,342.00	O
65899	03/03/2020	03/03/2020	AW	BCWS	\$227.75	O
65900	03/03/2020	03/03/2020	AW	BRADLEY PAYNE ADVISORS	\$3,125.00	O
65901	03/03/2020	03/03/2020	AW	CINCINNATI BELL TELEPHONE	\$269.14	O
65902	03/03/2020	03/03/2020	AW	CINTAS	\$133.05	O
65903	03/03/2020	03/03/2020	AW	CONDOR OUTDOOR PRODUCTS, INC.	\$3,586.28	O
65904	03/03/2020	03/03/2020	AW	D&S AUTO PARTS, INC	\$5.29	O
65905	03/03/2020	03/03/2020	AW	DUKE ENERGY	\$543.47	O
65906	03/03/2020	03/03/2020	AW	HENRY SCHEIN INC.	\$441.00	O
65907	03/03/2020	03/03/2020	AW	LINCOLN NATIONAL LIFE INSURANCE COM	\$638.21	O
65908	03/03/2020	03/03/2020	AW	LINEHAUL HEAVY DUTY LLC	\$75.00	O
65909	03/03/2020	03/03/2020	AW	MINERVA BUNKER GEAR CLEANERS OF C	\$1,111.20	O
65910	03/03/2020	03/03/2020	AW	NANCY NIX BUTLER COUNTY TREASURER	\$234,977.24	O
65911	03/03/2020	03/03/2020	AW	NEXTSTEP NETWORKING	\$2,250.00	O
65912	03/03/2020	03/03/2020	AW	OFFICE DEPOT	\$113.55	O
65913	03/03/2020	03/03/2020	AW	PHOENIX SAFETY OUTFITTERS	\$489.45	O
65914	03/03/2020	03/03/2020	AW	RUMPKE CONSOLIDATED COMPANIES	\$352.70	O
65915	03/03/2020	03/03/2020	AW	STIGLER SUPPLY CO.	\$783.98	O
65916	03/03/2020	03/03/2020	AW	TIME WARNER CABLE	\$788.10	O
65917	03/03/2020	03/03/2020	AW	TIME WARNER CABLE	\$1,143.13	O
Total Payments:					\$256,797.08	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$256,797.08	

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. 2020-042

Board of Trustees, Liberty Township
Butler County, Ohio

RESOLUTION TO AUTHORIZE A NEW APPROPRIATION

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:

Cemetery Bequest Fund:

- 1) \$13,259.95 to 9751-910-910 (Transfers Out)

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

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

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

Adopted: Tuesday, March 3, 2020

Christine Maticic, President

Tom Farrell, Vice President

Steve Schramm, Trustee

AUTHENTICATION

This is to certify that this resolution was duly passed, and filed with the Liberty Township Fiscal Officer this 3rd day of March, 2020.

Pamela Quinlisk
Fiscal Officer

APPROVED AS TO FORM:

Scott D. Phillips, Law Director



RESOLUTION NO. 2020-043

Board of Trustees, Liberty Township
Butler County, Ohio

RESOLUTION TO AUTHORIZE A FUND TRANSFER

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 fund transfer:

General Fund:

- 1) \$13,259.98 to 2041-931 (Transfer In – Cemetery Fund) from 9751-910-910 (Transfers Out – Cemetery Bequest Fund)

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

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

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

Adopted: Tuesday, March 3, 2020

Christine Maticic, President

Tom Farrell, Vice President

Steve Schramm, Trustee

AUTHENTICATION

This is to certify that this resolution was duly passed, and filed with the Liberty Township Fiscal Officer this 3rd day of March, 2020.

Pamela Quinlisk
Fiscal Officer

APPROVED AS TO FORM:

Scott D. Phillips, Law Director