



*Embraced by nature. ♦ Inspired by progress.*

**LIBERTY TOWNSHIP BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETINGS  
TUESDAY MAY 15, 2018  
6400 PRINCETON ROAD  
LIBERTY TOWNSHIP OH 45044**

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

On Tuesday, May 15, 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 BUSINESS**

- Appropriation Status as of April 30, 2018
- Fund Status as of April 30, 2018
- Liquor Permit Application for Unique Nails of Liberty Township, DBA Unique Nails, 5440 Liberty Square Drive, Liberty Township, 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, May 1st , 2018
- Check Register – Motion to approve Check Register and the Special Check Register

**Requisitions over \$2,500**

- Motion to approve requisitions over \$2,500.
  - \$18,977.70 Dell, Inc. (Fire / EMS Mobile Data Terminals)
    - \$9,488.85 2191-760-790
    - \$9,488.85 2281-760-740
  - \$10,511.55 P & R Communications (Fire / EMS Mobile Data Terminals Installation)
    - \$4,816.60 2191-760-790
    - \$5,694.95 2281-760-740
  - \$18,005.40 Butler County Sheriff's Office (Fire / EMS Mobile Data Terminals Software and Equipment)
    - \$9,002.70 2191-760-790
    - \$9,002.70 2281-760-740



## Finance

- Motion to approve a resolution to authorize a new appropriation. **(2018-087)**

## Services

- Motion to approve a resolution to accept the roads in Section 04 of the Lanes Landing subdivision for maintenance and journalize said roads at 25 miles per hour. **(2018-088)**

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

## PUBLIC COMMENTS

No Comments

## Departmental Business

### Fire/Ems

Chief Klussman requested a Motion to approve a resolution to promote Jason Knollman and Chad Canupp to Battalion Chief at \$88,114.40 per year effective June 4, 2018.

Mr. Schramm **MOVED TO APPROVE A MOTION TO APPROVE A RESOLUTION TO PROMOTE JASON KNOLLMAN AND CHAD CANUPP TO BATTALION CHIEF AT \$88,114.40 PER YEAR EFFECTIVE JUNE 4, 2018. (2018-089)** Ms. Matacic seconded. The motion passed unanimously.

Chief Klussman requested a Motion to approve a resolution to hire Robert Morton as a Battalion Chief at \$88,114.40 per year with an effective date of June 4, 2018.

Mr. Schramm **MOVED TO APPROVE A MOTION TO APPROVE A RESOLUTION TO HIRE ROBERT MORTON AS A BATTALION CHIEF AT \$88,114.40 PER YEAR WITH AN EFFECTIVE DATE OF JUNE 4, 2018. (2018-090)** Ms. Matacic seconded. The motion passed unanimously.

Chief Klussman requested a Motion to approve a resolution to promote James Watkins, Matthew Knollman and John King to Career Fire Captain at \$82,349.90 per year effective June 4, 2018.

Mr. Schramm **MOVED TO APPROVE A MOTION TO APPROVE A RESOLUTION TO PROMOTE JAMES WATKINS, MATTHEW KNOLLMAN AND JOHN KING TO CAREER FIRE CAPTAIN AT \$82,349.90 PER YEAR EFFECTIVE JUNE 4, 2018. (2018-091)** Ms. Matacic seconded. The motion passed unanimously.

Chief Klussman requested a Motion to approve a resolution to approve a pay rate increase for Captain James Limerick to \$82,349.90 per year effective June 4, 2018. Mr. Schramm **MOVED TO APPROVE A MOTION TO APPROVE A RESOLUTION TO APPROVE A PAY RATE INCREASE FOR CAPTAIN JAMES LIMERICK TO \$82,349.90 PER YEAR EFFECTIVE JUNE 4, 2018. (2018-092)** Ms. Matacic seconded. The motion passed unanimously.

Chief Klussman requested a Motion to approve a resolution to promote Scott Schmits and Chris Oakes to Career Fire Lieutenant Step 1 at \$73,197.28 per year effective June 4, 2018.

Mr. Schramm **MOVED TO APPROVE A MOTION TO APPROVE A RESOLUTION TO PROMOTE SCOTT SCHMITS AND CHRIS OAKES TO CAREER FIRE LIEUTENANT**



**STEP 1 AT \$73,197.28 PER YEAR EFFECTIVE JUNE 4, 2018. (2018-093)** Ms. Matacic seconded. The motion passed unanimously.

