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**LIBERTY TOWNSHIP BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETINGS
TUESDAY MAY 1, 2018
6400 PRINCETON ROAD
LIBERTY TOWNSHIP OH 45044**

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

On Tuesday, May 1st, 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, April 17th, 2018
- Check Register – Motion to approve Check Register and the Special Check Register

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

PUBLIC COMMENTS

No Comments

Departmental Business

Finance

Ms. Greis requested a motion to approve a resolution to authorize the Township Administrator to execute an agreement with CompManagement to join the group rating



program for BWC policy year 2019 and to allow CompManagement to represent the Township in all BWC matters.

Mr. Schramm **MOVED TO APPROVE A RESOLUTION TO AUTHORIZE THE TOWNSHIP ADMINISTRATOR TO EXECUTE AN AGREEMENT WITH COMPMANAGEMENT TO JOIN THE GROUP RATING PROGRAM FOR BWC POLICY YEAR 2019 AND TO ALLOW COMPMANAGEMENT TO REPRESENT THE TOWNSHIP IN ALL BWC MATTERS. (2018-079)** Ms. Maticic seconded. The motion passed unanimously.

Fire/EMS

Chief Klussman requested a motion to approve a resolution to authorize the Township Administrator to execute a purchase agreement with Horton Emergency Vehicles Company for a 2018 Ford F-550 chassis ambulance for an amount not to exceed \$270,968.83 from account # 2281-760-750-0000.

Mr. Farrell asked the following questions:

- 1) Was the option to re-box the old chassis analyzed and priced out. Per Chief Klussman – that option was not explored.
- 2) Does software have to be purchased for the opticon system? Per Chief Klussman – software does not need to be purchased. The system is operational if the lights are already outfitted for use.
- 3) What is the justification to purchase powercots versus the standard cot. Per Chief Klussman – the powercots have been shown to reduce back, knee and shoulder injuries.
- 4) How often would the powercot have to be replaced? Per Chief Klussman – the standard lifespan is 7 years. He believes that would be extended with proper maintenance.

Mr. Schramm **MOVED TO APPROVE A RESOLUTION TO AUTHORIZE THE TOWNSHIP ADMINISTRATOR TO EXECUTE A PURCHASE AGREEMENT WITH HORTON EMERGENCY VEHICLES COMPANY FOR A 2018 FORD F-550 CHASSIS AMBULANCE FOR AN AMOUNT NOT TO EXCEED \$270,968.83 FROM ACCOUNT # 2281-760-750-0000. (2018-080)** Ms. Maticic seconded. The motion passed unanimously.

Chief Klussman requested a motion to approve a resolution to authorize the submission of an application for the Firehouse Subs Public Safety Foundation Grant.

Mr. Schramm **MOVED TO APPROVE A RESOLUTION TO AUTHORIZE THE SUBMISSION OF AN APPLICATION FOR THE FIREHOUSE SUBS PUBLIC SAFETY FOUNDATION GRANT. (2018-081)** Ms. Maticic seconded. The motion passed unanimously.

Zoning

Mr. Behrmann requested a motion to approve a resolution to appoint Robert Rogers as a full time member of the Liberty Township Board of Zoning Appeals to fill the vacant position formerly held by Mike McDonald with the term ending on January 1, 2021.

Mr. Schramm **MOVED TO APPROVE A RESOLUTION TO APPOINT ROBERT ROGERS AS A FULL TIME MEMBER OF THE LIBERTY TOWNSHIP BOARD OF ZONING APPEALS TO FILL THE VACANT POSITION FORMERLY HELD BY MIKE MCDONALD WITH THE TERM ENDING ON JANUARY 1, 2021. (2018-082)** Ms. Maticic seconded. The motion passed unanimously.

Mr. Behrmann requested a motion to approve a resolution to initiate a text amendment to the Liberty Township Zoning Resolution.

Mr. Juengling presented some significant changes to be made to the Zoning Resolution.



Mr. Schramm **MOVED TO APPROVE A RESOLUTION TO INITIATE A TEXT AMENDMENT TO THE LIBERTY TOWNSHIP ZONING RESOLUTION. (2018-083)** Ms. Matacic 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 RTF Fire Protection, LLC., in substantially the same format, for a fire suppression system in the Services Facility for an amount of \$35,500 from account # 2031-760-790.

