

Hamilton Township Trustee Meeting

January 21, 2026

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

Roll call as follows: Mark Sousa
Darryl Cordrey
Joe Rozzi

The Pledge of Allegiance was recited by all.

A motion was made by Mr. Sousa, with a second by Mr. Cordrey, to approve the audio/visual as the Official Meeting Minutes of the January 7th Board of Trustees regular meeting.

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

A motion was made by Mr. Sousa, 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

Guest Speaker – Impact Group, Strategic Plan

The Impact Group led a collaborative strategic planning process for Hamilton Township Fire Rescue for 2026–2029, engaging residents, staff, township leadership, and regional partners. Through focus groups and a SWOT analysis, the process identified priorities focused on managing growth, strengthening communication, supporting personnel, and ensuring long-term fiscal sustainability. The resulting plan, grounded in the department’s mission, vision, and core values, provides a clear roadmap organized around four strategic goals: planning for community growth, communication, culture and leadership development, and financial stewardship.

Chief Jewett noted that the Fire Department will begin introducing specific action items to the Board soon to implement the strategic plan. Several initiatives are already underway, including hosting Officer II training to support staff development, securing a FEMA grant for training, and identifying long-term capital needs, including evaluating whether an additional fire station will be necessary to meet future service demands as the township continues to grow.

Public Comments

Mr. Sousa opened the floor to public comments at 6:15 PM, with nobody approaching he closed the floor to comments.

New Business

Resolution No. 26-0121A- Authorizing Sale of Ladder Truck to the City of Franklin

Mr. Sousa made a motion with a second from Mr. Cordrey to approve resolution 26-0121A, a resolution authorizing a contract to sell a 2006 Sutphen Aerial Ladder Truck to the City of Franklin, Warren County Ohio for use by Franklin’s fire department.

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

Resolution No. 26-0121B- Authorizing Rates for Non-dedicated Road Snow Removal

Mr. Sousa made a motion with a second from Mr. Cordrey to approve Resolution 26-0121B, a resolution establishing rates for public works services on non-dedicated/unaccepted roads and authorizing the Township Administrator to enter into agreements for such services.

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

Resolution No. 26-0121C- Authorizing the Execution of a Petition for the Hamilton Township and City of Lebanon Joint Economic Development District

Mr. Wright explained what a Joint Economic Development District (JEDD) is and how Hamilton Township benefits from a partnership of this nature. The proposed City of Lebanon JEDD would include a mix of residential, commercial, industrial, and park land located within Hamilton Township. The township would receive City of Lebanon income tax revenues generated by individuals living or working within the parcels included in the JEDD. The agreement would not apply to any existing Hamilton Township residential properties. Examples of properties included are the Tribute Apartments and an approximately 11-acre extension along Grandin Road. This agreement would create a new source of revenue for the township, and the Board would meet annually regarding the JEDD.

Mr. Sousa requested clarification on the inclusion of park land. Law Director Yoder explained that the JEDD requires 51 percent approval from affected businesses and townships, and the proposed boundaries were structured to meet that statutory requirement.

Mr. Cordrey expressed his excitement about the JEDD and noted that it will help reduce the burden on property taxes. Mr. Sousa stated he is pleased with the tax incentives and emphasized that this resolution represents only the first step in the overall JEDD process. Mr. Cordrey and Mr. Rozzi thanked township staff, both past and present, for their work on the agreement, noting it has been a lengthy process, and expressed appreciation to the City of Lebanon for its partnership.

Mr. Sousa made a motion with a second from Mr. Cordrey to approve Resolution 26-0121C, a resolution authorizing the execution of a petition requesting the inclusion of certain Township-owned property within the Hamilton Township – City of Lebanon Joint Economic Development District.

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

Motion- Accepting 2025 Hamilton Township Highway Miles

Mr. Sousa made a motion with a second from Mr. Cordrey to approve the 2025 Township Highway System Milage Certification from the Ohio Department of Transportation.

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

Motion- Approve Hamilton Township Roster as presented

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

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

Public Comments

Mr. Sousa opened the floor to public comments at 6:31 PM, with nobody approaching he closed the floor to comments.

Fiscal Officer's Report

Fiscal Officer Elliott gave the end-of-the-year finance report:

Fund Status (as of December 2025)

- Township funds are approximately 98% utilized, excluding the public works facility.

- Indicates strong budget execution and close alignment between planned and actual spending.

Budget vs. Actual Comparisons

The presentation includes 2025 Budget vs. Actual reviews (with 2024 context) for:

- General Funds departments
- Public Works Department
- Fire & EMS Department
- Police Department

Administrator's Report

Administrator Wright gave the following updates:

- Replacement ladder truck is scheduled to return on February 6, in time for the push-in ceremony at Station 76 on February 7 at 1:00 p.m.
- Mounts Park project is moving forward; contractors have obtained permits and are expected to be on-site next week.
- Construction of the Public Works building is progressing, with the contractor beginning steel assembly and coordinating with other contractors on-site working on utilities.
- The Citizens Police Academy began last Monday and is off to a strong start.
- The Police Department successfully deployed the Bola Wrap device, providing officers with an additional non-lethal option for safely restraining individuals.
- Township is realizing a strong return on investment from its partnership with Beacon Orthopedics, with on-site services resulting in savings of tens of thousands of dollars.

Trustee Comments

Mr. Cordrey and Mr. Rozzi asked the public to prepare for the upcoming snowstorm this weekend by moving vehicles off the roadway and into driveways to allow plow trucks to clear roads more efficiently and please be patient with the Public Works crew.

Mr. Sousa expressed his condolences to the family members of the Kings Local School District teacher who lost her life Monday in a car accident, as well as to the family of the gentleman who was also killed in the accident.

Executive Session

Mr. Sousa made a motion with a second from Mr. Cordrey to adjourn into executive session at 6:49 p.m. in accordance with ORC 121.22(G)(8a) to discuss economic development, ORC 121.22(G)(3) to discuss pending or imminent court action, and ORC 121.22(G)(1) to discuss the employment of a public employee.

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

Mr. Sousa made a motion with a second from Mr. Cordrey to come out of the executive session at 7:38 p.m.

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

Adjournment-

Mr. Sousa made a motion with a second from Mr. Cordrey to adjourn at 7:38 PM.

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