Chief Klussman requested a Motion to approve a resolution to hire Tyler Potter as a Part-Time Fire Fighter / EMT AT \$15.50/hour contingent upon successful completion of pre-employment testing.

Mr. Schramm **MOVED TO APPROVE A MOTION TO APPROVE A RESOLUTION TO HIRE TYLER POTTER AS A PART-TIME FIRE FIGHTER / EMT AT \$15.50/HOUR CONTINGENT UPON SUCCESSFUL COMPLETION OF PRE-EMPLOYMENT TESTING. (2018-094)** Ms. Matacic seconded. The motion passed unanimously.

Chief Klussman requested a Motion to approve a resolution to authorize the Township Administrator to execute the attached Memorandum of Understanding between the Butler County Sheriff's Office and the Liberty Township Fire Department to maintain a unified computer aided dispatch and mobile software system that will incorporate the TriTech Mobile software.

Mr. Schramm **MOVED TO APPROVE A MOTION TO APPROVE A RESOLUTION TO AUTHORIZE THE TOWNSHIP ADMINISTRATOR TO EXECUTE THE ATTACHED MEMORANDUM OF UNDERSTANDING BETWEEN THE BUTLER COUNTY SHERIFF'S OFFICE AND THE LIBERTY TOWNSHIP FIRE DEPARTMENT TO MAINTAIN A UNIFIED COMPUTER AIDED DISPATCH AND MOBILE SOFTWARE SYSTEM THAT WILL INCORPORATE THE TRITECH MOBILE SOFTWARE. (2018-095)** Ms. Matacic seconded. The motion passed unanimously.

### Services

Mr. Plummer requested a Motion to approve a resolution to authorize the submission of a grant application to the State of Ohio Department of Natural Resources for a NatureWorks Grant and to authorize payment of the Township's matching fund for this grant.

Mr. Schramm **MOVED TO APPROVE A RESOLUTION TO AUTHORIZE THE SUBMISSION OF A GRANT APPLICATION TO THE STATE OF OHIO DEPARTMENT OF NATURAL RESOURCES FOR A NATUREWORKS GRANT AND TO AUTHORIZE PAYMENT OF THE TOWNSHIP'S MATCHING FUND FOR THIS GRANT. (2018-096)** Ms. Matacic seconded. The motion passed unanimously.

### Zoning

Mr. Behrmann requested a Motion to approve a resolution to approve the job description for the Zoning Specialist and add it to the Liberty Township Personnel Policy Handbook effective May 15, 2018.

Mr. Schramm **MOVED TO APPROVE A RESOLUTION TO APPROVE THE JOB DESCRIPTION FOR THE ZONING SPECIALIST AND ADD IT TO THE LIBERTY TOWNSHIP PERSONNEL POLICY HANDBOOK EFFECTIVE MAY 15, 2018. (2018-097)** Ms. Matacic seconded. The motion passed unanimously.

Mr. Behrmann requested a Motion to approve a resolution to hire Karla Chaney as a Full-Time Zoning Specialist at \$20.19 per hour contingent upon successful completion of pre-employment testing.

Mr. Schramm **MOVED TO APPROVE A RESOLUTION TO HIRE KARLA CHANEY AS A FULL-TIME ZONING SPECIALIST AT \$20.19 PER HOUR CONTINGENT UPON SUCCESSFUL COMPLETION OF PRE-EMPLOYMENT TESTING. (2018-098)** Ms. Matacic seconded. The motion passed unanimously.



### Department Reports

- Economic Development – Activity Report
- Economic Development – JEDD Report
- Fire / EMS –
  - Chief Klussman stated that the Bureau of Workers Compensation grant was awarded for two Power Cots for \$40,000.
- Planning & Zoning
- Services
- Sheriff – BCSO
- Administration
  - Holiday Closings:
    - Monday, May 28<sup>th</sup> – Memorial Day

Trustees had no questions on the Departmental Reports.

### TRUSTEE COMMENTS

Ms. Matacic stated that HB 500 should have come out of committee today.

Mr. Schramm noted that the Liberty Township Historical Society had its Ribbon Cutting today.

