



HAMILTON TOWNSHIP

HAMILTON TOWNSHIP ADMINISTRATION

Joseph Rozzi – *Board Chair*

Mark Sousa – *Trustee*

Darryl Cordrey – *Trustee*

Kurt Weber- *Fiscal Officer*

7780 South State Route 48
Maineville, Ohio 45039
Phone: (513) 683-8520

Township Administrator
Brent Centers
(513) 239-2372

Police Department
Scott Hughes – Police Chief
(513) 683-0538

Fire and Emergency Services
Jason Jewett – Fire Chief
7684 South State Route 48
Maineville, Ohio 45039
(513) 683-1622

Public Works
Kenny Hickey – Director
Phone: (513) 683-5360

Assistant Fiscal Officer
Ellen Horman
(513) 239-2377

Human Resources
Kellie Krieger
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Economic Development

Zoning Administrator
Lindsey Gehring
(513) 683-8520

**Community Development
Coordinator**
Nicole Earley
(513) 683-5320

TRUSTEE MEETING AGENDA 3/2/2022

6:00 PM

- Roll Call
- Pledge of Allegiance
- Approve of the Clerk's Journal and Accept the tapes as the Official Minutes of the February 23, 2022, Township Trustee Meeting
- Bills before the Board

Presentations

- 2021 Warren County Sheriff Annual Report (Sheriff Larry Sims)
- 2021 Warren County Auditor Report (Matt Nolan)

Public Comments

Human Resources

New Business

Work Session

Fiscal Officer's Report

- Fiscal Report and cash flow analysis

Administrator's Report

Trustee Comments

Executive Session

- In reference to O.R.C. 121.22 (G) (1)
 - (G) (1): To consider the employment or compensation of a public employee

Adjournment

The agenda is to give an idea of the various discussions before the Board. The time and order of Agenda items is subject to change in order to maintain efficiency and timeliness of the meetings. Citizens may address the Board under the Public Comment section of the agenda.

The following guidelines protect your rights as well as those of others:

1. *Speakers must state their name and full address for the record.*
2. *The Board Chair will recognize each speaker, and only one person may speak at a time.*
3. *Speakers will address any and all comments to the Board of Trustees and Fiscal Officer. The Board may request further information from staff at their discretion.*
4. *Anyone who willfully disrupts a Board meeting may be barred from speaking further or may be removed from the meeting and detained by officers of the Hamilton Township Police Department. (ORC 505.09; ORC 2917.12)*

Hamilton Township Trustee Meeting

February 23, 2022

Trustee Board Chairman, Joe Rozzi, called the meeting to order at 9:06 a.m. Mr. Rozzi, Mr. Sousa and Mr. Cordrey were present.

The *Pledge of Allegiance* was recited by all.

Motion made by Mr. Rozzi with a second by Mr. Cordrey to approve of the clerk's journal and accept the tapes as the Official Meeting Minutes of the February 2, 2022, Trustee Meeting.

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

Motion 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, in which there were none.

Work Session

Township Administrator, Mr. Centers, introduced the agenda for the meeting.

Human Resources

Ms. Krieger, Human Resources Manager, requested a motion to update the Hamilton Township roster to officially add Allison Hampton, as Full Time Administrative Assistant, effective February 14, 2022.

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

Budget Overview

Mr. Centers gave an update on all Township Funds.

Mr. Cordrey questioned the retirement contributions.

Mr. Centers responded with uncertainty about legislature at this time.

It was mentioned that ARPA funds have changed and loosened up for spending requirements.

The debt schedule was reviewed. Copies of the budget can be obtained during normal office hours. (Total debt \$4,106,345.75) Discussion took place on reducing active debt.

Investment Update

RedTree Investment Group's Jennifer Trowbridge and Joe Violand introduced themselves to review the Township's investments. Copies of investments can be obtained during normal office hours.

Ms. Trowbridge and Mr. Violand commented that inflation and unemployment are the two key factors they closely watch. Currently there is a 7.5% inflation rate (not seen in over 40 years). They went on to say with the unemployment rate currently at a staggering 4% there are plenty of jobs open and the federal reserve is talking about raising rates. They continued to explain the 2021 interest earnings were \$42,914.00, however the 2022 projection is lower due to the economy.

