

ANDERSON TOWNSHIP BOARD OF TOWNSHIP TRUSTEES

June 20, 2024

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

Mrs. Stone called the meeting to order and welcomed attendees including: Fiscal Officer Brian Johnson, Township Administrator Vicky Earhart, Assistant Township Administrator for Operations Steve Sievers, Assistant Township Administrator for Human Resources Suzanne Parker, Planning & Zoning Director Paul Drury, Public Works Director Eric Luginbuhl, Law Director Margaret Comey, Anderson Township Fire & Rescue Chief Richard Martin, Sheriff's Department Lt. Dave Downing, Fiscal Office Clerk Katie Arnold, Director of Finance Tammy Disque.

Mrs. Stone moved to retire to Executive Session to consider the appointment, employment, or compensation of a public employee or official as permitted by Ohio Revised Code Section 121.22(G)(1). **Mr. Gerth** seconded the motion.

Mr. Johnson called the roll: **Mrs. Lausten, yes; Mr. Gerth, yes; Mrs. Stone, yes**

Mrs. Stone moved to return from Executive Session. **Mrs. Lausten** seconded the motion.

Mr. Johnson called the roll: **Mrs. Lausten, yes; Mr. Gerth, yes; Mrs. Stone, yes.**

PLEDGE OF ALLEGIANCE

Mrs. Stone led the pledge of allegiance.

MOTION TO ADOPT AGENDA

Mrs. Lausten moved to adopt the agenda as presented. **Mr. Gerth** seconded the motion.

Mr. Johnson called the roll: **Mrs. Lausten, yes; Mr. Gerth, yes; Mrs. Stone, yes.**

PUBLIC HEARING – 2025 TAX BUDGET

Open Public Hearing for 2025 Tax Budget

Mrs. Stone opened the public hearing for the 2025 Tax Budget.

Ms. Disque explained revenue and expenditures for the projected 2025 tax budget and if there were any questions. There were none.

Close Public Hearing

Mrs. Stone closed the public hearing.

June 20, 2024

Consideration of Resolution Authorizing the Approval of the 2025 Tax Budget

Mr. Gerth moved to adopt the below resolution. **Mrs. Lausten** seconded the motion.

Mr. Johnson called the roll: Mrs. Lausten, yes; Mr. Gerth, yes; Mrs. Stone, yes.

RESOLUTION NO. 24 – 0620 – 01

**RESOLUTION APPROVING AND ADOPTING THE 2025 TAX BUDGET AND
AUTHORIZING ITS FILING WITH THE HAMILTON COUNTY BUDGET
COMMISSION**

WHEREAS, with limited exception, Ohio Revised Code Section 5705.28 requires that on or before the fifteenth day of July each year, the taxing authority of all subdivisions and taxing units other than school districts and the city of Cincinnati shall adopt a tax budget for the succeeding year; and

WHEREAS, Ohio Revised Code Section 5705.30 requires that at least two copies of the budget of each subdivision be filed in the office of the fiscal officer of the subdivision for public inspection not less than ten days before its adoption by the taxing authority and such taxing authority shall hold at least one public hearing thereon, of which public notice shall be given by at least one publication not less than ten days prior to the date of the hearing in the official publication of such subdivision, or in a newspaper of general circulation in the subdivision; and

WHEREAS, after its adoption, the budget shall be submitted to the county auditor on or before the twentieth day of July; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Township Trustees (the “Board”) of Anderson Township, County of Hamilton, Ohio (the “Township”), as follows:

SECTION 1. That, a public hearing having been duly noticed and held, this Board hereby adopts the 2025 Tax Budget as presented by the Township Administrator and authorizes the Fiscal Officer to file the 2025 Tax Budget with the Hamilton County Budget Commission no later than July 20, 2024, as generally set forth in Attachment A hereto.

SECTION 2. That the preambles to this Resolution are deemed to be integral parts of this Resolution.

SECTION 3. That this Board hereby finds and determines that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal actions were taken in meetings open to the public, in compliance with all legal requirements, including (without implied limitation) Ohio Revised Code Section 121.22, except as otherwise permitted hereby.

