

## Hamilton Township Trustees Meeting

November 6, 2019

Trustee Board Chairman, Darryl Cordrey, called the meeting to order at 6:30p.m. Mr. Cordrey, Mr. Walker, and Mr. Rozzi were present.

The *Pledge of Allegiance* was recited by all in attendance.

Motion made by Mr. Cordrey with a second by Mr. Walker to approve of the clerk's journal and accept the tapes as the Official Meeting Minutes of the October 16, 2019 Trustee Meeting.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes

Motion made by Mr. Cordrey with a second from Mr. Walker to amend the agenda and remove the proposed Executive Session.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes

Motion made by Mr. Cordrey with a second by Mr. Walker to approve Payroll for pay cycle October 6, 2019 – October 19, 2019, Electronic Fund Transfer Direct Deposit Vouchers 1171492027 - 1171492103.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes

Motion made by Mr. Cordrey with a second by Mr. Walker to approve the withholding payments for payment cycle October 6, 2019 – October 19, 2019, checks numbered 31080493 – 31080516.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes

Motion made by Mr. Cordrey with a second by Mr. Walker to approve billing invoices for payment cycle October 21, 2019 – October 25, 2019, checks numbered 80755 – 80762.

Roll call as follows: Darryl Cordrey Yes  
Joe Walker Yes  
Joe Rozzi Yes

Motion made by Mr. Cordrey with a second by Mr. Walker to approve billing invoices for payment cycle October 28, 2019 – November 1, 2019, checks numbered 80763 – 80775.

Roll call as follows: Darryl Cordrey Yes  
Joe Walker Yes  
Joe Rozzi Yes

Motion made by Mr. Cordrey with a second by Mr. Walker to approve billing invoices for payment cycle November 4 – November 8, 2019, checks numbered 80776 – 80824.

Roll call as follows: Darryl Cordrey Yes  
Joe Walker Yes  
Joe Rozzi Yes

**Public Comments**- Agenda Related

Mr. Cordrey opened the floor to public comments related to agenda items, at 6:32 pm.

No comments were made therefore Mr. Cordrey closed the floor to public comments at 6:32 pm.

**Presentations**

- Military Veteran Recognition

Mr. Cordrey stated that in honor of Veteran’s Day on Monday, November 11, 2019, we want to pause in our deliberations to give recognition and thanks to the Veterans that served our country and now serve Hamilton Township. We have six employees that have honorably served during a wartime era and we would like to show our gratitude by continuing to recognize them and display a plaque in our main entrance with our team member’s names and branches of service in which they served.

- Dustin McCleese served from 1997-2002 with the United States Marine Corps 2<sup>nd</sup> Engineering Battalion. He now serves on our Fire Department.
- Tyson Farlino served from 1996-2004 with the United States Army. During his eight years of service, he served two separate deployments in Afghanistan in 2002 and again in 2003. Both of these deployments were in support of Operation Enduring Freedom. He now serves on our Fire Department.
- Bridget Oesterlin served for nine years with the United States Army and currently serves with the Ohio National Guard at the rank of Sargent. She deployed to Afghanistan in 2011 and a stateside deployment to South Carolina in response to a hurricane in 2015. She

received the Army Accommodation medal and the South Carolina Achievement ribbon. She now serves on our Fire Department.

- Greg Watkins served four and a half years with the United States Army as a Direct Combat Operator and Forward Observer. He served two separate deployments in Iraq in support of Operation Iraqi Freedom and Operation New Dawn. Greg received the Army Good Conduct Medal and now serves on our Police Department.
- Brent Centers served with the United States Air Force from 2008-2014 and in the Air National Guard from 2016 – present. He deployed to Iraq in 2011, Africa in 2013 and the border of Jordan and Syria in 2013 in support of Operation New Dawn and Operation Enduring Freedom. He also deployed to Guam in 2015 as a member of a Threat Support package for the Pacific Theater. Brent now serves as our Township Administrator.
- Jarred Karrasch served in the United States Army from 2009-2012 where he was stationed at Ft. Campbell with the 101<sup>st</sup> and 502<sup>nd</sup> airborne division. He deployed to Afghanistan as an Infantry Scout in support of Operation Enduring Freedom from 2010-2011. He is now serving with our Fire Department.

- Little Miami Gig- Tim Berelsman

Mr. Berelsman stated that the company is building fiber networks to homes in the area focusing on the rural locations of Hamilton Township and surrounding areas. They will be offering voice, video and data and building where demand dictates for high speed services.

### **Human Resources**

Human Resources Manager Ms. Kellie Krieger requested a motion to approve the purchase of the following graves within the Maineville Cemetery addition. Lot 510 grave 1 to Doug Stark. In addition, Lot 215 graves 2, 3 and 4 to Kristie Blankenship who had three graves donated to her.

Mr. Cordrey made a motion with a second from Mr. Walker to approve the above mentioned cemetery purchases.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes

Ms. Krieger requested a motion to approve the revision of deed 2018-15 for Jody and Deborah Walker in the Maineville Cemetery addition, lot 55 graves 1 and 2. Now it will be lot 55 grave 1.

