

ANNUAL REPORT 2012

Value-Based Growth



Union Township
Clermont County, Ohio

Est. 1811

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ANNUAL REPORT 2012



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ANNUAL REPORT 2012

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Township Administration

"On behalf of the Board of Trustees, I would like to thank our customers for continuing to make Union Township one of the most livable communities in the country." This introductory remark never gets old because the single purpose of the employees is to follow the direction of the Union Township Board of Trustees, all of whom are elected to serve the people of this community.

While many other cities, villages and townships languished in disarray, Union Township established quantifiable goals and moved decidedly toward accomplishment again in 2012. To this end, I believe that the policies of the Board of Trustees and the actions of the employees exemplify this basic understanding, culminating in a great community during very challenging times.

As in 2011, the Board of Trustees continued its cost savings measures in 2012. Total revenue dropped from \$26.5 million in 2011 to \$26.1 million in 2012. Accordingly, the board reduced spending from the two largest accounts, the General Fund and the Safety Service Fund (police and fire) accounts by more than \$625,000, while increasing the unencumbered final cash position.

The much anticipated opening of Jungle Jim's International Market occurred September 25, 2012. The event drew regional and national attention, with an estimated 10,000 people ready to open the facility. This project has become a framework for success in building public and private partnerships that generate increased property value, new investment, new jobs and the elimination of blight.

New investment and reinvestment into the area also continued in Ivy Pointe. Along with the announcement in 2011 of the Total Quality Logistics (TQL) expansion set to break ground in 2012, Cincinnati Children's Hospital Medical Center purchased a 20-plus acre tract of land in Ivy Pointe. The hospital is looking at options that include the creation of a new medical office facility and campus that will add to the regional job creation effort of the Board of Trustees.

As an organization, we continue to look toward improvement in customer service and the quantity of service performed. Staff reductions in the organization total more than 20 since 2010 without the loss of service. Our employees continue to be some of the best in the country. All services are accredited and we remain the only township in the country to have a nationally or internationally accredited police, fire, communications, public works and cemetery.

A review of the remainder of the report will demonstrate that each of the departments enhanced operations during the last calendar year. Please feel free to comment on the information provided. Our offices are open during normal business hours and we certainly welcome a chance to demonstrate our commitment to our customers.

Very truly yours,

Ken Geis
Township Administrator



FINANCIAL POSITION

The township posted a year-end unencumbered balance for all funds of \$10,068,591, up from \$9,370,511 in 2011. In September, 2012, the township received an Aa² rating, recognizing the stability of the township's financial condition.

CIVIC CENTER

The Union Township Civic Center grows in popularity each year. Open from 8 a.m. to 10 p.m. seven days a week, the traffic in and out includes teams and organizations from all over Clermont County utilizing the beautiful gym and four meeting rooms of various sizes. The Contract Postal Unit on the lower level extended its hours during the month of December because of ever-growing business. Cincinnati Metro Park-n-Ride offers service to and from downtown and the parking lot is filled to capacity Monday through Friday. The Clermont Senior Services Inc. Learning Center is one of the most active, if not the most active, in the county. Finally, The West Clermont Local District calls the Civic Center home. Each year, almost a third of a million people take advantage of the many amenities the Civic Center offers.

Events

The state-of-the-art Amphitheatre, on the grounds of the Civic Center, was the venue of 13 summer concerts in 2012. It was also the location of the second formal flag-burning ceremony in June, hosted by the Vietnam Veterans Chapter 649.

Unfortunately, the third annual Tree Lighting Ceremony was canceled due to inclement weather, but the tree and grounds were lit up with thousands of lights to celebrate the Christmas season.

Partnerships

U.S. Representative Jean Schmidt maintained a satellite office in the Civic Center for the second year. Township Hall was the site of her annual Open House, displaying the art work of her district-wide high school art competition.

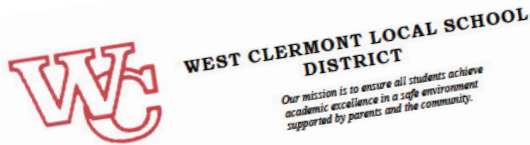
In addition to the many groups utilizing the gym, the Union Township Board of Trustees is proud of its partnership with the Glen Este Youth Basketball Association, a non-profit organization coaching teams from kindergarten to 12th grade, who use the gym as a home base during the winter basketball season for practice and games.

Many non-profit organizations use the meeting rooms on a regular basis. From the American Cancer Society to various veterans' groups, from PTOs to Boosters' organizations, and from Girl and Boy Scout groups to homeowners' associations—all are welcome and represented in the constant flow of traffic in and out of the Civic Center.



Township Administration

Providing space for the West Clermont Local District and Clermont Senior Services Inc. was a priority for the Union Township Board of Trustees before the building was even finished in 2004. It is important to the trustees that the bridge between youth and seniors in the community be strengthened by the partnerships that exist in the Union Township Civic Center.



WEST CLERMONT LOCAL SCHOOL DISTRICT

Our mission is to ensure all students achieve academic excellence in a safe environment supported by parents and the community.

ALANA CROPPER, CPA
TREASURER

GARY E. BROOKS, Ed.D.
SUPERINTENDENT

January 23, 2013

To Whom It May Concern:

As superintendent of West Clermont Local School district, it has been my distinct pleasure to continue to grow our on-going collaboration with the professionals employed by the Union Township Trustees. Since August 2004, Union Township administrators and trustees have provided office and conference space for our central office staff through a Tax Incremental Financing agreement initially proposed by Township Administrator Mr. Ken Geis. Since that time, we have had a symbiotic relationship with the Union Township team working of grant proposals, long-term business-friendly financing for potential developers, and other projects of mutual benefit to the community. We believe that this relationship is positive for both entities, underscoring both organizations' ability to forge alliances that enhance instructional opportunities for students and promote job growth in this area.

The central location of the Civic Center makes it ideal for hosting professional development activities for staff during the day and community/school board meetings in the evening. The Township broadcasts our school board meetings via their community access channel further expanding the township's value to West Clermont Schools and its residents. We collaborate on other community events such as concerts, memorial services, and community forums. Our central office staff constantly utilizes multiple in-house conference rooms in the Civic Center at great savings to the district's bottom line. The convenience of having an in-house post office in the facility is an added bonus.

The township trustees are a gracious and accommodating host for West Clermont schools. We are grateful for their support and for this excellent facility we call home.

Respectfully,

Gary E. Brooks, Ed.D.
Superintendent of Schools

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CLERMONT SENIOR SERVICES

service with heart

Phone: (513) 724-1255
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www.clermontseniors.com

Dear Union Township Trustees:

The relationship between Clermont Senior Services and Union Township continues to be a rewarding collaboration and manifests itself in a number of ways.

It is an annual tradition now for CSS to provide free shuttle service at the Mt. Moriah Cemetery Walk. It's a touching event and we are honored to participate. It's also an opportunity for non-seniors to meet one of our drivers and ride on one of our buses. The drivers enjoy it also and have commented on what a nice event it is.

New this year are monthly history tours of Union Township. CSS is delighted to provide transportation at cost for this service. A few seniors have commented at the center on how much they have enjoyed the tours, which are open to all ages. Tours are planned and facilitated by the Township.

Of course, the Union Township Senior Center, operated by Clermont Senior Services, is the heart and soul of our collaboration. From the beginning, we anticipated a lot of people would benefit from senior activities being offered at that site. It continues to exceed our expectation. Last year we averaged about 675 visits per month.

Dozens of activities are offered for free and low cost. Activities are designed to stimulate seniors mentally, physically, and artistically, and include classes in art, floral design, basket weaving, computers, yoga, chair volleyball, men's basketball, and many more. These activities are important because socialization and lifelong learning are key elements in maintaining a healthy lifestyle for older adults. In addition, AARP annually provides free tax preparation at the center. Last year about 700 seniors benefited from this service alone.

The Union Township staff continues to be a pleasure to work with. They have made us feel so welcome over the years. We are truly grateful for their support and friendship. A good part of the success of the center goes to them.

Thank you on behalf of the hundreds of senior citizens that attend this center every month. We look forward to many successful years together.

Sincerely,

Linda Eppler, Director
Community Services

Our mission is to improve the quality of life for older adults by providing a broad range of home and community based services, enabling them to remain as active and independent as possible.





Fire Department



To the Board of Trustees and Administrator Geis:

I am pleased to present the 2012 Fire Department Annual Report.

As has been the trend over the last several years, the department continues to stretch limited resources while delivering life safety services second to none and maintaining international accreditation.

Services provided throughout the year include emergency EMS, fire and rescue response, fire safety inspections, code enforcement, plan reviews (new construction & renovations), fire hydrant inspections and maintenance, CPR & AED classes, fire extinguisher training, public education & prevention, car safety seat installation/inspections, fire drills, fire safety education and blood pressure screenings.

It is an honor and privilege for the employees of the fire department to continue to provide these essential services to the residents and businesses of Union Township and the Village of Amelia.

Sincerely,

Stanley G. Deimling
Fire Chief

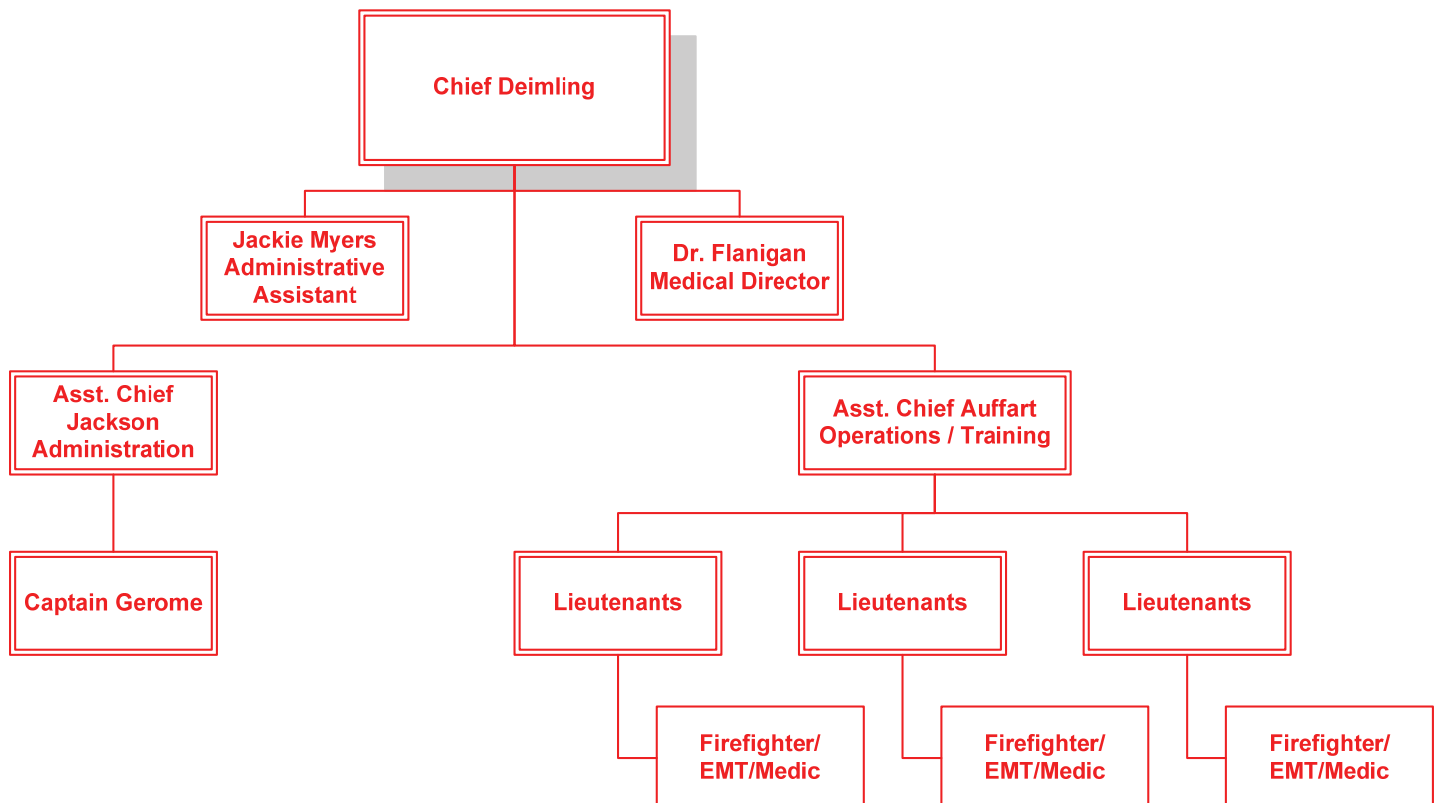




Mission

It is the mission of the Union Township Fire Department, Clermont County, Ohio, to strive to be on the cutting edge of excellence by exceeding expectations in providing Life Safety Services to the community;
to promote the protection of lives, property and the environment through prevention, education, timely response, mitigation and the actions of highly trained, dedicated and motivated personnel.
This mission is directed at making it a safer and healthier community.

