



HAMILTON TOWNSHIP

HAMILTON TOWNSHIP ADMINISTRATION

Darryl Cordrey – *Board Chair*

Joe Rozzi – *Trustee*

Mark Sousa – *Trustee*

Kurt Weber- *Fiscal Officer*

7780 South State Route 48
Maineville, Ohio 45039
Phone: (513) 683-8520
Fax: (513) 683-4325

Township Administrator

Brent Centers
(513) 239-2372

Finance Coordinator

Ellen Horman
Phone: (513) 239-2377

Human Resources

Kellie Krieger
Phone: (513) 239-2461

Economic Development and Zoning

Alex Kraemer
Phone: (513) 683-8520

Public Works

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

Police Department

Scott Hughes – Police Chief

7780 South State Route 48
Maineville, Ohio 45039
Phone: (513) 683-0538

Fire and Emergency Services

Brian Reese – Fire Chief

69 West Foster-Maineville Rd.
Maineville, Ohio 45039
Phone: (513) 683-1622
(513) 899-1967

TRUSTEE MEETING AGENDA 4/1/2020

6:30 PM

- Roll Call
- Pledge of Allegiance
- Approve of the Clerk's Journal and Accept the tapes as the Official Minutes of the March 13, 2020 Emergency Meeting and the March 18, 2020 Township Trustee Meeting
- Bills before the Board

Public Comments – Submitted online

Human Resources

- Roster update

New Business

- **Motion:** Zoning declaration for Minor modification on Heritage at Miami Bluffs recreational expansion
- **Resolution 20-0401:** Enter into annual contract with the Warren County Drug Task Force
- **Resolution 20-0401A:** Increase in appropriations (General)

Fiscal Officer's Report

Administrator's Report

Trustee Comments

Executive Session

In reference to O.R.C. 121.22 (G) (2)

- (G) (2): To consider the sale of property

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 Emergency Trustees Meeting

March 13, 2020

Trustee Board Chairman, Darryl Cordrey, called the meeting to order at 12:00 pm. Mr. Cordrey, Mr. Rozzi, and Mr. Sousa were present.

The *Pledge of Allegiance* was recited by all in attendance.

Mr. Centers explained that he has been in contact with the Board as well as held a few staff meetings regarding protocol; Governor DeWine made his announcement on the shutdown for three weeks for schools which generated more conversations. Deerfield went to minimum staffing yesterday along with Blue Ash, Mason and other areas looking into the same protocol. Mr. Centers asked Chief Reese to touch on what has been going on before he discusses our mitigations if the Board would like to move forward.

Chief Reese explained that the Medical Advisor has been training with the Fire Department for the last three days over what has been going on in relation to COVID-19. At the end of today, Captain Goodpastor and Chief Reese will be sitting down to lay out guidelines for the members of the department. As of now there is nothing confirmed in the immediate area as of yet. Predictions are that it will move across the nation and will most likely present with cold-like symptoms. Unfortunately it is the elderly who are affected the most with this illness. Right now there are items are back order. We do have a short supply and will hopefully be able to get more supplies from State and Local resources out of a stockpile. This is information overload coming in from Federal, State and Fire/EMS resources and we are trying to compile everything to come up with a focused response for Hamilton Township.

Chief Reese continued that a lot people are rolling their eyes at this pandemic. If we look at comparison charts for other countries like Italy and Germany who have open borders and did not do a whole lot to stem the illness; their initial diagnosis of people who had Coronavirus increased quickly and those kind of numbers overwhelm the medical facilities. There are only so many beds, only so many respirators, these are finite numbers. In Chief Reese's opinion, what the government is trying to do is flatten that peak out. We are still going to see it, it will still work its way through the country, but we want it to be a slow gradual rise instead of a sharp peak which overwhelms all of the services. This all may seem like overkill but with Local Government limiting contact it gives the Police and Fire a chance to respond without losing people rapidly to illness.

Mr. Sousa asked if there has been and kind of discussion that in an event like this there will be any kind of mandatory testing for First Responders or is there only testing if someone felt sick?

Chief Reese responded that because of the newness of it and the limitation on the numbers of tests available, you have to meet the criteria.

Mr. Centers explained that if the Board wanted to drop to minimal staffing, we have met on how that would work; he proceeded to review the checklist in order to maintain operations:

- The Administrative Assistant position for Mr. Hickey would be pushed to a hire date of April 6th.
- Testerman Park would remain open but we would be extending the opening of public bathrooms. They have been closed all winter so we would extend that by one week to open April 6th.
- Mounts and Marr Park's openings would be extending to April 6th. The mowing for both parks would all be accomplished on April 6th when they open.
- The baseball organizations should responsibly cancel their events. If we cancel them, there is a potential liability of them claiming lost wages, damages or anything like that. We will keep the parks open and if they have already cancelled their games or practices, they will most likely make those up on the back end so since they will still be using those fields, we wouldn't pro-rate or refund those field fees because we would essentially be pushing it just one week.
- Zoning Commission and BZA meetings are not scheduled until April 9th anyway so those will not be effected.
- Trustee meetings will remain the same date, place and time. To ensure transparency we would encourage people not attend for obvious reasons. Assuming that does happen, we would "Facebook Live" the meetings so people have that in real time. This would not become regular practice as it would be Mr. Hickey recording it with a cell phone. We are working with IT to ensure that the videos will also be uploaded within 24 hours whereas now we upload both of them following the second meeting of the month. We would accept public comments through emails to Mr. Centers. If it is an appropriate comment, Mr. Centers will relay it for discussion. This is just an attempt to keep public contact down but still go through the proper process for everything. The meetings would technically still be open to the public. We are not going to keep anyone from attending.
- Events through April 6th such as the Easter Egg Hunt will be cancelled and the Comprehensive Plan Open House will be rescheduled to a later date.
- We will be requesting to push the audit until at least April 6th. We have not gotten word of it being scheduled so we are assuming it won't be until April anyway.
- Meeting Minutes will have no disruption as they will be done remotely.
- Bills will not be disrupted. All department heads will have their bills to Ellen by Monday, she will process them on Tuesday in order to be ready for the meetings every other Wednesday.
- Payroll will not be disrupted.

- Zoning applications will need to be placed in a drop-box in the Police Department lobby with a check made out to Hamilton Township for the exact zoning fee. The Police Department will check the box regularly for money purposes and then Mr. Kraemer and Ms. Gehring will come in on Wednesdays to process them and send them back out.

