

## Hamilton Township Trustee Meeting

April 3, 2024

Trustee Board Chairman, Darryl Cordrey, called the meeting to order at 6:00 p.m. Mr. Rozzi, Mr. Sousa and Mr. Cordrey were present.

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

The *Pledge of Allegiance* was recited by all.

A motion was made by Mr. Cordrey, with a second by Mr. Rozzi, to approve the clerk's journal as the Official Meeting Minutes of the March 20, 2024, Trustee Meeting.

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

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

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

### **Public Comment**

Mr. Cordrey opened the floor to public comments at 6:01 p.m.

Brad Turner, a resident of the Providence subdivision, requested a copy of the new parking regulations that include semi-trucks and semi-cabs.

Mr. Cordrey asked Mr. Turner to give his information to the Police Department so they can send him the resolution that was passed at the March 20<sup>th</sup> Trustee Meeting.

Mr. Cordrey closed the floor to public comments at 6:02 p.m.

### **New Business**

Resolution No. 2024-0403A- Authorizing and approving certain adjustments in township appropriations in the EMS billing fund for calendar year 2024.

Chief Jewett is recommending Emergency Services Consulting International (ESCI) be approved as the consulting firm for the Fire Rescue department. ESCI has been in business since 1976 and has considerable experience in completing standards of cover, agency evaluations, staffing, and organizational studies. ESCI came in with the lowest and best bid at a cost of \$50,118.00 and are nationally known for supplying quality services to their customers. ESCI will be completing a Community Risk Assessment and Standards of Cover. This study will address the following items:

- HTFR performance Strength and weaknesses
- Clearly and succinctly prioritize work needed to align HTFR with current industry best practices and Elected Officials direction.
- Clearly articulate the relationship between workload and community, service demand, resource needs, and response time capabilities.

Mr. Cordrey: Will the Board's Comprehensive Plan or previous plans be included in the assessment? Is the assessment built off a certain narrative?

Chief Jewett: Yes, the company will take into consideration the plans and provide historical, current, and projection plans based on data. This is an unbiased report but do compare the data to like communities in our area.

Mr. Rozzi: Is this report align with the National Fire Protection Association standards and recommendations?

Chief Jewett: This company will look at what the industry's best practices and standards are, with the NFPA standards playing a role in the study.

Mr. Sousa: What is the timeline to deliver the finished report?

Chief Jewett: After signing the contract, it should be close to five months to receive the report.

Leah Elliot: Has the Fire Department had this report done previously?

Chief Jewett: Yes, over 20 years ago with half of the population there is today. The information is now outdated, standards have changed, and was not a standard of covers. Some of the information was biased at the time, the Deerfield Fire Chief's company conducted the study. ESCI is an outside company that is based out of Ohio, with no knowledge of our township. This will give us a unbiased study and give a accurate representation of where our department is at today and where we will be in the future.

Ms. Elliott: How long will this new report last?

Chief Jewett: This report should last another 20 years.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve Resolution 24-0403A, a resolution authorizing and approving certain adjustments in township appropriations in the EMS billing fund for calendar year 2024.

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

Resolution No. 2024-0403B- Authorizing Private Sale of Unneeded and Unfit-For-Use Property

Mr. Cordrey made a motion with the second from Mr. Rozzi to approve Resolution 24-0403B, a resolution authorizing private sale of unneeded and unfit-for-use property in the Police Department

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

Motion- Motion to approve the purchase of a cemetery deed.

Mr. Cordrey made a motion with the second from Mr. Rozzi to approve the purchase of a cemetery deed.

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

Motion- Motion to approve the amendment of the Hamilton Township roster as presented.

Mr. Wright made the recommendation to revise the payable amount of \$640.00 to Justin Thompson for his role while Mr. Pelfrey is out.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve the amendment of the Hamilton Township roster as presented with the revision of Mr. Thompson.

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

### **Public Comments**

Mr. Cordrey opened the floor to public comments at 6:16 p.m., in which there were none.

### **Fiscal Report**

Ms. Elliott stated that she will provide the March Financial Report at the April 17<sup>th</sup> Trustee Meeting.

Ms. Elliott thanked the residents for their vote in making her the new Fiscal Officer of Hamilton Township. She has twenty years' experience in accounting, although the government sector is different, she has completed training and will continue working to familiarize herself with the UAN system. Ms. Elliott is looking forward to serving her term and continuing to build upon the road of the previous fiscal officers.

### **Administrators Report**

Mr. Wright gave the following update for the Administrator Report:

- This week three of our water fountains will be replaced, two water fountains at testament park and the one water fountain at the Monkey Bar/ Bike Trail

Mr. Wright acknowledged his deepest appreciation and admiration for both the Fire Department and Police Department. Last Friday there was a well-publicized event, an emergency occurred on Sunrise Ridge Court. Both departments were there on scene, a situation that the departments could never jointly train for. All the residents and law enforcement officers all went home unscathed, the Fire Department had a tremendous success in preserving two single family homes that were under constant threat from the severe fire. Mr. Wright had a chance to watch body cameras and the Warren County Sherrif's drone footage and expects drones to be on a future agenda. He asked if the Departments would like to speak on the topic.

Captain Rector: It was a unique situation and appreciate the Fire Department and surrounding mutual aid departments for their help, a combined effort that made it successful.

Chief Jewett: The department hates losing structures and in his 32 years of service it is the most unique situation he has ever been in. He is extremely proud of the relationship between the two departments in the way they work together as well as all our mutual aid departments. Despite the outcome of the original house being a total loss, the situation could have been much worse.

Mr. Cordrey: Outstanding job and a testament to the leadership of the departments, how they came together seamlessly in a situation nobody could have planned for or trained for, shows again why hiring the right people and leadership training is extremely important. He asked Captain Rector if he could mention how K9 Kahn and Officer Stephens efforts were helpful in the takedown of the suspect.

Captain Rector: K9 Kahn's role was beneficial, the distraction helped with the apprehension of the suspect without anyone getting injured.

Mr. Rozzi: Commented on the level of professionalism and efforts from the Fire Department and Police Department coming together. He wanted to acknowledge the Fire Department's Administrative Assistant, Ashley Rector who gave him an update while maintaining her composure as her husband Captain Rector was on the scene.

Mr. Sousa: Acknowledged the residents beside the subject property, their actions during the incident, and would like to officially recognize them in the future once the investigation is over. He thanked the departments and mutual aid for their service that day. Lastly, he recognized the law enforcement officers in their regard for life, risking injury to themselves for an extended period to ensure that the individual is here even in the mist of the tragic event that they had caused to unfold.

### **Trustee Comments**

Mr. Rozzi stated it was an excellent job by all the Township personnel with Friday's event on Sunrise Ridge Court and thanked the departments again.

Mr. Sousa welcomed Ms. Elliott to her first Trustee Meeting.

Mr. Cordrey reminded the residents of the Solar Eclipse on Monday, April 8<sup>th</sup> and to expect heavier traffic than usual.

### **Adjournment**

With no further business to discuss, Mr. Cordrey made a motion with a second from Mr. Rozzi to adjourn at 6:27 pm.

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