There was no further discussion.

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PRESENTATIONS AND RECOGNITIONS

Public Safety Presentation and Consideration of Resolution

Ms. Earhart gave a detailed review of public safety services in the Township including, addition of EMT's to fire personnel, the Hamilton County police protection contract, and the need for public safety. She discussed the increased Fire and Rescue calls and the above average survival rate for non-traumatic cardiac arrest rate. **Mrs. Earhart** mentioned how '94 TIF dollars have stretched the prior levy beyond its five-year estimate.

Ms. Disque stated new growth in the Township does not always equate to new revenue and it always increases demand for services.

Chief Martin reviewed the number of calls received from doctor offices, residents aging at home, and the need for EMS before the transition to an assisted living facility.

A lengthy discussion ensued covering topics such as: cost drivers, staff retention, budget deficits, non-resident runs, response times, cost reductions, age demographics, and non-profit entities' purchasing real estate and the resulting revenue loss. The conversation also focused on residents' tax burden, levy fatigue, levy revenue generation, and what would be the most responsible action.

Mrs. Earhart stated that the July 18th meeting is the last meeting before the 90-day Board of Election deadline.

All agreed that the Board needed to have a special meeting before the July 18th regular meeting.

The Board postponed action.

PUBLIC FORUM

Kevin Misiak 8433 Holiday Hills Drive thanked the Board for postponing the vote as he did not think there is enough information to move forward. He would like the Board to postpone the levy to 2025 and provide more information to the residents. He stated that he loves police and fire but hates taxes. He wants the levy to be as low as possible.

TRUSTEE COMMENTS

Mrs. Stone clarified that a November levy would start generating revenue in 2025, but a March 2025 levy would not generate revenue until 2026.

Mrs. Lausten wanted to remind everyone about the 4th of July Parade.

Mrs. Stone reminded everyone about the Beechmont Bolt run before the Parade and announced a Health and Wellness Expo September 24 in the Anderson Center from 4-7 PM.

FISCAL OFFICER

Financial Reports

Mr. Johnson reviewed the financial reports and fund data.

June 20, 2024

Resolution Authorizing Payment

Mr. Johnson asked the Board to approve the updated resolution.

Mrs. Lausten moved to adopt the below resolution. **Mr. Gerth** seconded the motion.

Mr. Johnson called the roll: Mrs. Lausten, yes; Mr. Gerth, yes; Mrs. Stone, yes.

RESOLUTION NO. 24 – 0620 – 02

RESOLUTION AUTHORIZING PAYMENTS

NOW, THEREFORE, BE IT RESOLVED by the Board of Township Trustees (the “Board”) of Anderson Township, Hamilton County, Ohio (the “Township”), as follows:

SECTION 1. This Board hereby authorizes the payment of that certain Purchase Order No. 30996, dated May 31, 2024, of BSRO, LLC in the amount of \$8,000.00, which funds are hereby appropriated for the payment of easement maintenance agreement.

SECTION 2. This Board hereby authorizes the payment of that certain Purchase Order No. 31004, dated June 4, 2024, of Jill A. Schiller, Treasurer in the amount of \$9,603.51, which funds are hereby appropriated for the payment of 2nd half TY2023 tax payments.

SECTION 3. This Board hereby authorizes the payment of that certain Purchase Order No. 31016, dated June 6, 2024, of Blanket in the amount of \$35,000.00, which funds are hereby appropriated for legal litigation.

SECTION 4. This Board hereby authorizes the payment of that certain Purchase Order No. 31021, dated June 11, 2024, of Sedgwick in the amount of \$22,495.00, which funds are hereby appropriated for Ohio Workers Compensation Group Retrospective Rating Program.

SECTION 5. This Board hereby authorizes the payment of that certain Purchase Order No. 30602-1, dated June 5, 2024, of Blanket in the amount of \$5,000.00, which funds are hereby appropriated for the payment of fire tools and equipment.