Mr. Cordrey asked if the interest accrued gets reinvested.

Mr. Centers responded affirmatively.

Mr. Sousa suggested taking more cash reserves and investing in this model with Redtree.

Mr. Centers confirmed they have a great relationship with Redtree and agreed with Mr. Sousa. He noted that he would discuss further with Mr. Weber, Fiscal Officer, and Ms. Horman, Assistant Fiscal Officer, regarding additional investments.

Mr. Cordrey was not opposed, but would like to have access to the funds if needed.

Mr. Rozzi, Board Chair, had no issue with the matter and commented it was dependent on the market and overseas conflicts.

Ms. Trowbridge and Mr. Violand said they would continue to monitor all sides.

Mr. Weber added it was a good idea to look into it.

Mr. Centers mentioned he would run projections on different levels of additional investments.

Administrative Updates

The Community Events Timeline was discussed. This can be found on our website as well as our Facebook page.

The Fireworks Legislation was mentioned. State legislature passed making consumer fireworks legal. However, certain dates are off limits. The legislature allows local government to further restrict them.

Mr. Cordrey has no desire to restrict them further.

Mr. Sousa believes a PSA release to HOAs should be distributed. He said he would not like to implement restrictions.

Mr. Rozzi would be in favor of pushing safety and education.

Mr. Yoder stated there would be no need for a formal action (vote).

The Zoning Permit Trends were discussed.

Mr. Centers mentioned there have been a lot of zoning permits lately.

Mr. Rozzi asked how many permits were new housing.

Ms. Gehring, Zoning Administrator, indicated there were quite a few family dwellings but she has seen a lot of accessory builds as well. She said it was pretty even across all fronts.

Zoning Code Updates were then brought up.

Discussion ensued about a committee to begin the re-write of our zoning code.

Human Resources

Updates on cemetery sales were discussed. 16 niches were sold in 2021 which puts us at 50% overall of the columbarium being sold.

Fire Training Tower Timeline

Mr. Yoder presented an update on an MOU between Hamilton Township and Deerfield Township Fire Departments.

The expectation is to have the building constructed around October 15, 2022. The materials used would be all American made.

A motion will be brought before the Board at the next meeting to appropriate funds allowing Hamilton Township to pay for the tower in full. Then we will invoice Deerfield Township for their half of the contributions.

Maintenance Storage Facility Construction Next to Station 77

It was discussed that the new facility will be located next to Station 77. The building's size would be approximately 86 feet by 180 feet. It is estimated to cost around \$1.5 million to complete the construction. The facility will be expandable with an impound lot. The construction was not budgeted nor was it previously discussed. With the road and bridge unencumbered, Mr. Hickey, Public Works Director, believes the need is there.

Chief Hughes suggested the idea of having a tow yard attached to the facility.

Mr. Cordrey inquired about the aesthetics of the above mentioned.

Mr. Centers said the tow yard would need to be completely screened by fencing.

Mr. Sousa asked about any security issues that may arise.

Chief Hughes indicated there would be a security system with cameras for safety.

Snow Removal Protocols and Policy

Mr. Hickey, Public Works Director, began the discussion regarding the plowing policy. The average time for snow removal on primary roads is 8 hours per round. Whereas the average time for snow removal on secondary roads is 12 hours per round. The average salt usage for snow removal on primary roads is 30 tons per round, whereas the average salt usage for snow removal on secondary roads is 50 tons per round. This equates to 108 lane miles. This totals \$256.19 per crew per hour of straight time and \$344.14 per crew per hour overtime.

Currently there are 5 medium duty plow/salt trucks, 3 light duty plow/salt trucks and 1 light duty plow truck available. There are 9 public works crew members on staff, and each one go out when we have a snow/ice event.

Mr. Hickey explained that there are 4 zones with 2 trucks in each high priority zone (where most of the subdivisions are). An in-depth discussion ensued regarding primary and secondary roads.

The Hamilton Township Public Works budget was discussed and comparisons were made to the public works departments of neighboring townships. Compared to other townships, Hamilton Township has a lot of lane miles but the staffing numbers are much lower than other areas of our size.

