



Union Township

Est. 1811

2013 Annual Report

Union Township

Clermont County, Ohio

Est. 1811

2013 Annual Report

Board of Trustees

Timothy Donnellon

Robert McGee

Matthew Beamer

FISCAL OFFICER

Ronald Campbell

Administrator

Ken Geis

Law Director

Lawrence Barbiere

Union Township Administration

4350 Aicholtz Road

Union Township, Ohio 45245

513-752-1742

www.union-township.oh.us

Annual Report 2013

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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 2013. 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.

State supported revenues dipped and will be further reduced in 2014 with the reduction of the estate tax. As in 2012, the Board of Trustees (Board) continued its cost savings measures in 2013. Total expenditures (not including an accounting change to the Debt Service Fund) resulted in a gross reduction of \$800,000 in total expenses for 2013.

In November, the Board completed the refinance of the Jungle Jim's Project, bringing the Clermont County Port Authority in as lead issuer, resulting in the largest net increase to the township's General Fund in the history of the community. This project remains a framework for the success of public/private partnerships that generate increased property value, new investment, new jobs and the elimination of blight. The township completed the sale of the site located at 516 Cincinnati Batavia Pike (Boys and Girls Club), netting a positive adjustment to the General Fund as well.

The township investment in the community paid dividends with new hires at AP Technology, L3, Eastgate Mall, Logan's Restaurant, Mt. Carmel Brewery, Auto Zone and Men's WearHouse, just to name a few. Residential development is increasing, with the township rapidly becoming an area of great interest for diverse housing structures.

As an organization, we continue to look toward improvement in customer service and the quantity of service performed. Our employees continue to be some of the best in the country. All services are accredited and we remain the only township in the country to have a nationally or internationally accredited police, fire, communications, public works and cemetery. The Police Department was reaccredited in 2013, affirming its prototypical service delivery.

A review of the remainder of the report will demonstrate 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 \$20,276,734.96, up from \$10,068591 in 2012. In September, 2013, the township received an Aa² rating, recognizing the stability of the township's financial condition.

The township General Fund ended the year with a cash balance of \$ 10,644,407.04. 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 from 8 a.m. to 10 p.m. seven days a week , the traffic in and out includes teams and organizations from all over Clermont County, utilizing the beautiful gym and four meeting rooms of various sizes. The Contract Postal Unit on the lower level extended its hours during the month of December because of ever-growing business. Cincinnati Metro Park-n-Ride offers service to and from downtown and the parking lot is filled to capacity Monday through Friday. The Clermont Senior Services Inc. Learning Center is one of the most active, if not the most active, in the county. Finally, The West Clermont Local District calls the Civic Center home.

Each year, almost a third of a million people take advantage of the many amenities the Civic Center offers.

Events

The state-of-the-art Amphitheatre, on the grounds of the Civic Center, was the venue of 12 summer concerts in 2013. It was also the location of the third formal American flag-burning ceremony in June, hosted by the Vietnam Veterans Chapter 649. in 2013, the Board of Trustees sponsored Union Township History Tours, which departed from the Civic Center one Saturday each month.

Partnerships

As U.S. Representative Jean Schmidt did before him, U.S. Representative Brad Wenstrup maintained a satellite office in the Civic Center.

In May, 2013, UC Health Air Care became a temporary tenant of the Civic Center, housing staff and its third medical chopper at the facility. The helicopter is based at the center from 11 a.m. to 11 p.m. daily, and is used for medical transports in the eastern segment of Air Care's coverage area, to Clinton, Highland and Adams counties.

In addition to the many groups utilizing the gym, the Union Township Board of Trustees is proud of its partnership with the Glen Este Youth Basketball Association, a non-profit organization coaching teams from kindergarten to 12th grade, who use the gym as a home base during the winter basketball season for practice and games. The Snapdragons, a non-profit organization for special needs youth from ages five to 18, also call the Civic Center home.

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



Township Administration

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



WEST CLERMONT LOCAL SCHOOL DISTRICT

4350 Aicholtz Road, Suite 220
Cincinnati, OH 45245
(513) 943-5000
www.wcslcr.org

Dr. Keith Kline - Superintendent
Mrs. Alana Crapper, CPA - Treasurer

January 23, 2014

To Whom it May Concern,

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

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

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

Best wishes,

Dr. Keith Kline - Superintendent
West Clermont Local School District

CLERMONT SENIOR SERVICES

service with heart

Phone: (513) 724-1255
Fax: (513) 536-4006
info@clermontseniors.com
www.clermontseniors.com

February 4, 2014

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

Dear Union Township Trustees,

The partnership between Clermont Senior Services and Union Township remains a rewarding collaboration which benefits our community and senior citizens. To begin, the Union Township Lifelong Learning Center had an average monthly attendance of 686 visitors or 34 per day based on a 20 day month in 2013, which is a slight increase over 2012.

In addition, the talented staff of Clermont Senior Services coordinated the delivery of various programs designed to mentally, physically and artistically stimulate seniors through activities and classes such as art, floral design, basket weaving, computer, yoga, Tai Chi, chair volleyball and much more. The Center also hosted informational seminars related to Medicare enrollment and tax preparation assistance offered by AARP which attracted 521 seniors. Put another way, our programs and services are evolving and improving, which attract more community interest and participation by seniors who are looking for something different compared to the traditional "senior center."

We have appreciated the cooperation and professionalism of the Union Township staff and are very grateful for their support and friendship. On behalf of our staff and Board of Trustees, I thank you for helping improve the lives of Clermont County senior residents, and we look forward to many years of a very successful partnership with Union Township.

Sincerely,

Cindy Gramke
Executive Director/CEO

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.



Agency Partner



Fire Department

To the Board of Trustees and Administrator Geis:



I am pleased to present the 2013 Fire Department Annual Report.

During the year 2013, even during very tight economic times, thanks to the careful planning and foresight of the township administration, the Fire Department was able to purchase and place into service two new paramedic ambulances. This allows the emergency medical services to continue to take advantage of the latest technologies in the delivery of pre-hospital care to Union Township.

Also in 2013, we experienced several personnel changes in the department. We were able to recognize the years of service, dedication to the township, training, education and experience of several employees as they were promoted to fill existing vacancies. This included the promotion of three firefighter/paramedics to the rank of lieutenant – Matt McHale, Chris Goessl and Travis Brown. Mark Fyffe earned the promotion to assistant fire chief. Congratulations and good luck to each of them in their new positions and responsibilities.

Employees of the fire department continue to provide emergency and non-emergency services 24/7/365 to this community that are second to none.

Sincerely,



Stanley G. Deimling
Fire Chief

Fire Department

Mission

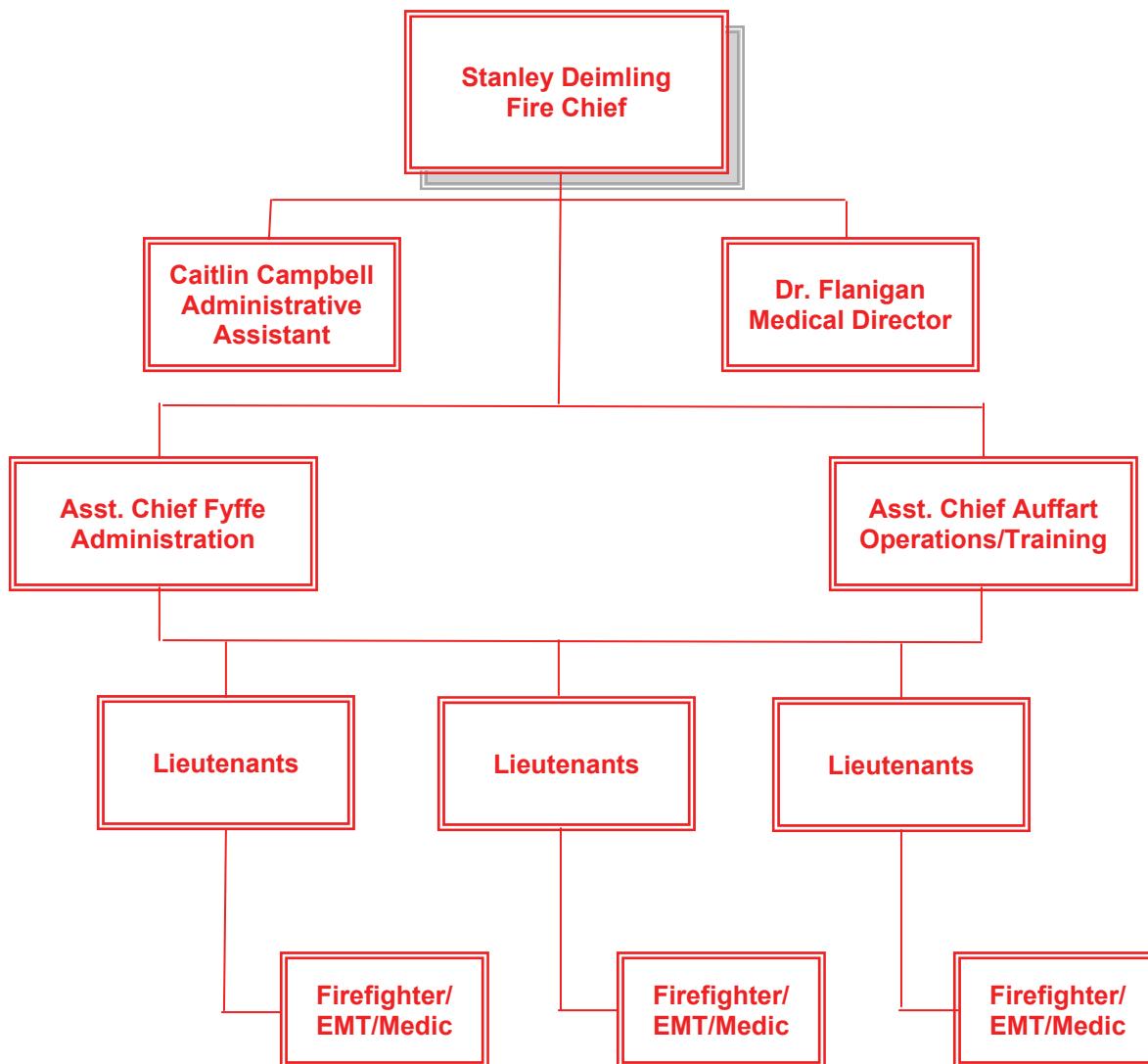
It is the mission of the Union Township Fire Department, Clermont County, Ohio, to strive to be on the cutting edge of excellence by exceeding expectations in providing Life Safety Services to the community; to promote the protection of lives, property and the environment through prevention, education,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

2013 Organization Chart



Fire Department

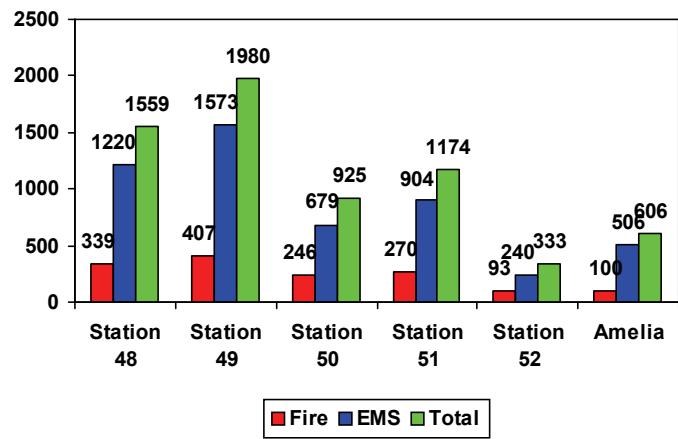
WORKLOAD

The fire department responded to 1,567 fire calls and 5,147 medical calls for a total of 6,714 calls. The chart to the right 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.

