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**LIBERTY TOWNSHIP BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETINGS
TUESDAY APRIL 3, 2018
6400 PRINCETON ROAD
LIBERTY TOWNSHIP OH 45044**

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

On Tuesday, April 3rd, 2018 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. Farrell led the Pledge of Allegiance.

FISCAL OFFICER'S BUSINESS

None

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, March 20, 2018
- Check Register – Motion to approve Check Register and the Special Check Register

Requisitions Over \$2,500

- Motion to approve requisitions over \$2,500.
 - \$ 14,812.59 Butler County Emergency Management Agency
(Contract Agreement Annual Payment)
 - \$ 4,012.59 1000-110-519
 - \$ 3,600.00 2191-220-519
 - \$ 3,600.00 2192-210-519
 - \$ 3,600.00 2031-330-519
 - \$ 5,668.000 Frost Brown Todd (Legal Services)
 - \$ 5,668.00 2191-220-311
 - \$ 3,560.00 Liberty Urgent Care (Employment Testing)
 - \$ 3,560.00 2191-220-360



- \$ 3,500.00 Moe's Outdoor Equipment & Supplies
(Supplies)
- \$ 3,500.00 2031-330-420

Administration

- Motion to approve a resolution to approve the Ohio Township Association Risk Management Authority (OTARMA) Property and Liability Insurance Renewal for 2018-2019 with the premium to be paid from the General, Fire, Police, Services, and Zoning funds in the amount of \$61,788. **(2018-069)**

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

PUBLIC COMMENTS

No Comments

Departmental Business

Fire / EMS

Chief Klussman requested a motion to approve a resolution to hire Shawn Brown and Jonathon Pack as Part-Time Fire Fighter / EMTs contingent upon successful completion of pre-employment testing.

Mr. Schramm **MOVED TO APPROVE A RESOLUTION TO HIRE SHAWN BROWN AND JONATHON PACK AS PART-TIME FIRE FIGHTER / EMTS CONTINGENT UPON SUCCESSFUL COMPLETION OF PRE-EMPLOYMENT TESTING. (2018-070)** Ms. Maticic seconded. The motion passed unanimously.

Administration

Ms. Bitonte requested a motion to approve a resolution to authorize the Township Administrator to execute an agreement with Nextstep Networking for the purchase and installation of a server including licensing and annual back-up support for an amount not to exceed \$43,000 from account 1000-760-740.

Mr. Schramm **MOVED TO APPROVE A RESOLUTION TO AUTHORIZE THE TOWNSHIP ADMINISTRATOR TO EXECUTE AN AGREEMENT WITH NEXTSTEP NETWORKING FOR THE PURCHASE AND INSTALLATION OF A SERVER INCLUDING LICENSING AND ANNUAL BACK-UP SUPPORT FOR AN AMOUNT NOT TO EXCEED \$43,000 FROM ACCOUNT 1000-760-740. (2018-071)** Ms. Maticic seconded. The motion passed unanimously.

Department Updates

- Economic Development
- Finance
- Fire / EMS
 - BCSO Award
- Planning & Zoning
- Services
- Sheriff – BCSO
- Administration



TRUSTEE COMMENTS

Ms. Matacic gave the following updates:

- Ms. Matacic was elected to be the Chair of the Executive Committee for CLOUT
- HB500 – includes issues relating to townships. She will work with Ms. Bitonte to write a Letter of Support
- HB571 – Includes issues relating to the lodging tax to define hotel and hotel intermediaries to make sure townships collect lodging taxes.
- HB175 – includes language regarding backyard livestock. The poultry industry has come out against this issue.
- SB43 – addresses building codes and allowing Home Rule Townships to have approval
- HB544 – includes language regarding SRO's being allowed in school levy ballot language
- The Cox Report is currently being updated. They are looking specifically to update economic development and zoning permit information.
- HR756 – includes language to develop unified zip codes.
- OTA is looking into how to address VROB and Air B&B to make sure lodging taxes are collected
- Firearm discharge – Columbus is currently looking into how to address this issue. We should follow how that issue proceeds.

Mr. Schramm stated he wants the township to engage our school board members to address how they handle new business coming into our township with regards to property taxes.

Mr. Farrell wanted to thank Ms. Kipper, Mr. Plummer and his staff for a successful Easter egg hunt. The event was well run and well attended even with the bad weather.