There was conversation regarding adding a foreman in 2023, and a facility manager to handle all building maintenance and mowing at each building in 2022.

The trustees reviewed the complaints they received from the residents after the latest snow/ice event.

Mr. Cordrey explained that this should not be a complaint driven discussion. Instead, this should be a road safety stance. He proposed that a snow emergency be declared early if a winter storm warning is issued.

Continued discussion took place about the possibility of adding additional personnel to alleviate some of the workload for our Public Works crew.

Budgeted Park Expenditures

Mr. Hickey discussed cost options for playground equipment at Mounts Park. One option would cost \$60,000, whereas the other option would total \$35,000.

Trail marker upgrades were discussed.

Mr. Hickey mentioned that new parking areas would be added to the right of the lakes between the park entrance and the baseball fields.

Mr. Cordrey asked if the trail would be drivable.

Mr. Hickey responded affirmatively and added that the existing gravel trail would be become chip sealed.

Mr. Hickey highlighted that the Memorial Garden will be furnished with engraved benches and new trees and shrubbery will be planted. Metal benches would cost \$1820, whereas composite benches would be \$898.95.

Mr. Sousa inquired if benches would be spread out amongst the trails.

Mr. Hickey replied affirmatively.

Discussion shifted to Testerman Park updates.

Mr. Hickey indicated that the current playground equipment is old and outdated. He proposed that the current fenced-in area should receive new playground equipment for ages 5 and under.

There was mention that three Memorial Benches would be installed in memory of previous parks/maintenance supervisors. Each engraved bench would total \$1040.00.

Mr. Sousa replied that he liked the idea of a playground, but not due to the cost proposed.

Mr. Hickey said the equipment needs to be up to insurance and safety standards.

The board then reviewed the public's polling ideas for the parks' updates.

It was recommended that engineered mulch be the most suitable option.

Mounts Baseball Fields

John Sullivan placed a bid to open new fields by 2024. The plan is to bring water, new dug outs and fencing to the facility.

Discussion shifted to revenue generation for Hamilton Township.

Mr. Rozzi suggested a promotional component to support the community businesses, such as outfield signs.

Mr. Yoder proposed to discuss the issues with Mr. Sullivan and gather a business plan to find the best course of action.

Medical Marijuana

Statistics were pulled from the neighboring Lebanon facility. Calls to the dispensary are very minimal. It was made known that there are only so many licenses available for the whole county.

Mr. Sousa voiced his concern saying Hamilton Township is pro-business, but questioned why this industry is restricted in our community.

There was continued discussion on opinions surrounding medical marijuana.

Fire Chief Jewett discussed the data behind medical marijuana.

Mr. Rozzi declared that in order to make an informed decision, more data must be brought in from other areas with similar demographics to Hamilton Township.

Development Updates

Mr. Centers gave a general update on proposed developments within the Township. With these developments, there is a clear need for infrastructure updates. We are hoping to work through these concerns to continue our business growth.

Administrative Report

The annual police department report was presented.

Legal fees were mentioned, indicating that fees were much lower this year.

Eco-Lighting was discussed for the Administration building. This would require a \$20,000 investment from the Police Department and \$20,000 from the administration department but would bring an overall cost savings for our utility bill.

An update was given on the Community Center.

Discussion arose regarding the Community Garden.

Concerns were brought up in regards to the location and the general upkeep of the garden.

Mr. Cordrey believed the garden to be in an unsuitable spot.

Mr. Sousa suggested the garden be closed short term until a new location was found.

Mr. Rozzi agreed that the garden should be closed until relocated.

Mr. Sousa said the garden should be located off the beaten path and the subject should be revisited at a later time.

Trustee Comments

Mr. Sousa thanked Conger Construction for allowing us to gather at their facility.

Mr. Cordrey thanked all the staff for their hard work in coordinating the meeting.

Mr. Sousa said there were exciting conversations which would bring transformative additions to the community. He then expressed his appreciation for everyone's perseverance.

Mr. Rozzi expressed that everyone did a great job with presenting an informative discussion. He believes the Township is moving in the right direction.

Adjournment

With no further business to discuss, Mr. Rozzi made a motion with a second from Mr. Cordrey to adjourn at 3:17pm.

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

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