The chart does not include:

Mutual aid incidents—136
Non-reported incidents—1



APPARATUS / EQUIPMENT

During July, the department received two 2013 Ford E350 Wheeled Coach ambulances. These two ambulances were designed with cost and efficiency in mind. The two ambulances are smaller and lighter than the rest of the ambulances in the fleet and will make maneuvering through the township much easier. Maintenance costs will also be decreased. The new ambulances incorporate the latest technology and safety features for the patient and the crew. After final outfitting and training were completed, the ambulances were placed in service in mid-September.

TRAINING

In 2013, the employees of the Union Township Fire Department received over 9,703 hours of training in many different aspects of public safety. Training was conducted by fire and EMS instructors from within the department and from outside agencies. As an Ohio Certified Continuing Education Site, Union Township Fire Department's Certified Emergency Medical Service instructors provided each paramedic with over 48 hours of refresher training. The EMS training allows our paramedics and EMTs to recertify their State of Ohio certification through the Ohio Department of Public Safety. Along with EMS training, classes in hazardous materials, fire suppression and fire investigation were attended by our firefighter/paramedics. All these types of training allow our responders to keep current on the latest trends in response and mitigation for all manner of incidents.

In a continuing effort to maintain a higher level of training, Lt. Robert Cabral graduated from the Ohio Fire Executive Program; this is a two-and-a-half year program that addresses skills and knowledge needed for leadership. Lt. Chris Goessl has been accepted in the program and will begin his training in early 2014.

Whether it's daily company drill, weekly EMS continuing education, recertification training, or training on new equipment, the Union Township Fire Department is committed to keeping its employees up-to-date and well-trained in the latest techniques and procedures in the fire and EMS fields. Therefore, township residents receive the best and most efficient public safety services available.

GRANTS

The department received a safety grant from the Ohio Bureau of Workers Compensation in the amount of \$40,000. The funding from the grant was used to purchase five Stryker Power Pro Ambulance Cots. These cots were placed in all five frontline ambulances. The cots have a hydraulic system that mechanically lifts and lowers the patient. This will eliminate or substantially reduce the risk of injury for our firefighters and will greatly improve operator and patient safety. The cots will reduce the number of emergency units needed for lifting assistance and will keep the units available to respond to other emergencies. Therefore, productivity will be increased and exposure to injury will be decreased.

INTERNAL PROTECTION PROGRAMS

The fire department completed several internal protection programs during 2013. These programs are intended to provide assurance that emergency equipment is in proper functioning order. These programs include fire hydrant maintenance and testing, fire hose testing, testing and certifying fire pumps on apparatus, testing and certifying fire ladders, and maintaining dry hydrants installed in the township.

Fire Department

FIRE CHAT

Since the Union Township Fire Department debut of the cable talk show ***Fire Chat*** in January, 2007, the show has been well received by the citizens of Union Township. Hosts Lieutenant Travis Brown and Firefighter / Paramedic Jason Kiefer interview guests in the studio at Station 51, concentrating on educating the public on a myriad of special topics and services provided by the department. Subjects last year included the process of starting over after you have suffered a fire in your home and the procedure for receiving and dispatching emergency and non-emergency calls.

Special guests provide an inside perspective to fire safety while highlighting the programs and services available to the residents of Union Township. ***Fire Chat*** provides life safety information that is relevant to the current challenges faced by the fire service today.

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

PREVENTION AND EDUCATION

The department continues to be proactive in the area of fire prevention and education. The department provided township residents with *smoke detectors and carbon monoxide detectors* at no cost. The use of smoke detectors and carbon monoxide detectors are essential life saving tools. The department distributed 82 smoke detectors, 66 carbon monoxide detectors and 74 batteries.

Car safety seat inspections continued during the year. The department has been very proactive in educating the public of the need for these inspections. During the year, 65 car safety seat inspections were completed.

School C.P.R. education continued to be a joint effort between the department and the West Clermont Local School District. This training is required for graduation. The department works with Glen Este High School to coordinate this training by department personnel as part of the school curriculum. During the year, 340 students were educated in Cardio Pulmonary Resuscitation and the use of Automatic External Defibrillators.

Community C.P.R. also continued to be a focus of the department. The department educates numerous businesses, neighborhood groups, and community groups in C.P.R. and the use of automatic external defibrillators (A.E.D.s). The UTFD also provides fire escape plan training, fire extinguisher training, home fire inspections, and other non-emergency types education to these same groups. The department continues to feel that education is the key to preventing loss of life, fires, and property damage.

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

The department continued the "Adopt-A-School" program in the township elementary schools. Lt. Kevin Cooper coordinated the program for each crew to adopt a school within its response area. The program goal is for firefighters to have an active presence in their assigned schools so they are more familiar to the children and employees. It also increases fire staff's awareness of the school's layout and emergency plans. Members of the department assisted in their schools every couple weeks for an hour or two. The firefighters participated in activities such as reading to students, helping with school projects or school fairs, and having lunch with students. Crews also educated the children and staff on fire safety. The students, staff, and firefighters received valuable education that would aid in the event of an emergency at school or at home.

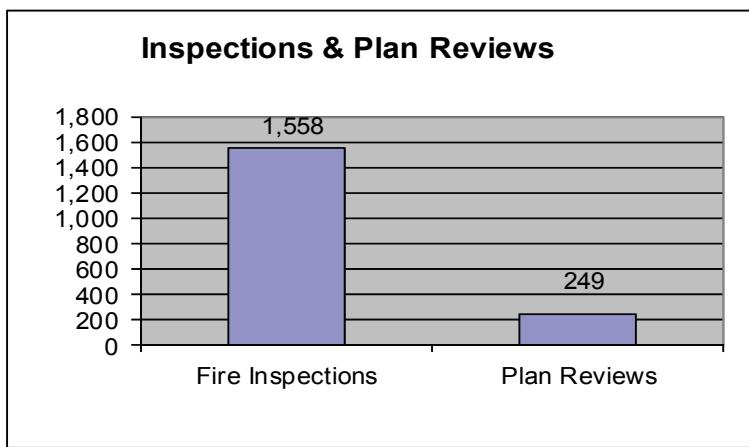
PUBLIC ACCESS DEFIBRILLATION

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

FIRE INSPECTIONS AND PLAN REVIEWS

The department conducted 1,558 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.

In conjunction with the Clermont County Building Inspection Department, dozens of inspections were conducted and 249 sets of building plans were reviewed. These inspections and plan reviews provide the department a proactive pre-occupancy approach to code compliance.



Fire Department

KNOX BOX installations continue to be a primary focus during the plan reviews. Business owners can purchase these secure devices and install them on their buildings 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 a Knox Box. Knox Boxes provide the fire department access to a business during after hours in the event of an emergency and the ability to secure the building if an emergency is not found. Prior to the installation of these systems, forced entry was required to gain access, resulting in additional costs to business owners for repairs of damaged entry doors.

CUSTOMER SATISFACTION SURVEYS

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

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

In 2013, the department sent out 187 surveys. 29 surveys were returned, with an average score of 2.77. This indicated a very high level of satisfaction among those who responded.

AMELIA COVERAGE

2013 marked the ninth year of providing fire and emergency medical service to the Village of Amelia. During the year, the Union Township Fire Department responded to 506 emergency medical incidents and 100 fire incidents. The department continued to be proactive in providing public education to the citizens and business community in the Village, as well as recertifying the police department in Cardio Pulmonary Resuscitation (CPR) and Automatic Emergency Defibrillator (AED) use. A representative of the Union Township Fire Department attends the Amelia Village Council meetings to provide input and answer any questions or concerns the council members may have concerning fire and emergency medical and safety issues that arise in the Village.

EMPLOYEE NEWS

Union Township Fire Department saw several personnel changes in 2013. Assistant Chief Jeff Jackson retired after nearly 38 years of service. Lt. Mike Thumann and Firefighter Gary Schloemer both left for other opportunities.

The fire department welcomed Caitlin Campbell in January as a new Administrative Assistant.

Four officers were promoted during 2013. Mark A. Fyffe was promoted to the position of Assistant Chief. Firefighter/paramedics Travis Brown, Chris Goessl and Matt McHale were promoted to the rank of Lieutenant.



