

UNION TOWNSHIP BOARD OF TRUSTEES MEETING AGENDA

**May 25, 2010 - 7:00 PM
Union Township Civic Center
4350 Aicholtz Road, Union Township, Ohio 45245
*www.union-township.oh.us***

CALL TO ORDER: Timothy Donnellon, Chair

PLEDGE OF ALLEGIANCE: Timothy Donnellon, Chair

**ROLL CALL: Timothy Donnellon, Chair
Matthew Beamer, Vice-Chair
Robert McGee, Trustee**

APPROVAL OF MINUTES

- 1) May 13, 2010 Regular Meeting Minutes

CORRESPONDENCE

Ronald B. Campbell, Fiscal Officer

PROCLAMATIONS & SPECIAL PRESENTATIONS

Recognition of Lt. Steve Auffart, Union Township Fire Department, completion of the Ohio Fire Executive Program.

DEPARTMENT REPORTS

Department Heads will present their bi-monthly reports in the following order:

Fire & Emergency Medical Service – Stan Deimling, Fire Chief
Police Department – Terry Zinser, Police Chief
Service Department – Matt Taylor, Director
Planning & Zoning – Cory Wright, Director
UTTV – Gina DiMario, Director
Information Technology – Chip Stewart, Director
Administration – Ken Geis, Township Administrator

PUBLIC HEARINGS

None

OLD BUSINESS

NEW BUSINESS

A. Payment of Bills

Motion to pay outstanding bills as prepared by Ronald B. Campbell, Fiscal Officer.

B. Approval of Monthly Financial Report

Motion to approve monthly financial report as prepared by Ronald B. Campbell, Fiscal Officer.

C. Approval of Purchase Orders

Approve recommendation of Ken Geis, Township Administrator, for the approval of requested purchases exceeding \$1,500.00.

D. Approval of Resolutions

Upon recommendation of Ken Geis, Township Administrator, adopt Resolution 2010-12, authorizing the abatement of noxious weeds or the removal of debris pursuant to Section 505.87 of the Ohio Revised Code at the following properties: (1) 566 Weil Drive, Cincinnati, OH 45244, (2) 3861 Dieckmann Lane, Cincinnati, OH 45245 and (3) 4206 Edinburgh Drive, Cincinnati, OH 45245.

E. Authorization for the Administrator to execute the following contracts:

1. Sale of Obsolete Vehicles (City of Cincinnati)
2. Maintenance Visit Agreement (Fireblast)

COMMENTS FROM BOARD MEMBERS

PUBLIC COMMENTS

UNION TOWNSHIP
FIRE DEPARTMENT



Monthly Report

April 1-30, 2010

The following events or incidents occurred during the month of April and worthy of citing are...

April 3, 2010 @ 13:28 hours Engine 48, Quint 51, and Engine 49 responded to 3982 Picadilly Circle for a reported structure fire. Upon arrival Engine 48 reported smoke showing from the rear of the three story apartment building. Fire crews advanced a pre-connected hose line to the rear of the structure and quickly extinguished the fire. Once the smoke was evacuated it was determined that someone had intentionally set a fire on the floor of the vacant apartment.

April 5, 2010 @ 16:09 hours Engine 48, Quint 51, and Engine 49 responded with multiple medic units to 4404 Ashwood Court for a reported gas leak. Upon arrival fire personnel discovered one unconscious patient lying in the yard. Crews initiated advanced life support efforts and rapidly transported the patient to Anderson Mercy. The scene was then monitored for any hazardous level of gases and the cause of the accident. It was determined that a gas company subcontractor was installing a new riser on a residential structure when the incident occurred.

