



TRUSTEE MEETING AGENDA 1/7/2026

6:00 PM

HAMILTON TOWNSHIP ADMINISTRATION

Joseph Rozzi – *Board Chair*

Darryl Cordrey – *Vice Chair*

Mark Sousa – *Trustee*

Leah Elliott - *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

- Roll Call
- Pledge of Allegiance
- Police District Special Meeting
 - Resolution No. 26-0107- Meeting dates and times for Police District
- Approve of the Clerk's Journal and Accept the audio/video recording as the Official Minutes of the December 17th Board of Trustees regular meeting.
- Bills before the Board

Public Hearing – Rezone from M-2 Heavy Industrial to R-3 Multi-PUD at 0 S.
State Route 48 (Parcel: 1604200017)

Public Comments

New Business

Resolutions

- Resolution No. 26-0107A- Approve Stage 1 PUD for 0 S. State Route 48 (Parcel: 1604200017)
- Resolution No. 26-0107B – Renewing Annual CLOUT Membership
- Resolution No. 26-0107C- Authorizing Transfer of Funds from Road and Bridge Fund to Public Works Facility 2025 Fund
- Resolution No. 26-0107D- Approving Elected Officials Pay
- Resolution No. 26-0107E- Authorizing Private Sale of Unneeded and Unfit-For-Use Property

Motions

- Amend the Hamilton Township Roster as Presented

Public Comments

Fiscal Officer's Report

Administrator's Report

Trustee Comments

Election of Officers 2026

- Motion to elect officers

Adjournment



Office of Township Administrator
01/7/26 Police District Meeting

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

Motion to approve Resolution 26-0107 – Setting the dates and times for the Police District Meetings for 2026.

Standard practice to allow each meeting of the Board of Trustees to also serve as a concurrent meeting of the Hamilton Township Police District.

The Board of Police District Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:00 p.m. on January 7, 2026, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Joseph Rozzi – Trustee, *Chair*
Darryl Cordrey – Trustee, *Vice Chair*
Mark Sousa – Trustee

Mr. _____ introduced the following resolution and moved its adoption:

**HAMILTON TOWNSHIP POLICE DISTRICT, WARREN COUNTY OHIO
RESOLUTION NUMBER 26-0107**

A RESOLUTION SETTING MEETING DATES AND TIMES

WHEREAS, the Board of Hamilton Township Police District Trustees desires to establish meeting dates and times for its regular meetings in 2026;

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

SECTION 1. Regular meetings of the Board of Police District Trustees of Hamilton Township shall be held on the first and third Wednesday of each month at 6:00 p.m. at the Township Hall located at 7780 South State Route 48, Hamilton Township, Warren County, Ohio 45039.

SECTION 2. Regular meetings of the Board of Police District Trustees may be rescheduled or cancelled by the Chairperson of the Board of Police District Trustees, or the Township Administrator, or a majority vote of the members of the Board of Police District Trustees. Special meetings may be called by the Chairperson of the Board of Police District Trustees, or the Chairperson of the Board of Township Trustees, or the Administrator, or a majority of the Board of Township 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 7th day of January 2026.

Attest:

Leah M. Elliott, *Fiscal Officer*

Approved as to form:

Benjamin Yoder, *Law Director*

I, Leah M. Elliott, 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 7, 2026.

Date: _____

Leah M. Elliott, *Fiscal Officer*

Hamilton Township Trustee Meeting December 17, 2025

Trustee Board Chairman, Joseph Rozzi, called the meeting to order at 10:00 AM. Mr. Rozzi, Mr. Cordrey and Mr. Sousa were present.

Roll call as follows: Joe Rozzi
Darryl Cordrey
Mark Sousa

The Pledge of Allegiance was recited by all.

Law Director Benjamin Yoder administered the oath of office to Darryl Cordrey and Joseph Rozzi for another 4 years as reelected Trustees.