Fyffe



Campbell



Brown



Goessl

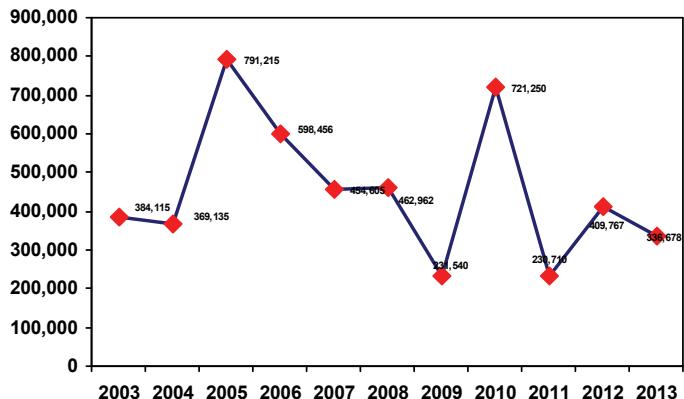


McHale

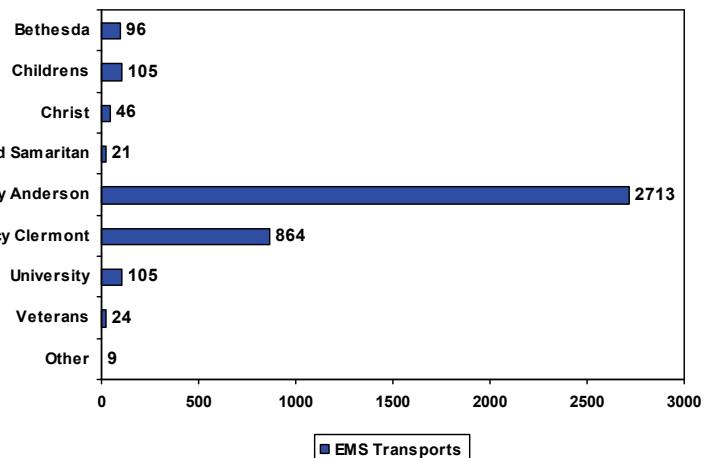
THE YEAR IN REVIEW

Fire Department

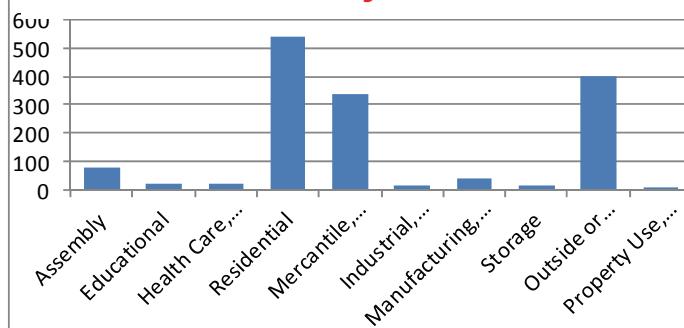
Fire Losses



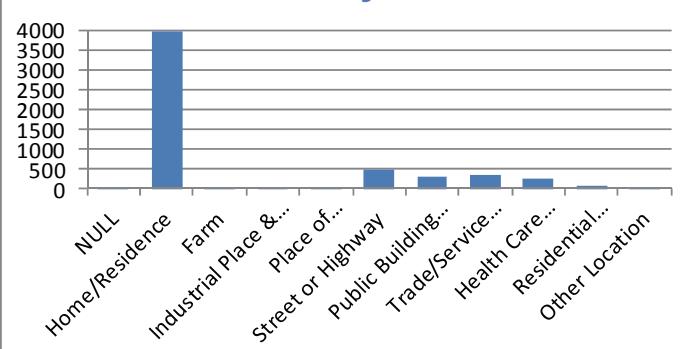
EMS Transport Destinations



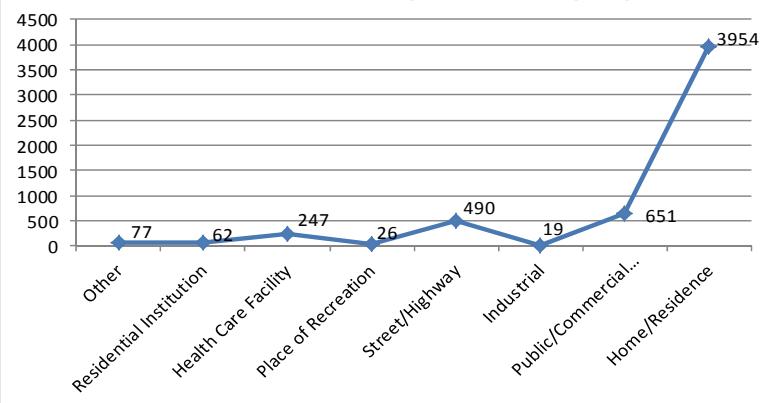
Fire Calls by Location



EMS Calls by Location

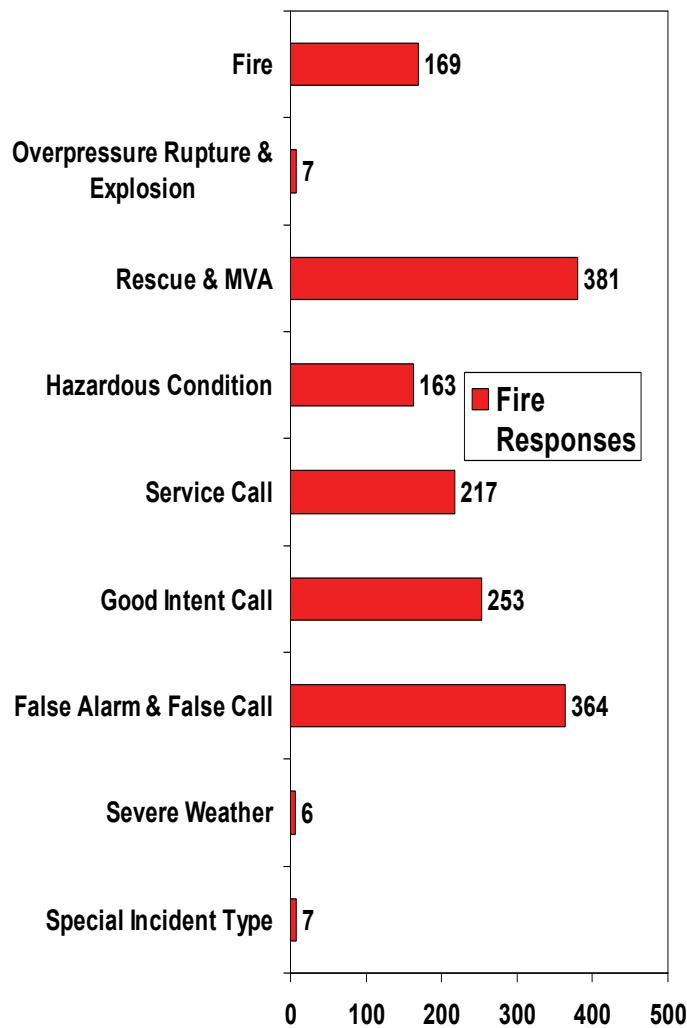


EMS Responses by Property Type

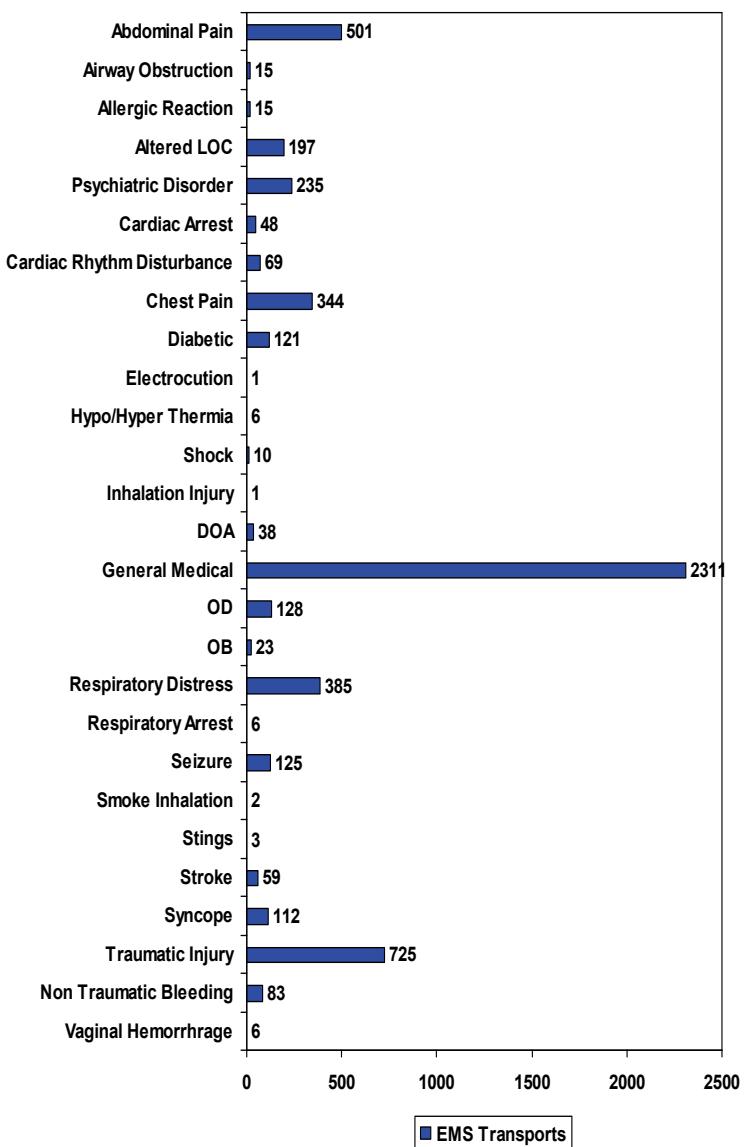


Fire Department

2013 Fire Responses

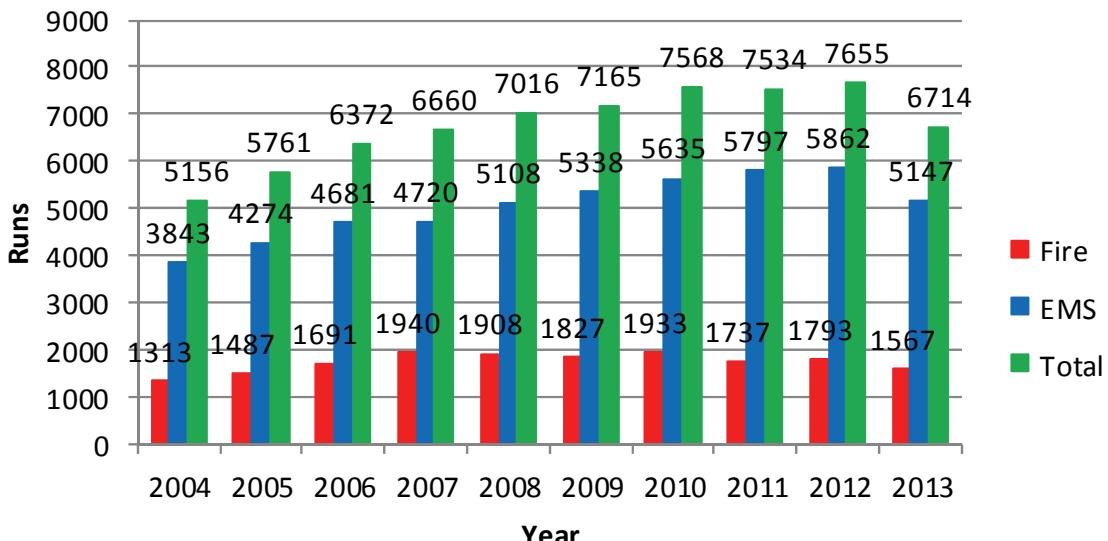


2013 EMS Responses

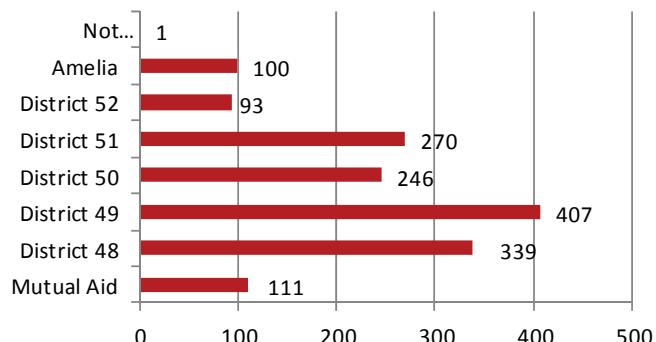


Fire Department

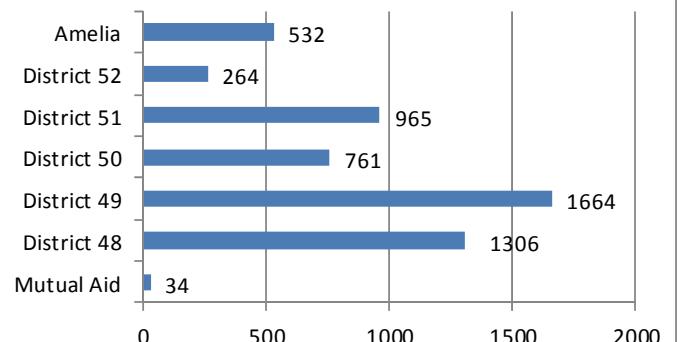
Response Trends 2004-2013



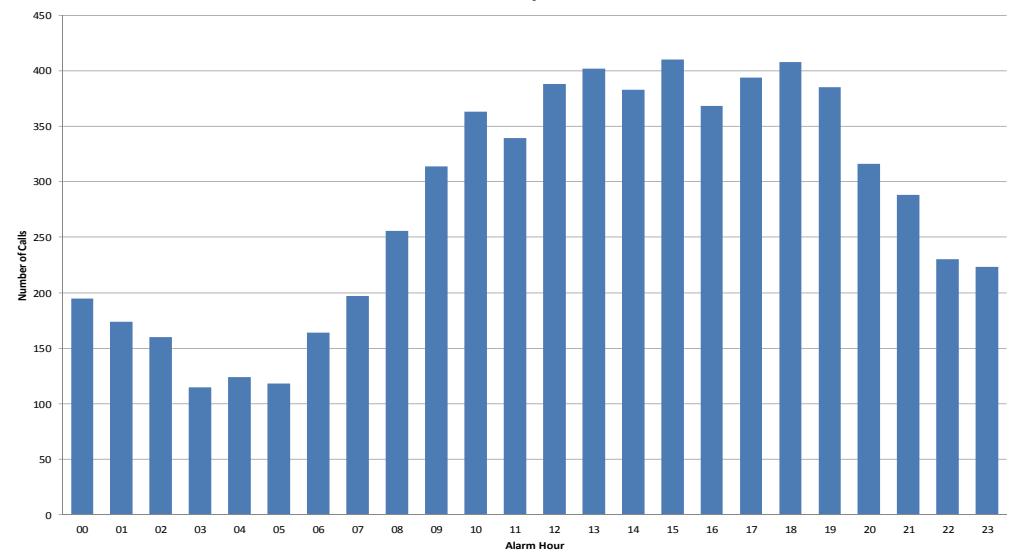
Fire Calls by District



EMS Calls by District



Incidents By Hour



SMOKE DETECTORS AND SEATBELTS SAVE LIVES!





Information Technology

To the Board of Trustees and Administrator Geis:



I am pleased to present the 2013 annual report for the Union Township Information Technology Department.

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

IT is responsible for the management and support of the technology architecture, hardware, software, telecommunications, and respective resources throughout township administration. Each new year brings further development and implementation of projects that marry cutting-edge technology to the ever-expanding needs of our departments, and 2013 was no different.

In 2013, IT continued to enhance the network environment by expanding the VM server technology and thin client workstations, enhance the data backup and disaster recovery system, upgrade multiple application software, upgrade workstation OS to current versions, and start redevelopment of the township website.

IT will continue to strive to insure that up-to-date, state of the art technology is available to all users of the township's IT infrastructure to enhance and increase their productivity.

Sincerely,

Chip Stewart
IT Director

IT Department

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

PUBLIC SAFETY SOFTWARE APPLICATIONS

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

2012 also brought the planning, design and initial implementation of mobile devices in the public safety vehicles. iPads were purchased and configured for the police departments mobile needs.

TOWNSHIP WIDE AREA NETWORK

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

VM SERVER TECHNOLOGY

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

THIN CLIENTS

IT continued to expand the number of thin client systems. Thin clients increased from 5 in 2010 to 16 in 2011 to 26 in 2012. As the older personal computers are retired, they will be replaced by thin clients. Thin clients have no local operating system or applications, yet are capable of delivering a full PC experience to the user. This addresses the needs for reduced hardware costs, "greener," smaller footprint devices, a faster user environment, and simplified and reduced IT management.



Planning & Zoning Department

To the Board of Trustees and Administrator Geis:



It is with great pleasure that I present to you the 2013 annual report for the Union Township Planning & Zoning Department. The Department staff remains committed to encouraging responsible growth while providing knowledgeable, friendly, and courteous customer service to both residents and businesses alike. Additional efforts have been made this year to enrich quality of life through enhanced enforcement, economic development and business growth, and the removal of blight in township neighborhoods.

