

Hamilton Township Trustee Meeting

October 19, 2022

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

Roll call as follows:

Joe Rozzi	Yes
Mark Sousa	Yes
Darryl Cordrey	Yes

The *Pledge of Allegiance* was recited by all.

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

Roll call as follows:

Darryl Cordrey	Yes
Mark Sousa	Yes
Joe Rozzi	Yes

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

Roll call as follows:

Mark Sousa	Yes
Joe Rozzi	Yes
Darryl Cordrey	Yes

Mr. Rozzi presented Mr. Centers with a proclamation highlight the accomplishments in Mr. Centers career at Hamilton Township.

Mr. Centers thanked all the people who impacted his career and stated how proud he is of the legacy he is leaving behind.

Presentations

Fire Chief Jason Jewett presented two full time Fire Fighter/EMTs: Jesse Strum and Robert Webster.

Mr. Rozzi delivered the Oath of Office to formally swear in the new hires as full-time Fire Fighter/EMTs of the Hamilton Township Fire Department.

After a round of applause, Mr. Rozzi called a brief recess.

Public Comments

Mr. Rozzi opened the floor to public comments at 6:22pm.

Mr. Rozzi closed the floor to public comments at 6:22pm.

Human Resources

Mr. Centers requested a motion to approve the Human Resource items as presented to the board. He stated that for transparency this is a little unique as we are creating a Parks Director position.

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

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

New Business

-Motion – Liquor Permit request for DIYA Convenience, LLC

Mr. Rozzi asked for a little background from Mr. Centers

Mr. Centers explained we don't typically bring these before the board. It is usually a signature from the Fiscal Officer, however we did have comment on the second one. This one will be located where the Extreme Clean Carwash is. Mr. DJ Patel purchased the property and would like to turn it into a convenience drive-thru.

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve a liquor permit for DIYA Convenience, LLC located at 5436 State Route 48 Maineville, OH 45039.

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

- Motion – Liquor Permit request for Marmalade Lilly, Inc.

Mr. Centers explained staff is requesting that this motion be sent to a hearing because they are currently under CAUV tax abatements. He would like legal counsel to discuss with them what impact this would have on the tax abatement, if any.

Mr. Sousa stated he knew the benefit of CAUV and the liquor permit as separate issues and asked for more details on the process a property owner goes through to certify or be audited for CAUV benefit.

Mr. Conover explained for CAUV is a form you get from the auditor's office that you are still using your property for a qualifying CAUV reason. If it's under 10 acres you're making 1,500 dollars a year for agricultural purpose. He stated for this property there is CAUV but it is an angri/tourism destination. This property started as a flower field but they now host weddings. They would like to request the hearing because there is a 30 day time line where a decision needs to be made and they are closing in on that 30 days. They would like to have dialogue with the staff as well as the property owner. He reiterated they are not denying the permit but they would like to sort things out with the property owner.

Chief Hughes mentioned that they receive complaints on the weekends with respect to the noise from some of the wedding parties at the venue. He would like to look at if they are bringing their own alcohol to the location currently. He mentioned that if they are going to be selling their own liquor there may be some zoning stipulations that need to be put in place that currently are not in place. He would like to slow roll this as much as we can until we find out what the intention is for this property.

Mr. Sousa stated that he is not against them growing the business and having access to liquor permit but he has heard complaints on zoning related issues. He hopes that a hearing will help resolve some of the issues.

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve a liquor permit for Marmalade Lilly Inc.

Roll call as follows: Joe Rozzi No
Mark Sousa No
Darryl Cordrey No

- Motion – Salt Purchase MOU with the Village of Maineville

Mr. Centers stated that we have entered into this MOU yearly. It is standard other than they are updating the name of the Public Works Director along with the Village of Maineville's road worker with begin to load his salt on his own with our equipment. He will be included in our training along with our Public Works staff.

Mr. Rozzi made a motion with a second from Mr. Cordrey to enter into a Memorandum of Understanding with the Village of Maineville for road salt purchase.

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

- Motion – Sharing parcel boundary MOU with Warren County Commissioners.

Mr. Centers explained that this is a motion to enter into a MOU with Warren County Commissioners for sharing a parcel boundary regarding a fence. In the retreat and in the budget we have discussed a maintenance facility down near existing station 77 and in that would be an impound lot for the police department. Which would be a revenue generator as well as a convenience to residents to have their vehicles here. The maintenance facility has been put on hold. Chief Hughes and Captain Short have travelled around and found a new location in the township, at Munitions Park. They found it to be away from residence as well as it already having a drive with a locked gate on it. However, part of the fence with touch the Warren County's Water Treatment facility. He reached out to Warren County and asked about tying into their existing fence and they did not have a problem with it.