Mr. Farrell asked Mr. Plummer what residents can do in order to get a traffic/speed study completed on Butler-Warren Road. Mr. Plummer stated he has requested a speed study request to the Warren County Engineers Office.

Mr. Farrell asked Mr. Plummer how residents would submit a petition to try and have traffic signal installed. Mr. Plummer stated the residents would have to submit a petition to the Warren County Engineer's Office,

Mr. Farrell has a concern about the zoning change approved at the last meeting – he would like staff to look into non-commercial signage limits before the text amendment comes back to the Board of Trustees.

### REGULAR SESSION

#### IMMEDIATELY FOLLOWING THE REGULARLY SCHEDULED MEETING

- Discussion with MSA Architects – New Administration Building

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

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Mr. Farrell, President

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Pamela Quinlisk, Fiscal Officer



## RESOLUTION NO. 2018-087

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**, Pam Quinlisk, Liberty Township Fiscal Officer, requests the Liberty Township Board of Trustees authorize the following new appropriation:

**General Fund:**

- 1) \$19,750.00 to 1000-760-730-0500 (Improvement of Sites)

**THEREFORE BE IT RESOLVED** that the Liberty Township Board of Trustees hereby authorizes 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 15, 2018

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Tom Farrell, President

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Steve Schramm, Vice President

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Christine Maticic, Trustee

**AUTHENTICATION**

This is to certify that this resolution was duly passed, and filed with the Liberty Township Fiscal Officer this 15<sup>th</sup> day of May, 2018.

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Pamela Quinlisk  
Fiscal Officer

APPROVED AS TO FORM:

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Scott D. Phillips, Law Director



## RESOLUTION NO. 2018-088

Board of Trustees, Liberty Township  
Butler County, Ohio

**RESOLUTION TO ACCEPT THE ROADS IN SECTION 04 OF THE LANES  
LANDING SUBDIVISION FOR MAINTENANCE AND JOURNALIZE SAID  
ROADS AT 25 MILES PER HOUR**

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

**WHEREAS**, Rick Plummer, Liberty Township Services Director, requests the Liberty Township Board of Trustees accept the roads in Section 04 of the Lanes Landing subdivision for maintenance and journalize said roads at 25 miles per hour;

**THEREFORE, BE IT RESOLVED** that the Liberty Township Board of Trustees hereby authorizes acceptance of roads in Section 04 of the Lanes Landing subdivision for maintenance and journalize said roads at 25 miles 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, May 15, 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 15<sup>th</sup> day of May, 2018.

---

Pamela Quinlisk  
Fiscal Officer

APPROVED AS TO FORM:

---

Scott D. Phillips, Law Director





## RESOLUTION NO. 2018-089

Board of Trustees, Liberty Township  
Butler County, Ohio

**RESOLUTION TO PROMOTE JASON KNOLLMAN AND CHAD CANUPP  
TO BATTALION CHIEF AT \$88,114.40 PER YEAR  
EFFECTIVE JUNE 4, 2018**

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

**WHEREAS**, Liberty Township Fire Chief Ethan Klussman requests that the Liberty Township Board of Trustees promote Jason Knollman and Chad Canupp to the position of Battalion Chief at \$88,114.40 per year effective June 4, 2018;

**THEREFORE, BE IT RESOLVED** that the Liberty Township Board of Trustees hereby promotes Jason Knollman and Chad Canupp to Battalion Chief at \$88,114.40 per year effective June 4, 2018.

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 15, 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 15<sup>th</sup> day of May, 2018.

---

Pamela Quinlisk  
Fiscal Officer

APPROVED AS TO FORM:

---

Scott D. Phillips, Law Director



## RESOLUTION NO. 2018-090

Board of Trustees, Liberty Township  
Butler County, Ohio

### **RESOLUTION TO HIRE ROBERT MORTON AS A BATTALION CHIEF AT \$88,114.40 PER YEAR WITH AN EFFECTIVE DATE OF JUNE 4, 2018**

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

**WHEREAS**, Ethan Klussman, Fire Chief, requests the Liberty Township Board of Trustees approval to hire Robert Morton as Battalion Chief at \$88,114.40 per year with an effective date of June 4, 2018;

**THEREFORE, BE IT RESOLVED** that the Liberty Township Board of Trustees hereby authorizes the hiring of Robert Morton as Battalion Chief at \$88,114.40 per year with an effective date of June 4, 2018.