In 2013, the department was able to identify more than a dozen blighted properties and secured voluntary participation from the respective owners for participation in the Moving Ohio Forward demolition grant program, in partnership with Clermont County. This provided a direct positive impact on quality of life in the township. Staff also continued to engage in short term and long term planning projects in 2013, as the Safe Routes to School project enters the engineering and environmental clearance stage. Sidewalks are closer to reality on Clough Pike as well, as the county TID has begun construction on this long-anticipated township-sponsored sidewalk project, which will extend from Mt. Carmel-Tobasco Road to Gleneste-Withamsville Road.

The past year also saw construction commence on The Lofts at Ivy Pointe, renovations at Jeff Wyler Auto Mall, redevelopment of the Boys & Girls Club in Mt. Carmel, Busken Express in Withamsville, the new Grammas Pizza center, the expansion at A&P Technologies, Advanced Autoparts Eastgate, and the opening of AE Door & Window's new Eastgate showroom, just to name a few of the exciting projects in Union Township. Additionally, Otterbein Senior Retirement Villas received approval for a new site off Bach-Buxton Road, near Clough Pointe, and Glen Este Baptist Church and Mt. Carmel Christian Church sought final approval for major expansion projects. Eastgate Marketplace will begin construction work in 2014, as this exciting high-quality redevelopment project at the current Garden Ridge site received approval in 2013.

The Planning Department, at the request of the Board of Trustees, also completed the update to the Union Township Comprehensive Land Use Plan. This effort would not have been possible without the guidance and leadership of the board and valuable input from dedicated stakeholders in the township. *The Horizon 2030 Comprehensive Land Use Plan* will guide growth in Union Township for decades to come.

As we move forward into 2014, the Planning Department remains poised and ready to plan for and guide continued growth and prosperity within Union Township. We are certainly thankful for the opportunity to serve the township and its residents over the past year, and sincerely hope that 2014 holds great promise as well.

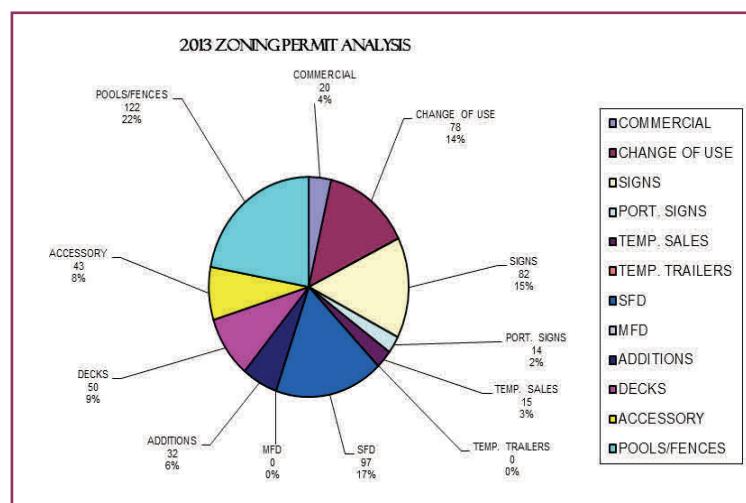
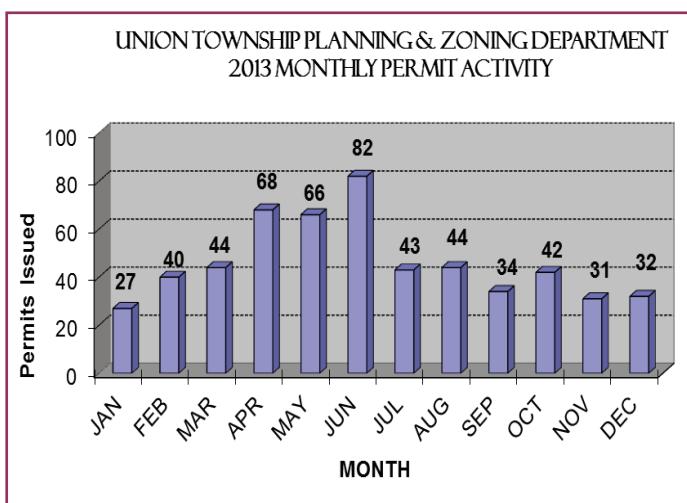
Very truly yours,

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

Planning & Zoning Department

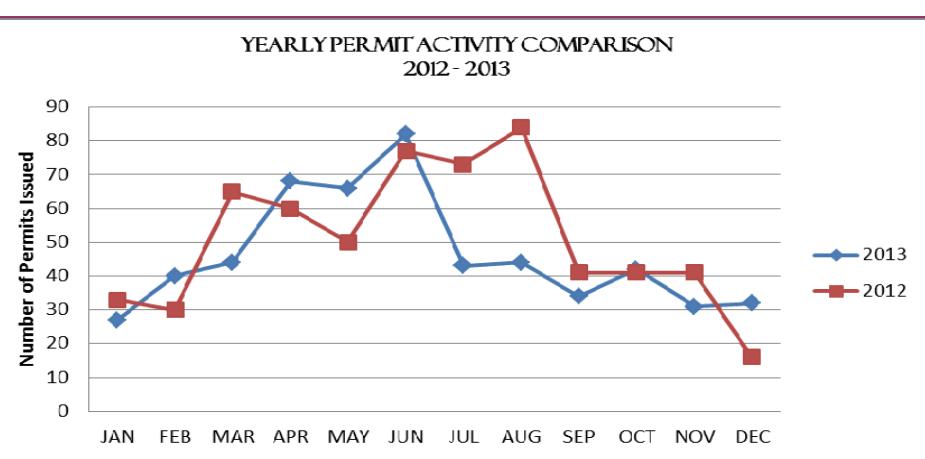
ZONING ADMINISTRATION

The Union Township Planning & Zoning Department issued 553 permits in 2013. New commercial activity was strong, but receded slightly from 2012 levels (-9%), as were changes of use/occupancy permits, which slightly declined from 2012 peak levels (-18.75%). Much of this change is the result of declining availability of existing tenant space, as well as softening economic conditions seen in the third quarter of 2013. Residential permit activity remains strong, inclusive of new single-family dwelling (SFD) permits, with 97 SFD permits issued in 2013. Permit activity remained strong and consistent throughout 2013, despite a slight softening in permit activity during traditional peak months of July and August, respectively. This is likely reflective of softening of the local, regional, and national economy during the third quarter of 2013. Union Township continues to lead the county and region in attracting new investment each year, in spite of challenging economic conditions. Revenues collected in 2013 were appropriate and commensurate with permit volumes experienced.



ZONING ENFORCEMENT

In 2013, the Planning & Zoning Department worked to maintain gains in overall aesthetic appearance and quality of life made during the past several years. The department recorded 150 zoning violation complaints from the public in 2013, declining nearly 21% from the 189 complaints received during 2012. During the course of investigation and routine inspection efforts, 129 properties were found to be in violation of the *Union Township Zoning Resolution*. The department continues to work aggressively to resolve complaints without the need for resorting to court action, as evidenced by the declining number of complaints in 2013.