A motion was made by Mr. Rozzi, with a second by Mr. Cordrey, to approve the audio/visual as the Official Meeting Minutes of the December 1st Board of Trustees special meeting.

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

Mr. Rozzi made a motion, with a second by Mr. Cordrey, to approve the audio/visual as the Official Meeting Minutes of the December 3rd regular meeting.

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

A motion was 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 10:32 AM, with nobody approaching he closed the floor.

Presentation- Stage 3 PUD 421, US 22&3 CRG Apartments

Mr. Rozzi opened the public hearing at 10:04 a.m. Mr. Yoder explained the hearing process and administered the oath to all individuals who intended to testify regarding the Stage 3 PUD application.

Planning and Zoning Director Cathy Walton presented the Stage 3 PUD proposal, outlining the overall development plan for the site. She reviewed the Stage 2 approval, including access to the apartment complex from Willow Pond, as well as proposed landscaping and stormwater management plans.

Ms. Walton explained that a regional approach is being taken in coordination with the Warren County Engineer's Office. As part of this process, the developer will be required to contribute to traffic improvements based on current standards rather than those in place when the PUD was originally approved in 1997. The developer's contribution will be an amount equal to 8.25% of the larger area transportation improvements, not to exceed \$300,000.

Mr. Cordrey and Mr. Sousa requested clarification regarding the proposed roadway improvements at U.S. Route 22 & 3 and Willow Pond. Administrator Wright explained that, because U.S. Route 22 & 3 is under ODOT jurisdiction, ODOT and the Warren County Engineer's Office have coordinated an agreement for the improvements. The final design will be prepared by a private engineering firm that will analyze the necessary upgrades.

Proposed improvements include dual left-turn lanes from Willow Pond onto U.S. Route 22 & 3, along with dual receiving lanes extending westbound. In addition, a new traffic signal is planned at the intersection of State Route 48 and Willow Pond Blvd. to improve traffic flow and safety. The widening of U.S. Route 22 & 3 will continue east to Cochran Road and is expected to be completed as a single project within one to three years, rather than in multiple phases.

Administrator Wright noted that this approach ensures fairness, as each developer will contribute their proportionate share. The traffic modeling, design, and cost estimates are expected to be completed by the Warren County Engineer's Office by the summer of 2026.

Mr. Rozzi welcomed the applicant to address the Board. Ross Merder, representing CRG, thanked Hamilton Township staff, ODOT, and the Warren County Engineer's Office for their collaboration and support throughout the project.

No members of the public spoke in opposition to the project. Kris McMinn spoke in favor of the proposal, citing the planned traffic improvements. She also requested additional sidewalks along Willow Pond and U.S. Route 22 & 3 to improve walkability and provide safer access to nearby commercial properties along Route 22 & 3 and State Route 48.

Mr. Wright stated that the Board supports improved connectivity through the addition of sidewalks. Ms. Walton added that sidewalk installation will occur as commercial parcels are developed and built out.

Mr. Dave Mick from the Warren County Engineer's Office addressed the Board regarding the proposed drainage design for the new development at 421 U.S. Route 22 & 3. He explained that

the drainage plan will manage stormwater flow appropriately for the site. He also noted that when the Meijer Farm property is developed in the future, it should be required to include regional detention basins to help manage runoff and reduce downstream impacts to the Indian Reserve neighborhood, which already experiences drainage issues from Bear Creek.

Mr. Sousa commended the Warren County Engineer's Office and ODOT for their cooperation throughout the planning process.

Mr. Rozzi closed the public hearing at 10:29 a.m.

New Business

Resolution No. 25-1217A – Authorizing Blanket Certificates for Purchase Orders in 2026

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve Resolution 25-1217A, a resolution authorizing the annual authorization of blanket certificates and establishing financial policies for the approval of purchase orders in 2026 and declaring an emergency.

