

# Union Township

*Clermont County*

*Est. 1811*



**Annual Report    2016**



# Union Township

*Clermont County, Ohio*

*Est. 1811*

## **Annual Report      2016**



### **Board of Trustees**

John McGraw  
Matthew Beamer  
Lloyd Acres

### **Fiscal Officer**

Ron Campbell

### **Administrator**

Ken Geis

### **Law Director**

Lawrence Barbieri

### **Union Township Administration**

4350 Aicholtz Road  
Union Township, Ohio 45245  
513-752-1742  
[www.union-township.oh.us](http://www.union-township.oh.us)

# Union Township

*Clermont County, Ohio*

*Est. 1811*

## **Annual Report      2016**



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## oltz Road r-main f coming

# Township Administration

To the Board of Trustees:

“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 Board of Trustees, whom are all 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 2016. 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.

The foundation of the township’s financial stability is the General Fund, ending the year with more than \$13.37 million in cash. Overall expenses totaled \$59.5 million for the year, with revenues at just more than \$62 million. The elimination of the Tangible Personal Property Tax, the Estate Tax and the continued reduction in the Local Government Fund have resulted in the loss of millions of dollars of annual revenue. In this ever-changing economic environment, the trustees recognize that historic means of revenue generation are unsustainable. Therefore, the board continued to invest in the community through property acquisitions and sales.

Union Township is the epicenter of development in Clermont County both in private and public investment. The Eastern Corridor project, with improvements to State Route 32 and Interstate 275, Clough Pike, Aicholtz Road, Ivy Pointe Boulevard and Eastgate Boulevard, highlight the public interest in the area. The residential building market is strong and positive housing starts demonstrate confidence in the community. Mixed-use development focusing on amenity driven homes was again emphasized in new starts within our township. We now have an estimated 18,000 residential units within the township, up from 16,000 in 2006.

Property value increases and investment can be seen along the State Route 32 corridor, Ivy Pointe and State Route 125. Our township was again able to attract and retain quality developments. In 2016, the 32 East and Eastgate Station commercial developments opened with huge national anchors. Jungle Jim’s, Walmart, Sams, Meijer, Kroger and Eastgate Mall continued to invest in their respective sites. The Wyler Family, the Holman Group, Beechmont Toyota, Honda East and Beechmont Ford all recorded excellent sales for 2016.

Commercial office and industrial sites were generally at full occupancy. Investments and job growth was the mantra for Union Township. AP Technology continued its growth at its headquarters, as did Total Quality Logistics, General Data and Deimling Jeliho.

As an organization, we continue to look toward improvement in customer service and the quantity and quality of service performed. The Police Department received its prestigious 8<sup>th</sup> accreditation last year. Including the police, all township services are accredited. We remain the only township in the country to have a nationally or internationally accredited police, fire, communications, public works and cemetery. Without dispute, our employees are some of the best in the country.

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,



Ken Geis  
Township Administrator

# Township Administration

## **FINANCIAL POSITION**

The township posted a year-end unencumbered balance for all funds of \$20.8 million . In September, 2016, the township received another Aa<sup>2</sup> rating from Moody's, recognizing the stability of the township's financial condition.

The township General Fund ended the year with a cash balance of \$13.37 million. The total amount was the result of aggressive and secure economic development policies and practices established by the Board of Trustees.

## **CIVIC CENTER**

The Union Township Civic Center grows in popularity each year. Open seven days a week, the traffic in and out includes teams and organizations from all over Clermont County, utilizing the beautiful gym and five meeting rooms of various sizes.

The Contract Postal Unit on the lower level is of great benefit to residents and businesses throughout the township and beyond, as evidenced by the increasing business generated there each year. Cincinnati Metro Park-n-Ride offers service to and from downtown and the parking lot, which was repaved in 2016, is filled to capacity Monday through Friday. 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.

Last year, traffic at the Civic Center numbered more than a quarter-million visitors.

## **TOWNSHIP EVENTS**

The state-of-the-art Amphitheatre, on the grounds of the Civic Center, was the venue for two Clermont Philharmonic Orchestra concerts. It was also the location of the seventh formal flag-retirement ceremony in June, hosted by the Vietnam Veterans, Clermont County Chapter 649. In partnership with Jungle Jim's, the township hosted the "Jungle's" second annual fireworks celebration, attended by hundreds of people.

2016 saw the 9th Annual Lantern Lighting Ceremony at Mt. Moriah Cemetery. This historic cemetery is a fitting backdrop for setting lit lanterns on the lake at sunset as a way of honoring and remembering departed loved ones. Last year saw the largest crowd yet—more than 650 people attended this popular township event.

Police, Fire and Service departments all host free community service and educational events for the public, among them Police Night Out, Citizens' Police Academy, Neighborhood Watch programs and Women's Self-Defense classes offered by the Police Department; CPR and AED education, child car seat installations and Adopt-A-School Program presented by the Fire Department; and Spring and Fall Junk Days, Christmas tree drop-off and the Brush Voucher program under the auspices of the Service Department.

## **PARTNERSHIPS**

U.S. Representative Brad Wenstrup maintains a satellite office in the Civic Center to meet with local constituents.

In addition to the many groups utilizing the gym, the Union Township Board of Trustees is proud of its partnership with the West Clermont 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. The partnership with the Snapdragons organization, a non-profit providing basketball and cheer-leading activities for special needs children, has been rewarding in that we have seen the steady growth of that organization and their newly formed partnership with WCYBA.

Providing space for the West Clermont Local School 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.

The Clermont Senior Services Inc. Learning Center is one of the most active, if not the most active, in the county.

Following you will find testimonials from our Civic Center partners that underscore the success of the relationships between them and the Union Township Board of Trustees.

# Township Administration

## CLERMONT SENIOR SERVICES *service with heart*

Clermont Senior Services, Inc.  
3885 James E. Sauls Sr. Drive  
Batavia, OH 46103

Phone: (513) 724-1255  
Fax: (513) 638-4886  
info@clermontseniors.com  
www.clermontseniors.com

January 10, 2017

Union Township Board of Trustees  
Union Township Civic Center  
4350 Aicholtz Road  
Cincinnati, OH 45245

Dear Union Township Trustees,

The relationship between Clermont Senior Services and Union Township continues to be a rewarding alliance which benefits our community and senior citizens. To begin, the Lifelong Learning Center has had an average monthly attendance of 878 visits through the first eleven months of 2016; a slight increase on average per month compared to 2015. With each year the attendance at the Union Township Civic Center continues to show growth, and repeatedly surpasses our expectations.

Our talented and professional staff coordinate the delivery of countless programs designed to mentally, physically and artistically stimulate seniors through activities and classes such as creative drawing, floral design, yoga, basket weaving, computer, Tai Chi, Qigong, Healthy-U and much more.

In addition, the Center also hosted informational seminars related to Medicare and Prescription Drug plan enrollment, Estate Planning and Smart Energy living. Moreover, AARP volunteers also provided tax preparation assistance to over 700 seniors at the Union Township location. To reiterate, our programs and services are evolving and improving, which leads to more community interest and participation by seniors who are looking for something more than is typically offered at a traditional "senior center".

We continue to value the professionalism of the Union Township staff and are very grateful for their continued support and friendship. A considerable amount of the center's success belongs to them. On behalf of our staff and Board of Trustees, I thank you for helping to improve the lives of our community's seniors and we look forward to many years of this very successful partnership with Union Township.

Sincerely,



Cindy Granke  
CEO/Executive Director



Bill DeHass  
Community Services Director

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.



# Township Administration



**SNAP DRAGONS**  
SPECIAL NEEDS ATHLETIC PROGRAM  
The Association with WCYBA

To Whom It May Concern,

Our program, The Snap Dragons, has used the Union Township Civic Center gym for 11 years now. Without the use of this wonderful facility, our program would not exist.

We have 100 basketball players ranging from ages 5 years old to adult. We have 9 teams and 10 cheerleaders. Snap Dragons is a wonderful community program. It lets players with special needs be on a team that is suitable for them. It helps other parents connect with each other and we use high school students to assist the younger players with their basketball playing.

We truly feel blessed to have this gym in our county and hope we will be able to use it for many years to come.

Sincerely

Kim Shepler  
Snap Dragons Manager



January 19, 2017

Dear Members of the UNION TOWNSHIP BOARD OF TRUSTEES

West Clermont Youth Basketball Association is a non-profit youth basketball program. We are very grateful to Union Township for allowing us to use the Civic Center several evenings a week and on Saturdays for games that are invaluable to our program.

Most of our home games are played at the Union Township Civic Center gym. We typically have 10 - 12 games each Saturday along with practices during the week. Each Saturday brings in teams from other communities such as Milford, Goshen and Mason with 60 - 100 participants per game.

Prior to this year our name was Glen Este Youth Basketball Association (GEYBA). At the start of our 2016-2017 season we combined with the Amelis Youth Basketball Association (AYB) and changed our name to West Clermont Youth Basketball Association to reflect the upcoming changes in our community and to prepare our youth for becoming West Clermont instead of continuing the rivalry that existed between Glen Este and Amelis. Last year GEYBA had 40 teams and AYB had about 20, where this year we have over 70 teams in total including children in our K - 1<sup>st</sup> grade program.

Being able to use the Civic Center gym makes it possible for us to keep our registration fees low and makes our program affordable for many families. We take our responsibility in the community seriously so that during the season we have students come into the gym to clean the stands. These students are basketball players, Honor Society/Student Council members and some of our local Boy Scout Troops. We make a year-end donation to Union Township to help defray the costs of maintaining the gym. We also hold our board/coach meetings and photo sessions in the Civic Center meeting rooms.

We value our relationship with Union Township and are proud to be part of such a great community. Your staff has been very instrumental in scheduling and taking care of WCYBA and our affiliate - Snap Dragons. We continue to respect the property and be responsible users of the township facilities.

Thanks again for your generosity in giving us a place to do some good for the youth of our community!

John Schmidt, President

West Clermont Youth Basketball Association

# Fire Department

To: Board of Trustees and Administrator Geis:



I am pleased to present the 2016 Annual Report for the Fire Department.

2016 was yet another busy year for the fire department, as we continued to meet the needs of Union Township and Village of Amelia. We were very successful in making positive strides in upgrading our fleet of vehicles while at the same time being very aware of budget restraints. To date, we have been able to purchase five used fire vehicles that are in excellent condition with low mileage and hours to replace 30-plus year old units, saving literally several hundred thousand dollars per unit compared to buying new. We anticipate these units will give many years of reliable service. On the EMS side, we have been playing catch-up for a long time with an aging fleet of ambulances. We have made great progress in getting to where we need to be by replacing six older custom-designed medium duty ambulances with smaller, stock, year-end production models, saving about one hundred and fifty thousand dollars per unit.

We continue to aggressively pursue grant opportunities where possible to bring state and federal monies back to be used on the local level. This has been successful in fire station, fire and EMS equipment, such as generators, power lift cots and training aids.

2016 saw the promotion of two firefighter/paramedics to the rank of lieutenant, Charles Caudill and Craig Forster. We have also been able to maintain current staffing levels by filling entry level positions.

All of the dedicated fire department employees look forward to continuing to exceed expectations in the delivery of life safety services.

Sincerely,

A handwritten signature in brown ink that reads "Stanley G. Deimling".

Stanley G. Deimling, EFO  
Fire Chief

# Fire Department

## Mission

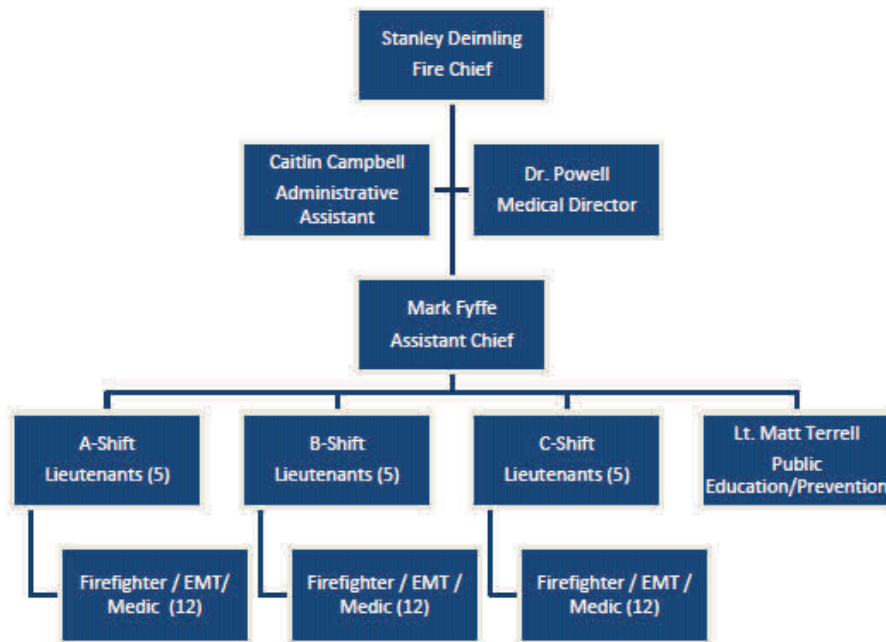
It is the mission of the Union Township Fire Department, Clermont County, Ohio, to strive to be on the cutting edge of excellence by exceeding expectations in providing Life Safety Services to the community; and to promote the protection of lives, property and the environment through prevention, education, 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.



