



TRUSTEE MEETING AGENDA 7/15/2026

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 July 1st Board of Trustees regular meeting.
- Bills before the Board

Public Hearing - Revised Stage 1 Concept Plan for 0 Classicway Boulevard
(Parcels 1724128017, 1724130026, 724130027, 1724128016)

Public Comments

New Business

Resolutions

- Resolution No. 26-0715A – Authorizing Private Sale of Unneeded and Unfit-For-Use Property

Motions

- Motion to approve the amendment of the Hamilton Township roster as presented.

Public Comments

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

Mark Sousa– *Board Chair*
Darryl Cordrey– *Vice Chair*
Joseph Rozzi – *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

Quillan Short – 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

July 1, 2026

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

Roll call as follows:	Mark Sousa	Yes
	Joe Rozzi	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 audio/visual as the Official Meeting Minutes of the June 17th Board of Trustees regular meeting.

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

Guest Speaker- Judge Fischer and Judge Loxley, Warren County

Judge Fisher and Judge Loxley provides an update on the court's operations, increasing caseload, and the opening of its new courthouse in 2025. It highlights the success of the court's mental health and veterans specialty dockets, discusses recent legal and administrative changes, and outlines the upcoming judicial transition in 2027. The presentation concludes by emphasizing the court's commitment to efficient public service, community engagement, and meeting the growing needs of Warren County.

Public Comments

Mr. Sousa opened the floor for public comment at 6:18 p.m.

Brad Turner addressed the Board regarding a nuisance property in the Providence subdivision. He stated that the appropriate HOA representatives were not notified before the property was cited. According to a map provided by the developer, the HOA believed the area was designated as natural landscaping and did not require mowing. Mr. Turner advised that the property has

since been mowed. He also requested additional information from the Police Department regarding the recently adopted golf cart resolution.

Jennifer Perry, a resident of The Landing at Willow Pond, addressed the Board regarding ongoing traffic issues caused by vehicles driving through her yard and neighboring properties to bypass the bollards installed on Honeysuckle Lane, which connects to the new Arbors development. She requested that the Township consider more attractive and effective barriers or landscaping to discourage vehicles from crossing private property.

Administrator Wright explained that he has been working with Ms. Perry, neighboring residents, the HOA, and the developer to identify a long-term solution. He recommended that the Board consider allowing the installation of landscaping features, such as trees or large boulders, to prevent vehicles from driving through the area. He also suggested evaluating the feasibility of installing a gate similar to the one located between Regency Park and Hopkins Commons. Mr. Wright commended the developer of The Arbors for being responsive throughout the process and stated that he would continue working with the affected parties and provide Ms. Perry with updates as a solution is developed. With no further public comment, Mr. Sousa closed the floor.

New Business

Resolution No. 0701A- Approving Increase in Appropriations and Purchase of a Scag Lawn Tractor

Mr. Sousa made a motion with a second from Mr. Rozzi to approve resolution 26-0617A, a resolution authorizing the Township Fiscal Officer to advance funds from the General Fund (1000) to the Lighting District Fund (2401).

Roll call as follows:	Joe Rozzi	Yes
	Mark Sousa	Yes

Resolution No. 26-0701B- Authorizing to Declare 0 Hildebrant Drive, Parcel 1604428003, a Nuisance Property and Removal of Vegetation and Other Debris

Mr. Sousa made a motion with a second from Mr. Rozzi to approve Resolution 26-0701B providing for and authorizing the removal of vegetation, garbage, refuse and other debris at 0 Hildebrant Drive, Parcel 1604428003, in Hamilton Township, declaring a nuisance and declaring an emergency.

Roll call as follows:	Joe Rozzi	Yes
	Mark Sousa	Yes

Motion- Approve Hamilton Township Roster as Presented

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

Roll call as follows: Mark Sousa Yes
Joe Rozzi Yes

Motion- Approve Purchase of a Cemetery Deeds

A motion was made by Mr. Sousa, with a second by Mr. Rozzi, to approve the purchase of cemetery deeds as presented to the board.

Roll call as follows: Mark Sousa Yes
Joe Rozzi Yes

Motion- Approve the purchase of a Wheel Lift-Balancer

Mr. Sousa made a motion to approve the purchase of a wheel balancer, wheel lift and associated equipment from Smith Garage Equipment, Inc. in an amount not to exceed \$13,87.16, seconded by Mr. Rozzi.

Roll call as follows: Joe Rozzi Yes
Mark Sousa Yes

Public Comments

Mr. Sousa opened the floor to public comments at 6:35PM, and with nobody approaching he closed the floor to comments.

