

Trustees & Fiscal Officer
(513) 722-3400

Zoning
(513) 722-3400

Service Department
(513) 722-4600



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Police
(513) 722-3200

Fire & E.M.S.
(513) 722-3473
or
(513) 722-3500

Board of Trustees
Tuesday, April 12, 2016
7:00 PM
Regular Meeting Agenda

Opening

Invocation
Pledge of Allegiance
Roll Call

Board of Trustees
Board of Trustees
Fiscal Officer Koepke

Adoption of Agenda

A. Motion to adopt agenda

Board of Trustees

Approval of Meeting Minutes

B. Motion to approve Trustee minutes from

Fiscal Officer Koepke

C. Approve payment of bills for ___ thru ___

Fiscal Officer Koepke

Communication and Announcements

D. Announcements / Correspondences

Chief Pegram

E. Presentation of "Ohio Check Book Program"

Fiscal Officer Koepke

New Business

F. Ceremonial swearing in of probationary part-time police officers Will Giver and Greg McAllister

Captain Rose

G. Motion to authorize Goshen PD to carry and use Naloxone (aka Narcan).

Captain Rose

H. Motion to accept resignation of part-time firefighter/paramedic Mike Hoying effective April 12, 2016.

Chief Pegram

I. Motion to accept donation of 214 Nomex fire hoods from ICON Environmental / 859 Board Up, with a total value of \$448.

Chief Pegram

J. Motion to reimburse Paul Hasenmeier \$300.48 for travel expenses from his trip to the National Fire Academy February 14 -26, 2016

Chief Pegram

K. Motion to transfer \$7,500 in Police Fund 2081- 190 to Unemployment Compensation 2081-210-240

Chief Pegram

- L. Motion to approve 2016 part-time police employee compensation schedule Chief Pegram
- M. Motion to adopt part-time Fire/EMS employees compensation schedule Chief Pegram
- N. Motion to approve the Service Department to complete an indigent burial for the fee of \$500.00 Director Seyfried

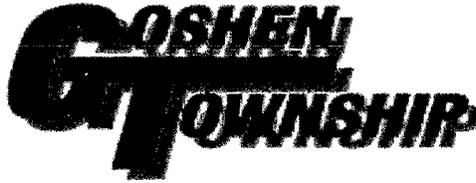
Old Business

- O. Motion to adjourn into Executive Session at _____ in accordance with ORC 121.22(G)(1) to consider the appointment, employment, or compensation of a public employee, as well as in accordance with ORC 121.22(G)(2) to consider the purchase or sale of a public property. Chief Pegram
- P. Consider motion to appoint a candidate to the position of Township Administrator Chairperson Allen
- Q. Consider a motion to appoint a candidate to the position of Chief of Police Chief Pegram
- R. Consider appointing a candidate to the vacant term of Park Commissioner, term to expire on _____, 20__ Chief Pegram
- S. Consider a motion to either re-appoint or advertise for an expired Zoning Board member seat. Chief Pegram
- T. Motion to revise previous motion #275-2015 which appointed Robert Haeufle to a seat on the Zoning Board; term ending date of 12/31/2019. The correct expiration date for Mr. Haeufle Zoning Board seat is 12/31/2018. Chief Pegram
- U. Motion to accept Bob Seyfried's resignation from the Zoning Board effective January 28, 2016. Chief Pegram
- V. Motion to appoint Tina Hunley to the unexpired Zoning Board member vacancy, term to expire 12-31-17 Chief Pegram
- W. Motion to appoint an alternate to the Zoning Board to replace Tina Hunley, term to expire 12/31/16 Chief Pegram

Community Forum

Adjournment

Motion to adjourn the Regular Meeting of the Board of Trustees



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**Regular Meeting – Goshen Township
Board of Trustees
Tuesday, 4/12/16
7:00 PM**

Meeting Minutes

Opening

Invocation
Pledge of Allegiance
Roll Call

Chief Steve Pegram
Board of Trustees
Fiscal Officer Koepke

Trustee Allen called the meeting to order at 7:00 PM and roll was taken.