Declared nuisance properties declined slightly in 2013, with 19 nuisances declared throughout the year (- 20.83%). The percentage of properties declared as compared to the overall number of complaints continues to decline, as the department continues its efforts to track down responsible parties to secure abatement prior to the need for public action. However, in the event that a property is declared a nuisance and public action is ultimately taken to clean up the community eyesore, public monies expended to seek out, declare, and ultimately remedy the situations are recovered.

The township's partnership with private firms to abate grass is again a success for the third consecutive year. Additionally, 15 blighted properties were submitted to Clermont County for inclusion in the *Moving Ohio Forward Demolition Grant Program* and were removed at no cost to Union Township taxpayers.

Planning & Zoning Department

2013 INSPECTION DATA

<u>ACTIVITY CATEGORY</u>	<u>TOTAL</u>
Inspections	583
Complaints	150
Unfounded Complaints	89
Warning Citation	63
15 Day Noncompliance letter	22
30 Day Violation letter	6
Forward to Township Attorney	2
Resolved w & w/o action	129
Miscellaneous Issues	201
Violations Monthly Total	207
Reinspection of Violations	134
Nuisance Filed	19

YEAR-OVER-YEAR INSPECTION ACTIVITY

<u>ZONING VIOLATIONS & INSPECTIONS</u>	<u>2012</u>	<u>2013</u>
Public Complaints Received	189	150
Properties in Violation	131	129
Warning Citations Issued	75	63
15 Day Noncompliance Letter Issued	23	22
30 Day Violation Letter Issued	5	6
Violations Resolved	131	129
Legal Action Pursued	1	2
Zoning Violation Follow-Up Inspections	222	134
False Complaints Received	68	89
Miscellaneous Issues	199	201
Inspections	609	583
Nuisance Abatement Actions	24	19

BZA & ZONING COMMISSION

The Union Township Board of Zoning Appeals heard eight cases in 2013 with the majority of those requests consisting of variance applications. In total, the board issued approvals in all but one case, which is pending at this time. The Zoning Commission also heard six new zoning cases filed for review in 2013. These cases included five map amendment cases and one text amendment case. One text amendment case filed in 2013 is scheduled for review in 2014. Overlay District regulations adopted by the Board of Trustees in 2005 have further reduced barriers to development on otherwise challenging parcels. The Board of Trustees reviewed 12 Overlay District Applications in 2013. Additionally, the streamlined PD District amendment process has resulted in the need for fewer rezoning applications. Facilitating reinvestment leads to a reduction in blighting influences, and ensures that business corridors remain vibrant.

ZONING STATISTICS 2013

- ❖ Major Amendments to Approved Planned Developments heard by the Board of Trustees: 3
- ❖ Minor Amendments to Approved Planned Developments resolved by Administrative Action: 10
- ❖ Zoning Commission Cases:

Total Number of Cases Filed	6
Zone Changes	5
Zone Cases Pending	1
Text Amendments	1
- ❖ Final Action of the Board of Trustees:

Zone Changes Approved	5
Zone Changes Pending	0
PD Major Amendments Approved	3
Text Amendments Approved	1
Focus Area Overlay Requests	12
Overlay Approvals	12
- ❖ Board of Zoning Appeals:

Total Number of Cases Filed	8
Appeals	1
Conditional Use	1
Variances	6
Action: Approvals	7
Denials	0
Pending	1

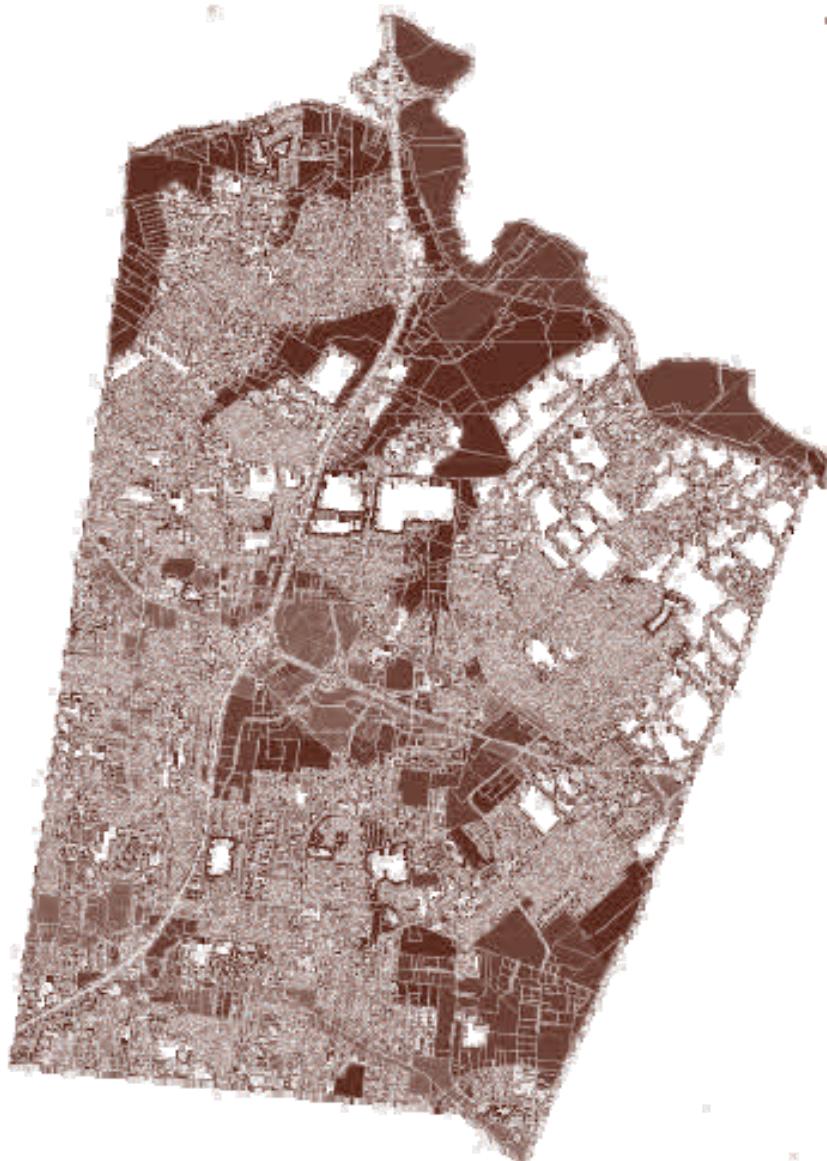
ECONOMIC DEVELOPMENT INITIATIVES

Several major projects made their mark on Union Township in 2013. The Lofts at Ivy Pointe commenced construction in 2013, and the project was well underway at the end of the year. Jeff Wyler Auto Mall continues to undergo expansion and renovation, resulting in millions in new investment in the township. Holman Motors also commenced a showroom expansion project in 2013. Sheppard Chiropractic opened its doors at the intersection of McMann & Ferris Roads, near State Route 125. Also along State Route 125, Busken opened a new Busken Express concept store, aimed at catering to the drive-thru breakfast market. Grammas Pizza and the associated retail center opened its doors in 2013, revitalizing a prominent corner within the township.

In the Mt. Carmel area, Mt. Carmel Brewing Company began work on expanding brewing and retail operations at the site. Additionally, the brewing company, in partnership with the Union Township CIC, purchased a long-blighted and vacant home with future plans for expansion of their operation.

Perhaps the most significant transformation of 2013 was the announcement of the Mt. Carmel Boys & Girls Club as a tenant in the former Déjà Vu building, and the subsequent purchase, and resale, of the site to Full Gospel House of Refuge.

CBL & Associates continued their trend of positive investment in and around Eastgate Mall, with the completion of Advanced Autoparts and continued tenants at Eastgate Crossing across the street. Also, the former EMR and Anstaett's farm & equipment sales facility were transformed into a new automobile collision repair center, with a significant investment made in the property. Mt. Carmel Christian Church and Glen Este Baptist Church both embarked on major expansion or relocation efforts.





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 2013.

The Union Township Police Department remains a full-service police and emergency communication agency that continues to exercise professional law enforcement practices supported by year-round training.

The Agency's successful year in 2013 culminated at the Commission on Accreditation for Law Enforcement Agencies' (CALEA) November conference in Winston-Salem, North Carolina, at which time the Union Township Police Department and its 911 Emergency Communication Section were separately internationally reaccredited. This was the Police Department's seventh award and the Communication Section's second. Both were subjected to stringent assessments by outside critics during the summer months, resulting in a "Gold Standard" ranking. In addition, the Communications Section was audited by the State of Ohio Law Enforcement Agencies Data System (LEADS) Commission and found to be in total compliance. These assessments and subsequent awards represent a concerted department-wide effort that reaffirms our commitment to professionalism.

2013 totals indicate a 2.3 percent increase in Part I UCR crimes, driven by an increase in domestic violence of 9 percent. Less serious, non-UCR crimes reported have been reduced by 7 percent, to include a 22 percent decrease in OVI arrests from the prior year. Union Township has not experienced a homicide in the past five years, since 2008.

The Union Township Police Department remains vigilant in suppressing crime and reducing traffic accidents. Union Township police participate in the Governor's Traffic Safety Initiative, in addition to local crime prevention programs. The department has worked and will continue to work closely with state and county engineers as major road improvement projects reconvene in 2014.

Respectfully submitted,



Terrence D. Zinser
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

Lieutenant Scott Gaviglia is assigned as Commander of the Operations Bureau. He has been a member of law enforcement for 20 years and has been with Union Township since 1997. He has served as a patrol officer, road patrol sergeant, and detective sergeant prior to his appointment to Operations Lieutenant in January, 2006. Lt. Gaviglia possesses a Master's Degree in Business Administration, is a graduate of the Southern Police Institute, Northwest Command School, and the Certified Law Enforcement Executive Program (CLEE). In 2012, Lieutenant Gaviglia was awarded the *Safety and Justice Award* by the Clermont County Chamber of Commerce during its prestigious Salute to Leaders banquet.



Sergeant Mike Mills commands the Staff Services Bureau. He is a veteran police officer with 18 years' experience, 14 of those years with the Union Township Police Department. He has served as a police officer, detective and sergeant of road patrol prior to being appointed as Staff Services Sergeant in November, 2009. Sgt. Mills possesses a Bachelor's Degree in Criminal Justice and is a graduate of the Southern Police Institute.