Administrator's Report

Administrator Wright reported that the Mounts Park remediation project continues to make good progress. Work on the new stream is nearing completion, with seeding and erosion control measures underway, and the contractor is expected to begin capping the former landfill later this month. He also announced that the Hamilton Township Police Department School Resource Officers received the National Association of School Resource Officers (NASRO) Model Agency Award in recognition of its commitment to school safety and partnerships, and he congratulated Officers Rosenburger, Brandenburg, and Hayslip on the achievement. Lastly, he reported that the contractor for the Warren County Engineer's Office anticipates beginning milling and paving Township roads in mid-July after completing the full-depth road repairs in preparation for paving.

Trustee Comments

Mr. Rozzi commended Township staff for their efforts in organizing the Freedom Festival, noting the event was well attended and very successful. He specifically recognized Nicole for her hard work coordinating the festival. Mr. Sousa agreed, commenting on the large crowd, the

festival's continued growth, and the impressive flyover. He then turned the floor over to Chief Jewett.

Chief Jewett reminded residents that, with high temperatures expected in the coming days, the Warren County Emergency Management Agency has cooling shelters available for those in need. He encouraged everyone to stay properly hydrated and discussed the signs and symptoms of heat-related illnesses to watch for.

Adjournment-

Mr. Sousa made a motion with a second from Mr. Rozzi to adjourn at 6:41 PM.

Roll call as follows:	Mark Sousa	Yes
	Joe Rozzi	Yes



Office of Chief of Police
07/15/26 Trustee Meeting

The following motion is requested by the Board of Hamilton Township Trustees from the Chief of Police:

Motion to approve Resolution 26-0715A, a resolution authorizing private sale of unneeded and unfit-for-use property in the Police Department.

This property involves vehicles, which were recently impounded, and their titles signed over to the police department. Most of these vehicles were ‘totaled’ in car crashes, and/or the value of the vehicle exceeds the tow bill.

The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:00 p.m. on July 15, 2026, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Mark Sousa – Trustee, *Chair*
Darryl Cordrey – Trustee, *Vice Chair*
Joseph P. Rozzi – Trustee

Mr. _____ introduced the following resolution and moved its adoption:

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 26-0715A**

**A RESOLUTION AUTHORIZING PRIVATE SALE OF UNNEEDED AND UNFIT-FOR-
USE PROPERTY IN THE POLICE DEPARTMENT**

WHEREAS, the Board of Trustees has certain property in its Police Department, which is no longer needed for public use, is obsolete, or is unfit for the use for which it was acquired;

WHEREAS, the property which the Board of Trustees has determined to no longer be needed for public use or to be obsolete or unfit for the use for which it was acquired is as follows:

<u>Year</u>	<u>Make</u>	<u>Model</u>	<u>VIN</u>
2005	Toyota	Prius	JTDKB20U557026044

WHEREAS, the Board of Trustees has determined that the fair market value of the above listed items is not in excess of two thousand five hundred dollars (\$2,500.00)

WHEREAS, due to the determination of the value of the above-listed property, Section 505.10(A) (2) (a) of the Ohio Revised Code authorizes the Board of Trustees to sell the property by private sale, without advertisement or public notification.

WHEREAS, the Board of Trustees has determined that due to the nature of the above-listed items, disposal of that property by private sale is desirable.

NOW THEREFORE BE IT RESOLVED, that the above-listed property shall be sold, by private sale, without advertisement or public notification.

Mr. _____ seconded the Resolution and the following being called upon the question of its adoption, the vote resulted as follows:

Joseph P. Rozzi -	Aye _____	Nay _____
Mark Sousa -	Aye _____	Nay _____
Darryl Cordrey -	Aye _____	Nay _____

Resolution adopted this 15th day of July 2026.

Attest:

Leah M. Elliott, Fiscal Officer

Approved as to form:

Sarah Sparks, Law Director

I, Leah M. Elliott, Fiscal Officer of Hamilton Township, Warren County, Ohio, hereby certify that this is a true and accurate copy of a Resolution duly adopted by the Board of Trustees of Hamilton Township, County of Warren, Ohio, at its regularly scheduled meeting on July 15, 2026.

Date: _____

Leah M. Elliott, Fiscal Officer



Office of Human Resources
7/15/2026 Trustee Meeting

The following motion(s) is/are requested to the Board of Hamilton Township Trustees from the Human Resources Manager:

Motion to approve the amendment of the Hamilton Township roster as presented.

- Accept the resignation of Police Officer Keeley Salyers effective July 2, 2026.