## Nationally Accredited Fire Department



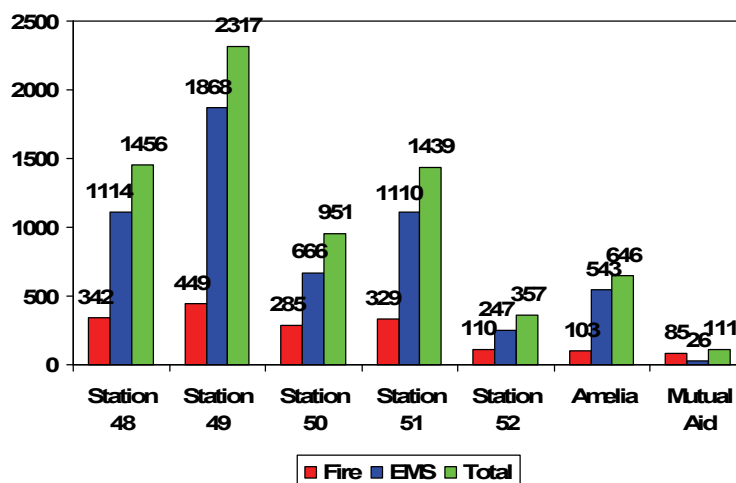
## 2016 Organizational Chart Union Township Fire Department



# Fire Department

In 2016, The Fire Department responded to 7,277 incidents, generating 9,798 vehicle responses. The following chart breaks down the call volume among our five stations and the Village of Amelia.

- 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.



## APPARATUS / EQUIPMENT

During the end of 2016, the department received two ladder trucks. The first is a 2001 Pierce Dash 100' Tower Ladder. The truck was formerly owned by the North Aurora Fire Department, which is located just outside Chicago, IL. The vehicle was very well kept and in perfect working condition. The ladder truck has a 2000 gpm pump, 100' ladder with bucket attached, a full complement of ground ladders, multiple elevated master streams and many more safety features. After final outfitting and training are completed, the ladder truck will be put in service in late winter.

The second is a 1992 Seagrave 110' Ladder Truck. The truck was formerly owned by the City of Lebanon Fire Department, which is located just north of Cincinnati. The vehicle will serve as a reserve ladder truck and will give the township the ability to keep two ladder trucks in service when one of the frontline is out of service. The ladder truck has a 1500 gpm pump, 110' heavy duty ladder, full complement of ground ladders and many more features. After final outfitting and training are completed, the ladder truck will be put in service in late winter.

During November, the Fire Department received two 2016 Ford E350 Wheeled Coach ambulances. This gave the township a total of six ambulances of this type. These two ambulances were designed with cost and efficiency in mind. The two ambulances are smaller and lighter, which make maneuvering through the township much easier. The ambulances will continue to help cut annual maintenance costs. The new ambulances incorporate the latest technology and safety features for the patient and the crew. The two ambulances also received new Stryker Power-load Systems which will help prevent firefighter injuries and are much safer for the loading and unloading of the patient. After final outfitting and training were completed, the ambulances were placed in service at the beginning of December.



# Fire Department

## **TRAINING**

2016 was another busy year of training for the Union Township Fire Department. In order to maintain proficiency, meet expectations of accrediting agencies, and retain certifications, department members completed more than 12,000 hours of training during the year. The types of trainings included hands-on training with tools and equipment, life-like scenario training at Live Oaks Training Tower, classroom continuing education, and mutual aid training with neighboring departments.



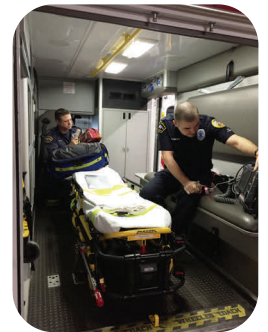
*Training with Central Joint and  
Pierce Township Fire Departments*



*Water Rescue Training*

## **INTERNAL PROTECTION PROGRAMS**

In order to insure that emergency equipment is properly functioning and ready to perform, the Fire Department continued its internal protection programs. Some of the programs included testing and maintenance of fire hydrants, fire hose, fire pumps on apparatus, and ladders.



## **FIRE CHAT**



*Lt. Travis Brown hosts Fire Chat*

During 2016, the cable talk show *Fire Chat* underwent its first significant format change since it began in 2007. Prior to 2016, the show, hosted by Lieutenant Travis Brown, included a variety of topics and special guests and ran 15-20 minutes in length. While the topics still address issues such as Cooking Safety, Candle Safety, Smoking Materials, Home Fire Safety, Home Fire Escape Planning and Electrical Safety, *Fire Chat* is produced in shorter segments lasting only two or three minutes, each with specific messages.

Fire Chat continues to air throughout the week, every week, on Union Township Cable Television channels 99.2 and 99.3.

## **PREVENTION AND EDUCATION**

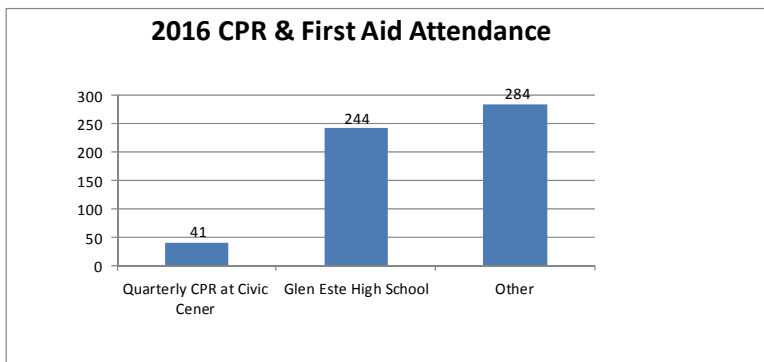
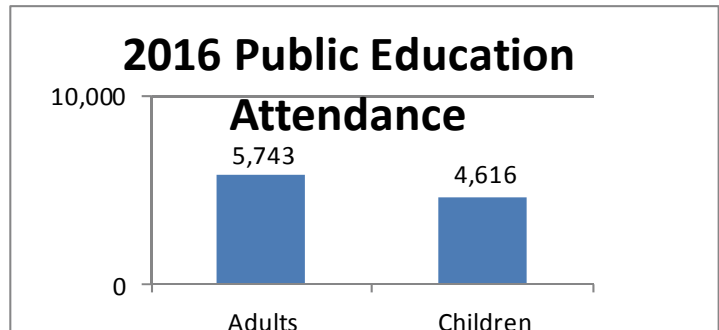
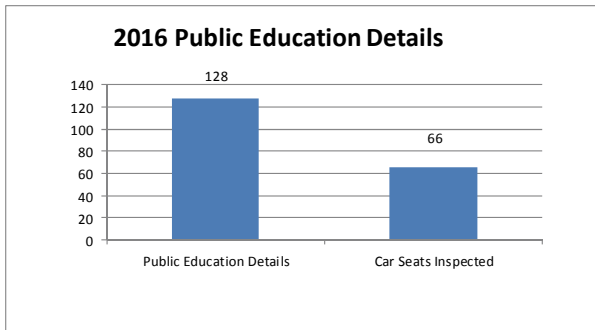
The Fire Department's unwavering proactive approach to fire prevention and education was expanded upon during 2016. The reassignment of Lieutenant Matt Terrell to a 40-hour work week with an emphasis on prevention and public education has been very effective. In addition to assisting with day-to-day prevention and education duties, Lt. Terrell has played a key role in the review of new building plans and as a liaison for large projects such as the new West Clermont High School.

# Fire Department

With several programs directed at all segments of the community, prevention and education programs were very successful in 2016. Life safety inspections, plan reviews, “Adopt A School” and the production of *Fire Chat* continued to be cornerstones of the department’s life safety program.



The department participated in 128 public education details that were attended by more than 10,000 people in 2016. Additionally, dozens of free smoke and carbon monoxide detectors were disbursed throughout the year and 66 child safety car seats were inspected. Cardio Pulmonary Resuscitation (CPR) classes were taught to 569 participants, including 244 students from Glen Este High School.



## **PUBLIC ACCESS DEFIBRILLATION**

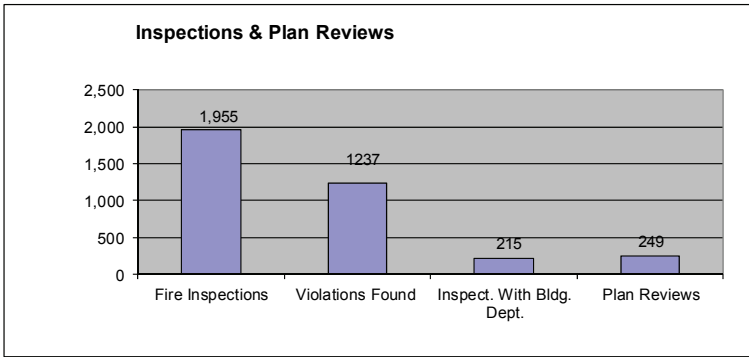
The department has continued to build on its relationship with businesses that have Automatic External Defibrillators (AEDs). Department personnel make training available for these devices and provide a monthly operational check of each unit.

## **FIRE INSPECTIONS AND PLAN REVIEWS**

The Fire Department conducted 1,955 business fire safety inspections in accordance with the Ohio 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.

Along with the Clermont County Building Inspection Department, fifty inspections and 325 sets of building plans were reviewed. These inspections and plan reviews provide the department a proactive pre-occupancy approach to code compliance.

# Fire Department



In an effort to streamline the process for residents and businesses to acquire a KNOX BOX, requests can now be made online via [Knoxbox.com](http://Knoxbox.com). A KNOX BOX is required for new commercial occupancies and installation of a KNOX BOX is strongly encouraged for existing commercial occupancies. These secure devices are designed for the business owner to purchase and are installed 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 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 unnecessary costs to repair the damaged entry door.

## **CUSTOMER SATISFACTION SURVEYS**

The Fire Department regularly collects and analyzes feedback from residents who use our services through Customer Satisfaction Surveys. These surveys provide a tool to assess the department's performance and the overall satisfaction of the customers served. 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 recognition and appropriate feedback is given to the personnel involved. The survey is broken down into six categories and each question is given a rating of 1-3; three is exceeding expectations and one is less than expected.

In 2016, the Fire Department sent out 165 surveys. Thirty-seven surveys were returned, with an average score of 2.80, indicating a high level of satisfaction among those who responded.

## **EMPLOYEE NEWS**

In March, retired Assistant Chief Gary Auffart was honored by the American Legion, Stuart G. Luginbuhl Post 72, as the Firefighter of The Year. Assistant Chief Auffart was selected because of his four decades of dedication to the fire service, which included 15 years with the Union Township Fire Department.



Firefighter/EMT Duane Willis retired in June after serving the Union Township Fire Department for 25 years. FF/EMT Willis was one of the original Fire Department employees hired in 1990. In August, Firefighter/paramedics Charles Caudill and Craig Forster were promoted to lieutenant.

