



# **TRUSTEE MEETING AGENDA 4/17/2024**

**6:00 PM**

- Roll Call
- Pledge of Allegiance
- Approve of the Clerk's Journal and Accept the audio/video recording as the Official Minutes of the April 3<sup>rd</sup> Board of Trustees regular meeting.
- Bills before the Board

## **Public Comments**

## **New Business**

### **Resolutions**

### **Motions**

- Motion to approve a Contract with Emergency Services Consulting International for the Fire Department
- Motion to approve purchase of a replacement Mini Excavator from Zimmer Tractor
- Motion to renew Depository Agreement with LCNB National Bank
- Motion to purchase Cemetery Deed

## **Human Resources**

## **Public Comments**

## **Fiscal Officer's Report**

## **Administrator's Report**

## **Trustee Comments**

## **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 ADMINISTRATION**

Darryl Cordrey – *Board Chair*

Joseph Rozzi – *Vice Chair*

Mark Sousa – *Trustee*

Leah Elliott - *Fiscal Officer*

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

### **Township Administrator**

Jeff Wright  
(513) 683-8520

### **Police Department**

Scott Hughes – Police Chief  
Phone: (513) 683-0538

### **Fire and Emergency Services**

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

### **Public Works**

Don Pelfrey– Director  
Phone: (513) 683-5320

### **Assist. Fiscal Officer**

Ellen Horman  
Phone: (513) 239-2377

### **Human Resources**

Cheryl Allgeyer  
Phone: (513) 239-2384

### **Zoning Administrator**

Cathy Walton  
Phone: (513) 683-8520

### **Parks and Recreation**

Nicole Earley  
(513) 683-5360

## 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 does 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 Testerman 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 residing next to 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 subject individual is here even during 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



## **Administrator - 4/17/24 Trustee Meeting**

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**Motion to authorize a contract with Emergency Services Consulting International for a Fire Department Community Risk Assessment and Standard of Cover in an amount not to exceed \$50,118.**

At the April 3rd meeting, Chief Jewett presented the Board with two quotes and proposals for an in-depth Community Risk Assessment and Standards of Cover. The deliverables from the assessment will then be used by our Fire Department and Board over the next several years to give guidance in our decisions related to policies, coverage and services for the Department. Chief Jewett recommended the proposal from Emergency Services Consulting International.

The assessment and report will identify Fire Department performance strengths and weaknesses; prioritize work needed to align HTFD with current industry best practices and Board of Trustee's direction; and clearly articulate the relationship between workload and community risk, service demand, resource needs, and response time capabilities.

Also discussed at the April 3rd meeting is that the last time the Fire Department had a similar study done was approximately 20 years ago and that Chief Jewett anticipates that this new study would serve the community for another 20 years.



# PROJECT PROPOSAL

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Prepared by:



**EMERGENCY SERVICES  
CONSULTING INTERNATIONAL**

4795 Meadow Wood Lane Suite 110 Chantilly, Virginia 20151

 1-800-757-3724

 [info@esci.us](mailto:info@esci.us)

 [www.esci.us](http://www.esci.us)



# **COMMUNITY RISK ASSESSMENT & STANDARD OF COVER**

Hamilton Township Fire Department



# COVER LETTER

Chief Jewett,

Emergency Services Consulting International (ESCI) is pleased to submit our proposal for the Community Risk Assessment & Standard of Cover for the Hamilton Township Fire Department. ESCI is well-positioned to assist you with this critical project. ESCI has worked with many communities across the country; our project team has significant experience in the development and delivery of Cultural Studies, Expansion Studies, Community Risk Assessments, Standards of Cover, Strategic Plans, Agency Evaluations, Master Plans, Staffing and Organizational Studies, Fire Station Assessments, and similar planning studies and reports.

Established in 1976, ESCI specializes in high-quality, professional consulting services to public safety and emergency management organizations throughout the United States and Canada. Considered the nation's leader in public safety consulting, the ESCI team brings first-hand experience and subject matter experts in emergency planning, mitigation, response, and recovery, with active involvement in highly visible and responsible leadership positions. ESCI operates on the principles of honesty, integrity, and service. You can count on us to understand your issues, challenges, and responsibilities and to provide proven, community-driven solutions and best practices designed to meet your specific needs on time and within budget.

We thank you for the opportunity to present this proposal, and we look forward to working with you on this critical project. Should you have any questions, please do not hesitate to contact me at [joe.powers@esci.us](mailto:joe.powers@esci.us).

Sincerely,



Joe Powers, Managing Director  
Emergency Services Consulting International  
[esci.us](http://esci.us) | 503.570.7778 | [Joe.Powers@esci.us](mailto:Joe.Powers@esci.us)



*Since 2008, ESCI has been the consulting firm of the International Association of Fire Chiefs.*



# ESCI OVERVIEW



Since 1976, ESCI's strength has been its commitment to customer satisfaction, innovation, and quality services. We are a vision-driven organization that is growing and changing to meet the dynamic challenges and opportunities for public safety services worldwide. ESCI approaches its mission in a manner that results in scalable, sustainable, and defensible solutions for all types and sizes of public safety organizations.

Our formula is simple. We utilize the best and brightest consultants, professionals, strategic partners, and subject matter experts. These amazing men and women provide validated and proven analysis of current and future conditions, compare findings against industry best practices and community standards and provide innovative, sustainable, and customized solutions for the future.

We take the time to develop meaningful relationships with our clients and partners, provide recognition of the essential and vital work of public safety agencies, and demonstrate unwavering respect for the men and women providing public safety services worldwide.

ESCI is thinking differently about public safety consulting to help change the world, one community at a time. I encourage you to read through this prospectus and learn all we offer. We'd love to work with you and your community.



*We accomplish this by providing the highest value of consulting services and educational programs.*



*The mission of ESCI is to provide expertise and guidance that enhances community safety.*



## THE ESCI ADVANTAGE

ESCI's advantage begins with our technical expertise and capability, extends to our experienced and highly qualified staff, and concludes with a product that will enable your organization to meet the challenges of emergency services into the future.

ESCI's team has first-hand experience in the process of analyzing emergency service providers and recommending an array of opportunities that are economically, culturally, and operationally feasible. Each team member is a specialist in fire, rescue, law enforcement, EMS, or related fields. The team will work collaboratively to create the best possible strategies and options for your organization.

