

Hamilton Township Trustees Meeting

February 5, 2020

Trustee Board Chairman, Darryl Cordrey, called the meeting to order at 9:00a.m. Mr. Cordrey, Mr. Rozzi, and Mr. Sousa were present.

Mr. Cordrey explained an issue with Resolution 20-0205D at the request of Mr. Centers. There is some contract language that needs to be finalized. Mr. Centers explained that this is for the Warren County Drug Task Force and they itemize every jurisdiction listed within the Resolution and they are adding an additional one so if we pass this today, we would just have to bring it back and ask for an MOU so the County asked us to hold off until they draft a new one.

Mr. Cordrey made a motion with a second from Mr. Rozzi to remove Resolution 20-0205D from the agenda.

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 of the clerk's journal and accept the tapes as the Official Meeting Minutes of the January 17, 2020 Trustee Retreat 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 Payroll for pay cycle December 29, 2019 – January 1, 2020, Electronic Fund Transfer Direct Deposit Vouchers 1177152258 – 1177152261 and 1177194100 - 1177194166.

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 withholding payments for payment cycle December 29, 2019 – January 11, 2020, checks numbered 31582680 – 31582683 and 31586122 – 31586145.

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

Motion made by Mr. Cordrey with a second by Mr. Rozzi to approve billing invoices for payment cycle January 20, 2020 – January 24, 2020, checks numbered 81095 - 81107.

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 billing invoices for payment cycle January 27, 2020 – January 31, 2020, checks numbered 81108 - 81115.

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 Payroll for pay cycle January 12, 2020 – January 25, 2020, Electronic Fund Transfer Direct Deposit Vouchers 1177877256 – 1177877324.

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 withholding payments for payment cycle January 12, 2020 – January 25, 2020, checks numbered 31640873 – 31640920.

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 billing invoices for payment cycle February 3, 2020 – February 7, 2020, checks numbered 81116 - 81162.

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

Public Comments

Mr. Cordrey opened the floor to public comments at 9:03am.

No comments were made therefore Mr. Cordrey closed the floor to public comments at 9:03am.

Human Resources

Human Resources Manager, Ms. Kellie Krieger, requested a motion to update the active Hamilton Township roster with the following changes; remove John French effective January 31, 2020, Chris Glancy effective January 20, 2020, James Reist effective January 14, 2020, and Jarod Shelley effective January 27, 2020. All employees have submitted their formal resignation to Chief Reese.

Mr. Cordrey made a motion with a second from Mr. Rozzi to remove the above mentioned personnel from the Hamilton Township Employee Roster.

Roll call as follows:

Darryl Cordrey	Yes
Joe Rozzi	Yes
Mark Sousa	Yes

Ms. Krieger requested a motion to promote Mr. Kyle Hannigan effective January 26, 2020 as well as Mr. Jason Brown effective February 9, 2020, to full time Firefighter/Paramedics. Both will be filling existing open positions.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve the promotion of Mr. Hannigan and Mr. Brown.

Roll call as follows:

Darryl Cordrey	Yes
Joe Rozzi	Yes
Mark Sousa	Yes

Ms. Krieger requested a motion to hire Mr. Matthew Lepper effective February 14, 2020 as a part time Firefighter/EMT as well as Mr. Keegan Duffens, pending the completion of our pre-hire requirements.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve of the above-mentioned part time hires.

Roll call as follows:

Darryl Cordrey	Yes
Joe Rozzi	Yes
Mark Sousa	Yes

Lastly, Ms. Krieger requested FMLA for Mr. Kyle Treon. He is currently employed with our Police Department and meets the paternity FMLA qualifications. He would like this to begin approximately February 29, 2020. He will utilize sick, comp and vacation time for this leave.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve an FMLA request for Mr. Treon.

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

Public Hearing

Mr. Cordrey made a motion with second from Mr. Rozzi to open the Public Hearing at 9:06 am.