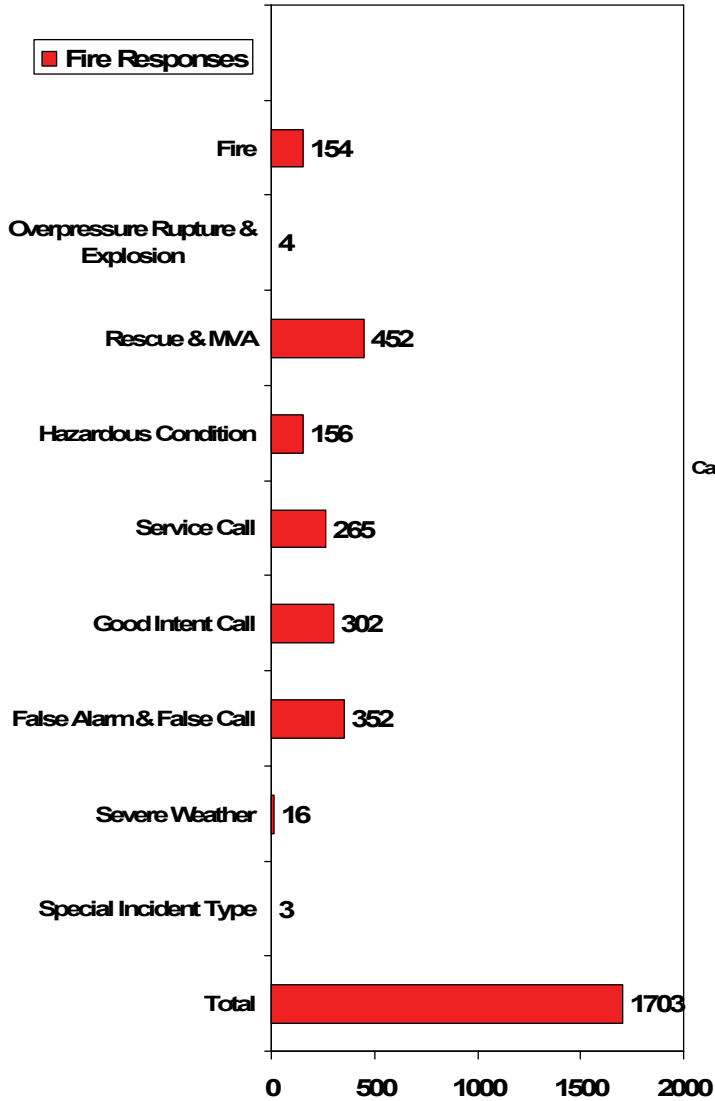
## **AMELIA COVERAGE**

During 2016, the Fire Department responded to 646 incidents in the Village of Amelia. These responses included 543 emergency medical incidents and 103 fire incidents. The department maintained a proactive stance 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. Assistant Chief Fyfe 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.