We will have to come in to this building from time to time to work. It will just be very limited.

- We did have one HOA meeting scheduled for the Meeting Hall. We will refund their rental fee or get them rescheduled.
- Our admin lobby will remain open so people can get to the Police Department, however our public restrooms will not be open. After talking with different Administrators, their public restrooms are being looted for toilet paper right now.

If anything were to change and we were told that it is safe to come back, we will all be here on that day and pick up business as usual. If April 6th rolls around and things are worse, we will probably have a bigger issue that we would need to call another meeting for. Right now we just want to follow the Governor's timeframe if the Board is wanting to move on this.

- Our investments are going to take a hit without question. Mr. Centers gave all Board members a note from RedTree and has included phone numbers if they would like to get in touch for questions about everything.

Chief Hughes stated that Blue Ash, Mason, Deerfield Township, Springboro and Loveland have all implemented some type of arrangement where they are going to limited staffing. They are all encouraging folks not to come to the building but to use email or phone calls. Mason looks like they are limiting anything that would cause a gathering.

Chief Reese also commented that Clearcreek has closed off their fire stations to anything non-emergent.

Mr. Centers presented a document to the Board that would be publicly displayed on Township property letting everyone know specifics such as our Police are not going to be doing fingerprinting or background checks; No tours of the Fire or Police Departments; if a sign gets knocked down our Public Works crew will come in and fix it and go back home; the same applies to road repairs. If someone needs a limb picked up, that is not going to happen. Mr. Hickey will need to run wiring at the fire station and that has to be done. We are not going to stop working, it will be narrowed down to essential tasks.

Mr. Sousa asked if this is effecting any other hiring processes. The Administrative Assistant position was mentioned but we were posting for our Seasonal Park positions so the parks could be open April 6th, what about those?

Ms. Krieger commented that the hire date will be pushed to April 6th. She will still be coming into the office for various reasons so as applications come in we can discuss phone interviews.

Mr. Sousa asked if the police department is still moving forward with the individuals they have identified for their process? Chief Hughes replied with a yes.

Mr. Sousa referenced the large turnout for the Easter Egg Hunt; if in a week or two this situation improves, can we be flexible and still host that?

Mr. Centers explained that this was discussed and we know that we will keep up with essential tasks but when this does lift and we return to the office, we will have other work to catch up on so we don't want one of the things we come back to is hosting a big event. We also want to follow the Governor's timeline and not pick and choose what we allow.

Mr. Cordrey feels that since the schools are out, we probably should not have any events that will attract kids.

Mr. Sousa had also mentioned maybe hosting something after Easter just to get the community to come together.

Mr. Rozzi replied that he understood what Mr. Sousa was thinking but there is a parameter in place of April 6th and to get that turned around and put together again, it may backfire.

There was continued discussion about low attendance if it were to be hosted and other factors as to why we don't think it would be a good idea. We know that there will be some people upset about the cancellation from different aspects but there could be repercussions if we did not cancel too.

Discussion moved on from the Easter Egg Hunt and Mr. Cordrey asked if Public Works would be coming in on an "as needed" basis? Mr. Hickey replied yes.

Mr. Centers stated that everyone will be on-call. If they are at home and they are sick and cannot come in if needed, they would use sick time. If they are already scheduled for a vacation, they are using their vacation time and are not callable that day. Another precaution we are considering for our emergency services is childcare; they now will have school age children at home for three weeks that they weren't planning for so we will provide leniency for our employees on a case to case basis.

Mr. Sousa commented on the investments stating that we are not risking principal dollars, we are making less interest on our investments in a short period of time.

Mr. Centers stated that he will be packaging every hour "lost" and sending this off to the State for reimbursement. He is unsure if we will get anything however this was declared a State Emergency so that is how we are operating.

Mr. Sousa asked Ms. Horman if she can comfortably handle doing the finances remotely. She said that she will still come in to process bills but everything will be fine.

Mr. Centers explained that we have gone through every aspect of Zoning/Economic Development as well and how we will handle everything for Mr. Kraemer. Right now we still have a lot of meetings scheduled with the County so unless they start cancelling those, we will still attend meetings. We are mainly limiting our exposure.

-Motion: COVID-19 Coronavirus Announcement

In efforts to follow the direction of Governor Mike DeWine to reduce and mitigate the spread of the COVID-19 Coronavirus by reducing Hamilton Township personnel to essential personnel only with proper protocols implemented to ensure Township services are still produced until April 6, 2020.

Mr. Cordrey made a motion with a second from Mr. Rozzi for the above mentioned details.

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

Mr. Cordrey made a motion with a second from Mr. Rozzi to enter into Executive session at 12:20 pm in reference to O.R.C. 121.22 (G) (6).

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

Mr. Cordrey made a motion with a second from Mr. Rozzi to come out of Executive Session at 12:46 pm.

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

With no further business to discuss, Mr. Cordrey made a motion with a second from Mr. Rozzi to adjourn at 12:46 pm.

Roll call as follows:	Darryl Cordrey	Yes
-----------------------	----------------	-----

Joe Rozzi
Mark Sousa

Yes
Yes

DRAFT

Hamilton Township Trustees Meeting

March 18, 2020

Trustee Board Chairman, Darryl Cordrey, called the meeting to order at 6:30 pm. Mr. Cordrey, Mr. Rozzi, and Mr. Sousa 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 4, 2020 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 Payroll for pay cycle February 23, 2020 – March 7, 2020, Electronic Fund Transfer Direct Deposit Vouchers 1180495177 – 1180495241 and 1180495436 - 1180495439.

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 February 23, 2020 – March 7, 2020, checks numbered 31839368 – 31839390 and 31839402 - 31839405.

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 March 9, 2020 – March 13, 2020, checks numbered 81275 - 81281.

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 March 16, 2020 – March 20, 2020, checks numbered 81282 - 81318.

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

Presentations

-Swearing in Fiscal Officer elect, Kurt Weber
Current Fiscal Officer Mr. Jim Hunter read the Oath of Office officially swearing in Mr. Kurt Weber as the new Hamilton Township Fiscal Officer.

A round of applause was given by all.

Mr. Hunter thanked and commended Ms. Horman for her help and direction over these last four years that he was in office.

Mr. Weber thanked Mr. Hunter for swearing him into office as well as for his leadership. He is looking forward to working with everyone. Mr. Weber also thanked his family for all of their support.

Public Comments

Mr. Cordrey opened the floor to public comments at 6:38 pm.