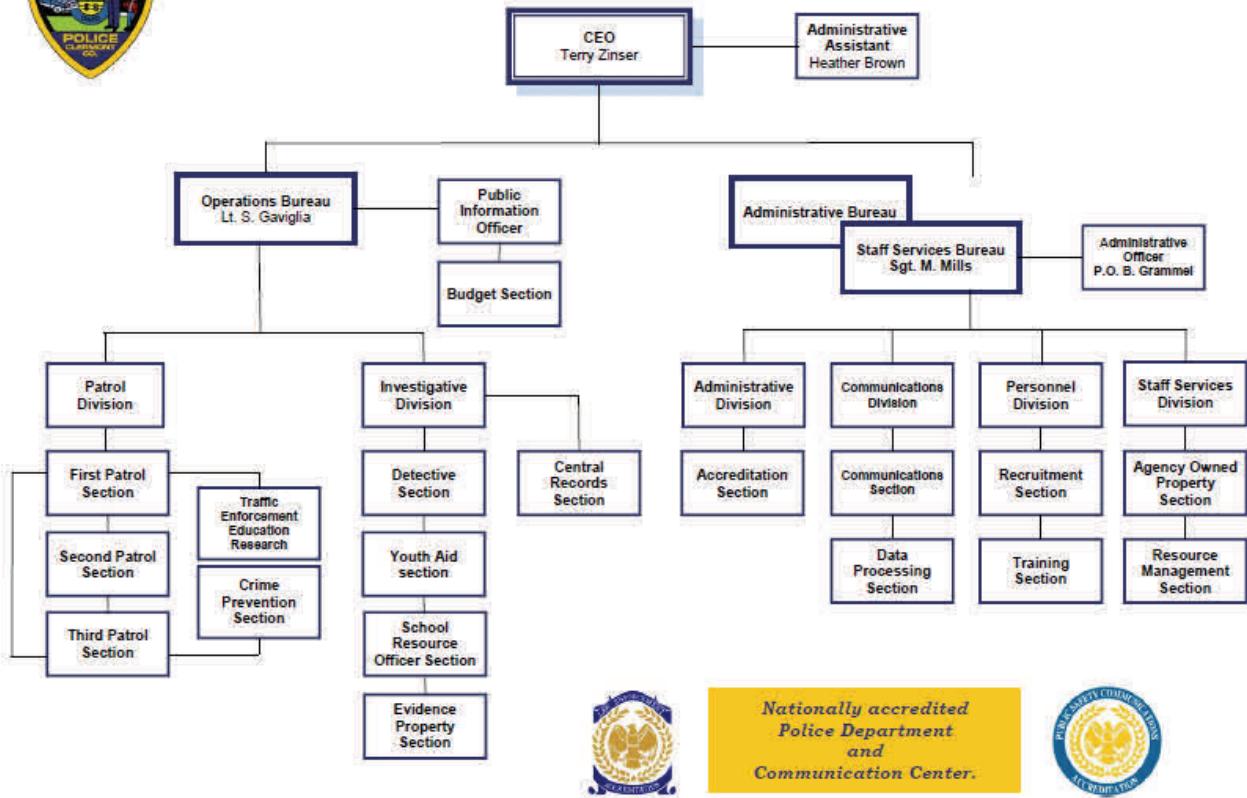
Officer Brent Grammel was assigned the position of Administrative Officer in 2013. Officer Grammel has served Union Township for 12 years after completing basic training. He possesses a Master's Degree in Criminal Justice and is an accomplished accident reconstructionist.

Police Department

Union Township Police Department



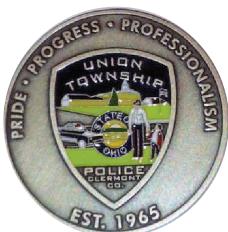
January 2014



Nationally accredited
Police Department
and
Communication Center.



The Union Township Police Department



PRIDE PROGRESS PROFESSIONALISM

Police Department

2013 Crimes Reported, Traffic Enforcement, and Calls for Service

Crimes Reported		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
Part 1 UCR														
Murder	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	1	1	2	2	2	2	3	1	3	0	1	0	0	14
Robbery	3	3	2	0	0	3	1	3	4	2	3	1	0	27
Assault	16	15	8	10	13	6	19	6	11	8	9	8	129	
Burglary/B&E	18	14	14	25	27	16	28	15	20	21	19	13	13	230
Theft/Larceny	143	121	150	154	152	132	135	155	137	145	129	137	137	1690
Auto Theft/Unauthorized Use	3	3	2	4	2	1	5	8	1	8	8	2	2	47
Arson	0	0	1	1	0	0	1	0	0	0	0	0	0	3
Domestic Violence	19	16	24	20	16	11	16	23	14	19	17	14	14	209
Total	203	173	202	218	212	172	206	213	187	204	185	175	175	2349
Other Non-UCR/General*														
DUI	15	12	15	17	15	22	21	24	22	19	14	12	12	208
All Other Offenses	132	119	125	135	157	164	154	161	140	120	113	100	100	1620
All Other Non Offenses	173	159	147	164	202	134	165	157	179	190	133	151	151	1954
Total	320	290	287	316	374	320	340	342	341	329	260	263	263	3782
Total Crimes Reports	523	463	489	534	586	492	546	555	528	533	445	438	438	6131
Traffic Enforcement														
Citations	179	190	230	198	204	234	232	217	214	267	244	185	185	2594
Warnings	290	308	282	203	271	268	204	294	352	339	282	288	288	3381
Traffic Stops	450	439	475	344	412	435	339	450	539	506	423	378	378	5190
Traffic Crashes	90	96	135	106	127	135	134	121	116	153	154	147	147	1514
Traffic Crashes on Private	37	24	31	34	31	31	28	36	31	30	30	43	43	386
Total Calls for Service	4011	3780	4096	4291	4877	4527	4701	4768	4501	4710	4295	4210	4210	52767

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

Police Department

OPERATIONS BUREAU

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

The Patrol Division, largest of the bureau, is responsible for handling citizen calls for service, tactical response to apprehend criminals, community problem solving, enforcement of traffic laws, and investigation of traffic crashes. Citizen calls for service decreased 4 percent from the prior year, 2012. There was a decrease in the number of crime reports by officers. 6,131 total reports were generated, a more than 7 percent decrease from 2012. Part 1 UCR Crimes (the major felony-type crimes) increased from 2,296 to 2,349, or 2.3 percent. 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 a state certified canine unit and an investigator who overlaps first and second shifts.

Three Patrol Division officers are certified traffic crash reconstructionists. They are equipped with the latest technology and are capable of investigating any type traffic crash, from a simple fender-bender to a multiple fatality. Enforcement efforts are targeted to increase public awareness of traffic laws and reduce the number of crashes. Traffic officers work closely with the Clermont County Engineer's Office in planning traffic flow as well as identifying traffic hazards. The total number of crashes investigated in 2013 increased 4 percent after seeing a reduction of 5 percent in 2012. These numbers may be greatly influenced by the major road construction projects underway to improve traffic flow and eliminate traffic congestion in Union Township. The number of arrests for Operating a Motor Vehicle while under the Influence was 208, a decrease of sixty arrests from the prior year.

Crime prevention and public relations are considered a department-wide effort, headed by Sgt. Tony 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.



Every contact with the public should be considered an opportunity to serve and educate the public.



2013 National Night Out

Union Township Police Department exhibits this belief through outreach programs such as Neighborhood Watch programs, Women's Unarmed Self-Defense classes, Citizen Police Academies and Reunions, a *National Night Out* crime prevention festival, School Safety Talks, Safety Trailer displays at local events, and more.

Union Township Police hosted or took part in 51 events in 2013, ranging from child safety talks to neighborhood watch meetings and hosting citizen riders. The Crime Prevention Section accomplished its goals in 2013 of hosting two Women's Self-Defense classes, a 7th annual National Night Out and the 10th annual Citizen Police Academy. National Night Out continues to be a growing success and again saw significant increases in attendance, participation and funds raised to put on the event.

The Crime Prevention Section also hosted its 4th annual "Safe Communities" presentation in April at the UT Civic Center. The presentation is designed to inform residents about observing crime and what to expect when reporting crime with regards to officer response. It also serves as a chance for township residents to start up a neighborhood watch, which resulted in two new neighborhood memberships.

Citizens Police Academy



The Crime Prevention section handled ten Cub Scout and Girl Scout tours and conducted five child safety talks. UTPD also hosted two child fingerprint events at Walmart and Home Depot for the second year in a row. Adult safety demonstrations dealing with internet safety, gun safety, and home security were also conducted.



The Crime Prevention Section continues to update local financial institutions on the robbery response procedures utilized by our police department. Officers also worked in conjunction with members of the American Legion to continue the "Shop with a Cop" event at Meijer in December.

Police Department

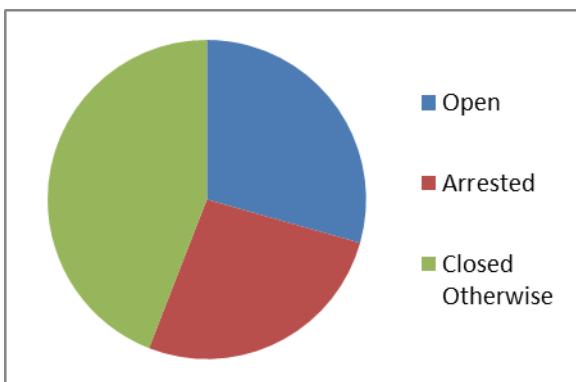
The Crime Prevention Section spent \$2017.42 of its budgeted \$5,000 in 2012. In keeping with the department's mission of fostering a relationship of genuine, mutual respect with the community, we continue to develop new ideas to increase positive interactions with the public. Several programs are in the planning stages for 2014, including education and prevention programs to deter the use of heroin in the township schools as well as gun safety presentations conducted by department firearm instructors for kids. Planning is also underway for programs to integrate the new Boys and Girls Club of Clermont County with the police department to promote police/youth interaction. 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

The Investigation Division is made up of five sworn officers and a detective sergeant. 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 School District's Glen Este campus is a unit of the Investigation Division due to the sensitive nature of the position. The SRO continues to show ownership in the school campus, involving himself in solving criminal offenses, discipline hearings, and educating students. We continue to enjoy a terrific working relationship with the school district.

Within the Investigation Division are the State of Ohio certified evidence technician, polygraph specialists, computer forensic investigator, and youth aid officer.

During 2013, investigators worked over 456 felony cases, closing about 121 (27 percent) by arrest. Of the remaining 335, 201 (60 percent) were closed otherwise, inactivated, or unfounded. The balance of 134 (40 percent) remain open and have been added to the 2014 caseload.

2013 Investigation Division Case Closure



The 2013 investigative highlights included the successful conviction of an individual suspected of numerous rapes and felonious sexual assaults of juvenile victims.

The Investigation Division participated in the prosecution of two defendants apprehended at the scene during a "take-over" robbery at Golden Corral Restaurant where the employees were taken hostage. The investigation brought to a close numerous state-wide offenses

There were 2,346 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 nine exams, including some for other agencies and some 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 technique.

Central Records falls under the auspices of the Investigation Division, for it is an integral part in the development of case assignments, crime statistics, and open-case updates. The Central Records Section processes all documents generated by police officers and manages a computerized records system which includes all citizen calls for service, crime reports, traffic crash reports, warrants, and contacts with persons. Document archival is accomplished through electronic imaging. Public records inquiries and court filings are other important functions. The section handles thousands of documents each year generated by 48 sworn officers and requests by the general public.