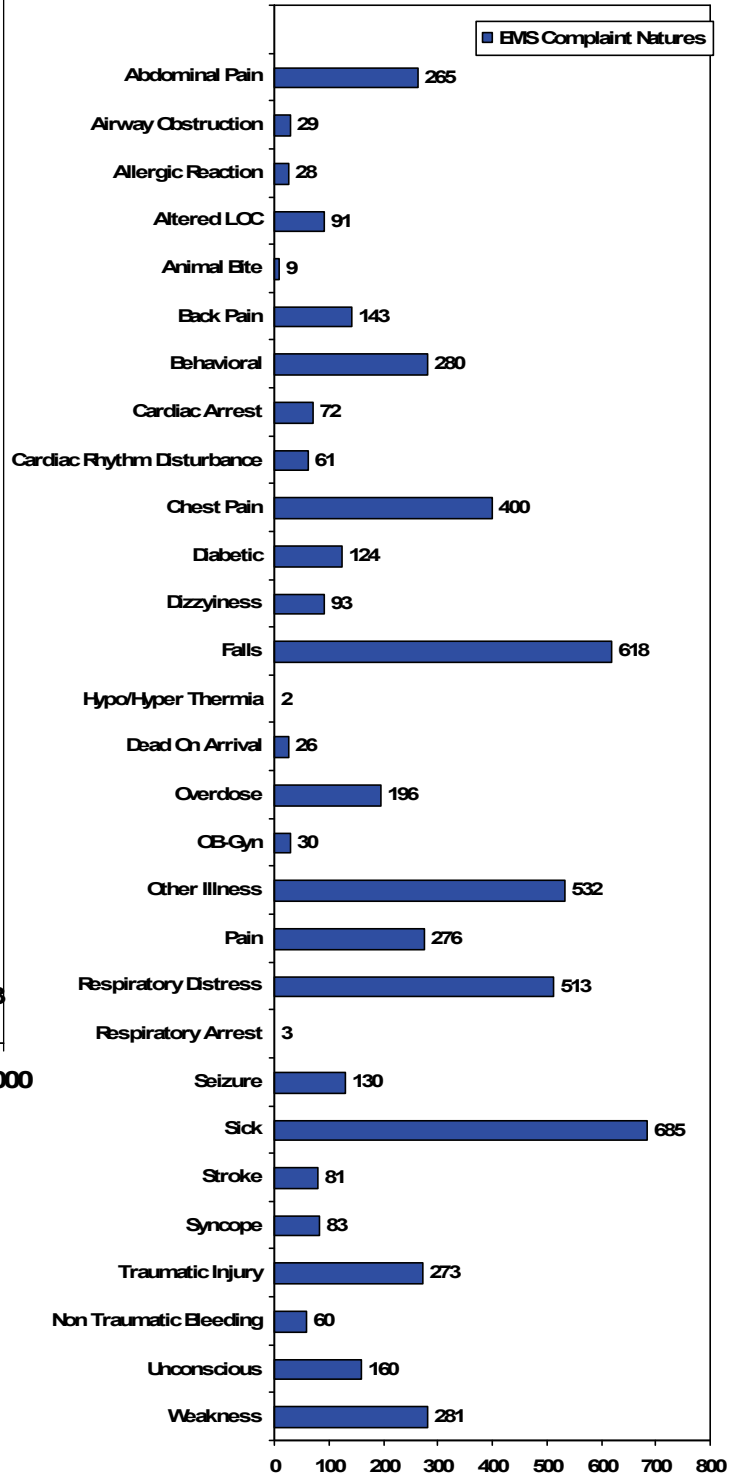
# Fire Department

## THE YEAR IN REVIEW

### 2016 FIRE RESPONSES

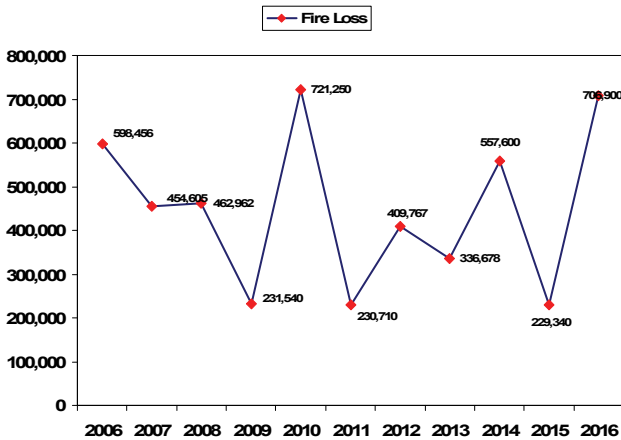


### 2016 EMS RESPONSES

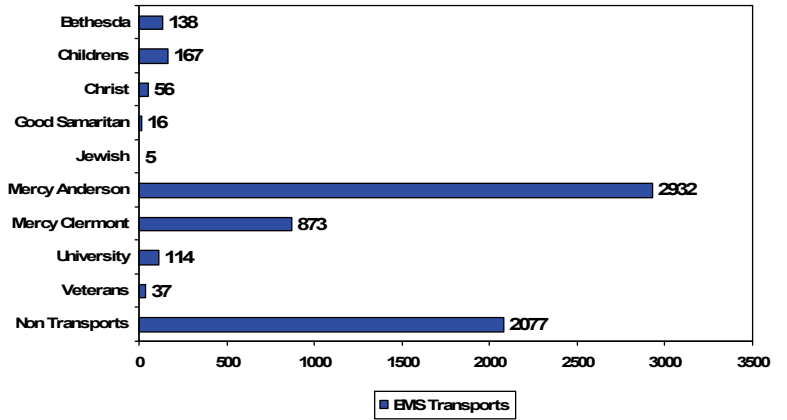


# Fire Department

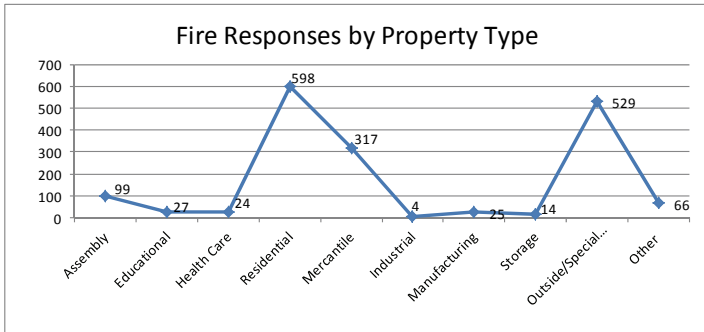
## 2016 FIRE LOSS



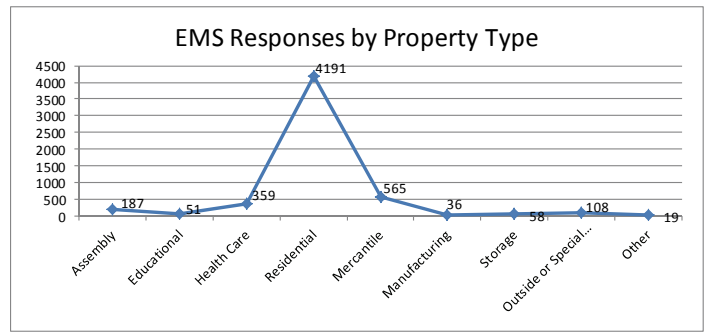
## 2016 EMS TRANSPORTS



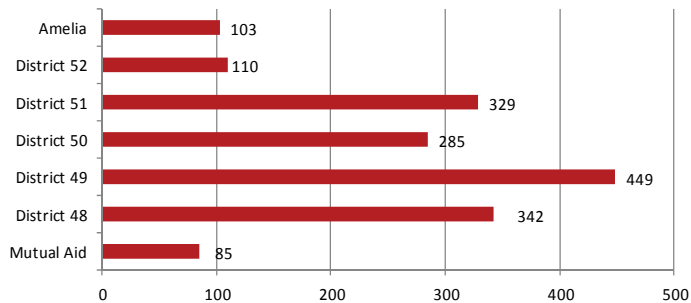
## 2016 FIRE RESPONSES BY PROPERTY TYPE



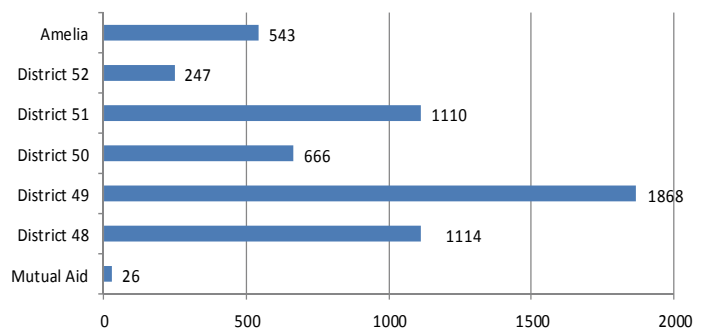
## 2016 EMS RESPONSES BY PROPERTY TYPE



## 2016 FIRE RESPONSES BY DISTRICT

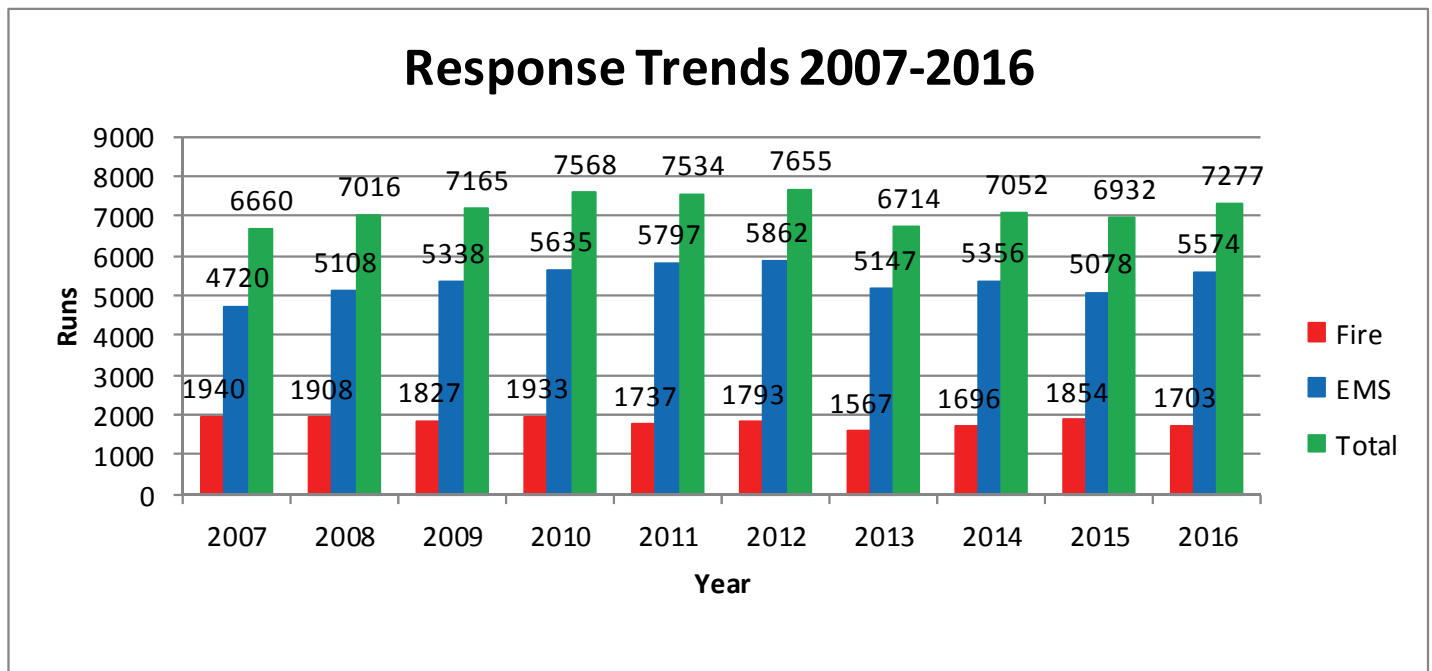


## 2016 EMS RESPONSES BY DISTRICT

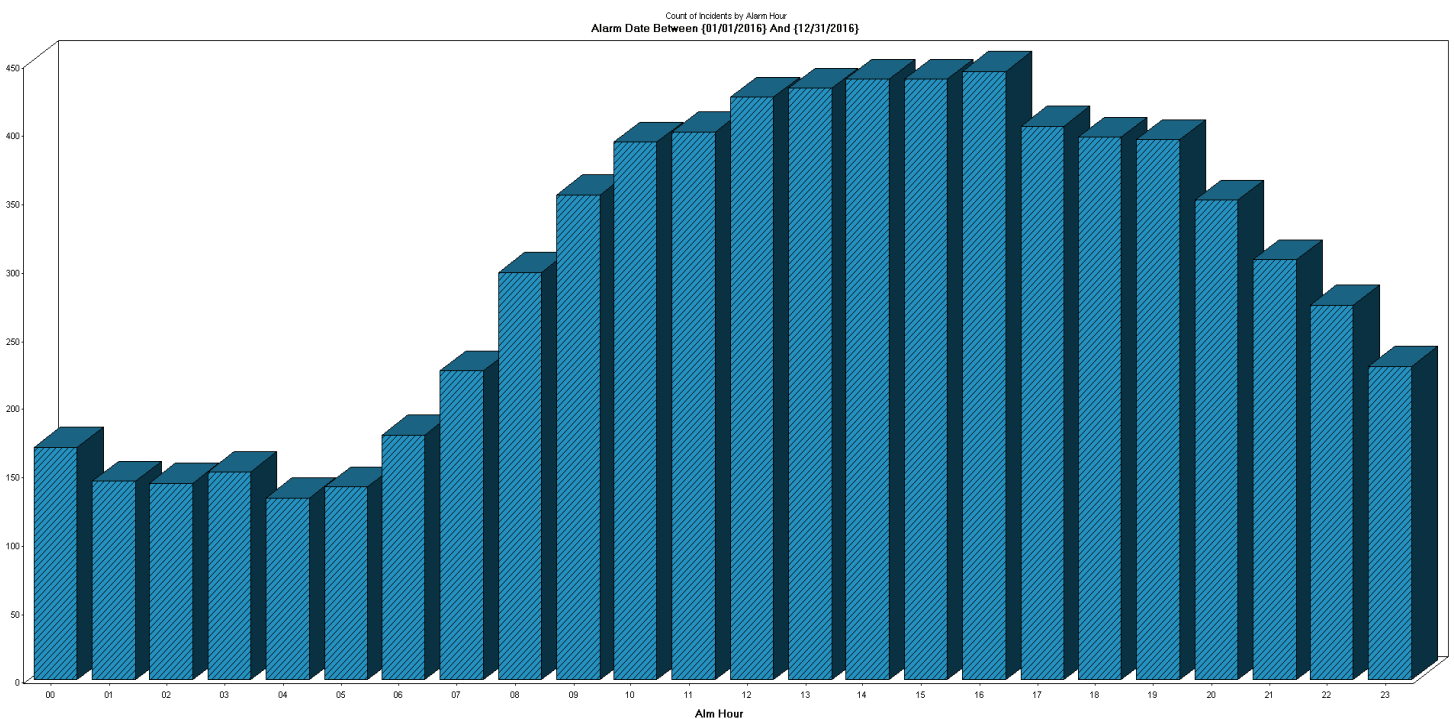


# Fire Department

## RESPONSE TRENDS 2007—2016

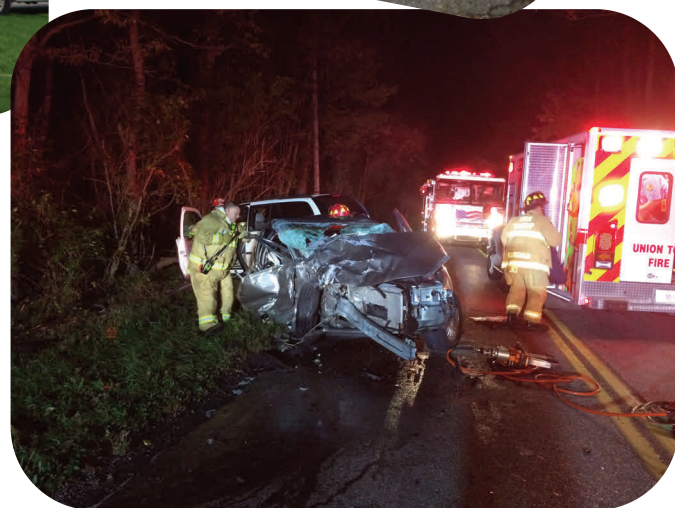
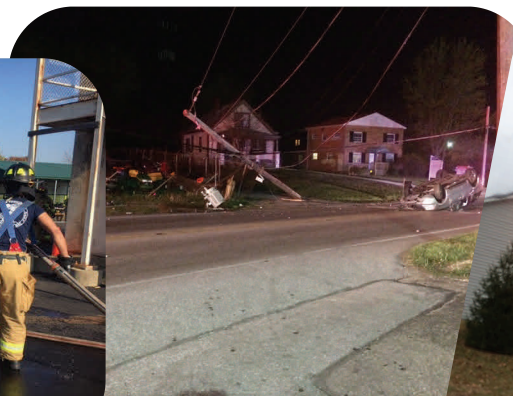


## 2016 INCIDENTS BY HOUR



# Fire Department

**SMOKE DETECTORS AND SEATBELTS SAVE LIVES!**



# Planning & Zoning Department

To the Board of Trustees and Administrator Geis:

It is with great pleasure that I present to you the 2016 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. Additional efforts have been made this year to enrich quality of life through enhanced enforcement, economic development and business growth, and the removal of blight in township neighborhoods.



In 2016, commercial development activity continued its strong upward trend, with booming activity and interest in quasi-institutional expansions and residential projects. Significant traffic improvement projects have aided in moving vehicles more efficiently throughout the Eastgate area, and the State Route 125 corridor has also experienced a large share of reinvestment and development activity as well. Several nuisance structures were successfully removed due to efforts of the township and this reduction in blight has netted positive outcomes for surrounding neighborhoods.

Residential growth and demand remains strong as well, with M/I Homes breaking ground on yet another subdivision in the township east of the new West Clermont High School site. Clover Communities commenced work on their new residential project in 2016, offering high-end senior housing opportunities adjacent to Ivy Pointe Commerce Park. Additionally, Trilogy Communities and 360 Property Partners embarked on multi-million dollar investments in the vicinity of Aicholtz Road and Gleneste-Withamsville Road. Collectively, these projects will further transform the southern corner of the Eastgate area.

As we move forward into 2017, the Planning Department remains poised and ready to plan for and guide continued growth and prosperity within Union Township.

Very truly yours,

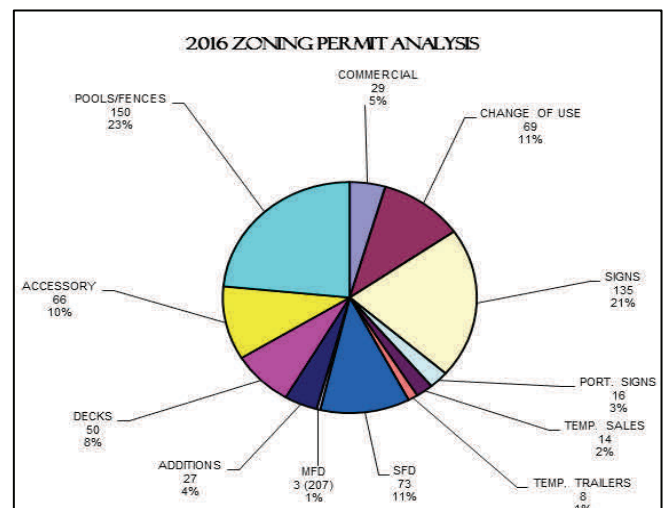
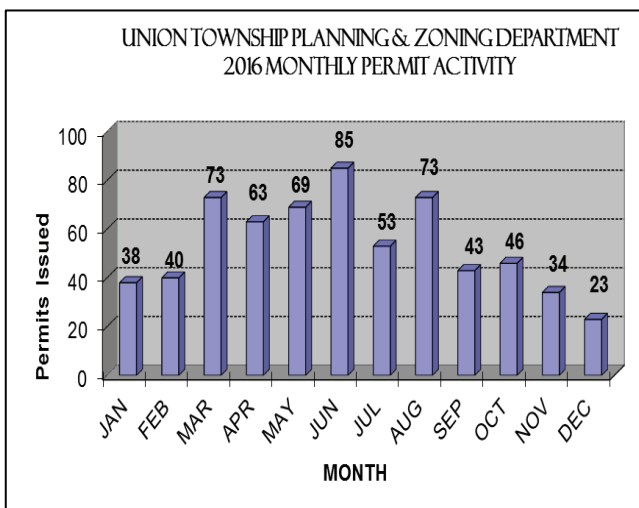
A handwritten signature in blue ink, appearing to read 'Cory Wright', with a stylized flourish at the end.

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

# Planning & Zoning Department

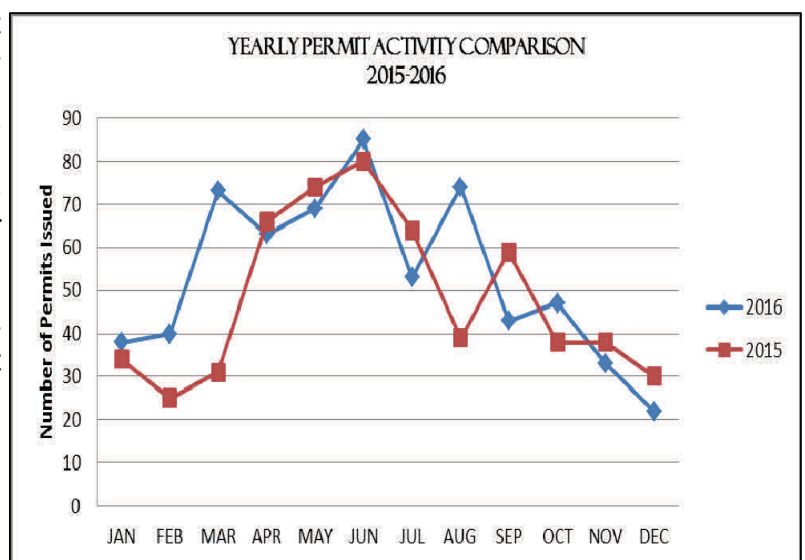
## **ZONING ADMINISTRATION**

The Union Township Planning & Zoning Department issued 640 permits in 2016, representing an increase of 62 permits over 2015 totals (+10.7 percent). The department issued 29 new commercial permits, which represent an 11.5 percent increase over 2015 totals. Permit revenues collected from these large commercial projects remained strong, continuing the trend of increased investment within Union Township. Additionally, 69 commercial changes of use/occupancy were issued in 2016, indicative of strong demand for both new and existing commercial space. Residential permit activity remains consistent, inclusive of new single-family dwelling (SFD) permits, with 73 SFD permits issued in 2016. Multi-family housing demand remained heavy in Union Township during the year, as permits for 207 new attached multi-family units were issued. Union Township continues to lead the county and the region in attracting new investment each year, reflected in seasonally adjusted, consistent permit activity throughout 2016. Revenues collected in 2016 increased significantly over 2015 year-end receipts (+29.8 percent).