April 19, 2010 @ 18:39 hours Quint 51, Engine 48, and Engine 50 responded to 1150 Shayler Woods Drive for a vehicle that struck a house. Upon arrival fire crews encountered a vehicle that drove through a garage wall severing the gas meter to the structure. The driver exited the vehicle uninjured; however the vehicle was obstructing access to the main shut off valve. Duke was contacted and sent a representative to assist with the incident. The initial crew was unable to terminate the gas so additional Duke personnel were dispatched to dig and attempt to mitigate the situation. All nearby homes were evacuated and monitored for gas level detection. After the gas was terminated the vehicle was removed from the garage and the structure secured. Incidentally, while the incident was transpiring, a neighbor located at 1159 Shayler Woods Drive left food on the stove creating a smoke scare. Fire crews removed the burnt food from the stove and ventilated the residence without incident.

The Union Township Fire Department will be hosting an open house on October 3, 2010 from 12:00 until 3:00 to kick off the start of Fire Prevention Week, which runs October 3rd through October 9th.



Union Township Police Department

Monthly Report for:
May 25, 2010

04-01-10 Charged Jim Huegel Jr. with one count Felony RSP after he was found to have possessed auto parts stolen from a Union Twp home.

04-06-10 Charged Matt Carpenter of Milford, Jake Crabtree of Loveland, and Elijah Hargis of Goshen, with Felony Theft and RSP after an investigation revealed they stole property from vehicles at the Polo Fields.

Charged Joseph Arrowood of Miami Twp., with two counts of burglary F-2 for the burglary of two homes in the Tealtown area.

Charged Harold Russell of Loveland, Ohio with one count of theft for possessing stolen lottery tickets from Speedway located at 735 Ohio Pk.

Tyler Scott &, one juvenile were arrested in connection with a burglary on Jackson Lane.

The Honor Guard attended the National Police Memorial ceremonies in Washington D.C. May 12th -15th. They placed 5th overall nationally in drill competitions that included a rigid uniform inspection, flag folding, and marching in formation while tossing rifles.



Union Township
Service Department
Bi-Monthly Report
May, 2010

Keeping Union Township Safe & Beautiful

CEMETERY DIVISION:

- ❖ From May 7th – May 20th, seven burials were performed generating \$4,300.00. Also, one indigent cremation burial was performed as well.
- ❖ Three foundation orders were received totaling \$801.60.
- ❖ In addition, fifteen new resident grave sites were purchased for \$8,250.00. The total revenue generated was \$13,351.60.
- ❖ Nineteen work orders were completed which included the leveling of graves and headstones.
- ❖ Landscaping continued with the planting of annual flowers, rose bushes and the application of mulch in the landscape areas.

ROAD DIVISION:

- ❖ Thirty-one work orders were completed for pavement maintenance on seven township streets.
- ❖ Three signs were replaced due to normal fading and deterioration.
- ❖ Work orders were completed for right-of-way maintenance (tree trimming) on three streets.
- ❖ Two loads of brush and debris were dumped for the Fire Department at Station 49 and 50.

PARK DIVISION:

- ❖ Thirty-three yards of mulch was spread at the Veterans Park.

- ❖ All baseball fields were drug and groomed for practices and games.
- ❖ All mowing, trimming, and cleaning continued at the parks, and other township buildings.
- ❖ Completed maintenance work orders on the restroom facilities (electrical).

FACILITY MAINTENANCE DIVISION:

- ❖ Staff setup and cleaned up the gym at the Civic Center for an event.
- ❖ An electrical outlet was installed for the asphalt hauler.
- ❖ Completed a list of maintenance items (paint and electrical) at the Civic Center.

FLEET MAINTENANCE DIVISION:

- ❖ Performed mechanical work and maintenance on one Fire department vehicle.
- ❖ Performed mechanical work and maintenance on fifteen Police department vehicles.
- ❖ Performed mechanical work and maintenance on six Service department vehicles.

CAPITAL PROJECTS UPDATE

1. Schoolhouse Road Rehabilitation Project:

Final restoration (seed, straw, and sod) will commence the week of May 24th. Also, storm sewer repairs will be made that week as well.