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

Resolution No. 25-1217B –Transfer of Fire EMS Levy Fund to Capital Project Fund

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve Resolution 25-1217B, a resolution approving the transfer of funds from the Fire and EMS Levy fund 2283 to the Station 76 Capitol Project fund 4902 for 2026 debt payment.

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

Resolution No. 25-1217C- Authorizing Payroll Disbursement, Withholdings, and Expenses in 2026

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve Resolution 25-1217C, a resolution authorizing the disbursement of checks for payroll, payroll, related withholdings and expenses and other expenses in 2026, and declaring an emergency.

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

Resolution No. 25-1217D- Authorizing the Fiscal Officer to Re-Appropriate, Distribute, Dispense, and Declare an Emergency of funds through 2026

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve Resolution 25-1217D, a resolution authorizing the Township Fiscal Officer to process re-appropriations and distribute payments as needed through December 31, 2026, and declaring an emergency.

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

Resolution No. 25-1217E- Authorizing Advancement from General Funds to the Lighting District

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve Resolution 25-1217E, a resolution authorizing the Township Fiscal Officer to advance funds from the General Fund (1000) to the Lighting District Fund (2401)

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

Resolution No. 25-1217F- Authorizing Sale of Ladder Truck to Franklin Township

Administrator Wright stated that the 19-year-old ladder truck generated limited interest. The Fire Department explored selling the vehicle through auction; however, after accounting for fees, the net return would have been less than its true value.

Mr. Yoder explained that, although Mr. Cordrey serves both as a Hamilton Township Trustee and the Administrator for Franklin Township, the sale is legally permissible as long as Mr. Cordrey does not participate in or vote on the matter.

Mr. Rozzi made a motion with a second from Mr. Sousa to approve Resolution 25-1217F, a resolution authorizing a contract to sell a 2006 Sutphen Aerial Ladder Truck to Franklin Township, Warren County Ohio for use by Franklin Township's fire department.

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

Resolution No. 25-1217G- Approving Stage 3 PUD for 421 US 22&3

Mr. Rozzi made a motion with a second from Mr. Cordrey to Resolution 25-1105A, a resolution 25-1217G, a resolution approving a Planned Unit Development (PUD) District Stage 3 final plan

for approximately 19.015 acres for the property located at 421 State Route 22 & 3 (parcel 1605400059), Hamilton Township, Warren County, Ohio 45039.

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

Motion to Authorize an MOU to Revise Off Duty Rates for Firefighters

A motion was made by Mr. Rozzi, with a second by Mr. Cordrey, to approve the Memorandum of Understanding between the Hamilton Township Board of Trustees and IAFF Local 4055, which increases the Special Detail hourly compensation rate from \$51.00 to \$65.00 effective January 1, 2026, with all other terms of the Collective Bargaining Agreement remaining unchanged.

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

Motion to Authorize Agreement with Goodhue Consulting

A motion was made by Mr. Rozzi, with a second by Mr. Cordrey, authorizing the Township Administrator to execute an agreement with Goodhue Consulting to increase the maximum compensation from \$25,000.00 to \$45,000.00 for professional engineering services.

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

Motion- Approve Hamilton Township Roster as presented

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

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

Motion – Setting Meeting Dates and Times

The Board confirmed that Trustee Meetings will continue to be held on the first and third Wednesday of the month at 6 p.m., with the first meeting in 2026 being held on January 7th.

Mr. Rozzi made a motion with a second from Mr. Cordrey to schedule regular meetings of the Board of Trustees of Hamilton Township 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 and 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 of the vote of the members of the Board of Trustees provided the notice required under Ohio law is provided.

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

Public Comments

Mr. Rozzi opened the floor to public comments at 10:43 a.m.

Steve Blow wished everyone a Merry Christmas and thanked the Public Works Department for their hard work clearing roads during the recent snowstorm. He congratulated the Fire Department on the addition of their new tanker and suggested that, with the amount of regional growth occurring, the Township consider hosting open houses to help keep residents informed and engaged. He also acknowledged the beautiful service held in honor of Megan Graham.

