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**LIBERTY TOWNSHIP BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING
TUESDAY OCTOBER 15TH, 2019
6400 PRINCETON ROAD
LIBERTY TOWNSHIP OH 45011**

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

On Tuesday October 15th, 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 absent.

Ms. Maticic led the Pledge of Allegiance.

PUBLIC PRESENTATION

- 1) Firefighter Chris Sander – update on deployment with Incident Management Team & Ohio Task Force -1 for Hurricane Dorian.
- 2) Jared Wojcikowski – Butler County Citizens for Elderly Services Advisory Council

FISCAL OFFICER BUSINESS

- Appropriation Status as of September 30, 2019
- Fund Status as of September 30, 2019

Mrs. Quinlisk asked that the minutes be removed from the consent agenda

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

- Check Register – Motion to approve Check Register and Special Check Register

Requisitions

Motion to approve requisitions over \$10,000.

- 1) \$14,317.25 A. Brown & Sons Nursery, Inc. (Cin-Day / 129 ramp landscaping)
 - \$14,317.25 1000-760-790-0008 (Other Capital Outlay – JEDD)



2) Chase Bank – Second Principal & Interest payments for 2019 on various bonds)

Debt	\$ 105,000.00	3101-810-810-0000	S.R. 747 / Princeton Road - TIF Fund
Debt	\$ 14,114.79	3101-830-830-0000	S.R. 747 / Princeton Road - TIF Fund
Debt	\$ 190,000.00	3111-810-810-0000	Fire Station 1 Building
Debt	\$ 25,541.05	3111-830-830-0000	Fire Station 1 Building
Debt	\$ 170,000.00	3113-810-810-0000	Kyles Station / S.R. 747 Improvement
Debt	\$ 22,852.52	3113-830-830-0000	Kyles Station / S.R. 747 Improvement
Debt	\$ 15,000.00	3112-810-810-0000	Road Salt Barn Building
Debt	\$ 2,016.40	3112-830-830-0000	Road Salt Barn Building
Debt	\$ 170,000.00	3114-810-810-0000	Services Facility
Debt	\$ 28,715.50	3114-830-830-0000	Services Facility
	\$ 743,240.26		

3) The Huntington National Bank – Principal & Interest payment for 2019 on FS 3 Building

Debt	\$ 45,961.00	3101-810-810-0000	Fire Station 3 Building Fund
Debt	\$ 74,039.00	3106-810-810-0000	Fire Station 3 Building Fund
Debt	\$ 8,842.50	3106-830-830-0000	Fire Station 3 Building Fund
	\$ 128,842.50		

4) PNC Bank – Principal & Interest payment for 2019 on Road Garage Bond.

Debt	\$ 102,000.00	3102-810-810-0000	Road Garage
Debt	\$ 3,519.00	3102-830-830-0000	Road Garage
	\$ 105,519.00		

5) The Bank of New York, N.A. – principal and interest payment in 2019 for Liberty Interchange

Debt	\$ 359,167.13	3110-110-360-0005	Cedarbrook
Debt	\$ 384,417.11	3109-110-360-0005	Four Bridges
Debt	\$ 502,672.32	3107-110-360-0005	Trails of Four Bridges
Debt	\$ 80,023.81	3108-110-360-0005	Townhomes of Four Bridges
	\$ 1,326,280.37		

6) US Bank – Principal & Interest Payment for 2018 on Liberty Center Project, Series 2014B

Debt	\$ 25,000.00	3110-810-810-0000	Cedarbrook - principal
Debt	\$ 34,445.31	3110-830-830-0000	Cedarbrook - interest
Debt	\$ 25,000.00	3109-810-810-0000	Four Bridges - principal
Debt	\$ 34,445.31	3109-830-830-0000	Four Bridges - interest
Debt	\$ 25,000.00	3107-810-810-0000	Trails of Four Bridges - principal
Debt	\$ 34,445.31	3107-830-830-0000	Trails of Four Bridges - interest
Debt	-	3108-810-810-0000	Townhomes of Four Bridges - principal
Debt	\$ 34,445.31	3108-830-830-0000	Townhomes of Four Bridges - interest
	\$ 212,781.24		