Mr. Cordrey made a motion with a second from Mr. Walker to approve of the above mentioned cemetery deed revision.

Roll call as follows: Darryl Cordrey Yes  
Joe Walker Abstained  
Joe Rozzi Yes

Ms. Krieger requested a motion to approve FMLA for Police Officer Richard Smith. He has requested 4 weeks of leave beginning December 6, 2019. He will use his sick time to cover this.

Mr. Cordrey made a motion with a second from Mr. Walker to approve the above-mentioned FMLA request.

Roll call as follows: Darryl Cordrey Yes  
Joe Walker Yes  
Joe Rozzi Yes

Ms. Krieger requested a motion to off roll full time Fire Fighter/ Paramedic Bridgett Oesterlin effective November 8, 2019 based on her formal resignation to Chief Reese.

Mr. Cordrey made a motion with a second from Mr. Walker to make the above-mentioned roster update.

Roll call as follows: Darryl Cordrey Yes  
Joe Walker Yes  
Joe Rozzi Yes

### **Township Business**

Motion: Large P.O. (Administration)

This motion is to consider a large purchase order for \$15,000.00 for the Comprehensive Plan conducted by the Warren County Regional Planning Commission. This \$15,000.00 is accompanied by the \$5,000.00 Duke Energy grant for a total cost of \$20,000.00.

Mr. Rozzi asked when we should expect to get the completed plan.

Mr. Centers stated that they originally planned on the end of this month however, they are now thinking around the beginning of the year. They are still finalizing the plan. Chapter six revisions are being finished up right now. He and Mr. Kraemer met with RPC after the most recent stakeholders meeting and went through all material up to date. Mounts Park was an area that they believed needed a more specific comprehensive plan of just that park. The master plan put together for the park in 2008 is very unrealistic due to price. We are going to break it down with a ten-year plan realistic with budget and time and add that in. Therefore, the added plans are going to push back the overall Comprehensive Plan by a few months.

Mr. Cordrey made a motion with a second from Mr. Walker to approve the large purchase order for the Administrative Comprehensive Plan.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes

-Motion: BZA Appointment

This motion is to consider the appointment of Mark Wernery to the vacant Board of Zoning Appeals Alternate position. Mark is one of two candidates that completed the interview process with Ms. Krieger, Mr. Kraemer and Mr. Centers. This position was posted for 30 days. Mr. Wernery has served the township through the Advisory Committee and has shown great interest in the community by serving as a stakeholder for the Comprehensive Plan Committee. This will fulfill the last remaining position on the Board of Zoning Appeals giving us a full board plus one alternate.

Mr. Cordrey made a motion with a second from Mr. Walker to appoint Mr. Mark Wernery to the Board of Zoning Appeals Alternate position.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes

-Resolution 19-1106: Entering into Risk Pool with OTA Risk Management

This is a resolution for the township to adopt a policy regarding employee dishonesty and faithful performance of duty in accordance with ORC 3.061 with a required adoption date of January 1, 2020. This document will stand as our coverage document with OTARMA insurance rather than the township holding a separate surety bond to cover the loss by fraudulent or dishonest actions of employees and failure of employees to faithfully perform duties.

Mr. Rozzi asked if this is a formality.

Mr. Centers explained that we are required to fulfill it by January 1, 2020. We could create our own or use the Ohio Township Associations (OTA) resolution. We already pay through OTARMA and OTA so we are using their version.

Mr. Cordrey made a motion with a second from Mr. Walker to approve Resolution 19-1106.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes

## **Work Session**

### **-Capital Projects for 2020 Budget**

Mr. Rozzi mentioned some additions that need to be added to the budget with the Levies passing.

Mr. Centers explained that we will send off for the certifications and will hopefully have those by the next meeting to be implemented into the revenue source for both the Police and Fire departments. They will go into the salary line appropriate for however many positions the police department will hire, and from part time to full time positions within the fire department. We will bring that before the board next meeting.

Mr. Walker asked if anything was worked out for the parking with the community center.

Mr. Centers replied that we did have a phone conversation with the Deacon of the church and we are going to enter into an agreement. We will work with Mr. Yoder for that. The parking will still be combined with the church but we will have an agreement formalized. He will propose a first right of refusal for the purchase of the church if at any time they plan to sell. We will maintain our end of plowing the parking lot and not use the community center on Sundays.

Mr. Walker asked for clarification if they sell their property.

Mr. Centers stated that the way the agreement will be proposed is that if they intend on selling the church, we get the first right to buy it so we could still have the parking.

Mr. Walker reiterated that he hates to spend money to fix it if we do not own it.

Mr. Centers also explained that we did receive a proposal for the foundation and the repairs for \$20,000. A verbal over the phone quote of about \$40,000 from another person so we do still have our feelers out for a few more quotes for construction.

Mr. Hickey stated that his crew test drove the John Deer mower and it was a little awkward and top heavy so they took Mr. Walker's suggestion and tried the Lastec mower as well. They did like it and they are looking to strongly suggest that at the next meeting.

Mr. Walker asked if it came out cheaper?