Mr. Cordrey asked for clarification that Munition's Park is not really a park in the same sense that Mounts and Tersteman are parks.

Mr. Centers stated that it is stated as park land on paper but due to the environmental issues from the old munitions factory it cannot be used as a traditional park. There is a small portion upfront that is able to be graded out for an impound lot with no problems.

Mr. Sousa stated that he knows that we are limited because of the led contents are buried so we can only dig to a certain depth. Will there be any issues on that?

Mr. Centers stated there will not, it is not on the cap.

Mr. Sousa also asked be it that is not on the property here can you walk us through how a resident that comes during the hours you specify will get their vehicle.

Chief Hughes responded by saying the plan is to utilize the existing administrative Police Officer who works the front desk, they would be available during normal business hours. They are still working through some of the logistics. Ellen and Captain Short came up with a really good plan on how to make the release smoother. Once the vehicle is released the Administrative Officer will take them down to the property where he will oversee the releasing of the vehicle.

Mr. Sousa asked if will work similar with Tow Companies? Will they have a gate code or access to drop off or will it be supervised as well?

Chief Hughes explained that the previous department he worked for had an impound lot that has been in operation for 15 years now. Typically what will happen is if there is a crash or arrest the Officer will just follow the Tow Truck to the impound location, observe them drop the car, make sure the keys are there and the gates are secured.

Mr. Rozzi made a motion with a second from Mr. Cordrey to accept the sharing of parcel boundry MOU with Warren County Commissioners.

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

-Resolution 22-1019: Stage 3 Final Site Plan for Kroger Development memorialization

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve Resolution 22-1019.

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

-Resolution 22-1019A: Major Modification – Stage 2 PUD and Stage 3 Final Site Plan for St. Zachary’s Haven development memorialization.

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve Resolution 22-1019A.

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

-Resolution 22-1019B:Accepting the Amounts and Rates for Township Tax Levies.

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve Resolution 22-1019B.

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

Work Session

- Financial Savings Plan

Mr. Sousa stated that the banker he has worked with in the past went from informally giving a plan to formally giving a plan. He mention Mr. Pegram was able to hear a little about this in meeting prep today, Mr. Centers & Mr. Weber support this as well. Ellen provided what 12 months of our balances are with LCNB. Over the course of the year in our checking account we average about 12.6 million dollars, a low of around 10 million and a high of 15 million. He stated he is thinking we benchmark and amount of money that we are comfortable having at any given time on hand, then putting the difference in this savings. He explained that this bank will offer the Federal Funds rate which as of today is 3.25% plus a quarter. He asks that Ellen and Mr. Pegram come up with an amount to keep in the LCNB account. He also stated he thinks we owe it to LCNB to let them give us an offer as well.

Mr. Cordrey stated he definitely thinks that it is worth looking into. He would like to have Mr. Pegram, Mr. Weber and Ellen sit down and dig through this and give them a recommendation.

Mr. Sousa asked when they shop around not to shop at the bank he works at. He stated he has no benefit in that, he is not compensated in any way, shape or form.

Mr. Centers stated that any investment of \$50,000 they shop around for. He thinks this situation unique but if they find any other bank that does do this they will make sure to bring it back as an option.

Mr. Weber stated that he doesn’t foresee us having six transfers in a month but if we do he read if it is about six they will waive the fee. He checked with Mr. Sousa that he does know this

person but does not have any financial interest in this or the bank. He said he thinks this is a great idea and thinks the County may be interested in this as well.

Mr. Sousa said other than knowing this individual he is not involved in any other way.

- 2023 Capital Budget

Mr. Centers went on to explain the 2023 Capital Budget in detail. A copy of this is available for review at the Administrators Office during normal business hours.

Administrator's Report

Mr. Centers would like to thank Ms. Horman and the Department Heads for the budget. He stated it's a lot of work and a lot of details, they have made more changes than they ever have this year. They really sharpened their pencils, they know their budgets and know they must get them 10 years from the levy and they are right on course.

He would like to highlight the EPA mitigation this has been stretched out much longer than what was expected. They are now to the point where they have the bidding construction documents. Mr. Pegram has them in hand and they are sending them to Bricker for review. Construction should begin in quarter 1 of 2023.

The sunflower fields have bloomed.

The Fire Station 76 open house was a huge success. Over 200 citizens were in and out throughout the couple hours it was open. The Fire Department did an outstanding job. They are planning on making this an annual event.

The fall decorating contest is going on right now, all the entries have been submitted. Please go on Facebook to vote for your favorite fall or spooky themed house.

