

Hamilton Township Trustee Meeting

July 5, 2023

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

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

The *Pledge of Allegiance* was recited by all.

A motion was made by Mr. Sousa, with a second by Mr. Rozzi, to approve the clerk's journal and accept the tapes as the Official Meeting Minutes of the June 21, 2023, Trustee Meeting.

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

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

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

Public Comments

Mr. Sousa opened the floor to public comments at 6:01 pm.

Mr. Sousa closed the floor to public comments at 6:02 pm.

Public Hearing – July Tax Budget for FY 2024

Mr. Pegram explained that the July tax budget is essential and estimate on where we think the fiscal year 2024 will land. He stated it's not typically the budget we will approve at the end of the year. He mentioned a few things to know going in is all the unencumbered shown in this draft is assuming we spend 100% of our expenditures in 2023 and 2024. He explained that typically doesn't happen, usually we come in around 80-85% across the Township in expenditures for the year. It is also using 2023 numbers for revenue. The overview estimate for the end of the year unencumbered would be 12.7 million, total revenue estimate for next year would be 14.2 million and total expenses 16.5 million.

Mr. Sousa stated he has a what if scenario that he hopes becomes true. He mentioned with the newest vendor for the EPA mitigation at Mounts Park he stated we could receive grants. If we encumber these ARPA funds for Mounts and we find out next year this time that we receive the grants regardless of the dollar amount or what actually gets used. I believe by the end of next year we have to encumber ARPA money. What is the process or what is the use of approved uses. If we are throwing it at Mounts can we use it somewhere else?

Mr. Conover stated that there are a number of approved uses. We put them in four different buckets. It does need to be allocated by the end of next year and spent by the end of 2026. There are plenty of opportunities I believe to reallocate and spend the ARPA funds.

Mr. Sousa asked if we wanted to use it for paving or infrastructure development, those are things we could move it to.

Mr. Conover replied by saying absolutely.

Mr. Pegram stated we should probably know if we receive the grants by the time the final budget is made.

Mr. Pegram went through a PowerPoint presentation highlighting each department in the Township. This PowerPoint is available on the website.

During the cemetery slide Mr. Cordrey asked where we are on inventory on the niches.

Mr. Pelfrey stated he believes they are 40% sold.

Mr. Sousa stated that he believed we raised the price in 2019 or 2020. If we are seeing these 30,000 dollar deficit maybe in 2024 it will be time to revisit it.

Mr. Cordrey stated we just made the price adjustment a year ago.

Mr. Rozzi asked about adding columbarium's

Mr. Pegram stated that we could do that, it could also be paid for out of the General Fund.

Mr. Rozzi asked how many plots are left in Maineville Cemetery.

Mr. Pelfrey stated we probably have a couple thousand plots open and we have more land to the back where the woods are to expand in the future.

Mr. Pegram then continued with the PowerPoint presentation.

Mr. Sousa mentioned that he knows this is a beginning point. He said when Matt Nolan was here he said that the County was changing their policy this year on revenue projections. They had always been doing it at 97%, so he doesn't believe the estimated revenue of 14.2 million is correct. He believes it will be closer to 15 million.

Mr. Pegram stated what he would take away from this presentation is the expenses. He explained that the Department Heads did a good job and gave us real numbers. He stated that the revenue is most likely way off.

Mr. Sousa asked if anyone in attendance would like to make comment.

Mr. Rusty Holman came forward. He mentioned on the first slide Mr. Pegram said it would be 1 million dollars for paving. He wanted to know if that is part of the levy.

Mr. Sousa stated yes it is, it is just noted as a large item.

Mr. Sousa closed the public hearing.

New Business

- Resolution 23-0705A: July Tax Budget.

Mr. Sousa made a motion with a second from Mr. Rozzi to approve Resolution 23-0705A.

Roll call as follows:

Mark Sousa	Yes
Joe Rozzi	Yes
Darryl Cordrey	Yes

- Resolution 23-00705B: Disposal of Surplus Vehicles.

Mr. Sousa made a motion with a second from Mr. Rozzi to approve Resolution 23-0705B.

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

- Resolution 23-00705C: Speed Limit on Baxter Road.

Mr. Pelfrey explained that not only were complaints to our department. There were also several complaints to the Warren County Engineer's Office about the excessive speed on Baxter Rd. It has a one lane bridge that was replaced there years ago. It's a 35 mph road but the bridge is only 12 feet wide. Our subdivision roads are 26 feet wide and they are 25 mph. We had a speed study done and they came back with 30 mph. We will need to send it off to ODOT to be approved.

Mr. Sousa made a motion with a second from Mr. Rozzi to approve Resolution 23-0705C.

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

- Resolution 23-00705D: Accepting Certain Roads.

Mr. Sousa made a motion with a second from Mr. Rozzi to approve Resolution 23-0705D.

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

- Resolution 23-00705E: Striker Road Site Plan.

Mr. Sousa made a motion with a second from Mr. Rozzi to approve Resolution 23-0705E.