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 15, 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 15<sup>th</sup> day of May, 2018.

---

Pamela Quinlisk  
Fiscal Officer

APPROVED AS TO FORM:

---

Scott D. Phillips, Law Director



## RESOLUTION NO. 2018-091

Board of Trustees, Liberty Township  
Butler County, Ohio

**RESOLUTION TO PROMOTE JAMES WATKINS, MATTHEW KNOLLMAN  
AND JOHN KING TO CAREER FIRE CAPTAIN AT \$82,349.90 PER YEAR  
EFFECTIVE JUNE 4, 2018**

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

**WHEREAS**, Liberty Township Fire Chief Ethan Klussman requests that the Liberty Township Board of Trustees promote James Watkins, Matthew Knollman and John King to the position of Career Fire Captain at \$82,349.90 per year effective June 4, 2018;

**THEREFORE, BE IT RESOLVED** that the Liberty Township Board of Trustees hereby promotes James Watkins, Matthew Knollman and John King to Career Fire Captain at \$82,349.90 per year effective June 4, 2018.

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 15, 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 15<sup>th</sup> day of May, 2018.

---

Pamela Quinlisk  
Fiscal Officer

APPROVED AS TO FORM:

---

Scott D. Phillips, Law Director



## RESOLUTION NO. 2018-092

Board of Trustees, Liberty Township  
Butler County, Ohio

### **RESOLUTION TO APPROVE A PAY RATE INCREASE FOR CAPTAIN JAMES LIMERICK TO \$82,349.90 PER YEAR EFFECTIVE JUNE 4, 2018**

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

**WHEREAS**, the Liberty Township Board of Trustees is requesting a pay rate increase for Captain James Limerick to \$82,349.90 per year in accordance with the revised pay structure for the Liberty Township Fire Department Captain position;

**THEREFORE, BE IT RESOLVED** that the Board of Trustees hereby approves a pay rate increase for Captain James Limerick to \$82,349.90 per year effective on the June 4, 2018 Payroll.

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 15, 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 15<sup>th</sup> day of May, 2018.

---

Pamela Quinlisk  
Fiscal Officer

APPROVED AS TO FORM:

---

Scott D. Phillips, Law Director





## RESOLUTION NO. 2018-093

Board of Trustees, Liberty Township  
Butler County, Ohio

**RESOLUTION TO PROMOTE SCOTT SCHMITS AND CHRIS OAKES TO  
CAREER FIRE LIEUTENANT STEP 1 AT \$73,197.28 PER YEAR  
EFFECTIVE JUNE 4, 2018**

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

**WHEREAS**, Liberty Township Fire Chief Ethan Klussman requests that the Liberty Township Board of Trustees promote Scott Schmits and Chris Oakes to the position of Career Fire Lieutenant Step 1 at \$73,197.28 per year effective June 4, 2018;

**THEREFORE, BE IT RESOLVED** that the Liberty Township Board of Trustees hereby promotes Scott Schmits and Chris Oakes to Career Fire Lieutenant Step 1 at \$73,197.28 per year effective June 4, 2018.

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 15, 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 15<sup>th</sup> day of May, 2018.

---

Pamela Quinlisk  
Fiscal Officer

APPROVED AS TO FORM:

---

Scott D. Phillips, Law Director



## RESOLUTION NO. 2018-094

Board of Trustees, Liberty Township  
Butler County, Ohio

**RESOLUTION TO HIRE TYLER POTTER AS A PART-TIME FIRE  
FIGHTER / EMT AT \$15.50/HOUR 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 one (1) Part-Time Firefighter / EMT; and

**WHEREAS**, the applicant 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 individual effective upon the successful completion of pre-employment testing:

Tyler Potter	Firefighter / EMT	\$15.50 per hour
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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 15, 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 15<sup>th</sup> day of May, 2018.