Mr. Schramm **MOVED TO APPROVE A RESOLUTION TO AUTHORIZE THE TOWNSHIP ADMINISTRATOR TO EXECUTE AN AGREEMENT WITH RTF FIRE PROTECTION, LLC., IN SUBSTANTIALLY THE SAME FORMAT, FOR A FIRE SUPPRESSION SYSTEM IN THE SERVICES FACILITY FOR AN AMOUNT OF \$35,500 FROM ACCOUNT # 2031-760-790. (2018-084)** Ms. Matacic seconded. The motion passed unanimously.

Ms. Bitonte requested a motion to approve a resolution to authorize the Township Administrator to execute an agreement with LJB Inc. for either \$14,650 for pedestrian only or \$24,850.00 for vehicular bridge study and/or pedestrian bridge study from account 1000-760-790-0008.

Mr. Schramm stated he wished to study both because he feels it would ease congested traffic and connect the townships business cores. Ms. Matacic concurred that both options still needed to be considered, especially since Cincinnati-Dayton Road is somewhat land-locked. The area has potential for additional commercial development and this may prove to be an opportunity to aid with future traffic. Mr. Farrell wants to make sure the study includes the options of vehicular/pedestrian as well as pedestrian only.

Mr. Schramm **MOVED TO APPROVE A RESOLUTION TO AUTHORIZE THE TOWNSHIP ADMINISTRATOR TO EXECUTE AN AGREEMENT WITH LJB INC. FOR THE LIBERTY TOWNSHIP STATE ROUTE 129 VEHICULAR/PEDESTRIAN AND PEDESTRIAN BRIDGE STUDY FOR THE AMOUNT OF \$24,850 FROM ACCOUNT 1000-760-790-0008. (2018-085)** Ms. Matacic seconded. The motion passed unanimously.

Ms. Bitonte requested a motion to approve a resolution to authorize a new appropriation.

Mr. Schramm **MOVED TO APPROVE A RESOLUTION TO AUTHORIZE A NEW APPROPRIATION (2018-086)** Ms. Matacic seconded. The motion passed unanimously.

Department Updates

- Economic Development
- Finance
- Fire / EMS – Chief Klussman announced the Ohio EMS grant for tablets was received.
- Planning & Zoning
- Services
- Sheriff – BCSO
- Administration

TRUSTEE COMMENTS

EXECUTIVE SESSION



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

Mr. Schramm **MOVED TO COME OUT OF EXECUTIVE SESSION**. Ms. Matacic seconded. The motion passed.

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

Mr. Farrell, President

Pamela Quinlisk, Fiscal Officer



RESOLUTION NO. 2018-079

Board of Trustees, Liberty Township
Butler County, Ohio

RESOLUTION TO AUTHORIZE THE TOWNSHIP ADMINISTRATOR TO EXECUTE AN AGREEMENT WITH COMPMANAGEMENT TO JOIN THE GROUP RATING PROGRAM FOR BWC POLICY YEAR 2019 AND TO ALLOW COMPMANAGEMENT TO REPRESENT THE TOWNSHIP IN ALL BWC MATTERS.

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

WHEREAS, Michelle Greis, Liberty Township Finance Director, requests the Liberty Township Board of Trustees authorize the Township Administrator to execute an agreement with CompManagement to join the Group Rating Program for BWC policy year 2019 and to allow CompManagement to represent the Township in all BWC matters; and

WHEREAS, Liberty Township would pay \$2,420 for these services;

THEREFORE, BE IT RESOLVED that the Liberty Township Board of Trustees hereby authorizes the Township Administrator to execute an agreement with CompManagement to join the Group Rating Program and to allow CompManagement to represent the Township in all BWC matters.

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, May 1, 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 1st day of May, 2018.

