

Hamilton Township Trustee Meeting

January 19, 2022

Trustee Board Chairman, Joe Rozzi, called the meeting to order at 6:00 p.m. Mr. Rozzi, Mr. Sousa and Mr. Cordrey were present.

Cub Scout Pack 36 led everyone in The *Pledge of Allegiance*.

Motion made by Mr. Rozzi with a second by Mr. Cordrey to approve of the clerk's journal and accept the tapes as the Official Meeting Minutes of the January 5, 2022, Trustee Meeting.

Roll call as follows:	Joe Rozzi	Yes
	Mark Sousa	Yes
	Darryl Cordrey	Yes

Motion made by Mr. Rozzi with a second by Mr. Cordrey to approve the bills as presented before the Board.

Roll call as follows:	Mark Sousa	Yes
	Darryl Cordrey	Yes
	Joe Rozzi	Yes

Public Comments

Mr. Rozzi opened the floor to public comments at 6:02pm.

Mr. Rusty Holman stated that he reviewed the Township's budget, and he asked the Board to establish a cost reduction effort such as shopping for lower rates on a regular basis.

Township Administrator, Mr. Brent Centers explained that this is something that our staff and Board already do. We review contracts and research rates constantly and update the Board on all of it.

Mr. Rozzi commented that he gets the idea, but he also sees our department heads evaluations regularly.

Mr. Sousa stated that if there is a way to be transparent further, he is willing to entertain ideas, but he is confident that our staff makes these adjustments with our checks and balances.

Mr. Cordrey commented on the questions about doing a rollback to taxpayers; the taxpayers spoke when they chose to invest in our township and pass the levies to make our services better.

Mr. Rozzi closed the floor to public comments at 6:11pm.

Human Resources

Human Resources Manager/Cemetery Sexton, Ms. Kellie Krieger requested a motion to approve a one-time carryover of vacation hours for Officer Schelldorf in the amount of 179 hours; and Officer Workman in the amount of 50.5 hours. They will utilize these hours on or before the end of the calendar year 2022.

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve the above-mentioned vacation carryovers.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Rozzi	Yes

Mark Sousa Yes

Next, Ms. Krieger requested a motion to update the Hamilton Township roster with the following changes: add Nathan denOuden and Samuel Steffen as part time Firefighter's pending the completion of their hiring process.

Mr. Rozzi made a motion with a second from Mr. Cordrey to update the roster as mentioned above.

Roll call as follows:	Joe Rozzi	Yes
	Mark Sousa	Yes
	Darryl Cordrey	Yes

New Business

-Motion: To update the Hamilton Township Vacation and Holiday Personnel Policy
Mr. Centers explained that this motion is to update the section of vacation to make it increments of 5 years per added vacation week and to update the holiday section to recognize Juneteenth as an observed Federal Holiday.

Mr. Rozzi made a motion with a second from Mr. Cordrey to update the Hamilton Township Personnel Policy with the changes mentioned above.

Roll call as follows:	Mark Sousa	Yes
	Darryl Cordrey	Yes
	Joe Rozzi	Yes

-Resolution 22-0119: Authorizing a contract with the Warren County Engineers Office for the purchase of road salt.

This is the same contract we enter into each year with Warren County for salt purchasing for the upcoming winter season. This contract allows Warren County to buy the salt in larger quantities resulting in a more economic price for the Township.

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve Resolution 22-0119.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Rozzi	Yes
	Mark Sousa	Yes

-Resolution 22-0119A: Authorizing a contract with the Warren County Engineers Office for the 2022 Resurfacing, Chip Seal, and Striping projects.

This is the same contract we enter into each year with the Warren County Engineer's Office for the 2022 resurfacing, chip seal, and striping projects. Hamilton Township does not do chip seal projects so we will not be purchasing those materials. This contract allows Warren County to buy the products in larger quantities resulting in a more economic price for the Township.

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve Resolution 22-0119A.

Roll call as follows:	Joe Rozzi	Yes
	Mark Sousa	Yes
	Darryl Cordrey	Yes

Work Session

Mr. Rick Ordemond with Ordesign Environmental Services LLC gave an update on the Mounts Park EPA Timeline.

Fiscal Officer’s Report

Fiscal Officer, Mr. Kurt Weber, gave the report for December 2021. Revenue to date is approximately \$14.9 million. Expenditures are at 85% or \$12.2 million. Our current cash balance is a little over \$15.6 million.

Mr. Cordrey asked if the ARPA Funds were a one-time contribution.

Mr. Weber explained that it was broken into two payments; we received the first set of funds and will receive another \$1.2 million this year.

Continued discussion about budgeting and funds was had referencing the certification from Warren County.

Administrator’s Report

Township Administrator, Mr. Brent Centers stated that we made a contingent offer to an individual for the Director of Economic Development; the proposed start date is February 14th.

We interviewed for the position of Administrative Assistant and will be making a contingent offer in the next 24 hours for that as well; ideally to start on February 14th. That is when Ms. Gehring will permanently transition to the Zoning Administrator position although she is currently fulfilling those duties on top of the Administrative Assistant duties.

Things are looking good for the start of the year; staff is healthy, the budget is healthy and we’re looking forward to a great year!

Trustee Comments

Mr. Rozzi thanked Cub Scout 36 for leading the pledge tonight. He also recognized Ms. Jacqueline Kennedy as she is a recipient of the Township Scholarship program.

Mr. Cordrey reminded everyone that the Newsletter is not a printed document but is available through our website and an email. This should be a great year!

Mr. Sousa mentioned Dr. Dinsmore and recognized her contributions to our newsletter about the history of Hamilton Township. He is looking forward to a normal schedule of events for this year!

Chief Jewett stated that our Fire Department Union helped a resident who happens to also be a retired Deputy Fire Chief, that needed some remodeling help to better access the restroom at their home due to an advanced form of ALS. They did this on their own free will and were happy to help.

Adjournment

With no further business to discuss, Mr. Rozzi made a motion with a second from Mr. Cordrey to adjourn at 6:51pm.

Roll call as follows:	Joe Rozzi	Yes
	Mark Sousa	Yes
	Darryl Cordrey	Yes