---

Pam Quinlisk  
Fiscal Officer

APPROVED AS TO FORM:

---

Scott D. Phillips, Law Director



## RESOLUTION NO. 2018-095

Board of Trustees, Liberty Township  
Butler County, Ohio

**RESOLUTION TO AUTHORIZE THE TOWNSHIP ADMINISTRATOR TO EXECUTE THE ATTACHED MEMORANDUM OF UNDERSTANDING BETWEEN THE BUTLER COUNTY SHERIFF'S OFFICE AND THE LIBERTY TOWNSHIP FIRE DEPARTMENT TO MAINTAIN A UNIFIED COMPUTER AIDED DISPATCH AND MOBILE SOFTWARE SYSTEM THAT WILL INCORPORATE THE TRITECH MOBILE SOFTWARE**

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

**WHEREAS**, Fire Chief Ethan Klussman requests the Liberty Township Board of Trustees authorize the Township Administrator to execute the attached Memorandum of Understanding between the Butler County Sheriff's Office (BCSO) and the Liberty Township Fire Department (LTFD) to maintain a unified Computer Aided Dispatch and Mobile software system that will incorporate the TriTech Mobile software;

**THEREFORE, BE IT RESOLVED** that the Liberty Township Board of Trustees hereby authorizes the Township Administrator to execute the attached Memorandum of Understanding between the Butler County Sheriff's Office (BCSO) and the Liberty Township Fire Department (LTFD) to maintain a unified Computer Aided Dispatch and Mobile software system that will incorporate the TriTech Mobile software.

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 15, 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 15<sup>th</sup> day of May, 2018.

---

Pamela Quinlisk  
Fiscal Officer

APPROVED AS TO FORM:

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Scott D. Phillips, Law Director

MEMORANDUM OF UNDERSTANDING  
FOR MOBILE BROADBAND AIRCARDS  
Between the Sheriff of Butler County, Ohio and  
the Liberty Township Fire Department

WHEREAS, this Memorandum of Understanding (this "MOU") between the Sheriff of Butler County, Ohio and the Liberty Township Fire Department is effective on the date last signed below, and identifies the terms, conditions, duties, and responsibilities of each party regarding the use of the TriTech Mobile software.

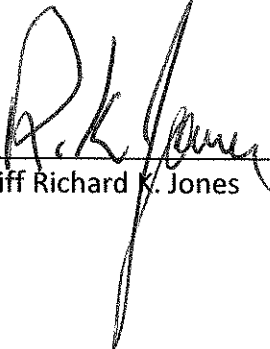
WHEREAS, the Sheriff of Butler County, Ohio and the Liberty Township Fire Department wish to enter into this MOU to maintain a unified Computer Aided Dispatch and Mobile software system that will incorporate the TriTech Mobile software.

NOW, THEREFORE, in consideration of the mutual promises contained herein, the parties hereto mutually agree as follows:

1. The Butler County Sheriff and his designee(s) shall provide the Liberty Township Fire Department with the TriTech Mobile software and assist the Liberty Township Fire Department with software installation.
2. The Butler County Sheriff and his designee(s) shall provide the Liberty Township Fire Department with access to all servers necessary for the TriTech Mobile software to function as documented by the developer.
3. The Butler County Sheriff and his designee(s) will determine the necessary level of access the Liberty Township Fire Department must be granted to the Butler County Sheriff's Office network, Internet, and TriTech Mobile application in order to effectively maintain a unified Computer Aided Dispatch and Mobile software system.
4. The Butler County Sheriff and his designee(s) may temporarily deny the Liberty Township Fire Department access to the Butler County Sheriff's Office network if a security risk is suspected.
5. The price for the services furnished by the Butler County Sheriff pursuant to this MOU shall be \$92.26 per month per mobile unit and a one-time fee of \$1,708.28 for each TriTech license to be added (see Exhibit A attached hereto and hereby incorporated by reference and expressly made a part of this MOU). Invoices will be issued by the Butler County Sheriff on a quarterly basis; therefore, payments will be due in advance and shall be due on the first of each quarter. Payments will be payable to "Butler County Treasurer" and mailed to:

Butler County Sheriff's Office  
Vickie Jo Barger, Finance Director  
705 Hanover Street  
Hamilton, OH 45011

6. This MOU shall remain in effect for the calendar year 2018 (the "Term") and shall be renewable annually if mutually agreed by providing written statements by both parties stating their desire to renew, along with any changes in terms or scope of this MOU.
7. This MOU may be terminated by either party by the service of written notice of cancellation upon the other party at least thirty (30) days prior to the termination date of the Term.