Mr. Hickey replied that it was roughly \$42,000.00 so that is why he was asking for \$50,000 just to be safe. If the full amount does not get used it goes back into the unencumbered money. They can also look into the pull behind mowers if the board wishes.

Mr. Centers stated that we will be asking for a vote on the budget at the next meeting so if there are any amendments, we would like to make them now. Like Mr. Hickey said, if they do not spend all of the money appropriated, it just goes back into the unencumbered.

**Jim Hunter, Fiscal Officer**

Nothing to report at this time.

**Administrator's Report**

-Mr. Centers stated that with the levies passing, we reached out to Mr. Nolan's office today. The way the ballot language was written was for the tax base of 2019 thus we will start getting those monies in with the first draw in 2020.

-One of the things that the Trustees had budgeted last year was for the four main signs and the main sign at 22/3 and 48. ODOT is changing their language for their decorative sign regulations, and with that we want to hold off on getting the big sign for the "center" of the township until those changes are ironed out. With that money, we would like to go ahead and purchase the park signs for Marr, Mounts and Testerman to get them uniform. The money is already appropriated so we would not need any formal action. This is more of a transparency thing since the board had budgeted for one thing and we would prefer to spend it on something different so that is why it is being brought up.

Mr. Walker asked for clarification on why we need to wait for ODOT.

Mr. Centers responded that the language may change completely where they do not allow decorative signs and we do not want to risk spending money on something that we may not be able to use.

Mr. Walker believes that just because we appropriate the money does not mean that we have to spend it. He is not against the park but we have a large cleanup coming with Mounts Park that no one knows how much it will cost. Any amount of money can go a long way with that.

Mr. Cordrey asked Mr. Centers to explain the look of the signs.

Mr. Centers stated that we will do single sided signs for Mounts and Marr Parks and a double sided sign for Testerman Park; all of the same style. Underneath will be a plank style for CTC Fields, Championship Fields and Cincinnati United. They would pay for their own signs, as they would be \$175 additional to add to the park signs. The planks would be interchangeable.

Mr. Cordrey expressed that as much as he would like to have the big sign at the intersection, we would also like to have our parks uniform and we may not be able to use a large sign at the intersection depending on ODOT's regulation changes.

Mr. Rozzi agreed that if we place a sign at the intersection now, we might not get to keep it there.

Mr. Centers also explained that the current sign at the entrance of Mounts Park will stay. The new sign will go on the corner of Stubbs Mills Rd. and 22/3. The one that we would be replacing was a gift from a boy scout, so we would use that somewhere else in the park.

-Mr. Centers asked for a direction on the communications plan. We will need to start working on the next newsletter for January. We can get more quotes or if the Board does not think it is a good use of taxpayer money, and then we can table it.

Mr. Rozzi would like us to get more quotes to see if this is plausible.

Mr. Walker believes that it is a waste of taxpayer dollars.

Mr. Cordrey would like to see some quotes. He asked if Mr. Centers had an idea of what we would be looking for.

Mr. Centers stated that the Advisory Committee tries to stick to a nice newsletter but if we are going to use taxpayer dollars then it needs to be a very detailed newsletter.

Mr. Walker asked if there was an estimate as to what it would cost to outsource the newsletter.

Mr. Centers responded that the communication plan that was presented to us is all that he has at this time but that was not requested by us. If we decide to get quotes, they will be competitive. If we get quotes for someone else to do it, then advertising would be on them. He will bring additional quotes to the next meeting.

### **Administrator's Report**

-Mr. Centers stated that we did receive notice that we will be in receipt of the NatureWorks Grant that we applied for, for the walking trail around the small lake at Mounts Park. It will be an 8 foot wide mulched trail around the entire small lake.

-We applied for a Community Impact Grant for 100% funding for the sign at the dog park and the community garden. They were smaller parks that we did not budget anything.

-We will also have the videos up on the website. They will be backdated to when the new website launched which will be through April.

-The Police department will be releasing a PSA about deer and deer strikes in the area.

-Finally, there is an Advisory Committee coming up, is there anything that the Board would like to discuss or bring topics up for the Advisory Committee to kick around?

Mr. Rozzi discussed that the committee take what they may be hearing from residents into consideration.

-Mr. Centers, Chief Reese and Chief Hughes extended their thanks and appreciation to everyone for all of the support and efforts to get the police and fire levies passed.

**Public Comments**- General

Mr. Cordrey opened the floor to public comments at 7:04 pm.

Lisa Wilson spoke about the sunflower fields and made recommendations to use fertilized dirt from various construction sites around the township next year.

Mr. Cordrey closed the floor to public comments at 7:08 pm.

**Trustee Comments**

Mr. Rozzi congratulated Mr. Sousa and Mr. Weber on their election wins for Trustee and Fiscal Officer. Thank you to everyone who helped with the levies as well.

Mr. Cordrey expressed his gratitude for the levy support. Hamilton Township is moving forward in the right direction.

**Adjournment**

With no further matters to discuss, Mr. Cordrey made a motion with a second from Mr. Walker to adjourn the meeting at 7:09 pm.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes