

Hamilton Township Trustee Meeting

April 1, 2026

Trustee Board Chairman, Mark Sousa, called the meeting to order at 6:00 PM. Mr. Cordrey, Mr. Rozzi, 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 March 18th Board of Trustees regular meeting.

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

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

Public Comments

Mr. Sousa opened the floor to public comments at 6:02 PM, with nobody approaching he closed the floor to comments.

New Business

Resolution No. 26-0401A- Agreement with Duke Energy for Public Works Building Easement

Mr. Sousa made a motion with a second from Mr. Cordrey to approve resolution 26-0401A, a resolution authorizing the grant of easement to Duke Energy Ohio, Inc. upon certain real property owned by the Township and more particularly described as Warren County Auditor's Parcel No. 1604280019.

Roll call as follows: Joe Rozzi Yes
Mark Sousa Yes

Darryl Cordrey Yes

Resolution No. 26-0401B- Increase of Appropriations in the Zoning Fund

Mr. Sousa made a motion with a second from Mr. Cordrey to approve resolution 26-0401B, a resolution authorizing an increase in appropriations for the Zoning Fund to reconcile the budget for the calendar year of 2026.

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

Resolution No. 26-0401C- Adopting a Cybersecurity Plan

Administrator Wright stated that House Bill 96 requires all local governments to adopt a cybersecurity policy and implement related training and technical safeguards by June 30, 2026. The proposed Hamilton Township Cybersecurity Program and Policy, developed with our IT provider Titan Tech, complies with Ohio Revised Code Section 9.04 and outlines procedures for system security, data backups, incident response, and annual technology inventory updates.

Mr. Sousa made a motion with a second from Mr. Cordrey to approve Resolution 26-0401C, a resolution adopting a cybersecurity policy.

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

Resolution No. 26-0401D – Authorizing Private Sale of Unneeded and Unfit-For-Use Property

Mr. Sousa made a motion with a second from Mr. Cordrey to approve resolution 26-0401D, a resolution authorizing private sale of unneeded and unfit-for-use property in the Police Department.

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

Motion- Approve Hamilton Township Roster as Presented

Fire Chief Jewett stated that Division Chief Cormony deserves the promotion to Assistant Chief and will be shifting more of his focus to administrative responsibilities. He currently oversees training and, due to the strong program he has developed, is now able to pass those duties on to qualified captains within the department. The need for this position was also identified in the department's Strategic Plan.

Trustee Cordrey thanked the previous Fire Chief and Chief Jewett, noting that this promotion reflects the hard work they have put into building the department based on the vision established in 2014 and supported by the previous levy. Mr. Sousa added that it speaks volumes about the strength of the department that training responsibilities can now be entrusted to a captain, a role previously overseen by Division Chief Cormony.

A motion was made by Mr. Sousa, with a second by Mr. Cordrey, to approve the Hamilton Township Roster as presented before 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 6:11 PM.

Residents Steve Blow and Ed McLeod asked about the Township's business continuity plan in the event computer systems in Township buildings or first responder vehicles were locked out. They also inquired about potential personal identity compromise in the event of a breach and whether information is encrypted. Mr. Wright stated that the Township's IT department has been thorough in providing training and implementing measures to protect against breaches, and that a system test is planned for this summer to ensure everything is functioning properly. He also noted that the amount of personal identity information maintained by the administration is very limited. Fire Chief Jewett explained that resident information is handled through telecommunications, while Police Chief Hughes added that their systems are CGSI compliant and encrypted.

Jane Combs shared that she attended the trustee swearing-in ceremony in Franklin, where officials spoke highly of the Township's cooperation in selling them the Township's former fire truck a few months ago and expressed their appreciation.

Mr. Sousa closed the floor to public comments at 6:21 PM.

Administrator's Report

Administrator Wright reminded the public of the recent fatal fire in Clarksville, Ohio. The Clinton-Warren Joint Fire District requested an after-action report, which was prepared by Assistant Chief Berkebile. The report was well received and will assist the department with future training and protocols.

The contractor working on the Mounts Park project is approximately halfway complete. The alternative creek is largely finished, and the next steps include redirecting the watercourse and capping the landfill portion of the site.

He also introduced our new Township Planner/Code Enforcement Officer, Jack Erickson, who joined the Township last week. This position will help improve customer service by assisting Planning and Zoning Director Cathy Walton with plan reviews, as well as addressing property maintenance and zoning violations. Jack holds a Master of Public Administration from Ohio State University and was born in Hamilton Township.

Trustee Comments

Mr. Rozzi, Mr. Cordrey, and Mr. Sousa welcomed Jack to Hamilton Township. Mr. Cordrey and Mr. Sousa shared that they attended the Hop Into Spring event at Testerman Park, noting there was a great turnout and the weather was beautiful. Although there is no longer an egg hunt, they commended Director Earley for organizing multiple stations and activities for families to enjoy.

Mr. Sousa also commented on the significant fire that occurred in Lebanon and mentioned seeing photos that included our new ladder truck. Chief Jewett confirmed the ladder truck was on scene and performed well during the 3½-hour fire, noting that the previous ladder truck would not have been able to withstand that length of operation.

Executive Session

Mr. Sousa made a motion with a second from Mr. Cordrey to adjourn into executive session at 6:26 in accordance with ORC 121.22(G)(2) to consider the purchase of property for public purposes, the sale of property at competitive bidding, or the sale or other disposition of unneeded, obsolete, or unfit-for-use property in accordance with section 505.10 of the Revised Code and ORC 121.22 (G)(1) to consider compensation of a public employee or official.

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

Mr. Sousa made a motion with a second from Mr. Cordrey to come out of the executive session at 7:24 PM.

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

Adjournment-

Mr. Sousa made a motion with a second from Mr. Cordrey to adjourn at 7:25 PM.

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