Trustee Lisa Allen – Present
Trustee Bob Hausermann – Present
Trustee Lois Pappas Swift – Present

In Attendance: Fiscal Officer Brittany Koepke, Interim Administrator / Fire / EMS Chief Steve Pegram, Service Director Bob Seyfried, and Interim Police Chief Bob Rose.

Adoption of Agenda

157-2016 Trustee Hausermann motioned to adopt the agenda. Trustee Swift seconds; motion carries.

Trustee Allen – Yes Trustee Hausermann – Yes Trustee Swift – Yes

Approve Payment of bills

158-2016 Trustee Hausermann motioned to approve payment of bills, payment dates 03/22/16 to 4/11/16. Trustee Swift seconds; motion carries.

Trustee Allen – Yes Trustee Hausermann – Yes Trustee Swift – Yes



Communication and Announcements

Administrator Pegram asked Chief Rose to address the board and the public about updates and security of the evidence room.

Chief Rose stated that in the prior week many changes had been made to improve the security of the police evidence room. With the new security updates, there were motion activated, night vision cameras added with one terabyte of storage, as well as new locks and anchors for the evidence room doors, one of which can only be opened from the inside. There was an addition of a keypad and burglar alarm to the main door. In order to enter the room, the property room manager must disable the alarm, enter the keypad code, and have possession of the room key. Officer Jamie McFarland is the property room manager-if unavailable, the township administrator will have possession of the key, and an officer will have the passcode to enter. Neither of which will have the alarm code. The only person with an alarm code is the evidence room manager. With the Chief of Police's prior authorization, the administrator and officer would have to be together, as it takes both of them together to open the door. Only the officer will enter the room. The burglar alarm will be set off. This generates a police report that must contain exactly why the room is being opened, and who is opening the door. All transactions will be recorded on video. Chief Rose reached out to the State Auditor's office to conduct an inventory. An excel spreadsheet was previously the means to keep track of inventory. Now, Ohio Law Enforcement Gateway (OLEG) is used. OLEG is a program offered free of charge to the township from the state. All police reports are generated from this program. Once information is entered, only the property room manager can change it. All cash received goes into the locker system. Lockers in the evidence room are recorded, and a cash log, as well as OLEG report is written.

Administrator Pegram added that when the property room camera system was updated, the camera system for the interior and exterior of the township building was updated as well. This includes the new area of the Internet/Custody Exchange in the parking lot.



Fiscal Officer Koepke and Trustee Hausermann went to the Ohio Township Association Winter Conference in January, where they attended a presentation from the Treasurer's office for the Ohio Checkbook Program. Fiscal Officer Koepke requested that Lauren Bowen, the Public Affairs Liaison, come to the township to speak to the board and the public about the benefits of the program. Fiscal Officer Koepke stated that the program is very user friendly, and allows users to access the financial information when it is convenient for them, rather than supplying public records requests, and waiting for responses.

Lauren Bowen stated that the hope of the Treasurer's Office is to create a partnership with the township, to make public records more readily accessible online. This was implemented at the state level to improve the way the state was communicating with their constituents. The State of Ohio ranked 46th in transparency. She believes that the ranking was so low because of the length of time it takes to pull resources and information to get it to the public records requestor. With the creation of the Ohio Checkbook program, Ohio now ranks first. Ms. Bowen gave a brief overview of how the site works, including spending trends, budgets, and a breakdown of purchases by departments. Many nearby entities are also interested, or have already begun using the program. There is no cost to the township to implement the program. The State Auditor is very supportive of the program.

New Business

Ceremonial swearing in of part time Police Officers Greg McAlister and William Giver

159-2016 Trustee Hausermann motioned to authorize Goshen PD to carry and use Naloxone (aka Narcan) effective April 12, 2016. Trustee Allen seconds the motion; Motion carries.

Trustee Allen – Yes Trustee Hausermann – Yes Trustee Swift – No

Chief Rose stated that time is a factor in overdose situations, and police sometimes arrive before EMS. Law provides protection of police in regards to liability in use of Narcan. The Narcan usage by GTPD is the same as GTFD/EMS, which is a nasal spray, not an injection. The cost is covered by a health district program to provide no cost Narcan and training to the police department.