SECTION 6. That this Board hereby finds and determines that all formal actions of this Board concerning and relating to the passage of this resolution were taken in open meetings of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal actions were taken in meetings open to the public, in compliance with all legal requirements, including (without implied limitation) Ohio Revised Code Section 121.22, except as otherwise permitted thereby.

There was no further discussion.

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June 20, 2024

Minutes

MOTION 24 – 0620 – 03

Mr. Gerth moved to adopt the minutes from the May 2, 2024, meeting as presented. Mrs. Lausten seconded the motion.

Mr. Johnson called the roll: Mrs. Lausten, yes; Mr. Gerth, yes; Mrs. Stone, yes.

There was no further discussion.

LAW DIRECTOR

Investment Policy Amendments

Mrs. Comey outlined the Ohio Revised Code section governing Township investments. She presented the investment policy amendments resulting from Redtree Investment’s analysis. The material changes include extending the maturity duration from 5 years to 10 years and allowing governmental securities and commercial paper as additional investments. She mentioned the additional training the Ohio Treasurer of State requires Fiscal Officers to complete to be eligible to make the additional investments.

Mr. Johnson summarized Redtree Investment’s advice and the additional training he performed. He then discussed investment options and the market.

Mrs. Lausten moved to adopt the below resolution. **Mr. Gerth** seconded the motion.

Mr. Johnson called the roll: Mrs. Lausten, yes; Mr. Gerth, yes; Mrs. Stone, yes.

RESOLUTION NO. 24 – 0620 – 04

RESOLUTION AUTHORIZING THE ADOPTION OF THE ANDERSON TOWNSHIP INVESTMENT POLICY AND FILING THEREOF WITH THE AUDITOR OF STATE OF OHIO

WHEREAS, this Board determines that it is in the Township’s best interest to review and update the Anderson Township Investment Policy from time to time, and particularly in light of recent amendments to Chapter 135 of the Revised Code: and

WHEREAS, the Fiscal Officer has reviewed and indicated his approval of the Anderson Township Investment Policy in the form attached hereto as Exhibit A and by this reference incorporated herein; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Township Trustees (“Board”) of Anderson Township, County of Hamilton, State of Ohio (“Township”), as follows:

SECTION 1. That this Board hereby adopts the Anderson Township Investment Policy in the form attached hereto as Exhibit A.

SECTION 2. That any Investment Policy previously approved and adopted by the Board, including (without limitation) that certain Anderson Township Investment Policy adopted April 21, 2016, is hereby deemed to be superseded by the Anderson Township Investment Policy approved and adopted in SECTION 1 hereof.

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SECTION 3. That the Fiscal Officer will file the Investment Policy approved hereby, together with a certified copy of this Resolution, with the Auditor of State of Ohio.

SECTION 4. That this Board hereby finds and determines that all formal actions of this Board concerning and relating to the passage of this resolution were taken in open meetings of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal actions were taken in meetings open to the public, in compliance with all legal requirements, including (without implied limitation) Ohio Revised Code Section 121.22, except as otherwise permitted thereby.

There was no further discussion.

FINANCE DEPARTMENT

There was no new business.

FIRE & RESCUE DEPARTMENT

There was no new business.

PLANNING & ZONING

There was no new business.

SHERIFF'S OFFICE

Liquor License Transfer Request for EVT Management Services, LLC, located at 6295 Kellogg Ave Patio and Deck

MOTION 24 – 0620 – 05

Mr. Gerth moved not to object to a liquor license transfer request for EVT Management Services LLC, located at 6295 Kellogg Ave Patio & Deck. **Mrs. Lausten** seconded the motion.

Mr. Johnson called the roll: Mrs. Lausten, yes; Mr. Gerth, yes; Mrs. Stone, yes.

There was no further discussion.

PUBLIC WORKS DEPARTMENT

Resolution Authorizing the Purchase of a KM 4000 TEDD 2-Ton Asphalt Hotbox/Reclaimer Diesel Fired Hydraulic Dump Trailer with Electric Brakes for Public Works Use and the Disposition of a Surplus Public Works Motor Vehicle Pursuant to Section 505.10(A)(3) as a Trade-In Against Said Purchase

Mrs. Lausten moved to adopt the below resolution. **Mr. Gerth** seconded the motion.