Mr. Joe Walker submitted questions via email to Mr. Centers. Those are as follows:
It has been over four months since the passage of the Police and Fire Levy's; do we know when the new police hires will take place as well as the timeline for the six additional officers that were proposed? Also, the livestream of the meeting that will take place this evening, will that continue for the future as it has been talked about for a few years?

Mr. Centers explained that during the campaign we discussed phasing in six officers in the future; right now we have three in process. It was a two interview process, followed by a physical fitness, psych evaluations and so on. It usually takes a while. With the amount of Field Training Officers (FTO's) that we have, we are maxing them out by bringing on three new hires at once and are happy to bring three on at once. This has been the same timeline as every police officer hiring process in the past. It usually takes right about four months for the total process. Mr. Centers gave examples of officer's hired in the past and their hiring timelines.

Regarding the live streaming of the Trustee meetings, as we discussed during the Emergency Meeting, we are going to do this for as long this COVID-19 situation is going on. We are discouraging public attendance for safety protocol reasons but we want to be sure that there is access to the meetings as well as public comments like this. There are a myriad of reasons why

we do not want to continue live streaming; one being that we do not have the equipment, Mr. Hickey is currently holding his cell phone in the middle of the room to stream this because that is the only option right now. Other reasons relate to liability as we have discussed before. Therefore this will not become common practice but as long as the COVID-19 is going on, this will be our means to get the meetings out for the public.

No additional comments were submitted therefore Mr. Cordrey closed the floor to public comments.

Human Resources

Human Resources Manager, Ms. Kellie Krieger prefaced her roster updates that as long as we return to the office on April 6, 2020, we want to proceed with the two new hires that she is getting ready to present. However, if for some reason that return gets pushed back, we would like to push back their start dates as well. With that, she requested a motion to bring back, for a fourth year, Mr. Preston Robinson effective April 6th at a pay rate of \$13.00/hr for one of our Seasonal Parks positions.

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

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

Ms. Krieger requested a motion to hire Nicole Early as the Community Development Coordinator/Administrative Assistant effective April 6th at the pay rate of \$18.00/hr.

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

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

New Business

-Resolution 20-0318: Accepting Public Streets of Hopewell Valley Subdivision Section 3
This allows Hamilton Township to accept Section 3 of Hopewell Valley Subdivision as public roads and setting the speed limit at 25 m.p.h.

Mr. Cordrey asked Mr. Centers when it comes to declaring an emergency for a Resolution that means that there is essentially no lapse in time?

Mr. Centers explained that if we did not declare an emergency they would have to bring it three times before they voted and during that time there would not be an established speed limit on those roads. It is not going to change as every subdivision road in Hamilton Township is 25 m.p.h. however, by turning them over we have to declare a speed limit which will keep it 25 m.p.h. So to declare an emergency, it takes effect immediately therefore we can enforce the speed limit on those roads without break.

Mr. Sousa stated that he knows there is ongoing construction in Hopewell Valley; this is section three, how many phases or sections are there?

Mr. Hickey stated that he believes there are maybe six or seven phases in the community.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve Resolution 20-0318.

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

-Resolution 20-0318A: Authorizing abatement, control or removal of vegetation, garbage, refuse or debris of property located at 6893 Zoar Rd, Maineville, Ohio 45039.

This property was notified on January 31, 2020 with a notice from Hamilton Township of their violations. This property owner has not remedied their violations resulting in this Resolution to send a certified Notice from the Board of Trustees. If the situation is not remedied, Hamilton Township will clean the property and assess the property taxes for the work.

Mr. Cordrey asked Mr. Centers to go over the process for this. Mr. Centers explained that any time we have a zoning issue like this; tall grass, debris, junk vehicles in the yard, anything like that, Mr. Kraemer sends out a letter. Per our Zoning Code, they have 14 days to remedy the violation. However, we gave this property owner over 30 days to remedy the violation. If it does not get remedied, we bring a Resolution to the Board, if you guys approve it, we send a certified letter giving them seven days to clean up the property. If at that time it is not cleaned, our Public Works guys will go out and handle it at their Special Duty rate and then we will assess that on their property tax. With everything going on with the COVID-19, this will not be an essential task which will give the property owner more than seven days because we are not sending our Public Works crew in to do that until it is safe.

Mr. Sousa asked for transparency if this was part of a larger group of violations that were checked into.

Mr. Centers explained that a lot of our Zoning is complaint driven. If we get a complaint we go check it out. We don't always jump right into the formal letters as we try to make contact and let people know of the violation so they can get it taken care of. With this one we sent out multiple letters to different properties and this was the only one that did not correct the issue.

Mr. Rozzi asked if this has been a past problem? Mr. Centers responded that it has been. We send letters often but they typically don't make it to the Board because the property owners handle it.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve Resolution 20-0318A.

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

Fiscal Officer's Report

We are 17% thru the year. Our expenditures are at 20% and our revenues are at 5.4%. This is very standard as we do not get our first draw from the County until April. Things will start to balance out after that draw.

Administrator's Report

Mr. Centers mentioned supporting our local businesses as much as possible with the bars and restaurants closing down. We have gotten a list of local restaurants that are still open for pick-up, delivery, Uber Eats, Grub Hub, etc. We are still trying to get permission from the person that created that list to post on our website and push that out for our residents. Once we do get permission that will be posted on our website.

A few people have reached out asking if the Township could declare a State of Emergency. Yesterday the County Commissioners held a Commission meeting and voted 2-1 to not declare a County-wide State of Emergency and we as a Township fall directly under the County and that is their direction at this time.

Trustee Comments

Mr. Sousa spoke on the outpouring of support around the community for the local small businesses, for the schools putting together a group that were delivering food to students in need during the school absence. It's very reassuring for the quality of our community.

Mr. Rozzi stated that he visited Kroger earlier in the day and it was refreshing to see the calm right now.

Mr. Cordrey is proud of what he is seeing from our residents. He referenced design searches such as a Shamrock hunt that he saw to get people out and about. He encouraged everyone to continue the support and to keep reaching out to neighbors and friends to see if they need anything and to provide interactions. He reminded everyone that if there are questions, to reach out to the Elected Officials and Township staff as they are all here to help how they can.

Adjournment

With no further business to discuss, Mr. Cordrey made a motion with a second from Mr. Rozzi to adjourn at 6:51 pm.