2012 Organizational Chart



WORK LOAD

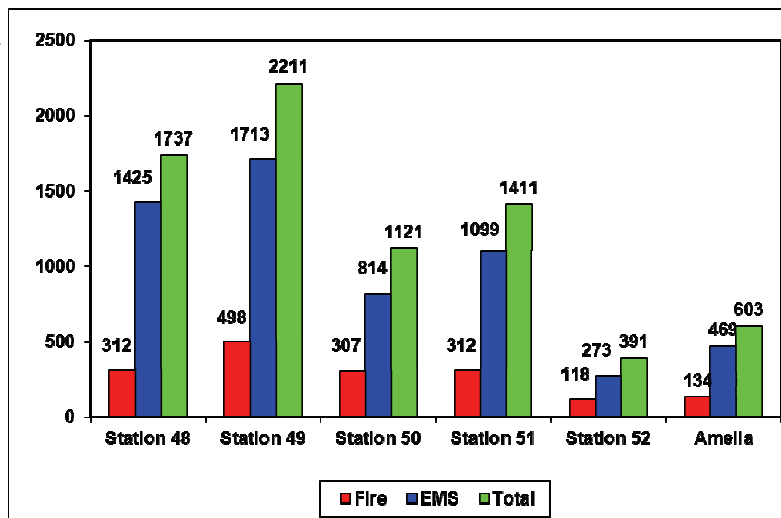
The fire department responded to 1,793 fire calls and 5,862 medical calls for a total of 7,655 calls. The following chart breaks down the call volume among our five stations.

- Station 48 - 855 Ohio Pike.
- Station 49 - 718 Cincinnati-Batavia Pike.
- Station 50 - 1141 Cincinnati-Batavia Pike.
- Station 51 - 860 Clough Pike.
- Station 52 - 3873 Bach Buxton Road.

The chart to the right does not include:

Mutual Aid Incidents—156

Not Reported Incidents—25



APPARATUS/EQUIPMENT

During August, the department received two 2012 International Wheeled Coach ambulances. These two ambulances were built after many hours of research was completed and specifications were written by the department. The new ambulances incorporate the latest technology and safety features for the patient and the crew. After final outfitting and training were completed, the ambulances were placed in service in September.

Included in the purchase of the ambulances were new cardiac monitors. The Physio Control Life Pac 15 monitors that were purchased offer the latest technology in cardiac care and diagnosis of specific medical emergencies. The availability of this new diagnostic tool enhances the capabilities of the paramedics in providing care to their patients, which in turn correlates into better patient outcomes.

The UTFD also purchased a few new medical devices during the year. The department purchased a new tourniquet device that is easy to use and is actually the same device that is provided to the soldiers prior to going into combat. The department also purchased a pelvic stabilization device that is also easy to apply and is very effective in stabilizing the injured pelvis. Prior to this device the stabilization of an injured pelvis was very complex and the effectiveness of past devices was only marginally successful. These devices, along with the EZ-IO devices mentioned under the grants section, were all purchased with the goal of improving patient outcomes.

TRAINING

In 2012, the employees of Union Township Fire Department received more than 9,270 hours of training in many different aspects of public safety. Training was conducted by fire and EMS instructors from within the Union Township Fire Department and from outside agencies. As an Ohio Certified Continuing Education Site, the UTFD's Certified Emergency Medical Service instructors provided each paramedic with over 48 hours of refresher training. All the EMS training allows our paramedics and EMTs to recertify their State of Ohio credentials through the Ohio Department of Public Safety. Along with EMS training, classes in hazardous materials, fire suppression and fire investigation were attended by our firefighter/paramedics. All these types of training allow our responders to keep current on the latest trends in response and mitigation for all types of incidents.

Whether it's daily company drill, weekly EMS continuing education, recertification training, or training on new equipment, the Union Township Fire Department is committed to keeping its employees up to date.

and well trained in the latest techniques and procedures in the fire and EMS fields, thus providing its residents with the best and most efficient public safety services available.

GRANTS

The department received two grants during 2012. The first grant was received from the Ohio Department of Public Safety in the form of an Emergency Medical Services Grant for the purchase of equipment. The department outfitted each paramedic unit with EZ-IO devices and the ancillary equipment that is necessary to use the devices. This piece of equipment is used for the critically ill patient to gain access to administer fluids and medication quickly and efficiently.

The second grant was awarded by the Firehouse Subs Public Safety Foundation in the amount of \$15,097. The funding from the grant was used to purchase 416 smoke detectors and 204 carbon monoxide detectors to be distributed to residents who do not have them in their residences. The department had previously received these life saving devices from two outside agencies, but, unfortunately, both these agencies had to make drastic budget reductions and the smoke detector and carbon monoxide program that they provided to the department was cut.

INTERNAL PROTECTION PROGRAMS

The fire department completed numerous internal protection programs during 2012. These programs are intended to provide assurance that emergency equipment is in proper functioning order. They include fire hydrant maintenance and testing, fire hose testing, testing and certifying fire pumps on apparatus, testing and certifying fire ladders, and maintaining dry hydrants installed in the township. During 2012, the department serviced, flushed and painted fire hydrants and tested 25,000 feet of fire hose.

FIRE CHAT

Since the Union Township Fire Department debut of the cable talk show *Fire Chat* in January, 2007, the show has been well received by the citizens of Union Township. Host Captain Perry Gerome interviews guests in the studio at Station 51, concentrating on educating the public on a myriad of special topics and services provided by the fire department. These topics include fire safety tips relevant to the viewers such as how to manage a kitchen fire, conducting a home fire safety drill, creating a fire escape plan, how to operate a fire extinguisher, and other seasonal safety tips.

Special guests provide an inside perspective to fire safety while highlighting the programs and services available to the residents of Union Township. *Fire Chat* provides life safety information that is relevant to the current challenges faced by the fire service today. Captain Gerome states that, "Educating the public about fire safety to prevent fires from occurring has to be a priority in Union Township."

Fire Chat is aired throughout the week, every week, on Union Township Cable Television channels 15 and 22.

PREVENTION AND EDUCATION

The department continues to be proactive in the areas of fire prevention and education. The department provided township residents with smoke detectors and carbon monoxide detectors at no cost. The use of smoke detectors and carbon monoxide detectors are essential life saving tools. The department distributed 76 smoke detectors, 62 carbon monoxide detectors, 45 batteries, and 88 Vials of Life to residents.

Car Safety Seat Inspections

Car safety seat inspections continued during the year. The department has been very proactive in educating the public in the need for these inspections. During the year, 114 car safety seat inspections were completed.

CPR Education

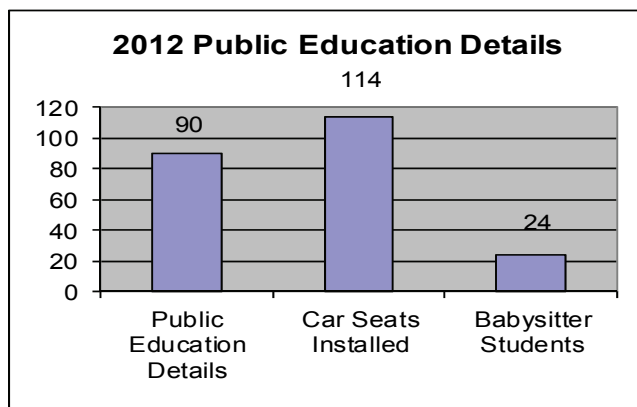
School CPR education continued to be a joint effort between the department and the West Clermont Local School District. This training is required for graduation. The department works with Glen Este High School to coordinate this training by department personnel as part of the school curriculum. During the year, 763 students were educated in Cardio Pulmonary Resuscitation and the use of Automatic External Defibrillators.

Community CPR also continued to be a focus of the department. The UTFD educates numerous businesses, neighborhood groups, and community groups in CPR and the use of automatic external defibrillators (AEDs). The department also provides fire escape plan training, fire extinguisher training, home fire inspections, and other non-emergency type education to these same groups. The fire department continues to feel that education is the key to fire prevention and loss of life.

The Fire Department in Our Schools

Firefighters continue to provide education for local school children, as well as utilize the fire safety house for this education. The fire safety trailer is also used for additional community education programs.

The department continued the "Adopt-A-School" program in township elementary schools. Lt. Vicki Conneighton has coordinated this program and the concept is for each crew to adopt a school within their response area and have a presence in that school throughout the year. Members of the department assist in their schools every couple weeks for an hour or two. The firefighters participated in



activities including reading to students, participating in school projects or school fairs, and having lunch with a group of students or a class. These activities also include fire safety education and familiarization of the crew with the school building layout and the school staff. The education the students, staff, and firefighters receive will be extremely helpful in the event of an emergency at school or at home.

Red Cross Babysitter's Classes

The department held three American Red Cross Babysitter's Classes, led by Lt. Vicki Conneighton. The target age group for this class is young adults between 11 to 15 years of age. The classes were held at Station 51. In 2012, 24 young adults attended the babysitter's class. The girls and boys learned skills which will make them excellent babysitters for family and friends and allow them to make a little money for themselves. The course is designed around four major themes: leadership, basic care, safety & safe play, and first aid.

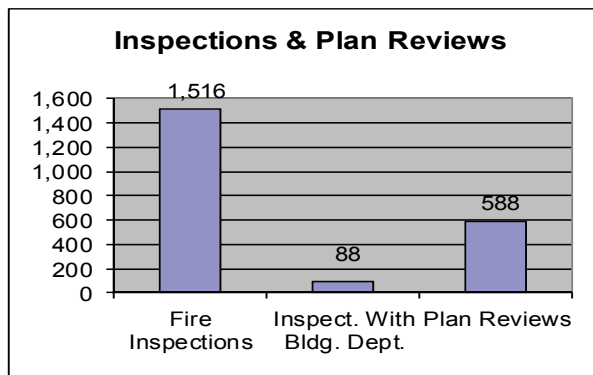
Several of the topics covered were ensuring children's safety, basic care and first aid, cleanliness, personal hygiene, feeding, diapering, games for all ages, preventing accidents and how to respond in an emergency, just to name a few.

The reaction from students in attendance continues to be very positive.

PUBLIC ACCESS DEFIBRILLATION

The department continued to work with local businesses to install Automatic External Defibrillators in their business locations. To date, 90 AEDs have been installed in local businesses. The fire department continued to provide the training for these devices, as well as provide monthly operational checks of each unit.

FIRE INSPECTIONS AND PLAN REVIEWS



The department conducted 1,516 business fire safety inspections in accordance with the Clermont County Fire Code. These inspections were conducted by certified, on-duty fire safety inspectors with the goal of providing a safe occupancy for the business owner and the occupants/customers.

In conjunction with the Clermont County Building Inspection Department, 88 inspections and 588 sets of building plans were reviewed. These inspections and plan reviews provide the department a proactive pre-occupancy approach to code compliance.

An area that was expanded upon in 2012 during the plan reviews was the installation of Knox Boxes. These secure devices are designed for the business owner to purchase and install on the building with a set of keys to the entry doors locked inside. The fire department is the only agency that has access to the contents of the Knox Box. The purpose of the Knox Box is to allow the fire department to gain access to the business during non-business hours in the event of an emergency and also permits the fire department to re-secure the building if an actual emergency does not exist. Prior to the installation of this system, many times forced entry was required to gain access, causing the business owner to incur additional cost to repair the damaged entry door. At the end of 2012, there were 360 Knox Boxes in service in the township.

One of the major developments on which the department worked with the building department was the redevelopment of the old Bigg's property. The property was purchased for the development of a Jungle Jim's International Market and new tenants for the remaining spaces in the complex. After many hours of meetings and inspections to assure the project met the fire and life safety requirements, Jungle Jim's and multiple other tenants opened in the fall of 2012.

CUSTOMER SATISFACTION SURVEYS

The department solicits feedback from residents who use our services through Customer Satisfaction Surveys. These surveys are a tool to gauge the department's performance and the overall satisfaction of the customers we serve. The surveys are sent to recipients of emergency service as well as non-emergency details, including public education and fire safety inspections.

Once the surveys are returned they are reviewed by management and issues are addressed for improvement or praise and appropriate feedback is given to the employees involved. The survey is broken down into six categories and each question is given a rating of 1 to 3; three is exceeding expectations and 1 is less than expected.

In 2012, the department sent out 170 surveys. Forty-four surveys were returned, with an average score of 2.79. This indicated a very high level of satisfaction among those who responded.

AMELIA COVERAGE

2012 marked the eighth year of providing fire and emergency medical service to the Village of Amelia. During the year, the Union Township Fire Department responded to 469 emergency medical incidents and 88 fire incidents. The department continued to be proactive in providing public education to the citizens and business community in the village, as well as recertifying the police department in Cardio Pulmonary Resuscitation (CPR) and Automatic Emergency Defibrillator (AED) use. The Union Township Fire Department attends the Amelia Village Council meetings to provide input and answer any questions or concerns the council members may have concerning fire and emergency medical and safety issues that arise in the Village.