### The ESCI Advantage includes:

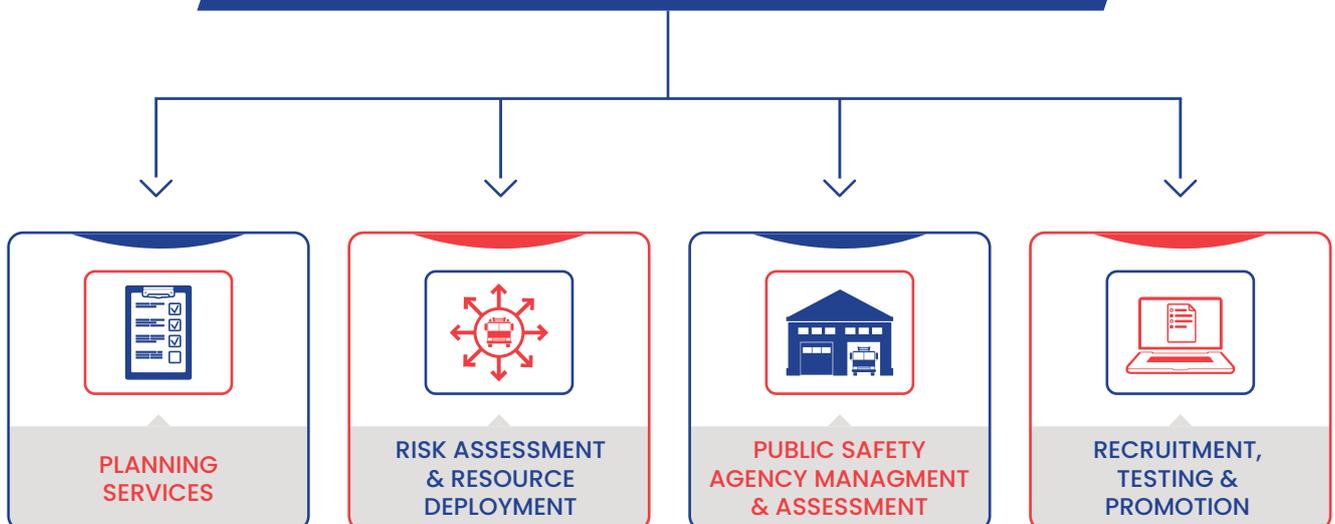
- A clear understanding and appreciation of the complexity of the local and regional environment.
- Over 40 years of public safety consulting experience; the successful completion of hundreds of consulting engagements.
- The ability to deliver a high-quality product on time, and with organizational support and endorsement.
- Knowledge of contemporary issues associated with the delivery of emergency services.
- Experience with a variety of jurisdictions including municipalities, counties, and state governments.
- A highly skilled and knowledgeable team of professionals with skill-sets necessary to meet your



## ESCI AT A GLANCE

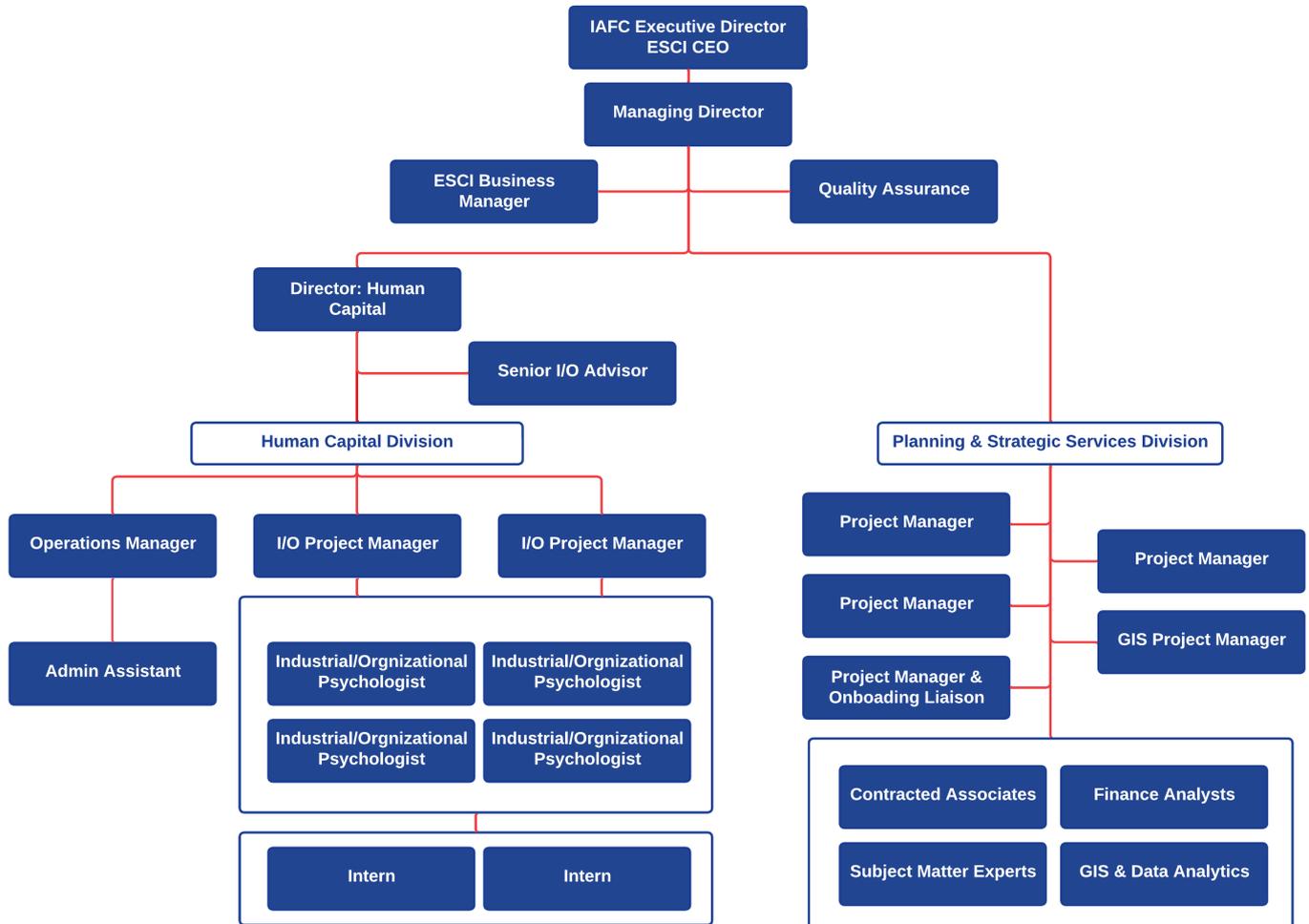
As the consulting firm of the International Association of Fire Chiefs, Emergency Services Consulting International has reliably met the needs of emergency services agencies for over nearly fifty years. With our international presence, ESCI has the ability to draw upon a international network of resources to assist with fire, EMS, law enforcement and homeland security agencies to plan and adapt to future needs.

