

Hamilton Township Trustee Meeting

March 4, 2026

Trustee Board Chairman, Mark Sousa, called the meeting to order at 6:00 PM. Mr. Cordrey and Mr. Sousa were present.

Roll call as follows: Mark Sousa
Darryl Cordrey
Joe Rozzi

The Pledge of Allegiance was recited by all.

A motion was made by Mr. Sousa, with a second by Mr. Cordrey, to approve the audio/visual as the Official Meeting Minutes of the February 18th Board of Trustees regular meeting.

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

A motion was made by Mr. Sousa, with a second by Mr. Cordrey, to approve the bills as presented before the Board.

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

Swearing in Ceremony/Promotion- Police Department

Chief Hughes welcomed three new officers to the Hamilton Township Police Department: Jeremy Richmond, Keeley Salyers, and Megan Easterday. Officer Easterday is a graduate of Clermont High School, is currently pursuing her bachelor's degree at the University of Cincinnati and previously served with the Goshen Township Police Department and the Village of Batavia Police Department. She was pinned by her father, Keith. Officer Richmond is a graduate of Elder High School, an Army veteran, and previously served with the Green Township Police Department. He was pinned by his son, Eli. Officer Salyers is a graduate of Miami University and holds a bachelor's degree in criminal justice from the University of Cincinnati. She was pinned by her father, Jon. Chief Hughes administered the oath of office, and the officers were pinned during the ceremony.

Chief Hughes also announced the promotion of Jordan Elzey to Sergeant. Sgt. Elzey has served with Hamilton Township since 2017 and has held roles as a School Resource Officer, Field Training Officer, and member of the Tactical Response Team. Prior to joining Hamilton Township, he served with the Franklin County Police Department. He was pinned by his sons, Henry and Owen.

Public Hearing- Create Joint Economic Development District with the City of Lebanon

Mr. Sousa opened the public hearing at 6:15 p.m. Law Director Yoder briefly explained the JEDD process and offered the opportunity for anyone wishing to provide testimony to take an oath; no one came forward.

Mr. Wright provided an overview of the proposed Joint Economic Development District (JEDD), explaining it is a partnership between a township and municipality to promote economic development and provide services within a defined area. The proposed JEDD would include underdeveloped properties near SR 48 and US 22/3, Towne Center Boulevard, and Grandin Road. The partnership with the City of Lebanon would support infrastructure improvements, including extending Towne Center Boulevard to Grandin Road, while encouraging light industrial development. Plans include development of an 11-acre industrial property with multiple buildings for potential new businesses. He noted that municipal income tax would only apply within the JEDD area and that the Township has met the public notice requirements for the hearing.

Trustees expressed support for the project, noting it will help fund infrastructure improvements, support economic development, and maintain quality services as the Township grows. The JEDD structure was described as a user-pay model where development contributes to infrastructure costs. Mr. Sousa closed the floor to the public hearing at 6:25 PM.

Public Comments

Mr. Sousa opened the floor to public comments at 6:25 PM; with nobody approaching he closed the floor to comments.

New Business

Resolution No. 26-0308A, a resolution approving the contract to create the Hamilton Township – City of Lebanon Joint Economic Development District.

Mr. Sousa made a motion with a second from Mr. Cordrey to approve resolution 26-0308A, a resolution approving the contract to create the Hamilton Township – City of Lebanon Joint Economic Development District.

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

Resolution No. 26-0304B Authorizing Private Sale of Unneeded and Unfit-For-Use Property

Mr. Sousa made a motion with a second from Mr. Cordrey to approve Resolution 26-0218B, a resolution authorizing private sales of unneeded and unfit-for-use property in the Police Department.

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

Resolution No. 26-0304C- Authorizing Transfer of Funds from General Funds to the EMS Billing Fund

Mr. Sousa made a motion with a second from Mr. Cordrey to approve resolution 26-26-0304C, a resolution authorizing the transfer from the General Fund (1000) to the EMS Billing Fund (2284) in 2026 and declaring an emergency.

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

Resolution No. 26-0304D- Initiating Text Amendment Within the Zoning Resolution

Mr. Sousa made a motion with a second from Mr. Cordrey to approve Resolution 26-0304D, a resolution initiation of certain text amendments to the official zoning resolution of Hamilton Township, Warren County, Ohio.

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

Motion- Approve Purchase of a Cemetery Deed

A motion was made by Mr. Sousa, with a second by Mr. Cordrey, to approve the purchase of a cemetery deed as presented to the board.

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

Public Comments

Mr. Sousa opened the floor to public comments at 6:34 PM; with nobody approaching he closed the floor to comments.

Administrator's Report

Administrator Wright reported updates on several projects and public safety matters. Warren County Water & Sewer has begun preliminary work on a sewer lift station project near Fosters Mainville Road and Old 3C Highway, with a bridge closure expected later this summer for approximately 12–15 weeks. Work has also begun on the Mounts Park stabilization project.

Public Works completed in-house repairs to the salt dome after storm damage, saving the Township over \$4,300. Fire crews recently assisted with a mutual aid structure fire in Clarksville and conducted a water rescue on Stubbs Mills Road due to flooding. Residents are reminded not to drive through flooded roadways.

The Police Department reported that three juveniles have been charged in connection with the arson incident at Testerman Park. The Administrator then yielded the remainder of the report to the Chief of Police for additional announcements.

Police Chief Hughes reported that the department has met the 31 statewide standards established by the Ohio Department of Public Safety's Criminal Justice Services for agency accreditation. He announced that the department is the first in Southwest Ohio to achieve this recognition and will be formally acknowledged at an upcoming conference next month.

Chief Hughes also announced his retirement from law enforcement, effective in early May, after reaching ten years of service with the department this month. He shared that he will be pursuing opportunities in the private sector and expressed that this is an exciting transition. Assistant Chief Short has been selected to succeed him as Chief of Police.

Trustee Comments

Mr. Sousa thanked the Police Department for their work in obtaining accreditation and congratulated Chief Hughes on the achievement. He expressed excitement for Chief Hughes' next chapter and looks forward to the upcoming transition ceremony as Assistant Chief Short assumes the role of Chief. He also thanked the City of Lebanon for its partnership with the Township through the JEDD, noting it will benefit the community.

Mr. Cordrey congratulated Chief Hughes and stated that being able to promote Assistant Chief Short to Chief is a testament to the strength of the department. He offered his thoughts and prayers to the family affected by the Clarksville fire, as well as the community and first responders involved. He also reminded residents to drive carefully due to recent heavy rainfall and encouraged them to stay updated on road closures by following the Township's social media. Lastly, he reminded residents about the Hop into Spring event on March 21 at Testerman Park.

Mr. Rozzi thanked Chief Hughes and Assistant Chief Short and expressed agreement with the comments made by the other Trustees.

Adjournment-

Mr. Sousa made a motion with a second from Mr. Cordrey to adjourn at 6:47 PM.

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