Fire Department

EMPLOYEE NEWS

The Union Township Fire Department would like to acknowledge the many years of service given by the following dedicated employees, who left in 2012: Captain Perry Gerome, Lieutenant Vicki Conneighton, Lieutenant Scott McGhee, Firefighter Paramedic Ed Thomas, and Administrative Assistant Jackie Myers. The department would like to further acknowledge Captain Gerome's appointment as Chief of Sycamore Township Fire Department.



Captain
Perry Gerome



Lieutenant
Vicki Conneighton



Lieutenant
Scott McGhee



Firefighter/Paramedic
Ed Thomas



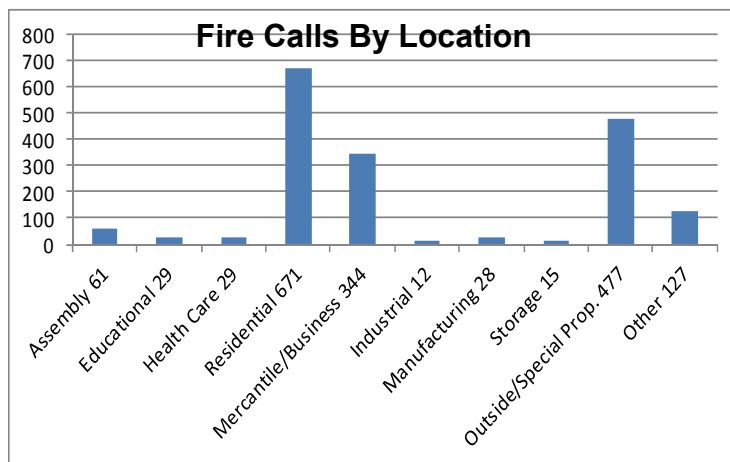
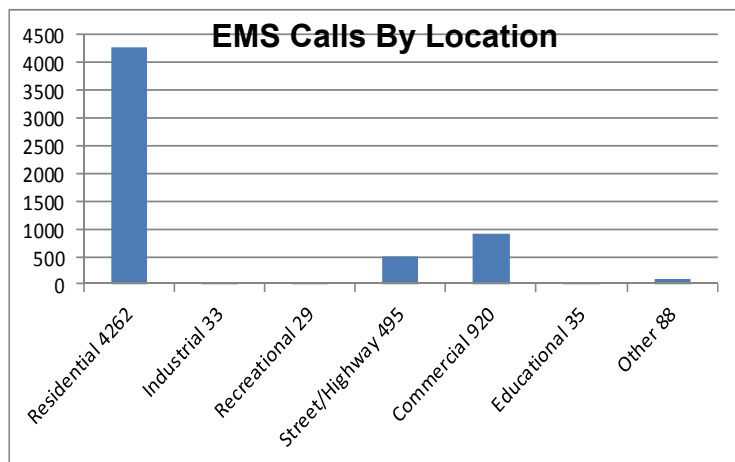
Administrative Assistant
Jackie Myers

NEW MEMBER OF THE DEPARTMENT

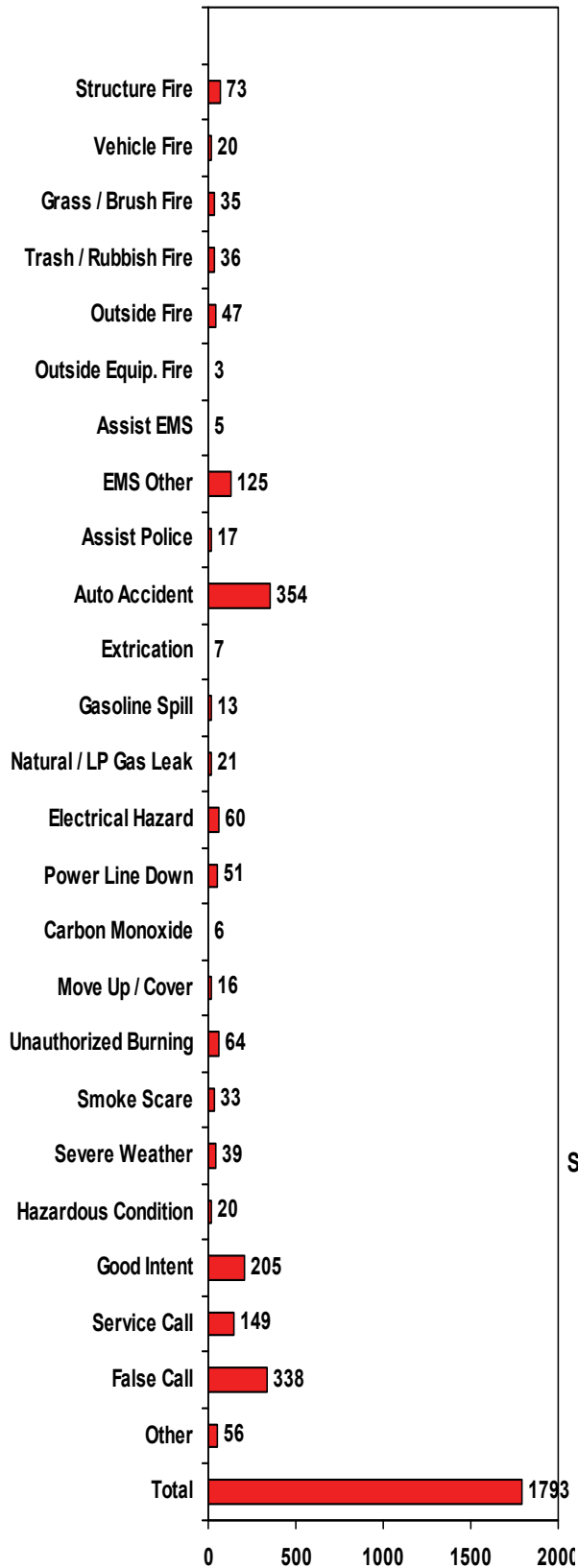
In mid-July, the Union Township Fire Department welcomed its newest member, certified arson dog Fuego. After a minimum of 12 weeks' training in commands and accelerant detection, Chief Stan Deimling spent two more weeks of 24/7, one-on-one training to create a personal and working bond. Fuego can discriminate the scent of hydrocarbons, the substance most commonly found at arson fires. He can detect gasoline, lighter fluid, charcoal starter, diesel, kerosene, acetone, Coleman fuel, brake fluid, paint thinner, turpentine and naptha, among others. Since being put into service, Fuego goes everywhere the chief goes. The dog is proficient in determining the absence of an accelerant as well as the presence of one. All of the dog's findings are relevant, no matter which way they point. Fuego has become an invaluable resource and member of the Fire Department.