With nobody approaching Mr. Rozzi closed the floor to comments.

Administrator's Report

Administrator Wright expressed his appreciation to staff for their dedication over the past two years and stated that he is grateful for the opportunity to continue working with the Board of Trustees. He noted several upcoming developments valued at more than \$10 million, highlighting the positive economic impact and job creation they will bring to the Township. He then turned the floor over to Chief Hughes.

Chief Hughes thanked Township residents, staff, the Fire Department, and the Police Department, as well as the families who attended Megan Graham's service on Saturday, December 13. He stated that the strong turnout was deeply meaningful. He also thanked Nicole Early, acknowledging her dedication and noting that although she was already heavily involved with organizing the Wreaths Across America event, she still made time to assist and attend the service. He expressed sincere appreciation for her continued commitment and support.

Retirement Ceremony- Officer Richard Smith

Chief Hughes honored Sgt. Rich Smith for nearly 21 years of dedicated service to Hamilton Township. Throughout his career, he served numerous roles, including Field Training Officer,

Evidence Technician, Firearms Instructor, Taser Instructor, Detective, and Sergeant. In 2018, during a particularly challenging period for the department, Sgt. Smith played a vital role in providing leadership, stability, and encouragement, helping guide the agency through change while continuing to mentor and support fellow officers.

Sgt. Smith shared that his career went by quickly and that adjusting to retirement will take time. He expressed heartfelt gratitude to the Township Trustees, residents, fellow officers, both current and past, and Chief Hughes for their support throughout his career. He noted how much the department and community have meant to him and said he will truly miss everyone. His legacy of professionalism, dedication, and camaraderie will continue to be felt throughout the department and the community he faithfully served.

Employee Recognition Awards

Fire & Rescue

- EMS Person of the Year: Christopher Stock
- Firefighter of the Year: Gabriel Shultz
- Officer of the Year: Lieutenant Eric Webb
- Chief's Award: Captain Josh Myers

Public Works Department

- Employee of the Year: Adam Nunez
- 15 Years of Service Recognition: Leo Enos

Police Department

- Employee of the Year: Megan Graham

Megan Graham was unanimously selected by her peers as the recipient of this award. Despite the challenges she faced throughout the year, she consistently gave her best and remained dedicated to her work. Her colleagues expressed how proud they are of all that she accomplished.

In Megan's honor, her parents and her husband accepted the award on her behalf. Her husband, Matt, shared that Hamilton Township was where Megan hoped to spend the rest of her career, and that the Township truly felt like her second family. He noted that the overwhelming support shown at her service the previous weekend was a testament to how deeply she was loved and respected.

Megan's father also expressed his gratitude to the Police Department, Fire Department, and Public Works staff for their unwavering support of Megan and her family. He shared his hope that her spirit and dedication will continue to live on through the community she served.

Trustee Comments

Mr. Cordrey stated that this meeting is his favorite of the year, as it brings all departments together as one team. He thanked staff for their dedication and noted how much the Township has grown and changed since 2018. He wished everyone a Merry Christmas and a Happy New Year.

Mr. Sousa also extended holiday wishes to everyone and spoke about the pride he feels in the community and its departments. He shared a personal story about being pulled over by Megan Graham and another time when Sgt. Rich Smith assisted his family when his daughter locked her keys in the car. He expressed appreciation for the service and professionalism of the Police Department.

Mr. Rozzi echoed the sentiments shared by Mr. Cordrey and Mr. Sousa, stating that it has been an honor to serve alongside the Board, staff, and Township employees, and to work together in service of the residents.

Adjournment-

Mr. Rozzi made a motion with a second from Mr. Cordrey to adjourn at 11:21 a.m.

