

## Hamilton Township Trustee Meeting

February 3, 2021

Trustee Board Chairman, Darryl Cordrey, called the meeting to order at 6:45 p.m. Mr. Cordrey, Mr. Rozzi, and Mr. Sousa were present.

The *Pledge of Allegiance* was recited by all.

Motion made by Mr. Cordrey with a second by Mr. Rozzi to approve of the clerk's journal and accept the tapes as the Official Meeting Minutes of the January 22, 2021 Trustee Meeting.

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

### **Public Comments**

Mr. Cordrey opened the floor to public comments at 6:47 p.m.

Mr. Glen Hoffman expressed his dissatisfaction with salting/plowing on his street during inclement weather.

Mr. Centers explained that roads are prioritized by traffic flow; Mr. Hoffman's street is a secondary road because there is not a significant amount of traffic. Secondary roads are salted/plowed when there is approximately 2 inches of snow. A lot of the reasoning for this is because we can only work our crews for up to 16 hours, if we focused on the secondary roads as well, it would take them a lot longer to get any plowing and salting done.

Mr. Cordrey closed the floor to public comments at 6:55 pm.

### **Human Resources**

Human Resources Manager, Ms. Kellie Krieger, requested a motion to remove Ms. Caitlyn Liddil from the active Hamilton Township roster effective February 12, 2021.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve the above mentioned roster update.

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

Ms. Krieger requested a motion to approve the following cemetery purchases in the Maineville addition; Danielle Howard is purchasing lot 179 graves 3 and 4; Douglas Sturk is purchasing lot 511, graves 7 and 8; and Randall and Karen Fannin are purchasing lot 507, graves 1 and 2.

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

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

**Public Hearing**

Mr. Cordrey opened the hearing for the Hopewell Valley PUD Stage 1 and 2 Site Plan Review at 6:57 pm.

Assistant Law Director, Brodi Conover, swore in all persons wishing to give testimony.

Mr. Kraemer presented the staff report stating that this hearing is for Hopewell Valley, Section E, PUD Stage 1 and 2 site plan review. The property owner is D.R. Horton. The applicants are D.R. Horton and McGill Smith Punshin. The property is located on State Route 22/3, Morrow, Ohio 45152. The legal ad was published on Sunday, January 24, 2021.

The Hamilton Township Zoning Commission heard this on January 11, 2021 and has made the recommendation to the Hamilton Township Trustees for approval via compliance with the Hamilton Township Zoning Code except for the modifications in the Village of Hopewell Valley Planned Unit Development Standards and policies set forth in Resolution #96-414, compliance of recommendations from the Warren County Regional Planning Commission, compliance with recommendations from the Hamilton Township Zoning Commission, compliance of all Warren County and ODOT conditions; it is of note that after that meeting Mr. Kraemer received an email from ODOT stating that they are not requiring a Traffic Impact Study due to only 47 trips expected during peak hours in this subdivision, to reach out to the Hopewell Valley HOA about the possibility of extending a walkway with limited access to connect the two subdivisions, and the final condition for recommendation is for PUD Stage 3 to update the name and logo of this new subdivision to better differentiate itself from the Hopewell Valley Homeowner’s Association.

The applicant is seeking approval for residential development. The original proposal for the PUD and Site Plan was approved by the Hamilton Township Board of Trustees in 1999 pursuant to Resolution # 96-414 and Parcel E was initially reserved for future development of 200 multi-family units, but was changed last year to 68 single family residential units. The surrounding land uses consist of B-2 General Business, M-2 Heavy Industrial, and Single Family Residential. This revised plan shows the change from the 200 units to 68 units. Questions came up from the Fire Chief and Fire Inspector about the way that the cul-de-sac will be built. They would like to see it constructed as a “Hammerhead” or “Y” design to comply with adequate space for emergency vehicle turn around. D.R. Horton has provided samples for housing options; previous plans were patio homes and now they are presenting 2 story options as well.

Mr. Cordrey asked what specific changes were made between last year and now?

Mr. Kraemer stated that the major concern last year was if this parcel would connect to the existing Hopewell Valley subdivision or if it would need to be zoned as its own. His understanding is that no agreement was reached between D.R. Horton and the HOA of Hopewell Valley to allow that connection therefor this is being presented as a separate subdivision with an entrance/exit on 22/3. It was also mentioned before that there would be sixty-eight, single-family patio homes to peak interest of the 55 and up age groups, now they are offering additional styles so there will be a mix of families in this neighborhood as well.

