

## Hamilton Township Trustee's Meeting

February 20, 2019

Trustee Board Chairman, Darryl Cordrey, called the meeting to order at 6:30p.m. Mr. Cordrey, Mr. Walker, and Mr. Rozzi were present.

The *Pledge of Allegiance* was recited by all in attendance.

Motion made by Mr. Cordrey with a second by Mr. Rozzi to approve of the clerk's journal and accept the tapes as the Official Meeting Minutes of the January 16, 2019 Trustee Meeting.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Rozzi	Yes
	Joe Walker	Yes

Motion made by Mr. Cordrey with a second by Mr. Walker to approve billing invoices for payment cycle February 11, 2019 – February 15, 2019 checks numbered 79806 – 79818.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes

Motion made by Mr. Cordrey with a second by Mr. Walker to approve the withholding payments for payment cycle January 27, 2019 – February 9, 2019, checks numbered 29573423-29573448.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes

Motion made by Mr. Cordrey with a second by Mr. Walker to approve Payroll for pay cycle January 27, 2019 – February 9, 2019, Electronic Fund Transfer Direct Deposit Vouchers 1155247477 & 1155247612-1155247615 & 1155247478-1155247544.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes

Motion made by Mr. Cordrey with a second by Mr. Walker to approve billing invoices for payment cycle February 18, 2019 – February 22, 2019 checks numbered 79819-79853.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes

## **Public Comments**

Chairman Mr. Cordrey opened the floor to public comments at 6:32 pm.

Dan McCurren- Miami Bluffs Blvd. stated that he is a resident of Miami Bluffs for the past 13 years. He lives right across from the park, pool, bus stops and the soccer fields. The speed limit is 25mph and it is consistently exceeded. There has been contact with Mr. Hickey as well as Chief Hughes and a number of different people to try to get a stop sign put in at that location.

Mark Darby- Miami Bluffs Blvd. spoke alongside his neighbor Dan, mentioned above, and said that this location is mainly the common area of the neighborhood. This has been taken to Warren County and they have thrown some stats in which are appreciated. However, when a FedEx truck goes by at a high speed or a distracted driver goes by, they are looking for something that will make drivers aware to slow down. Speed signs do not work. People see them and slow down but the day-to-day that it is not there, they do not care to pay attention to speed.

Mr. Cordrey asked Mr. Hickey and Chief Hughes if they had heard anything else in relation to this issue.

Mr. Hickey stated that this was brought to their attention in 2015 when Mr. Darby sent an email to Mr. Hickey. It has been sent to the Warren County Engineer's office. At this time, the area does not have the traffic to warrant adding a stop sign.

Mr. Rozzi asked if there are slow down signs or something that will capture the attention. Maybe illuminated signs.

Mr. Hickey stated that a slow sign is not a regulatory sign so it is not something that the Township puts up.

Mr. Cordrey mentioned rumbles and asked if that is something that can be looked into?

Mr. Hickey said that those are not typically used for low volume areas. However, he can talk to the Engineer and figure out different options.

Mark Darby stated that after seeing multiple signs in other locations in the Township, it does not appear that cost is an issue. It just seems that it would be more of a common sense factor than to have a tragedy occur or worry about traffic counts.

Chief Hughes asked if this topic could be revisited at the next meeting to allow him and Kenny to explore other options that could be available.

Mr. Walker asked if it would do any good to go to the County to plead their case.

Mr. Hickey clarified that because it is an issue within the Township, we will try to handle it. We do not want to put this one hundred percent on the county.

Mr. Cordrey closed the floor to public comments at 6:46 pm.

**Human Resources**

Human Resources Manager, Ms. Kellie Krieger requested a motion to approve the purchase of two graves within the Maineville Cemetery addition. Lot 167 graves 5 and 6 to Ms. Angela Young for the residential cost of \$2,400.00. Also, to approve the purchase of three graves in the Maineville Cemetery addition Lot 27 graves 5, 6 and 7 to Roger and Rosalee Hicks for the residential cost of \$3,600.00.