### COMMUNITY SAFETY



**RELATIONSHIPS. RECOGNITION. RESPECT**

# ESCI ORGANIZATIONAL CHART



# COMMUNITY RISK ASSESSMENT & STANDARDS OF COVER

HAMILTON TOWNSHIP FIRE DEPARTMENT

## PROJECT UNDERSTANDING

Hamilton Township, OH, is seeking a qualified professional consulting firm to conduct a Community Risk Assessment (CRA)/Standards of Cover (SOC) analysis, which will guide the Hamilton Township Fire Department (HTFD) in the equitable provision of modern fire and emergency services. The analysis will develop recommendations for appropriate staffing and deployment of fire, rescue, and emergency medical service (EMS) resources consistent with state and national best practices and industry standards. Specific emphasis will be placed on the following:

Project deliverables will include, but are not limited to:

- A review of core business practices and functions
- A full workload assessment
- Progress summaries and a preliminary draft report
- A final report summarizing findings and recommendations
- A high-level written summary for the Hamilton Township

The final report will:

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

ESCI will produce a Community Risk Assessment/Standards of Cover (CRA/SOC) document and tools compliant with industry best practices in deployment analysis. Further discussion between the ESCI team and the HTFD project team during the project initiation phase will ensure that any additional issues not previously identified but relevant to this study will be fully discussed and included in the project. This evaluation and data analysis will be based on nationally recognized guidelines and criteria, including the National Fire Protection

Association (NFPA) standards, Insurance Services Office (ISO) schedules, any federal and state mandates relative to fire and emergency services, and generally accepted best practices within emergency services. All methodology used in this Community Risk Assessment: Standards of Cover analysis of the Hamilton Township Fire Department will follow the most recent guidance published by the Commission on Fire Accreditation International (CFAI).

## SCOPE OF WORK

### Phase I: Project Initiation and Site Visit

#### Task 1–A: Project Initiation & Work Plan Development

ESCI will develop a project work plan based on the scope of work and correspond with the Hamilton Township Fire Department project team to comprehensively understand the project's background, goals, and expectations. This work plan will include:

- Primary tasks to be performed
- Person(s) responsible for each task
- Timetable for each task to be completed
- Method of evaluating results
- Resources to be utilized
- Possible obstacles or problem areas associated with the accomplishment of each task

This process will establish working relationships, make logistical arrangements, determine lines of communication, and finalize contractual arrangements. Other agenda items will include data collection, an interview plan, a tentative schedule, interim milestones, meetings, deliverables and relevant reports, and background material transfer.

#### Task 1–B: Acquisition & Review of Background Information

ESCI will request pertinent information and data from the HTFD project manager. This data will be used extensively in the analysis and development of the CRA/SOC document. The documents and information relevant to this project will include, but not be limited to, the following:

- Past or current studies, research, or reports
- Community Comprehensive Plan documents, including current and future land use information
- Local census and demographic data
- Zoning maps and zoning code

- Department administrative policies and procedures
- Standard Operating Guidelines (SOGs) and service delivery practices
- Current service delivery objectives and targets
- Facility and apparatus inventories
- Automatic and mutual aid agreements
- Records management data, including National Fire Incident Reporting System (NFIRS) incident data for the preceding five years
- Computer-Aided Dispatch (CAD) incident records for the preceding five years
- Local Geographic Information Systems (GIS) data, where available

### **Task 1–C: Site Visit & Stakeholder Input**

The ESCI project team will perform a site visit to gather information about the department and community and to conduct interviews with key personnel, including:

- Elected or appointed officials
- Fire department chief officers, managers, and other key staff
- Community planning staff
- Human Resources Director
- Labor leaders
- Other external fire agencies adjacent to the County
- Medical facilities, EMS medical director
- Others that may contribute to the project

The project team will interview key stakeholders who can contribute to this study. At a minimum, members of the project team will interview appropriate community officials and citizens, business owners, fire department officials, and others that the project team deems necessary. This may be done through in-person interviews and/or electronic surveying.

## **Phase II: Standards of Cover Development**

ESCI will conduct an organizational analysis of the department based on the elements outlined in the following tasks. This evaluation assesses HTFD operations in comparison to industry standards and best practices and creates benchmarks against which to compare future improvements.

### **Task 2–A: Organizational Overview**

An overview of the organization and community will be developed by discussing:

- Service area population and demographics
- History, formation, and general description of the HTFD
- Description of the current service delivery infrastructure
- Governance and lines of authority
- Foundational policy documents
- Organizational design

### **Task 2–B: Review of Services Provided**

The services currently provided by the HTFD will be evaluated. Areas to be considered include:

- Review of emergency response services by type
- Review and evaluate operational staffing levels, distribution, and assignment
- Review staff allocation to various emergency functions
- Review staff scheduling methodology

### **Task 2–C: Capital Facilities and Equipment**

ESCI will review the status of current major capital assets (facilities and apparatus) and analyze needs relative to the existing condition of those assets while taking into consideration their viability for continued use in future service delivery, including:

## Facilities

Review and make observations in areas related to station efficiency and functionality. Items to be contained in the report include:

- Design
- Code Compliance
- Construction
- Staff Facilities
- Safety
- Efficiency
- Environmental Issues
- Future Viability

## Apparatus/Vehicles

Review and make observations regarding the inventory of apparatus and equipment. Items to be reviewed include:

- Age, condition, and serviceability
- Distribution and deployment
- Maintenance
- Regulatory compliance
- Future needs

## Task 2–D: Community Risk Assessment

ESCI will conduct an analysis of community risks, growth projections, and land uses and interpret their impact on emergency service planning and delivery. Land use, zoning classifications, parcel data, ISO fire flow data, economic value, building footprint densities, occupancy data, and demographic information may be used, along with specific target hazard information, to analyze and classify community fire protection risk by geography and type.

ESCI will use local planning/zoning data combined with available Geographic Information System (GIS) data to evaluate the physical risks within the community, including:

- Overall geospatial characteristics, including political and growth boundaries, construction, and infrastructure limitations
- Topography, including response barriers, elevation extremes, and open space/interface areas
- Transportation networks, including roads, rail lines, airports, and waterways
- Evaluation of physical assets protected

An interpretation of available census and community development data will be provided, indicating the following:

- Population history
- Census-based population and demographic information
- Community planning-based population information
- Transient population and demographic information (to the extent data is available)
- Population density
- Community land use regulations
- Occupancy types by land use designation
- Hazardous substances and processes
- Non-structural risk categorization

ESCI will evaluate the current workload of the HTFD and relate that analysis to the previously described community risk:

- A Service Demand study will analyze and geographically display current service demand by incident type and temporal variation.

An analysis will be completed, and a matrix will be developed for the community's common and predictable risk types to identify staffing and resource needs. The matrix will be developed with consideration given to:

- Risk-specific staffing levels necessary to meet the critical tasking analysis for the identified risks
- Apparatus assignments to accommodate the anticipated fire flow and other critical functions of the identified risks

## Task 2–E: Review of Historical System Performance

ESCI will review and make observations in areas specifically involved in, or affecting, service levels and performance of the HTFD. Areas to be reviewed shall include, but not necessarily be limited to:

- Resource Distribution Study
  - Overview of the current facility and apparatus deployment strategy, analyzed through Geographical Information Systems software, to identify service gaps and redundancies.
- Resource Concentration Review
  - Analysis of geographic display of the response time necessary to achieve full effective response force arrival in the study area using the existing distribution of all organizational resources
  - Analysis of company and staff distribution as related to effective response force assembly
- Response Reliability Study
  - Analysis of current workload, including unit hour utilization (to the extent data is complete)
  - Review of actual or estimated failure rates of individual companies (to the extent data is complete and available)
  - Analysis of call concurrency and impact on effective response force assembly (resource drawdown)
  - Analysis of call concurrency and its impact on resource exhaustion
- Response Performance Analysis
  - Analysis of actual system response time performance, analyzed by individual companies (to the extent data is complete and available)
- Mutual and Automatic Aid Systems

ESCI will also review and consider any current or draft HTFD performance goals, objectives, and measures in place to determine recommended levels of service.

## Phase III: Establishment of Performance Objectives

### Task 3–A: Recommended Response Goals and Targets

The establishment of fire and EMS response time standards and targets is a primary responsibility of the Hamilton Township, which sets policy based on community risk, citizen expectations, and the HTFD's capabilities. ESCI will provide data analysis and comparison against industry standards and will recommend response performance goals.

ESCI will identify the current level of emergency services provided by HTFD and compare the department's performance against industry standards and best practices, such as the benchmarks described by the Insurance Services Office (ISO), consensus standards from the National Fire Protection Association (NFPA), recommended practices from the Commission on Fire Accreditation International (CFAI), and other pertinent resources.

A review and discussion of existing response performance goals (if in place) or a discussion of existing response performance (if goals are not in place) will be provided, matching the nature and type of risks identified in the previous report sections. ESCI will then recommend response performance goals as follows:

- Response Time Performance – Each timed element of the response system, from receipt of call to first unit arrival
- Resource Distribution – Initial attack (first due) resources for risk-specific intervention
- Resource Concentration – Effective response force assembly (apparatus and personnel), of the initial resources necessary to stop the escalation of the emergency for each risk type

### Task 3–B: Overview of Compliance Methodology

ESCI will work with the HTFD's management team to develop a methodology that will allow the department to continually measure future performance. This methodology will include, but not necessarily be limited to:

- Records Management Systems (RMS) usage policies
- Assignment of oversight responsibilities
- Schedule of assessments
- Review requirements

## Phase IV: Development, Review, and Delivery of the Community Risk Assessment/Standards of Cover Report

### Task 4–A: Overall Evaluation, Conclusions, and Recommendations to Policymakers

ESCI will develop and analyze various operational models for providing emergency services with the specific intent of identifying those options that can deliver the optimum levels of service identified at the most efficient cost. Recommendations will be provided identifying the best long–range strategy for service delivery and the impact of initiating such a strategy.

ESCI will develop one or more long–range options for resource deployment that will improve HTFD’s level of service toward the identified performance objectives and targets. This may include, but is not necessarily limited to, specific recommendations regarding:

- Any relocation of existing facilities
- General locations of future necessary fire stations
- Selection and deployment of apparatus by type
- Deployment of operations personnel
- Deployment of special units or resources

ESCI will evaluate and present in a graphical and descriptive format the deployment option(s), including:

- Degree of benefit to be gained through its implementation
- The extent to which it achieves established performance targets
- Potential negative consequences

#### **Task 4–B: Develop and Review the Draft Project Report**

ESCI will develop and produce an electronic draft version of the written report for review by the HTFD project team. Client feedback is a critical part of this project, and adequate opportunity will be provided for review and discussion of the draft report prior to finalization. A review of the draft will be performed through web-based video conferencing. The report will include:

- Narrative analysis of each report component structured in easy-to-read sections and accompanied by explanatory support to encourage understanding by both staff and civilian readers
- Clearly designated recommendations highlighted for easy reference and cataloged as necessary in a report appendix
- Supportive charts, graphs, and diagrams, where appropriate
- Supportive maps, utilizing GIS analysis as necessary
- Appendices, exhibits, and attachments, as necessary

#### **Task 4–C: Delivery and Presentation of Final CRA/SOC Report**

ESCI will complete any necessary revisions of the draft and produce five publication-quality bound, final versions of the written report along with an electronic copy in PDF file format. A formal presentation of the project report will be made by ESCI project team member(s) to staff, elected officials, and/or the public, as necessary, and will include the following:

- A summary of the nature of the report, the methods of analysis, the primary findings, and critical recommendations
- Supportive audio-visual presentation
- Review and explanation of primary supportive charts, graphs, diagrams, and maps, where appropriate
- Opportunity for questions and answers, as needed
- All presentation materials, files, graphics, and written material will be provided to the client at the conclusion of the presentation(s)

## Community Risk Assessment/Standards of Coverage Timelines

ESCI offers the following maximum project timeline, which is subject to change based upon the mutual agreement of the Hamilton Township Fire Department and ESCI. The timeline will not begin until ESCI is provided with all information and data necessary for the project's successful completion. ESCI estimates a timeline of 180 days from the completion of fieldwork.

Project Phase	-1 Month	Month 1	Month 2	Month 3	Month 4
Onboarding: Data & Document Collection					
Phase I: Project Initiation					
Phase II: Standards of Cover Development					
Phase III: Establishment of Performance Objectives					
Phase IV: Development, Review, & Delivery of the Report					

## Community Risk Assessment/Standards of Cover Study Proposed Fee

Emergency Services Consulting International is pleased to present the following formal cost proposal for the project outlined in the Scope of Work. The fee ESCI is proposing to perform this study is inclusive of expenses as follows:

Project Phase	Consulting Fees	Expenses	Total
Phase I: Project Initiation	\$13,357	\$4,506	\$17,863
Phase II: Standards of Cover Development	\$19,919	\$0	\$19,919
Phase III: Establishment of Performance Objectives	\$3,025	\$0	\$3,025
Phase IV: Development, Review, & Delivery of the Report	\$7,581	\$1,730	\$9,311
<b>Total Cost (Not to exceed):</b>			<b>\$50,118</b>

Pricing is valid for six months from the proposal submission date.

## Proposed Payment Schedule

- 10% payment due upon signing of the contract.
- Monthly invoicing thereafter as work progresses.

## ESCI Hourly Rates

Senior Level Project Oversight, Senior Data Engineer/SME .....	\$260/hr.
Project Manager, Senior Consultant.....	\$230/hr.
Consultant .....	\$200/hr.
Data Analyst.....	\$150/hr.
Admin Support.....	\$90/hr.



## **Administrator - 4/17/24 Trustee Meeting**

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The Public Works Department has a need to replace an existing 2009 mini excavator that is used extensively in many of the Department's operations. This replacement was anticipated in the 2024 Capital Budget and \$55,000 was budgeted for this expense in the Department's Capital Outlay fund.

Public Works Director Don Pelfrey completed due diligence on the best value for the appropriate replacement mini excavator. He found that a Kubota model using the cooperative purchase program known as Sourcewell could be obtained, with all the necessary additional equipment, for approximately \$55,000. The local vendor, Zimmer Equipment, has also agreed to give the Township \$25,000 trade-in value for our existing 2009 mini excavator and \$1,200 trade-in value for our 1994 John Deere mower. Thus, we are able to purchase the replacement mini excavator for a total net price of \$34,415.58 and stay well under the budgeted amount.

**Motion to authorize the purchase of a Kubota excavator from Zimmer Tractor in the total amount of \$34,415.58 after receiving trade-in value of \$25,000 for a 2009 Caterpillar excavator and \$1,200 trade-in value for a 1994 John Deere mower.**

-- Standard Features --

-- Custom Options --



K Series KX033-4R3A

\*\*\* EQUIPMENT IN STANDARD MACHINE \*\*\*

**FEATURES**

Half Pitched Rubber Tracks or (Steel Tracks)  
 ROPS/OPG (Top Guard, Level 1)  
 4 Post Canopy or Heated Cab with A/C  
 Suspension Seat  
 Kubota 3 Hydraulic Pump Design  
 1 Gear; 2 Variable Displacement Pumps  
 Hydraulic Joystick Controls with Wrist Rests  
 Hydraulic Accumulator  
 Two Operating Pattern Selection System  
 Standard Front Dozer Blade  
 360 Degree Full Rotation  
 70° Left and 48° Right Boom Swing Angle  
 15.8 GPM Adjustable Auxiliary Hydraulics Port  
 With Diverter Valve  
 Five Second Quick Preheat System  
 Key Switch Stop System  
 Self Bleed Fuel System  
 Two Speed Travel  
 Auto Idle  
 Thumb Bracket and Relief Valves  
 Swivel Negative Brake  
 Travel Negative Brake  
 Third Line Return (Hydraulic)  
 Angle Blade

**ENGINE**

Kubota D1703M-DI-E4  
 3 Cylinder, 4 Cycle  
 24.8 Gross HP (SAE J1995) @ 2200 RPM  
 23.2 Net HP (SAE J1349) @ 2200 RPM

**OPERATIONAL**

**DIMENSIONS**  
 Max Digging Depth 10' 6"  
 Max Digging Radius @ Ground Level 16' 10"  
 Max Vertical Digging Depth 7' 4"  
 Max Dumping Height 11' 7"

**DOZER BLADE**

**DIMENSIONS**  
 Width 61"  
 Height 13.5'/ 15.2"Angle  
 Lift Above Ground 14.4'/ 15.9"Angle  
 Drop Below Ground 14.8'/ 16.1"Angle

**PERFORMANCE**

Digging Force @ Bucket 8138 lbs  
 Digging Force @ Dipper Arm 3867 lbs  
 Travel Speed (Low/High) 1.9/2.9 mph  
 Traction Force (Low) 6091 lbs  
 Lift Capacity 3230 lbs  
 • Over Front  
 • Blade Grounded  
 • 2 Ft. Load Point Height  
 • 8 Ft. Load Radius

**DIMENSIONS AND OPERATING WEIGHT**

KX033-4R3A, Rubber Tracks, ROPS/OPG (Top Guard, Level 1) Heated Cab with A/C, Angle Blade  
 Overall Length 15' 6"  
 Overall Width 5' 1"  
 Overall Height 8' 1"  
 Operating Weight\* 7,742 lbs.  
 Ground Clearance 11.4 "  
 \* Includes operator's weight, 175 lbs.

KX033-4R3A Base Price: \$63,488.00

(1) 18" QA TRENCHING BUCKET K7874A-18" QA TRENCHING BUCKET	\$1,616.00
(1) 36" CEMETARY BUCKET PNF K7546-36" CEMETARY BUCKET PNF	\$2,395.00
(1) HYD THUMB KIT K7910A-HYD THUMB KIT	\$3,963.00
(1) QUICK COUPLER K7870A-QUICK COUPLER	\$1,400.00
<b>Configured Price:</b>	<b>\$72,862.00</b>
<b>Sourcewell Discount:</b>	<b>(\$17,486.88)</b>
<b>SUBTOTAL:</b>	<b>\$55,375.12</b>
<b>Dealer Assembly:</b>	<b>\$165.00</b>
<b>Freight Cost:</b>	<b>\$793.75</b>
<b>PDI:</b>	<b>\$400.00</b>
<b>TRADE CAT 303CR</b>	<b>(\$25,000.00)</b>
<b>TRADE JOHN DEERE F911</b>	<b>(\$1,200.00)</b>
<b>K7875A 24" TRENCHING BCKT</b>	<b>\$1,471.36</b>
<b>K7849- HYD COUPLER</b>	<b>\$1,438.48</b>
<b>K7415 HOSE KIT</b>	<b>\$746.87</b>
<b>DEALER ASSEMBLY, INSPECTION, FUEL</b>	<b>\$225.00</b>

Total Unit Price: \$34,415.58  
 Quantity Ordered: 1  
 Final Sales Price: \$34,415.58

**Final pricing will be based upon pricing at the time of final delivery to Sourcewell members. Purchase Order Must Reflect Final Sales Price.**

To order, place your Purchase Order directly with the quoting dealer

\*Some series of products are sold out for 2022. All equipment specifications are as complete as possible as of the date on the quote. Additional attachments, options, accessories may be added (or deleted) at the discounted price. All specifications and prices are subject to change. Taxes are not included. The PDI fees and freight for attachments and accessories quoted may have additional charges added by the delivering dealer. These charges will be billed separately. Prices for product quoted are good for 60 days from the date shown on the quote. All equipment as quoted is subject to availability.



## **Administrator - 4/17/24 Trustee Meeting**

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### **Motion to authorize the Township Administrator to enter into a Memorandum of Agreement for Deposit of Public Funds with LCNB National Bank.**

The Township has its existing checking accounts with LCNB National Bank. We have had an agreement for some time with LCNB and the arrangement has been positive for the Township. The current five-year agreement expires on May 7, 2024, and LCNB has submitted a new Depository Agreement and an Account Analysis depicting the cost of services for competitive pricing. As the Board is aware, we deposit additional funds for long-term investments with additional institutions and advisors to be able to leverage our cash reserves for optimal investment income.

Ellen Horman, our Assistant Fiscal Officer, is recommending that we renew our agreement with LCNB as our public depository for another five-year term.



April 4, 2024

Hamilton Township Trustees  
7780 S State Route 48  
Maineville, OH 45039

RE: LCNB Accounts

Dear Trustees:

LCNB National Bank appreciates having you as a customer. Your Depository Agreement comes due May 7, 2024. Enclosed are the signed Application for Deposit and Memorandum of Agreement for the next five years. Should we receive the approval of your board, please have the agreement properly executed and return one copy to us. You will need to retain the remaining documents of the renewal packet for your records.

Please review the enclosed Analysis Proposal that shows the updated Account Analysis cost of services. We value our long-standing relationship with the Township and will continue to offer special pricing. You will see there are three columns on the proposal; the first column cost of services is what we charge new Public Fund Accounts, the second column cost of services has been the Township's pricing for the past 5-year term, and the third column is the proposed new 5-year term cost of services. Service Fees will be charged thru our Account Analysis and post to the account between the 1<sup>st</sup> and 10<sup>th</sup> of the month.

The current Public Fund NOW! Checking Account ending in 2537 will continue to earn interest at a variable rate that is set by our Pricing Committee. This committee does meet weekly.

Please make sure that you are regularly logging into your Ohio Pooled Pledge Account. This site provides information regarding your account, and also your resource in obtaining your quarterly statements. Their website address is <https://opcs.ohio.gov>.

LCNB is always looking into ways in order to better serve our Public Entities. In addition to your Positive Pay service for monitoring fraud; our Treasury Management Department offers several very beneficial services that provide more efficient ways in order to conduct day to day business. We would love the opportunity to discuss with you in more detail. If interested in more information, please contact our Treasury Management Department or your local office.

We appreciate your business and look forward to serving you in the future. At any time if you have any questions, please feel free to contact me or Virginia Pence at your local office and we will be happy to talk to you.

Sincerely,  
LCNB National Bank

A handwritten signature in black ink that reads "Ann M. Smith".

Ann M Smith  
Senior Vice President



Hamilton Township Trustees  
Public Fund NOWI Checking

\$2,800,366.55

-----ACTIVITY DESCRIPTION -----	NUMBER OF UNITS	COST PER UNIT	TOTAL COST	SPECIAL PRICING	TOTAL COST	NEW SPECIAL PRICING	TOTAL COST
Monthly Maintenance Fee	1	10.0000	\$10.00	10.0000	\$10.00	10.0000	\$10.00
Chargeback Fee	2	10.0000	\$20.00	5.0000	\$10.00	5.0000	\$10.00
Deposited Items - On Us Items	4	0.0000	\$0.00	0.0000	\$0.00	0.1300	\$0.52
Deposited Items - Not On Us Items	93	0.1500	\$13.95	0.1200	\$11.16	0.1300	\$12.09
Checks Paid	136	0.1500	\$20.40	0.1200	\$16.32	0.1300	\$17.68
ACH Credits	96	0.1200	\$11.52	0.1000	\$9.60	0.1100	\$10.56
ACH Debits	18	0.1200	\$2.16	0.1000	\$1.80	0.1100	\$1.98
Stop Payment	0	35.0000	\$0.00	5.0000	\$0.00	10.0000	\$0.00
Wire - Incoming	1	10.0000	\$10.00	5.0000	\$5.00	5.0000	\$5.00
Wire - Outgoing	0	25.0000	\$0.00	15.0000	\$0.00	15.0000	\$0.00
Account Analysis Fee	0	30.0000	\$0.00	0.0000	\$0.00	0.0000	\$0.00
Paper Statement Mailed *eStatement Free	0	5.0000	\$0.00	5.0000	\$0.00	5.0000	\$0.00
Sweep Account Set Up	0	100.0000	\$0.00	100.0000	\$0.00	100.0000	\$0.00
<b>ITEMS CHARGED AT OCCURANCE</b>							
Deposit Tickets & Checks <b>**Purchase at Cost</b>		AT COST		AT COST		AT COST	
Non Sufficient Funds	0	25.0000	\$0.00	25.0000	\$0.00	25.0000	\$0.00
<b>TREASURY MANAGEMENT</b>							
ACH Origination Base Fee		25.0000	\$0.00	25.0000	\$0.00	25.0000	\$0.00
ACH Transaction Fee		0.1000	\$0.00	0.0700	\$0.00	0.1000	\$0.00
ACH Returns		8.0000	\$0.00	8.0000	\$0.00	8.0000	\$0.00
Notice of Change		1.0000	\$0.00	1.0000	\$0.00	1.0000	\$0.00
Positive Pay - Check and/or ACH	1	25.0000	\$25.00	25.0000	\$25.00	25.0000	\$25.00
Positive Pay - Check Violation Fee		2.0000	\$0.00	2.0000	\$0.00	2.0000	\$0.00
Wire Module		25.0000	\$0.00	25.0000	\$0.00	25.0000	\$0.00
RDC Monthly Fee		40.0000	\$0.00	40.0000	\$0.00	40.0000	\$0.00
RDC Per Item Processing Fee		0.1000	\$0.00	0.1000	\$0.00	0.1000	\$0.00
RDC Per Deposit Fee		0.3500	\$0.00	0.3500	\$0.00	0.3500	\$0.00
RDC Additional Account Fee		3.0000	\$0.00	3.0000	\$0.00	3.0000	\$0.00
RDC Additional Location Fee		25.0000	\$0.00	25.0000	\$0.00	25.0000	\$0.00
<b>TOTAL COST</b>			<b>\$113.03</b>		<b>\$88.88</b>		<b>\$92.83</b>

## APPLICATION FOR DEPOSIT OF PUBLIC FUNDS

To: Board of Trustees  
Hamilton Township  
Warren County

LCNB National Bank which is located and doing business through an office in Maineville, Ohio Warren County hereby applies to be designated as a depository for Active and Interim/ or Inactive Funds belonging to Hamilton Township from May 7, 2024 to May 7, 2029.

The total amount applied for as specified below will be \$17,000,000.00 which amount, in addition to those public funds held under Sections 135.31 through 135.40 of the Ohio Revised Code is not in excess of thirty percent (30%) of its assets \$2,291,592,000.00 as revealed by the financial statements attached hereto.

The maximum amount of public monies which the applicant desires to receive and have on deposit as active funds at any one time during the period covered by this offer is \$15,000,000.00.

The maximum amount of such public monies which the applicant desires to receive and have on hand as interim deposits at any one time during the period covered by this offer is a total of \$1,000,000.00 which will be held as enumerated below:

Funds will be held for maturities as requested, at Market rates of interest to be quoted at times of deposit.

The maximum amount of public deposits which applicant desires to receive and have on deposit as inactive funds at any one time during the period covered by this offer is \$1,000,000.00 which will be held as enumerated below:

Funds will be held for maturities as requested, at Market rates of interest to be quoted at times of deposit.

For interim and inactive deposits, the bank will issue Certificates of Deposits during the period of designation in the amount desired. Interest will be payable at the maturity thereof, or at the time of withdrawal prior thereto. Interest rates are subject to change from time to time. Current interest rate quotations should be obtained from the bank during normal business hours.

This application is accompanied by the required financial statement of the applicant under the oath of its President/CEO and in such detail to show the assets and the capital funds of the applicant as of the date of its latest report to the Comptroller of the Currency adjusted to show any changes therein made after the report, but prior to the date of this application.

LCNB, if subsequently designated as a depository will comply in all respects with the law, regulations and rules of Ohio and United States relative to the deposits of such funds and will furnish, at the bank's option, security for funds provided under either Section 135.18 or 135.182. The bank may choose to secure public funds deposits with an approved line of credit but will do so only after executing an additional agreement with the depositor.

LCNB National Bank

  
Lawrence P. Mulligan Jr  
EVP/COO

## MEMORANDUM OF AGREEMENT FOR DEPOSIT OF PUBLIC FUNDS

This is an agreement between LCNB National Bank, a National bank located and doing business in Warren County through an office in Maineville, Ohio; and whereby the Hamilton Township accepts the bank's offer to serve as public depository during the period of May 7, 2024 to May 7, 2029 inclusive.

Therefore, under this agreement the sub-division will appoint LCNB National Bank as its depository and will deposit funds as enumerated below:

- a) Hamilton Township will deposit active funds and the bank will accept a maximum of \$15,000,000.00 or any part thereof. For the service of making active funds accessible by demand, check, draft or other similar instrument, the bank may charge a reasonable fee, as enumerated under Section 135.16 of the Ohio Revised Code.
- b) Hamilton Township will deposit and the bank will accept as interim deposits a maximum of \$1,000,000.00 or any part thereof. The bank will issue Certificates of Deposits during the period of designation in the amount desired. Funds will be held for maturities as requested, at Market rates of interest to be quoted at times of deposit.
- c) Hamilton Township will deposit and bank will accept as inactive deposits a maximum of \$1,000,000.00 or any part thereof. The bank will issue Certificates of Deposit during the period of designation in the amount deposited. Funds will be held for maturities as requested, at Market rates of interest to be quoted at time of deposit.

For both interim and inactive deposits, the interest payable on Certificates of Deposits will be at the maturity thereof or at the time of withdrawal prior thereto. Also, for both interim and inactive deposits, the interest rates are subject to change from time to time. While the information contained in this agreement represents current interest rates, in the future, such quotation should be obtained from the bank during normal business hours. If a deposit is renewed, it shall carry the then prevailing interest rate at the time on that type of deposit.

The total amount thus awarded under this agreement totals \$17,000,000.00 which does not exceed the limitations set forth under Chapter 135 of thirty percent (30%) of total assets.

The bank will secure all public deposits at the bank's option under either Section 135.18 or Section 135.182 in an amount sufficient to meet the requirements of Chapter 135. It is understood that the bank may substitute securities held in the pooled pledge authorized by Section 135.182 as it chooses so long as the pool is adequate to secure the public funds on deposit.

The bank may choose to secure public funds deposits with an approved line of credit but will do so only after executing an additional agreement with the depositor.

On the last business day of each month during the period that any funds awarded pursuant to this agreement are on deposit with the bank, the bank will furnish a statement showing the balance of such active monies in its possession. The bank may charge a reasonable fee for providing monthly statements under this agreement.

The bank agrees that it will comply with all the requirements of the Ohio Revised Code, Chapter 135 and any amendments thereto. The bank also further agrees that it will abide by any state and federal laws, rules or regulations or any amendments thereunder. If any such laws, rules or regulations are changed or amended during the terms of the designation as public depository, and if the change of laws, rules or regulations will cause the agreement to become unlawful, at the bank's option, this agreement shall be limited so as not to extend beyond the date when such change becomes effective.

As part of this agreement, the depositor agrees to be subject to the rules which govern the accounts in which the depositor's funds are deposited. Also, the depositor agrees to provide the bank the names and signatures of those persons authorized to execute drafts on and to make withdrawals from the accounts, and to provide such documentation establishing these persons' authority as the bank may request.

Hamilton Township

LCNB National Bank

By: \_\_\_\_\_

By: *[Signature]* EVP/COO

By: \_\_\_\_\_

By: *[Signature]* SVP

(NOT FOR USE WITH COUNTY FUNDS)  
FOR USE WITH ACTIVE DEPOSITS (R.C. 135.10)  
INTERM DEPOSITS (R.C. 135.08 & .09)  
INACTIVE DEPOSITS (R.C. 135.06 & 07)

## MEMORANDUM OF AGREEMENT FOR DEPOSIT OF PUBLIC FUNDS

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- c) Hamilton Township will deposit and bank will accept as inactive deposits a maximum of \$1,000,000.00 or any part thereof. The bank will issue Certificates of Deposit during the period of designation in the amount deposited. Funds will be held for maturities as requested, at Market rates of interest to be quoted at time of deposit.

For both interim and inactive deposits, the interest payable on Certificates of Deposits will be at the maturity thereof or at the time of withdrawal prior thereto. Also, for both interim and inactive deposits, the interest rates are subject to change from time to time. While the information contained in this agreement represents current interest rates, in the future, such quotation should be obtained from the bank during normal business hours. If a deposit is renewed, it shall carry the then prevailing interest rate at the time on that type of deposit.

The total amount thus awarded under this agreement totals \$17,000,000.00 which does not exceed the limitations set forth under Chapter 135 of thirty percent (30%) of total assets.

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The bank agrees that it will comply with all the requirements of the Ohio Revised Code, Chapter 135 and any amendments thereto. The bank also further agrees that it will abide by any state and federal laws, rules or regulations or any amendments thereunder. If any such laws, rules or regulations are changed or amended during the terms of the designation as public depository, and if the change of laws, rules or regulations will cause the agreement to become unlawful, at the bank's option, this agreement shall be limited so as not to extend beyond the date when such change becomes effective.

