

Hamilton Township Trustee's Meeting

June 19, 2019

Trustee Board Chairman, Darryl Cordrey, called the meeting to order at 6:30p.m. Mr. Cordrey, Mr. Walker, and Mr. Rozzi were present.

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

Motion made by Mr. Cordrey with a second by Mr. Walker to approve of the clerk's journal and accept the tapes as the Official Meeting Minutes of the June 5, 2019 Trustee Meeting.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes

Motion made by Mr. Cordrey with a second by Mr. Walker to approve of the clerk's journal and accept the tapes as the Official Meeting Minutes of the June 11, 2019 Special Trustee Meeting.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes

Motion made by Mr. Cordrey with a second by Mr. Walker to approve billing invoices for pay cycle June 10, 2019 – June 14, 2019, checks numbered 80239 – 80256.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes

Motion made by Mr. Cordrey with a second by Mr. Walker to approve billing invoices for payment cycle June 17, 2019 – June 21, 2019, checks numbered 80257 - 80299.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes

Motion made by Mr. Cordrey with a second by Mr. Walker to approve billing invoices for payment cycle June 17, 2019 – June 21, 2019, checks numbered 80300 - 80305.

Roll call as follows:	Darryl Cordrey	Yes
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Joe Walker	Yes
Joe Rozzi	Yes

Motion made by Mr. Cordrey with a second by Mr. Walker to approve Payroll for pay cycle June 2, 2019 – June 15, 2019, Electronic Fund Transfer Direct Deposit Vouchers 1163512216 – 1163512284 & 1163510413 – 1163510416.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes

Motion made by Mr. Cordrey with a second by Mr. Walker to approve the withholding payments for payment cycle June 2, 2019 – June 15, 2019, checks numbered 30361015 – 30361017 & 30361301 - 30361324.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes

Presentations

Warren County Township Scholarship Award

Mr. Vonderhaar introduced himself stating that he is a Union Township Trustee as well as a member of the Warren County Township Scholarship Award Committee. The committee hands out two scholarships each year and the recipient for Hamilton Township is Mr. Austin Weber.

Mr. Cordrey presented this year's Scholarship Award to Austin Weber.

Mr. Vonderhaar stated that Austin is one of two winners. They had eleven applicants this year. They narrowed the selection down to five and then send it off for review so that none of the township Trustee's or Fiscal Officers are involved in picking the winner. Mr. Ralph Blanton, Secretary of the Township Scholarship program, was also present for the award presentation.

Austin stepped forward and read his essay aloud to the audience and Trustees. He included many facts and details about Hamilton Township.

Public Comments- Agenda Related

Mr. Cordrey opened the floor to public comments related to agenda items, at 6:42 pm.

Greg Power introduced himself as the Superintendent of Little Miami Schools. He gave an update on what is going on within the school district such as an addition on the high school/jr. high/ intermediate building as well as design development for a new Pre-K-1 building. The district has been growing by approximately 200 students per year for the last few years so expansion is necessary. He explained the current funding for the district and encouraged residents and the Trustees to look at the data surrounding the need for additional services throughout the township and the district.

Several residents spoke in support of placing the police and fire levies on the November ballot.

Mr. Cordrey closed the floor to public comments at 6:53 pm.

Township Current Business

Resolution 19-0619: Alexander Pointe Development

- This resolution is approving an R-3 PUD, stage 2 and 3 plans for approximately 12.4 acres of real property located at the North West corner of Willow Pond Blvd. and State Route 22/3 in Hamilton Township, Warren County, Ohio.

Mr. Cordrey made a motion, with a second from Mr. Walker, to approve Resolution 19-0619.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes

Resolution 19-0619A: Approving and updating the current Records Retention schedule

- This is a resolution that updates our records retention policy to reflect current law and best practices. Mr. Yoder and his law firm did review this.

Mr. Rozzi asked if this information is standard amongst other townships.

Mr. Yoder stated that he would not call it “standard” because ours is a little more sophisticated than what most townships have.

Mr. Cordrey made a motion with a second from Mr. Walker to approve resolution 19-0619A.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes

Resolution 19-0619B: Declaring the submission to the Electorate of a 1.0 mil increase in Property Tax Levy for the support and maintenance of Police Department services in Hamilton Township

- Chief Hughes explained that the numbers that were sent back from the Auditor is that 1.0 mils would generate \$815,745. With those funds, we want to increase staff up to six new police officers to place a minimum of 4 officers on each shift. Chief broke down the salaries to hire new officers based on current 2019 contract salaries. He also compared department statistics based on the patrol area, members of the departments, and salaries.