**UNION TOWNSHIP PLANNING & ZONING DEPARTMENT
REPORT TO THE UNION TOWNSHIP BOARD OF TRUSTEES
PLANNING & ZONING DEPARTMENT REPORT**

**PERMIT & VIOLATION/INSPECTION MID-MONTH ACTIVITY SUMMARY
MAY 25, 2010**

PERMIT ACTIVITY

Permit activity has ebbed somewhat during the month of May, with new residential construction permits declining month over month and year over year. The decline in single-family housing permits issued is most likely attributable to market fundamentals and inventory/pricing corrections that continue to occur on the national, state, and regional levels. Further, it is likely that the expiration of homebuyer tax-credit program contributed somewhat to higher than expected SFD permit requests in the month of April. Homeowner projects, such as accessory structures, decks, fences, and pools, have ebbed during the month of May as well. Commercial permit activity continues to rebound on a year-over-year basis.

PROJECT FORECAST

A permit is still anticipated for a second major anchor tenant at Eastgate Crossings at the northern end of the shopping center, however, no application has been submitted to date. Further, several permit applications are anticipated to be submitted in the near term because of the recently approved Overlay Cases approved by the Board at the first meeting in May 2010.

CASES FOR SPECIAL REVIEW

Three cases for BZA review have been submitted and are to be reviewed at the June 3, 2010 BZA Hearing. Further, it is anticipated that at least one zoning map amendment will be reviewed in July of 2010 as well, pending completion of the pre-hearing process and application materials. Overlay Case applications to be heard at the June 10, 2010 meeting are due for submittal by 5:00 PM on Friday, May 21, 2010.

MISCELLANEOUS ACTIVITIES

Staff continues to participate in the East Fork Watershed Collaborative planning initiative administered by the County Planning Department and Clermont Soil & Water Conservation District. A Technical review committee meeting is scheduled for May 26, 2010. Staff has been asked to serve in an advisory capacity to the Board as part of the Technical Review committee and will relay specific findings back as developed. Staff has also initiated discussions concerning the development of pedestrian planning inclusive of Safe Routes to School and the associated program requirements thereto. Additional information will be relayed as available.

VIOLATIONS AND ENFORCEMENTS

The Department continues to aggressively identify nuisance properties for abatement, and has secured proposals from two township businesses relating to abatement and expects a third in the near future. Further, Staff continues working with property owners toward addressing nuisance and blighting conditions on a more general basis across the township. Inspections are up for the year accordingly.

INSPECTION ACTIVITY

All biennial permit inspections have been completed or are scheduled to be completed, and are current through April of 2008 and 2009.

2010 PERMIT ACTIVITY (THROUGH MAY 19, 2010)

PERMIT TYPE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
COMMERCIAL	2	1	0	2	3								8
CHANGE OF USE	3	13	9	11	4								40
SIGNS	10	0	8	3	7								28
PORT. SIGNS	0	2	3	4	0								9
TEMP. SALES	1	3	4	1	0								9
TEMP. TRAILERS & SIGNS	2	0	0	0	0								2
SFD	4	3	13	13	4								37
MFD	0	0	0	1	0								1
(units)				(4)									(4)
ADDITIONS	2	0	2	1	3								8
DECKS	1	1	4	18	3								27
ACCESSORY	2	0	2	7	1								12
POOLS/FENCES	4	3	10	18	6								41
MNTHLY TOTAL	31	26	55	79	31								222
TOTAL REVENUE	\$5,286	\$2,159	\$5,870	\$9,221	\$4,395								\$26,931

Excludes UTFD Permit Revenue (May. 2010 Revenue: \$1,893.00, Yearly Total: \$7,849.00)