Mr. Johnson called the roll: Mrs. Lausten, yes; Mr. Gerth, yes; Mrs. Stone, yes.

RESOLUTION NO. 24 – 0620 – 06

June 20, 2024

AUTHORIZING THE PURCHASE OF A KM 4000 TEDD 2-TON ASPHALT HOTBOX/RECLAIMER DIESEL FIRED HYDRAULIC DUMP TRAILER WITH ELECTRIC BRAKES FOR PUBLIC WORKS USE AND THE DISPOSITION OF A SURPLUS PUBLIC WORKS MOTOR VEHICLE PURSUANT TO SECTION 505.10(A)(3) AS A TRADE-IN AGAINST SAID PURCHASE

WHEREAS, Section 505.10 of the Ohio Revised Code (the "Disposition Statute") provides that a board of township trustees may provide for the disposition of certain personal property, including motor vehicles, road machinery, equipment and tools, if the Board finds, by resolution, that such personal property is not needed for public use, is obsolete, or is unfit for the use for which it was acquired, all in accordance with the Statute; and

WHEREAS, division (A)(3) of the Disposition Statute provides that if a board of township trustees finds, by resolution, that the township has motor vehicles, road machinery, equipment or tools that are not needed or are unfit for public use, and the board wishes to sell the motor vehicles, road machinery, equipment or tools to the person or firm from which it proposes to purchase other motor vehicles, road machinery, equipment or tools, the board may offer to sell the motor vehicles, road machinery, equipment or tools to that person or firm, and to have the selling price credited to the person or firm against the purchase price of other motor vehicles, road machinery, equipment or tools; and

WHEREAS, Section 505.101 of the Ohio Revised Code (the "Acquisition Statute") provides that a board of township trustees may, by resolution, enter into a contract, without advertising or bidding, for the purchase or sale of motor vehicles, materials, equipment, or supplies from or to any department, agency or political subdivision of the state, in accordance with the terms of the Acquisition Statute;

WHEREAS, the Township owns one Model Year 2002 Marathon Trailer and one Model Year 2009 Cameline 4-Ton Hotbox, more fully described on Exhibit A hereto, which by this reference is incorporated herein and made a part hereof (the "2002 & 2009 Equipment"), which equipment this Board deems to be unneeded for Township use; and

WHEREAS, this Board desires to dispose of the 2002 & 2009 Equipment "as is" at a minimum trade-in value of \$4,000 (the "Minimum Selling Price") pursuant to the Disposition Statute; and

WHEREAS, this Board desires to purchase a Model KM 4000 Tedd 2-Ton Asphalt Hotbox/Reclaimer diesel fired hydraulic dump trailer with electric brakes from Southeastern Equipment Co., Inc. for Township purposes pursuant to the Acquisition Statute;

NOW, THEREFORE, BE IT RESOLVED by the Board of Township Trustees (the "Board") of Anderson Township, County of Hamilton, State of Ohio (the "Township"), as follows:

Section 1. That this Board hereby determines that the 2002 & 2009 Equipment is no longer needed for Township use and that it is in the best interest of the Township to dispose of the 2002 & 2009 Equipment by sale at or above the Minimum Selling Price to Southeastern Equipment Co., Inc. (the "Vendor").

Section 2. That this Board hereby determines that it is in the best interest of the Township to acquire by purchase from the Vendor one Model KM 4000 Tedd 2-Ton Asphalt Hotbox/Reclaimer diesel fired hydraulic dump trailer with electric brakes VIN No. 2306276KM4000TEDD4C2M3-80897 at a cost of \$35,324.12 (together, the "Equipment"), so

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long as the net purchase price of the Equipment after accounting for the credit and rebate described in Section 3 below, does not equal or exceed \$26,300.00.