## **ZONING ENFORCEMENT**

In 2016, the Planning & Zoning Department continued enforcement gains in overall aesthetic appearance and quality of life made during the past several years. The department recorded 172 zoning violation complaints from the public in 2016. Staff continues to work aggressively to resolve complaints without the need for resorting to court action, as evidenced by an exceptionally high administrative compliance rate for properties found to be in violation. Declared nuisance properties were consistent again in 2016, with 34 nuisances declared throughout the year. However, several of these were condemned or unsafe structures. Blighted structures removed in 2016 either through abatement by the township or voluntarily by the owner upon receiving citations, include 4746 Tealtown Road, 909 State Route 125, and the former site of Battelle's Deli, located at 656 Old State Route 74 in the Summerside area. As always, public money expended for demolition is recuperated through the assessment process. An arrangement with private contractors to abate grass and/or structure continues to be successful and cost-effective.



# Planning & Zoning Department

## 2016 INSPECTION DATA

| ACTIVITY CATEGORY            | TOTAL |
|------------------------------|-------|
| Inspections                  | 547   |
| Complaints                   | 172   |
| Unfounded Complaints         | 49    |
| Warning Citations            | 86    |
| 15-Day Noncompliance Letters | 40    |
| 30-Day Violations Letters    | 20    |
| Forward to Township Attorney | 1     |
| Resolved W & W/O Action      | 138   |
| Illegal Signs Removed        | 30    |
| Miscellaneous Issues         | 148   |
| Violations Monthly Total     | 206   |
| Reinspections of Violations  | 210   |

## YEAR-OVER-YEAR INSPECTION ACTIVITY

| ZONING VIOLATIONS & INSPECTIONS        | 2015 | 2016 |
|----------------------------------------|------|------|
| Public Complaints Received             | 161  | 172  |
| Properties in Violation                | 158  | 147  |
| Warning Citations Issued               | 76   | 86   |
| 15 Day Noncompliance Letter Issued     | 53   | 40   |
| 30 Day Violation Letter Issued         | 22   | 20   |
| Violations Resolved                    | 172  | 138  |
| Legal Action Pursued                   | 7    | 1    |
| Zoning Violation Follow-Up Inspections | 245  | 210  |
| False Complaints Received              | 57   | 49   |
| Miscellaneous Issues                   | 138  | 148  |
| Inspections                            | 576  | 547  |
| Nuisance Abatement Actions             | 35   | 34   |

## **BZA & ZONING COMMISSION**

The Union Township Board of Zoning Appeals received eight cases for consideration in 2016, with the majority of those requests consisting of variance applications. In total, the board issued approvals in all eight cases. The Zoning Commission also heard six new zoning cases filed for review in 2016, as all of the requests were map amendment cases. One case remains pending at this time. Overlay District regulations adopted by the Board of Trustees in 2005 continue to reduce barriers to development on otherwise challenging parcels. The Board of Trustees reviewed 11 Overlay District Applications filed in 2016, with a total of 15 approvals issued when cases were included that were submitted at the end of 2015 for review in January of 2016.

## **ZONING STATISTICS 2016**

**Major Amendments to Approved Planned Developments heard by the Board of Trustees** **2**

**Minor Amendments to Approved Planned Developments resolved by Administrative Action** **7**

### **Zoning Commission Cases**

|                                    |          |
|------------------------------------|----------|
| <b>Total Number of Cases Filed</b> | <b>6</b> |
| <b>Zone Changes</b>                | <b>6</b> |
| <b>Text Amendments</b>             | <b>0</b> |

### **Final Action of the Board of Trustees**

|                                     |           |
|-------------------------------------|-----------|
| <b>Zone Changes Approved</b>        | <b>5</b>  |
| <b>Zone Changes Pending</b>         | <b>1</b>  |
| <b>PD Major Amendments Approved</b> | <b>2</b>  |
| <b>Text Amendments Approved</b>     | <b>0</b>  |
| <b>Focus Area Overlay Requests</b>  | <b>11</b> |
| <b>Overlay Approvals</b>            | <b>15</b> |

### **Board of Zoning Appeals**

|                                    |          |
|------------------------------------|----------|
| <b>Total Number of Cases Filed</b> | <b>8</b> |
| <b>Appeals</b>                     | <b>0</b> |
| <b>Conditional Use</b>             | <b>0</b> |
| <b>Variances</b>                   | <b>8</b> |
| <b>Approvals</b>                   | <b>8</b> |
| <b>Denials</b>                     | <b>0</b> |
| <b>Pending</b>                     | <b>0</b> |
| <b>Withdrawn</b>                   | <b>0</b> |

# Planning & Zoning Department

## **ECONOMIC DEVELOPMENT INITIATIVES**

Once again in 2016, groundbreaking ceremonies were indicative of the sustained investment pattern currently occurring in Union Township. Work continued at the 32 East project, and the roundabout opened along Eastgate South Drive, improving traffic movements at that location. Trilogy Communities broke ground next to Veterans Memorial Park and that project is now underway in earnest, with more than \$15 million in investment planned for the site. Mike's Express, Raising Canes, and Valvoline Instant Oil Change all opened their doors along Eastgate North in 2016, nearly completing the remarkable transformation on the former Garden Ridge site.

Clover Communities broke ground on a new high-density multi-family project aimed at providing upscale amenities and community living for senior citizens. Additionally, 360 Property Partners started construction on phase one of a two-phase, 384-unit upscale, urban-style apartment project at the intersection of Gleneste-Withamsville Road and the current high school site. The new West Clermont High School site continues to make major progress, with the "topping out" ceremony held in December, 2016. Since January, the project has undergone a significant transformation, rising out from the ground in just a few short months. Crossroads Eastside generated significant energy and excitement in 2016 as well, with the announcement of its multi-million dollar investment at Jungle Jim's Eastgate. In fact, more than 2,000 people attended the groundbreaking ceremony in Eastgate on a chilly November evening and even now, construction work continues into 2017.

Other projects of significance include a major expansion at Holman GMC-Buick-RV as part of a ramped-up branding and expansion effort. Eastgate Community Church announced its expansion along Omni Drive. Also, in 2016, Rightway Automotive opened a new attractive retail auto sales facility along State Route 125. Trucraft Roofing and Pinnacle Paving also began expansion and/or relocation projects along Round Bottom Road.

## **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 Safe Routes to School project grant was completed in 2016.

The CCTID was busy in 2016 as well, in coordination with the township. To wit, the Aicholtz Road Connector work commenced in 2016, and the Ivy Pointe Boulevard Extension was completed this past construction season as well. Planning continues on a corridor-specific basis, with work continuing on the Aicholtz widening project, Gleneste-Withamsville Road improvements, Old State Route 74 improvements, and other local roadway connections

# 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 2016.

Serving as Chief of Police continues to be my honor and privilege. I am proud to serve the citizens of Union Township in this capacity.



Total crimes reported to Union Township Police decreased for the third year in a row. There was a reduction in most categories of reported crime. The biggest decrease in reported crime was among the burglary and theft categories. Violent crime continues to remain very low for a jurisdiction of our size. Union Township officers remain active in traffic enforcement, education, and research. 2016 yielded a 2.5 percent increase in traffic crashes from the year before, consistent with calls for service, which showed a 3 percent increase, approaching 57,000 calls for service a year.

While remaining fiscally responsible, the department has maintained all outreach programs and special assignments to include Bike Patrol, Crime Prevention/Community Relations, Computer Forensic Unit, Honor Guard, Canine Unit, and Polygraph Unit. We are able to retain these special services due to the willingness of those assigned to incorporate them into their regular patrol duties.

The department handled a number of other high profile cases, all of which resulted in successful apprehension and prosecution of suspects.

Technological upgrades continue to be a high priority, as I believe it will help us become even more effective and efficient.

As Chief, I will continue to remain committed to the people of Union Township and the men and women of this great department.

Respectfully submitted,

A handwritten signature in brown ink that reads "Scott Gaviglia".

Scott Gaviglia M.B.A. CLEE  
Chief of Police

# Police Department



## MISSION STATEMENT

*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**



Lt. Anthony Rees commands the Operations Bureau. He is a veteran police officer with 19 years of experience, serving all with the Union Township Police Department. He has served as a police officer, investigator and patrol sergeant, as well as staff services sergeant, prior to being promoted to lieutenant in February, 2015. Lt. Rees possesses a Bachelor's Degree in Criminal Justice, a Master's Degree in Public Administration, and is a graduate of the Southern Police Institute.

Lt. Scott Blankenship commands the Investigative/Administrative Bureau. He is a veteran police officer with 24 years of experience and has 19 years with the Union Township Police Department. He has served as a police officer, investigator, patrol sergeant and the investigative commander prior to being promoted to lieutenant in February, 2015. Lt. Blankenship is a Certified Polygraph Examiner and is a graduate of the Southern Police Institute



Administrative Officer Brent Grammel has been the Communications and Records supervisor since 2013. Officer Grammel has served Union Township for 15 years. He possesses a Bachelor's and Master's Degree in Criminal Justice. Officer Grammel has been an assessor with the Commission on Accreditation for Law Enforcement Agencies since 2014, and currently serves as the Vice-President for the State of Ohio Accreditation Resource (SOAR).

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, to include human resource responsibilities.

