



## **HAMILTON TOWNSHIP ADMINISTRATION**

Mark Sousa – *Board Chair*

Joseph Rozzi – *Vice Chair*

Darryl Cordrey – *Trustee*

Kurt Weber – *Fiscal Officer*

7780 South State Route 48

Maineville, Ohio 45039

Phone: (513) 683-8520

### **Township Administrator**

Jeff Wright

(513) 683-8520

### **Police Department**

Scott Hughes – *Police Chief*

Phone: (513) 683-0538

### **Fire and Emergency Services**

Jason Jewett– *Fire Chief*

7684 South State Route 48

Maineville, Ohio 45039

Phone: (513) 683-1622

### **Public Works**

Don Pelfrey– *Director*

Phone: (513) 683-5320

### **Assist. Fiscal Officer**

Ellen Horman

Phone: (513) 239-2377

### **Human Resources**

Cheryl Allgeyer

Phone: (513) 239-2384

### **Zoning Administrator**

Cathy Walton

Phone: (513) 683-8520

### **Parks and Recreation**

Nicole Earley

(513) 683-5360

## **TRUSTEE MEETING AGENDA 1/03/2024**

**6:00 PM**

- Roll Call
- Pledge of Allegiance
- Elect Chair of Board of Trustees
- Elect Vice Chair of Board of Trustees
- Approve of the Clerk's Journal and Accept the audio/video recording as the Official Minutes of the December 20<sup>th</sup> Board of Trustees regular meeting.
- Bills before the Board

**Guest Speaker-** US-Kosovo Educational Exchange Board- Resident, Dr. Ashe

### **Public Comments**

### **New Business**

#### **Resolutions**

- Resolution No. 2024-0103A – Setting meeting dates and times
- Resolution No. 2024-0103B – Authorizing Blanket Certificates for Purchase Orders in 2024
- Resolution No. 2024-0103C –Transfer of Fire EMS Levy Fund to Capital Project Fund
- Resolution No. 2024-0103D- Authorizing Payroll Disbursement, Withholdings, and Expenses in 2024
- Resolution No. 2024-0103E- Authorizing Transfer of General and Police Funds to the Building Bond Fund
- Resolution No. 2024-0103F- Authorizing the Fiscal Officer to Re-Appropriate, Distribute, Dispense, and Declare an Emergency of funds through 2024
- Resolution No. 2024-0103G- Authorizing Advancement from General Funds to the Lighting District
- Resolution 2024-0104H: 2024 membership agreement with Coalition of Large Ohio Urban Townships (CLOUT)
- Resolution No. 2024-0103I- Authorizing Private Sale of Unneeded and Unfit-For-Use Property

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

### **Fiscal Officer's Report**

### **Public Comments**

### **Trustee Comments**

### **Administrator's Report**

**Executive Session** – Motion to adjourn into executive session at \_\_\_\_\_ in

accordance with ORC 121.22(G)(1) to discuss employment of a public employee.

## **Adjournment**

The agenda is to give an idea of the various discussions before the Board. The time and order of Agenda items is subject to change in order to maintain efficiency and timeliness of the meetings. Citizens may address the Board under the Public Comment section of the agenda.

The following guidelines protect your rights as well as those of others:

1. Speakers must state their name and full address for the record.
2. The Board Chair will recognize each speaker, and only one person may speak at a time.
3. Speakers will address any and all comments to the Board of Trustees and Fiscal Officer. The Board may request further information from staff at their discretion.
4. Anyone who willfully disrupts a Board meeting may be barred from speaking further or may be removed from the meeting and detained by officers of the Hamilton Township Police Department. (ORC 505.09; ORC 2917.12)

## Hamilton Township Trustee Meeting

December 20, 2023

Trustee Board Chairman, Mark Sousa, called the meeting to order at 1:00 p.m. Mr. Rozzi, Mr. Cordrey and Mr. Sousa were present.

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

The *Pledge of Allegiance* was recited by all.

A motion was made by Mr. Sousa, with a second by Mr. Rozzi, to approve the clerk's journal, and accept the tapes as the Official Meeting Minutes of the December 6, 2023, and December 20, 2023, Trustee Meeting.

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

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

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

### **Employee Recognition 2023**

Mr. Wright started the Employee Recognition by highlighting the administration staff and opening the floor to the departments for their employee awards.

