

## Hamilton Township Trustee's Meeting

March 20, 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. Rozzi to approve of the clerk's journal and accept the tapes as the Official Meeting Minutes of the March 6, 2019 Trustee Meeting.

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

Motion made by Mr. Cordrey with a second by Mr. Walker to approve Payroll for pay cycle February 24, 2019 – March 9, 2019, Electronic Fund Transfer Direct Deposit Vouchers 1157045647, 1157045867 - 1157045870 and 1157045648 – 1157045711.

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 February 24, 2019 – March 9, 2019, checks numbered 29746477 – 29746500 and 29746507 – 29746509.

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 March 11, 2019 – March 15, 2019 checks numbered 79915 - 79927.

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 March 18, 2019 – March 22, 2019 checks numbered 79928 - 79957.

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

### **Presentations**

Warren County Drug Task Force- Major Arrasmith, presented the 2018 annual report. The task force serves all of Warren County and the City of Wilmington in Clinton County. Their mission is to target drug trafficking offenses. They are the only full time agency in Warren County.

Major Arrasmith thanked Hamilton Township for our involvement and support for the Warren County Drug Task Force.

**Public Comments**- Agenda Related

Mr. Cordrey opened the floor to public comments related to agenda items, at 6:49 pm.

No comments were made.

Mr. Cordrey closed the floor to public comments at 6:49 pm.

**Human Resources**

Human Resources Manager, Ms. Kellie Krieger requested a motion to approve the purchase of the following cemetery lots within the Maineville Cemetery addition. All lots were purchased at the residential rate of \$1,200.00 each. Lot 484 grave 1 to Rickey Jestice Jr. Lot 49 Graves 3 and 4 to Bill Shearer. Lot 43 grave 7, to Kristen Stromberg.

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

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

Ms. Krieger requested a motion to approve FMLA for Chief Brian Reese beginning April 2, 2019 and he will utilize his accrued vacation time, sick time and compensatory leave bank. He will not exceed the 12 weeks, which is outlined in the FMLA policy.

Mr. Cordrey made a motion with a second by Mr. Walker to approve FMLA for Chief Reese.

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

**Township Current Business**

Motion: Set a Special Meeting for Community Outreach (June 11)

- This is in regards to setting a work session special meeting in relation to the HOA's and neighborhoods within Hamilton Township.

Mr. Cordrey made a motion with a second from Mr. Walker to set a Special Meeting for Township Trustee's on June 11, 2019 at 6:30 pm at the regular meeting location.

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

Resolution 19-0320: Salt Purchasing 2019-2020

- This will allow Hamilton Township to participate in the Warren County Engineer's bidding process for salt prices. As we collectively negotiate the price, we get a more economic price than if we were to bid this out ourselves.

Mr. Cordrey asked where we are on salt usage this year. Are we on the light side this year?

Mr. Hickey said that we are at about 200+ tons out of 1400 tons. This is a very light year.

Mr. Centers explained that we pulled comps for other Townships and municipalities in the area

that were not using the County and the County came in much lower.

Mr. Cordrey made a motion with a second from Mr. Walker to approve Resolution 19-0320.

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

Resolution 19-0320A: Fire Station 76 contract amendments

- Mr. Centers explained that what this Resolution describes is, there was the initial contract that was approved by this Board for a total project of \$4.5 million. The contractor came back over budget due to the subs and everybody being overpriced. The contractor and Chief Reese got down to a lower price and we are about \$12,000 more from when we first started but we got rid of most of our soft costs. Therefore, we will be bringing over our existing desks, lockers, and beds from the current station. The original bid included all new. The details and what we amended to get to this price, is reflected in this resolution. The committee was Mr. Walker, Mr. Hickey, Chief Reese and Mr. Centers. The contractor, Mr. Yoder and his firm reviewed the contract and agreed. Mr. Bennett with Turner Construction has agreed as well and they think it is a very responsible economic way to move forward without having to re-bid it or be overpriced.

