

## Hamilton Township Trustees Meeting

July 15, 2020

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

The *Pledge of Allegiance* was recited by all.

Motion made by Mr. Cordrey with a second by Mr. Rozzi to approve of the clerk's journal and accept the tapes as the Official Meeting Minutes of the July 1, 2020 Trustee Meeting.

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

Motion made by Mr. Cordrey with a second by Mr. Rozzi to approve Payroll for pay cycle June 14, 2020 – June 27, 2020, Electronic Fund Transfer Direct Deposit Vouchers 1187040881 – 1187040961.

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

Motion made by Mr. Cordrey with a second by Mr. Rozzi to approve the withholding payments for payment cycle June 14, 2020 – June 27, 2020, checks numbered 32241454 - 32241476.

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

Motion made by Mr. Cordrey with a second by Mr. Rozzi to approve billing invoices for payment cycle July 6, 2020 – July 10, 2020, checks numbered 81685 - 81700.

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

Motion made by Mr. Cordrey with a second by Mr. Rozzi to approve billing invoices for payment cycle July 13, 2020 – July 17, 2020, checks numbered 81701 - 81741.

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

### **Public Comments**

Mr. Cordrey opened the floor to public comments at 6:32pm.

Mr. Dan Phipps inquired how the Zoning Amendment for CBD Oil Establishments got started.

Mr. Yoder gave a brief summary explaining that this was initiated in December of 2019 by the Board of Trustees who placed a one year moratorium on any CBD establishments in Hamilton Township. From there the Zoning Commission held three meetings on the matter and sent their recommendations to the Trustees. Several work sessions were held during our public meetings and the Board is expected to vote on the Zoning Amendment tonight.

Mr. Cordrey closed the floor to public comments at 6:43 pm.

### **Human Resources**

Mr. Hickey requested a motion to hire Mr. Josh Davis effective July 13, 2020 at \$12.00/hr for a Seasonal Parks position. This is a replacement for someone they recently lost in that position.

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

### **New Business**

#### **-Resolution 20-0715: Adopting Zoning Code Text Amendment for CBD Establishments**

Mr. Cordrey explained that this Resolution will adopt the Zoning Code Text Amendment Creating Zoning and Land Use Regulations for CBD Establishments.

Mr. Sousa gave an outline of the amendment stating that CBD Establishments are defined as any retail store that maintains at least 30% of physical merchandise based on the products consisting of or infused with CBD or is the stores primary revenue source, there shall be a minimum of 500 feet between two CBD Establishments measured from one main entrance to another, no CBD Establishment shall be permitted within 500 feet of a school and any CBD Establishment proposed within 500 feet of a church, library, public playground or Township park shall be subject to a conditional use review; procedure and criteria provided by Township Zoning Code section 3.8, finally CBD Establishments proposed outside of 500 feet from a school church, playground or park are otherwise regulated above and shall only be permitted in B-1 and B-2 zoning districts.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve Resolution 20-0715.

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

#### **-Resolution 20-0715A: Approving the Provision of Police Protection Services to the Village of Maineville, Ratifying the Contract previously executed by the Township Administrator on behalf of Hamilton Township, and declaring an Emergency**

Mr. Yoder explained that Maineville had been exploring options to save money in the midst of personnel changes. The Township already provides support services to the Village of Maineville. The Village of Maineville is now paying the Township to provide 24/7 Police protection. This is only money coming in to the Township. The Ohio Revised Code actually does not require a Resolution in order to pass this especially since the Township is not paying money, but for planning purposes and to cover all aspects, a contract was executed and this Resolution will ratify that contract in the event anyone has questions or requests documentation giving authority to our Police Department to cover the Village of Maineville. This is a 10 year contract that is renewable with an additional 5 year term. Either party can also get out of the contract if finances change at change point as long as 180 days' notice is given.

Chief Hughes further elaborated that we have a very good working relationship with the Village of Maineville. We currently average a 47% response rate for their calls however we do not actively patrol the Village. Therefore the Elected Officials were looking at what it would take to incorporate the patrols instead of just responding.