Mr. Cordrey asked for clarification on the number of officers per shift and their roles.

Chief Hughes explained that there is currently a Sergeant assigned to 3 out of 4 shifts. With the phase in of 6 officers, that will allow one of our current patrolman to be promoted to Sergeant so that all 4 of our shifts can have a supervisor.

Mr. Cordrey asked how many sworn in officers we currently have and what is the agreement with the School Resource Officers?

Chief Hughes stated that we have 18, full time, sworn in officers. Of the 18 total, we only have 13 that assigned to the road at all times. In the summer, we do pick up our two SRO's to work the road however, since they are not allowed to use vacation time during the school year, that leaves the summer for them to burn a significant amount of their time. Which means on paper they appear to be covering the roads, but they are not always working.

Mr. Rozzi asked what the phase in period is?

Chief Hughes explained that this would be a process over the next 1-2 years depending on what the applicant pool looks like.

Mr. Centers explained that he took this to the Advisory Committee and they are in unanimous favor of putting it on the ballot.

Mr. Walker explained that he supports the Police Department and backs them 100% with what they do. He does not want to deny them of what they need but he is also looking out for the rural part of the township that cannot afford to have an increase in property taxes. He cannot support a levy at this time because he does not feel that there is an immediate need.

Mr. Rozzi asked what the actual impact is per \$100,000 based on the evaluation.

Chief Hughes stated that it is approximately \$35 per 100,000 annually.

Mr. Cordrey responded to Mr. Walker's concerns about other funds that are set aside. He believes that it is the Board's responsibility to prepare for the next possible economic downfall and dipping into those funds does not make sense. This should go to the voters for them to decide what kind of services they want in the township they reside in.

Mr. Cordrey made a motion, with a second from Mr. Rozzi, to approve Resolution 19-0619B.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Rozzi	Yes
	Joe Walker	No

Resolution 19-0619C: Declaring the submission to the Electorate of a 1.0 mil increase in Property Tax Levy for the support and maintenance of Fire Department services in Hamilton Township

- Chief Reese explained that the service concerns are largely the same as the police departments however, the fire department has a larger area because they service the incorporated areas as well. A 1.0 mil levy would generate \$935,230 for the fire department. As explained previously, the reserve funds are on their way to being reduced to unwanted numbers. The first year would cover the operations overhead and hire one full-timer to replace a part time position. Money will be used for our bond payment and any additional would go towards debt reduction to get us out from under the bond sooner. Hiring two additional full timers in 2021 would be done. In the next four years, we will also need to look at replacing a fire truck.

Mr. Cordrey asked if we are currently dipping into the reserves right now and if we hold on to our full time staff better than we do with part time.

Chief explained that there were adjustments made a few years ago to correct our pay scale and make it more competitive. That has allowed us to attract good quality people and maintain staff as well. The part time pool has shrunk significantly due to the increase in interest for full time positions.

Mr. Cordrey asked how much of an increase have we seen in the last few years.

Chief stated that since 2014 the runs have increased by approximately 100 per year. Transports are up 32%. Concurrent runs have increased as well.

Mr. Cordrey asked if this is an 8-10 year plan as well and if we are looking to maintain or increase staffing?

Chief Reese stated that this is an 8-10 year plan and we will be increasing the daily staffing from 6-7.

Mr. Rozzi stated that he sees the increase in calls in both departments.

Mr. Walker expressed the same concerns as he did with the police department stating that he supports the departments but does not see the immediate need for an increase in property taxes.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve Resolution 19-0619C.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Rozzi	Yes
	Joe Walker	No

Fiscal Officer

Mr. Centers explained that we are 42% through the year, 58% of our collected revenue and only 38% through our expenditures which is down from 39% at this time last year.

Administrator's Report

-Mr. Centers explained that the Special Trustees Meeting that was held on June 11, 2019 had a great turn out with a lot of new faces.

-Lois McKnight is starting on Wednesday June 26, 2019 for Zoning services. She is contracted with us for the next 4 months, as we will transition into the new Economic Development position, which we have received several applications for.

- Last meeting the Board approved the sale of items on an auction website and we were going to bring our old ambulance to this meeting to list on govdeals.com. Mr. Hickey inquired about using it in the Public Works department as a sign truck that can be used for multiple purposes around the township. He agreed to pay \$10,000 for the ambulance out of his permissive fund.