Records management efficiency has improved tremendously over the past year with the implementation of in-car computers. With the installation of iPads in every vehicle, patrol officers' reports are entered in real-time, eliminating duplication on the part of the agency's lone clerk. Research and development of the iPad project saved the agency approximately \$80,000 versus "Tough Book" laptops.



Police Department

ADMINISTRATIVE / STAFF SERVICES BUREAU

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

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



The Administrative Division is responsible for the accreditation process. Union Township is dedicated to the accreditation philosophy throughout its government services, to include national recognition of Police, 9-1-1 Emergency Communications, Fire, and Public Works. The Union Township Police Department and its Emergency 9-1-1 Center were nationally reaccredited by the Commission on Accreditation for Law Enforcement Agencies (CALEA) in 2013 and are scheduled for the eighth and third reaccreditation, respectively, in 2016. Upon its seventh award in 2013, the Union Township Police Department was recognized as a *Gold Standard Agency with Meritorious Recognition* based on prior awards, its 2013 review by outside assessors, and its overall performance and example of professionalism.



The Communications 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 12 non-sworn employees. Communications provides 24-hour emergency dispatching of police, fire, and EMS services for Union Township as well as for the neighboring Village of Amelia, Ohio. The section handles thousands of telephone calls each month, emergency and non-emergency in nature. 9-1-1 dispatchers are EMD & EFD certified.

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

The agency subscribed to an outside company to provide continual on-line graded training under contract since 2011, in addition to online training provided by and/or distributed through Power DMS. Union Township Police Department members completed a total of 2,445 hours of training in 2013. The agency participates in a county-wide Special Response Team by assigning five tactical officers and two negotiators. 240 hours of training have been afforded those officers in 2013. Union Township offers its members a generous college tuition reimbursement.

Agency-owned Property and Resource Management Sections of the **Staff Services Division** are responsible for all agency-owned equipment, vehicles, and facilities, including 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 and certified agency personnel. All member-issued equipment is inspected by the respective supervisor annually and they in turn report subordinates' needs to the Staff Services commander. Staff Services is credited with the acquisition in 2012 of U.S. military surplus to include vehicles, rifles, and maintenance equipment.

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



Police Department

INTERNAL AFFAIRS AND CITIZEN COMPLAINTS

The Union Township Police Department maintains careful records of all internal investigations and citizen complaints. An internal affairs investigation is prompted by any alleged violation of criminal or civil law or corrupt activity. A citizen complaint is a non-criminal violation of agency policy or standards of conduct. The citizen complaint program requires written documentation and supervisory involvement in every complaint received. The Chief of Police responds to every complaint in writing as to the outcome. The complaint process and statistics are available to the public as required by CALEA standards and monitored for early warning purposes. In 2012, there was one internal investigation and six citizen complaints. The internal investigation was closed as unfounded when the complainant recanted his story.

2013 Citizen Complaints

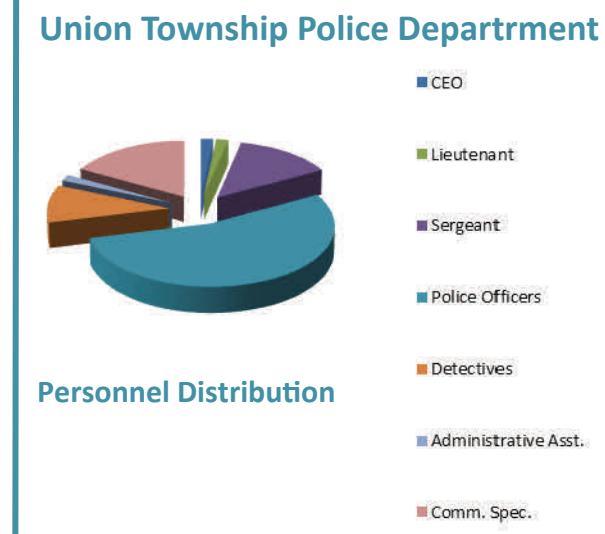
Exonerated	0
Not sustained	0
Unfounded	4
Sustained	2
TOTAL	6

Employee Grievances

The collective bargaining process provides a grievance procedure where disagreements about the application of the collective bargaining contract between Union Township and the Fraternal Order of Police may be resolved. Negotiations to renew the 2011-2013 agreement were finalized in December for three years, until 2016. **There were no grievances filed in 2013.**

Personnel Distribution

Sworn Positions	Current	Current	Current
	Male	Female	All
CEO	1	0	1
Lieutenant	1	0	1
Sergeant	8	0	8
Police Officers	29	3	32
Detectives	6	0	6
Sworn Total	45	3	48
Non-Sworn Positions	Current	Current	Current
	Male	Female	All
Administrative Asst.	0	1	1
Comm. Spec.	1	9	10
Non-Sworn Total	1	10	11
Totals	46	13	59



UNION TOWNSHIP HONOR GUARD

The Union Township Police Department's award-winning Honor Guard has established itself within the tri-state area and at the national competition in Washington D.C. as an elite, professional, extremely well-trained unit that embraces details. The unit continues to grow in popularity. The Honor Guard is a victim of its success in that members are scheduling events far in advance and having to deny some requests due to scheduling conflicts. Their appearances range from major sporting events to funerals, award banquets to various community events. The Honor Guard Unit participates every year in the National Law Enforcement Memorial Services in Washington D.C. The event includes national competitions for which the unit is currently preparing.



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 UTPD website; The Clermont County Citizens' Law Enforcement Association Banquet; the American Legion's Annual Appreciation Banquet; the Proclamation & Special Presentation segment of the bi-monthly trustees' meeting; and the issuance of Letters of Commendation.



The Platinum Award is given to cities that have achieved "outstanding success" within the area of traffic safety, according to the AAA. The Union Township Police Department has excelled in the three years of its participation in the program

Community Partners



Det. Sgt. Scott Blankenship was honored by American Legion Post 72 as Officer of The Year.

Union Township Police Officers were recognized throughout the year by grateful citizens and highlighted on the agency's "*serving the community*" website (<http://www.union-township.oh.us/police/serving-community.html>)



Detectives Todd Taylor & John Pavia were the 2013 recipients of the Investigators of The Year award at the Clermont County Citizens' for Law Enforcement awards banquet.



Police Department

UNION TOWNSHIP POLICE DEPARTMENT

2013 Sworn Officers

<i>Officer</i>	<i>Serving Since</i>	<i>Officer</i>	<i>Serving Since</i>
Sgt. Jeff Brown	1996	Officer Alex Koszo	2007
Sgt. Mike Mills**	1997	Officer Terry Kresser	2007
Sgt. Tony Rees	1998	Officer Chad Lutson	1998
Sgt. Rick Wagner	1997	Officer Tony Metzger	2006
Sgt. Mike White	1996	Officer Brian Milne	2005
Sgt. Eric Williams	1998	Officer Ken Mullis***	2004
Sgt. Gregory Jasper	1993	Officer Joe Pangallo	2007
Officer Jeffery Joehnk	2004	Officer David Perkins	2002
Officer Brandon Bishop	2002	Officer Ben Reardon	2006
Officer Andrew Bobb	2005	Officer Todd Reed	1992
Officer Jim Brown *	1970	Officer Steve Seikbert	2004
Officer Chad Bullock	2003	Officer Danielle Smith	2006
Officer Samantha Fedler	2008	Officer Mark Stephens	2000
Officer Chris Godsey	2004	Officer Bryan Taylor	2007
Office Brent Grammel	2006	Officer Shane Thompson	2003
Officer Jeremy Grooms	2002	Officer Mike Ventre	2003
Officer Josh Hathorn	2005	Officer Daniel Wilfert	2002
Officer Josh Hines	2008	Officer Erin Williams	2002
Officer Chris Holden	2006	Officer Richard Williams	1998
Officer Clay Zimmerman	2006	Officer Chris Wilson	2006

* School Resource Officer

*** Narcotics Unit

** Staff Services Bureau Commander

<i>Detective</i>	<i>Serving Since</i>	<i>Detective</i>	<i>Serving Since</i>
Det. Sgt. Scott Blankenship	1997	Detective John Pavia	1999
Detective Josh Bail	2002	Detective Keith Puckett	1999
Detective Dave Combs	1998	Detective Todd Tylor	2001

2013 Non-Sworn

<i>Communication Specialist</i>	<i>Serving Since</i>	<i>Communication Specialist</i>	<i>Serving Since</i>
C/S Julie Cox	1997	C/S Melissa Hollins	2007
C/S Tracy Daly	1998	C/S Tiffany Hatchett	2009
C/S Nicole Hoctor	1999	C/SMindy Malott	2010
C/S Wm Hoess	2004	C/S Katie Campbell	2012
C/S Melissa Russel	2006	C/S Shannon Cox	2012

Administrative Assistant

Heather Brown 1997



Service Department

To the Board of Trustees and Administrator Geis:



It is with great pride and pleasure that I present the 2013 Annual Report for the Union Township Service Department.

I can't believe that 2013 is already coming to a close. It's been both an exciting and a challenging year. It's been an exciting year because of all the accomplishments of our department. It's been a challenging year because we, like everyone else, must continue to find ways to do more with less.

This past year I have had the privilege on several occasions to sit down with some of the finest public works leaders in our region. This exchange of experience and knowledge has proven to be invaluable as we continue to forge ahead in a world that demands both efficiency and effectiveness.

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

In 2013, we have celebrated our departmental successes as we continue to live by our motto, "*Around here we don't look backward. We keep moving forward, opening up new doors and doing new things.*" I truly believe that our department's successes are directly related to the incredible support we receive from the Administrator and the Board of Trustees.

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

Sincerely,

Matt Taylor
Service Director

Service Department

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

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

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

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

ROADS DIVISION

The Union Township Service Department's Roads Division is responsible for the preservation of 130 center lane miles of public roadways. These roads range from high volume traffic roads to small cul-de-sac streets. Many of these roads have concrete 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 and tracked through a comprehensive work order system. The Roads Division completed 402 work order requests in 2013. 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 2013 annual paving project were selected using this scientific data. In 2013, the following roads were repaved:

STREET NAME	FROM / TO
Cedarwood Lane	Entire Road
Dorgene Lane	Beechwood to Hurlingham Way
Hearthstone Court	Entire Road
Picket Way	Entire Road
Sandstone Court	Entire Road
Tournament Drive	Beechwood to Westchester Way

In addition to these roads being repaved, improvements were made to Dameron and Sherry lanes. These improvements included full depth asphalt base repairs. These necessary repairs were made in areas where the base was beginning to fail under the road.

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Snow and Ice Operations



A major role for the Service Department is snow and ice operations. The department is responsible for keeping 130 center lane miles of roadways clear and safe for the traveling public. In the winter of 2013, our region had a significant amount of precipitation. It was necessary to treat township roads a total of 15 times. Each time the roads are treated for icy conditions, the usage of salt is approximately 70 tons. More than 1,050 tons of salt and more than 3,000 gallons of brine were applied to township roadways. This was 750 tons of salt and 2,775 gallons of brine more than the previous year.