Mr. Cordrey asked if we would be hiring another officer to fill the gap in Maineville so to speak.

Chief Hughes explained that the agreement is essentially set up to cover the cost of another officer. This allows us to fill our shifts. We have at least four officers on a shift and even though the Village is paying towards the cost of one officer, they are getting the presence of the full department such as our Full Time Chief, Full Time Clerk, Full Time Detective, etc.

Mr. Cordrey referenced that Cities and Villages have the ability to make a profit from speeding tickets through Mayor's Court; townships do not, how will this be handled moving forward?

Chief Hughes explained that they are dissolving their Mayor's Court as well so any citations that are issued inside the Village limits will be handled the way Hamilton Township officers do now and they will all go through Warren County.

Mr. Rozzi asked if we are acquiring vehicles and/or equipment from Maineville?

Chief Hughes explained that they do have a 2018 Ford Explorer that only has 17,000-18,000 miles on it. They currently owe about \$31,000 on it and are financing that at a 4% interest rate; LCNB can finance it to us at a 2% interest but for \$30,000 Chief Hughes would like to just purchase that car. We will turn it into one of our School Resource Officer's cars. Since it is silver there is an approximate \$8,000 cost to rewrap it to match our cars; we can do some neat things with it being silver and being an SRO car for under \$2,000. There is some equipment that we are finalizing but we do know that they have a few things we will acquire.

Mr. Sousa questioned if the Village would have a say on staffing to which Chief Hughes replied that they will not. Further discussion took place on the specs of the agreement which can be found inquired about at the Hamilton Township Administration offices.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve Resolution 20-0715A.

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

Mr. Hickey requested a motion to allow Police Chief, Scott Hughes, to post an additional Police Officer position within the next seven days, this posting will be advertised for 30 days.

Mr. Cordrey made a motion with a second from Mr. Rozzi to post an addition Police Officer position.

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

### **Fiscal Officer's Report**

Mr. Weber explained that this report is for June 2020. We are currently 50% thru the year. Revenue to date is 55.6% of the budget which is \$6.74 million. Expenditures are at 46.3% which is \$6.23 million. We have a cash balance of \$11.69 million. We received our first draw from the County in April. In May we received our CAUV draw.

The gas tax is a small portion of our budget however it is down as an effect from COVID. The General fund is currently a little over a \$2 million balance. The gas fund is at approximately \$545k, Road and Bridge is a little over \$1.4 million, Police fund is a little over \$2.5 million, the permissive motor vehicle tax was slightly up compared to May at approximately \$501k, the Fire Department is at a little over a \$3 million balance, and the Road Levy Fund is at approximately \$445k.

Mr. Weber gave credit to Ms. Horman and staff for another clean audit. We received a letter from the Auditor stating that no modifications were necessary so congratulations for that work.

**Administrator’s Report**

Mr. Hickey mentioned that resurfacing on Winding Way and Nunner was supposed to start however the asphalt plant was delayed so resurfacing will start in the next few days.

Mr. Cordrey mentioned the work on the Overbrook Bridge. Mr. Hickey commented that they are working on it and expecting a fall completion.

**Trustee Comments**

Mr. Rozzi commented on the activity in the Township over the 4<sup>th</sup> of July weekend.

Mr. Sousa commented on a few structure fires that have taken place over the last few weeks and gave kudos to the Fire Department for their diligent work. He also asked Chief Reese how everything is going at the new Fire Station.

Chief Reese stated that there is still a punch list that they are working on but overall it’s going fairly well. He also commented on the Phase One inspection results from the old 76 on Foster-Maineville and expressed that no further action is necessary.

Mr. Cordrey thanked the Fire Department for their work he was able to observe at one of the fires. He also congratulated the staff on the wonderful work they did for the audit.

**Adjournment**

With no further business to discuss, Mr. Cordrey made a motion with a second from Mr. Rozzi to adjourn at 7:09 pm.

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