As part of this agreement, the depositor agrees to be subject to the rules which govern the accounts in which the depositors funds are deposited. Also, the depositor agrees to provide the bank the names and signatures of those persons authorized to execute drafts on and to make withdrawals from the accounts, and to provide such documentation establishing these persons authority as the bank may request.

Hamilton Township

LCNB National Bank

By: \_\_\_\_\_

By: *[Signature]* EVP/COO

By: \_\_\_\_\_

By: *[Signature]* SVP

(NOT FOR USE WITH COUNTY FUNDS)  
FOR USE WITH ACTIVE DEPOSITS (R.C. 135.10)  
INTERM DEPOSITS (R.C. 135.08 & .09)  
INACTIVE DEPOSITS (R.C. 135.06 & 07)

## LCNB CORP. AND SUBSIDIARIES

## Item 7. Management's Discussion and Analysis of Financial Condition and Results of Operations (continued)

Income Taxes

LCNB's effective tax rates for the years ended December 31, 2023, 2022, and 2021 were 17.2%, 17.9%, and 18.0%, respectively. The difference between the statutory rate of 21% and the effective tax rate is primarily due to tax-exempt interest income from municipal securities, tax-exempt earnings from bank owned life insurance, tax-exempt earnings from LCNB Risk Management, Inc., and tax credits and losses related to investments in affordable housing tax credit limited partnerships.

Financial Condition

A comparison of balance sheet line items at December 31 is as follows (in thousands):

	2023	2022	Difference \$	Difference %
<b>ASSETS:</b>				
Total cash and cash equivalents	\$ 39,723	22,701	17,022	74.98 %
<b>Investment securities:</b>				
Equity securities with a readily determinable fair value, at fair value	1,336	2,273	(937)	(41.22)%
Equity securities without a readily determinable fair value, at cost	3,666	2,099	1,567	74.65 %
Debt securities, available-for-sale, at fair value	276,601	289,850	(13,249)	(4.57)%
Debt securities, held-to-maturity, at cost	16,858	19,878	(3,020)	(15.19)%
Federal Reserve Bank stock, at cost	5,086	4,652	434	9.33 %
Federal Home Loan Bank stock, at cost	15,176	4,415	10,761	243.74 %
Loans, net	1,712,946	1,395,632	317,314	22.74 %
Premises and equipment, net	36,302	33,042	3,260	9.87 %
Operating lease right-of-use assets	6,000	6,525	(525)	(8.05)%
Goodwill	79,509	59,221	20,288	34.26 %
Core deposit and other intangibles, net	9,494	1,827	7,667	419.65 %
Bank owned life insurance	49,847	44,298	5,549	12.53 %
Interest receivable	8,405	7,482	923	12.34 %
Other assets, net	30,643	25,503	5,140	20.15 %
Total assets	<u>\$ 2,291,592</u>	<u>1,919,398</u>	<u>372,194</u>	<u>19.39 %</u>
<b>LIABILITIES:</b>				
<b>Deposits:</b>				
Non-interest-bearing	\$ 462,267	505,824	(43,557)	(8.61)%
Interest-bearing	1,362,122	1,099,146	262,976	23.93 %
Total deposits	1,824,389	1,604,970	219,419	13.67 %
Short-term borrowings	97,395	71,455	25,940	36.30 %
Long-term debt	113,123	19,072	94,051	493.14 %
Operating leases liability	6,261	6,647	(386)	(5.81)%
Accrued interest and other liabilities	15,121	16,579	(1,458)	(8.79)%
Total liabilities	<u>2,056,289</u>	<u>1,718,723</u>	<u>337,566</u>	<u>19.64 %</u>
<b>SHAREHOLDERS' EQUITY:</b>				
Common shares	173,637	144,069	29,568	20.52 %
Retained earnings	140,017	139,249	768	0.55 %
Treasury shares, at cost	(56,015)	(52,689)	(3,326)	6.31 %
Accumulated other comprehensive loss, net of taxes	(22,336)	(29,954)	7,618	(25.43)%
Total shareholders' equity	<u>235,303</u>	<u>200,675</u>	<u>34,628</u>	<u>17.26 %</u>
Total liabilities and shareholders' equity	<u>\$ 2,291,592</u>	<u>1,919,398</u>	<u>372,194</u>	<u>19.39 %</u>



**Office of Public Works  
4/17/2024 Trustee Meeting**

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The following motion is requested by the Board of Hamilton Township Trustees from the Public Works Department:

**Motion to approve the purchase of a cemetery deed as presented to the board.**

- Cemetery Deed –
  - Todd Wolf purchased Lot 200, grave (s) 4 in Maineville Addition, deed number 2024-4

Budget Impact: N/A

# Deed For Cemetery Lot

Rev. Code, Sects. 517.07,.14; 759.12,31

Deed Number. # 2024-4

## KNOW ALL MEN BY THESE PRESENTS:

That we, the undersigned Trustees of Hamilton Township, Mark Sousa, Joe Rozzi, Darryl Cordrey, in the County of Warren and State of Ohio, for and in consideration of the sum of \$ 1,200.00Dollars, to us paid by Todd Wolf Current Address: 245 Broadway St Maineville, Oh 45039, the receipt whereof is hereby acknowledged, do hereby **GRANT, BARGAIN, SELL AND CONVEY** to the said: **Todd Wolf**

and HIS/HER/THEIR heirs forever the following described lot or parcel of land in **Maineville Addition : Lot: 200 Grave(s) 4** as described upon the plat of said Cemetery, on file in the office of the Administration of said TO HAVE AND TO HOLD the same to the said

**Todd Wolf**

and HIS/HER/THEIR heirs, to be used for the purposes of burial only, subject to the laws of this State regarding Cemeteries and the rules an regulations of the officers having control of said Cemetery.

**In Witness Whereof**, We have hereunto set our hands on this 17th day of April A.D. 2024

**Signed and Acknowledged in presence of**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

in Warren County, Ohio.

**\*\* The State of Ohio, Warren County, ss.**

**Be It Remembered**, That on this 17th day of April A.D. 2024 before me, the subscriber, a **Notary Public** in and for said County, personally came the above named Trustees of Hamilton Township in Warren County, State of Ohio, and as such officers, acknowledged the signed and sealing of the foregoing conveyance to be their voluntary act and deed, for the uses and purposes therein mentioned.

**In Testimony Whereof**, I have hereunto subscribed my name, and affixed my official seal, on the day and year last aforesaid.

\_\_\_\_\_