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160-2016 Trustee Hausermann motioned to accept the resignation of part-time firefighter/paramedic Mike Hoying, effective April 12, 2016. Trustee Swift seconds; Motion carries.

Trustee Allen – Yes Trustee Hausermann – Yes Trustee Swift – Yes

Chief Pegram stated Mike Hoying has secured full time status with Madeira/ Indian Hill Joint Fire District.

161-2016 Trustee Hausermann motioned to accept donation of 14 fire hoods from ICON Environmental/ 859 Board Up with a total value of \$448. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes Trustee Hausermann – Yes Trustee Swift – Yes

Chief Pegram stated that the number one killer of firefighters is cancer that is directly related to exposure to elements from fighting fires. This program takes the worn hoods to clean, and provides the department with clean hoods. Deputy Chief Hasenmeier is working on a Cancer Prevention Program. Goshen Township will be sponsoring a class for our department as well as neighboring departments. ICON Environmental/ 859 Board Up provided kits to the township that contain 7 clean hoods. This is at no cost to the township

162-2016 Trustee Hausermann motions to reimburse Paul Hasenmeier \$300.48 for travel expenses from his trip to the National Fire Academy February 14-26, 2016. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes Trustee Hausermann – Yes Trustee Swift – Yes

Reimbursement for required meal plan during Deputy Chief Hasenmeier's trip to the National Fire Academy in February.

163-2016 Trustee Hausermann motions to transfer \$7500 in Police Fund 2081-190 to Unemployment Compensation 2081-210-240. Trustee Swift seconds; motion carries.

Trustee Allen – Yes Trustee Hausermann – Yes Trustee Swift – Yes

Former employee is currently collecting unemployment compensation. The township liability is \$7,500 for the year.



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164-2016 Trustee Swift motions to approve 2016 part-time police employee compensation schedule. Trustee Hausermann seconds; motion carries.

Trustee Allen – Yes Trustee Hausermann – Yes Trustee Swift – Yes

Chief Pegram stated this is the same explanation for agenda items K and L. Each year the Board adopts pay scales for part time employees. This automatically approves pay increases for part time employees coming out of their probationary periods, in order to save trustees from voting on each individual employee pay increase. The same compensation scale is being approved in 2016 that was approved in 2015 for both Fire/EMS and the Police Department.

165-2016 Trustee Swift motions to approve 2016 part-time Fire/EMS employee compensation schedule. Trustee Hausermann seconds; motion carries.

Trustee Allen – Yes Trustee Hausermann – Yes Trustee Swift – Yes

166-2016 Trustee Swift motions to approve the Service Department to complete an indigent burial for the fee of \$500. Trustee Hausermann seconds; motion carries

Trustee Allen – Yes Trustee Hausermann – Yes Trustee Swift – Yes

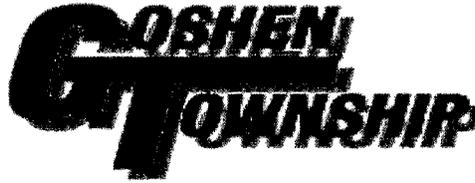
Director Seyfried states that Evans Funeral Home contacted the township about the passing of James D. Younger. Mr. Younger's daughter provided notarized documentation that there were no assets belonging to Mr. Younger, and the cost of \$500 for cremation would be absorbed by the township.

Old Business

167-2016 Trustee Swift motions to adjourn to Executive Session at 8:07 p.m. in accordance with ORC 121.22 (G) (1) to consider the appointment, employment, or compensation of a public employee, as well as in accordance with ORC 121.22 (G) (2) to consider the purchase or sale of a public property. Trustee Hausermann seconds; motion carries.

Trustee Allen – Yes Trustee Hausermann – Yes Trustee Swift – Yes

Reconvene from Executive Session at 8:43 p.m. in accordance with ORC 121.22 (G) (1) to consider the appointment, employment, or compensation of a public employee, as well as in accordance with ORC 121.22 (G) (2) to consider the purchase or sale of a public property.