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



Planning and Zoning Office
01/07/26 Trustee Meeting

The following motion(s) is/are requested by the Board of Hamilton Township Trustees from the Zoning and Planning Office:

Motion to approve resolution 26-0107A, a resolution to approve the zone change of 8.088 of 9.8267 acres from M-2 Heavy Industry Zone to R-3 Multi-Family Planned Unit Development (PUD) for the property located at 0 State Route 48., Hamilton Township, Warren County, Ohio 45039 (parcel 1604200017).

The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:00 p.m. on January 7, 2026 at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Joe Rozzie - Trustee, *Board Chairman*
Darryl Cordrey – Trustee, *Vice Chairman*
Mark Sousa - Trustee

Mr. _____ introduced the following resolution and moved its adoption:

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 26-0107A**

**RESOLUTION APPROVING A PLANNED UNIT DEVELOPMENT (PUD) DISTRICT
STAGE 1 CONCEPT PLAN FOR APPROXIMATELY 8.088 of 9.8267 ACRES FOR THE
PROPERTY LOCATED AT 0 S. STATE ROUTE 48 (PARCEL 1604200017),
HAMILTON TOWNSHIP, WARREN COUNTY, OHIO 45039.**

WHEREAS, Martin Land Holdings, (the “Applicant”) submitted an application (the “Application”) to Hamilton Township, seeking approval for a PUD Stage 1 concept plan and approximately 9.8267 acres located at 0 Grandin Road, Maineville, Ohio 45039 more specifically identified as Warren County Auditor’s Parcel Number 1605100015 (the “Property”);

WHEREAS, pursuant to the Application, the Applicant proposes to develop the Property into a split zone R-3 PUD and M-2 PUD property;

WHEREAS, Property is currently zoned M-2 Heavy Industry District

WHEREAS, the Hamilton Township Zoning Commission considered the Application during a public hearing of the Zoning Commission on November 10, 2025, at which time the Zoning Commission unanimously recommended approval of the Application, subject to certain conditions, to the Hamilton Township Board of Trustees; and;

WHEREAS, the Hamilton Township Board of Trustees held a public hearing on the Application on January 7, 2026, at which time the Trustees voted to adopt the Zoning Commission’s recommendations, and approve the PUD Stage 1 concept plan, subject to certain conditions set forth the Resolution.

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

SECTION 1. The recommendation of the Hamilton Township Zoning Commission to approve the Application is hereby adopted by the Board of Trustees. The PUD Stage 1 concept plan is hereby approved, subject to the attached conditions (Exhibit A)

1. Compliance with all requirements of the Hamilton Township Zoning Code, except as otherwise modified by the Stage 3 approved plans;
2. Compliance with all Warren County partner organization conditions;
3. Compliance with Hamilton Township Fire Department conditions.

SECTION 2. Any requirement that this resolution be read on two separate days is hereby waived and the resolution shall be approved upon one reading.

SECTION 5. 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:

Darryl Cordrey -	Aye _____	Nay _____
Joseph P. Rozzi -	Aye _____	Nay _____
Mark Sousa -	Aye _____	Nay _____

Resolution adopted this 7th day of January, 2026.

Attest:

Leah M. Elliott, *Fiscal Officer*

Approved as to form:

Benjamin Yoder, *Law Director*

I, Leah M. Elliott 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 7, 2026.

Date: _____

Leah M. Elliott, *Fiscal Officer*

Exhibit A

All plans and proposals of the applicant shall be made conditions of approval, unless modified by one of the following conditions.

1. Compliance with the Hamilton Township Zoning Resolution, the submitted PUD standards, and the Warren County Subdivision Regulations.
2. Compliance with all Warren County Engineer's Office requirements.
3. Compliance with the Warren County Sewer and Water Department requirements.
4. Compliance with the requirements of the Hamilton Township Fire Department for site access and circulation.