Mr. Bennett- Turner Construction- Berkshire Ct. stated that it has been a tough process with the market being very busy. We looked at several different alternatives and worked together to help with price. We have a good team to start the building process.

Mr. Cordrey asked Chief Reese if we are getting all of our needs out of this even with the cutbacks.

Chief Reese expressed that they made some small changes to get the price down but the core building is good and is what we need. It actually provides us with some space and some room for expansion in the future.

Mr. Rozzi wanted to make sure that Chief Reese has what he needs and feels confident about it.

Chief Reese said yes. We also will have some training space as well so this will help save money in the future by having in house training.

Mr. Centers clarified that the total project cost did not change much. It was the building costs. We are at about \$12,000 more than original.

Mr. Cordrey asked for a timeline on the project.

Mr. Centers stated that if the project was approved that work would begin right away. Anticipation for ground breaking would be end of April/ May. It will take around 10.5 months. Therefore, occupation would be around February of 2020.

Mr, Cordrey made a motion with a second by Mr. Walker to approve Resolution 19-0320A.

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

**Jim Hunter, Fiscal Officer**

Mr. Hunter explained that we had our exit meeting with the auditor. The audit is now complete.

He advised us that there are no fiscal findings. From this point, the audit goes to the state. We hope to have that back sometime in April. We are looking forward to probably another perfect audit.

In front of the Trustees is a report of the budget. Everything seems to be in budget and is running as we anticipate.

In addition, a couple years ago Mr. Hunter talked about re-running the 1 mil levy that was taken away from the Fire Department. He does not feel as though it is a new levy. The people of Hamilton Township voted to give the Fire Department that money that was then taken away from them by a few people in the Township. If it was voted to give the Fire Department something, they should have it. The Board just voted to approve 4.5 million dollars. At some point that 1 mil levy will be instrumental into operations for that firehouse. He just wanted to bring that to their attention again. This is just his opinion.

### **Administrator's Report**

-Next meeting there will be a public hearing for the Zoning Recommendations for Fire Station 76. That will be brought to the Board.

Mr. Yoder explained that in the past we have taken an extra step to have the Trustees make a motion to add a public hearing to the next meeting. That is an arbitrary step and Mr. Centers is actually able to just put it on the agenda for the meeting. Therefore, at the next meeting there will be a public hearing to vote on the Zoning recommendations for the Firehouse.

- The Community Garden Applications are available. They can be picked up from Lindsey at the Administration Front Desk. The plot prices are the same at \$10.00 for a small and \$15.00 for a large.

-The Website rebuild is still on track. We just had our second of five consultations. The roll out date should be around May. Our current website is not consistent with hosting larger files such as video. We have tried several options with our IT team and they are all an added cost to the Township. If we can hold off until May then we can get video added. We can definitely continue and get a fix for it, but currently it made us wonder how much time and money should be spent on it when we will have it in May. We can do what the Board would like.

Mr. Cordrey asked if the plan with the new website would be to backfill with the videos that we have already recorded.

Mr. Centers said yes and we will backfill our events page to display all of our pictures from the Easter Egg Hunt that will be taking place as well as our Christmas tree lighting and any other events that have recently taken place.

- The Township Newsletter will be printed before the next meeting and will be dispersed so you will have a copy before the meeting.

- A company came to us and explained that they have a 64 Columbaria Niche that they need to move off their property. We have been considering different options within our cemeteries. The normal price for this is around \$20,000.00 but they are offering it to us for \$12,000.00 including moving it and setting it so long as we pour the foundation. Our cost for this would be \$600 each plus \$150 opening and closing so it would more than pay for itself and then that additional money will be reinvested back into the cemeteries. However, it is a large expense and it was not budgeted for.

Mr. Rozzi asked which cemetery this would go in?

Mr. Centers stated that this would go in the Maineville cemetery.