Trunk or Treat is this Saturday at Testerman Park from 1pm-3pm.

I would like to welcome Steve Pegram as our new Administrator. Handing this over is emotional because I love every person, project and our citizens. I'm so passionate about the work we do. Having Steve come in and personally knowing his integrity, his care for community and his character makes me very relieved to hand everything over.

Fiscal Officer's Report

Mr. Weber said that it has been a pleasure working with Mr. Centers and he appreciates his kind words. He stated he has learned a lot from Mr. Centers and he knows that he will do great at Conger.

Mr. Weber explained that this report is through September of 2022. We received our second draw of property taxes. As well as the homestead settlement. We are 75% thru the year. We have received more than 100% of our anticipated revenue. We anticipated 14.4 million in revenue and we received about 14.8 million. Expenditures are at 57% of the budget.

Trustee Comments

Mr. Cordrey he welcomed Mr. Pegram, he is excited to work with him as well as get to know him. Through the interview process he thinks he is definitely the right person for the job. Thank you to the staff and Ellen for the budgets. I would like to say thank you to Corrina, your girls Reese and Quinn. I know how much they have been involved in the Township and joining the community. Thank you Corrina for everything that you have been through. You are a great woman, you guys are a great fit together. It has been a pleasure to get to know your family. Brent to get to know you as a man was so refreshing and it has been a blessing. I know how much

family means to you and to have that foundation and reverence as young as you are it speaks volumes of who you are. You have done far more than we could have asked or even thought and you did it with integrity and passion. You deserve this move and I don't think this is the last we will see of you on the public side. You should be proud of what you have done here at Hamilton Township.

Mr. Sousa I would like to echo what Mr. Cordrey said about welcoming Mr. Pegram. When I think about the big picture after our interview with Mr. Pegram. I wasn't a part of interviewing Mr. Centers or the transition that you guys were but if you probably look at the applicant pool that you got that many years ago and filling his position to what just transpired. We received a quality candidate from right next door who is experienced and is excited and willing to come. I think you have built something that scenario wouldn't have played out 4 or 5 years ago. Even in your first year or two here when I was a resident here and would come to meetings you would always be available to have conversations with me and willing to take input. I applaud you, you have a great opportunity. Thank you for where you came in and leaving us in a very good place on a great trajectory.

Mr. Rozzi I don't want to repeat everything they said but, all of it is true. When I first came here we had it a little rough and I learned a lot from you. For the record I was the one who picked your resume. I have a lot more to say to you but I would rather say it over lunch. I will tell you this I am going to miss you. I'm really going to miss our Tuesday mornings, that phone call from you on a Sunday afternoon letting me know everything is okay but this is what is happening. I think you have done a great job of leading this Township, staff and all of us. I know we're your boss and you say that all the time but, I think there is a lot of mutual respect. Steve welcome, I will tell you that you have big shoes to fill but you can do it.

Executive Session

Mr. Rozzi made a motion with a second from Mr. Cordrey to enter into Executive Session at 7:47pm in reference to O.R.C. 121.22 (G) (1): To consider the appointment or employment of a public employee, (G) (3): Conference with an attorney for the public body concerning disputes involving the public body that are subject of pending or imminent court action.

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

Mr. Rozzi made a motion with a second from Mr. Cordrey to come out of Executive Session at 8:52pm.

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

Mr. Rozzi made a motion with a second from Mr. Cordrey to enter into 1 contract with Hamilton Township Fraternal Order of Police Labor Union for Township Police Officers pending Union approval.

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

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve a 3 year contract, for years 2024, 2025 & 2026 with Hamilton Township Fraternal Order of Police Labor Union for Township Police Officers pending Union approval.

Roll call as follows: Darryl Cordrey Yes
 Mark Sousa Yes

Joe Rozzi Yes

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve 2023 1 year contract, with Hamilton Township Fraternal Order of Police Labor Union for Township Police Clerk pending Union approval.

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

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve 3 year contract, for years 2024, 2025 & 2026 with Hamilton Township Fraternal Order of Police Labor Union for Township Police Clerk pending Union approval.

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

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve salary adjustments for Administrative staff as presented.

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

Mr. Rozzi made a motion with a second from Mr. Cordrey to appoint Steve Pegram as Township Administrator and approve an employment agreement with Mr. Pegram to serve as the Township Administrator.

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

Mr. Rozzi made a motion with a second from Mr. Cordrey to authorize the law director to file a lawsuit against Cook Construction Group.

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

Adjournment

With no further business to discuss, Mr. Rozzi made a motion with a second from Mr. Cordrey to adjourn at 8:54pm.

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