Office of Township Administrator
1/7/26 Trustee Meeting

The following motion is requested by the Board of Hamilton Township Trustees from the Township Administrator:

Motion to approve Resolution 26-0107B – A resolution authorizing membership to the Ohio Township Association (OTA) Coalition of Large Ohio Urban Townships (CLOUT).

Only a small percentage of the 1,308 townships in Ohio are suburban, large and often will resemble cities more than they resemble small, rural townships. Recognizing that the larger townships have challenges that are unique to the rest of Ohio, a group of township leaders formed CLOUT so that the larger townships had purposeful representation. CLOUT acts as a lobbying group and advocates to encourage the legislature to support laws or changes to codes that more equally meet our needs. Mr. Cordrey and I will attend the annual meeting of CLOUT in February at the OTA conference. The annual cost of a CLOUT membership is \$200 for a township.

The Board of Trustees of Hamilton Township, Warren County, Ohio, met at a regular session at 6:00 pm on January 7, 2026, in Hamilton Township, Warren County, Ohio, with the following Trustees present:

Joseph Rozzi – Trustee, *Chair*
Darryl Cordrey – Trustee, *Vice Chair*
Mark Sousa – Trustee

Mr. _____ introduced the following resolution and moved its adoption:

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 26-0107B**

**A RESOLUTION AUTHORIZING MEMBERSHIP TO 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 34,000 and a budget exceeding \$19,000,000; 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:

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

Resolution adopted this 7th day of January, 2026.

Attest:

Leah M. Elliott, *Fiscal Officer*

Approved as to form:

Benjamin Yoder, *Law Director*

I, Leah M. Elliott, 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 7, 2026.

Date: _____

Leah M. Elliott, *Fiscal Officer*



Office of Township Administrator
1/7/26 Trustee Meeting

The following motion is requested by the Board of Hamilton Township Trustees from the Township Administrator:

Motion to approve Resolution 26-0107C – A resolution authorizing the transfer from the Road and Bridge Fund (2031) to the Public Works Facility 2025 Fund (4901) in 2026 and declaring and emergency.

The 2026 Budget accounted for funds to be transferred from the Road and Bridge Fund (2031) to the Public Works Facility 2025 Fund to cover the specific amount, \$361,350 total, that will be required for the two principal and interest payments this year.

The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:00 pm on January 7, 2026, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Joe Rozzi - Trustee, *Board Chairman*
Darryl Cordrey – Trustee, *Vice Chairman*
Mark Sousa - Trustee

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 26-0107C**

**A RESOLUTION AUTHORIZING THE TRANSFER FROM THE ROAD AND BRIDGE
FUND (2031) TO THE PUBLIC WORKS FACILITY 2025 FUND (4901) IN 2026 AND
DECLARING AN EMERGENCY.**

WHEREAS, the Board of Trustees of Hamilton Township, Warren County, Ohio has desires to transfer funds from the Road and Bridge Fund to the Public Works Facility 2025 Fund; and

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

SECTION 1. That the Assistant Fiscal Officer is authorized to transfer funds from the Road and Bridge Fund 2031 in the amount of: \$361,350.00 to the Public Works Facility 2025 Fund 4901 for the total of: \$361,350.00 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:

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

Resolution adopted this 7th day of January, 2026.

Attest:

Leah M. Elliott, *Fiscal Officer*

Approved as to form:

Benjamin J. Yoder, *Law Director*

I, Leah M. Elliott, 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 7, 2026.

Date: _____

Leah M. Elliott, *Fiscal Officer*



Office of Township Administrator
1/7/26 Trustee Meeting

The following motion is requested by the Board of Hamilton Township Trustees from the Township Administrator:

Motion to approve Resolution 26-0107D – A resolution providing for compensation to the Township Trustees and Fiscal Officer.

The maximum compensation for Township Trustees and Fiscal Officers is established by the Ohio Legislature and prescribed in Sections 505 and 507 of the Ohio Revised Code. Attached is the sample compensation chart for 2026 that was created by the Ohio Township Association.