Ms. Krieger explained that this is becoming very popular. Gates of Heaven Cemetery cannot keep these because they keep selling out. Ms. Krieger, Mr. Hickey and Mr. Centers have met with this company. We were originally thinking of putting this in Murdock Cemetery but it needs some leveling and gardening to make it look nicer to fit in Murdock. There is currently a 24-hour hold on it because the company was hoping that staff would talk to the Board about it at this meeting. It looks very nice. We work very closely with Tufts Schildmeyer and they own Riverview Monuments. Their builder or person that they work with has one on site that they need to move out of their storage area. They called Tufts Schildmeyer and asked if anyone would be interested in it and that is how this came about.

Mr. Cordrey asked if we are confident that it will pay for itself.

Mr. Centers said absolutely. It will probably generate three times the amount that we pay. It will be a reinvestment into our cemeteries.

Mr. Hickey stated that we have a hefty foundation that needs to be poured as well. That will be an added expense. He was not sure of the cost off the top of his head. It is a lot thicker than the rest of the foundations that we pour and we will most likely have to bring in a concrete truck.

Mr. Walker inquired about the location of this niche in Maineville Cemetery.

Mr. Hickey explained that it would go along a fence line where there is current unusable space.

Mr. Walker expressed that his opinion was to go ahead and buy it if we had the money for it.

Mr. Cordrey and Mr. Rozzi both agreed.

Mr. Rozzi asked what the comparison in the price of brand new verses what they are offering.

Ms. Krieger said that they usually cost around \$20,000 + brand new and they are offering it at \$12,000. She believed that this particular one may have been on display however, it is still brand new. Because we work so closely with Tufts and Riverview, if there were any damage to it they would not allow us to buy it at that cost. They pride themselves in their service so they would not allow us to get a damaged product.

Mr. Hunter said that there is money in the general fund if the Trustee's would like to buy it. This is an investment not an expense.

Mr. Cordrey asked if there needed to be a motion. Mr. Yoder said there does not need to be a written resolution but he could pass an oral motion authorizing staff to purchase this Columbaria at a price not to exceed a certain amount.

Mr. Cordrey made a motion with a second by Mr. Rozzi to authorize staff to purchase the above-mentioned product for a cost not to exceed \$12,000.00.

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

- The Little Miami Chamber of Commerce had a vacancy on their Board of Directors. Chief Hughes has been elected to be on that Board to fill that vacancy.

- Finally, Congressman Chabot will be here in Hamilton Township on Friday March 29, 2019 from 2:00-3:00 pm. He will open a meeting to the public. We will host him and invite all of our businesses, developers, Chamber of Commerce, we will reach out to Little Miami School to see

if their student council would be allowed to come, and of course the public. He will open it up and ask the Trustees to give an update on the Township. He will then give an update on his district and share any words from D.C. that he feels necessary to pass along. There will be a 20-minute Q&A at the end. We will reach out to our local media outlets and make sure that we host the Congressman very reflective of our township.

**Public Comments- General**

Mr. Cordrey opened the floor to general public comments at 7:14 pm.

No comments were made therefore Mr. Cordrey closed the floor to public comments at 7:14 pm.

**Trustee Comments**

Mr. Rozzi congratulated Chief Reese on the firehouse. He also congratulated Chief Hughes for appointment to the Little Miami Chamber of Commerce.

Mr. Cordrey wanted to remind everyone about the Easter Egg Hunt that is coming up on April 13<sup>th</sup> at 11:00 am at Testerman Park. The Advisory Committee has worked hard on getting these events together. They are also doing a great job with the newsletter and that will give the residents a new touching point to know what is going on in the township.

**Executive Session**

Mr. Cordrey made a motion with a second from Mr. Rozzi to enter into Executive Session at 7:16 pm in reference to O.R.C. 121.22 (G) (3), conference with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action. Mr. Cordrey, Mr. Rozzi, Mr. Walker, and Legal Counsel were invited.

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

Mr. Cordrey made a motion with a second from Mr. Rozzi to come out of Executive Session at 9:04 pm.

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

**Adjournment**

With no further matters to discuss, Mr. Cordrey made a motion with a second from Mr. Rozzi to adjourn the meeting at 9:04 pm.

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