

Hamilton Township Trustee Meeting

November 19, 2025

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

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

The Pledge of Allegiance was recited by all.

A motion was made by Mr. Rozzi, with a second by Mr. Cordrey, to approve the clerk's journal as the Official Meeting Minutes of November 5, 2025, Trustee Meeting.

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

Public Comments

Mr. Rozzi opened the floor to public comments at 6:01 PM.

Elaine Bauman, a Hamilton Township resident who lives on Nunner Road, addressed the Board regarding excessive industrial lighting on a neighboring property that she stated is negatively impacting her daily well-being. She requested that the Board adopt a lighting ordinance prohibiting industrial lighting on residential lots and requiring lights to be shielded and directed downward, rather than toward adjacent homes. Ms. Bauman invited the Trustees to visit her property to observe the issue firsthand.

Mr. Cordrey informed the Board that he had already met with the Baumans and agreed that the lighting is intrusive. He advised Ms. Bauman to present her concerns to the full Board for additional input. Mr. Sousa stated he is willing to accept the invitation and visit the property to review the situation personally.

Administrator Wright explained that the current Hamilton Township Zoning Code does not address residential lighting. He recommended handling the matter as a nuisance issue, similar to the dog barking and general noise ordinances, and suggested creating a standalone lighting ordinance. He noted that the proposed ordinance would be reviewed by the appropriate departments, including examples from neighboring communities, and outline potential enforcement measures.

During public comments, Kris McMinn, a new Hamilton Township resident, asked for recommendations on places to ride bikes and walk with children. Mr. Cordrey suggested Testerman Park, while Mr. Sousa noted there are organized group rides on the Little Miami Bike Trail and walking events within township parks. Administrator Wright added that upcoming commercial developments are expected to increase sidewalk connectivity and overall walkability in the community.

Mr. Rozzi closed the floor to public comments at 6:11 PM.

New Business

Resolution No. 25-1119A – Repayment of Advance from Kroger TIF

Mr. Wright explained that in 2023 the Township advanced \$100,000 from the General Fund for the Kroger project. Now that the project has been completed and came in slightly under budget, the Township is receiving a reimbursement, which will be returned to the General Fund.

Mr. Rozzi made a motion with a second from Mr. Cordrey to Resolution 25-1119A, approving the transfer of funds from the Township's Kroger Tax Increment Financing (TIF) Fund to the Township's General Fund that had been previously advanced for certain expenditures related to public improvements within the Kroger TIF District.

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

Resolution No. 25-1119B- Increase Appropriations

Mr. Rozzi made a motion with a second from Mr. Cordrey to Resolution 25-1119B, a resolution authorizing an increase in appropriations for the Police District Fund, Fire & EMS Special Levy Fund, Gasoline Tax Fund, and the General Fund

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

Resolution No. 25-1119C- Approving 2026 Appropriations Budget

Mr. Wright presented the proposed 2026 Budget and recognized the efforts of the fiscal staff and department leaders in its development, noting that planning began earlier in the year. He explained that while projected revenues from the County Auditor are conservatively estimated, historical data show actual revenues routinely exceed budgeted amounts and expenditures come in lower than anticipated.

The budget materials include detailed fund reserve information, an updated debt service schedule, and a capital improvement plan organized by department. The Township continues to maintain a low debt ratio; having paid off the Administration/Police Building early and added the new Public Works Facility debt while still maintaining only three outstanding obligations.

Capital spending for 2026 is limited and strategic, with only two Fire Department pickup trucks scheduled for replacement and no other new vehicle purchases. Police capital needs focus on workspace modifications, while Public Works investments prioritize equipping the new facility to reduce borrowing. A major project for 2026 will be the Mounts Park remediation, funded largely by remaining ARPA funds and a \$100,000 grant.

Mr. Wright reviewed the differences between inside and outside millage, emphasizing that most Township levies do not grow when property values increase, often necessitating future levy requests to offset inflation. Despite this, the proposed 2026 budget includes no new taxes for the eighth consecutive year.

He also highlighted that parks are funded through the General Fund, with no dedicated park levy. A proposed \$100,000 allocation will strengthen the Township's ability to secure grants for priority park improvements, with a focus on maintaining existing amenities before adding new ones.