Section 3. That this Board hereby authorizes the purchase of the Equipment from the Vendor at a maximum net purchase price not to exceed \$26,300.00 (the "Maximum Purchase Price"), for which funds have been previously appropriated by this Board for the purpose and remain otherwise unencumbered; provided, that the 2002 & 2009 equipment is sold to the Vendor at no less than the Minimum Selling Price and that the Minimum Selling Price of the 2002 & 2009 Equipment is credited against the purchase price of the Equipment of \$35,324.12, which shall be further reduced by a discount of \$5,024.11, resulting in a Maximum Purchase Price of the Equipment after the trade-in and rebate of \$26,300.00.

Section 4. That the Township Administrator is hereby authorized to execute the necessary and appropriate purchase agreement(s) and/or documentation, after review by the Law Director, to effectuate the purchase of the Equipment and the disposition of the 2002 & 2009 Equipment in accordance with this Resolution. The Township Administrator shall obtain from the Vendor an executed copy of Exhibit B hereto with respect to the 2002 & 2009 Equipment at the date and time of its disposition.

Section 5. That this Board hereby finds and determines that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal actions were taken in meetings open to the public, in compliance with all legal requirements, including (without implied limitation) Ohio Revised Code Section 121.22, except as otherwise permitted hereby.

There was no further discussion.

TOWNSHIP ADMINISTRATOR

Request to Authorize Execution of an Agreement with MSA for Operations Center Engineering

MOTION 24 – 0620 – 07

Mr. Gerth moved to authorize the Township Administrator to enter into contract with MSA Design, following review by the Law Director, for design and engineering of the first phase of the Operations Center Master plan as outlined in the proposal dated June 13, 2024, utilizing 1994 TIF funds in the 2024 budget or existing purchase orders from that fund, in an amount not to exceed \$531,500 including a 10% contingency of \$53,150.00. Mrs.

Lausten seconded the motion.

Mr. Johnson called the roll: Mrs. Lausten, yes; Mr. Gerth, yes; Mrs. Stone, yes.

There was no further discussion.

Resolution Authorizing the Execution of an Agreement with Meals on Wheels of Southwest Ohio & Northern Kentucky

Mrs. Lausten moved to adopt the below resolution. Mr. Gerth seconded the motion.

June 20, 2024

Mr. Johnson called the roll: Mrs. Lausten, yes; Mr. Gerth, yes; Mrs. Stone, yes.

RESOLUTION NO. 24 – 0620 – 08

RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH MEALS ON WHEELS OF SOUTHWEST OHIO & NORTHERN KENTUCKY

WHEREAS, boards of township trustees are authorized, pursuant to Section 505.70(b) of the Revised Code, among other things, to participate in and cooperate with public and nonprofit private agencies and organizations in establishing and operating programs to provide necessary social services to meet the needs of older persons; and

WHEREAS, Meals on Wheels of Southwest Ohio & Northern Kentucky, an Ohio nonprofit organization (“MOW”), and this Board desire to enter into an agreement pursuant to which MOW will provide adequate social services, home delivered meals, congregate meals and transportation (the “Services”) to seniors in the Township;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Township Trustees (the “Board”) of Anderson Township, County of Hamilton, Ohio (the “Township”), as follows:

SECTION 1. That this Board hereby determines that it is in the best interest of the Township to enter into an agreement with MOW in substantially the form attached hereto as Exhibit A and by this reference made a part hereof (the “Agreement”), pursuant to which MOW will provide the Services to seniors in the Township.

SECTION 2. That the Township Administrator is hereby authorized to execute the Agreement in substantially the form attached hereto as Exhibit A, with such revisions thereto as she deems, after consultation with the Law Director, not to be disadvantageous to the Township, such determination being conclusively evidenced by her execution of the Agreement.

SECTION 3. That the preambles hereto are and shall be deemed to be for all purposes integral parts of this resolution.

SECTION 4. That this Board hereby finds and determines that all formal actions of this Board concerning and relating to the passage of this resolution were taken in open meetings of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal actions were taken in meetings open to the public, in compliance with all legal requirements, including (without implied limitation) Ohio Revised Code Section 121.22, except as otherwise permitted thereby.

There was no further discussion.