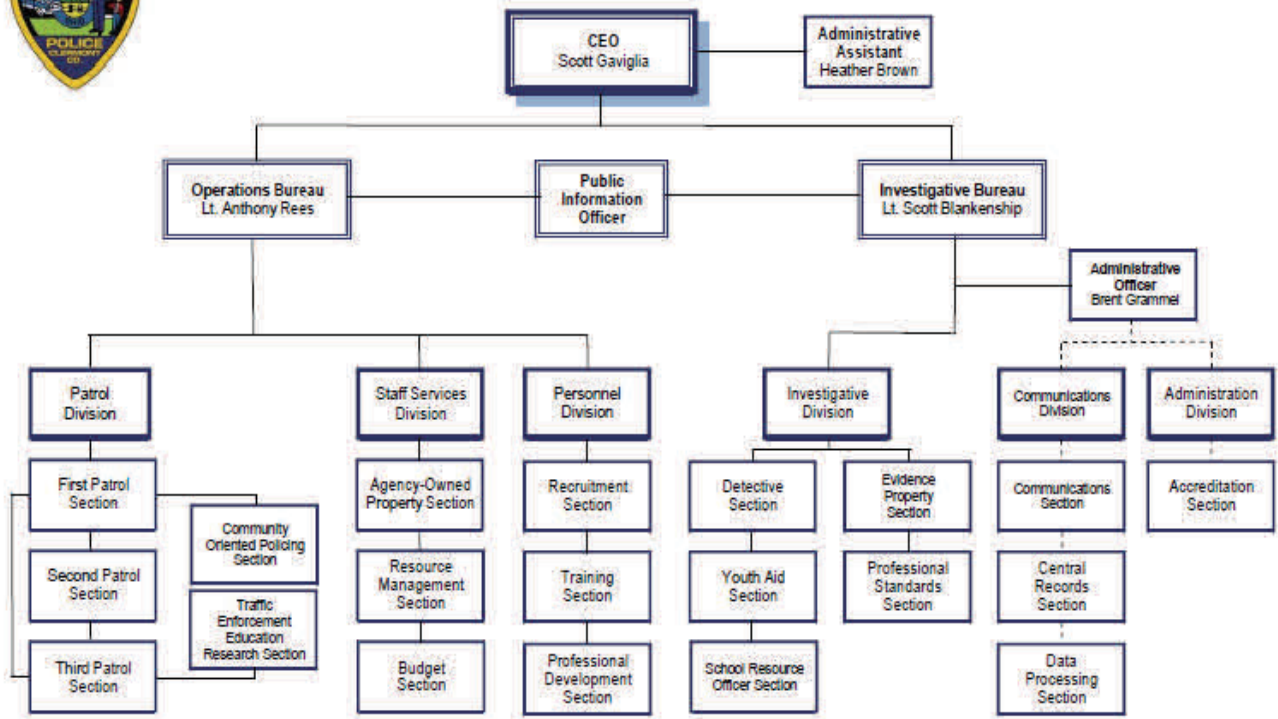


# Police Department



## Union Township Police Department

January 2016



*Nationally accredited  
Police Department  
and  
Communication Center.*



## The Union Township Police Department



**PRIDE    PROGRESS    PROFESSIONALISM**

# Police Department

## 2016 Crimes Reported, Traffic Enforcement, and Calls for Service

| Crimes Reported                | Jan         | Feb         | Mar         | Apr         | May         | Jun         | Jul         | Aug         | Sep         | Oct         | Nov         | Dec         | Totals        |
|--------------------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|---------------|
| <b>Part 1 UCR</b>              |             |             |             |             |             |             |             |             |             |             |             |             |               |
| Murder                         | 0           | 0           | 0           | 0           | 0           | 0           | 0           | 0           | 0           | 0           | 0           | 0           | 0             |
| Rape                           | 1           | 1           | 2           | 1           | 2           | 0           | 4           | 1           | 2           | 2           | 4           | 0           | 20            |
| Robbery                        | 1           | 1           | 3           | 2           | 3           | 3           | 0           | 2           | 0           | 1           | 3           | 0           | 19            |
| Assault                        | 5           | 11          | 4           | 6           | 8           | 9           | 9           | 6           | 5           | 4           | 3           | 8           | 78            |
| Burglary/B&E                   | 4           | 6           | 9           | 7           | 7           | 19          | 13          | 15          | 10          | 13          | 4           | 15          | 122           |
| Theft/Larceny                  | 107         | 86          | 90          | 126         | 102         | 108         | 79          | 105         | 110         | 96          | 91          | 104         | 1204          |
| Auto Theft/Unauthorized Use    | 5           | 5           | 5           | 6           | 2           | 6           | 7           | 7           | 9           | 6           | 3           | 4           | 65            |
| Arson                          | 0           | 0           | 0           | 0           | 0           | 0           | 0           | 1           | 0           | 2           | 0           | 0           | 3             |
| Domestic Violence              | 13          | 18          | 9           | 12          | 20          | 16          | 16          | 15          | 11          | 10          | 6           | 16          | 162           |
| <b>Total</b>                   | <b>136</b>  | <b>128</b>  | <b>122</b>  | <b>160</b>  | <b>144</b>  | <b>161</b>  | <b>128</b>  | <b>152</b>  | <b>147</b>  | <b>134</b>  | <b>114</b>  | <b>147</b>  | <b>1673</b>   |
| <b>Other Non-UCR/General*</b>  | <b>Jan</b>  | <b>Feb</b>  | <b>Mar</b>  | <b>Apr</b>  | <b>May</b>  | <b>Jun</b>  | <b>Jul</b>  | <b>Aug</b>  | <b>Sep</b>  | <b>Oct</b>  | <b>Nov</b>  | <b>Dec</b>  | <b>Totals</b> |
| DUI                            | 7           | 14          | 13          | 13          | 20          | 15          | 15          | 20          | 13          | 25          | 23          | 21          | 199           |
| All Other Offenses             | 236         | 161         | 202         | 192         | 185         | 186         | 254         | 245         | 223         | 232         | 210         | 191         | 2517          |
| All Other Non Offenses         | 184         | 182         | 161         | 170         | 194         | 205         | 205         | 213         | 211         | 219         | 199         | 193         | 2336          |
| <b>Total</b>                   | <b>427</b>  | <b>357</b>  | <b>376</b>  | <b>375</b>  | <b>399</b>  | <b>406</b>  | <b>474</b>  | <b>478</b>  | <b>447</b>  | <b>476</b>  | <b>432</b>  | <b>405</b>  | <b>5052</b>   |
| <b>Total Crimes Reports</b>    | <b>563</b>  | <b>485</b>  | <b>498</b>  | <b>535</b>  | <b>543</b>  | <b>567</b>  | <b>602</b>  | <b>630</b>  | <b>594</b>  | <b>610</b>  | <b>546</b>  | <b>552</b>  | <b>6725</b>   |
| <b>Traffic Enforcement</b>     | <b>Jan</b>  | <b>Feb</b>  | <b>Mar</b>  | <b>Apr</b>  | <b>May</b>  | <b>Jun</b>  | <b>Jul</b>  | <b>Aug</b>  | <b>Sep</b>  | <b>Oct</b>  | <b>Nov</b>  | <b>Dec</b>  | <b>Totals</b> |
| Citations                      | 217         | 186         | 187         | 183         | 192         | 190         | 224         | 218         | 189         | 230         | 256         | 253         | 2525          |
| Warnings                       | 558         | 492         | 525         | 426         | 338         | 325         | 418         | 427         | 371         | 474         | 518         | 642         | 5514          |
| Traffic Stops                  | 726         | 616         | 679         | 564         | 464         | 428         | 580         | 556         | 479         | 637         | 700         | 844         | 7273          |
| Traffic Crashes                | 118         | 96          | 115         | 120         | 128         | 134         | 125         | 140         | 138         | 130         | 155         | 133         | 1532          |
| Traffic Crashes on Private     | 21          | 30          | 22          | 39          | 28          | 28          | 28          | 37          | 29          | 29          | 39          | 38          | 368           |
| <b>Total Calls for Service</b> | <b>4836</b> | <b>4406</b> | <b>5006</b> | <b>4708</b> | <b>4885</b> | <b>4484</b> | <b>4865</b> | <b>4963</b> | <b>4758</b> | <b>4586</b> | <b>4587</b> | <b>4827</b> | <b>56911</b>  |

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

# Police Department

## OPERATIONS BUREAU

The Operations Bureau is commanded by Lt. Anthony Rees. The Operations Bureau consists of the Patrol Division, Staff Services Division and Personnel Division. Operations is the largest agency bureau with an authorized complement of 39 employees.

**The Patrol Division** is the largest division of the bureau and 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 increased 1.4 percent from 2015. The year 2016 saw an increase in the number of crime reports by officers, with 6,725 total reports generated, a 1.8 percent increase from 2015. Part 1 UCR Crimes (the major felony type crimes) decreased from 1,935 to 1,673, a 13.5 percent reduction from 2015. Most of these were for reported thefts greatly influenced by drug abuse and socio-economic factors.

The *Road Patrol Section* consists of three patrol shifts managed 24/7 by six patrol sergeants. Road Patrol is assisted by two state certified canine units and an investigator who overlaps first and second shift. Two 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 two-car accident 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 identifying traffic hazards. The total number of crashes investigated in 2016 (1,900) increased 2.5 percent after seeing a decrease in 2015. These numbers are consistent with the significant amount of work that was done to the State Route 32 corridor as well as the interchanges to I-275 from 2014 through 2016. The number of arrests for Operating a Motor Vehicle while Under the Influence increased 33 percent, from 133 arrests in 2015, to 199 in 2016, an increase of 66 arrests from the prior year.

*Crime Prevention and Public Relations* are considered a department-wide effort headed by Lt. Rees. 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



Lt. Rees

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, Police Night Out crime prevention festival, Child Gun Safety classes, School Safety talks, Safety Trailer displays at local events, and more.

Union Township Police hosted or took part in 144 events in 2016, ranging from child safety talks to neighborhood watch meetings and hosting citizen riders. The Crime Prevention Section accomplished its goals in 2016, hosting two Women's Self Defense classes and the 10<sup>th</sup> Annual Police Night Out. A department Facebook page was also created in late 2015, which led to successfully closing out five cases with arrests from tips from the public which were garnered from the page. Police Night Out continues to be a growing success and again saw significant increases in attendance.



Police Night Out



Neighborhood Watch continues to be a point of emphasis within Union Township. The Crime Prevention Section hosted eight neighborhood watch meetings in 2016. The year also saw the development of a Citizen Police Academy Alumni group, spearheaded by academy alumni expressing their desire to work with the Police Department on fundraising, special projects and community awareness. Union Township Police hosted its 12<sup>th</sup> Citizen Police Academy in August of 2016 and hosted and participated in a Junior Police Academy with other local law enforcement organizations over the summer.

Officers from the Crime Prevention Section did one Robbery Response update presentation at a local bank in 2016 and hosted 16 child safety talks. Officer Lutson also hosted our 2<sup>nd</sup> Annual Child Gun Safety class in January. The Crime Prevention Section continued to expand the ALICE Training concept and reached out to seven local businesses in 2016 who requested their employees be trained in how to respond to an active shooter in the workplace. The training was well-received and requests continue to come in from new businesses. UTPD once again partnered with *Crimestoppers* to host its annual pill drop-off and paper shredding

# Police Department

events at Furniture Fair and the Union Township Civic Center in April and September. The Crime Prevention Section handled three Cub Scout and Girl Scout tours and five career days at local elementary schools and job fairs. Officers also conducted 89 ride-alongs with citizens, field placement students and police cadets. Officers, in conjunction with members of the American Legion, again participated in the annual *Shop with a Cop* event at Meijer in December and participated in a Senior Expo at Receptions in Eastgate.

The Crime Prevention Section spent \$4651.44 of its budgeted \$5,000 in 2016. In keeping with the department's mission of fostering a relationship of genuine, mutual respect with the community, we continue to develop new ideas to increase positive interactions with the public. In April, 2016, The Crime Prevention trailer was replaced with a new trailer, partially through funding from local businesses. Officers, in conjunction with UTPD and Eastgate Mall Security, conducted a Critical Incident Response drill at Eastgate Mall in April, 2016. UTPD continues to look for ways to train in conjunction with other safety services organizations to make Union Township a safer community. Crime Prevention officers will continue to meet new challenges head-on while remaining active within the Crime Prevention Section and still handling their primary duties of answering calls for service.



*Citizen Police Academy*

**The Staff Services Division** provides support services for the agency, including supervision over purchasing, requisitions, maintenance of equipment, maintenance of the fleet and upkeep of the Police Department building. The Staff Services Division also handles media releases and serves as department liaison to the media. 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 any repairs are performed by trained armorers and certified agency personnel. All member-issued equipment is inspected by their respective supervisor annually and they in turn report subordinates' needs to the Staff Services Commander.

**The Personnel Division** is dedicated to the training of its personnel under the direction of Lt. Rees. Training in lethal and non-lethal force and response to critical incidents 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 and occasionally sponsors and hosts state provided training for other departments at Union Township's Civic Center. In-service roll call training included immersive topics such as ethics, racial profiling, critical incident response, personal early warning systems and a multitude of others.



# Police Department

The agency worked hand-in-hand with the Clermont County Prosecutor's Office to provide timely and essential legal updates to department members. In addition, the full implementation of the *Power DMS* system allowed for fluid training and communication. Union Township Police Department members completed a total of 2,377 hours of training in 2016, including eight hours of in-service training on Taser recertification and defensive driving through the use of a driving simulator. The agency participates in a county-wide Special Response Team by assigning six tactical officers and two negotiators. In addition, one officer is assigned to the Regional Dive Team and receives regular training. Union Township offers its members a generous college tuition reimbursement that allows the agency members to continue to expand their knowledge base and contribute to the growth of the Police Department.

The Personnel Division is also responsible for recruitment of potential sworn and non-sworn personnel. Various resources are used in the area of recruitment, such as career days at the local grade schools and high schools and the department's ride-along program, serving the University of Cincinnati Clermont College internship program as well as the University of Cincinnati Police Academy.

## Canine Unit

2016 saw the retirement of Police Canine Daron. Daron, a German Shepard out of the Czech Republic, served Union Township for eight years and now lives with his handler, Officer Mark Stephens. In July of 2016, in keeping with the high standards of Union Township's Police Canine Unit, Police Canine Kaos began his tour of duty with Union Township Police and is handled by Officer Dave Perkins. Kaos is a two-year-old German Shepherd purchased and trained through Excel Police Canine Services.



## Honor Guard



The Union Township Honor Guard continues to represent the highest standards of the Union Township Police Department, both in the community and at a national level. The Honor Guard once again competed in Washington DC at the annual Police Memorial Week festivities and took 7<sup>th</sup> place out of 14 departments, scoring higher than both the Chicago and Orlando police departments, much larger agencies. In addition, the Honor Guard performs at numerous events in Clermont County throughout the year, including Veterans Day and Memorial Day celebrations.

