



**Anderson Township**  
 7850 Five Mile Road  
 Anderson Township, Ohio 45230-2356  
 513.688.8400  
 AndersonTownshipOH.gov  
 AndersonCenterEvents.org

**Township Trustees**

Joshua S. Gerth  
 J. Lexi Lausten  
 R. Dee Stone

**Fiscal Officer**

Brian M. Johnson

**Township Administrator**

Vicky L. Earhart

**Assistant Township Administrator for Human Resources**

Suzanne M. Parker

**Assistant Township Administrator for Operations**

Steve E. Sievers, AICP

**Law Director**

Margaret W. Comey  
 513.688.8433

**Finance Director**

Tammy Disque

**Fire Chief**

C. Richard Martin, II

**Planning & Zoning Director**

Paul J. Drury, Jr., AICP

**Public Works Director**

Eric J. Luginbuhl

**District 5 Commander**

Lt. Dave Downing  
 Hamilton Co. Sheriff's Office  
 513.474.5770

**BOARD OF TOWNSHIP TRUSTEES OF ANDERSON TOWNSHIP  
 DECEMBER 19, 2024**

*R. Dee Stone, Trustee Chair  
 Joshua S. Gerth, Trustee Vice Chair  
 Lexi Lausten, Trustee  
 Brian M. Johnson, Fiscal Officer*

**CALL TO ORDER**

**MOTION TO RETIRE TO EXECUTIVE SESSION – 5:00 P.M.**

1. **Executive Session:** M \_\_\_\_\_ moved to retire to Executive Session to consider the appointment or compensation of a public employee or official as permitted by Ohio Revised Code Section 121.22(G)(1). M \_\_\_\_\_ seconded the motion. Vote: \_\_\_\_\_

**MOTION TO RETURN TO OPEN SESSION – 5:30 P.M.**

M \_\_\_\_\_ moved to return from Executive Session. M \_\_\_\_\_ seconded the motion. Vote: \_\_\_\_\_

**PLEDGE OF ALLEGIANCE**

**MOTION TO ADOPT AGENDA**

M \_\_\_\_\_ moved to adopt the agenda [as presented or with modifications].  
 M \_\_\_\_\_ seconded the motion. Vote: \_\_\_\_\_

**2. PUBLIC FORUM**

*Individuals who wish to address the Board should state their name and address for the record, make their points as clearly and concisely as possible, and limit their comments to a maximum of three minutes, which may not be shared with or yielded to others. All comments shall be directed to the Board of Township Trustees. Thank you in advance for your comments.*

**3. Trustee Comments**

**4. Fiscal Officer**

- a. Financial Reports
- b. Resolution Authorizing Transfers
- c. Fiscal Year-End Revenue & Appropriation Adjustments
- d. Board of Trustees Meeting Minutes
  - i. October 17, 2024

5. **Law Director – Margaret Comey**
6. **Finance – Tammy Disque**
7. **Fire & Rescue Department – Rick Martin**
  - a. Hamilton County Fire Investigations Unit Recognition of Assistant Chief Robert Herrlinger
  - b. Resolution Authorizing the Purchase of Equipment, Materials, Supplies and Services Through an Intergovernmental Purchasing Cooperative Pursuant to Authority of Section 9.48 of the Ohio Revised Code and Authorizing the Township Administrator to Enter Into That Certain Sourcewell Cooperative Purchasing Program Participation Agreement with Sourcewell on Behalf of the Township as a Participating Entity
  - c. Resolution Authorizing the Purchase of Equipment Pursuant to Section 505.101 of the Ohio Revised Code
  - d. Resolution Authorizing the Purchase of Equipment Pursuant to Section 505.37 of the Ohio Revised Code
  - e. Resolution Authorizing the Memorandum of Understanding Relating to Lease of Boat Dock Slip at Four Seasons Marina for Housing a Township Watercraft Pursuant to Section 505.37 of the Ohio Revised Code
8. **Planning & Zoning – Paul Drury**
9. **Sheriff's Office – Lt. Dave Downing**
10. **Public Works Department – Eric Luginbuhl**
  - a. Request for Authorization to Bid 2025 Curb and Sidewalk Program
11. **Township Administrator – Vicky Earhart**
  - a. Resolution Approving and Authorizing the Execution of Proposal of Profit Systems Inc. for the Provision of EventPro Software
  - b. 2025 Insurance Renewals
  - c. 2025 Citizen Committee Appointments
  - d. Five Mile Improvements Change Order
  - e. Request to Authorize a Contract with Choice One Engineering for Final Engineering of a New Sidewalk Along a Portion of Little Dry Run Road Between Woodstone Drive and Bridle Road
  - f. Resolution With Respect to Anderson Township EV Charging Project
  - g. Request to Renew Membership in the Coalition of Large Ohio Urban Townships
  - h. Resolution Approving a Second Amendment to Lease Agreement With the Anderson Area Chamber of Commerce, Inc., as Amended, and Authorizing its Execution and Delivery by the Township Administrator
  - i. Decisions Arising From Executive Session
12. **Board of Township Trustees 2025 Organizational Meeting**
  - a. Officiating Trustee to ask Fiscal Officer to Serve as Temporary Chair
    - i. Motion to Appoint Board Chair
    - ii. Motion to Appoint Board Vice Chair
  - b. Fiscal Officer to Return Chair to Officiating Trustee
  - c. Motion to Establish Regular Meeting Schedule During 2025
  - d. Motion to Appoint Sunshine Law Training Designees
  - e. Motion to Adopt Temporary Appropriations for 2025
  - f. Motion Regarding Request to Hamilton County Auditor
  - g. Resolution and Order Employing Township Attorneys for Particular Matters for the Year 2025
  - h. LHR Resolution Appointing Margaret W. Comey and Troutman Pepper Locke Lord LLP As Law Director for a Term Ending December 31, 2025 and Declaring an Emergency

**NEXT REGULAR MONTHLY BOARD MEETING**

January 16, 2025, 5:00 P.M. (citizens should call 513.688.8400 x 1101 or visit [www.AndersonTownshipOH.gov](http://www.AndersonTownshipOH.gov) to confirm)

**MOTION TO ADJOURN**

M \_\_\_\_\_ moved to adjourn the meeting. M \_\_\_\_\_ seconded the motion. Vote: \_\_\_\_\_