Mr. Cordrey made a motion with a second by Mr. Walker to approve the purchase of graves.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes

Ms. Krieger previously requested a motion to move Full Time Fire Fighter/Paramedic Jason Stevens to part time effective February 5, 2019. At this time, it is being requested to rescind that decision and leave Jason Stevens as Full Time Fire Fighter/Paramedic effective February 5<sup>th</sup>, 2019.

Mr. Cordrey made a motion with a second from Mr. Walker to rescind the decision to change the employment status of a Fire Fighter.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes

Ms. Krieger requested a motion to remove Gary (Andy) Ballard as a Part Time Fire Fighter effective February 13, 2019.

Mr. Cordrey made a motion with a second by Mr. Walker to approve the above-mentioned Roster Update.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes

Ms. Krieger requested a motion to hire Part Time Fire Fighter/Paramedic Jared Karrash pending the completion of his background check and CVSA.

Mr. Cordrey made a motion with a second by Mr. Walker to approve the above-mentioned hire.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes

Ms. Krieger requested a motion to move Dusty McCleese, Tyson Farlino and Justin Cormany from Full Time Fire Fighter/Paramedic's to Lieutenant's effective February 21, 2019. We will have a formal ceremony at the March 6<sup>th</sup> meeting.

Mr. Cordrey made a motion with a second from Mr. Walker to approve the promotion of the above-mentioned Fire Fighters.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes

Ms. Krieger requested a one-time carry-over of 2018 vacation time in the amount of 101 hours for Mr. James Schelldorf. He will utilize that vacation time by the end of the 2019 calendar year.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes

### **Township Current Business**

- Motion: Appointing Warren County Regional Planning Commission Executive Committee members for 2019.

Mr. Cordrey expressed that the Board would consider choosing Mr. Centers and Ms. Tegtmeier who were our representatives last year as well. This is for the effective date of April 1, 2019 through March 31, 2020.

Mr. Cordrey made a motion with a second from Mr. Rozzi to appoint Ms. Tegtmeier and Mr. Centers as our Hamilton Township Representatives for the Warren County Regional Planning Commission Executive Committee Members.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Rozzi	Yes
	Joe Walker	Yes

-Motion: Wynsor Wedding Venue

Ms. Tegtmeier stepped forward to explain the venue. This has been approved by the Regional Planning Commission (RPC), and then the Zoning Commission heard the case and made a recommendation to the Board. There is a request to set a public hearing at the next Trustee meeting on March 6, 2019.

Mr. Cordrey asked if there were also proposed amendments that need to be gone over.

Mr. Centers clarified that he miswrote the motion and it was just being requested to set a public hearing at this time.

Mr. Cordrey made a motion with a second by Mr. Rozzi to set a public hearing for the Wynsor Wedding Venue on March 6, 2019 at 6:30pm.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Rozzi	Yes
	Joe Walker	Yes

-Motion: McNK Lighting Plan

Mr. Cordrey stated that this is to determine if the lighting plan is a major or minor modification.

Ms. Tegtmeier explained that the Trustee's did a PUD. There is a request in the PUD to determine lights. Mr. Geraci has spoken with the residents and they have an agreement with how lights can be placed for security purposes. It is felt that adding those few lights would be a minor change. If the Board agrees, that would allow Ms. Tegtmeier to sign off on that agreement between the residents and the property owner.

Mr. Yoder spoke up in reference to the agreements between the neighbors and the property owner. He made the recommendation to go over the landscaping plan and then to consider the lighting plan. He stated that it was his understanding that the neighbors wanted the landscaping plan dealt with first.

Tim Carlson- Grandin Ridge- Stated that he thinks Mr. Yoder is correct. The neighbors do have a landscaping plan that they agree with. He just wanted clarification on the minor and major modifications.