June 20, 2024

Resolution Authorizing the Execution of Framework Services, Support, and License Agreement with Software Solutions, Inc.

Mrs. Lausten moved to adopt the below resolution. **Mr. Gerth** seconded the motion.

Mr. Johnson called the roll: Mrs. Lausten, yes; Mr. Gerth, yes; Mrs. Stone, yes.

RESOLUTION NO. 24 – 0620 – 09

RESOLUTION AUTHORIZING THE EXECUTION OF A FRAMEWORK SERVICES, SUPPORT, AND LICENSE AGREEMENT WITH SOFTWARE SOLUTIONS, INC.

WHEREAS, the Fiscal Office for the Township has determined that it will be advantageous and beneficial to the Township to migrate certain accounting systems to new system software that will provide various modules related to, among others, budgeting and analytics, and asset management;

WHEREAS, Software Solutions, Inc., Dayton, Ohio (“SSI”), provides such software and provides the requisite conversion, configuration and implementation services to facilitate migration to the new accounting system software; and

WHEREAS, this Board desire to enter into a Framework Services, Support, and License Agreement with SSI (the “Agreement”) to implement said new accounting system software;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Township Trustees (the “Board”) of Anderson Township, County of Hamilton, Ohio (the “Township”), as follows:

SECTION 1. That this Board hereby determines that it is in the best interest of the Township to enter into the Agreement with SSI in substantially the form attached hereto as Exhibit A and by this reference made a part hereof (the “Agreement”), pursuant to which SSI will provide certain accounting software and services to the Township.

SECTION 2. That the Township Administrator is hereby authorized to execute the Agreement in substantially the form attached hereto as Exhibit A, with such revisions thereto as she deems, after consultation with the Law Director, not to be disadvantageous to the Township, such determination being conclusively evidenced by her execution of the Agreement.

SECTION 3. That the preambles hereto are and shall be deemed to be for all purposes integral parts of this resolution.

SECTION 4. That this Board hereby finds and determines that all formal actions of this Board concerning and relating to the passage of this resolution were taken in open meetings of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal actions were taken in meetings open to the public, in compliance with all legal requirements, including (without implied limitation) Ohio Revised Code Section 121.22, except as otherwise permitted thereby.

There was no further discussion.

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Items Arising from Executive Session Discussion

MOTION 24 – 0620 – 10

Mr. Gerth moved to authorize the Township Administrator to hire Eli Davies as a Planner I in the Planning and Zoning Department, effective July 8, 2024, at a starting pay rate of \$24.50/hour and all other benefits normally offered with full-time employment. Mrs. Lausten seconded the motion.

Mr. Johnson called the roll: Mrs. Lausten, yes; Mr. Gerth, yes; Mrs. Stone, yes.

MOTION 24 – 0620 – 11

Mrs. Stone moved to authorize an increase to the hourly pay rate of Stephen Springsteen, from \$25.83 per hour to \$26.50, retroactive to June 1, 2024, for the successful completion of his one-year probationary period as a Planner I. Mrs. Lausten seconded the motion.

Mr. Johnson called the roll: Mrs. Lausten, yes; Mr. Gerth, yes; Mrs. Stone, yes.

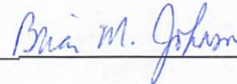
MOTION TO ADJOURN

Mrs. Stone moved to adjourn the meeting. Mrs. Lausten seconded the motion.

Mr. Johnson called the roll: Mrs. Lausten, yes; Mr. Gerth, yes; Mrs. Stone, yes.



R. Dee Stone, Chair

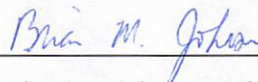


Brian M. Johnson, Fiscal Officer

CERTIFICATION

The undersigned duly elected and acting Fiscal Officer of Anderson Township, Hamilton County, Ohio, hereby certifies that the foregoing is a true excerpt from the minutes of a regular meeting, including the roll call votes thereat, of the Board of Township Trustees of said Township held on the 19th day of September 2024, and that said minutes have been duly entered upon the Journal of said Township.

This day 19th day of, September 2024.



Brian M. Johnson, Fiscal Officer