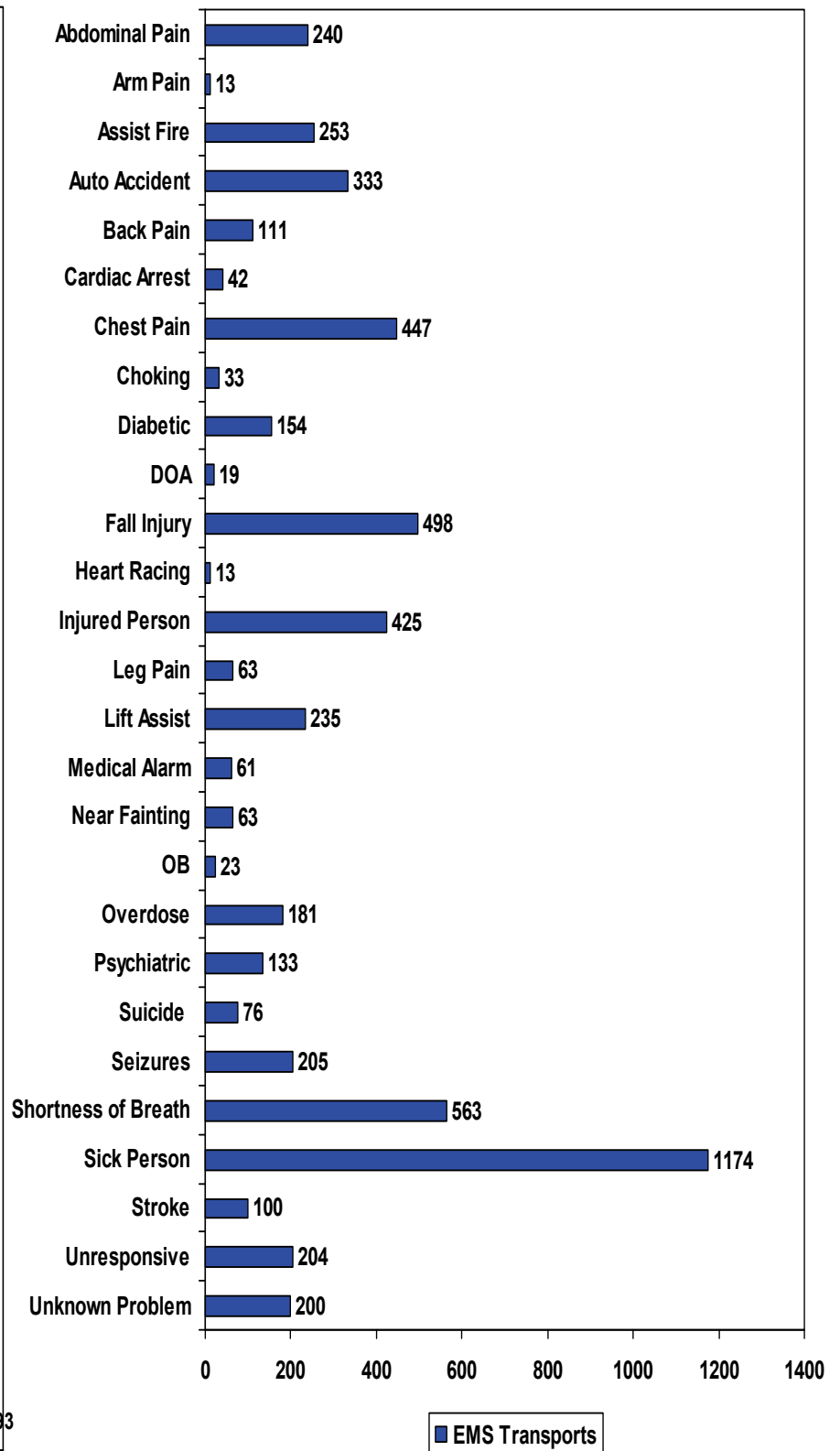
THE YEAR IN REVIEW



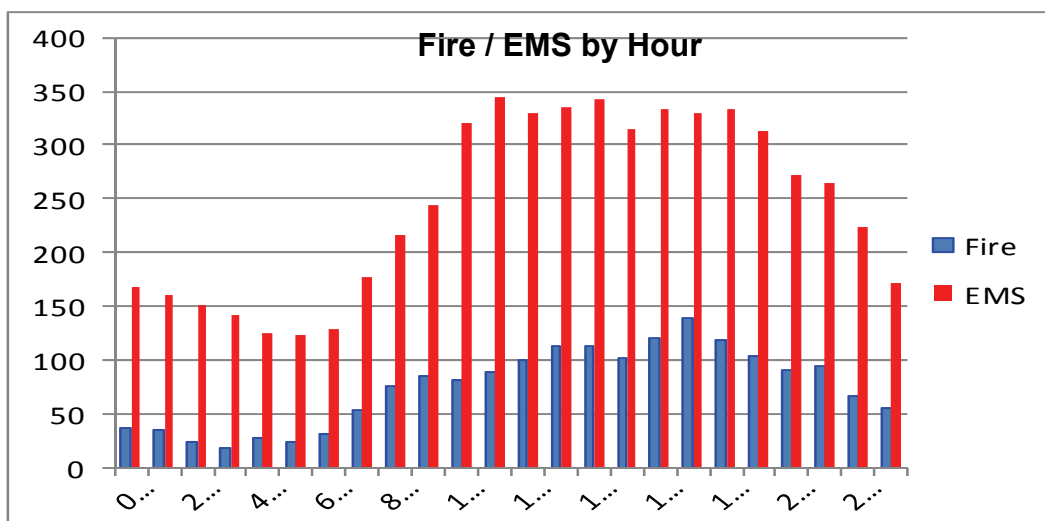
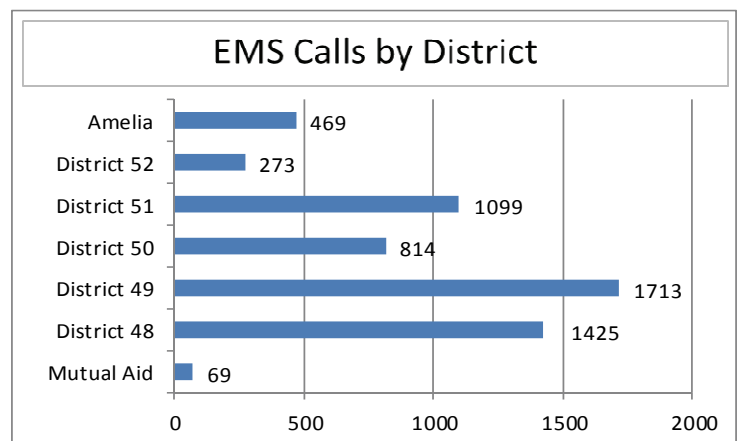
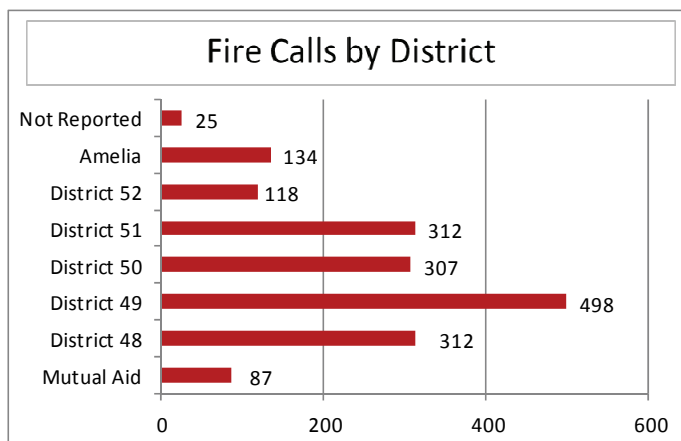
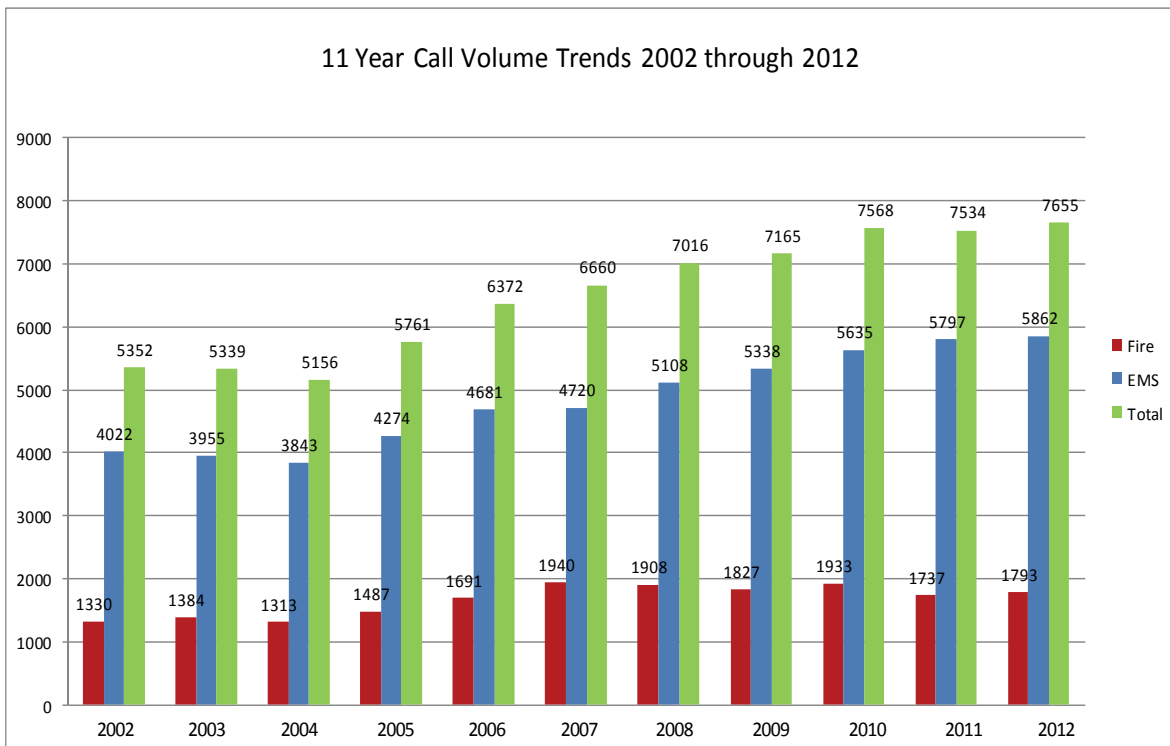
2012 Fire Responses



2012 EMS Responses

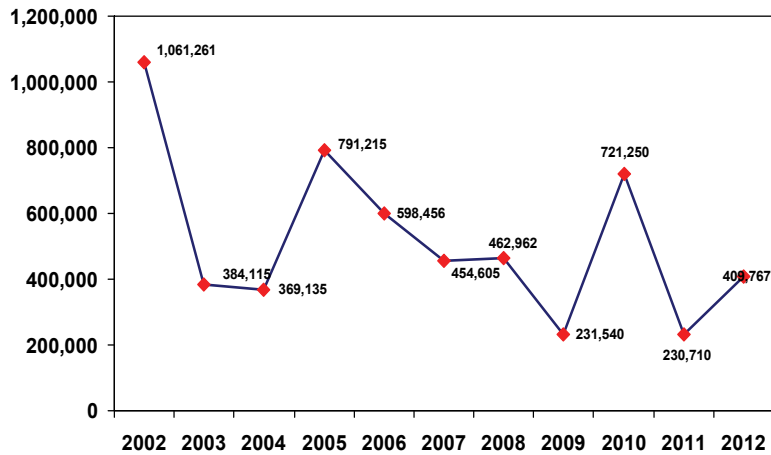


Fire Department

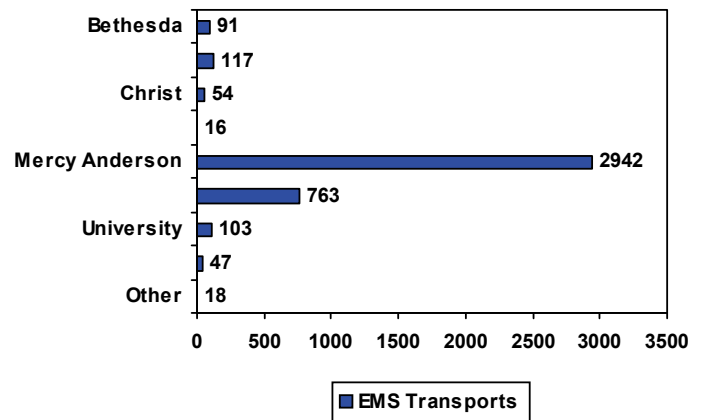


Fire Department

Fire Loss



EMS Transport Destinations

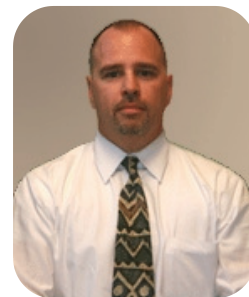


SMOKE DETECTORS AND SEATBELTS SAVE LIVES!





Information Technology



To the Board of Trustees and Administrator Geis:

I am pleased to present the 2012 annual report for the Union Township Information Technology Department.

As Union Township continues to expand with planned development and growth, the Information Technology (IT) Department remains an integral part of its operation by providing state of the art technology to each of the township's departments. Each and every year, our goal is to improve and enhance the services we offer.

IT is responsible for the management and support of the technology architecture, hardware, software, telecommunications, and respective resources throughout township administration. Each new year brings further development and implementation of projects that marry cutting-edge technology to the ever-expanding needs of our departments, and 2012 was no different.

Last year, IT continued to enhance the network environment by expanding the VM server technology and thin client workstations.

IT will continue to strive to insure up-to-date, state of the art technology is available to all users of the township's IT infrastructure to support a more efficient and productive work environment.

Sincerely,

Chip Stewart
Information Technology Director



IT manages all servers, workstations, laptops and peripherals, as well as eight proprietary software applications, office productivity software, four in-house developed databases, and the wide area network (WAN) and local area networks (LANs) at 10 facilities. IT is also responsible for the township telecommunications, including land lines and mobile phones. The township website, intranet and internet, and audio/visual systems fall under IT. IT also supports the township's access control and security systems, as well as the police department's 9-1-1 system.

PUBLIC SAFETY SOFTWARE APPLICATIONS

The IT department has played a major role in the support of the public safety software applications utilized by the police and fire departments. In 2012, new enhancements to the software were also provided by the developer and installed.

Last year also brought the planning, design and initial implementation of mobile devices in the public safety vehicles. *iPads* were purchased and configured for the police departments mobile needs.

TOWNSHIP AREA WIDE NETWORK

IT continued the upgrade of the township wide area network (WAN). Since the WAN inception in 1998, the network had been operating at 100bit Ethernet. In 2011, the core switches were replaced with 1000bit (Gigabit) Ethernet. In 2012, other switches were upgraded to the faster hardware. This had a tremendous effect on network speed. Plans to continue to upgrade the remaining facility switches in 2013 are in effect.

VM SERVER TECHNOLOGY

In 2011, IT enhanced the VM server environment. Another VM server was installed to handle the increase in demand on resources primarily dictated by the CAD system and increased number of thin clients. In 2012, another VM server was added to handle the increase in the number of thin clients and virtual servers. The VM environment has greatly reduced the power requirements in the datacenter as well as IT management.

THIN CLIENTS

IT continued to expand the number of thin client systems. Thin clients increased from five in 2010 to 16 in 2011 to 26 in 2012. As the older personal computers are retired they will be replaced by thin clients. Thin clients have no local operating system or applications, yet are capable of delivering a full PC experience to the user. This addresses the needs for reduced hardware costs, "greener," smaller footprint devices, a faster user environment, and simplified and reduced IT management.



Planning & Zoning Department

To the Board of Trustees and Administrator Geis:



It is with great pleasure that I present to you the 2012 annual report for the Union Township Planning & Zoning Department. The department staff remains committed to encouraging responsible growth while providing knowledgeable, friendly, and courteous customer service to both residents and businesses alike. Additional efforts have been made this year to improve quality of life through enhanced enforcement, economic development and business growth, cooperative relationships with other outside agencies, and advocacy on behalf the township with regard to planned transportation upgrades. Staff continued to engage in short term and long term planning projects in 2012, with the funding phase of the Union Township Safe Routes to School Sidewalk Planning Project initiated and awarded this year. We also saw the approval and opening of Jungle Jims Eastgate International Market, and several other new businesses, including Men's Wearhouse, Logan's Roadhouse, TQL II, Highway 55 Burgers & Fries, Smashburger, Five Guys, Sweet Frog Yogurt, Ivy Pointe Lofts, the expansion of A&P Technologies, and AE Door & Window, to name just a few of the exciting new developments in Union Township. Additionally, with the acquisition of significant acreage by Children's Hospital Medical Center within and adjacent to Ivy Pointe, the further development potential is outstanding for Union Township. Certainly all these activities contribute to the fact that Union Township remains a great place to live, work, and play.

The Planning Department actively works to forge and strengthen economic development partnerships, to review development plans and uphold the adopted land use plan, and to issue permits for new development and redevelopment activities. The department works daily to fairly and diligently enforce existing zoning regulations in order to preserve the character and charm of existing neighborhoods and business districts. The Planning & Zoning Department staff and I collectively look forward to striving for continuous improvement in all these areas in the months and years to come, and would embrace input as to how we can better serve the community. Continuing utilization of technology will better assist the staff in streamlining permitting, inspection and enforcement activities in 2013 and beyond.

As we move forward into 2013, the Planning Department remains poised and ready to plan for and guide continued growth and prosperity within Union Township. We are certainly thankful for the opportunity to serve the township and its residents over the past year, and do sincerely hope that 2013 holds great promise as well.