Mr. Yoder said if it is determined to be a major modification then it is conceptually the same thing as a completely new re-zoning. If it is a minor modification, which the zoning code lays out what constitutes the difference in major or minor, and then administratively Ms. Tegtmeier has the discretion to either approve it or take it back to the Zoning Commission.

Mr. Cordrey made the decision to move the lighting plan motion to after the landscaping plan agreement.

Resolution 19-0220: Permanent Appropriation (Road and Bridge)

This is a resolution authorizing and approving a permanent appropriation to reconcile budgets for calendar year 2019 in the Road Levy Fund. This will appropriate the money collected from the 2018 Road Levy into our budget in the Road Levy Fund 2018 line.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve Resolution 19-0220.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Rozzi	Yes
	Joe Walker	Yes

Resolution 19-0220A: Permanent Appropriation (General)

This is a resolution authorizing and approving a permanent appropriation in the General Fund for a one-time appropriation for a donation that was made to the Township in regards to the Easter Egg Hunt. This will go into the General Fund Supplies and Materials line: Easter Egg Hunt for the amount of \$2,600.00.

Mr. Centers stated that Mr. Phipps and Mr. Altmeier were the donators.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve Resolution 19-0220A.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Rozzi	Yes
	Joe Walker	Yes

Resolution 19-0220B: Obsolete Property (Police Department)

This is a resolution declaring certain property as obsolete, surplus, or no longer needed for public use and to authorize for disposal. These are for Panasonic Toughbooks that our Police Department has used in the past.

Chief Hughes stated that these are old, outdated, and no longer of use operating systems that are no longer supported by Telecom.

These will be donated to the Cedarville Police Department.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve Resolution 19-0220B.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Rozzi	Yes
	Joe Walker	Yes

Resolution 19-0220C: McNK Landscape Plan

This is a resolution granting final approval with conditions for Stage 2 & 3 site plan review for the McNK property development on Venture Way at Grandin Rd., Hamilton Township, Warren County, Ohio. It sounds like all parties have come to an agreement.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve Resolution 19-0220C.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Rozzi	Yes
	Joe Walker	Yes

-Motion: To consider the lighting plan for the McNK property.

Ms. Tegtmeier stepped forward once more to explain the differences in minor and major modifications.

Mr. Cordrey made a motion to declare the proposed lighting plan for the McNK property a minor modification per the Hamilton Township zoning code. There was a second from Mr. Rozzi.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Rozzi	Yes
	Joe Walker	Yes

### **Township Work Session**

-HOA Outreach

Mr. Cordrey stated that he has had HOA President's bring it to his attention that they feel there is sometimes a lack of communication between the Township and the HOA's. He was thinking of holding a special meeting in late spring/early summer to invite the HOA Presidents to come in and have an informal work session together to share what we do as a Township, what we can support them with, let them have an opportunity to ask the Trustee's questions and let them share some practices amongst themselves.

Mr. Rozzi questioned if it would still be a public meeting but the HOA Presidents would specifically be invited, along with everyone else to a certain meeting.

Mr. Cordrey agreed and set aside a time to delve into that as a work session.

Mr. Rozzi and Mr. Walker both agreed that it is not a bad idea.

Mr. Cordrey asked the staff to look at some dates and at the next couple of meetings, set a time and get invitations out. He would like to give enough time to get this planned and organized.

Mr. Rozzi asked how we would communicate with the subdivisions that do not have HOA's?

The Trustee's discussed that it will be open to anyone both with and without HOA's that would like to attend and speak and maybe represent his or her community.

### **Jim Hunter, Fiscal Officer**

Mr. Hunter explained that we are almost a half of a percent over budget right now. He believes that it is because we had three pay periods January. We will watch that and keep them in budget.

Mr. Rozzi asked if that would correct itself next month.

Mr. Hunter said he believes so.

### **Administrator's Report**

Mr. Centers stated that recently we have been going through different investment options so he will bring those to the Board soon.