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

LEGISLATIVE COVER MEMORANDUM

Introduction: April 1, 2020

Effective Date: Next available date

Agenda Item: **Motion**
To declare the Heritage at Miami Bluffs Pool Building Addition a Minor modification per Hamilton Township Zoning Code 5.5.8 F and allowing the Zoning Director to act accordingly.

Submitted By: Brent Centers

Scope / Description: The Hamilton Township Zoning Code requires the Board of Trustees to make the final determination on Major versus Minor modifications submitted to the Zoning Director.

This addition fits the description of a Minor modification as the Major modification threshold is 10% expansion and this project is 8.77% expansion.

With this, Mr. Kraemer can work with the HOA directly for the remainder of this project.

Budget Impact: N/A

Vote Required for Passage: 2 of 3

Major Modification Threshold Over 10% Increase in Nonresidential Floor Area?

Answer: No, it will amount to 8.77% Increase.

Details below.

Email on 3/26/2020:

Alex - The original clubhouse total area of the structure sprinkled, which includes major built in roofs of porches, entry vestibules, port cochere', etc., equals **12,254 GSF**.

The pool and pool deck area, including the pool hut building is **9,996 SF**.

The Bocce courts and surround "fenced" area is **4,828 SF**.

The total area of above spaces are **27,078 SF**.

The new building is 66 X 36 for a total of **2,376 SF** or **8.77%** of the original floor space as defined below.

Let me know if you need more input or assistance. Thanks.

[REDACTED]

NEW POOL, "TOILET ROOM BLDG" FOR HERITAGE AT MIAMI BLUFFS 1477 HERITAGE BOULEVARD MAINEVILLE (WARREN COUNTY), OHIO 45039

SHEET INDEX

- SHEET 1 OF 8 - SITE CORRE AND BORING
- SHEET 2 OF 8 - FOUNDATION PLAN & DETAILS
- SHEET 3 OF 8 - BUILDING FLOOR PLAN
- SHEET 4 OF 8 - ROOF PLAN AND DETAILS
- SHEET 5 OF 8 - MECHANICAL
- SHEET 6 OF 8 - ELECTRICAL
- SHEET 7 OF 8 - BUILDING ELEVATIONS
- SHEET 8 OF 8 - CROSS SECTIONS & DETAILS

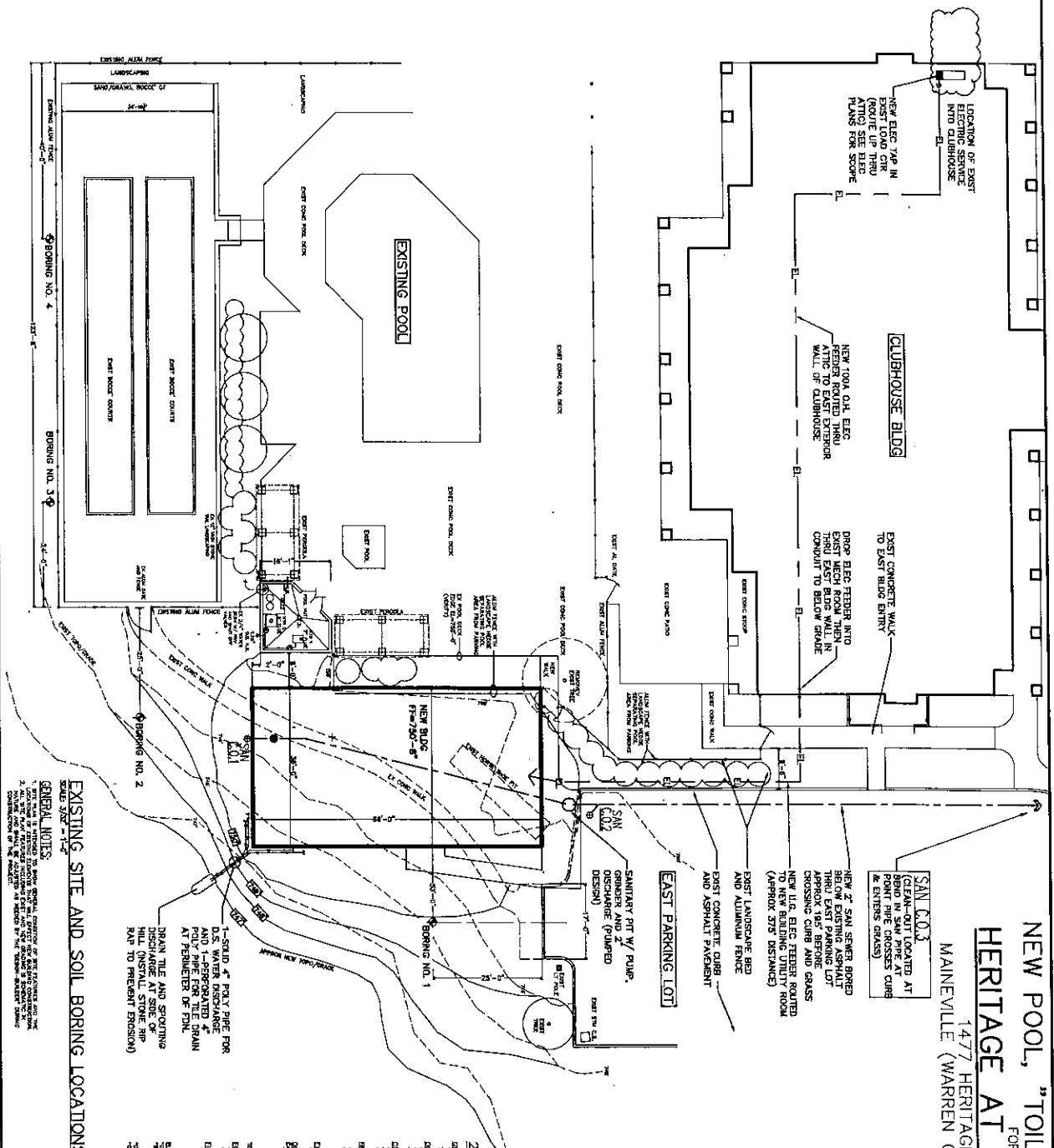
MECHANICAL:
NEW 12" DIA. VENT PIPES TO BE INSTALLED AT THE FOLLOWING LOCATIONS:
1. NEW TOILET ROOM BLDG.
2. NEW POOL BLDG.
3. NEW SANITARY PIT W/ PUMP.

ELECTRICAL:
NEW 12" DIA. VENT PIPES TO BE INSTALLED AT THE FOLLOWING LOCATIONS:
1. NEW TOILET ROOM BLDG.
2. NEW POOL BLDG.
3. NEW SANITARY PIT W/ PUMP.