168-2016 Trustee Hausermann motions to appoint Fire/EMS Chief Stephen Pegram to the additional position of Township Administrator/Safety Services Director retroactive to 1/10/16. Annual Salary for said position shall be an increase of \$12/ hour for these duties in accordance with attached job descriptions and employment agreement. Trustee Allen seconds; motion carries.

Trustee Allen – Yes Trustee Hausermann – Yes Trustee Swift – Yes

169-2016 Trustee Hausermann motions to appoint Captain Bobby Rose to the position of Chief of Police at starting probationary salary of \$72,000 in accordance with terms and conditions of attached job offer, as well as the attached Chief of Police job description. Trustee Allen seconds; motion carries.

Trustee Allen – Yes Trustee Hausermann – Yes Trustee Swift –No

Trustee Allen commends all department heads for stepping up while the current board makes significant changes.

170-2016 Trustee Hausermann motions to appoint Sherrie Koepke to the vacant term of Park Commissioner replacing Amy Thompson, term to expire on 5/31/17. Trustee Swift seconds; motion carries.

Trustee Allen – Yes Trustee Hausermann – Yes Trustee Swift –Yes

171-2016 Trustee Hausermann motions to table Agenda Item R.-Motion to either re-appoint or advertise for an expired Zoning Board member seat. Trustee Swift seconds; motion carries.

Trustee Allen – Yes Trustee Hausermann – Yes Trustee Swift –Yes

172-2016 Trustee Hausermann motions to revise previous motion # 275-2015 which appointed Robert Haeufle to a seat on the Zoning Board; term ending date of 12/31/2019. The correct expiration date is 12/31/2018. Trustee Swift seconds; motion carries.

Trustee Allen – Yes Trustee Hausermann – Yes Trustee Swift –Yes



- 173-2016** Trustee Hausermann motions to accept Bob Seyfried's resignation from the Zoning Board effective 1/28/2016. Trustee Swift seconds; motion carries.
- Trustee Allen – Yes Trustee Hausermann – Yes Trustee Swift –Yes
- Chief Pegram states an employee of the Zoning Department cannot also serve on Zoning Board. Director Seyfried is currently filling in the role of Zoning Inspector.
- 174-2016** Trustee Hausermann motions to appoint Tina Hunley to the unexpired Zoning Board member vacancy, term to expire 12/31/2017. Trustee Allen seconds; motion carries.
- Trustee Allen – Yes Trustee Hausermann – Yes Trustee Swift –No
- 175-2016** Trustee Hausermann motions to appoint alternate David Dinwiddie to the Zoning Board to replace Tina Hunley, term to expire 12/31/2016. Trustee Swift seconds; motion carries.
- Trustee Allen – Yes Trustee Hausermann – Yes Trustee Swift –Yes
- 176-2016** Trustee Swift motions to instruct Administrator Pegram post Zoning Inspector position for two weeks and schedule interviews. Trustee Hausermann seconds; motion carries.
- Trustee Allen – Yes Trustee Hausermann – Yes Trustee Swift –Yes
- 177-2016** Trustee Swift motions to instruct Administrator Pegram to advertise for sale the old park property on State Route 28. Trustee Hausermann seconds; motion carries.
- Trustee Allen – Yes Trustee Hausermann – Yes Trustee Swift –Yes

Community Forum

Viktoria McCulley - O'Bannon Terrace Goshen, Ohio

Ms. McCulley stated that per ORC, she is entitled to written response for previous inquiries to the board, and asked for an expected timeline for receipt of a Board of Trustee response. Trustee Allen stated that she has reviewed the previously submitted information, and has had conversations with Administrator Pegram and Chief Rose. Ms. McCulley said her information is advocating on behalf of a homeless man who was cited for burying a cat, and believes that



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there should be an apology in writing, as well as some sort of financial compensation. Ms. McCulley also suggested that the park add a mirror to the entrance for safety purposes.