Very truly yours,

Cory Wm. Wright
Assistant Township Administrator
Director of Planning & Zoning

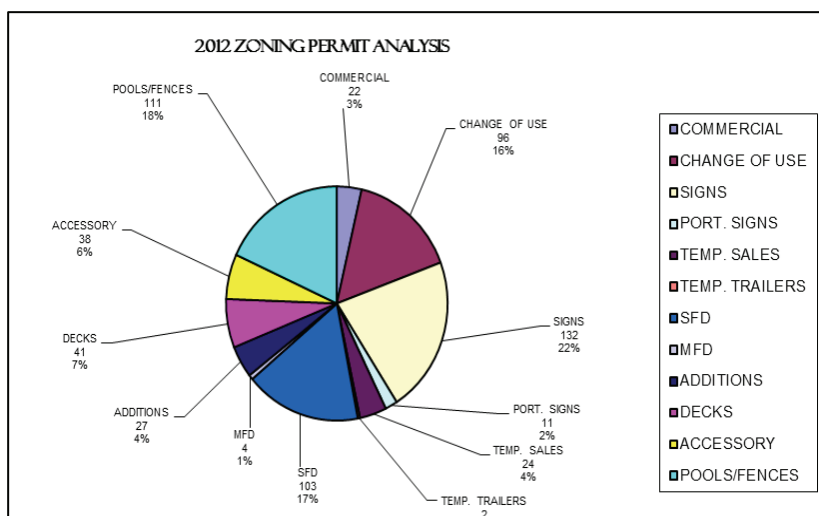
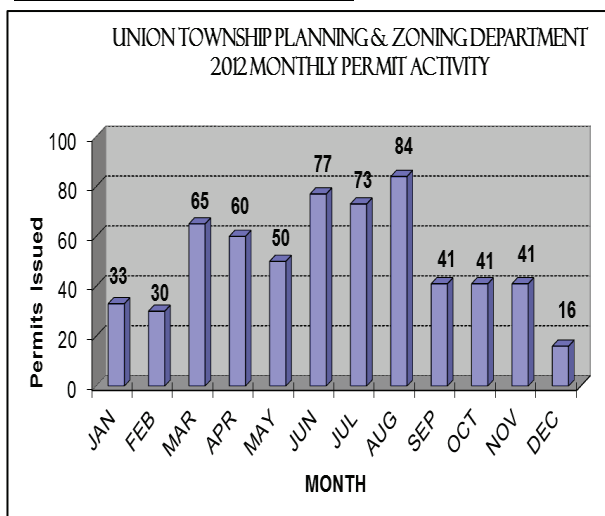


ZONING ADMINISTRATION

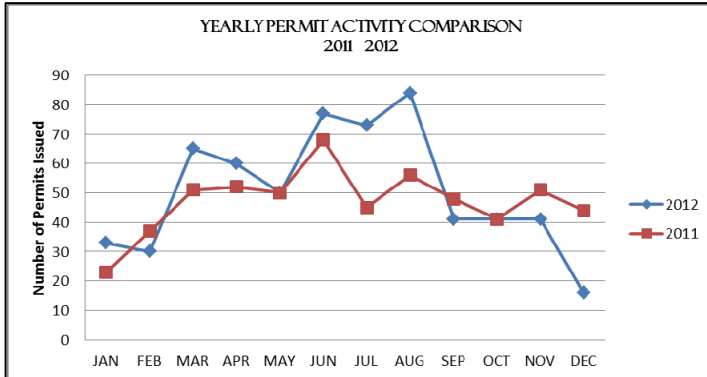
The Union Township Planning & Zoning Department issued 611 permits in 2012, exceeding the totals for the previous year by nearly 8 percent. New commercial activity was very strong, increasing 29.4 percent year-over-year, as were changes of use/occupancy permits, which also increased (by 17.1 percent). Residential permit activity remains strong, inclusive of new single-family dwelling (SFD) permits, compared to the previous yearly totals, increasing 9.6 percent year-over-year. Overall, permit activity remained steady or exceeded the activity of previous months for the majority of the calendar year. Moreover, the numbers of new commercial permits are reflective of a positive economic climate within Union Township.

Union Township continues to lead the county and the region in attracting new investment each year, in spite of challenging economic conditions. Permit activity at the end of the year exceeded totals for the previous year as well. Revenues collected in 2012 increased significantly from the total revenue collected in 2011 (plus 52.9 percent).

ZONING ENFORCEMENT



In 2012, the Planning & Zoning Department worked to maintain gains in overall aesthetic appearance and quality of life made during the past several years. The department recorded 189 zoning violation complaints from the public in 2012, up from the 175 received during 2011. During the course of investigation and routine inspection efforts, 131 properties were found to be in violation of the Union Township Zoning Resolution. The department continues to work aggressively to resolve complaints without the need for resorting to court action.



Declared nuisance properties declined slightly in 2012, with 24 nuisances declared throughout the year (down 7.7 percent). The percentage of properties declared as compared to the overall number of complaints continues to decline, as the department continues its efforts to track down responsible parties to secure abatement prior to the need for public action. However, in the event that a property is declared a nuisance and public action is ultimately taken to clean up the community eyesore, public monies expended to seek out, declare, and ultimately remedy the situations are recovered. The township's partnership with private firms to abate grass is again a success for the third consecutive year.

2012 INSPECTION DATA

ACTIVITY CATEGORY	TOTAL
Inspections	609
Complaints	189
Unfounded Complaints	68
Warning Citation	75
15 Day Noncompliance letter	23
30 Day Violation letter	5
Forward to Township Attorney	1
Resolved w & w/o action	131
Miscellaneous Issues	199
Violations Monthly Total	197
Reinspection of Violations	222
Nuisance Filed	24

YEAR-OVER-YEAR INSPECTION ACTIVITY

ZONING VIOLATIONS & INSPECTIONS	2011	2012
Public Complaints Received	175	189
Properties in Violation	128	131
Warning Citations Issued	85	75
15 Day Noncompliance Letter Issued	5	23
30 Day Violation Letter Issued	1	5
Violations Resolved	128	131
Legal Action Pursued	0	1
Zoning Violation Follow-Up Inspections	233	222
False Complaints Received	67	68
Miscellaneous Issues	196	199
Inspections	720	609
Nuisance Abatement Actions	26	24

BZA AND ZONING COMMISSION

The Union Township Board of Zoning Appeals heard eight cases in 2012, with the majority of those requests consisting of variance applications. In total, the board issued approval in six cases and issued two denials. The Zoning Commission also had one new case filed for review. Overlay District regulations adopted by the Board of Trustees in 2005 have further reduced barriers to development on otherwise challenging parcels. In fact, the Board of Trustees reviewed 19 Overlay District Applications in 2012. The streamlined PD District amendment process has resulted in the need for fewer rezoning applications. Facilitating reinvestment leads to a reduction in blighting influences, thereby ensuring that all the township's business corridors remain vibrant.

ZONING STATISTICS 2012

◇ Major Amendments to Approved Planned Developments heard by the Board of Trustees:		6
◇ Minor Amendments to Approved Planned Developments resolved by Administrative Action:		5
◇ Zoning Commission Cases:	Total Number of Cases Filed	1
	Zone Changes	1
	Zone Changes Pending 12/31/12	0
	Text Amendments	0
◇ Final Action of the Board of Trustees:	Zone Changes Approved	1
	Zone Changes Pending	0
	PD Major Amendments Approved	6
	Text Amendments Approved	0
	Focus Area Overlay Requests	19
	Overlay Approvals	19
◇ Board of Zoning Appeals:	Total Number of Cases Filed	8
	Appeals	2
	Conditional Use	0
	Variances	6
	<u>Action:</u> Approvals	6
	Denials	2

ECONOMIC DEVELOPMENT INITIATIVES

Several major projects made their mark on Union Township in 2012, thereby increasing economic prosperity for the township and the region. Jungle Jims Eastgate International Market opened in 2012, bringing significant vitality to the Eastgate South area. Today, the previously vacant complex is completely full and abuzz with new restaurants, shops, and other uses, and more than 500 employees. Ancillary economic benefits have resulted from this major tenant locating in Eastgate, as adjoining retail areas continue to see strong demand for tenant space. Furthermore, 2012 saw an announcement of Children's Hospital Medical Center acquiring more than 22 acres in the Ivy Pointe Commerce Park area, bringing a prestigious institution to the park already occupied by Total Quality Logistics, one of the region's most successful privately held companies. TQL also announced an expansion that will bring between 500 - 1,000 new jobs to the Ivy Pointe Commerce Park upon completion of the second phase. These projects were complemented by the announcement of the Lofts at Ivy Pointe, which represents a new and innovative approach to mix upscale residential housing of an urban character together with the burgeoning office park uses in order to foster the growth of a mixed use neighborhood.

CBL & Associates also significantly improved its property as well, with a new Men's Wearhouse opening along Eastgate Boulevard in 2012. Also, the mall developed a Logan's Restaurant on a long-vacant outparcel adjacent to I-275. Both new facilities opened in the latter part of 2012 and appear to be a great success, judging from the full parking areas. Ohio Valve Corporation and A&P Technologies invested heavily in the last year as well, with significant industrial expansions in an era where manufacturing has stagnated in other locations. Healthsource of Southwest Ohio completed its \$6 million investment in the Mt. Carmel area as well in 2012, and the UTCIC completed acquisition of the Boys & Girls Club facility, which will revitalize Mt. Carmel and provide a safe place for community oriented activities.

PLANNING INITIATIVES

Planning staff continues to participate with the CCTID's Regional Transportation Improvement Program (RTIP) by providing local input into the regional transportation planning process. Staff also represents Union Township at the Ohio-Kentucky-Indiana (OKI) Regional Council of Governments on a monthly basis. The department participates as a member of the Eastern Corridor Development Team, formed to continue the progress of this multi-modal plan. The department continues to work with ODOT relative to the funding elements of our successful Safe Routes to School program, and will be working to update that program soon, as required by the state.

In 2012, planning staff began to examine the current comprehensive planning document and formulate preliminary recommendations for modification. This process is one that requires public involvement and contributions from the community. The plan is, in itself, a fluid document, and one that has been able to adapt readily to our changing market conditions within the township.



Police Department

To the Board of Trustees and Administrator Geis:

I am pleased to present Union Township Police Department's annual report for the year 2012.

During these times of economic challenges, the Union Township Police Department continued to provide a standard of service of internationally accredited value throughout 2012. This was accomplished by its members' willingness to accept additional duties outside their immediate job descriptions. Ancillary duties were voluntarily accepted and completed while at the same time satisfying calls for service from the community as a priority. Last year's tallies indicate the more serious "Part 1" crimes reduced by 13 percent over the previous year.

The Union Township Police Department exhibited its continuing cooperative nature by increasing its number of officers assigned to the county-wide **Special Weapons and Response Team**. The agency's Investigation Division continues to perform polygraph examinations, as well as computer forensic examinations, for Clermont County agencies, resulting in admissions and successful convictions of serious violators. We continue to participate in the Clermont County Drug Task Force to include uniform members certified in the eradication of illegal dangerous and toxic methamphetamine labs. Cooperation across jurisdictional lines is what promotes Clermont County's quality of life.

Traffic congestion and offenses remain troublesome. In addition to investigating criminal and routine calls for service, officers trained specifically in traffic related issues remain available and respond 24/7 in the event of serious accidents requiring specialized training and equipment. We continue to participate in Ohio Governor's federally funded traffic enforcement initiative recognized by incentives and awards. Reports indicate that Union Township experienced a 5 percent reduction in auto accidents from 2011.

The end of 2012 saw the introduction of mobile computers in police vehicles due to unfunded mandates by the State of Ohio in regards to auto accident and crime reporting. This reporting will result in real-time incident tracking with less demand on clerical staff. The choice of the *Apple iPads* over the normally accepted *Tough Book* laptops was a savings of \$80,000, with comparable results. The project calls for records management use only with dispatching capabilities later in 2013-2014.

Union Township Police Department remains committed to serve and protect.

Respectfully submitted,

Terrence D. Zinser
Police Chief



Police Department



The members of the Union Township Police Department are committed to the principles that define democracy, including the protection of constitutional rights and equal protection under the law. Officers of the Union Township Police Department are expected to strive for:

- making the maximum contribution to enhance the overall quality of life in Union Township;
- having the courage to always fight injustice;
- dedication to protecting the innocent and providing aid to those who cannot care for themselves;
- prevention, resistance, and elimination of crime and the fear of crime;
- fostering a relationship of genuine mutual respect with the members of the community;
- achievement of personal and professional excellence;
- the ethical, consistent and equitable exercise of police powers and discretion.

ADMINISTRATIVE STAFF

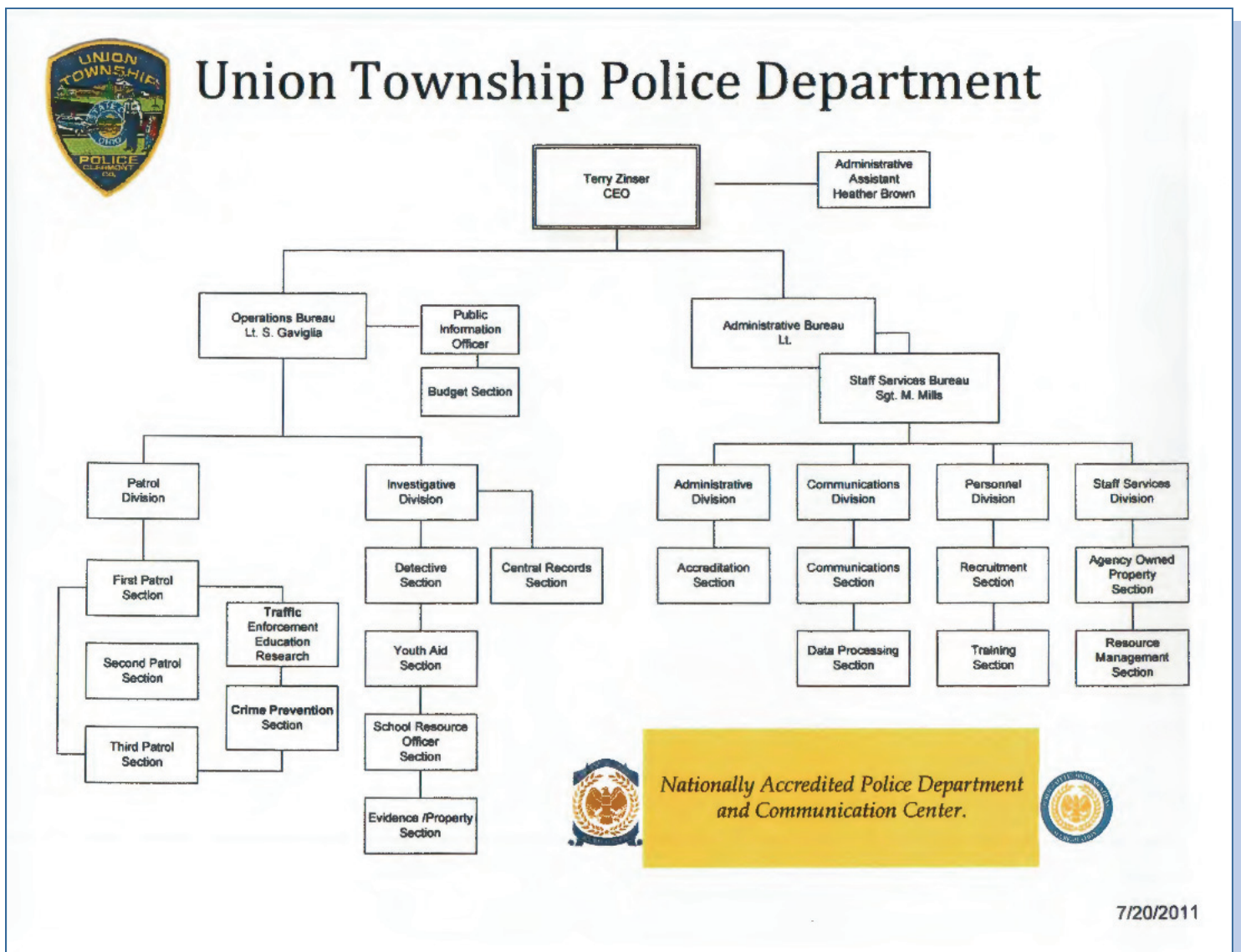
Lieutenant Scott Gaviglia is assigned as Commander of the Operations Bureau. He has been a member of law enforcement for 19 years and has been with Union Township since 1997. He served as a patrol officer, road patrol sergeant, and detective sergeant prior to his appointment to Operations Lieutenant in January, 2006. Lt. Gaviglia possesses a Master's Degree in Business Administration, is a graduate of the Southern Police Institute, Northwest Command School, and the Certified Law Enforcement Executive Program (CLEE). In 2012, Lieutenant Gaviglia was awarded the *Safety and Justice Award* by the Clermont County Chamber of Commerce during its prestigious Salute to Leaders banquet.