Pamela Quinlisk
Fiscal Officer

APPROVED AS TO FORM:

Scott D. Phillips, Law Director



RESOLUTION NO. 2018-080

Board of Trustees, Liberty Township
Butler County, Ohio

**RESOLUTION TO AUTHORIZE THE TOWNSHIP ADMINISTRATOR TO
EXECUTE A PURCHASE AGREEMENT WITH HORTON EMERGENCY
VEHICLES COMPANY FOR A 2018 FORD F-550 CHASSIS AMBULANCE
FOR AN AMOUNT NOT TO EXCEED \$270,968.83 FROM
ACCOUNT # 2281-760-750-0000**

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 authorize the Township Administrator to execute a purchase agreement with Horton Emergency Vehicles Company for a 2018 Ford F-550 chassis ambulance; and

WHEREAS, Liberty Township would pay an amount not to exceed \$270,968.83 from Account # 2281-760-750-0000;

THEREFORE BE IT RESOLVED that the Liberty Township Board of Trustees hereby authorizes the Township Administrator to execute a purchase agreement with Horton Emergency Vehicles Company for a 2018 Ford F-550 chassis ambulance for an amount not to exceed \$270,968.83 from Account # 2281-760-750-0000.

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, May 1, 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 1st day of May, 2018.

Pamela Quinlisk
Fiscal Officer

APPROVED AS TO FORM:

Scott D. Phillips, Law Director



RESOLUTION NO. 2018-081

Board of Trustees, Liberty Township
Butler County, Ohio

RESOLUTION TO AUTHORIZE THE SUBMISSION OF AN APPLICATION FOR THE FIREHOUSE SUBS PUBLIC SAFETY FOUNDATION GRANT

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

WHEREAS, the Firehouse Subs Public Safety Foundation provides grant funding to first responders and public safety organizations for the purpose of providing life-saving equipment and needed resources; and

WHEREAS, Fire Chief Ethan Klussman requests the Liberty Township Board of Trustees permission to apply for the Firehouse Subs Public Safety Foundation Grant for the purpose of purchasing body armor gear for Liberty Township Fire Department personnel;

THEREFORE, BE IT RESOLVED that the Board of Trustees does hereby authorizes Fire Chief Ethan Klussman to submit an application for the Firehouse Subs Public Safety Foundation Grant.

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, May 1, 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 1st day of May, 2018.

Pamela Quinlisk
Fiscal Officer

APPROVED AS TO FORM:

Scott D. Phillips, Law Director



RESOLUTION NO. 2018-082

Board of Trustees, Liberty Township
Butler County, Ohio

**RESOLUTION TO APPOINT ROBERT ROGERS AS A FULL TIME MEMBER
OF THE LIBERTY TOWNSHIP BOARD OF ZONING APPEALS TO FILL THE
VACANT POSITION FORMERLY HELD BY MIKE MCDONALD WITH THE
TERM ENDING ON JANUARY 1, 2021**

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

WHEREAS, on December 1, 2015, Mike McDonald was reappointed as a full time member of the Liberty Township Board of Zoning Appeals with a term beginning January 1, 2016 and ending on January 1, 2021; and

WHEREAS, in March 2018, Mr. McDonald notified the Liberty Township Board of Trustees that he is resigning from his position on the Board of Zoning Appeals, but agreed to remain on the board as an alternate until a replacement could be found; and

WHEREAS, the Liberty Township Board of Trustees desires to appoint Robert Rogers to fill Mr. McDonald's unexpired term as a full-time member of the Board of Zoning Appeals with the term ending on January 1, 2021;

THEREFORE, BE IT RESOLVED that the Liberty Township Board of Trustees hereby appoints Robert Rogers as a full-time member of the Board of Zoning Appeals to fill an unexpired term ending on January 1, 2021.

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, May 1, 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 1st day of May, 2018.