YEARLY PERMIT ACTIVITY COMPARISON 2009-2010
PERMIT ACTIVITY THROUGH MAY 19, 2010

PERMIT TYPE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
COMMERCIAL	2	1	0	2	3								8
	0	1	1	0	1	2	1	3	4	1	2	2	18
CHANGE OF USE	3	13	9	11	4								40
	7	2	6	7	6	5	6	8	8	4	8	3	70
PERM. SIGNS	10	0	8	3	7								28
	7	1	5	3	7	11	8	15	7	5	4	11	84
PORT. SIGNS	0	2	3	4	0								9
	1	2	1	5	1	0	2	2	1	1	3	1	20
TEMP. SALES	1	3	4	1	0								9
	0	5	2	1	5	2	1	1	0	0	1	0	18
TEMP TRAILER/SIGNS	2	0	0	0	0								2
	0	0	1	1	0	0	2	3	0	0	0	2	9
SFD	4	3	13	13	4								37
	7	5	11	15	17	20	7	27	5	7	2	10	133
MFD	0	0	0	1	0								1
	0	0	0	0	0	0	0	0	0	0	0	0	0
ADDITIONS	2	0	2	1	3								8
	0	0	2	4	6	2	4	2	3	5	2	1	31
DECKS	1	1	4	18	3								27
	0	1	7	8	6	5	1	5	5	2	3	2	45
ACCESSORY STRUCTURE	2	0	2	7	1								12
	3	2	2	8	6	8	5	9	8	8	4	0	63
POOLS/FENCES	4	3	10	18	6								41
	7	9	21	22	26	18	15	8	9	3	6	3	147
MONTHLY TOTAL	31	26	55	79	31	0	0	0	0	0	0	0	222
	32	28	59	74	81	73	52	83	50	36	35	35	638
Total Revenue	\$5,286	\$2,159	\$5,870	\$9,221	\$4,395								\$26,931
	\$2,075	\$1,953	\$3,790	\$4,539	\$5,826	\$11,948	\$4,521	\$7,351	\$4,642	\$4,247	\$3,471	\$4,301	\$58,663

KEY:	2009	2010
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Union Township Television

Reporting Period April 1 through April 30, 2010

UTTV

Programming

No. of Different Programs	Number of Plays	Hours Played
96	1210	1095

Activity

In-House Editing	In-House Shoots	On-Site Shoots	Night Meetings
7	5	2	6

Equipment

Equipment Reservations	Editing Training Reservations
25	7

Public Service Announcements

We placed 25 PSAs on UTTV in April.

Income

UTTV had a total of \$258 in billings during March.

FACILITY RESERVATIONS

In March, we made 11 gym reservations and 72 meeting room reservations.

PROJECTS

Continued work on Air Care documentary.

Continuing work on the annual report.

Started summer newsletter.

Contacted and received okay from West Clermont school district, St. Veronica and St. Thomas More for fall project for first through third graders to paint the Mt. Carmel flower pots.

Started taping summer concert series, with first concert May 22 – Sycamore Community Band.

Local Producers' and Programs' Update

- Worked with Community Press to get a story on the front page of the Community Journal Clermont about UTTV; put messages on the U.T. internet site and on UTTV. Will have short article in summer newsletter.

- Initiated a series of meetings with the West Clermont school district (Sharon Oakes, communications director, and Eric Hammer (video and photography teacher) to institute a new partnership for creating and airing high school videos. Made a presentation to the G.E.H.S. video class and asked for volunteers for summer concerts.
- Received approval from George Brown and met with Jeannie Siegel, of Clermont Senior Services, to do a regular 15-minute program featuring a different class each time, and am working with them to have Justin become an instructor for a new class, videography, to encourage seniors to produce their own programs.
- Put a short story in the Clermont Chamber of Commerce and Clermont 20/20 newsletters about UTTV and local production.
- Am making a pitch to the Tealtown Park coaches and boosters Thursday night, May 27. Am trying to contact WT park coaches, but no luck so far.
- Contacted Kerry Byrne, of TQL, to make a pitch for UTTV production for both TQL employees and also in his role as 2010 United Way chairman.
- Have also made contacts with some Citizens Police Academy graduates, a home school group, and the National Alliance on Mental Illness, outlining the benefits of producing programs for UTTV to get their message out.