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

Mr. Cordrey explained the manner that the hearing would be conducted by beginning with swearing in anyone who wishes to speak on this project both in support and opposition, next will be a staff report presentation, the applicant will have the opportunity to speak, members of the public can speak, deliberations will begin and then a motion will be made to either approve or deny this project.

Mr. Cordrey asked any persons wishing to offer testimony or speak during the hearing to please stand; an oath was administered.

Mr. Kraemer presented the staff report stating that this is the final site plan for the Little Miami Junior High and High School additions. This was heard before the Zoning Commission on December 9, 2019. The applicant is Emersion Designs. The High School is located at 3001 US 22/3 and the Junior High is located at 5290 Morrow-Cozaddale Rd. The existing site is zoned R-1 Single Family Residential. Little Miami School District purchased the property in 2002. The high school was constructed in 2000 and was remodeled and expanded in 2008. The Junior High was constructed in 2008. Mr. Kraemer explained that since he was unable to determine the original plans for the high school, he wanted to make sure that it went before the Zoning Commission before being heard by the Trustees.

The high school addition is the smaller of the two but still significant at 32,923 sq. ft. The junior high addition is larger at 56,478 sq. ft. The junior high additions will consist of classroom flex area, administrative conference rooms as well as music storage. The high school additions will consist of two different areas; building 1C and building 2B. Building 1C will be classrooms along with a two story, open flex area. Building 2B is a multi-use Physical Education building that will consist of one multi-use P.E. room, athletic offices, support functions (restrooms, etc.), additional male and female locker rooms will be bid as an alternate to this portion of the project.

The additions meet all of our current setback requirements per our Zoning Code. Architecturally they will be matching the high school additions to the same brick that the buildings were constructed of. The junior high is very close but just a little different as the same bricks are no longer fabricated.

The current parking requirements, per our zoning code, is 122 spaces for the junior high. They went ahead and planned 135 spaces for school days with an additional 64 spaces for special events.

There was a lot of discussion about landscaping during the Zoning Commission meeting. They are recommending to not require any additional landscaping at this time. The lighting and photometric plans do meet our zoning requirements.

Zoning Commission recommends approval for the Little Miami High School and Junior High additions with the following conditions:

- Waive the landscaping requirements listed in the Hamilton Township Zoning Code, Chapter 8, sections B and E for both additions. (ZC feels that adding any landscaping could be dangerous by blocking view and these expansions are not being built outside of the existing site boundaries);
- Compliance with the Ohio Department of Transportation (ODOT) requirements to extend the left turn lane on State Route 22/3 to Morrow-Cozaddale Road and add a right turn lane from State Route 22/3 to the back bus parking lot of the High School. The extension of the left turn lane will require widening State Route 22/3 on either side.
- Approval by the Warren County Soil and Water Conservation District for the storm water pollution prevention plan and concrete wash out plans, preserve and/or mark off Big Foot Run during construction and obtain an Earth Disturbing permit prior to the issuance of the Zoning certificates;
- Approval of the public water and sewer plans by the Warren County Water and Sewer Department prior to the issuance of Zoning certificates;
- Approval of the Traffic Impact Analysis by the Warren County Engineers Office and ODOT prior to the issuance of any Zoning certificates. Mr. Kraemer mentioned that he spoke with Dave Mick from the Engineer's Office and he recommended staggering start times for the schools based on the traffic study as that may alleviate some of the traffic concerns.

Mr. Cordrey asked why traffic is involved as he believes that the expansion of the building has nothing to do with traffic. He asked if the Engineer's Office was taking the time to address this issue now instead of waiting for more students to enroll once the expansions are complete. Mr. Kraemer agreed that is his belief as well.

Mr. Sousa asked what the preservation/marking off of Big Foot Run during construction would entail. Mr. Kraemer commented that he believes it would need to be done during certain phases of these builds. Mr. Sousa further elaborated that it seems to be a requirement to prevent the water from becoming contaminated in any way.