Sergeant Mike Mills Commands the Staff Services Bureau. He is a veteran police officer with 17 years experience, serving 14 of those years with the Union Township Police Department. He has served as a police officer and sergeant of road patrol prior to being appointed as Staff Services Sergeant in November, 2009. Sergeant Mills possesses a Bachelor's Degree in Criminal Justice and is a graduate of the Southern Police Institute.

Heather Brown is the Administrative Assistant to the Chief of Police. She has held that position since her hire in 1997. She continues to be a vital part of the administrative staff. Her duties are many, including human resource responsibilities.





The Union Township Police Department



PRIDE

PROGRESS

PROFESSIONALISM

2012 Crimes Reported, Traffic Enforcement, and Calls for Service

Crimes Reported	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
Part 1 UCR													
Murder	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	2	2	2	2	6	1	2	3	2	1	1	1	23
Robbery	3	0	1	1	4	2	0	3	4	1	2	4	25
Assault	10	15	18	5	13	6	11	11	15	5	7	9	125
Burglary/B&E	20	16	27	18	18	21	30	20	18	19	21	18	246
Theft/Larceny	146	119	122	150	156	149	121	146	118	146	117	128	1618
Auto Theft/Unauthorized Use	2	5	6	6	5	5	9	3	5	8	4	4	62
Arson	0	1	1	1	0	0	0	0	0	1	0	1	5
Domestic Violence	20	11	13	22	22	22	17	12	8	21	15	9	192
Total	203	169	190	205	224	206	190	198	170	202	167	174	2296
Other Non-UCR/General*													
DUI	24	21	32	30	26	17	17	26	22	21	16	16	268
All Other Offenses	173	175	188	186	170	190	177	157	140	116	115	137	1924
All Other Non Offenses	153	173	194	157	211	222	204	170	157	170	160	162	2133
Total	350	369	414	373	407	429	398	353	319	307	291	315	4325
Total Crimes Reports	553	538	604	578	631	635	588	551	489	509	458	489	6621
Traffic Enforcement													
Citations	347	309	287	302	251	243	222	231	249	251	181	228	3101
Warnings	608	613	399	383	358	411	338	333	409	268	349	275	4744
Traffic Stops	933	923	648	636	538	636	509	531	637	419	508	433	7351
Traffic Crashes	111	115	138	131	125	90	107	115	94	151	103	151	1431
Traffic Crashes on Private	38	16	41	26	34	25	33	37	35	34	35	39	393
Total Calls for Service	4690	4446	4814	4514	4983	4823	4883	4640	4601	4256	3986	4278	54914

*includes all non-UCR and other non-criminal information reports.

OPERATIONS BUREAU

The Operations Bureau consists of the Patrol and Investigation Divisions. Commanded by Lt. Scott Gaviglia, Operations is the largest agency bureau with an authorized complement of 48 employees.

The Patrol Division, largest of the bureau, is responsible for handling citizen calls for service, tactical response to apprehend criminals, community problem solving, enforcement of traffic laws, and investigation of traffic crashes. Citizen calls for service decreased 3 percent from the prior year. There was a decrease in the number of crime reports by officers. 6,621 total reports were generated, over a 9 percent decrease from 2011. Part 1 UCR Crimes (the major felony type crimes) decreased from 2,653, a reduction of 13 percent. Most of these were for reported thefts, greatly influenced by drug abuse.

The Road Patrol Section consists of three patrol shifts managed 24/7 by six patrol sergeants. Road patrol is assisted by a state certified canine unit that overlaps second and third shifts, as well as an investigator who overlaps first and second shift.

Several Patrol Division officers are certified Traffic Crash Reconstructionists. They are equipped with the latest technology and are capable of investigating any type of traffic crash, from a simple fender-bender to a multiple fatality. Enforcement efforts are targeted to increase public awareness of traffic laws and reduce the number of crashes. Traffic officers work closely with the Clermont County Engineer's Office in planning traffic flow as well as in identifying traffic hazards. The total number of number of crashes investigated in 2012 decreased by 5 percent from 2011. The number of arrests for Operating a Motor Vehicle While Under the Influence was 268, an increase of five arrests.

Crime prevention and public relations are considered a department-wide effort. Members are responsible for reaching out to the Union Township community with programs designed to inform and educate on a wide variety of subjects. Assigned personnel participate in local, state, and national organizations in order to network and keep current on trends and available programs. Every contact with the public should be considered an opportunity to serve and educate the public. The Union Township Police Department exhibits this belief through outreach programs such as Neighborhood Watch programs, Women's Unarmed Self-Defense classes, Citizen Police Academies and Reunions, a *National Night Out* crime prevention festival, School Safety Talks, Safety Trailer displays at local events, and more.



Women's Self-Defense



Citizens Police Academy



Safety Talk

The Investigation Division officers are assigned all serious felony crimes, missing persons and death investigations. Serious felony crimes include homicide, rape, robbery, aggravated assault, burglary, major theft or fraud, auto theft, and arson. The agency's School Resource Officer for the West Clermont Local School District's Glen Este campus is a unit of the Investigation Division due to the sensitive nature of the position. The SRO continues to show ownership in the school campus, involving himself in solving criminal offenses, discipline hearings and educating students. We continue to enjoy a terrific working relationship with the school district.

Within the Investigation Division are the certified evidence technician, polygraph specialists, and computer forensic investigator. During 2012, division officers worked over 564 felony cases, closing about 121 (22 percent) by arrest. Of the remaining, 328 (58 percent) were closed otherwise, inactivated, or unfounded. 135 (24 percent) remain open.

There were 2,345 pieces of property/evidence processed through the agency's property room, managed by one custodian/detective under the auspices of the Investigation Division. This one detective is responsible for preparation of court documents, transportation of evidence to crime laboratories, conducting auctions, and maintaining inventories. Inventories are conducted four times a year.

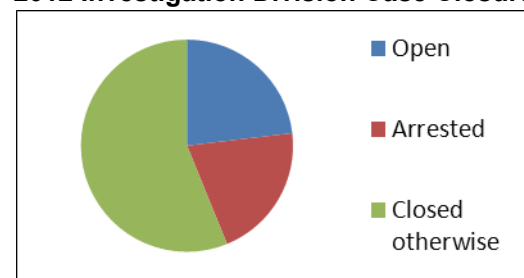
The Polygraph Unit performed eighteen exams, some for other agencies, which led to convictions of serious offenses.

Investigation Division officers receive advanced training in evidence gathering and processing, suspect interviewing, case preparation and management, and specialized homicide and sex crime investigation technique.

The 2012 investigative highlights included the successful conviction of the DeJaVu strip club, leading to its closure.

The Investigation Division participated in a federal investigation of human trafficking on a nation-wide level, originating in Florida and successfully concluding with federal court convictions.

2012 Investigation Division Case Closure



Central Records falls under the auspices of the Investigation Division for it is an integral part in the development of case assignments, crime statistics, and open-case updates. The Central Records Section processes all documents generated by police officers and manages a computerized records system which includes all citizen calls for service, crime reports, traffic crash reports, warrants and contacts with persons. Document archival is accomplished through electronic imaging. Public records inquiries and court filings are other important functions. The section handles thousands of documents each year generated by 57 sworn officers and requests by the general public.

ADMINISTRATIVE/STAFF SERVICES BUREAU

Staff Services Bureau and the Administrative Services Bureau were merged in 2011. Recognized for his leadership abilities and appreciation for detail, Sergeant Mike Mills is tasked as the commander. The Administrative/Staff Services Bureau is comprised of four divisions: Administrative, Communications, Personnel, and Staff Services.

The Bureau provides support services for the agency, including supervision of all non-sworn personnel, communications, records, personnel and training, information services, accreditation and public affairs. The Administrative Bureau has a complement of 13 non-sworn members.

Police Department



The Administrative Division is responsible for the accreditation process. Union Township is dedicated to the accreditation philosophy throughout its government services, to include national recognition of Police, Emergency Communications, Fire and Public Works. The Union Township Police Department's Emergency 911 Communications Center was first accredited by the Commission on Accreditation for Law Enforcement Agencies (CALEA) in 2010, at the same time the police department was



reaccredited for the fifth time. Both agencies are scheduled for reaccreditation in 2013. Upon its last reaccreditation, the UTPD was recognized as a **Flagship Agency** based on prior awards, its 2010 review by outside assessors and its overall performance and example of professionalism.



The Communications Division consists of 911 Emergency Dispatch (one of only two centers in Clermont County, Ohio), and Data Processing. Dispatchers share data entry duties and assist Central Records. These are important support functions of the agency, utilizing 13 non-sworn employees. Communications provides 24-hour emergency dispatching of police, fire, and EMS services for Union Township as well as for the neighboring Village of Amelia. The section handles thousands of telephone calls each month, emergency and non-emergency in nature. Emergency dispatchers are EMD & EFD certified.

The Union Township Police Department is dedicated to the training of its personnel under the direction of Sgt. Mills. Training in lethal and non-lethal force far exceeds those standards set by the State of Ohio. Training requests from members directly correspond to annual evaluations, endorsed by one's supervisor and approved by a training committee. The agency takes advantage of all local, state, and federal training offers. In-service roll call training included sensitive topics such as sexual harassment, racial profiling, human trafficking and others.

The agency continues to subscribe to an outside company to provide continual online graded training, under contract since 2011. Union Township Police Department members completed a total of 2,367.5 hours of training in 2012. Union Township offers its members a generous college tuition reimbursement.

Agency-Owned Property and Resource Management Sections of the **Staff Services Division** are responsible for all agency-owned equipment, vehicles and facilities, to include the ordering of approved purchases, inventory, inspection and repairs. The smooth day-to-day operation is heavily dependent on Staff Service's ability to satisfy needs. All agency-owned firearms are inspected on schedule and repairs are performed by trained and certified agency personnel. **All** member-issued equipment is inspected by the respective supervisor annually and they in turn report subordinates' needs to the Staff Services commander. Staff Services is credited with the acquisition in 2012 of US military surplus to include vehicles, rifles, and maintenance.

Every uniformed officer is provided training in the operation of the Humvee in case a tactical situation arises. Training includes the startup, operating, and providing cover and rescue of downed persons. The Humvee is available for county-wide assistance.



INTERNAL AFFAIRS AND CITIZEN COMPLAINTS

The Union Township Police Department maintains careful records of all internal investigations and citizen complaints. An internal affairs investigation is prompted by any alleged violation of criminal or civil law or corrupt activity. A citizen complaint is a non-criminal violation of agency policy or standards of conduct. The citizen complaint program requires written documentation and supervisory involvement in every complaint received. The Chief of Police responds to every complaint in writing as to the outcome. The complaint process and statistics are available to the public as required by CALEA standards and monitored for early warning purposes. In 2012, there were no internal investigations and four citizen complaints, no increase from the prior year.

Employee Grievances

The collective bargaining process provides a grievance procedure where disagreements about the application of the collective bargaining contract between Union Township and the Fraternal Order of Police may be resolved. Negotiations to renew the present labor contract will commence in 2013.

There were no grievances filed in 2012.