Finally, Mr. Wright noted projected increases in non-property tax revenues, particularly EMS billing and cable franchise fees, and introduced a new investment in employee wellness programs aimed at improving staff health, reducing long-term costs, and enhancing service delivery.

Mr. Rozzi made a motion with a second from Mr. Cordrey to Resolution 1119C, a resolution adopting the 2026 annual budget.

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

Resolution No. 25-1119D – Authorizing Private Sale of Unneeded and Unfit-For-Use Property

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve Resolution 25-1119D, a resolution authorizing private sales of unneeded and unfit-for-use property in the Police Department.

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

Resolution No. 25-1119E – Authorizing the Administrator to extend the Natural Gas Supply Agreement with Direct Energy for the Aggregation Program

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve Resolution 25-1119E, a resolution authorizing the Township Administrator to enter into a supply agreement with Direct Energy Services, LLC to continue a natural gas aggregation program beyond March 31, 2026, when the current supply agreement ends.

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

Motion- Award the Mounts Park Improvement Park

Mr. Wright briefed the Board that in September, the Township solicited bids for the Mounts Park Stream Restoration Project, which addresses a breach of an old illegal landfill. The project includes constructing approximately 417 feet of new stream channel, abandoning about 600 feet of the existing channel, and capping the exposed landfill area.

The engineer's estimated cost was \$889,669 for the base bid and \$210,560 for the alternate. After reviewing all proposals with consulting engineers and legal counsel, Township staff selected Evans Landscaping as the lowest and best bidder. Once the bid is accepted, the contractor will have ten days to execute the contract and provide bonds, followed by a Notice to Proceed and a pre-construction meeting. The project will then have an 180-day completion timeline.

The project is funded as a budgeted expense through the ARPA Contract Services Fund.

Mr. Rozzi made a motion with a second from Mr. Cordrey to award the contract for the Mounts Park Stream Restoration Project Phase 1 to Evans Landscaping in the amount of \$779,042.60 and \$18.00/cubic yard for the alternate bid and authorized the Township Administrator to execute documents on behalf of the Township.

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

Motion- Amend the Hamilton Township Roster as Presented

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve the amendment of the Hamilton Township roster as presented.

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

Motion- Approve an engagement letter with Hurst Kelly for the 2025 Financial Report

A motion was made by Mr. Rozzi, with a second by Mr. Cordrey, to approve the engagement letter from Hurst Kelly for the annual financial report for the year ending December 31, 2025.

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

Public Comments

Mr. Rozzi opened the floor to public comments at 6:49 PM, to which nobody came forward.

Administrator's Report

Administrator Wright gave the following updates:

- A new ladder truck is expected to arrive by the end of the week and will be outfitted and staffed following training, with service beginning in January.
- The Township has received a \$63,000 FEMA training grant after the federal government reopened.
- Public Works is cleaning catch basins and storm drains to prepare for rain and snow; residents are reminded not to rake leaves into them.
- Recent felony incidents are moving through the justice system; residents are urged to lock vehicles and keep valuables out of sight. Police also provided safety and scam prevention presentations and are available for additional community groups. The 2026 Citizens Police Academy begins in January, with applications now open.
- Construction of the new Aldi store near Grandin Road and SR 48 is underway and is expected to open next summer.

- Township events this month include the Joint Tree Lighting at station 76 on December 12th from 4-6PM and on December 13th at the Mainville Cemetery there will be a Wreaths Across America ceremony.

Trustee Comments

Mr. Cordrey wished everyone a Happy Thanksgiving and expressed that he looks forward to seeing the community at the upcoming Tree Lighting event.

Mr. Sousa invited residents to attend the Wreaths Across America ceremony, noting it is a meaningful event honoring those who have served.

Mr. Rozzi thanked Township staff for their hard work and dedication in preparing the budget.

Executive Session

Mr. Rozzi made a motion with a second from Mr. Cordrey to adjourn into executive session at 6:56 p.m. in accordance with ORC 121.22(G)(1) to discuss the employment of a public employee.

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

Mr. Rozzi made a motion with a second from Mr. Cordrey to come out of the executive session and adjourn at 7:52 p.m.

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