Public Works Director Don Pelfrey presented the following awards:

- Josh Parker- Five Year Recognition
- Justin Thompson- Fifteen Year Recognition
- John Daunt- Above & Beyond Service Award
- Brandon Voris- 2023 Public Works Employee of the Year

Fire Rescue Chief Jewett presented the following awards:

- Richard Kraft- EMS of the Year

- Robert Webster- Firefighter of the Year
- Chris Schumacher- Officer of the Year
- Ashley Rector- Chief's Award

Police Captain Quillan Short presented the Captain's Commendation Award to:

- Josh Clift
- Luke Ratliff
- Jordan Elzey
- Chris Kaufholz
- Alex Stephens

Police Chief Scott Hughes presented the Chief's Commendation Award to:

- Randy Rigby
- Molly Hayslip
- Greg Watkins
- SGT Tim Rector
- Chris Kaufholz
- SGT Terry Veil
- CPT Quillan Short

Chief Hughes presented the Police Department's 2023 Employee of the Year to Amy Scheeler.

### **Public Comments**

Mr. Sousa opened the floor to public comments at 1:44 pm.

Mr. Sousa closed the floor to public comments at 1:44 pm.

### **New Business**

-Resolution 2023-1115A – Approving the Site Plan with conditions for Chase Bank

Mr. Sousa made a motion with a second from Mr. Rozzi to approve Resolution 23-1115A.

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

-Resolution 2023-1220B – Authorizing Disposal of Unneeded, Obsolete, or Unfit-For-Use Property

Mr. Sousa made a motion with a second from Mr. Rozzi to approve Resolution 23-1115B.

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

### **Human Resource**

- Motion – Amend the Roster of Hamilton Township

Mr. Sousa made a motion with a second from Mr. Rozzi to amend the Hamilton Township roster as presented to the Board.

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

### **Fiscal Report**

Mr. Weber:

November 2023 Fiscal Report- Through the end of November, which is 92% through the year, we have received \$16.5 million of the \$14.7 million budgeted anticipated revenue. The final appropriations/expense budget was \$19.4 million, we spent over \$14.7 million which is 76%. The total cash balance overall is \$19.5 million and the unencumbered fund balance is \$15.3 million. Some of the higher fund balances consist of General Funds at \$2 million, Road & Bridge at \$2.1 million, Police Department \$3.8 million, ARPA Fund \$1.1 million, and Fire/EMS at \$3.3 million.

### **Public Comments**

Mr. Sousa opened the floor to the second public comments at 1:48 pm.

Mr. Sousa closed the floor to public comments at 1:48 pm.

### **Trustee Comments**

Mr. Rozzi: Thanked the staff for a great year and wishes everyone a merry Christmas.

Mr. Cordrey: Thanked the staff for an outstanding year. Once again commends Chief Hughes for stepping up as the Interim-Administrator after the retirement of Steve Pegram and making a smooth transition with the onboarding of Jeff Wright. He wishes everyone a merry Christmas and happy holidays.

Mr. Sousa: Whenever we do these awards presentations at the end of the year, each department acknowledges individuals for going above and beyond, those who choose to do things on their own time to better the department for the broader community. As a member of the board of trustees, you can anticipate the complaints that come with being the public servant elected official, but it's always so pleasant to see people get recognized for their efforts. We get compliments from the community for the efforts of our departments and their actions. Also, want to recognize Mr. Wright and the improvements he has made, the fire department continuing their trainings and physical fitness and health programs, the addition of the canine unit and body worn cameras in the Police Department, and Public Works coming up with new ways to serve the community. Wishes everyone a happy holiday season and merry Christmas.

### **Administrator's Report**

Jeff Wright: Following are updates for the Administrator Report:

- The Fire Department completed 10,000 hours of training this year, two years ago they did approximately 2000 hours, so five times the amount of training in prior years. Approved now Captain Webb's promotion.
- Cathy Walton today is reviewing a couple of outlets proposed for construction at the new marketplace on the east side of 48, as well as more out lots on the frontage of Hamilton Point.
- Nicole Earley reported this year we had the biggest turnout ever for Wreaths Across America. She is completing documentation for the reimbursement of the grant for the Marr Park shelter.
- Don Pelfrey has completed the 2024 Street Repaving List and will send it to Warren County Engineers Office for feedback with larger projects within several neighborhoods.
- Chief Hughes reports Officer Stephens conducted a de-escalation with an armed resident. The officer was able to create a safe situation for that resident and the public. Captain Short is leading an internal promotion within that department that is going to extend into January.

### **Executive Session**

Mr. Sousa made a motion with the second from Mr. Rozzi to enter Executive Session at 1:54 pm in reference to O.R.C. 121.22(G)(I) to discuss compensation for public employees.

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

Mr. Sousa made a motion with a second from Mr. Rozzi to come out of Executive Session at 2:34pm.

Roll call as follows:	Joe Rozzi	Yes
	Mark Sousa	Yes

Yes

- Motion - Approve the 2024 Pay Rates for Non-union Employees

Mr. Sousa made a motion with a second from Mr. Rozzi to approve the 2024 pay rates for non-union employees.