Mr. Sousa commented that he is baffled that ODOT is not requiring a traffic study.

Mr. Kraemer stated that it is ODOT’s discretion.

Mr. Rozzi stated that the High School is right down sthe road so that alone would mean more traffic.

Mr. Sousa questioned if there would be any parking restrictions in these cul-de-sacs?

Fire Chief Brian Reese stated that it will depend on the size of the cul-de-sac but most likely yes.

Mr. Sousa asked if the primary lots will be minimum width to get maximum capacity of constructing these homes here?

Mr. Kraemer is concerned that it switched from the single family patio homes to the different styles.

Mr. Cordrey questioned if there was any request for a variance from our minimum setbacks?

Mr. Kraemer responded no, not at this time.

Mr. Sousa discussed storm water runoff concerns and asked what happens when it rains a lot?

Mr. Kramer stated that the applicant can speak on that. This is a recommendation from the Zoning Commission, however, Mr. Centers has a different opinion on the connecting piece that he would like to speak on.

Mr. Centers mentioned that RPC and our Zoning Commission gave recommendation for approval but he disagrees with both without that connection piece. The applicant and the HOA have representatives to speak on this tonight but for emergency vehicles, specifically for fire, the intent was to have a transition piece on that stub street.

Mr. Cordrey invited the applicant to step forward.

Richard Arnold with McGill Smith Punshin and Tom with D.R. Horton stepped to the podium. Mr. Arnold stated that in the spring of last year, it was discovered that property was deeded to the HOA that D.R. Horton no longer had rights to in order to connect the round-about to this "new" development. They tried to work with the HOA but ultimately chose the path of least resistance and moved the entrance/exit to 22/3. The cul-de-sacs are proposed at 90 feet in diameter due to the Warren County subdivision regulations. The storm water detention basin was sized to utilize run-off to less than that of pre-development conditions. The EPA guidelines have changed and now state that rainfall of 9/10's of an inch or less that you are required to implement a storm water quality basin so that you can cause the sediment to settle in the basin instead of directly in the creek. D.R. Horton will comply with all regulations and requirements.

Mr. Cordrey commented that the spring proposal was for 68 patio homes which would appeal to empty nesters or retirees; now they are two story homes?

The representative with D.R. Horton stated that it is news to him that this discussion is about patio homes because that was never the intention so he apologizes for the confusion. Two story homes were always contemplated and they are the current styles that are offered in Hopewell Valley that D.R. Horton is currently constructing.

Mr. Sousa asked if there are any requirements for a mix of two-story and ranch homes?

D.R. Horton stated that it is generally up to the customer to choose. They do expect a mix of styles.

Mr. Cordrey invited anyone in favor of the plans to step forward.

Seeing none, he next invited those in opposition to step forward to speak.

Ms. Lynn Ratliff and Ms. Jenn Ball are in attendance representing the Hopewell Valley Homeowner's Association Board. Ms. Ratliff stated that this Section E was never part of the 2005 PUD Zoning approvals for Stage 2 or 3, as it was excluded to be developed later. The

zoning is changing from R3 Multi-family to Single Family Homes which is great for the Township and schools. In order to accept additional land into the HOA, it would require a vote of the existing members and a 75% affirmative vote to pass. It will also require additional amenities in order to pass the Zoning Code for "Amenity and Green Space Percentage Requirements". They believe that if those additional amenities were provided, such as a second pool for the entire neighborhood, then it would be more appealing to get the votes needed. Instead of coming to an agreement, D.R. Horton made the decision to abandon getting the easement which is why the entrance point was changed. Ms. Ratliff also discussed the signage in their proposal stating that it is the same signage that Hopewell Valley has which may indicate that they are a part of Hopewell Valley.

Ms. Ratliff next addressed the Trustees as a resident of Hopewell Valley and not as a member of their HOA board. She is concerned with this development for various reasons to include drainage concerns, this new development not having adequate open space, the lack of amenities, and the proposal for a sidewalk connection to the Hopewell Valley subdivision for active lifestyle purposes. She is also concerned about discussions that took place at the January 11, 2021 Zoning Commission meeting that she believed indicated the forcing of access to street easements from neighboring land owners.