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

- Resolution 23-00705F: Advance to Lighting District.

Mr. Sousa made a motion with a second from Mr. Rozzi to approve Resolution 23-0705F.

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

- Motion – Contract for Geotechnical Services (Kroger TIF)

Mr. Pegram mentioned this is funding coming from the sale of bonds to pay for public infrastructure improvements at the Kroger site, Grandin Rd. extension and Towne Center Blvd. extension. The Port Authority issued the bonds and is doing phase A work. Phase 2 which is the actual construction of the roads will be done by the Township, with the County Engineer representing us. He explained that the County wrote all the bid documents, they were reviewed by our attorney's and the County put it out to bid. We also posted the bids on our website, so we both jointly advertised.

Mr. Sousa made a motion with a second from Mr. Rozzi to approve a contract with Atlas Technical Consultants LLC, for Geotechnical work related to the construction of public infrastructure related to the Kroger TIF.

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

- Motion – Contract with EVR.

Mr. Pegram stated essentially we are buying at 1.5 million dollar piece of equipment which is a huge investment for the Township. We want to make sure it is exactly what we want. He also mentioned that this ladder truck is bigger, longer, taller and more complex. So when we purchase a piece of equipment like this we want to make sure our people are properly trained to drive it and operate it. The contract before you is with Emergency Vehicle Response (EVR) for consulting, delivery and training services related to the purchase and inspection of the new Quint. A representative of the company will go with our staff to all necessary inspections. Once the truck is delivered they will send people to train our department on the Quint.

Mr. Sousa made a motion with a second from Mr. Rozzi to approve a contact with Emergency Vehicle Response (EVR) for consulting and training services related to the purchase, inspection and delivery for the new Fire Department Quint.

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

- Motion – AFG Grant for EMS Training.

Chief Jewett explained that this is a Federal FEMA Grant. We typically send two Fire Fighter/EMTs through a Paramedic certification class. That typically comes out of our training budget every year. This year we submitted for the AFG Grant for Training and we received a \$20,000 grant. So now it will only cost our department a little over \$1,800 to send two people to the Paramedic certification class.

Mr. Sousa made a motion with a second from Mr. Rozzi to approve the acceptance of a Grant for Paramedic training AFG in the amount of \$20,000.

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

- Motion – Duke Easement Extension

Mr. Pegram explained that prior to his tenure here we gave a temporary construction easement to Duke Energy to do some utility work on State Route 22&3. However, it runs across the front of a property we own that is used as a Dog Park across from Little Miami High School. Duke reached out and said the easement has expired but the work as not been completed. They are requesting an extension.

Mr. Sousa made a motion with a second from Mr. Rozzi to extend the time for temporary construction easement for Duke Energy through property owned by Hamilton Township.

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

Human Resources

- Motion – Police Recruit Position and Job Description

Chief Hughes stated he doesn't think it's a secret that Law Enforcement is having trouble recruiting all across the board. We have a candidate we are very interested in hiring, local man from Little Miami getting ready to go to the Police Academy. What we would like to do is hire him as a cadet which will put him on our payroll and allow us to grab him before another department does.

Mr. Sousa asked if he will take on his Academy expense and it can be reimbursed once he successfully graduates.

Chief Hughes Yes, we still need to work out some of those details. He is paying for the academy up front.

Mr. Sousa made a motion with a second from Mr. Rozzi to amend the roster of Hamilton Township as presented.

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

- Motion – Amend the Roster of Hamilton Township

Mr. Sousa made a motion with a second from Mr. Rozzi to amend the Hamilton Township roster as presented to the Board.

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

Trustee Comments

Mr. Rozzi stated I'm glad everyone made it through the Fourth of July and had a safe holiday. I am sorry that I am not able to attend the parade but I am glad everyone enjoyed it.

Mr. Cordrey Thank you to the staff and our friends and partners at the Village of Maineville for an excellent parade and festival. I think once again we out did ourselves. The layout was great the attendance was phenomenal.

Mr. Sousa I would like to echo those comments. It was noticeable the scope of the event and the number of people that came out. It was a really cool time. I make a trip every week or so to the bridge at Grandin. The circle on our side looks largely complete, the road is cut in on the Deerfield side. The closure on Morrow-Cozzadale is extended another week due to weather.

Administrator's Report

Mr. Pegram I would echo your comments. Especially thank you to Nicole for coordinating our parade. Thank you to all the departments for helping as well. Our annual paving is in progress. Movie Night is the next event coming up July 21st at Testerman Park at Dusk. National Night Out is August 1st. We did switch our electric aggregate. If you were opted in to the previous aggregate you will automatically get rolled over to Energy Harbor. I will talk to Duke next time to make sure their letter better explains the situation with the aggregation. As of today our contact is with Energy Harbor it is good for two years so until 2025 and it is just over 7 cents. Duke is currently at 9 cents.

Adjournment

With no further business to discuss, Mr. Sousa made a motion, with a second from Mr. Rozzi, to adjourn at 7:00 pm.

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