Yes

Yes

Yes

**Adjournment**

With no further business to discuss, Mr. Sousa made a motion, with a second from Mr. Rozzi, to adjourn at 2:35pm.

Yes

Yes

Yes



**Office of Township Administrator**  
**01/03/24 Trustee Meeting**

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The following motions are requested by the Board of Hamilton Township Trustees from the Township Administrator:

**Motion to approve Resolution 2024-0103A– A resolution setting the meeting dates and times for 2024.**

Standard practice and requirement to set the dates and time for the board's meetings for the new calendar year. The meetings shall be scheduled for the first and third Wednesdays of each month at 6:00 p.m. Due to conflicts, the first meeting in February will need to be rescheduled, with a suggested new date of Tuesday, February 6<sup>th</sup>. Also, the second meeting in June will need to be rescheduled, with a suggested new date of Tuesday, June 18<sup>th</sup>. Finally, the Board will need to determine if the time of the second meeting in February should be moved to the morning to serve as the Board retreat for 2024.

**Motion to approve Resolution 2024-0103B – A resolution authorizing the annual authorization of blanket certificates and establishing financial policies for the approval of purchase orders in 2024. Dispensing with the second reading and declaring an emergency.**

Standard practice to allow the Fiscal Officer to open BC's for the payment of normal day to day bills based upon the approved 2024 budget.

**Motion to approve Resolution 2024-0103C – A resolution approving the transfer of funds from the Fire and EMS Levy fund 2283 to the Station 76 Capitol Project fund 4902 for 2024 debt payment.**



Standard practice to allow a transfer of \$182,520 from the Fire and EMS Levy to the Capitol Project fund for the annual debt payment for Fire Station 76 as budgeted for 2024.

**Motion to approve Resolution 2024-0103D – A resolution authorizing the disbursement of checks for payroll, payroll related withholdings and expenses and other expenses in 2024.**

Standard practice to allow the payment of payroll, payroll-related expense and our normal day-to-day operating expenses like utilities, fuel, supplies etc. to be processed and paid per the 2024 budget.

**Motion to approve Resolution 2024-0103E – A resolution authorizing the transfer of General Fund (1000) and Police Fund (2081) appropriations in the amount of \$54,700 each to the Building Bond Fund 2101 for the payment of the 2024 Administration Building Debt Payment.**

Standard practice to allow a transfer of \$54,700 from both the General Fund and the Police District Fund in order to pay the 2024 debt payment for the administration building. Total 2024 payment of \$109,400 as approved in the 2024 budget.

**Motion to approve Resolution 2024-0103F – A Resolution authorizing the Township Fiscal Officer to process re-appropriations and distribute payments as needed through December 31, 2024, dispensing with a second reading and declaring an emergency.**

Standard practice to allow the Fiscal Officer to make re-appropriations (adjustments) to the budget as well as distribute payments as needed throughout calendar year 2024.

**Motion to approve Resolution 2024-0103G – A resolution authorizing an advance from the general Fund 1000 to the Lighting District**

Standard practice is to advance any funds necessary at the beginning of the year from the General Fund to the Lighting District in order to pay the monthly invoice from Duke. The Lighting District is essentially funds in and out but often the revenue is not received before the first invoices of the new year requiring an advance from the General Fund. Once additional revenue is received from the lighting district throughout the year the advance to the general fund is paid back.

**Motion to approve Resolution 2024-0103H – A resolution authorizing entering into a contract with the Ohio Township Association (OTA) Coalition of Large Urban Township (CLOUT).**

Annual process to join CLOUT for 2024.

**Motion to approve Resolution 2024-0103I – A resolution imposing a moratorium of six months on the processing and issuance of any permits allowing adult use cannabis operators within Hamilton Township, Warren County, Ohio.**

As you are aware, Ohio voters approved State Issue 2 on November 7<sup>th</sup>. That action authorized and regulated the possession, use, and sale of recreational marijuana and cannabis products. The new law allows a board of township trustees to adopt a resolution by majority vote to prohibit or limit the number of adult-use cannabis operators permitted within the unincorporated territory of the township.

The proposed resolution would enact a temporary moratorium of six months on the issuance and processing of permits for adult use cannabis operators within Hamilton Township. The purpose of this moratorium is to allow Township staff and the Board of Trustees to study the law and the related issues and then determine whether to limit or entirely prohibit adult use cannabis operators within the Township and to prepare any necessary regulations.

If a majority of the Board adopts this resolution for the temporary moratorium on the commercial operators for cannabis sales, the resolution would not prohibit or regulate other components of Issue 2, including adult possession of up to two and a half ounces of marijuana or the growth of up to six plants per adult at a private residence for personal use.