Mr. Cordrey asked if Ms. Ratliff believes that D.R Horton is getting around regulations by saying they're part of Hopewell Valley since Hopewell Valley does meet the Zoning Code requirements?

Ms. Ratliff responded that is correct. They have no problem granting access to the easement but when they view the area as a whole, they need another active amenity to meet the Zoning Code. If they take on this development and do not add another amenity, then they too fall below the requirements of the Zoning Code. The proposal was take two of the buildable lots and build another pool, unisex bathrooms and a pump house. If they could do that, then Hopewell Valley would grant easement access and take these sixty-eight new homes into their HOA and all would be done. D.R. Horton walked away from that. She stated that the existing pool is already crowded and they have not yet finished building the remaining homes in the current Hopewell Valley neighborhood.

Mr. Kraemer commented that Warren County Regional Planning Commission views this as one subdivision since that is what it was originally designed to be. Open/active space would be detailed in Stage 3 Site Plan Review.

Mr. Cordrey stated that he is having a hard time with this and asked if this is considered as one subdivision or two?

Mr. Centers believes that this has always been viewed as one subdivision. If then asked if the intent was for a buffer, then why was a stub street put in?

Ms. Ratliff responded that all of this land was originally owned by the same developer. He did have the intention to construct the multi-family condos/townhomes that were going to have their own HOA and their own amenities to include a pool and clubhouse. He would have connected the streets but the neighborhoods themselves, were planned to be separate.

Mr. Centers then stated that to that point, this should currently be viewed as two subdivisions.

Mr. Cordrey seeking guidance, asked if this should be viewed as one large subdivision, or two as that could change their decision as a Board.

Law Director, Mr. Brodi Conover, stated that ultimately this is a factual call for the Board to make. Everyone that has viewed this since 1996 has seen this as one large subdivision.

Continued discussion took place about what needs to be considered for the overall parcel.

Mr. Cordrey closed the public portion of the hearing at 8:04 pm to begin deliberations.

All three Trustees commented that the intent has changed multiple times since originally planned and they need to look at this as a new subdivision.

Mr. Conover stated that FrostBrownTodd can legally research the single subdivision versus two subdivisions and then bring advice back to the Board.

Mr. Cordrey made a motion with a second from Mr. Rozzi to continue this hearing to the February 17, 2021 Board of Trustee Meeting.

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

### **New Business**

#### **-Resolution 21-0203: Increase in Appropriations (General Fund)**

This Resolution is increasing appropriations into the General Fund for an Administration vehicle. This is the total cost of the vehicle but will be offset with the agreed upon “trade-in” value of the 2013 Yukon for \$20,000 on February 19, 2021. At that time, the trade-in value of \$20,000 will be input into the General Fund.

Mr. Centers stated that the budget impact shows at \$38,394.00 but with the trade-in value, the budget is actually \$18,394.00.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve Resolution 21-0203.

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

#### **-Motion: Large Purchase Order (General Fund)**

This motion is to approve a Large Purchase Order of \$38,394.00 for a 2021 Chevrolet Tahoe Special Service Vehicle from Ganley Chevrolet of Aurora, LLC. This P.O. I for the Administration vehicle to replace the 2013 Yukon upon Trade-in.

#### **-Resolution 21-0203A: Adopting the Hamilton Township Comprehensive Plan**

Mr. Kraeemr gave a quick overview of the Comprehensive Plan. It was originally planned to be released in 2020. 2021 this will be extensively reviewed with our Zoning Commission, 2022 will be a full dive into our Zoning Code and we will begin to implement those changes. This Comp Plan will replace the Township’s current 1996 Land Use Plan which is very clearly outdated. Moving forward this plan will be tweaked every 5 years, intervening every 2.5-3 years for our Zoning Code as necessary. Major updates include Future Land Use Map, Improvements to Downtown Districts for Future Development, Urban Service Boundaries (Sewer), Creation of Transitional & Rural areas. Key Concepts include Accommodating Development and Encourage Economic Prosperity, Encourage High-Quality Development, Protect Rural Community Character, Responsible Transportation Planning, Park Planning and Development and Ensure Implementation.

Mr. Rozzi stated that this has been a long time coming!