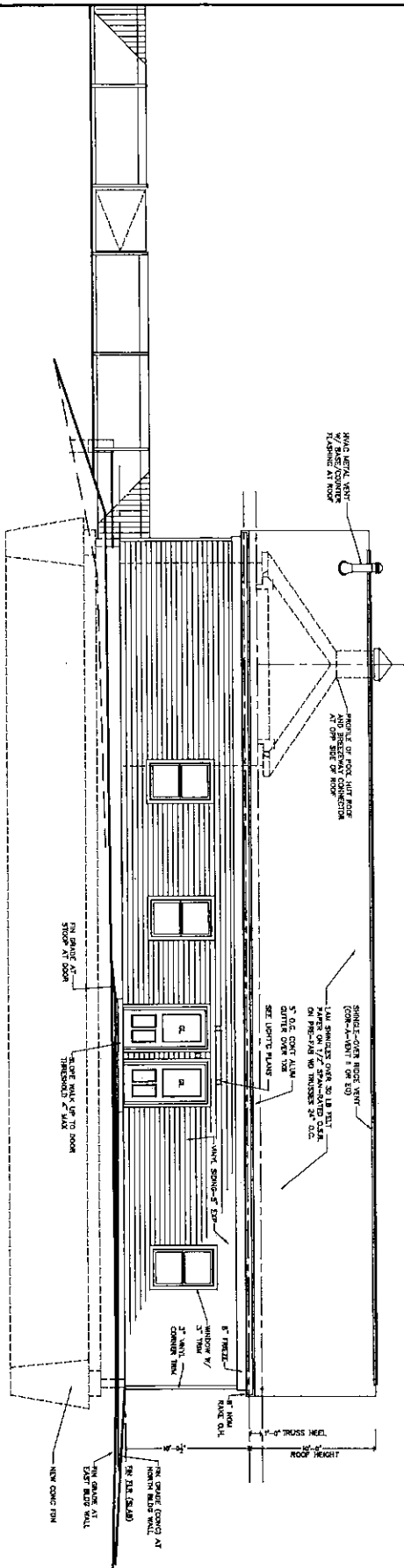
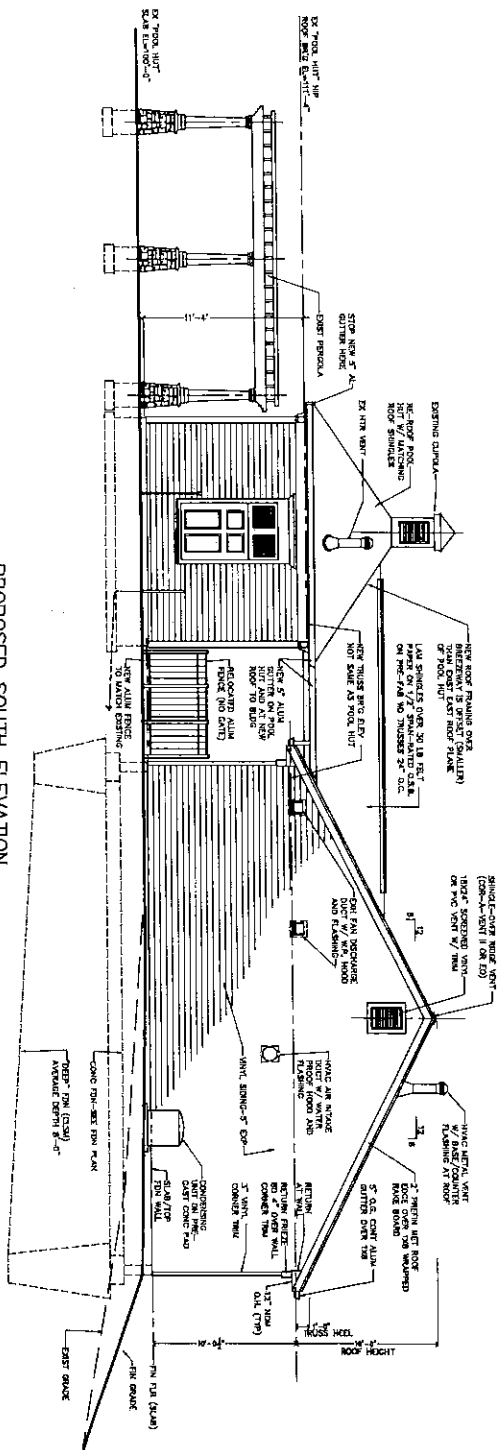
DESIGN DATA AND NOTES:
1. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE OHIO BUILDING CODE.
2. ALL MATERIALS SHALL BE OF THE BEST QUALITY AVAILABLE.
3. ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE OHIO BUILDING CODE.

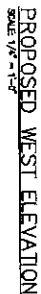
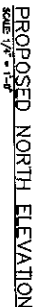
2017 OHIO BLDG CODE DATA:
1. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE OHIO BUILDING CODE.
2. ALL MATERIALS SHALL BE OF THE BEST QUALITY AVAILABLE.
3. ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE OHIO BUILDING CODE.

GENERAL NOTES:
1. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE OHIO BUILDING CODE.
2. ALL MATERIALS SHALL BE OF THE BEST QUALITY AVAILABLE.
3. ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE OHIO BUILDING CODE.



EXISTING SITE AND SOIL BORING LOCATIONS
SCALE 1/4" = 1'-0"
GENERAL NOTES:
1. ALL BORINGS WERE PERFORMED BY A LICENSED GEOTECHNICAL ENGINEER.
2. ALL BORINGS WERE PERFORMED IN ACCORDANCE WITH THE OHIO BUILDING CODE.
3. ALL BORINGS WERE PERFORMED IN ACCORDANCE WITH THE OHIO BUILDING CODE.





LEGISLATIVE COVER MEMORANDUM

Introduction: April 1, 2020

Effective Date: Next available date

Agenda Item: **Resolution 20-0401**
A RESOLUTION TO AMEND AND RESTATED WARREN COUNTY DRUG
TASK FORCE COUNCIL OF GOVERNMENTS CONTRACT

Submitted By: Chief Hughes

Scope / Description: This is an amendment to our current contract with the Warren County Drug Task Force because they added additional jurisdictions to the “Council of Governments.”

This will not affect our contract, services, or partnership with the Warren County Drug Task Force.