Pam Quinlisk
Fiscal Officer

APPROVED AS TO FORM:

Scott D. Phillips, Law Director



RESOLUTION NO. 2018-083

Board of Trustees, Liberty Township
Butler County, Ohio

RESOLUTION TO INITIATE A TEXT AMENDMENT TO THE LIBERTY TOWNSHIP ZONING RESOLUTION

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

WHEREAS, the Board of Trustees finds that an amendment to the Liberty Township Zoning Resolution is necessary to ensure that the regulations are consistent with the adopted land use plan and the quality of development that is desired in the township;

WHEREAS, the Board of Trustees further finds that a comprehensive update to the Liberty Township Zoning Resolution is necessary to provide clear and concise zoning regulations and approval processes for future developments within the township; and

WHEREAS, the amendments to the Liberty Township Zoning Resolution are proposed for the purpose of promoting public health, safety, morals, comfort and general welfare; conserving and protecting property and values; and securing the most appropriate use of land, all in accordance with the Liberty Township Comprehensive Plan for the desirable future development of the Township;

THEREFORE BE IT RESOLVED that the Liberty Township Board of Trustees hereby initiates a text amendment to the Liberty Township Zoning Resolution as attached.

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, May 1, 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 1st day of May, 2018.

Pamela Quinlisk
Fiscal Officer

APPROVED AS TO FORM:

Scott D. Phillips, Law Director



RESOLUTION NO. 2018-084

Board of Trustees, Liberty Township
Butler County, Ohio

RESOLUTION TO AUTHORIZE THE TOWNSHIP ADMINISTRATOR TO EXECUTE AN AGREEMENT WITH RTF FIRE PROTECTION, LLC., IN SUBSTANTIALLY THE SAME FORMAT, FOR A FIRE SUPPRESSION SYSTEM IN THE SERVICES FACILITY FOR AN AMOUNT OF \$35,500 FROM ACCOUNT # 2031-760-790-0008

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

WHEREAS, Kristen Bitonte, Liberty Township Administrator, requests the Liberty Township Board of Trustees authorize her to execute an agreement with RTF Fire Protection LLC., in substantially the same format, for a fire suppression system in the Services Facility;

WHEREAS, Liberty Township would pay an amount of \$35,500 from account # 2031-760-790-0008;

THEREFORE, BE IT RESOLVED that the Liberty Township Board of Trustees hereby authorizes the Township Administrator to execute an agreement authorize her to execute an agreement with RTF Fire Protection LLC., in substantially the same format, for a fire suppression system in the Services Facility for an amount of \$35,500 from account # 2031-760-790-0008.

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, May 1, 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 1st day of May, 2018.

Pamela Quinlisk
Fiscal Officer

APPROVED AS TO FORM:

Scott D. Phillips, Law Director



RESOLUTION NO. 2018-085

Board of Trustees, Liberty Township
Butler County, Ohio

RESOLUTION TO AUTHORIZE THE TOWNSHIP ADMINISTRATOR TO EXECUTE AN AGREEMENT WITH LJB INC. FOR THE LIBERTY TOWNSHIP STATE ROUTE 129 PEDESTRIAN AND VEHICULAR BRIDGE STUDY FOR THE AMOUNT OF \$24,850.00 FROM ACCOUNT 1000-760-790-0008

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

WHEREAS, Kristen Bitonte, Liberty Township Administrator, requests the Liberty Township Board of Trustees authorize her to execute an agreement with LJB Inc. for the Pedestrian Bridge Study to evaluate the feasibility of constructing a pedestrian and vehicular bridge from Liberty Center to Children's Hospital - Liberty Campus; and

WHEREAS, Liberty Township would pay an amount not to exceed \$24,850.00 from account # 1000-760-790-0008;

THEREFORE, BE IT RESOLVED that the Liberty Township Board of Trustees hereby authorizes the Township Administrator to execute an agreement with LJB Inc. for the Pedestrian Bridge Study to evaluate the feasibility of the construction of a pedestrian and vehicular bridge from Liberty Center to Children's Hospital - Liberty Campus for the amount of \$24,850.00 from account # 1000-760-790-0008.

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, May 1, 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 1st day of May, 2018.

Pamela Quinlisk
Fiscal Officer

APPROVED AS TO FORM:

Scott D. Phillips, Law Director



RESOLUTION NO. 2018-086

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, Assistant Administrator/Finance Director, requests the Liberty Township Board of Trustees authorize the following new appropriation:

General Fund:

- 1) \$9,850 to 1000-760-790-0008 (Capital Expenditures - JEDD)

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

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, May 1, 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 1st day of May, 2018.

Pamela Quinlisk
Fiscal Officer

APPROVED AS TO FORM:

Scott D. Phillips, Law Director