The Board of Trustees of Hamilton Township, Warren County, Ohio, met at a regular session at 6:00 pm on January 7, 2026, in Hamilton Township, Warren County, Ohio, with the following Trustees present:

Joseph Rozzi – Trustee, *Chair*
Darryl Cordrey – Trustee, *Vice Chair*
Mark Sousa – Trustee

Mr. _____ introduced the following resolution and moved its adoption:

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 26-0107D**

**A RESOLUTION PROVIDING FOR COMPENSATION TO THE TOWNSHIP
TRUSTEES AND FISCAL OFFICER**

WHEREAS, the Board of Trustees of Hamilton Township desires to establish compensation for elected officials for the calendar year 2026.

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

SECTION 1. That during the year 2026, the Hamilton Township Trustees and Fiscal Officer shall be compensated based on an annual salary at the maximum amount permitted by Ohio Revised Code. Such compensation shall be payable in equal monthly installments.

SECTION 2. That this Resolution takes effect at 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 P. Rozzi –	Aye _____	Nay _____
Darryl Cordrey	Aye _____	Nay _____
Mark Sousa	Aye _____	Nay _____

Resolution adopted this 7th day of January, 2026.

Attest:

Leah M. Elliott, *Fiscal Officer*

Approved as to form:

Benjamin Yoder, *Law Director*

I, Leah M. Elliott, 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 7, 2026.

Date: _____

Leah M. Elliott, *Fiscal Officer*



2026 COMPENSATION CHART

Compensation for township elected officials in 2026 (and 2027) will vary based on when a township official's term of office began or when they were appointed. Some township officials will receive a 1.75% increase while others will receive a 5% increase. ***Please note the specific dates in the two columns below, as that is the key to which pay rate an official is eligible.***

The OTA has released a separate FAQ document related to township compensation, and fiscal officers are strongly encouraged to read it and work with legal counsel to ensure officials are being compensated correctly.

FISCAL OFFICER COMPENSATION ANNUAL SALARY

(PAY RATE / 12 MONTHS = MONTHLY AMOUNT)

	Applies to all township fiscal officers	Applies to fiscal officers whose term in office began BEFORE Sept. 30, 2025	Applies ONLY to fiscal officers whose term began AFTER Sept. 30, 2025
Township Budget Category	2025 Pay Rate (1.75%)	2026 Pay Rate (1.75%)	2026 Pay Rate (5.0%)
\$250,000 or less	\$12,327	\$12,543	\$12,943
\$250,000.01 - 500,000	\$15,852	\$16,129	\$16,645
\$500,000.01 - 750,000	\$17,613	\$17,921	\$18,494
\$750,000.01 - 1,500,000	\$21,133	\$21,503	\$22,190
\$1,500,000.01 - 3,500,000	\$24,657	\$25,088	\$25,890
\$3,500,000.01 - 6,000,000	\$26,417	\$26,879	\$27,738
\$6,000,000.01 - 10,000,000	\$30,320	\$30,851	\$31,836
Greater than \$10,000,000	\$35,076	\$35,690	\$36,830

TRUSTEE COMPENSATION

AMOUNT PER DAY, NOT TO EXCEED 200 DAYS PER YEAR

(200 DAYS x DAILY RATE / 12 MONTHS = MONTHLY SALARY)

	Applies to all township trustees	Applies to trustees whose term in office began BEFORE Sept. 30, 2025	Applies ONLY to trustees whose term in office began AFTER Sept. 30, 2025
Township Budget Category	2025 Pay Rate (1.75%)	2026 Pay Rate (1.75%)	2026 Pay Rate (5.0%)
\$250,000 or less	\$45.62	\$46.42	\$47.90
\$250,000.01 - 500,000	\$52.84	\$53.76	\$55.48
\$500,000.01 - 750,000	\$56.03	\$57.01	\$58.83
\$750,000.01 - 1,500,000	\$64.03	\$65.15	\$67.23
\$1,500,000.01 - 3,500,000	\$70.44	\$71.67	\$73.96
\$3,500,000.01 - 6,000,000	\$76.84	\$78.18	\$80.68
\$6,000,000.01 - 10,000,000	\$99.57	\$101.31	\$104.55
Greater than \$10,000,000	\$128.01	\$130.25	\$134.41



Office of Chief of Police
01/07/26 Trustee Meeting

The following motion is requested by the Board of Hamilton Township Trustees from the Chief of Police

Motion to approve Resolution 26-0107E- 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.