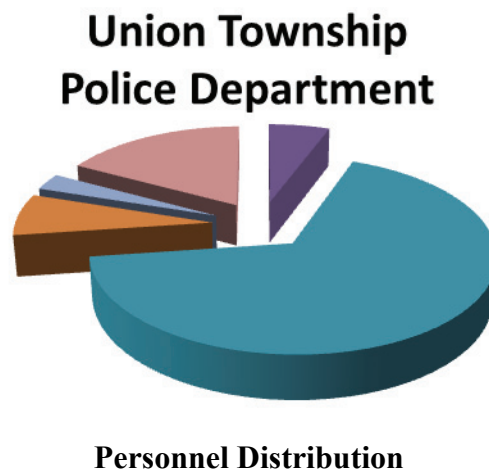
2012 Citizen Complaints	
Exonerated	0
Not Sustained	0
Unfounded	4
Sustained	0
TOTAL	4

Personnel Distribution

Sworn Positions	Cur- rent	Cur- rent	Cur- rent
	Male	Female	All
CEO	1	0	1
Lieutenant	1	0	1
Sergeant	8	0	8
Police Officers & Detectives	36	3	39
Sworn Total	46	3	49

Non-Sworn Positions	Cur- rent	Cur- rent	Cur- rent
	Male	Female	All
Administrative Asst.	0	1	1
Comm. Spec.	1	11	12
Non-Sworn Total	1	12	13

Totals	47	15	62
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ACHIEVEMENTS

The Union Township Police Department recognizes that certain actions or activities performed by members of the department, whether planned or in response to emergency circumstances, should be recognized and rewarded. For that reason the agency participates in recognition programs within, as well as outside, the department. Examples of recognition include the agency's annual *Chief's Award, Serving Our Community* on the UTPD website, *The Clermont County Citizens' Law Enforcement Association Banquet*, the *American Legion's Annual Appreciation Banquet*, the *Proclamation & Special Presentation* segment of the bi-monthly Board of Trustees' meeting, and the issuance of Letters of Commendation.

The Platinum Award is given to cities that have achieved "outstanding success" within the area of traffic safety, according to the AAA.



Detective Josh Bail, Officer Alex Koszo and Officer Chris Wilson were the 2012 recipients at the Clermont County Citizens for Law Enforcement awards banquet in the categories of Investigator of The Year, Medal of Honor, and Officer of The Year, respectively.



Lt. Scott Gaviglia, right, is congratulated by Tim Donnellon, Union Township trustee, on winning the Safety and Justice Award. The Clermont County Chamber of Commerce recognized Lt. Gaviglia for his leadership, through which " ... he has made a major contribution to the quality of life in the county."



Union Township Police congratulate Fire Captain Perry Gerome, newly appointed Sycamore Township Fire Chief.



Distinguished Service Award

Sergeant Jim McClanahan, left, and Officer Jeff Jenkins, right, were honored for their retirements from law enforcement after 30-plus years of service.



JULY 25, 2012 • COMMUNITY JOURNAL • A3



The Union Township Police Department Honor Guard received the Chief Judge's Award at a recent competition in Washington, D.C. The Honor Guard includes from left: Sgt. Eric Williams, Officers John Pavia, Rick Williams, Chad Lutson, Clay Zimmerman, Jeff Joehnk, Chris Wilson and Dan Wilfert. THANKS TO THE UNION TOWNSHIP POLICE DEPARTMENT

UT Honor Guard wins award

UNION TWP. The Union Township Police Department Honor Guard presented the trustees with the Chief Judge's Award conferred on them at the national Police Week Honor Guard Competition May 14.

The Chief Judge's Award is given to the team judges feel competed at the highest level, with the best performance in the routine phase of the competition. The award is prestigious because the judges are members of the United States Army Old Guard, the elite unit responsible for guarding the Tomb of The Unknown Soldier.

Sgt. Mike White of the Union Township Honor Guard said the award was poignant because members dedicated their routine to the memory of Sgt. Brian Dulle, a Warren County Sheriff's deputy who was struck and killed by a suspect's vehicle May

12, 2011. The fallen officer's wife and children attended the event.

"I have never been more proud of my department than on this day," White said.

In addition, the team finished fourth overall in this Fraternal Order of Police (FOB) national competition. The event consisted of an inspection, flag presentation and then an eight-minute routine.

"Our routine was a combination of a wreath ceremony dedicated to Sgt. Dulle, a flag fold, and a ceremonial rifle routine," White said. "The performance ended with the playing of Taps by Officer Chad Lutson.

"We were the only Ohio department, and by far the smallest agency, to compete in this competition. We out-performed much larger agencies. A total of 19 agencies competed," he said.



This strictly volunteer Honor Guard Unit has become a widely sought after feature to many local events. Past performances include:

- ⇒ American Legion ceremonies
- ⇒ Memorial services
- ⇒ Award banquets
- ⇒ Veteran events
- ⇒ Holiday parades
- ⇒ School functions & sporting events
- ⇒ Rotary international events
- ⇒ Political events



The challenge coin depicted above (front & back) was developed for the dedicated men and women of the Union Township Police Department, past and present, and for those in law enforcement who gave the ultimate sacrifice.



Service Department

To the Board of Trustees and Administrator Geis:

It is with great pride and pleasure that I present the 2012 Annual Report for the Union Township Service Department.



I can't believe that 2012 has already come to an end. It's been both an exciting and a challenging year; exciting year because of all the accomplishments of our department, and challenging year because we, like everyone else, must continue to find ways to do more with less.

The Union Township Service Department continues to be a leader in public works in our region and across the nation. The American Public Works Association has identified our department as a model agency. In the past year, many of our peers have studied our operations in an attempt to become more efficient and better serve their own communities.

In August, I was privileged to be invited to speak at the National American Public Works Congress in Anaheim, California. I was excited to share with my peers all across the country the possibilities for success through the accreditation process.

In November, I sat on an APWA committee for small cities and rural communities to help develop an outreach program to aid leaders in public works with the tools they need to be successful in today's economic climate.

In 2012, we have celebrated our departmental successes as we continue to live by our motto, "*Around here we don't look backward. We keep moving forward, opening up new doors and doing new things.*" I truly believe that our department's successes are directly related to the incredible support we receive from the Administrator and the Board of Trustees.

As always, I welcome any recommendations or suggestions on how the Service Department can progress in providing the types of services needed and desired by our residents, business owners and visitors to this wonderful community.

Sincerely,

Matt Taylor
Service Director



Service Department

The primary role of the Union Township Service Department is “... to improve and preserve the quality of life in our community by the pursuit of unparalleled services for our residents.” Union Township is the most livable community in Clermont County, Ohio, and one of the most desired destinations in the Greater Cincinnati region. All the Union Township departments, including the Service Department, work together to sustain a positive momentum for the community and the residents we serve.

The Union Township Service Department takes great pride in being the only township public works department in North America to be accredited through the American Public Works Association (APWA). The APWA is the authority in public works in the United States. We are extremely proud of the level of professionalism the members of our staff have achieved through their commitment to education and training.

We are proud to be members in good standing with several prestigious organizations, including the American Public Works Association (APWA), the National Parks and Recreation Association (NP&RA), the Public Works Officials of Southwest Ohio (PWSO), the Ohio Turf Grass Foundation (OTGF), the International Cemetery and Cremation Funeral Association (ICCF), and the Ohio Cemetery Association (OCA).

The Union Township Service Department is comprised of four major divisions and employs 17 full-time staff members. The four divisions of the Service Department are (1) Roads, (2) Parks, Buildings and Grounds, (3) Fleet Maintenance, and (4) Cemetery.

ROADS DIVISION



The Union Township Service Department's Roads Division is responsible for the preservation of 130 center lane miles of public roadways. These roads range from high volume traffic roads to small cul-de-sac streets. Many of these roads have concrete curb and gutters. The maintenance of these roads includes drainage improvements within the public right-of-way, pavement resurfacing, patching of potholes, line-striping, the treatment of roads due to snow and icy conditions, the installation and replacement of guardrails, and street and traffic control signs. All these activities work to help ensure safe road conditions for the traveling public.

The daily activities of the Roads Division are driven and tracked through a comprehensive work order system. The Roads Division completed 392 work order requests in 2012. These requests included full-depth asphalt base repairs, patching of potholes, ditching, curb repairs, the installation of both regulatory and non-regulatory signage, the installation of new catch basins, the maintenance of existing catch basins, and many other miscellaneous items.

Additional responsibilities of the Roads Division include maintenance of the road right-of-way. This routine maintenance includes cleaning roadway ditches, repairing drainage systems, trimming trees, and mowing the grassy areas in the road right-of-way.

Annual Road Resurfacing Project

Every year a portion of the Service Department's budget is reserved for the Annual Road Resurfacing Project. In 2010, Union Township hired a private company to do an in-depth pavement analysis of all township roads. This process assigns each street a pavement rating number. The rating system takes into consideration 18 different pavement characteristics for each road. The roads selected to be paved as part of the 2012 Annual Paving Project were selected using this scientific data. The chart on the next page shows the roads that were repaved in 2012.



Service Department

In addition to the annual Road Resurfacing Project, a full reconstruction of Baldwin Road (hill only) was performed using a process called full-depth reclamation. Full-depth reclamation involves milling the existing asphalt and several inches of soil currently on the road. The stripped and reclaimed surface is then mixed with water and Portland cement and reapplied to the road. Curb and guardrail were added to the road in key areas to enhance the overall functionality. Finally, a finished course of asphalt was applied to complete the new road.

Lexington Green Drive	Entire Road
Massachusetts Drive	Entire Road
Minute Man Drive	Entire Road
Red Coat Drive	Entire Road
Dogwood Road	Old 74 to McGuffy Lane
Eva Lane	Entire Road
Pearl Lane	Entire Road

Snow and Ice Operations



A major role for the Service Department is snow and ice operations. The department is responsible for keeping 130 center lane miles of roadways clear and safe for the traveling public. In 2012, we enjoyed an unusually mild winter for our region. It was only necessary to treat the township roads a total of five times. Each time the roads are treated for icy conditions, the usage of salt is approximately 70 tons. Only 350 tons of salt and 225 gallons of brine were applied to township roadways. This was 900 tons of salt less than the previous year. In addition to the roads, the Service Department takes care of all township-owned facilities as part of the snow and ice removal program.

These facilities include the Civic Center's parking areas with the adjacent Park and Ride, the Police Department, all five fire stations, all four township parks, and Mount Moriah Cemetery. The salt used to treat the township roads is stored in a salt storage dome located at Clepper Park. This structure holds approximately 1,800 tons of salt.

Although the winter of 2012 was mild, several improvements were made regarding snow and ice operations. The department's comprehensive Snow and Ice Plan was revisited and revised to reflect the department's proactive approach to continual improvement. All our employees received additional training in snow and ice operations and salt reduction techniques. Finally, additional equipment upgrades were installed to enhance the capabilities of applying liquids. All these activities help ensure the safety of our residents and visitors to our community.

PARKS, BUILDINGS AND GROUNDS

The Parks, Buildings and Grounds Division is responsible for the maintenance, repair, and beautification of the township's four parks, buildings, township gateway areas, and the landscaping on Ivy Pointe Boulevard. The Parks Division also plays a key role in many township events such as concerts, National Night Out, the Christmas tree lighting event, etc. The primary role of the division is the day-to-day operations of Veterans Memorial Park, Clepper Park, Mt Carmel Park, and Ivy Pointe Park.

Veterans Memorial Park

Veterans Memorial Park remains one of the most popular gathering places in Union Township. With a wide range of amenities, the park is the perfect setting for numerous events throughout the year. The 25-acre park offers all types of recreational facilities, including tennis courts, basketball courts, soccer fields, baseball diamonds, sand volleyball courts and corn hole. A walking track, playground, fitness trail and fishing pond add to the appeal of the park. Families and groups can enjoy sheltered and unsheltered picnic areas



with grills. These shelters can be reserved by residents and not-for-profit organizations at no charge. Last year, 93 shelter reservation requests were filled.

Some of the many organizations that take advantage of the sports facilities are teams from the Southeast Cincinnati Soccer Association and select soccer teams, and both boys' and girls' knothole baseball teams. Many other organizations take advantage of the park, such as The Eastgate Community Church and Clermont County Senior Services.

Some of the memorable events in 2012 included the Union Township Police Department's annual National Night Out, Cincy Kids-4-Kids Carnival, the 24-hour National Day of Prayer observation, a walk for the Leukemia and Lymphoma associations, Clean and Green Spring Litter Pickup, A Caring Place, and The American Cancer Society's "Relay for Life."

A tradition that began about 18 years ago is a Memorial Day vigil sponsored by the Vietnam Veterans of America Chapter 649. The veterans erect a mock military cemetery by surrounding the area near the helicopter with approximately 555 white crosses, each representing a Vietnam casualty from the tri-state area. Over the years, this event has gained both regional and national attention.

There are many more events that are celebrated at Veterans Memorial Park and the Service Department's Parks Division keeps up with these events by making sure that all aspects of the park are operated and maintained in such a manner that our residents can be proud of.