Mr. Rozzi asked for clarification on what it would be used for.

Mr. Hickey stated that they would keep all of their signs in the truck to keep from making multiple trips to the service garage when they need different signs around the township. It will also hold power equipment and other materials needed.

Mr. Cordrey asked if it is in good shape? Mr. Centers replied that it is in good shape for this kind of use but not to continue service as an ambulance.

Mr. Walker asked if the cost to maintain it exceeds the actual uses for the vehicle.

Mr. Hickey explained that this will be used for anything that is in conjunction with the day-to-day operations. The existing body will remain but they will change the interior to reflect the needs for public works. All of the conversion will be done in house. The biggest cost will be to re-wrap the vehicle but at this time that has not been looked into at this time.

Mr. Cordey asked if a motion was needed.

Mr. Yoder said that it would be best to make one for audit purposes.

Mr. Cordrey made a motion with a second from Mr. Walker to authorize the transfer and sale for the ambulance from the permissive fund to the EMS Fund.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes

-The Advisory Committee met again and has new officers. The President is Ryan Ziemba and the Vice President is Becki Walker. They have continued to work on the newsletter and the new one will be out next month. They also gave some feedback from their meeting and agreed that they would like to be advising the Board more.

Mr. Cordrey asked if they were looking for more individual direction to have the committee review or if they want more from the Board as a whole?

Mr. Centers stated that they have discussed things that were brought both individually as well as collectively so the consensus is that they would like more opportunities like that to advise on based on the community.

-Newsletter Advertising is working. We had feedback from one of the physician's offices that they have three new patients due to newsletter so that is a plus.

-Y2K Landscaping is doing an outstanding job on the cemetery mowing.

-We are getting a lot of tall grass complaints. Normally we send a letter but right now due to the rain, we are just documenting it to give residents a chance to cut it once everything dries out.

-At the June 11th meeting a resident had discussed screening at the Maineville Cemetery since we are now allowing upright headstones. Screening options such as fencing and/or vegetation will be brought as a work session at the next meeting.

- Turner Construction update is that they are now 570 man hours without incident. The pad has been cut and filled since the last meeting. The heavy rain has delayed them on pouring the foundation but they are still on track. We are at 17 of 22 set contractors issued. In addition, to date we have not spent any money out of our contingency fund that we have set aside.

-The new logo rolled out today on the new website at www.hamilton-township.org. We are still working on getting video up there as well.

- This weekend is Touch-A-Truck from 10:00 am – 2:00 pm on Saturday at Fellowship Baptist Church.

Public Comments- General

Mr. Cordrey opened the floor to general public comments at 7:26 pm.

Lee Monti- commented on the development that is going in behind his home and the water run off that is happening. He asked the Trustees to come out and look at the issue.

Mr. Hickey explained that there are other departments that this falls under since Hamilton Township does not have our own water and sewer department.

Mr. Cordrey closed the floor to public comments at 9:41 pm.

Trustee Comments

Mr. Rozzi stated that we have a great community that is going to keep growing and he believes that it is up to the people to decide on the levies.

Mr. Cordrey thanked the residents for the attendance at the Special Trustees Meeting and expressed that it was a success. He reminded about the Cone with a Cop event on June 21st at UDF. The next meeting is being moved from July 3rd to July 10, 2019 at 6:30 pm. He also agreed that it is up to the residents to decide on the levies.

Executive Session

Mr. Cordrey made a motion to enter into Executive Session at 7:36 pm in reference to O.R.C. 121.22 (G) (2) and (3) to consider employment of a public employee or official. In attendance was Mr. Cordrey, Mr. Walker, and Mr. Rozzi. There was a second from Mr. Walker.

Roll call as follows: Darryl Cordrey Yes
 Joe Walker Yes

Joe Rozzi Yes

Mr. Cordrey made a motion to come out of Executive Session at 8:03 pm. There was a second from Mr. Walker.

Roll call as follows: Darryl Cordrey Yes
 Joe Walker Yes
 Joe Rozzi Yes

Adjournment

With no further matters to discuss, Mr. Cordrey made a motion with a second from Mr. Walker to adjourn the meeting at 8:03 pm.

Roll call as follows: Darryl Cordrey Yes
 Joe Walker Yes
 Joe Rozzi Yes