Union Township Information Technology Report

May 2010

The IT department activity for the past month includes:

Public Safety

- CAD System- continued to work on the new CAD system in communications. Alerts applied application software updates.

Network/Systems

- Completed base development of the zoning database. Scheduled go-live date of June 1st.
- Virtualized all but utuser server. Finishing synchronization of utuser server to complete virtualization project.
- Added new virtual server for CAD gateway re-location.

Website

- Adding new/additional photos to website.
- Added Senior Services section with link to Clermont Senior Services website
- Designed/built the new Business Link section of the website. Finishing final detail configuration to go live (week of May 24).
- Website statistics showed 6539 visitors in April, 3409 unique. Sources: Direct url- 39.53% Search Engines-50.01% Referring Sites-10.46% (approximate). Saturday and Sunday least visited days.

June Activities:

- Continue CAD ancillary components implementation/configuration.
- Continue to implement/enhance Business Link on website.
- Enhance website with photos/galleries



TOWNSHIP ADMINISTRATOR'S REPORT MAY 25, 2010

GENERAL ADMINISTRATION

- Cory & I met with Melink regarding a Special Improvement District and Alternate Energy Sources. Specifically, the Melink Corporation is advocating that the township collaborate with other communities (Miami, Batavia and possibly the County) to create a funding mechanism for property owners, including homeowners that will promote the use of solar energy. This was an informational meeting and they indicated that they would return with more detailed information.
- I met with Matt Van Sant regarding economic development in Clermont County and specifically, Union Township. We discussed specific issues including the biggs site and the general Eastgate Retail Center. Mr. Van Sant talked about coordinating an Eastgate Merchants Association Meeting to further discussing issues and opportunities in the area.
- SP3 Communications opened another operation in violation of the Zoning Resolution and we renewed a motion for a Temporary Restraining Order (Hearing to be (5/25/10))
- Follow-up meeting with Rex Parsons from Batavia Township regarding the Ohio 125 Corridor.

Purchase Order Approval – May 25, 2010

Department	Requisition #	\$ Amount	Vendor	Purpose
Fire	10-Fire-0042-A	\$10,000.00	Emergency Medical Products	EMS Supplies
Fire	10-Fire-0046-A	\$10,000.00	Fuelman of Eastern Ohio	Fuel
Fire	10-Fire-0047-A	\$10,000.00	Speedway-Super America	Fuel
Fire	10-Fire-0048-A	\$6,000.00	Cincinnati Bell	Utility-Telephone
Fire	10-Fire-0049-A	\$4,000.00	Clermont County Treasurer-Water	Utility – Water & Sewer
Fire	10-Fire-0050-A	\$2,500.00	Sheatzley's Hilltop Service	Vehicle Repair & Maintenance
Fire	10-Fire-0054-A	\$2,700.00	Goshen Township Fire & EMS	Fire Inspectors Class
Fire	10-Fire-0055-A	\$4,500.00	Finley Fire Equipment	Vehicle Repair
Fire	10-Fire-0057-A	\$8,500.00	Fireblast	Annual maintenance agreement for Fireblast trailer
Fire	10-Fire-0058-A	\$6,600.00	J. Beischel Electric	Electrical work Station 49
Police	10-Police-0096-A	\$12,000.00	Fuelman of Eastern Ohio	Fuel for cruisers May 2010
Police	10-Police-0098-A	\$1,821.43	James Mills	Repairs to cruiser in West Virginia
Service	10-Service-0064-A	\$3,640.00	A&A Safety, Inc	Replacement of the Veteran's Park signage
Admin	10-ITech-0020-A	\$5,999.94	Time Warner Cable	Fiber circuits for Mt. Moriah Cemetery, Civic Center, Stations 48, 49, 50, 52