Mr. Cordrey thanked everyone involved in creating this Comprehensive Plan.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve Resolution 21-0203A.

Roll call as follows:	Mark Sousa	Yes
	Joe Rozzi	Yes

Darryl Cordrey            Yes

**Administrator's Report**

Mr. Centers stated that there was an item that came before him but did not make it onto the agenda. The only reason he is bringing it late is because there is a due date of February 12<sup>th</sup>. It is an Assistance for Firefighter's Grant (AFG). These are very competitive but we would still like to apply. The first is for an Air compressor; the total requested is \$79,126.27, our local portion would be \$7,193.27 if we received it. The next would be a Tanker; the total requested is \$350,000 with our portion being \$35,000. If there are any questions, he would be happy to answer them but he just asks for a motion to allow us to apply with the agreement to our local portions if we receive the grants.

Mr. Rozzi asked how often we use another tanker from another department?

Chief Reese explained that any time we go into the rural portion of the Township, we have it setup to pull 3 primary tankers. The Tanker we have is 1994 but the pump has been shot since before Chief Reese started here.

Mr. Sousa asked if the compressor is for the oxygen tanks?

Chief Reese stated that it is. The current piece that we have is also from the 90's and we cannot get parts for it. It also does not meet current NFPA safety standards for monitoring. Chief has been trying to replace that as well. This grant process is very competitive; he has submitted for it before but you don't know if you don't try. We are scrambling to get all of the data to get this submitted by next Friday.

Mr. Cordrey made a motion with a second from Mr. Rozzi to apply for an Assistance for Firefighter's Grant for an Air Compressor and a Tanker.

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

Next, Mr. Centers stated that our Community Garden Applications have been posted; we received our first one today. We will continue to gather those and the Garden will open on April 1<sup>st</sup>. We will be implementing a mandatory meeting for all gardeners this year on March 18<sup>th</sup>; we are having a meeting at 2 pm and 6 pm to accommodate the gardeners to make sure everyone is on the same page moving forward.

The digital monument signs that were approved through the CARES funding, were reviewed as department heads. We were originally going to have one at the Administration/Police building, one at Station 76 and another at Station 77, but we feel it may be redundant to have one at the Administration building and one at Station 76. We feel the intent that the Board set with these monument signs to digitally display any COVID related items would be better suited to have one at the Administration/Police building, one at the corner of 22/3 and 48, and the third at Station 77.

Mr. Rozzi asked if it is the corner where Walgreens is?

Mr. Centers responded that is correct.

Mr. Cordrey thinks it is great.

Mr. Rozzi stated that is the center of our "Town Square".

Mr. Centers also stated with the monument signs that there was a misread in the Zoning Code; we issued it as a non-commercial use instead of a government use which allows up to 5 feet.

Non-commercial allows up to 8 foot signs. It was approved but it should have been approved under a Governmental entity. For full transparency, Mr. Centers will be taking this for a variance with the Board of Zoning Appeals as the applicant to explain the reasoning.

We spent a lot of time of the former CTC Fields and with the request at the Retreat, we are working on a contract.

The memorial garden and benches at Mounts Park may be ready to be brought back at the next meeting with a general ideas of different tiers.

Finally, we currently have OpenGov online for all of our finances to be viewed; we pay for that service but now we also have Open Checkbook which is a free service that functions the same. It does require an act from the Board and Fiscal Officer to change those services. We were working on an E-services contract for the next meeting anyway because we have to enter some things from UAN for the State, so if they would like to move to Ohio Open checkbook for free, we can do that.

Mr. Cordrey asked if everything would be able to be viewed online like it currently is?

Mr. Centers responded that is correct. It will be the same real-time data.

### **Trustee Comments**

Mr. Sousa stated he hopes we only get these minor snow events. Everyone is doing a good job.

Mr. Rozzi commented on snow events when he was younger. Everyone enjoy the super bowl!

Mr. Cordrey thanked everyone for all of their work put into the Retreat. He stated to never underestimate the power of these retreats as this gives the Board a chance to have discussions in depth that maybe wouldn't otherwise be had. He also thanked Chief Hughes for the knowledge shared during the Citizen's Police Academy; it's completely different than what everyone sees on TV.

### **Adjournment**

With no further business to discuss, Mr.Cordrey made a motion with a second from Mr. Rozzi to adjourn at 8:34 pm.

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