  
\_\_\_\_\_  
Sheriff Richard K. Jones

\_\_\_\_\_  
Kristin Bitonte, Township Administrator





## RESOLUTION NO. 2018-096

Board of Trustees, Liberty Township  
Butler County, Ohio

**RESOLUTION TO AUTHORIZE THE SUBMISSION OF A GRANT  
APPLICATION TO THE STATE OF OHIO DEPARTMENT OF NATURAL  
RESOURCES FOR A NATUREWORKS GRANT AND TO AUTHORIZE  
PAYMENT OF THE TOWNSHIP'S MATCHING FUND FOR THIS GRANT**

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

**WHEREAS**, the State of Ohio, through the Ohio Department of Natural Resources, administers financial assistance for public recreation purposes through the State of Ohio NatureWorks Program;

**WHEREAS**, the Board of Township Trustees of Liberty Township, County of Butler, State of Ohio, desires financial assistance under the NatureWorks Program to partially fund the construction of an additional park shelter at Dudley Memorial Park;

**WHEREAS**, the approximate cost of this grant project is \$19,750.00, requiring a match by Liberty Township of a minimum of 25% of the total cost; and

**WHEREAS**, funding for Liberty Township's portion is available from the Parks Improvement of Sites fund in the General Fund (Account # 1000-760-730-0500);

**THEREFORE BE IT RESOLVED** that the Board of Trustees does hereby resolve:

**Section 1.** That in the Board of Trustees for Liberty Township, Butler County approves filing an application for financial assistance.

**Section 2.** That Rick Plummer, Services Director, is hereby authorized and directed to execute and file an application with the Ohio Department of Natural Resources and to provide all information and documentation required to become eligible for possible funding assistance.

**Section 3.** That Liberty Township does agree to obligate the funds, for an amount not to exceed \$19,750.00, required to satisfactorily complete the proposed project if granted and become eligible for reimbursement under the terms of the NatureWorks Program.

**Section 4.** That this resolution shall take effect at the earliest day allowed by law.

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 15, 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 15<sup>th</sup> day of May, 2018.

---

Pamela Quinlisk  
Fiscal Officer

APPROVED AS TO FORM:

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Scott D. Phillips, Law Director



## RESOLUTION NO. 2018-097

Board of Trustees, Liberty Township  
Butler County, Ohio

**RESOLUTION TO APPROVE THE JOB DESCRIPTION FOR THE ZONING  
SPECIALIST AND ADD IT TO THE LIBERTY TOWNSHIP PERSONNEL  
POLICY HANDBOOK EFFECTIVE MAY 15, 2018**

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

**WHEREAS**, Bryan Behrmann, Planning and Zoning Director, requests the Liberty Township Board of Trustees approve the job description for the Zoning Specialist and add it to the Liberty Township Personnel Policy Handbook effective May 15, 2018;

**THEREFORE, BE IT RESOLVED** that the Liberty Township Board of Trustees hereby approves the job description for the Zoning Specialist and add it to the Liberty Township Personnel Policy Handbook effective May 15, 2018.

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 15, 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 15<sup>th</sup> day of May, 2018.

---

Pamela Quinlisk  
Fiscal Officer

APPROVED AS TO FORM:

---

Scott D. Phillips, Law Director



## RESOLUTION NO. 2018-098

Board of Trustees, Liberty Township  
Butler County, Ohio

**RESOLUTION TO HIRE KARLA CHANEY AS A FULL-TIME ZONING  
SPECIALIST AT \$20.19 PER HOUR CONTINGENT UPON SUCCESSFUL  
COMPLETION OF PRE-EMPLOYMENT TESTING**

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

**WHEREAS**, Bryan Behrmann, Director of Planning and Zoning, requests the Liberty Township Board of Trustees approval to hire Karla Chaney as a Full-Time Zoning Specialist at \$20.19 per hour contingent upon successful completion of pre-employment testing;

**THEREFORE, BE IT RESOLVED** that the Liberty Township Board of Trustees hereby authorizes the hiring of Karla Chaney as a Full-Time Zoning Specialist at \$20.19 per hour contingent upon successful completion of pre-employment testing.

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 15, 2018

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Tom Farrell, President

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Steve Schramm, Vice President

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Christine Maticic, Trustee

**AUTHENTICATION**

This is to certify that this resolution was duly passed, and filed with the Liberty Township Fiscal Officer this 15<sup>th</sup> day of May, 2018.

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Pamela Quinlisk  
Fiscal Officer

APPROVED AS TO FORM:

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Scott D. Phillips, Law Director