

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

Darryl Cordrey 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.

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

Adjournment

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

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