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**LIBERTY TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING
TUESDAY JUNE 18TH, 2019
6400 PRINCETON ROAD
LIBERTY TOWNSHIP OH 45011**

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

On Tuesday, June 18th, 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. Farrell – present, Mr. Schramm present.

Mr. Schramm led the Pledge of Allegiance.

PUBLIC HEARING

Street lighting request for Harvest Avenue and Springhill Court of the Vista Verde subdivision for five (5) lights.

Comments for Opposition:

No comments.

Comments in Favor:

No comments.

Comments Neutral to Proposal:

No comments.

Ms. Maticic **MOVED TO CLOSE THE PUBLIC HEARING ON A STREET LIGHTING REQUEST FOR HARVEST AVENUE AND SPRINGHILL COURT OF THE VISTA VERDE SUBDIVISION FOR FIVE (5) LIGHTS. MR. FARRELL SECONDED.** The motion passed unanimously.

Ms. Maticic **MOVED TO APPROVE A RESOLUTION TO APPROVE A STREET LIGHTING REQUEST FOR HARVEST AVENUE AND SPRINGHILL COURT OF THE VISTA VERDE SUBDIVISION FOR FIVE (5) LIGHTS. (2019-098)** Mr. Farrell seconded. The motion passed unanimously.

FISCAL OFFICER BUSINESS

- Appropriation Status as of May 31, 2019
- Fund Status as of May 31, 2019

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

- Motion to approve Check Register and the Special Check Register

Finance Department

- Motion to approve an agreement with McGohan Brabender to provide health insurance brokerage and consulting services and to authorize the Township Administrator to execute the agreement.

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

PUBLIC COMMENTS

Michelle Price, President of the Park Committee gave an update on the School of Fish – there were 88 children that participated.

Michelle Price requested a motion to allow Paul Dittman to be a representative on the Parks Committee.

Ms. Matacic **MADE A MOTION TO APPROVE PAUL DITTMAN TO BE A REPRESENTATIVE ON THE PARKS COMMITTEE.** Mr. Farrell seconded. The motion passed unanimously.

DEPARTMENTAL BUSINESS

Finance Department

- Discussion of the Police Fund
- After discussion at the next meeting a Resolution to proceed will be presented for a 3 mill renewal plus 0.5 mill additional.

Fire/EMS

Chief Klussman requested a motion to approve an agreement with Firehouse Storage, LLC. for storage of the Liberty Township owned 1954 Howe antique fire truck, and to authorize the Township Administrator to execute the agreement.

Ms. Matacic **MOVED TO APPROVE THE AN AGREEMENT WITH FIREHOUSE STORAGE, LLC. FOR STORAGE OF THE LIBERTY TOWNSHIP OWNED 1954 HOWE ANTIQUE FIRE TRUCK, AND TO AUTHORIZE THE TOWNSHIP ADMINISTRATOR TO EXECUTE THE AGREEMENT.** Mr. Farrell seconded. The motion passed unanimously.

Chief Klussman requested a motion to hire Dominic Bruno, Cody Helmuth and Alyssa Roman to the position of Part-Time Fire Fighter / EMT at \$14.50/hour contingent upon successful completion of pre-employment testing.

Ms. Matacic **MOVED TO APPROVE A MOTION TO HIRE DOMINIC BRUNO, CODY HELMUTH AND ALYSSA ROMAN TO THE POSITION OF PART-TIME FIRE FIGHTER / EMT AT \$14.50/HOUR CONTINGENT UPON SUCCESSFUL COMPLETION OF PRE-EMPLOYMENT TESTING.** Mr. Farrell seconded. The motion passed unanimously.



Chief Klussman requested a motion to approve an agreement with ImageTrend, Inc. for reporting software licensing and annual support in an amount of \$25,460 from accounts 2191-220-519 and 2281-230-519

Ms. Maticic **MOVED TO APPROVE AN AGREEMENT WITH IMAGETREND, INC. FOR REPORTING SOFTWARE LICENSING AND ANNUAL SUPPORT IN AN AMOUNT OF \$25,460 FROM ACCOUNTS 2191-220-519 AND 2281-230-519.** Mr. Farrell seconded. The motion passed unanimously.

Chief Klussman requested a motion for the Township Administrator to execute the attached Memorandum of Understanding (MOU) between the Liberty Township Fire Department and multiple Butler County Fire/EMS Agencies.

Ms. Maticic **MOVED TO APPROVE THE MOTION FOR THE TOWNSHIP ADMINISTRATOR TO EXECUTE THE ATTACHED MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE LIBERTY TOWNSHIP FIRE DEPARTMENT AND MULTIPLE BUTLER COUNTY FIRE/EMS AGENCIES.** Mr. Farrell seconded. The motion passed unanimously.

Chief Klussman requested a motion to approve the submittal of an application for the Assistance to Firefighters Grant on behalf of the Agencies to be used to purchase and install mobile radios and portable radios at participating fire stations to ensure the Agencies are compliant with the public safety standards for Land Mobile Radio ("LMR") equipment in accordance with Project 25 (P25).

Ms. Maticic **MOVED TO APPROVE THE MOTION FOR THE SUBMITTAL OF AN APPLICATION FOR THE ASSISTANCE TO FIREFIGHTERS GRANT ON BEHALF OF THE AGENCIES TO BE USED TO PURCHASE AND INSTALL MOBILE RADIOS AND PORTABLE RADIOS AT PARTICIPATING FIRE STATIONS TO ENSURE THE AGENCIES ARE COMPLIANT WITH THE PUBLIC SAFETY STANDARDS FOR LAND MOBILE RADIO ("LMR") EQUIPMENT IN ACCORDANCE WITH PROJECT 25 (P25).** Mr. Farrell seconded. The motion passed unanimously.

Service Department

Ms. Greis requested a motion to hire Zach McDonough as a Seasonal Services Worker 1 / Operator at \$13.00/hour contingent upon successful completion of pre-employment testing.

Ms. Maticic **MOVED TO APPROVE A MOTION TO HIRE ZACH MCDONOUGH AS A SEASONAL SERVICES WORKER 1 / OPERATOR AT \$13.00/HOUR CONTINGENT UPON SUCCESSFUL COMPLETION OF PRE-EMPLOYMENT TESTING.** Mr. Farrell seconded. The motion passed unanimously.

Ms. Greis requested a resolution to promote Jacob Dell to the position of Services Worker 2 / Operator at \$18.00 per hour effective June 18, 2019.

Ms. Maticic **MOVED TO APPROVE A RESOLUTION TO PROMOTE JACOB DELL TO THE POSITION OF SERVICES WORKER 2 / OPERATOR AT \$18.00 PER HOUR EFFECTIVE JUNE 18, 2019. (2019-099)** Mr. Farrell seconded. The motion passed unanimously.

Department Reports

- Economic Development – Activity Report
- Fire / EMS – Activity Report
 - Update: Disasterville training
- Planning & Zoning – Permit Reports
- Services – Activity Report
- Sheriff – Call Data Report



- Administration
 - Holiday Closings:
 - Thursday, July 4th – Independence Day
 - Fourth of July Annual Parade will be on Thursday, July 4th.
 - Grand Marshal recognition and parade awards presentation ceremony will begin at 8:45 a.m.
 - Parade will start immediately following the ceremony at approximately 9:00 a.m. from the Lakota East High School and end at the Liberty Junior High School.

Trustees had no questions on the Departmental Reports.

TRUSTEE COMMENTS

Ms. Maticic gave updates from OKI & OPWC

- 7/15 – Build Grants due for infrastructure
- 7/16 – Policy and Trends of electric vehicle
- 8/8-8/9 Ohio Freight Conference
- 11/1 – OKI future infrastructures due through 2050
- 8/2019 – OPWC has \$17 million grant dollars available for infrastructure projects due to the engineer's office.

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

Mr. Schramm, President

Pamela Quinlisk, Fiscal Officer



RESOLUTION NO. 2019-098

Board of Trustees, Liberty Township
Butler County, Ohio

RESOLUTION TO AUTHORIZE THE CREATION OF VISTA VERDE SECTION 4 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 4 of the Vista Verde subdivision;

WHEREAS, Duke Energy has presented an Outdoor Lighting Service Agreement requesting five (5) Traditional 50W LED street lights on Harvest Avenue and Springhill Court located in the Vista Verde 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 Vista Verde Section 4 Lighting District for five (5) 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, June 18, 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 18th day of June, 2019.

Pamela Quinlisk
Fiscal Officer

APPROVED AS TO FORM:

Scott D. Phillips, Law Director



RESOLUTION NO. 2019-099

Board of Trustees, Liberty Township
Butler County, Ohio

RESOLUTION TO PROMOTE JACOB DELL TO THE POSITION OF
SERVICES WORKER 2 / OPERATOR AT \$18.00 PER HOUR EFFECTIVE
JUNE 18, 2019

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

WHEREAS, Liberty Township Services Director Rick Plummer requests that the Liberty Township Board of Trustees promote Jacob Dell to the position of Services Worker 2 / Operator at \$18.00 per hour effective June 18, 2019; and

WHEREAS, the employee has successfully passed the Services Department Promotion Testing Process;

THEREFORE BE IT RESOLVED that the Liberty Township Board of Trustees hereby promote Jacob Dell to the position of Services Worker 2 / Operator at \$18.00 per hour effective June 18, 2019.

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, June 18, 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 18th day of June, 2019.

Pamela Quinlisk
Fiscal Officer

APPROVED AS TO FORM:

Scott D. Phillips, Law Director