Mr. Schramm **MOVED TO ADJOURN.** Ms. Matacic seconded. The motion passed.

Mr. Farrell, President

Pamela Quinlisk, Fiscal Officer



RESOLUTION NO. 2018-069

Board of Trustees, Liberty Township
Butler County, Ohio

**RESOLUTION TO APPROVE THE OHIO TOWNSHIP ASSOCIATION RISK
MANAGEMENT AUTHORITY (OTARMA) PROPERTY AND LIABILITY
INSURANCE RENEWAL FOR 2018-2019 WITH THE PREMIUM TO BE PAID
FROM THE GENERAL, FIRE, POLICE, SERVICES, AND ZONING FUNDS IN
THE AMOUNT OF \$61,788**

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

WHEREAS, Kristen Bitonte, Township Administrator, requests the Liberty Township Board of Trustees approve the Ohio Township Association Risk Management Authority (OTARMA) Property and Liability Insurance Renewal for 2018-2019 with the premium to be paid from the General, Fire, Police, Services, and Zoning funds in the amount of \$61,788;

THEREFORE, BE IT RESOLVED that the Liberty Township Board of Trustees hereby approves the Ohio Township Association Risk Management Authority (OTARMA) Property and Liability Insurance Renewal for 2018-2019 with the premium to be paid from the General, Fire, Police, Services, and Zoning funds in the amount of \$61,788.

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

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

Adopted: Tuesday, April 3, 2018

Tom Farrell, President

Steve Schramm, Vice President

Christine Maticic, Trustee

AUTHENTICATION

This is to certify that this Resolution was duly passed, and filed with the Liberty Township Fiscal Officer this 3rd day of April, 2018.

Pamela Quinlisk
Fiscal Officer

APPROVED AS TO FORM:

Scott D. Phillips, Law Director



RESOLUTION NO. 2018-070

Board of Trustees, Liberty Township
Butler County, Ohio

**RESOLUTION TO HIRE SHAWN BROWN AND JONATHON PACK AS
PART-TIME FIRE FIGHTER / EMTS CONTINGENT UPON SUCCESSFUL
COMPLETION OF PRE-EMPLOYMENT TESTING**

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

WHEREAS, Ethan Klussman, Liberty Township Fire Chief, requests the Liberty Township Board of Trustees approval to hire two (2) Part-Time Firefighter / EMTs; and

WHEREAS, the applicants would be required to successfully complete the necessary pre-employment testing;

THEREFORE, BE IT RESOLVED that the Liberty Township Board of Trustees hereby authorizes the hiring of the following individuals effective upon the successful completion of pre-employment testing:

Shawn Brown	Firefighter / EMT	Probation	\$14.50 per hour
Jonathon Pack	Firefighter / EMT	Probation	\$15.50 per hour

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

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

Adopted: Tuesday, April 3, 2018

Tom Farrell, President

Steve Schramm, Vice President

Christine Maticic, Trustee

AUTHENTICATION

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Pam Quinlisk
Fiscal Officer

APPROVED AS TO FORM:

Scott D. Phillips, Law Director



RESOLUTION NO. 2018-071

Board of Trustees, Liberty Township
Butler County, Ohio

RESOLUTION TO AUTHORIZE THE TOWNSHIP ADMINISTRATOR TO EXECUTE AN AGREEMENT WITH NEXTSTEP NETWORKING FOR THE PURCHASE AND INSTALLATION OF A SERVER INCLUDING LICENSING AND ANNUAL BACK-UP SUPPORT FOR AN AMOUNT NOT TO EXCEED \$43,000 FROM ACCOUNT 1000-760-740.

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

WHEREAS, Kristen Bitonte, Township Administrator, requests the Liberty Township Board of Trustees authorize her to execute an agreement with NextStep Networking for the purchase and installation of a server including licensing and annual back-up support for an amount not to exceed \$43,000 from account 1000-760-740;

THEREFORE, BE IT RESOLVED that the Liberty Township Board of Trustees hereby authorizes the Township Administrator to execute an agreement with NextStep Networking for the purchase and installation of a server including licensing and annual back-up support for an amount not to exceed \$43,000 from account 1000-760-740.

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

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

Adopted: Tuesday, April 3, 2018

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