## INVESTIGATIVE / ADMINISTRATIVE BUREAU

The Investigative Bureau and the Administrative Services Bureau were merged in 2014. The Bureau is commanded by Lt. Scott Blankenship. The Investigative/Administrative Bureau is comprised of three divisions: Investigative, Communications and Administrative.

**The Investigation Division** is made up of five sworn officers. Detectives 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. Also, 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.



# Police Department

Within the Investigation Division are the State of Ohio certified evidence technician, Polygraph examiners, computer forensic investigator, and Youth Aid officer.

During 2016, investigators worked over 481 felony cases, closing about 124 (26 percent) by arrest. Of the remaining, 242 (50 percent) were closed otherwise, inactivated, or unfounded. A total of 115 cases (24 percent) remained open and were added to the 2017 caseload.

There were 2,987 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 21 exams, to include some for other agencies and for pre-employment. Several exams and subsequent confessions 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 techniques.

The 2016 investigative highlights included the successful conviction of an individual suspected of numerous rapes and burglary cases.

The Investigation Division participated in the prosecution of several defendants later apprehended after home burglaries were committed and items were removed. Due to the quick action of the investigative unit, a substantial amount of items were recovered and returned to the victims. All investigations were brought to a close in a timely manner.

**The Administrative Division** provides support services for the agency, including supervision of all non-sworn personnel, communications, records, accreditation, and professional standards section. The Administrative Bureau has a complement of 13 non-sworn members.

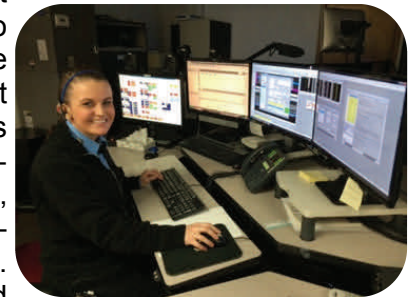
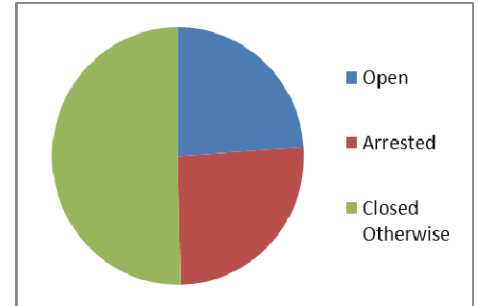
**The Communications Division** is managed by Administrative Officer Brent Grammel. This division consists of 9-1-1 Emergency Dispatch (one of only two centers in Clermont County, Ohio), and Data Processing. Dispatchers share data entry duties and assist Central Records. These are important support functions of the agency, utilizing 13 non-sworn employees. Communications provides twenty-four hour emergency dispatching of Police, Fire, and EMS services for Union Township, as well as for the neighboring Village of Amelia, Ohio. The section handles thousands of telephone calls each month, emergency and non-emergency in nature. 9-1-1 dispatchers are EMD & EFD certified. In 2016, the Union Township Communications Center received its third award through CALEA (Commission on Accreditation for Law Enforcement Agencies).

During 2016, the Communications Center fielded 24,764 emergency 9-1-1 calls. Additionally, they received more than 59,000 administrative calls, ranging from internal communication to public service orientation.

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, court filings, and expungements are also vital functions of the Records Section. The Records Section handles and disseminates tens of thousands of documents each year, generated by 58 sworn officers, in addition to the numerous requests by the general public.

The *Accreditation Section* is responsible for the accreditation process. The accreditation manager is Administrative Officer Brent Grammel and he is assisted by Communications Specialist Tracy Daly. Officer Grammel also serves as an accreditation assessor with the Commission on Accreditation for Law Enforcement Agencies (CALEA). Union Township is dedicated to the accreditation philosophy throughout its government services, to include national recognition of Police, 9-1-1 Emergency Communications, Fire, and Public Works.

2016 Investigation Division  
Case Closure



## Police Department

The Union Township Police Department and its Emergency 9-1-1 Center were nationally reaccredited by the Commission on Accreditation for Law Enforcement Agencies in 2016. The Police Department was once again recognized as a flagship agency for its many years of successful reaccreditation.

In addition to accreditation, this section works closely with the Professional Standards Section in creating and revising policy and general orders. It is also responsible for keeping employees apprised of changes to state and federal laws.



The Accreditation Section with the CALEA assessors and department administration in 2016

### **PROFESSIONAL STANDARDS AND CITIZEN COMPLAINTS**

The Union Township Police Department maintains careful records of all professional standard investigations and citizen complaints. A professional standard 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 2016, there was one professional standard investigation and four citizen complaints.

#### **2016 Citizen Complaints**

|               |            |
|---------------|------------|
| Exonerated    | 0          |
| Not sustained | 0          |
| Unfounded     | 3          |
| Sustained     | 2          |
| Withdrawn     | 0          |
| <b>TOTAL</b>  | <b>5 *</b> |

\* One complaint had two findings

#### ***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 can be handled. Negotiations to renew the 2017-2019 agreement were finalized in October for three years. The next negotiation will begin in 2019.

**There were no grievances filed in 2016.**

# Police Department

## 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 Union Township Police website, the Clermont County Citizens' Law Enforcement Associate Banquet, the Special Presentation segment of the bi-monthly trustees' meeting, and the issuance of Letters of Commendation.

Two officers and a detective were recognized for their outstanding contributions to the community during 2016. At the Clermont County Law Enforcement Association Banquet; Officers Chris Wilson and Josh Hathorn and Detective Ken Mullis were recognized for their efforts in apprehending and prosecuting suspects in an elderly abuse case.



Officers Wilson and Hathorn, Freda Underwood, and Detective Mullis



## Personnel Distribution

| Sworn Positions | Current | Current | Current |
|-----------------|---------|---------|---------|
|                 | Male    | Female  | All     |
| CEO             | 1       | 0       | 1       |
| Lieutenant      | 2       | 0       | 2       |
| Sergeant        | 6       | 0       | 6       |
| Police Officers | 32      | 3       | 35      |
| Detectives      | 4       | 0       | 4       |
| Sworn Total     | 45      | 3       | 48      |

| Non-Sworn Positions  | Current | Current | Current |
|----------------------|---------|---------|---------|
|                      | Male    | Female  | All     |
| Administrative Asst. | 0       | 1       | 1       |
| Comm. Spec.          | 1       | 12      | 13      |
| Non-Sworn Total      | 1       | 13      | 14      |

| Totals | 46 | 16 | 62 |
|--------|----|----|----|
|--------|----|----|----|



# Police Department

## UNION TOWNSHIP POLICE DEPARTMENT

### 2016 Sworn Officers

| <b>Officer</b>           | <b>Serving Since</b> | <b>Officer</b>           | <b>Serving Since</b> |
|--------------------------|----------------------|--------------------------|----------------------|
| Sgt. Jeff Brown          | 1996                 | Officer Ryan Maynard     | 2014                 |
| Sgt. David Combs         | 1998                 | Officer Tony Metzger     | 2006                 |
| Sgt. Gregory Jasper      | 1993                 | Officer Brian Milne      | 2005                 |
| Sgt. Rick Wagner         | 1997                 | Officer Joe Pangallo     | 2007                 |
| Sgt. Mike White          | 1996                 | Officer David Perkins    | 2002                 |
| Sgt. Eric Williams       | 1998                 | Officer Keith Puckett    | 1999                 |
| Officer Brandon Bock     | 2014                 | Officer Ben Reardon      | 2006                 |
| Officer Chad Bullock     | 2003                 | Officer Brad Rhodes      | 2015                 |
| Officer Derek Disbennett | 2015                 | Officer Steve Seikbert * | 2004                 |
| Officer Samantha Fedler  | 2008                 | Officer Cameron Shaw     | 2015                 |
| Officer Chris Godsey     | 2002                 | Officer Alex Smith       | 2016                 |
| Officer Brent Grammel    | 2002                 | Officer Danielle Smith   | 2006                 |
| Officer Josh Hathorn     | 2005                 | Officer Mark Stephens    | 2000                 |
| Officer William Hoess    | 2015                 | Officer Bryan Taylor *** | 2007                 |
| Officer Chris Holden     | 2006                 | Officer Dylan Torok      | 2016                 |
| Officer Jeffery Joehnk   | 2004                 | Officer Mike Ventre      | 2003                 |
| Officer Alex Koszo       | 2007                 | Officer Daniel Wilfert   | 2002                 |
| Officer Terry Kresser    | 2007                 | Officer Erin Williams    | 2002                 |
| Officer Chad Lutson      | 1998                 | Officer Richard Williams | 1998                 |
| Officer Scott Marshall   | 2014                 | Officer Chris Wilson     | 2006                 |
|                          |                      | Officer Clay Zimmerman   | 2006                 |

\* School Resource Officer

\*\*\* Narcotics Unit

| <b>Detective</b>     | <b>Serving Since</b> | <b>Detective</b>         | <b>Serving Since</b> |
|----------------------|----------------------|--------------------------|----------------------|
| Detective John Pavia | 1999                 | Detective Ken Mullis     | 2004                 |
| Detective Josh Hines | 2008                 | Detective Brandon Bishop | 2002                 |

### 2016 Non-Sworn

| <b>Communication Specialist</b> | <b>Serving Since</b> | <b>Communication Specialist</b> | <b>Serving Since</b> |
|---------------------------------|----------------------|---------------------------------|----------------------|
| C/S Julie Depuccio              | 1997                 | C/S Jamie Robinson              | 2014                 |
| C/S Tracy Daly                  | 1998                 | C/S Jason Jackson               | 2014                 |
| C/S Nicole Hctor                | 1999                 | C/S Alison Byess                | 2014                 |
| C/S Melissa Russell             | 2006                 | C/S Shannon Case                | 2015                 |
| C/S Melissa Kiskaden            | 2007                 | C/S Jennifer West               | 2015                 |
| C/S Mindy Malott                | 2010                 | C/S Megan Haitz                 | 2015                 |
| C/S Shannon Cox                 | 2012                 |                                 |                      |
| <b>Administrative Assistant</b> |                      |                                 |                      |
| Heather Brown                   | 1997                 |                                 |                      |

# Service Department

To the Board of Trustees and Administrator Geis:

It is with great pride and pleasure that I present the 2016 Annual Report for the Union Township Service Department.

In 2016, The Service Department's focus was on providing outstanding core services at the best value price. The department is taking the lead role in driving Union Township toward a more sustainable future through best management practices with regards to our community's infrastructure.

We are proud to be members of several prestigious organizations, including the American Public Works Association (APWA), the National Parks and Recreation Association (NP&RA), the Ohio Turf Grass Foundation (OTGF), the International Cemetery and Cremation Funeral Association (ICCFA), and the Ohio Cemetery Association, Inc (OCAI).

We continue to work with the American Public Works Association. This opportunity affords us the ability to constantly improve our operations through effectively choosing and implementing already proven strategies from some of the most successful public works agencies in North America.

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.

The Union Township Service Department is comprised of four major divisions and employs seventeen 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 131 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 curbs 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, and 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 by and tracked through a comprehensive work order system. The Roads Division completed 432 work order requests in 2016. 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 many different characteristics for each road. The roads selected to be paved as part of the 2016 annual paving project were selected using this scientific data. In 2016, the following roads were repaved:

| <b>STREET NAME</b>  | <b>FROM / TO</b>         |
|---------------------|--------------------------|
| Zagar Drive         | Entire Road              |
| Midfield Drive      | Entire Road              |
| Shephard Road       | From end to Tornado Lane |
| Cardinal Drive      | Bargsalt to Mockingbird  |
| Woodforest Drive    | Entire Road              |
| Shepherds Glen Lane | Entire Road              |
| Clepper Park        | Entire Road              |



In addition to these roads being repaved, improvements were made to Wilfert Drive, Sparrow Blvd., Laurel View Drive, Rumpke Road, Hillview Drive, Mapleridge Court, Hallandale Drive, and Stoneybrook Drive. These improvements included full depth asphalt base repairs, and curb repairs. These necessary repairs were made in areas where the base was beginning to fail under the road and where areas of curbs needed replacement.

# Service Department

## Snow and Ice Operations

A major role for the Service Department is snow and ice operations. The department is responsible for keeping 131 center lane miles of roadways clear and safe for the traveling public. In 2016, it was necessary to treat the township roads a total of 13 times. Each time the roads are treated for icy conditions, the usage of salt is approximately 80 tons. Approximately 1,040 tons of salt and more than 5,600 gallons of brine were applied to township roadways last 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.