Kenneth Long Sr.-7059 Shiloh Road Goshen, Ohio 45122

Mr. Long gave a copy of a letter sent from his lawyer to the prosecutor to the board. He stated has lived in Goshen since 1952.Chief Combs came to him stating that his property needed to be cleaned up. He stated the letter had a request of 30 days crossed out, to show that he had 10 days to clean it up. Mr. Long stated that it prompted him to search for information, and he wanted to present the board with the information he obtained.

Dave Maphet-McHenry Road

Park Commissioner Maphet said the park board was approached by Bob Rose, Paul Hasenmeier, and Mark Edwards, that are running in the half pig marathon. The park made collection bins around town, and money can be donated as a vote for the favorite person. Park Commissioner Maphet said at the time Bob was in the lead, with Paul in second, and Mark in third. The trophy for the highest collection is a metal pig sculpture named "Kevin Bacon," along with other pig sculptures to be auctioned off at "Party in the Park" on June 4th. There is a donation bin at Beck's, BP, A Music Café, Goshen Middle School, Spaulding, Marr Cook Elementary, and Skyline. Trustee Allen asked if new trophies were going to be created each year. Park Commissioner Maphet stated he likes the idea of it being passed around from year to year. Trustee Allen requested that Park Commissioner Maphet also look into Ms. McCulley's request for a mirror at the entrance of the park. Trustee Hausermann stated he would contact the county about the addition of a mirror in that location as well. Mr. Maphet also inquired about the road closures for the Memorial Day Marr Park 5k on May 29th at 8:00 a.m. sponsored by J. Daniels. Director Seyfried stated that the road closures were approved.

David Dinwiddie-State Route 132

Mr. Dinwiddie thanked the board for the recent changes, and believed that things were starting to come together for the township. Mr. Dinwiddie congratulated Chief Rose and Administrator Pegram. Mr. Dinwiddie stated that he had some concerns about the liability of the Police use of Narcan, and Chief Rose answered them previously in the meeting. Trustee Hausermann requested that Mr. Dinwiddie also inform the community of the Farmer's Market. Mr. Dinwiddie



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stated that the farmer's market is still looking for vendors, and asked that anyone interested contact him so he can update the website, and added that the fees have been reduced to entice vendors to join the park sponsored event. He stated that items that can be sold include artisan products, produce, and plants, and begins June 3rd.

James Constable-Cherry St. Blanchester, Ohio

Mr. Constable provided board with Hamilton County Sherriff's report with highlighted items he believed the board should have handled differently. Mr. Constable asked the asking price and zoning of the park property to be sold, and that it is zoned R-5, as well as inquired if the township has made an offer on the leased firehouse property on State Route 28 & 48. Trustee Allen stated that they are organizing, and will be advertising sale information when they obtain it, as there is no asking price as of yet. Trustee Allen stated that the board had no information about any property purchases at the time. Mr. Constable stated that he received the State Audit Management Letter from the auditor's office upon request and listed items on the management letter for the board to clarify. Trustee Allen stated that when dealing with audits, the auditor comes in sometimes 2 years after the year they are auditing, and that some of the items carry over in to the next year, because they were not pointed out until the audit year. In the following audit, it is shown that the items were corrected. She stated that none of the items were severe enough to actually be considered a finding, and checks that were previously carried over have been purged by the auditor's office. Trustee Allen also stated that continuing education was a requirement, and the township has completed the form stating that the township was exempt. In regards to public records requests, it sometimes takes time to get the requested information from whoever holds it, to the Administrator, and Trustee Allen requested Administrator Pegram update the policy manual.

Carolyn Lenhardt-Loveland, Ohio

Ms. Lenhardt stated that she had an emergency, and the care she received from the fire department and life squad was of a very high standard. She stated that she has met some of the finest officers in Goshen. Ms. Lenhardt stated that she has had an ongoing problem, and respectfully requested a meeting with the trustees, as she says she is a victim of crime, and asked for parameters of evidence as she has not been able to get the criteria for that. Trustee Allen stated that the police department went the extra step in involving the prosecutor's office, and it is the way the township is required to operate, and she would have

