Hamilton Township Trustee Meeting

January 3, 2024

Trustee Board Chairman, Mark Sousa, called the meeting to order at 6:02 p.m., Mr. Cordrey and Mr. Sousa were present.

Roll call as follows: Darryl Cordrey Yes

Joe Rozzi Absent Mark Sousa Yes

A motion was made by Mr. Sousa, with a second by Mr. Cordrey, to nominate Mr. Cordrey to become the Chairman of the Board of Trustees.

Roll call as follows: Mark Sousa Yes

Darryl Cordrey Yes

A motion was made by Mr. Sousa, with a second by Mr. Cordrey, to nominate Mr. Rozzi to become Vice Chair of the Board of Trustees.

Roll call as follows: Darryl Cordrey Yes

Mark Sousa Yes

A motion was made by Mr. Cordrey, with a second by Mr. Sousa, to approve the clerk's journal and accept the tapes as the Official Meeting Minutes of the December 20, 2023, Trustee Meeting.

Roll call as follows: Mark Sousa Yes

Darryl Cordrey Yes

A motion was made by Mr. Cordrey, with a second by Mr. Sousa, to approve the bills as presented before the Board.

Roll call as follows: Mark Sousa Yes

Darryl Cordrey Yes

Guest Speaker- US-Kosovo Educational Exchange Board

Dr. Jessica Ashe is a Fullbright Specialist for the US-Kosovo Educational Exchange Board. She explains it is a literacy development program for pre-kindergarten to high school students to engage in interactive lessons and a benefit locally in Hamilton Township could be for local students to write and exchange letters with children in Kosovo. She is wanting to bring attention to the Trustees and nearby education systems about the program.

Mr. Sousa: Is there hopes of having students go abroad or is this just an exchange for educational information? Also, what is the current relationship with the school district?

Dr. Ashe: Currently she is the only one that is traveling to Kosovo at this point. She is hoping that the board will help in the partnership with the local school and teachers with USKEB.

Mr. Sousa and Mr. Cordrey state they both have a great relationship with the schools and will reach out to them in help of the program.

Mr. Cordrey: Is there any pushback from state/federal regarding travel?

Dr. Ashe: She has not had pushback at the state and federal level. If security were needed, the federal government would provide that during travel. Fullbright, having an educational mandate would not send anybody with training as hers somewhere they could be in danger.

Public Comments

Mr. Sousa opened the floor to public comments at 6:13 p.m.

Joan Posey: She has concerns with the safety of the Old 3C Hwy and Route 22 intersection. She understands a traffic study was conducted recently which led to a flashing light being installed. Although the light is there, oncoming drivers in both directions on Route 22 do not slowdown in time for drivers from Old 3 C Hwy to safely turn. She is hoping the board can reach out to ODOT or Warren County Engineers Office to see if a traffic light can be installed.

Mr. Cordrey: He is aware of projects that are happening around that location and will continue to reach out to the county and state for any type of relief there.

Mr. Sousa: Discussion of a light there has been brought up in the past and that a light would cause more congestion and accidents. He hopes with the reopening of Grandin Bridge that congestion will ease up in that area.

Kurt Weber: Working at Warren County Engineers Office he is aware of the intersection and will see if the county has a plan in place for the future. However, he agrees placing a traffic light there would be more detrimental. The idea for that area is that drivers traveling to Deerfield would turn right from Old 3C onto Route 22 on the Hamilton Township side, those traveling to Hamilton Township would turn right from the Deerfield side of Old 3C.

Mr. Sousa closed the floor to public comments at 6:26 p.m.

New Business

- Resolution 24-0103A: Setting meeting dates and times.

Mr. Cordrey stated that this resolution is creating a schedule for Trustee Meetings. We will be keeping the 1st and 3rd Wednesday of the month at 6:00pm with two exceptions. February 7th's meeting will be rescheduled to February 6th, and June 19th will be rescheduled to June 18th.

Mr. Cordrey made a motion with a second from Mr. Sousa to approve Resolution 24-0103A.

Roll call as follows: Mark Sousa Yes
Darryl Cordrey Yes

- Resolution 24-010B- Authorizing the annual Blanket Certificates and establishing financial policies for approval of purchase orders.

Mr. Cordrey made a motion with a second from Mr. Sousa to approve Resolution 24-0103B.

Roll call as follows: Darryl Cordrey Yes
Mark Sousa Yes

Resolution 24-0103C: Transfer of Fire and EMS Levy Fund to Fire Station 76 Capital Project Fund.

Mr. Cordrey made a motion with a second from Mr. Sousa to approve Resolution 24-0103C.

Roll call as follows: Mark Sousa Yes

Darryl Cordrey Yes

- Resolution 24-0103D: Authorizing the disbursement of checks for payroll and payroll related withholdings and expenses.

Mr. Cordrey made a motion with a second from Mr. Sousa to approve Resolution 24-0103D.

Roll call as follows: Darryl Cordrey Yes

Mark Sousa Yes

- Resolution 24-0103E: Transfer of General Fund and Police Fund to Building Bond Fund.

Mr. Cordrey made a motion with a second from Mr. Sousa to approve Resolution 24-0103E.

Roll call as follows: Mark Sousa Yes

Darryl Cordrey Yes

- Resolution 24-0103F: Authorizing Fiscal Officer to process re-appropriations and distribute payments.

Mr. Cordrey made a motion with a second from Mr. Sousa to approve Resolution 24-0103F.

Roll call as follows: Mark Sousa Yes

Darryl Cordrey Yes

- Resolution 24-0103G: Advance from the General Fund to the Lighting District.

Mr. Cordrey made a motion with a second from Mr. Sousa to approve Resolution 24-0103G.