Brett Macht with Emersion Design confirmed that he had been sworn in. The big picture with the expansion of the Junior High is to bring sixth grade to this location so that is a big driver to address the traffic. A lot of those changes are being made internally on the side with the changes to buses and parent drop off/pick-up is happening. Even with those changes, ODOT wanted to take a closer look at the intersection on 22/3 and Morrow-Cozaddale Rd. With respect to the brick, they are doing everything that they can to match the existing brick as closely as possible; if they cannot, they will add complimentary brick colors that match the existing color pallet.

Mr. Cordrey invited anyone in favor of the project to step forward. No comments were made.

Mr. Cordrey invited anyone in opposition of the project to step forward. No comments were made, therefore Mr. Cordrey made a motion to close the public hearing portion of this meeting at 9:18 am. There was a second from Mr. Rozzi.

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

Mr. Cordrey made a motion to approve Resolution 20-0205; a resolution granting an approval with conditions for the final site plan review for the Little Miami High School and Junior High additions at 3001 State Route 22 & 3, Hamilton Township, Warren County, Ohio 45152 and 5290 Morrow-Cozaddale Road, Morrow, Ohio 45152. There was a second from Mr. Rozzi.

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

Township Current Business

-Motion: Increase Fire Dept. part time salary

Chief Reese stated that the part time Firefighters have not had an increase in pay since 2015 and we are now below market standards. We do have a considerable amount of turnover for our part time Firefighter's. This proposal will replace the yearly bonus that we have given to the part timers for the last few years. We were well ahead the market pay in 2015 and have lost ground so he would just like for us to bring the pay up to comparable departments part time salaries.

Mr. Rozzi asked about us just rolling four employees off of the roster.

Chief Reese replied that those were due to receiving full time offers elsewhere.

Mr. Rozzi asked what our part time staff looks like?

Chief Reese stated that we have a lot of holes. We have two in process right now but we could use at least six more part timers total.

Mr. Sousa asked if we have that many openings, at what point does it impact the ability to perform day-to-day operations?

Chief Reese stated that it began impacting us two to three years ago and that is why we actually started increasing our full time staff. We have added two additional full timers and will be adding one more this year. We also have programs such as putting our part timers through medic school which requires them to commit to our department for a minimum of three years. Those are the members that he is hiring full time right now. Increasing the pay does not necessarily bring people in. It more or less just keeps the market competitive and pays people what they should be making. People go where they want to work and departments are currently hiring Firefighter/EMT's instead of the advanced Firefighter/Medic's just to fill holes.

Mr. Cordrey asked how many full time positions we have open right now including the one additional that was budgeted for this year?

Chief Reese explained that we just have the one that is not filled. The two gentlemen that were promoted will move us to 22 full timers.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve the part time Fire Department pay as follows with immediate implementation retroactively to January 1, 2020;

- Part time Fire Fighter/Basic EMT to \$15.50-\$16.50 per hour.
- Part time Basic Fire Tech to \$17.00-\$18.00 per hour.
- Part time Lieutenant and Fire Tech to \$17.50 per hour.
- Part time Fire Fighter/ Paramedic to \$18.00-\$19.00 per hour

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

-Resolution 20-0502A: Independent Energy Consultant Contract (Natural Gas Aggregation)

This resolution approves the natural gas supply contract to support the continuation of the Township's Natural Gas Aggregation Program and approving the contract executed by the Township Administrator on behalf of Hamilton Township.

Mr. Centers explained that he and Ms. Horman have met with our contractor over the last few months. We have had a variable rate so in the winter months we have had a little better of a rate than the summer months where Duke may offer a better rate. Overall we have had a better rate than their competitors across the year. The last agreement was a variable and over the last year

the rate has been a 3.63; 2018 was a 3.99; 2017 was 4.26. This new contract will be a fixed rate across the board at 3.49 so it will be a reduction and a steadier rate for our residents. This aggregate agreement will be in effect from April 2020 - March 2024. This rate has never averaged this low in the past 10 years so we locked it in. Every resident has the option to opt out of this program if they would like to shop rates themselves.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve Resolution 20-0205A.