Day-to-day maintenance includes mowing and trimming the soccer fields, baseball fields and play areas, trash removal, keeping the restroom facilities clean and in working order, dragging the baseball fields, repairing and replacing playground equipment, and pruning and mulching the landscaped areas.

In addition to the daily maintenance, every year the Service Department completes new projects designed to enhance the park. In 2012, special attention was given to the turf areas throughout the park. Improvements were made to the inside of the concession area and a new black vinyl coated chain link fence was installed near the volleyball courts. All these improvements were made by the Board of Trustees for the enjoyment of the community.

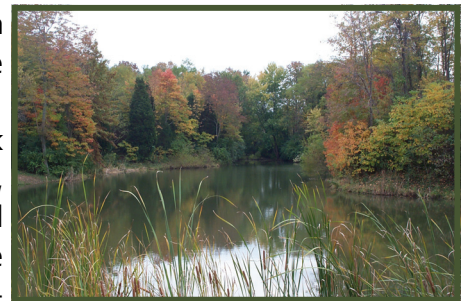
Clepper Park

Union Township views its parks as a major attraction, providing both active and passive recreational facilities for all to enjoy, and our 50-acre Clepper Park is no exception.

With entrances from Summerside and Barg Salt Run roads, the park offers basketball courts, soccer fields, baseball diamonds, a football field, walking track, fishing lake and an equipped playground area. Sheltered and unsheltered picnic areas with grills and public restrooms complete the full range of facilities found at Clepper Park. All the shelters have picnic tables that are handicap accessible. These shelters can be reserved by residents and not-for-profit organizations at no cost. The Service Department filled 62 shelter requests in 2012.

These amenities are used by many organizations throughout the year. The basketball courts are heavily used daily and many people use the track to walk, jog, and inline skate. The fishing lake is a "catch and release" operation and offers both the experienced and novice anglers a place to test their skills.

The Service Department operates and maintains Clepper Park, including repairing and replacing existing playground equipment, installing new benches and trash containers, dragging the baseball fields, mowing and trimming the soccer and football fields and play areas, trash removal, maintenance of the restroom facilities, and pruning and mulching the landscaped areas.



Service Department

As with all four of the township's parks, an effort is made every year to improve the grounds. In 2012, the walking track and parking lots were sealed and striped. Mile markers were installed on the track. Four wood benches were added to the gazebo by the large pond. Landscape improvements were made throughout the park, including the addition of knock out roses and ornamental grass. These concentrated efforts were made to further enhance the beauty and pleasure of Clepper Park.

Mt. Carmel Park



Mt. Carmel Park is the township's smallest park, often being referred to as a "Pocket Park." It is a neighborhood park to serve the Mt. Carmel area. Mt. Carmel Park is a beautiful green space located at Dameron Lane and Ravenwood Court. This neighborhood park includes a completely equipped playground area with several benches throughout. In 2012, special attention was paid to the trees in the park. This included the removal of hazardous trees, the trimming of healthy trees, and the planting of new trees. The township views its parks as a key attraction, providing both active and passive recreational activities for all to enjoy.

Ivy Pointe Park

Ivy Pointe Park is the township's newest park. This park is located on Ivy Pointe Blvd. It is a pet-friendly park situated on just over eight acres. Ivy Pointe Park is graced with two beautiful gazebos, a paved walking trail, a pond and a restroom facility. This park is unique in the sense that as the surrounding business district grows, the walking path from the park will eventually encompass the entire business district. The Service Department is very excited about the future development of this incredible green space. Eight wood benches were added in 2012 to enhance the two existing gazebos overlooking the pond. A special effort was made to enhance the turf areas by overseeding and applying extra applications of fertilizer throughout the year.



FLEET MAINTENANCE

The Union Township Service Department employs one full-time mechanic. Our mechanic is both ASE and EVT certified. The Fleet Maintenance Division maintains all service, police and administration vehicles. All requests for service are processed through the Fleet Maintenance Division's newly enhanced, unified work order system.

The Fleet Maintenance Division filled 492 requests for service in 2012. These requests ranged anywhere from routine maintenance to major repairs. The Fleet Maintenance Division also plays a key role in maintaining the department's snow and ice control equipment.

MT. MORIAH CEMETERY

Mission

*To operate and maintain an historic burial ground in a park-like setting,
with a commitment to preserve and honor the heritage of past generations;
to serve and respect the needs of the present generation,
and to provide a legacy for future generations.*

The cemetery staff strives to accomplish our mission throughout the year. Toward that end, several major projects were completed in 2012. The improvement of the overall aesthetics of the cemetery was an ongoing major project. New granite benches and the replacement of trash receptacles throughout the grounds improved the overall appearance of the cemetery. The wrought iron fencing and cast iron gates bordering the entrance were repaired and painted.

The addition of a colorful variety of plants and flowers created a spectacular butterfly garden adjacent to the Infant Section. New landscaped beds were added to Sections 13 and 14, including crabapple trees, ornamental grasses and new rose bushes, surrounding a new gazebo.

Mt. Moriah Cemetery is the venue for the annual Lantern Lighting Ceremony. The fifth annual event in September brought the largest crowd to date. Guests brought photos and other mementos to add to the materials provided to create floating lanterns. A string trio serenaded guests as they enjoyed dinner provided by the Board of Trustees. After-dinner ceremony, including a bugle rendition of Taps, was the prelude to the lanterns being lit and set upon the lake as the sun went down. This is one of the best-attended events in the township, and the backdrop of Mt. Moriah Cemetery is a beautiful and fitting place for these messages of remembrance to be created and set free.

In 2012, Mt. Moriah Cemetery was the recipient of a generous donation received from the estate of Jean L. Robertson in memory of her grandparents, John N. Wager and Clarice M. Wager, both of whom are buried in the cemetery. A gazebo was installed in the new section of the cemetery in memory of Ms. Robertson.

Ongoing every year, the tree removal and planting project is a commitment to the public for the removal of hazardous trees and replacement of them throughout the cemetery. In 2012, 17 hazardous or dead trees were removed and 24 new trees were planted.

Other ongoing programs included the planting of spring bulbs, annual flowers and rose bushes, fertilizing the grounds, mulching the landscaped areas, tree trimming and geese control. Gazebos were stained, the Meditation Area in Section 3 was renovated, and a new sign was placed at the entrance to the Heritage Memorial Grove.

All these projects and events did not detract from the main business of the cemetery. In 2012, the cemetery staff prepared 191 burial sites, sold 127 new gravesites, poured 117 monument foundations and installed 23 government markers. In addition, six families used the Cremation Scattering Garden, which opened in 2005. The garden offers families an alternative to memorialize cremation.

Mt. Moriah Cemetery is proud to be in good standing with two prestigious organizations. These organizations are the International Cemetery, Cremation and Funeral Association and the Ohio Cemetery Association. Furthermore, Mt. Moriah Cemetery was honored to be the featured cemetery in the December issue of the Ohio Cemetery Association Journal.

Recognizing that Mt. Moriah Cemetery is a place of serenity as well as history, the Board of Trustees implemented all improvements with a focus on providing a proper and dignified setting for both those who are buried at the cemetery and those who are paying their respects.

COMMUNITY OUTREACH

As part of our community service outreach programs, the Union Township Trustees sponsor "Junk Collection Days" twice a year, once in April and once in October. The spring "Junk Collection Days" are held over a six day period, including a Saturday, while the fall "Junk Collection Days" are held over a three day period, also including a Saturday. This community service provides an opportunity for the residents of Union Township to dispose of unwanted items in an environmentally sound manner. In 2012, unwanted items included 44 refrigerators, with 34 garbage trucks filled with furniture, clothes, bicycles, electronic equipment, and lawn equipment.

Service Department



In 2012, the Union Township Trustees continued to sponsor a "Tree and Brush Voucher" program. This program allows any township resident to drop off unwanted tree and brush debris at Bzak Landscaping free of charge. Any township resident can receive as many Tree and Brush vouchers as they need at no cost. In 2012, the Service Department issued 397 Tree and Brush vouchers.

Each January, the township offers free Christmas tree disposal services. The township residents can drop off their Christmas trees at the Service

Department complex, located behind the Union Township Police Department, where the trees are chipped and used for mulch. Last year, 219 Christmas trees were dropped off and recycled.

EDUCATION AND TRAINING

Education and training are always major themes in the Service Department and 2012 was no exception. Some of the education and training completed this year by Service Department staff is listed below :

- ◆ CPR and AED training (recertification)
- ◆ Commercial Pesticide Applicators license training (CE credits)
- ◆ Culvert inventory and inspection training through the Ohio L-Tap program
- ◆ Annual Snow and Ice Operations training through K.E. Rose
- ◆ Emergency Vehicle Technician's training from the Ohio Association of Emergency Vehicle Technicians
- ◆ ASE Brakes training through The National Institute for Automotive Service Excellence
- ◆ Diagnosing and Repairing Misfire Monitor Failures through Smyth Automotive
- ◆ Attended the Ohio Association of Cemeteries annual convention
- ◆ Attended educational classes at the APWA National Congress
- ◆ Attended educational classes at the Tri-State Green Conference
- ◆ Attended educational classes at the Ohio Turf Grass Conference.
- ◆ Attended educational classes at the Ohio Chapter APWA Congress

IN CONCLUSION

In 2012, the Service Department accomplished many things and enjoyed many successes. Our staff continued to grow through education and training. Our department has faithfully pursued excellence through continuous improvement of our operations.

From repairing township roads to the maintenance and upkeep of Mount Moriah Cemetery and the various responsibilities in between, the Service Department is proud to be the caretaker of this growing and diverse community.

Looking ahead to 2013, our goals remain the same. First, we will live up to our motto, *"Around here we don't look backward. We keep moving forward, opening up new doors and doing new things."* Secondly, we will continue to strive toward our ultimate goal of becoming the most effective and efficient public works department in the nation.





Union Township Television

To the Board of Trustees and Administrator Geis:

Union Township Television has been on the air more than six years and continues to be a resource for the community as well as township departments.

In 2012, total programming hours increased by more than 4 percent and equipment reservations were up over 2011 by 17 percent. Editing training remained about the same, but we have noticed that many of our contributors are becoming more adept at editing and are doing it on their home equipment.

The UTTV Department is also responsible for creating, printing and distributing the quarterly newsletter, *Talk of The Township*, as well as the annual report, and other media functions, such as press releases, public service announcements, Union Township web site press releases and announcements, and signage. Booking the annual Summer Concert Series, as well as gym and meeting room reservations, fall under our purview.

Union Township Television remains committed to promoting community involvement and awareness in all the activities we manage, as well as supporting the good works of township departments through print and live media.

Sincerely,

Gina M. DiMario
Media / Communications Manager



Union Township Television

The mission of Union Township Television is to support the development of a local volunteer program to facilitate, encourage and promote community involvement in the production of locally-produced television programs that will be available for cablecast on the township's access channels.

The station strives to round out local-producer offerings by providing professional, high-quality educational and entertaining programs. Union Township Television will provide the means to local producers to create programs that educate, entertain and enlighten the people of the township.

We encourage public participation to promote interest in local government, education and cultural events by providing quality programming that is consistent with state and federal laws.

THE YEAR IN REVIEW

Once again, UTTV hosted an intern through the Brown Mackie College Audio-Video Production "externship" program. Through the years, this program has been mutually beneficial in that it provides the intern valuable training in the practical aspects of running a local access station, and provides UTTV with future volunteers. Many of our interns come back to help out throughout the year, but their help is most appreciated in taping our Summer Concert Series.

UTTV was again busy with taping its flagship programs and in 2012, *Employment Today* was added. Co-hosted by an executive recruiter and a human resource attorney, the program offers tips to job seekers and potential employers on everything from resume-writing to exit interviews and unemployment benefits. During the year, we welcomed new producers from local churches, always a popular mainstay of local access television. We are often asked to tape programs at the county level for airing on UTTV, such as the candidates' forum presented by the League of Women Voters in October.

Finally, Union Township Television was awarded a national Pegasus Award of Distinction for the UC Health Air Care and Mobil Care documentary we completed in 2011, and we were recognized by the Stuart G. Luginbuhl American Legion Post 72 in April for our support of their initiatives.

A Guide to Feeling Better
American Democracy TV
Army Newswatch
Around The World in Ohio
Backwoods Outdoors
Beyond Today
Clermont County Today
Clermont Philharmonic Orchestra
Cooking with Rita
Fire Chat
Crime Talk
Crosspointe Baptist Church
Finer With Age
Fire Chat
Fire Is
Fishing on The Fly
Good News

UTTV is located on the
third floor of Fire Station 51,
860 Clough Pike.
The television facility consists of
offices, playback area, editing bay,
studio, and storage.

Call 947-7336 for an appointment
to meet with staff about your
creative production needs.

In The Fight
Jazz Cardio Strength Stretch
Love and Faith Christian Center
Missionary Stories
Mt. Carmel Christian Church
New Life Fellowship
Painting with The Masters
Pet Alliance
Smart and Sober
The Road to Recovery
Today's Air Force
TV Toastmasters
Two Wheel Thunder
White House Chronicle
Workforce One Forum
You Need To Hear It