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

Although the winter of 2013 was a very busy season, several improvements were made regarding snow and ice operations. The department's comprehensive Snow and Ice Plan was revisited and revised to reflect the department's proactive approach to continual improvement. All our employees received additional training in snow and ice operations. Finally, two additional tanks were installed to store an additional 7,600 gallons of liquid to aid in snow and ice operations. All these activities are to ensure the safety of our residents and the visitors to our community.

PARKS, BUILDINGS AND GROUNDS

The Parks, Buildings and Grounds Division is responsible for the maintenance, repair, and beautification of the township's four parks, buildings, township gateway areas and the landscaping on Ivy Pointe Boulevard. The Parks Division also plays a key role in many township events such as the summer concerts, National Night Out, and special events the township hosts in our parks. 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, including Wi-fi capabilities, 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 not-for-profit organizations at no charge. In 2013, 105 shelter reservation requests were filled.

In 2013, The Union Township Trustees brought the American Veterans Traveling Tribute to Veterans Park. The AVTT is a mobile group of memorials and exhibits — anchored by an 80 percent reproduction of the Vietnam Memorial Wall, including all the names on the original — honoring the men and women who paid the highest price to insure American freedom as well as those who served their country from World War II through the current Iraqi conflict. A special 9/11 memorial also is included.



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

Some other memorable events in 2013 included the Union Township Police Department's annual National Night Out, Cincy Kids-4-Kids Carnival, the 24-hour National Day of Prayer Observation, a walk for the Leukemia and Lymphoma Associations, Clean and Green Spring litter pickup, (A Caring Place), and The American Cancer Society's Relay for Life.

A tradition that began about 19 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 tri-state area. Over the years, this event has gained both regional and national attention.

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

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

In addition to the daily maintenance, every year the Service Department completes new projects designed to enhance the park. In 2013, special attention was given to the baseball fields, including adding field top dressing to both infields and aerating and over-seeding the outfields.

Improvements were made to the concession area, including staining the exterior and painting the interior. The restroom facilities were renovated with the installation of new mirrors, stainless steel doors and hardware, and fresh paint. The large picnic shelter was stained, along with all the wooden picnic tables. All these improvements were made by the Board of Trustees for the enjoyment of the community.



Clepper Park



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

With entrances from Summerside and Barg Salt Run roads, the park offers basketball courts, soccer fields, baseball diamonds, a football field, walking track, fishing lake, Wi-fi capabilities, and an equipped playground area. Sheltered and unsheltered picnic areas with grills and public restrooms complete the full range of facilities found at Clepper Park. All the shelters have picnic tables that are handicap accessible. These shelters can be reserved by residents and not-for-profit organizations at no cost. In 2013, 76 shelter reservation requests were filled.

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

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

As with all four of the township's parks, an effort is made every year to improve the grounds. In 2013, all five picnic shelters were stained. Four additional benches were installed at the gazebo near the large pond. All wood benches were replaced and stained throughout the park. Electric was installed for the scoreboard and concession areas. 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 2013, special attention was paid to the trees in the park. This included the removal of hazardous trees, the trimming of healthy ones and the planting of new trees. The township views its parks as a key attraction, providing both active and passive recreational activities for all to enjoy.



Ivy Pointe Park

Ivy Pointe Park is the township's newest park. Located on Ivy Pointe Boulevard, 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

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eventually encompass the entire business district. The Service Department is very excited about the future development of this incredible green space. In 2013, eight wood benches were added to enhance the two existing gazebos overlooking the pond. These gazebos were also freshly stained. A special effort was made to enhance the turf areas by overseeding, and extra applications of fertilizer were applied throughout the year. Ivy Pointe Park also has Wi-fi capabilities.



FLEET MAINTENANCE

The Union Township Service Department employs one full time mechanic, who 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 467 requests for service in 2013. 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.

CEMETERY



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.

Projects

The cemetery staff strives to accomplish the above mission year round and in keeping with that statement, several major projects were completed in 2013.

An important project was the launching of a new online database that includes over 17,000 burials. This public database allows family members to search for loved ones and is a valuable genealogical tool. Locations of burial sites are easy to find using the Google Earth function. A memorial tab allows families and friends to insert condolences and photographs. In conjunction with the cemetery database, a new wall map was installed in the cemetery office and smaller versions are available to guide visitors.

Another key project at Mt. Moriah Cemetery was the enhancement of the infrastructure through drainage improvements. This project provided for the installation of drainage structures and pipe to eliminate current drainage issues within the cemetery. The installation of 450 feet of pipe was used to eliminate drainage problems in two separate areas of the cemetery. This major project achieved the goal of improving the overall drainage in the cemetery.

Events

The Lantern Lighting Ceremony in September has grown in popularity since its inception, drawing about 650 in this, its sixth year. The community gathered to create floating luminaries to honor those who have gone before. The Union Township Board of Trustees provided materials, dinner and a string trio for this ceremony, which ended at dusk when guests gathered to place the candles on the pond's surface. As the pond slowly illuminated with candlelight, a bugler played Amazing Grace. The Lantern Lighting Ceremony has become one of the premier events in Union Township, providing a fitting remembrance for loved ones while highlighting the timeless beauty of Mt. Moriah Cemetery.

Ongoing Programs

An ongoing project throughout 2013 was the tree removal and planting project. Cemetery staff recognizes a commitment to the public for the removal of hazardous trees throughout the cemetery. In 2013, 38 hazardous or dead trees

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were removed from the cemetery grounds. In addition, twenty-five new trees were planted throughout the cemetery grounds. The new trees will add to the diversity of species and greatly enhance the landscape of the cemetery.

Many other 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 2013, the cemetery staff prepared 216 burial sites, sold 234 new gravesites, poured 127 monument foundations and installed 20 government markers. In addition, five families used the Cremation Scattering Garden, which opened in 2005. The garden offers families an alternative to memorialize cremation.

Mt. Moriah Cemetery is proud to be in good standing with two prestigious organizations. These organizations are the International Cemetery, Cremation and Funeral Association and the Ohio Cemetery Association 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 those who are buried at the cemetery as well as those who are paying their respects.

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 event is 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 2013, unwanted items included 44 refrigerators, with 34 garbage trucks filled with furniture, clothes, bicycles, electronic equipment and lawn equipment.



In 2013, 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 2013, the Service Department issued 382 Tree and Brush vouchers.

Each January, the township offers free Christmas tree disposal services. 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 2013, 204 Christmas trees were dropped off and recycled.

EDUCATION AND TRAINING

Education and training are always major themes in the Service Department and 2013 was no exception. Some of the education and training completed this year by Service Department staff is listed below:

- Commercial Pesticide Applicators license training
- Attended APWA National Snow and Ice Conference
- Diesel motors training through Mike Castrucci Ford in Milford
- Annual Snow and Ice Operations training through K.E. Rose
- Emergency vehicle technician's training through the Ohio Association of Emergency Vehicle Technicians
- ASE brakes training through The National Institute for Automotive Service Excellence
- Diagnosing and repairing misfire monitor failures through Smyth Automotive
- Attended the Ohio Association of Cemeteries annual Convention
- Attended classes at the APWA National Congress
- Attended classes at the Tri-State Green Conference
- Attended classes at the Ohio Turf Grass Conference

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IN CONCLUSION

In 2013, the Service Department accomplished many things and enjoyed many successes. Our staff continued to grow through education and training. Our department has faithfully pursued excellence through continuous improvement of our operations.

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

Looking ahead to 2014, 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."* Second, we will continue to strive toward our ultimate goal of becoming the most effective and efficient public works department in the nation.





Union Township Television

To the Board of Trustees and Administrator Geis:

It has been more than seven years since Union Township Television hit the airways and we still grow as a resource to the community, as well as to other township departments.

Equipment reservations and submitted programs remained static over 2012, but toward the end of the year, plans were made to produce several new monthly programs with local groups. The purchase of four new digital cameras in December replaced a couple of older, obsolete cameras for which replacement parts can no longer be found.

While taping, editing and airing the video output of both local producers and internal staff, the department is also responsible for creating, printing and distributing of the quarterly township newsletter, *Talk of The Township*, and the annual report, as well as other media functions, such as press releases, public service announcements, and township signage.

Civic Center meeting room and gym reservations all go through our office, and we manage the annual summer concert series.

As the media and communications department, every year we are involved in special events, and in 2013, our involvement in the American Veterans' Traveling Tribute (AVTT) exhibit of a 4/5 replica of the Vietnam Wall was extensive, from creating park signage and helping plan individual ceremonies to the creation of the souvenir booklet given to all guests.

UTTV remains committed to promoting community involvement and awareness in all the activities we manage, as well as supporting the good works of township departments through print and live media. We are grateful for the complete support the Board of Trustees and Administrator continue to provide.

Very truly yours,

Gina M. DiMario
Media / Communications Manager

Union Township Television

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

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

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

THE YEAR IN REVIEW

UTTV: A hallmark of Union Township Television is our support of internal township department's special events, and 2013 was no different. The Police Department's *National Night Out* and Mt. Moriah Cemetery's *Lantern Lighting Ceremony* were both taped and aired following these very successful events. The 2013 Summer Concert Season consisted of 12 concerts and all 12 were taped and aired on UTTV and the township web site.

After 10 years, the Board of Trustees once again brought the American Veterans' Traveling Tribute, a 4/5 replica of the Vietnam Wall, back to Veterans' Memorial Park. The 4-day event brought more than 20,000 visitors to view the Wall and other exhibits. UTTV was there each day, resulting in a special program aired on our local access channels.

We experienced an increase in numbers of volunteers, both in producing programs and in helping to tape the Summer Concert Series. In 2013, UTTV had a steady source of concert volunteers, and we added new producer-based programs, to include two regularly-viewed church programs, and "Carolyn's Canvas," a home-based handicraft program.

UTTV is responsible for taping and airing all township public meetings, including the Board of Trustees, Zoning Commission, and the Board of Zoning Appeals, in addition to the West Clermont Local School District, Milford City Council, and the Milford Exempted Village School District.

UTTV continues to be available to film department training programs. The Fire Department regularly takes advantage of this resource.

MEDIA: Press releases and feature stories are submitted regularly to local media outlets and the township web site. The department was part of the planning committee for the Vietnam Wall event, and managed the advertising, radio appearance schedule, and press release process. We created the souvenir program booklet that was given out to guests.

The quarterly newsletter, *Talk of The Township*, originates in this department, and is distributed to every residence and business in Union Township.

The department manages the reservation process for Civic Center gym and meeting rooms, both of which bring thousand of guests to the Civic Center each year.

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.

A Guide to Feeling Better
Around The World in Ohio
Carolyn's Canvas
Clermont Philharmonic Orchestra
Cooking with Rita
Cowboy Church
Crime Talk
Eastgate Community Church
Eddie Street Ministries
Fire Chat
Fire Chat
Git Fit
Good News
In The Fight

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

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

Jazz Cardio Strength Stretch
Missionary Stories
New Life Fellowship
Painting with The Masters
Soldier's Journal
Solid Rock South Church
Thanks for The Memories
The Road to Recovery
The Way, The Word
Today's Air Force
TV Toastmasters
Water Colors
with Dr. Gary Brooks
White House Chronicle