Tuft's Funeral Home reached out regarding the Maineville Cemetery New Section Headstones that the Trustee's approved, and they have a rebate opportunity to offer. A \$650 direct rebate for any single grave marker if they would like to replace a flat stone with an upright stone. In addition, a \$750 rebate for any companion marker if they would like to replace a flat stone with an upright stone. If this were okay with the Trustee's, Mr. Centers would like to publish this on our website and social media pages to let families in the community know of this opportunity.

We are in the beginning stages of a website upgrade through our current web design company. Within two months, we will roll out our new website, which will have a variety of new features.

RPC met for the Comprehensive Plan. They went through a vision statement exercise that they will be submitting. Each meeting from here on out will be going into specific topics more in depth. Those meetings will be the second Wednesday of each month over the next few months.

The Advisory Committee met and is moving forward with the requested newsletter. That will hopefully be rolling out in April. They are working on the sunflower field at Mounts Park. The Easter Egg Hunt is set for April 13, 2019 at 11:00am at Testermann Park. Volunteers are needed to help with things such as stuffing eggs and clean up.

We have a new 55 and older Residential Development going in across from the Maineville Post Office and Hopkins Commons. There will be four new buildings with 10 units in each building. The developers would like to host a "kick-off" here to give a presentation and explain more information about it.

The Personnel Policy is still in the works as well.

Wanting to do a Trustee Retreat was mentioned. That will be correlated with the personnel policy and we will start looking at dates once that is done.

Mr. Hickey brought up the crosswalk at Stephens Rd. by Providence. They have been trying to get that moving with legal and Warren County. Hopefully we will be seeing something to bring back to the Board.

Chief Reese stated that he went up and saw the new ambulance in production. It is expected to be delivered on March 26<sup>th</sup>. As far as the new Fire Station goes, the design is done. Turner put it out to their subs and it has come back significantly higher than what was budgeted. Chief has meetings scheduled to look into value engineering with Turner to determine how that cost can be brought down. He is also looking at his budget to see how this will affect the budget over the next few years in the event that we would have to pay more for the fire station than expected.

Chief Hughes expressed that the Citizen’s Police Academy has been a huge hit. All of the participants have been thrilled with what they have been exposed to so we will definitely do this again. Our Women’s Self Defense Training that was done last year had requests to do a “Part 2”. We have reached out to all of those participants and are offering them a 2-hour block to be hands on and practice some of the moves. There will also be a new 4 hour block advertised for new participants. March 19<sup>th</sup> and March 26<sup>th</sup> will be those dates for the new participants.

**Public Comments**

Mr. Cordrey opened the floor to public comments at 7:19 pm.

Lisa Wilson- 22/3- gave her opinion on a previous personnel disciplinary action.

Mr. Cordrey closed the floor to public comments at 7:21pm.

**Trustee Comments**

Mr. Cordrey expressed his gratitude for the Easter Egg Hunt donations. Thank you to Dan Phipps, Mark Altmeier, Church Venture, and the Advisory Committee. As well as the public works department with the work they have done the last few weeks.

**Executive Session**

Mr. Cordrey made a motion with a second from Mr. Rozzi to enter into Executive Session to consider the sale or disposition of property and to consider the compensation of a public employee at 7:22pm. Mr. Cordrey, Mr. Rozzi, Mr. Walker, Mr. Centers, Mr. Yoder, Mr. Hunter, Mr. Hickey and Mr. Roark were in attendance.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Rozzi	Yes
	Joe Walker	Yes

Mr. Cordrey made a motion with a second by Mr. Rozzi to come out of Executive Session at 8:16pm.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Rozzi	Yes
	Joe Walker	Yes

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve a 3% salary increase for Don Pelfrey, Road Supervisor for 2019.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Rozzi	Yes
	Joe Walker	Yes

## **Adjournment**

With no further business at hand, Mr. Cordrey made a motion with a second by Mr. Rozzi to adjourn the meeting at 8:17pm.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Rozzi	Yes
	Joe Walker	Yes