The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:00 p.m. on January 7, 2026, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Joseph P. Rozzi – Trustee, *Chair*
Darryl Cordrey – Trustee, *Vice Chair*
Mark Sousa – Trustee

Mr. _____ introduced the following resolution and moved its adoption:

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 26-0107E**

**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:

<u>Year</u>	<u>Make</u>	<u>Model</u>	<u>VIN</u>
2008	Dodge	Avenger	1B3LC46K28N577214
1997	Ford	F-150	1FTCR10AXKUB167723
2013	Ford	Fusion	FA6P0G79DR162259
2013	Honda	Civic	19XFB2F82DE059108
2012	Mazda	3	JM1BL1W7XC1657736
2002	Chevrolet	Express	1GCFG15W021134769
2010	Chevrolet	Cobalt	1G1AD5F55A7114408
2016	Ford	Focus	1FADP3F20GL403644
2000	Chevrolet	Silverado	1GCEK14TXYE215460

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.

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

Joseph P. Rozzi -	Aye _____	Nay _____
Mark Sousa -	Aye _____	Nay _____
Darryl Cordrey -	Aye _____	Nay _____

Resolution adopted this 7th day of January 2026.

Attest:

Leah M. Elliott, Fiscal Officer

Approved as to form:

Benjamin J. Yoder, Law Director

I, Leah M. Elliott, 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 7, 2026.

Date: _____

Leah M. Elliott, Fiscal Officer



Office of Human Resources
01/07/2026 Trustee Meeting

The following motion(s) is/are requested to the Board of Hamilton Township Trustees from the Human Resources Manager:

1. Motion to approve the amendment of the Hamilton Township roster as presented.

- Off roll part-time firefighter/paramedic Chris Luebbe effective 01/10/2026.
- Promote part-time Police Clerk/Administrative Assistant Kylee Fox to full-time effective 01/12/2026; starting pay rate determined by current collective bargaining agreement.
- On roll full-time Police Patrol Officer Jeremy Richmond effective 01/05/2026; starting pay rate \$35.37; employment contingent on successful completion of the OPOTA 80-hour refresher course.
- On roll full-time Police Cadet Carson Perry effective 01/12/2026.

2. Motion to appoint Justin King to the Zoning Commission for a five (5) year term starting 01/01/2026 ending 12/31/2030.

Mr. King is the current alternate for the Zoning Commission; he would fill the open board vacancy.

3. Motion to appoint Steve Blow as an alternate to the Zoning Commission starting 01/01/2026 ending 12/31/2026.

Mr. Blow would fill the vacancy of current alternate Justin King. Mr. King has been recommended to fill the board vacancy on the Zoning Commission.

4. Motion to appoint Garrick Horton to the Board of Zoning Appeals for a five (5) year term starting 01/01/2026 ending 12/31/2030

Mr. Horton is the current alternate for the Board of Zoning Appeals; he would fill the open board vacancy.

5. Motion to appoint David Maile as an alternate to the Board of Zoning Appeals starting 01/01/2026 ending 12/31/2029.

Mr. Maile would fill the vacancy of current alternate Garrick Horton. Mr. Horton has been recommended to fill the vacancy on the Board of Zoning Appeals.



Administration Office
1/7/26 Trustee Meeting

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

Motion to elect a Chairperson and Vice Chairperson.