Budget Impact: N/A

Vote Required for Passage: 2 of 3

The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:30 p.m. on April 1, 2020 at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Darryl Cordrey – Trustee, *Chair*
Joe Rozzi - Trustee
Mark Sousa - Trustee

Mr. _____ introduced the following resolution and moved its adoption:

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 20-0401**

**A RESOLUTION TO AMEND AND RESTATED WARREN COUNTY DRUG TASK
FORCE COUNCIL OF GOVERNMENTS CONTRACT**

WHEREAS, in accordance with Ohio Revised Code §167.01, et seq., the Warren County Drug Task Force Council of Governments (COG) was established, and the charter members entered into the Warren County Drug Task Force Council of Governments Contract (hereinafter referred to as the Original Contract), a copy of which is attached hereto and made a part hereof; and

WHEREAS, periodically the Original Contract has been amended to reflect changes in membership and name; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Township Trustees of Hamilton Township, Warren County, Ohio: the Original Contract is hereby restated and amended as follows:

SECTION 1. This Amended and Restated Cooperative Contract is entered into this 1st day of April, 2020, between the Warren County Board of Commissioners, for and on behalf of the Warren County Prosecutor's Office and the Warren County Sheriff's Office; the Clinton County Board of Commissioners, for and on behalf of the Clinton County Prosecutor's Office; the Ohio Attorney General Bureau of Criminal Investigation (BCI); and Clearcreek Township, the City of Franklin, Hamilton Township, the City of Lebanon, the City of Loveland, the Village of Maineville, the City of Mason, the City of Monroe, the City of Springboro, the Village of Waynesville, the City of Wilmington, and the Village of Harveysburg, and the municipality of Carlisle for and on behalf of their respective Police Departments, (hereinafter, collectively, "the participating agencies").

SECTION 2. The Board of Trustees agree to all sections of the Original Contract attached Exhibit A.

SECTION 3. This Resolution shall take effect on the earliest date allowed by law.

Mr. _____ seconded the Resolution and the following being called upon the question of its adoption, the vote resulted as follows:

Darryl Cordrey –	Aye _____	Nay _____
Joe Rozzi –	Aye _____	Nay _____
Mark Sousa –	Aye _____	Nay _____

Resolution adopted this 1st day of April, 2020.

Attest:

Kurt E. Weber, *Fiscal Officer*

Approved as to form:

Benjamin J. Yoder, *Law Director*

I, Kurt E. Weber, Fiscal Officer of Hamilton Township, Warren County, Ohio, hereby certify that this is a true and accurate copy of a Resolution duly adopted by the Board of Trustees of Hamilton Township, County of Warren, Ohio, at its regularly scheduled meeting on April 1, 2020.

Date: _____

Kurt E. Weber, *Fiscal Officer*

**AMENDED AND RESTATED
WARREN COUNTY DRUG TASK FORCE
COUNCIL OF GOVERNMENTS CONTRACT**

WHEREAS, in accordance with Ohio Revised Code §167.01, et seq., the Warren County Drug Task Force Council of Governments (COG) was established, and the charter members entered into the Warren County Drug Task Force Council of Governments Contract (hereinafter referred to as the Original Contract), a copy of which is attached hereto and made a part hereof; and

WHEREAS, periodically the Original Contract has been amended to reflect changes in membership and name; and

WHEREAS, the parties wish to amend and restate the Council of Governments Contract to clarify its terms, to accurately reflect the membership, and to secure proper authorization from each member;

NOW, THEREFORE, the Original Contract is hereby restated and amended as follows:

This Amended and Restated Cooperative Contract is entered into this _____ day of _____, 2020, between the Warren County Board of Commissioners, for and on behalf of the Warren County Prosecutor's Office and the Warren County Sheriff's Office; the Clinton County Board of Commissioners, for and on behalf of the Clinton County Prosecutor's Office; the Ohio Attorney General Bureau of Criminal Investigation (BCI); and Clearcreek Township, the City of Franklin, Hamilton Township, the City of Lebanon, the City of Loveland, the Village of Maineville, the City of Mason, the City of Monroe, the City of Springboro, the Village of Waynesville, the City of Wilmington, the Village of Harveysburg, and the Village of Carlisle for and on behalf of their respective Police Departments, (hereinafter, collectively, "the participating agencies").

WHEREAS:

The parties hereto are engaged in the provision of law enforcement services within their respective jurisdictions;

The parties have personnel who are trained to enforce criminal drug trafficking laws;

Each party owns equipment which is used in such enforcement;

The parties desire to provide a mechanism pursuant to which contributions of equipment and personnel may be utilized in furtherance of the purpose of maintaining a qualified and efficient Warren County Drug Task Force; and

Ohio Revised Code §167.01 permits the establishment of regional councils of government for the purpose of enforcing criminal drug trafficking laws.

I. LENGTH OF CONTRACT:

This Contract shall become effective upon approval by at least a majority vote of its members and shall remain in force and effect indefinitely unless terminated as provided herein.

II. WARREN COUNTY DRUG TASK FORCE POLICY BOARD:

- A. The Warren County Drug Task Force Policy Board shall consist of the Warren County Sheriff; the Warren County Prosecutor; the Clinton County Prosecutor; the Ohio Attorney General BCI; and the police chiefs of Clearcreek Township, Franklin, Hamilton Township, Lebanon, Loveland, Maineville, Mason, Monroe, Springboro, Waynesville, Wilmington, Harveysburg, and Carlisle.
- B. A majority of the Warren County Drug Task Force Policy Board constitutes a quorum for the transaction of business.
- C. Meetings of the Warren County Drug Task Force Policy Board will be held at such time and place as are specified in a notice of meeting.
- D. A meeting of the Warren County Drug Task Force Policy Board may be called by any member of the Board by giving notice of the time, place and purpose of such meeting to the other members of the Board. No meeting of the Board shall be held sooner than seven (7) days than the date of the notice of meeting. The notice of meeting shall be in writing and given to each of the parties by personal delivery or facsimile transmittal.
- E. The Warren County Drug Task Force Policy Board shall set policy for the enforcement of criminal drug trafficking laws within Warren County by the Warren County Drug Task Force, pursuant to the terms of this Contract.