The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:00 p.m. on January 3, 2024, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Mark Sousa – Trustee  
Joseph Rozzi - Trustee  
Darryl Cordrey – Trustee

Mr.. \_\_\_\_\_ introduced the following resolution and moved its adoption:

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO  
RESOLUTION NUMBER 2024-0103A**

**A RESOLUTION SETTING MEETING DATES AND TIMES**

**WHEREAS**, the Board of Township Trustees of Hamilton Township, Warren County desires to establish meeting dates and times for its regular meetings in 2024, and;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Township Trustees of Hamilton Township, Warren County, Ohio:

- SECTION 1. Regular meetings of the Board of Trustees of Hamilton Township shall be held on the first and third Wednesday of each month at 6:00p.m. at the Township Hall located at 7780 South State Route 48, Hamilton Township, Ohio 45039.
- SECTION 2. Regular meetings of the Board of Trustees may be rescheduled or cancelled by the Chairperson of the Board of Township Trustees, or the Township Administrator, or a majority vote of the members of the Board of Trustees. Special meetings may be called by the Chairperson of the Board of Trustees, or the Administrator, or a majority vote of the members of the Board of Trustees provided the notice required under Ohio law is provided.
- SECTION 3. This Resolution shall take effect on the earliest date allowed by law.

Mr. \_\_\_\_\_ seconded the Resolution and the following being called upon the question of its adoption, the vote resulted as follows:

Joseph Rozzi –	Aye _____	Nay _____
Mark Sousa –	Aye _____	Nay _____
Darryl Cordrey –	Aye _____	Nay _____

Resolution adopted this 3<sup>rd</sup> day of January 2024.

Attest:

\_\_\_\_\_  
Kurt E. Weber, *Fiscal Officer*

Approved as to form:

\_\_\_\_\_  
Benjamin J. Yoder, *Law Director*

I, Kurt E. Weber, Fiscal Officer of Hamilton Township, Warren County, Ohio, hereby certify that this is a true and accurate copy of a Resolution duly adopted by the Board of Trustees of Hamilton Township, County of Warren, Ohio, at its regularly scheduled meeting on January 3, 2024.

Date: \_\_\_\_\_

\_\_\_\_\_  
Kurt E. Weber, *Fiscal Officer*

The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:00 p.m. on January 3, 2024, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Mark Sousa – Trustee  
Joseph Rozzi - Trustee  
Darryl Cordrey – Trustee

Mr. \_\_\_\_\_ introduced the following resolution and moved for its adoption:

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO  
RESOLUTION NUMBER 2024-0103B**

**A RESOLUTION AUTHORIZING THE ANNUAL AUTHORIZATION OF BLANKET  
CERTIFICATES AND ESTABLISHING FINANCIAL POLICIES FOR THE  
APPROVAL OF PURCHASE ORDERS IN 2024, DISPENSING WITH THE SECOND  
READING AND DECLARING AN EMERGENCY**

**WHEREAS**, the Board of Trustees of Hamilton Township, Warren County, Ohio desires to establish financial policies regarding the authorization of Blanket Certificates and Purchase Orders,

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Township Trustees of Hamilton Township, Warren County, Ohio:

**SECTION 1.** This Board hereby determines that any Purchase Order greater than an amount of Five Thousand (\$5000.00) dollars must be pre-approved by the Board of Trustees prior to its issuance, and any Purchase order greater than an amount of One Thousand (\$1000.00) dollars must be pre-approved by the Township Administrator prior to its issuance.

**SECTION 2.** This Board hereby determines that all formal actions of the Board concerning and relation to the adoption of this Resolution were taken in an open meeting of this Board and that all deliberations related to the action talked herein were conducted in meeting open to the public pursuant to law.

**SECTION 3.** This Resolution is declared to be an emergency measure necessary for the immediate preservation of the public health, safety and welfare of the Township, and therefore this Resolution shall be in full force and effect immediately upon its adoption without further public reading.

Mr. \_\_\_\_\_ seconded the Resolution and the following being called upon the question of its adoption, the vote resulted as follows:

Darryl Cordrey –	Aye _____	Nay _____
Joseph Rozzi –	Aye _____	Nay _____
Mark Sousa –	Aye _____	Nay _____

Resolution adopted this 3<sup>rd</sup> day of January, 2024.

Attest:

\_\_\_\_\_  
Kurt E. Weber, *Fiscal Officer*

Approved as to form:

\_\_\_\_\_  
Benjamin J. Yoder, *Law Director*

I, Kurt E. Weber, Fiscal Officer of Hamilton Township, Warren County, Ohio, hereby certify that this is a true and accurate copy of a Resolution duly adopted by the Board of Trustees of Hamilton Township, County of Warren, Ohio, at its regularly scheduled meeting on January 3, 2024.

Date: \_\_\_\_\_

\_\_\_\_\_  
Kurt E. Weber, *Fiscal Officer*

The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:00 p.m. on January 3, 2024, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Mark Sousa – Trustee  
Joseph Rozzi - Trustee  
Darryl Cordrey – Trustee

Mr. \_\_\_\_\_ introduced the following resolution and moved for its adoption:

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO  
RESOLUTION NUMBER 2024-0103C**

**A RESOLUTION AUTHORIZING THE TRANSFER OF FIRE AND EMS LEVY FUND  
(2283) TO THE FIRE STATION 76 CAPITAL PROJECT FUND (4902) IN 2024**

**WHEREAS**, the Board of Trustees of Hamilton Township, Warren County, Ohio has desires to transfer funds from the Fire and EMS Special Levy to the Fire Station 76 Capital Project Fund; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Township Trustees of Hamilton Township, Warren County, Ohio:

**SECTION 1.** That the Finance Coordinator is authorized to transfer funds from the Fire and EMS Special Levy Fund 2283 in the amount of: \$182,520.00 to the Fire Station 76 Capital Project Fund 4902 for the total of: \$182,520.00 in such amounts.

**SECTION 2.** This Board hereby determines that all formal actions of the Board concerning and relating to the adoption of this Resolution were taken in an open meeting of this Board and that all deliberations related to the action talked herein were conducted in meeting open to the public pursuant to law.

**SECTION 3.** This Resolution is declared to be an emergency measure necessary for the immediate preservation of the public health, safety and welfare of the Township, and therefore this Resolution shall be in full force and effect immediately upon its adoption without further public reading.

Mr. \_\_\_\_\_ seconded the Resolution and the following being called upon the question of its adoption, the vote resulted as follows:

Joseph Rozzi –	Aye _____	Nay _____
Mark Sousa –	Aye _____	Nay _____
Darryl Cordrey –	Aye _____	Nay _____

Resolution adopted this 3rd day of January, 2024.

Attest:

\_\_\_\_\_  
Kurt E. Weber, *Fiscal Officer*

Approved as to form:

\_\_\_\_\_  
Benjamin J. Yoder, *Law Director*

I, Kurt E. Weber, Fiscal Officer of Hamilton Township, Warren County, Ohio, hereby certify that this is a true and accurate copy of a Resolution duly adopted by the Board of Trustees of Hamilton Township, County of Warren, Ohio, at its regularly scheduled meeting on January 3, 2024.

Date: \_\_\_\_\_

\_\_\_\_\_  
Kurt E. Weber, *Fiscal Officer*



The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:00 p.m. on January 3, 2024, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Mark Sousa – Trustee  
Joseph Rozzi - Trustee  
Darryl Cordrey – Trustee

Mr. \_\_\_\_\_ introduced the following resolution and moved for its adoption:

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO  
RESOLUTION NUMBER 2024-0103D**

**A RESOLUTION AUTHORIZING THE DISBURSEMENT OF CHECKS FOR  
PAYROLL, PAYROLL RELATED WITHHOLDINGS AND EXPENSES AND OTHER  
EXPENSES IN 2024**

**WHEREAS**, it is the policy of this Board to provide procedures for the prompt payment of appropriate Township expenses; and

**WHEREAS**, certain expenses are required to be paid prior to the next regularly scheduled trustees' meeting where preapproval would normally be considered,

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Township Trustees of Hamilton Township, Warren County, Ohio:

**SECTION 1.** That disbursement of payroll, payroll related withholdings and expenses and expenses for electric, cable, water, sewer, telephone, fuel, heating oil, trash collection, IT services, UAN charges, health insurance, refunds, employee reimbursements, Debit Service & Lease Payments, Return of forfeited property, and credit cards (LCNB, Staples, Walmart and Lowes, Sears, Tractor Supply) are hereby approved for payment when payments are due, such payments being preauthorized by this Board subject to ratification at the next regularly schedule Trustees' meeting.

**SECTION 2.** This Board hereby determines that all formal actions of the Board concerning and relation to the adoption of this Resolution were taken in an open meeting of this Board and that all deliberations related to the action talked herein were conducted in meeting open to the public pursuant to law.

**SECTION 3.**

This Resolution is declared to be an emergency measure necessary for the immediate preservation of the public health, safety and welfare of the Township, and therefore this Resolution shall be in full force and effect immediately upon its adoption without further public reading.

Mr. \_\_\_\_\_ seconded the Resolution and the following being called upon the question of its adoption, the vote resulted as follows:

Joseph Rozzi –	Aye _____	Nay _____
Mark Sousa –	Aye _____	Nay _____
Darryl Cordrey –	Aye _____	Nay _____

Resolution adopted this 3<sup>rd</sup> day of January, 2024.

Attest:

\_\_\_\_\_  
Kurt E. Weber, *Fiscal Officer*

Approved as to form:

\_\_\_\_\_  
Benjamin J. Yoder, *Law Director*

I, Kurt E. Weber, Fiscal Officer of Hamilton Township, Warren County, Ohio, hereby certify that this is a true and accurate copy of a Resolution duly adopted by the Board of Trustees of Hamilton Township, County of Warren, Ohio, at its regularly scheduled meeting on January 3, 2024.

Date: \_\_\_\_\_

\_\_\_\_\_  
Kurt E. Weber, *Fiscal Officer*

The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:00 p.m. on January 3, 2024, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Mark Sousa – Trustee  
Joseph Rozzi - Trustee  
Darryl Cordrey – Trustee

Mr. \_\_\_\_\_ introduced the following resolution and moved for its adoption:

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO  
RESOLUTION NUMBER 2024-0103E**

**A RESOLUTION AUTHORIZING THE TRANSFER OF GENERAL FUNDS (FUND 1000) AND POLICE FUND (FUND 2081) TO THE BUILDING BOND FUND (FUND 3101) IN 2024**

**WHEREAS**, The Board of Trustees of Hamilton Township, Warren County, Ohio has desires to transfer funds from the General Fund and Police Fund to the Building Bond Fund; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Township Trustees of Hamilton Township, Warren County, Ohio:

- SECTION 1.** The Assistant Fiscal Officer is authorized to transfer funds from the General Fund in the amount of \$54,700.00 and from the Police Fund in the amount of: \$54,700.00 to the Building Bond Fund for the total of: \$109,400.00 in such amounts.
- SECTION 2.** This Board hereby determines that all formal actions of the Board concerning and relating to the adoption of the Resolution were taken in an open meeting of the Board and that all deliberations related to the action talked herein were conducted in meeting open to the public pursuant to law.
- SECTION 3.** This Resolution is declared to be an emergency measure necessary for the immediate preservation of the public health, safety and welfare of the Township, and therefore this Resolution shall be in full force and effect immediately upon its adoption without further public reading

Mr. \_\_\_\_\_ seconded the Resolution and the following being called upon the question of its adoption, the vote resulted as follows:

Joseph Rozzi –	Aye _____	Nay _____
Mark Sousa –	Aye _____	Nay _____
Darryl Cordrey –	Aye _____	Nay _____

Resolution adopted this 3<sup>rd</sup> day of January, 2024.

Attest:

\_\_\_\_\_  
Kurt E. Weber, *Fiscal Officer*

Approved as to form:

\_\_\_\_\_  
Benjamin J. Yoder, *Law Director*

I, Kurt E. Weber, Fiscal Officer of Hamilton Township, Warren County, Ohio, hereby certify that this is a true and accurate copy of a Resolution duly adopted by the Board of Trustees of Hamilton Township, County of Warren, Ohio, at its regularly scheduled meeting on January 3, 2024.

Date: \_\_\_\_\_

\_\_\_\_\_  
Kurt E. Weber, *Fiscal Officer*

The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:00 p.m. on January 3, 2024, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Mark Sousa – Trustee  
Joseph Rozzi - Trustee  
Darryl Cordrey – Trustee

Mr. \_\_\_\_\_ introduced the following resolution and moved for its adoption:

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO  
RESOLUTION NUMBER 2024-0103F**

**A RESOLUTION AUTHORIZING THE TOWNSHIP FISCAL OFFICER TO PROCESS  
RE-APPROPRIATIONS AND DISTRIBUTE PAYMENTS AS NEEDED THROUGH  
DECEMBER 31, 2024, DISPENSING WITH A SECOND READING AND DECLARING  
AN EMERGENCY**

**WHEREAS**, Hamilton Township may have the need to re-appropriate within a fund for expenses through December 31, 2024; and

**WHEREAS**, the Fiscal Officer has requested authorization to process re-appropriations within a fund and distribute payments as needed;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Township Trustees of Hamilton Township, Warren County, Ohio:

- SECTION 1.** The Hamilton Township Fiscal Officer is hereby authorized to process necessary re-appropriations within a fund and distribute payments as needed through December 31, 2024.
- SECTION 2.** By at least two-thirds vote of the Board, any requirement that this resolution be read on two separate days is hereby waived and the Board authorizes its passage upon one reading.
- SECTION 3.** By unanimous vote of the Board, this Resolution is hereby declared to be an emergency measure necessary for the preservation of the public peace, health, safety, and welfare of the Township, and shall take effect immediately. The reason for the emergency is to provide timely approval of re-appropriations made by the Township Fiscal Officer.