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

-Resolution 20-0205B: Entering into contract with Warren County for Salt Purchasing for the 2020-2021 winter season

This is the same contract that we enter into each year with Warren County for salt purchasing for the upcoming winter season. This contract allows Warren County to buy the salt in larger quantities resulting in a more economic price for the Township.

Mr. Centers explained that we currently have around 1200 tons and our max capacity is 1400 tons so we do not see us purchasing a large amount.

Mr. Cordrey asked when the most advantageous time to purchase salt is?

Mr. Centers stated that the summer is the best time when the prices are low and this is for six months. We have budgeted for salt purpose however we do not see it happening right now. We have had our current salt for roughly two years.

Mr. Sousa asked for clarification that we do not allocate a large amount for salt meaning if we do not purchase salt we will use those funds on infrastructure and maintenance on the roads. This is correct.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve Resolution 20-0205B.

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

-Resolution 20-0205C: Enter into contract with Warren County for 2020 Resurfacing, Sealing and Striping Projects

This is the same contract that we enter into each year with Warren County Engineer's Office for the 2020 Resurfacing, Chip Seal, and Striping projects. Hamilton Township does not do chip seal

projects so we will not be purchasing those materials. This contract allows Warren County to buy the products in larger quantities resulting in a more economic price for the Township. The budget impact is \$599,403.10.

Mr. Hickey explained that we do not do the Chip Seal as that is for low volume roads such as anything below 40 mph and under. It is actually not good to have that in our subdivisions as those chips do come up over time and it is frowned upon by the EPA with all of the storm drains. The resurfacing lasts a lot longer as well.

Mr. Rozzi asked if there are any changes in their schedule as for when we will get our work completed?

Mr. Hickey stated that there will be a meeting about that once we go into contract. We have stressed our concerns with them that we have spent the most money out of the townships so we would like to be a higher priority. A list of all proposed roads will be available on our website.

Mr. Cordrey asked if the county will go back and resurface the area where the water main break occurred as it is still gravel.

Mr. Hickey explained that they will be doing that and he has asked for at least a week's notice so that he can do a press release for our residents.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve Resolution 20-0205C.

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

Fiscal Officer's Report

Nothing to report at this time.

Administrator's Report

Mr. Centers stated that the Retreat on January 17, 2020 went very well. A full synopsis will be given at the next regularly scheduled meeting on February 19, 2020. Full meeting minutes were taken and will be available for review for the next two months.

Mr. Centers, Mr. Rozzi and Mr. Kraemer attended the Warren County Chamber Alliance Capital Drive-In in Columbus. They attended all of the meetings and then he and Mr. Rozzi met with the Directors of the Ohio EPA and Mr. Kraemer met with ODOT regarding the intersection and the issues at Mounts Park. These meetings went very well and now they have follow up's to conduct.

The last few meetings have taken place at abnormal times however starting February 19, 2020 we will start back on our regularly scheduled meetings at 6:30 pm.

Burger King has been a topic of discussion on social media so that was planned for the February 19, 2020 meeting. As their corporate office continues to do their paperwork, they have asked to move that hearing to the March 4, 2020 meeting.

The reason for hosting this meeting at 9:00 am is due to all three Board members will be attending the Ohio Township Association Conference. Current Township business will not be discussed however best practices will be gathered from around the State.

Trustee Comments

Mr. Rozzi expressed that the Drive-In was a very productive day as they met with all of our legislators. The meeting with the Ohio EPA gave us an indication that we are on the right track with Mounts Park.

Adjournment

With no further business to discuss, Mr.Cordrey made a motion with a second from Mr. Rozzi to adjourn at 9:37 am.

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