III. RELATIONSHIP OF PARTIES:

- A. During the scope of any investigation covered by this Contract, participating personnel shall act under direction of the Commander of the Warren County Drug Task Force or Designee. This provision notwithstanding, the parties shall be independent contractors in connection with the performance of their respective obligations under this Contract and this Contract shall not be construed to create any partnership, joint venture, agency or franchise. Nor shall this Contract be construed to create an employer-employee relationship between the Warren County Drug Task Force, the participating agencies and personnel providing services pursuant to this Contract.
- B. Nothing contained herein shall be interpreted or construed to alter or modify the responsibilities of participating agencies as provided in the Ohio Revised Code,

relevant provisions of law and other contracts and agreements regarding compensation for the time, services, and expenses of personnel, and contributions to and liability for workers compensation, unemployment compensation benefits, retirement benefits, health care benefits and other benefits accrued by law enforcement personnel within the scope of any investigation covered by this Contract, or at any other time.

IV. GOVERNING LAW:

This Contract shall be construed in accordance with, and the legal relations between the parties shall be governed by, the laws of the State of Ohio as applicable to contracts executed and fully performed in the State of Ohio.

V. ALLOCATION OF LIABILITY:

All personnel providing services pursuant to this Contract shall, for purposes of allocation of liability to third parties only, be deemed to be acting under the direction and control of their respective participating agencies and not under the direction and control of the Warren County Drug Task Force, and the participating agencies shall assume the risk of any liability to third parties arising from the conduct, acts and omissions of such personnel.

VI. FISCAL AGENT:

The Warren County Auditor shall serve as the fiscal agent of the Warren County Drug Task Force.

VII. ENTIRE AGREEMENT:

This Contract contains the entire contract between the parties with respect to the subject matter thereof, and supersedes all prior written or oral contracts between the parties, specifically the Original Contract and Amendments thereto. No representations, promises, understandings, or agreements, otherwise, not herein contained shall be of any force or effect. The previously adopted bylaws attached hereto are hereby ratified and included as part of this Contract.

VIII. MODIFICATION OR AMENDMENT:

No modification or amendment of any provisions of this Contract shall be effective unless made by a written instrument, duly executed by the party to be bound thereby, which refers specifically to this Contract and states that an amendment or modification is being made in the respects as set forth in such amendment.

IX. CONSTRUCTION:

Should any portion of this Contract be deemed unenforceable by an administrative or judicial officer or tribunal of competent jurisdiction, the balance of this Contract shall remain in full force and effect unless revised or terminated pursuant to any other section of this Contract.

X. WAIVER:

No waiver by either party of any breach of any provision of this Contract, whether by conduct or otherwise, in any one or more instances shall be deemed to be, or construed as a further or continuing waiver of any such breach or as a waiver of any breach of any other provision of this Agreement. The failure of either party at any time or times to require performance of any provision of this Contract shall in no manner affect such party's right to enforce the same at a later time.

XI. ASSIGNMENT:

Neither party shall assign any of its rights or delegate any of its duties under this Contract without written consent of the other.

XII. HEADINGS:

Paragraph headings in this Contract are for the purposes of convenience and identification and shall not be used to interpret or construe this Contract.

XIII. PARTIES:

Whenever the parties are referred to herein, the reference shall include, without exception, the employees, agents and authorized representatives of the parties.

XIV. TERMINATIONS:

This Contract may be terminated by a majority vote of the members at a regular or special meeting. Members may withdraw in accordance with the bylaws.

XV. NOTICES:

All notices required to be given herein shall be in writing and shall be sent to the following respective addresses:

TO: Warren County Sheriff's Office
822 Memorial Drive
Lebanon, Ohio 45036
513/695-1280

TO: Warren County Prosecutor's Office
520 Justice Drive
Lebanon, Ohio 45036
513/695-1325

TO: Clinton County Prosecutor's Office
103 East Main Street
Wilmington, Ohio 45177
937/382-4559

TO: BCI
P.O. Box 365
1560 State Route 56
London, Ohio 43140

TO: Clearcreek Township Police Department
7593 Bunnell Hill Road
Springboro, Ohio 45066
513/748-1267

TO: Franklin Police Department
400 Anderson Street
Franklin, Ohio 45005
937/746-2882

TO: Hamilton Township Police Department
7780 South State Route 48
Maineville, Ohio 45039
513/683-0538

TO: Lebanon Police Department
25 West Silver Street
Lebanon, Ohio 45036
513/932-2010

TO: Loveland Police Department
126 South Lebanon Road
Loveland, Ohio 45140
513/583-3000

TO: Maineville Police Department
8188 South State Route 48
Maineville, Ohio 45039
513/583-0048

TO: Mason Police Department
6000 Mason-Montgomery Road
Mason, Ohio 45040
513/229-8560

TO: Monroe Police Department
233 South Main Street
Monroe, Ohio 45150
513/539-9234

TO: Springboro Police Department
320 West Central Avenue
Springboro, Ohio 45066
937/748-0611

TO: Waynesville Police Department
1400 Lytle Road
Waynesville, Ohio 45068
513/897-8010

TO: Wilmington Police Department
69 North South Street
Wilmington, Ohio 45177
937/382-3833

TO: Harveysburg Police Department
79 W. Main Street
P.O. Box 189
Harveysburg, OH 45032
513/897-9926

TO: Carlisle Police Department
760 Central Avenue
Carlisle, OH 45005

XVI. Authorization for Contract:

This Contract has been signed by the respective parties pursuant to the attached resolutions.

APPROVED AS TO FORM:

Keith W. Anderson
Assistant Prosecuting Attorney

WARREN COUNTY BOARD OF COMMISSIONERS

Warren County Commissioners Resolution No. _____ adopted on the
_____ day of _____, 2020.

WITNESS the hand of David G. Young, President of the Board of Warren County
Commissioners, this _____ day of _____, 2020.

BOARD OF WARREN COUNTY COMMISSIONERS

David G. Young, President

Witness:

WARREN COUNTY SHERIFF

Larry L. Sims

Date: _____

Witness:

**WARREN COUNTY
PROSECUTING ATTORNEY**

David P. Fornshell

Date: _____

CLINTON COUNTY BOARD OF COMMISSIONERS

Clinton County Commissioners Resolution No. _____ adopted on the
_____ day of _____, 2020.

WITNESS the hand of _____, President of the Board of Clinton
County Commissioners, this _____ day of _____, 2020.

BOARD OF CLINTON COUNTY COMMISSIONERS

_____, President

Witness:

**CLINTON COUNTY
PROSECUTING ATTORNEY**

Richard W. Moyer

Date: _____

**OHIO ATTORNEY GENERAL BUREAU OF CRIMINAL
INVESTIGATION**

Joseph Morbitzer, Superintendent
Bureau of Criminal Investigation
Ohio Attorney General

Date: _____

CLEARCREEK TOWNSHIP TRUSTEES

Clearcreek Township Trustees Resolution No. _____ adopted on the
_____ day of _____, 2020.