7) Lakota Local Schools – Second of two payments in 2018 RID.TIF

Debt	\$	38,593.83	3101-110-360-0006	747 / Princeton TIF
Capital	\$	313,575.69	4311-110-360-0006	Aspen Trails RID
Debt	\$	235,024.37	3110-110-360-0006	Cedarbrook RID
Debt	\$	125,091.25	3110-110-360-0006	Cedarbrook RID - excess
Capital	\$	140,731.10	4313-110-360-0006	Creekside RID
Capital	\$	282,569.64	4314-110-360-0006	Falling Water RID
Debt	\$	248,430.77	3109-110-360-0006	Four Bridges RID
Debt	\$	132,226.82	3109-110-360-0006	Four Bridges RID - excess
Capital	\$	160,323.48	4315-110-360-0006	Kyles Station RID
Capital	\$	251,061.22	4309-110-360-0006	Summerlin RID
Debt	\$	328,862.29	3107-110-360-0006	Trails of Four Bridges RID
Debt	\$	175,036.32	3107-110-360-0006	Trails of Four Bridges RID - excess
Debt	\$	52,364.33	3108-110-360-0006	Townhomes of Four Bridges RID
Debt	\$	27,870.78	3108-110-360-0006	Townhomes of Four Bridges RID - excess
		<u>\$ 2,511,761.89</u>		

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

PUBLIC COMMENTS

No Comments

Departmental Business

Fire/EMS

Chief Klussman requested a motion to approve a leave donation of 48 hours of sick leave time from Career Firefighter / Paramedic Ryan Chapman to Career Firefighter / Paramedic Jody Asher effective October 15, 2019.

Mr. Farrell **MOVED TO ACCEPT THE MOTION TO APPROVE A LEAVE DONATION OF 48 HOURS OF SICK LEAVE TIME FROM CAREER FIREFIGHTER / PARAMEDIC RYAN CHAPMAN TO CAREER FIREFIGHTER / PARAMEDIC JODY ASHER EFFECTIVE OCTOBER 15, 2019.** Ms. Maticic seconded. The motion passed.

Administration

Ms. Bitonte requested a motion to authorize the Township Administrator to approve and execute change orders not to exceed \$25,000.00 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 **MOVED TO ACCEPT THE MOTION TO AUTHORIZE THE TOWNSHIP ADMINISTRATOR TO APPROVE AND EXECUTE CHANGE ORDERS NOT TO EXCEED \$25,000.00 IN THE AGGREGATE, RELATED TO THE CONTRACT WITH CONGER CONSTRUCTION FOR THE NEW ADMINISTRATION AND POLICE SUBSTATION FACILITY PREVIOUSLY APPROVED THROUGH RESOLUTION 2019-039.** Ms. Maticic seconded. The motion passed.



Ms. Bitonte requested a motion to authorize the Township Administrator to execute an Addendum to the Professional Services Agreement with LJB Inc. previously approved through Resolution 2019-041, for a revised Purpose and Need Study for the Proposed Millikin at I-75 Interchange for an amount not to exceed \$2,620.00 from account # 1000-110-360-0000.

Mr. Farrell **MOVED TO ACCEPT THE MOTION TO AUTHORIZE THE TOWNSHIP ADMINISTRATOR TO EXECUTE AN ADDENDUM TO THE PROFESSIONAL SERVICES AGREEMENT WITH LJB INC. PREVIOUSLY APPROVED THROUGH RESOLUTION 2019-041, FOR A REVISED PURPOSE AND NEED STUDY FOR THE PROPOSED MILLIKIN AT I-75 INTERCHANGE FOR AN AMOUNT NOT TO EXCEED \$2,620.00 FROM ACCOUNT # 1000-110-360-0000.** Ms. Matacic seconded. The motion passed.

Department Reports

- Economic Development – Activity Report
- Fire / EMS – Activity Report
- Planning & Zoning – Permit Reports
- Services – Activity Report
- Sheriff – Call Data Report
- Administration

Trustees had no questions on the Departmental Reports.

TRUSTEE COMMENTS

Mr. Farrell thanked staff for setting up the executive session on 10.1.2019.

Ms. Matacic present the following updates:

- 1) She will be attending a COULT meeting on Oct. 21st. Please bring her any issues you would like addressed.
- 2) November 1st is the deadline for BCEO – OKI to submit proposals for the 2050 long-range plan.
- 3) OKI voted last week on 63 million in projects and Liberty Way was recommended for upgrades.
- 4) Looking at capital improvement proposals in the Ohio capital budgets.
- 5) Ohio Realtors association is providing training for candidates seeking election.
- 6) 2020 Census is coming up – important to have accurate count to get a seat on the OKI board.

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

Ms. Matacic, Vice-President

Pamela Quinlisk, Fiscal Officer