As of: May 24, 2010

RESOLUTION 2010-12

THE UNION TOWNSHIP BOARD OF TRUSTEES
RESOLUTION AUTHORIZING THE ABATEMENT, CONTROL OR
REMOVAL OF VEGETATION, GARBAGE, REFUSE OR DEBRIS

The Union Township Board of Trustees, Clermont County, Ohio met in regular session
on May 25, 2010, with the following members present:

Robert McGee
Matthew Beamer
Timothy Donnellon

MR. McGEE moved to adopt the following resolution:

WHEREAS, a Board of Trustees may provide for the abatement, control, or removal of
vegetation, garbage, refuse, and other debris from land in the Township, if the board
determines the owner’s maintenance of such vegetation, garbage, refuse, and other debris
constitutes a nuisance, and;

WHEREAS, the Union Township Planning Department has investigated the condition
and documented vegetation, garbage, refuse, and other debris determined to constitute a
nuisance through the use of date-stamped photographic evidence, as presented in Exhibit
“A” as an attachment to this Resolution, for the following properties:

<u>Address</u>	<u>Auditor’s Parcel ID # (PIN)</u>
566 Weil Drive, Cincinnati, OH 45244	41-41-01.007.
3861 Dieckmann Lane, Cincinnati, OH 45245	41-41-12.042.
4206 Edinburgh Drive, Cincinnati, OH 45245	41-32-14E-306.

WHEREAS, the Union Township Planning Department has inspected and reviewed the
condition of the properties specified herein and has determined that non-maintained
vegetation is in fact present on the above-referenced properties and has further
recommended to the Union Township Board of Trustees that the existence of said
vegetation on the above-referenced properties constitutes a nuisance, and;

WHEREAS, the owner(s) of record of the aforementioned properties have not responded to requests made by the Union Township Planning Department to remove the vegetation, NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Union Township, Clermont County, Ohio, by authority of Chapter 504 and Section 505.87 of the Ohio Revised Code, as follows:

- SECTION 1. The vegetation located at above-referenced properties is declared a nuisance.
- SECTION 2. The Union Township Board of Trustees hereby orders the removal of vegetation located at the above-referenced properties.
- SECTION 3. The Board of Trustees hereby gives notice to the owner(s) of record that the removal of vegetation will occur no sooner than June 4, 2010, and the owner(s) of record may enter into an agreement with the board to perform the removal of vegetation.
- SECTION 4. The cost of the removal of the vegetation shall be assessed to the owner(s) of record and the county auditor shall place the costs upon the tax duplicate. The costs are a lien upon such lands from and after the date of entry. The costs shall be collected as other taxes and returned to the township general fund.
- SECTION 5. The Township Administrator, or his appointed representative, is hereby authorized to execute any agreement between the owner(s) of the aforementioned properties and Board of Trustees that is permitted pursuant to Section 505.87 of the Ohio Revised Code.
- SECTION 6. That this resolution is hereby declared to be an emergency measure pursuant to Section 504.11 of the Ohio Revised Code, necessary for the immediate preservation of the public health, safety, or welfare of Union Township, in order to control the noxious vegetation at the above-listed properties.
- SECTION 7. That this Board hereby finds and determines that all formal actions relative to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board and of its Committees, if any, which resulted in formal action, were taken in meetings open to the public, in full compliance with applicable legal requirements, including Section 121.22 of the Ohio Revised Code.

BE IT FURTHER RESOLVED that this resolution is the subject of the general authority granted to the Board of Trustees through the Ohio Revised Code and not the specific authority granted to the Board of Trustees through the status as a Limited Home Rule Township.

MR. BEAMER seconded the resolution and upon roll call the vote was as follows:

MR. DONNELLON – AYE

Date _____

Date _____

Lawrence E. Barbieri
Union Township Law Director