WITNESS the hand of _____, Chairman of the Board of Clearcreek
Township Trustees, this _____ day of _____, 2020.

BOARD OF CLEARCREEK TOWNSHIP TRUSTEES

Chairman

FRANKLIN CITY COUNCIL

Franklin City Council Resolution No. _____ adopted on the _____ day of _____, 2020.

WITNESS the hand of _____, City Manager of Franklin, this _____ day of _____, 2020.

CITY OF FRANKLIN

City Manager

HAMILTON TOWNSHIP TRUSTEES

Hamilton Township Trustees Resolution No. _____ adopted on the _____
day of _____, 2020.

WITNESS the hand of _____, Chairman of the Board of Hamilton
Township Trustees, this _____ day of _____, 2020.

BOARD OF HAMILTON TOWNSHIP TRUSTEES

Chairman

LEBANON CITY COUNCIL

Lebanon City Council Resolution No. _____ adopted on the _____ day of _____, 2020.

WITNESS the hand of _____, City Manager of Lebanon, this _____ day of _____, 2020.

CITY OF LEBANON

City Manager

LOVELAND CITY COUNCIL

Loveland City Council Resolution No. _____ adopted on the _____ day of _____, 2020.

WITNESS the hand of _____, City Manager of Loveland, this _____ day of _____, 2020.

CITY OF LOVELAND

City Manager

MAINEVILLE VILLAGE COUNCIL

Maineville Village Council Resolution No. _____ adopted on the _____
day of _____, 2020.

WITNESS the hand of _____, Village Manager of Maineville, this
_____ day of _____, 2020.

VILLAGE OF MAINEVILLE

Village Manager

MASON CITY COUNCIL

Mason City Council Resolution No. _____ adopted on the _____ day of _____, 2020.

WITNESS the hand of _____, City Manager of Mason, this _____ day of _____, 2020.

CITY OF MASON

City Manager

MONROE CITY COUNCIL

Monroe City Council Resolution No. _____ adopted on the _____ day of _____, 2020.

WITNESS the hand of _____, City Manager of Monroe, this _____ day of _____, 2020.

CITY OF MONROE

City Manager

SPRINGBORO CITY COUNCIL

Springboro City Council Resolution No. _____ adopted on the _____ day
of _____, 2020.

WITNESS the hand of _____, City Manager of Springboro, this
_____ day of _____, 2020.

CITY OF SPRINGBORO

City Manager

VILLAGE OF WAYNESVILLE

Waynesville Village Council Resolution No. _____ adopted on the _____
day of _____, 2020.

WITNESS the hand of _____, Village Manager of Waynesville, this
_____ day of _____, 2020.

VILLAGE OF WAYNESVILLE

Village Manager

WILMINGTON CITY COUNCIL

Wilmington City Council Resolution No. _____ adopted on the _____ day
of _____, 2020.

WITNESS the hand of _____, City Manager of Wilmington, this
_____ day of _____, 2020.

CITY OF WILMINGTON

City Manager

CARLISLE VILLAGE COUNCIL

Carlisle Village Council Resolution No. _____ adopted on the _____ day
of _____, 2020.

WITNESS the hand of _____, Mayor of Village of Carlisle, this
_____ day of _____, 2020.

VILLAGE OF CARLISLE

Mayor

LEGISLATIVE COVER MEMORANDUM

Introduction: April 1, 2020

Effective Date: Next available date

Agenda Item: **Resolution 20-0401A**
A RESOLUTION AUTHORIZING AND APPROVING AN INCREASE IN
TOWNSHIP APPROPRIATIONS IN THE GENERAL FUND PARKS
DEPARTMENT TO RECONCILE BUDGETS FOR CALENDAR YEAR 2020

Submitted By: Brent Centers

Scope / Description: This will increase our contracted services line within the Parks Department budget from \$80,000 to \$92,000 for engineering work on the EPA issue at Mounts Park.

This value was increased due to the work that will be needed to complete and submit the Ohio EPA Rule 513.400 permit, fulfill the stream permitting, landfill modification design, and other support and management of the work leading up to and starting the field work next year.

This will still keep the project within the estimated \$200,000 total and 2 year timeline.

If this is not passed, we will miss a deadline with the EPA permitting process resulting in a fine from the State.

Budget Impact: \$12,000

Vote Required for Passage: 2 of 3

The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:30 p.m. on April 1, 2020, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Darryl Cordrey - Trustee, *Chair*
Joe Rozzi – Trustee
Mark Sousa – Trustee

Mr. _____ introduced the following resolution and moved its adoption:

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 20-0401A**

**A RESOLUTION AUTHORIZING AND APPROVING AN INCREASE IN TOWNSHIP
APPROPRIATIONS IN THE GENERAL FUND PARKS DEPARTMENT TO
RECONCILE BUDGETS FOR CALENDAR YEAR 2020**

WHEREAS, the Board of Township Trustees wishes to authorize and approve an increase in appropriations in order reconcile budgets and appropriations for calendar year 2020;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Township Trustees of Hamilton Township, Warren County, Ohio:

SECTION 1. The Fiscal Officer is hereby authorized and directed to increase the appropriations for the General Fund Parks Department Line Item 1000-610-360-0000, Contracted Services Fund in the amount of \$12,000 for a total amount of \$92,000.

SECTION 2. The Fiscal Officer is hereby authorized and directed to approve a Blanket Certificate in the amount listed in Section 1 of this Resolution.

SECTION 3. This Resolution shall take effect on the earliest date allowed by law.

Mr. _____ seconded the Resolution and the following being called upon the question of its adoption, the vote resulted as follows:

Darryl Cordrey –	Aye _____	Nay _____
Joe Rozzi –	Aye _____	Nay _____
Mark Sousa –	Aye _____	Nay _____

Resolution adopted this 1st day of April 2020.

Attest:

Kurt E. Weber, *Fiscal Officer*

Approved as to form:

Benjamin J. Yoder, *Law Director*

I, Kurt E. Weber., Fiscal Officer of Hamilton Township, Warren County, Ohio, hereby certify that this is a true and accurate copy of a Resolution duly adopted by the Board of Trustees of Hamilton Township, County of Warren, Ohio, at its regularly scheduled meeting on April 1, 2020.

Date: _____

Kurt E. Weber, *Fiscal Officer*