Roll call as follows: Darryl Cordrey Yes

Mark Sousa Yes

- Resolution 24-0103H: 2024 membership agreement with Coalition of Large Ohio Urban Townships (CLOUT)

Mr. Sousa: Asked Administrator Jeff Wright if Hamilton Township should continue an agreement with CLOUT in 2025.

Mr. Wright: We will continue to monitor the advantages and disadvantages of the program and revisit the discussion before the 2025 renewal.

Mr. Cordrey made a motion with a second from Mr. Sousa to approve Resolution 24-0103H.

Roll call as follows: Mark Sousa Yes

Darryl Cordrey Yes

- Resolution 24-0103I: Authorizing private sale of unneeded and unfit-for-use property in the Police Department.

Mr. Cordrey made a motion with a second from Mr. Sousa to approve Resolution 24-0103I.

Roll call as follows: Darryl Cordrey Yes

Mark Sousa Yes

- Motion – Motion to award the contract for the Towne Center Boulevard & Grandin Road Extension East of SR 48-Part B to Ford Development Corporation.

Mr. Wright: We received several bids, and the low bid came in almost \$500,000 less than the engineer's estimate for the project. The total contract amount of \$1,615,005.25 includes an alternate of \$100,000 to have the water line diameter upsized from eight inches to sixteen inches and that will be paid for as a reimbursement from the Warren County Water and Sewer Department to the Township. The funds for the project are coming from the TIF district that is in place to capture the new property taxes that will be paid by Kroger and adjacent properties as they are developed with new commercial buildings. The low bidder, Ford Development Corporation, has performed dozens of similar sized projects and has a positive reputation and wherewithal to successfully complete this project.

Mr. Cordrey made a motion with a second from Mr. Sousa to award the contract for the Towne Center Boulevard & Grandin Road Extension East of SR 48-Part B to Ford Development Corporation.

Roll call as follows: Mark Sousa Yes

Darryl Cordrey Yes

Public Comment

Keith Osterbrock: He handed an application for the Citizen Police Academy to Chief Hughes and asked for more details about the academy.

Chief Hughes: The Citizen Police Academy is a 10–12-week volunteer program where residents learn the interworking of the criminal justice system across Warren County. The residents will visit the county jail, shown how the SWAT Team operates, dispatch, and other entities within the police department. Upon graduating from CPA, you can join the Citizen Police Academy Alumni Association that allows you to continue being involved with the Hamilton Township Police Department and other community events within the township.

Mr. Osterbrock: Thanked Chief Hughes and looks forward to the academy. He is also curious on the status of a property on US Route 22/3 where the property owner has various vehicles and other construction equipment. He wants to know if this property will be rezoned for business purposes.

Mr. Wright: He offered Mr. Osterbrock his contact card and will reach out to Cathy Walton in the Planning and Zoning department for more information regarding the property in question.

Administrator's Report

Mr. Wright: Provided the following information for the Administrator's Report:

- The staff is spending some time coordinating items with the Warren County Engineer's Office and other parties for the Towne Center Blvd. & Grandin Road extension that the Board awarded tonight.
- The Fire Department is working with a contractor to have the waterline extended to the new training tower at Marrs Park. Nicole Early and Don Pelfrey are coordinating with the Fire Department to have the new water line accommodate a yard spicket to serve the future, adjacent community garden. Chief Jewett is volunteering on Friday to be the acting supervisor for the Clinton-Warren Joint Fire District since that is the day of the funeral services for Chief Wysong of that department who recently passed away in a line of duty death.
- Cheryl in HR is continuing the conversion of payroll data to an online system for efficiencies.

- Our Planning and Zoning Department is working on two cases for this week's Mainville Board of Zoning Appeals and three cases for our BZA meeting for next week.
- An update from Nicole on the Mounts Park environmental project is that we received qualification submittals from six engineering firms. Nicole, Don, Goodhue engineering and I will review the submittals, meet next week to score the firms, and bring a recommendation to the Board at our January 17th meeting.
- Our Public Works Department has sent the list of streets for the 2024 repaving program to the Warren County Engineer's Office for us to participate again in their repaving program for an economy of scale.

Trustee Comments

Mr. Sousa: He wanted to recognize Kurt Weber and all the parties that worked on the Grandin Bridge development project. Also thanked Mr. Weber for coming in last week to swear him in for his second term. He acknowledges the rash of water main breaks along State Route 48 and some of the connectors nearby. Mr. Wright is in communication with Warren County Water and Sewer to find answers to why we are experiencing acceleration in breaks and if it is happening in other areas of Warren County. He sympathizes with residents in their frustration and especially for those that had to deal with the break that occurred the day before Thanksgiving.

Mr. Cordrey: Also understands the frustration over the water main breaks and ensures that we will work with the county to resolve the issue. He wishes everyone a happy 2024! It is going to be an exciting year here in the Township, projects should hopefully be completed such as the widening of SR 48 and the Kroger store.

Executive Session

Mr. Cordrey made a motion at 6:50 p.m. with a second from Mr. Sousa to enter Executive Session in reference to O.R.C. 121.22 (G)(1) to discuss employment of a public employee.

Roll call as follows: Darryl Cordrey Yes

Mark Sousa Yes

Mr. Cordrey made a motion with a second from Mr. Sousa to come out of Executive Session at 7:15 p.m.

Roll call as follows: Darryl Cordrey Yes

Mark Sousa Yes

Adjournment

With no further business to discuss, Mr. Cordrey made a motion, with a second from Mr. Sousa, to adjourn at 7:15 pm.

Roll call as follows: Mark Sousa Yes

Darryl Cordrey Yes