Mr. \_\_\_\_\_ seconded the Resolution and the following being called upon the question of its adoption, the vote resulted as follows:

Joseph Rozzi –	Aye _____	Nay _____
Mark Sousa –	Aye _____	Nay _____
Darryl Cordrey –	Aye _____	Nay _____

Resolution adopted this 3<sup>rd</sup> day of January 2024.

Attest:

\_\_\_\_\_  
Kurt E. Weber, *Fiscal Officer*

Approved as to form:

\_\_\_\_\_  
Benjamin J. Yoder, *Law Director*

I, Kurt E. Weber, Fiscal Officer of Hamilton Township, Warren County, Ohio, hereby certify that this is a true and accurate copy of a Resolution duly adopted by the Board of Trustees of Hamilton Township, County of Warren, Ohio, at its regularly scheduled meeting on January 3, 2024.

Date: \_\_\_\_\_

\_\_\_\_\_  
Kurt E. Weber, *Fiscal Officer*

The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:00 pm on January 3, 2024, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Mark Sousa – Trustee  
Joseph Rozzi - Trustee  
Darryl Cordrey – Trustee

Mr. \_\_\_\_\_ introduced the following resolution and moved for its adoption:

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO  
RESOLUTION NUMBER 2024-0103G**

**A RESOLUTION AUTHORIZING AN ADVANCE FROM THE GENERAL FUND (1000)  
TO THE LIGHTING DISTRICT FUND (2401)**

**WHEREAS**, The Board of Trustees of Hamilton Township, Warren County, Ohio has determined that it is necessary to advance funds from the General Fund to cover necessary expenses in the Lighting District Fund until the first payment is received from Warren County in 2023.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Township Trustees of Hamilton Township, Warren County, Ohio:

**SECTION 1.** The Fiscal Officer and Assistant Fiscal Officer are authorized to advance \$101,100.00 from the General Fund into the Lighting District Fund.

**SECTION 2.** This Board hereby determines that all formal actions of the Board concerning and relating to the adoption of this Resolution were taken in an open meeting of this Board, and that all deliberations related to the action taken herein were conducted in meetings open to the public pursuant to law.

**SECTION 3.** This Resolution shall take effect on the earliest date allowed by law.

Mr. \_\_\_\_\_ seconded the Resolution and the following being called upon the question of its adoption, the vote resulted as follows:

Joseph Rozzi –	Aye _____	Nay _____
Mark Sousa –	Aye _____	Nay _____
Darryl Cordrey –	Aye _____	Nay _____

Resolution adopted this 3rd day of January 2024.

Attest:

\_\_\_\_\_  
Kurt E. Weber, *Fiscal Officer*

Approved as to form:

\_\_\_\_\_  
Benjamin J. Yoder, *Law Director*

I, Kurt E. Weber, Fiscal Officer of Hamilton Township, Warren County, Ohio, hereby certify that this is a true and accurate copy of a Resolution duly adopted by the Board of Trustees of Hamilton Township, County of Warren, Ohio, at its regularly scheduled meeting on January 3, 2024.

Date: \_\_\_\_\_

\_\_\_\_\_  
Kurt E. Weber, *Fiscal Officer*



The Board of Trustees of Hamilton Township, Warren County, Ohio, met at a regular session at 6:00 pm on January 3, 2024, in Hamilton Township, Warren County, Ohio, with the following Trustees present:

Joseph Rozzi - Trustee  
Mark Sousa – Trustee  
Darryl Cordrey – Trustee

Mr. \_\_\_\_\_ introduced the following resolution and moved its adoption:

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO  
RESOLUTION NUMBER 2024-0103H**

**A RESOLUTION AUTHORIZING ENTERING INTO CONTRACT WITH THE OHIO  
TOWNSHIP ASSOCIATION COALITION OF LARGE URBAN TOWNSHIPS**

**WHEREAS**, Section 505.241 of the Ohio Revised Code grants the authority to a board of the Township Trustees to authorize its elected officers to join an association or nonprofit organization formed for the improvement of township government;

**WHEREAS**, Section 505.241 of the Ohio Revised Code further grants the authority to a board of township trustees to appropriate from its general fund an amount sufficient to pay the dues, subscription costs, or membership charges of such association or nonprofit organization; and

**WHEREAS**, the Coalition of Large Ohio Urban Townships (hereinafter referred to as CLOUT), which is part of the Ohio Township Association, qualifies as an association or nonprofit organization formed for the improvement of township government within the meaning of Section 505.241 of the Ohio Revised Code; and

**WHEREAS**, Hamilton Township, Warren County is eligible to be a member of CLOUT based on its population in the unincorporated area of approximately 31,000 and a budget exceeding \$16,000,000; and

**WHEREAS**, the Board desires to participate as members of CLOUT;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Township Trustees of Hamilton Township, Warren County, Ohio hereby authorizes Hamilton Township, Warren County, Ohio to become a member of CLOUT, as part of the Ohio Township Association, and pay the annual CLOUT membership dues.