In addition to treating the roads, several improvements were made regarding snow and ice operations. All of our employees received annual training in snow and ice operations. The Service Department continues to search for methods to reduce overall salt usage. For the second consecutive year, a new Ford F550 was purchased and outfitted with a salt management system. These smaller trucks will be used in snow removal operations, as well as other departmental operations. Finally, staff attended additional training on calibrating salt management equipment. All of these activities are to ensure the safety of our residents and visitors to our community.



## **PARKS, BUILDINGS AND GROUNDS DIVISION**

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, Police Night Out, Lantern Lighting Ceremony, 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 cornhole. 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 non-profit organizations at no charge. In 2016, 156 shelter reservation requests were filled at Veterans Park.

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.



## Service Department

Some other memorable events in 2016 included the Union Township Police Department's annual Police Night Out, Cincy Kids-4-Kids Carnival, the 24-hour National Day of Prayer Observation, a walk for the Leukemia and Lymphoma Society, Clean and Green Spring Litter Pickup, (A Caring Place), and The American Cancer Society's Relay for Life.

A tradition that began about 22 years ago is a Memorial Day vigil sponsored by the Vietnam Veterans of America, Clermont County Chapter 649. The veterans erect a mock military cemetery by surrounding the area near the helicopter with approximately 500 white crosses, each representing a Vietnam casualty from the Tristate area. Over the years, this event has gained both regional and national attention.

Continuing the tradition Veterans' Memorial Park has in honoring those who served and partnering with many of our local veterans' organizations, it is fitting that the newest memorial at the park was dedicated in a candlelight ceremony on Veterans' Day, Nov. 11, 2016. The Purple Heart Monument was the brainchild of the Military Order of the Purple Heart, Chapter 156, and was supported by the Vietnam Veterans of America, Chapter 649. The Service Department collaborated in this project by digging out and basing in for the monument and landscaping the surrounding area. The Purple Heart Monument joins other distinguished memorials at the park—the Vietnam Veterans Memorial Helicopter, The Gold Star Mothers Memorial, a memorial dedicated to the women who served in Vietnam, a bench honoring Korean War veterans, and a monument to the war dogs who served in Vietnam.



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 as to make our residents proud.

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 2016, significant improvements were made to the basketball courts, including the installation of new basketball goals and nets. Ten new trash receptacles were installed throughout the park. Major drainage improvements were made along Glen Este-Withamsville Road. The parking lot was sealed and striped. The signs at both entrances were painted. And finally, the fences throughout the park were repaired and painted. All of 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 non-profit organizations at no cost. In 2016, a record 114 shelter reservation requests were filled.

These amenities are used by many organizations throughout

the year. The football field is the home field for the Glen Este Youth Football League. 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.

## Service Department

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.

As with all four of the township's parks, an effort is made every year to improve the grounds. In 2016, significant improvements were made to the baseball fields. These improvements included reworking the infields to improve the overall playability, and painting the fences. Pavement improvements were completed throughout the park, including paving the drive through the park, and sealing and striping the parking lots. The signs at both entrances were painted. Two additional soccer goals were installed. Finally, 47 yards of creek rock were added to landscape beds and turning radiuses. 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 2016, there was a significant increase in visitors to Mount Carmel Park. Many residents brought their children to enjoy the playground and picnic areas.



### **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. In 2016, special attention was paid to the landscaping in the park. Additional landscape beds were installed. Five new six-foot tall trees were planted. Pavement repairs were performed on the walking track. These concentrated efforts were made by the Board of Trustees for the enjoyment of the community.



## **FLEET MAINTENANCE DIVISION**

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 384 requests for service in 2016. 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**

The mission statement of Union Township's, Mt. Moriah Cemetery is, "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 this mission year round.

## Service Department

In keeping with the mission statement of Mt. Moriah Cemetery, several projects were completed in 2016. A key project was the renovation of the pond and surrounding grounds on the east side of the cemetery. Over the years, the pond and spectacular waterfall have been a place of beauty and serenity for those visiting their loved ones. A new waterfall pump was installed to provide continuous water flow over the layers of rock. In addition, two new fountains were installed in the pond. The Crown and Trumpet pattern displays a beautiful spray pattern and a relaxing sound of water for visitors to enjoy. Additionally, 20 trees were planted throughout the surrounding area, 10 Colorado Blue Spruce and 10 Red Oak trees. The Red Oak is one of the few oaks that is an



important shade tree and noted for its brick-red autumn color. The Red Oak is known for its rapid and vigorous growth rate and will reach 60 feet tall by 70 feet wide. Its large acorns mature earlier in the season than those of most other oaks, providing a source of food by late summer and throughout autumn and winter for many forms of wildlife. The Colorado Blue Spruce is a beautiful tree with its blue colored needles and Christmas tree-like shape. It will reach 65-115 feet tall by 16 feet wide and provide continuous color year round. Furthermore, an exquisite black, granite bench was installed by the Cremation Scattering Garden. The bench blends in with the overall harmonious setting of the pond and waterfall, and provides a tranquil place for those visiting their loved ones. Improvements to the pond and surrounding grounds were implemented in keeping with the mission statement "to operate and maintain an historic burial ground in a park-like setting."



Another on-going project throughout 2016 was the tree removal and planting project. Mt. Moriah Cemetery recognizes a commitment to the public for the removal of hazardous trees throughout the cemetery. In 2016, 23 hazardous or dead trees were removed from the cemetery grounds. In addition to the new trees planted by the pond, 10 new trees were planted throughout the cemetery grounds, for a total of 30 new trees planted. The new trees will add to the diversity of species and greatly enhance the landscape of the cemetery.

A major event at Mt. Moriah Cemetery in 2016 was the ninth annual Lantern Lighting Ceremony. This event was a unique evening of beauty and remembrance for the entire community. The ceremony was held on the east side of the cemetery by the pond. Materials were provided to construct floating lanterns. Rice paper, stickers, markers, poems, and glue were supplied. The children enjoyed coloring with crayons. In addition, participants brought their own photos of loved ones and various items to decorate their shades. They were encouraged to inscribe their own messages of love, peace and hope. The shades were placed on waterproof platforms holding a votive candle in the middle.



## Service Department

After the construction of the lanterns, a delicious complimentary dinner was served by candlelight. A harmonious addition to the evening was a trio from the Clermont Philharmonic Orchestra, which performed soothing music throughout the evening. The Clermont County Marine Veterans Honor Guard performed the color guard presentation, followed by a bugler performing *Taps*. Boy Scout Troop 671 led the *Pledge of Allegiance* and the *National Anthem*. At dusk, everyone gathered at the shoreline to share a simple but beautiful ceremony. The candles were lit and the lanterns were set upon the pond as the bugler performed *Amazing Grace*. As the pond slowly illuminated, the individual luminaria joined together to transform the darkness of the setting sun with glimmering candlelight. Attended by approximately 650 people, the ninth annual Lantern Lighting Ceremony was a tremendous success.

Mt. Moriah Cemetery was honored to be published in the February, 2016, issue of the *American Cemetery & Cremation* magazine. This nation-wide magazine features outstanding cemeteries throughout the country. The five-page article highlighted not only the history and beauty of Mt. Moriah Cemetery, but also the numerous features that make our cemetery so exceptional. Included in the article was information regarding the pond, waterfall, cremation scattering garden, niche columbarium, Heritage Memorial Grove, chapel, gazebos, annual Lantern Lighting Ceremony and prominent settlers and citizens interred here. Mt. Moriah Cemetery is proud to receive this national recognition as one of the elite cemeteries in the country.

Many ongoing programs were continued, benefiting the overall appearance of the cemetery grounds. These programs included the planting of spring bulbs, annual flowers and rose bushes, fertilizing the grounds, mulching the landscaped areas, removing dead trees and unsightly bushes, geese control, and trimming the tree limbs. All these programs were performed to maintain the high standard that visitors to Mt. Moriah Cemetery have come to expect.

All these projects and events did not detract from the main business of the cemetery. In 2016, the cemetery staff prepared 227 burial sites, sold 176 new gravesites, poured 163 monument foundations and installed 10 government markers. In addition, 16 families used the Cremation Scattering Garden and 11 columbarium niches were sold.

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, Inc.

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.

### **EMPLOYEE OF THE YEAR 2016**

Every year the Service Department chooses an Employee of The Year. This person best exemplifies everything in the department's mission, vision, and values statements. In 2016, Mark Hamm was chosen as the Employee of The Year. Mark Hamm has worked for the Service Department since November, 2001. He was promoted to the position of Maintenance Worker II in June, 2009. In 2010, he became the department mechanic, a position in which he excels. Year after year, Mark continues to exceed expectations by outperforming his previous year's accomplishments. Mark is both an ASE and EVT certified mechanic.



Administrator Ken Geis presents Mark Hamm with the Employee of The Year Award.

### **COMMUNITY SERVICE OUTREACH**

As part of community service outreach, 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 2016, unwanted items included 13 refrigerators,

## Service Department

among other unwanted “treasures,” and utilized 15 garbage trucks and 17- 30 yard dumpsters filled with furniture, clothing, bicycles, electronic equipment, and lawn equipment.

In 2016, 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 at no charge. Any township resident can receive as many Tree and Brush vouchers as they need at no cost. In 2016, the Service Department issued 267 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. In 2016, 113 Christmas trees were dropped off, and recycled.

### **EDUCATION AND TRAINING**

Education and training are always major themes in the Service Department and 2016 was no exception. Some of the education and training completed this year by Service Department staff is listed below:

- Commercial Pesticide Applicators license training
- Personal Protective Equipment training
- Leadership training
- Ohio Utilities Protective Services (OUPS) training
- Attendance at APWA National Snow and Ice Conference.
- Loader operators training for winter operations.
- Ethics departmental training.
- Ergonomics training.
- Vision, Mission, and Values departmental training.
- Emergency Vehicle Technician's training through the Ohio Association of Emergency Vehicle Technicians.
- Attendance at the Ohio Association of Cemeteries annual convention
- Attendance at classes at the Tri-State Green Conference
- Attendance at classes at the Ohio Turf Grass Conference

### **IN CONCLUSION**

In 2016, the Service Department accomplished many things and enjoyed many successes. Our staff continued to grow through education and training. The 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 2017, 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.

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## 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.*

2016 marked the 11th year that UTTV has been on the air in Union Township. Local producer participation continued, and regular users continued to provide us with consistent programming.

We maintained our work with the Clermont County Composite Squadron (Civil Air Patrol) and Rita Heikenfeld, a regionally known cooking expert, as well as nationally acclaimed portrait painter, Carin Hebenstreit, and local professional water color artist, Gary Brooks, to present high-quality programming to our viewers.

An important function of the department is taping township meetings, to include the Board of Trustees, Zoning Commission and Board of Zoning Appeals, as well as the West Clermont Local School District meetings, and airing them on UTTV, as well as ensuring they are uploaded to the township website.

The debut of the township's Facebook page in 2015 added yet another venue for township events, meeting and departmental videos, as well as police special announcements. *You're On Fire*, a popular video, features firefighters presenting awards to students at Clough Pike Elementary School for academic achievement. New in 2016 were Fire Department tips, as well as parks and Mt Moriah Cemetery videos.

In dealing with the media and dozens of township and county residents and businesses each week, UTTV considers itself a partner with the township's other departments in presenting an efficient, resourceful and helpful face of the township to our customers.

## Information Technology

In 2016, the Information Technology Department updated the switches at our Fire and Service departments to newer models. These switches support powering up our phones over Ethernet, thereby reducing the amount of cabling needed in each network closet. The switches also support the latest security protocols allowing for more secure connections when logging into them.

As a security measure, IT has also added a wireless bridge that connects the Metro Park-N-Ride bus stop to the Civic Center. This allowed us to put in wireless IP cameras that connect to a Network Video Recorder, which can be used to assist in identifying any problems at the bus parking lot. The connection has also allowed us to provide public Wi-Fi to anyone waiting for his or her bus.

Finally, IT updated the CRT televisions in the township meeting hall to HD flat panel televisions. The larger screens are easier for meeting attendees to see the presentations.

In addition to special projects, an important function of the IT Department is the technical support of the township's internal departments. In 2016, IT opened a total of 165 technical incident requests and closed all but three by the end of the year. In maintaining the township web site, IT tracked 23,314 web site sessions, with 137,606 page views.