Mr. \_\_\_\_\_ seconded the Resolution and the following being called upon the question of its adoption, the vote resulted as follows:

Joseph Rozzi –	Aye _____	Nay _____
Mark Sousa –	Aye _____	Nay _____
Darryl Cordrey –	Aye _____	Nay _____

Resolution adopted this 3<sup>rd</sup> day of January, 2024.

Attest:

\_\_\_\_\_  
Kurt E. Weber, *Fiscal Officer*

Approved as to form:

\_\_\_\_\_  
Benjamin J. Yoder, *Law Director*

I, Kurt E. Weber, Fiscal Officer of Hamilton Township, Warren County, Ohio, hereby certify that this is a true and accurate copy of a Resolution duly adopted by the Board of Trustees of Hamilton Township, County of Warren, Ohio, at its regularly scheduled session on January 3, 2024.

Date: \_\_\_\_\_

\_\_\_\_\_  
Kurt E. Weber, *Fiscal Officer*

The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:00 p.m. on January 03, 2024, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Mark Sousa – Trustee  
Joseph P. Rozzi – Trustee  
Darryl Cordrey – Trustee

Mr. \_\_\_\_\_ introduced the following resolution and moved its adoption:

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO  
RESOLUTION NUMBER 24-0103I**

**A RESOLUTION AUTHORIZING PRIVATE SALE OF UNNEEDED AND UNFIT-FOR-  
USE PROPERTY IN THE POLICE DEPARTMENT**

**WHEREAS**, the Board of Trustees has certain property in its Police Department, which is no longer needed for public use, is obsolete, or is unfit for the use for which it was acquired;

**WHEREAS**, the property which the Board of Trustees has determined to no longer be needed for public use or to be obsolete or unfit for the use for which it was acquired is as follows:

<b>Year</b>	<b>Make</b>	<b>Model</b>	<b>Vin:</b>
<b>1993</b>	<b>Chevrolet</b>	<b>S-10</b>	<b>1GCCS19Z6P8190140</b>
<b>2015</b>	<b>Nissan</b>	<b>Versa</b>	<b>3N1CE2CP4FL350734</b>
<b>2012</b>	<b>Nissan</b>	<b>Rogue</b>	<b>JN8AS5MV0CW361624</b>

**WHEREAS**, the Board of Trustees has determined that the fair market value of the above listed items is not in excess of two thousand five hundred dollars (\$2,500.00);

**WHEREAS**, due to the determination of the value of the above-listed property, Section 505.10(A)(2)(a) of the Ohio Revised Code authorizes the Board of Trustees to sell the property by private sale, without advertisement or public notification;

**WHEREAS**, the Board of Trustees has determined that due to the nature of the above-listed items, disposal of that property by private sale is desirable.

**NOW THEREFORE BE IT RESOLVED**, that the above-listed property shall be sold, by private sale, without advertisement or public notification.



**Office of Chief of Police**  
**01/03/24 Trustee Meeting**

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The following motion(s) is/are requested by the Board of Hamilton Township Trustees from the Chief of Police

**MOTION TO APPROVE RESOLUTION 24-0103I RESOLUTION AUTHORIZING  
PRIVATE SALE OF UNNEEDED AND UNFIT-FOR-USE PROPERTY IN THE POLICE  
DEPARTMENT**

This property involves vehicles, which were recently impounded, and their titles signed over to the police department. Most of these vehicles were 'totaled' in car crashes, and/or the value of the vehicle exceeds the tow bill.



**Office of Township Administrator**  
**1/3/2024 Trustee Meeting**

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The following motion is requested by the Township Administrator:

**MOTION TO AWARD THE CONTRACT FOR THE TOWNE CENTER BOULEVARD  
AND GRANDIN ROAD EXTENSION EAST OF SR48 -PART B TO FORD  
DEVELOPMENT CORPORATION IN AN AMOUNT NOT TO EXCEED \$1,615,005.25.**

The 2024 Budget includes a project to construct the public infrastructure of roads and utilities for the Towne Center Boulevard and Grandin Road extension east of SR 48. We received excellent news that 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 8 inches to 16 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 very positive reputation and wherewithal to successfully complete this project.