

Hamilton Township Trustee Meeting

July 17, 2024

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

Roll call as follows: Darryl Cordrey
Joe Rozzi
Mark Sousa

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 July 3, 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 Hearing – 200 Stephens – Request for zone change R-1 to R-1 PUD

Mr. Cordrey explained the procedures and guidelines the Board would use to reach a decision during the hearing, opening the floor at 6:02 pm.

Legal Advisor, Ms. Amy Blankenship asked any persons wishing to offer testimony or speak during the hearing to raise their right hand; an oath was administered.

Ms. Cathy Walton, Zoning Director, presented the staff report for a zoning map amendment, located at 200 Stephens Road, Hamilton Township, OH 45039. The Property Owner is Church Venture. Legal Notice was published in the July 7, 2024, edition of The Journal News. Notices were mailed to all property owners within 200 feet, contiguous to, and directly across the street from the area of the proposed amendment.

The applicant, John Fonner has requested a zone change from R-1 Single Family Residence to R-1 PUD Single Family Residence. The zone change is intended to allow the property to be developed for mixed use. According to the Hamilton Township Comprehensive Plan and Future Land Use Plan, the designated area is earmarked for single-family residential use. Single Family Residential zoning typically entails residential developments with the intent of one dwelling unit per 2 acres.

Following extensive discussions with the applicant and neighboring residents, the Board decided to continue the deliberation at the second August meeting. Mr. Cordrey will facilitate a work session with the applicant and neighbors to address concerns about traffic, noise, and lighting, as well as to discuss the types of businesses that the Township residents are looking for and Trustees are considering permitting in the business district if mixed-use zoning is approved.

Mr. Cordrey made a motion, with a second of Mr. Rozzi to continue this discussion for the PUD Stage 1 application for Church Venture at the August 21, 2024 Trustee Meeting.

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

Zoning- 280 Dwire- PUD Stage 2 & 3

Ms. Walton presented the staff report for the Planned Unit Development Stage 2 and Stage 3 preliminary and final site plan, located at 280 Dwire Road, Hamilton Township, OH 45039. The Property Owner is M/I Homes of Cincinnati, LLC. Legal Notice was not required for Stage 2 and Stage 3 of the PUD process.

Brent Wilkens applied for approval of a residential development PUD Stage 2 & PUD Stage 3 Site Plan. The Cypress Pointe PUD received approval on June 5, 2024. The initial design proposed 38 single-family residences to be constructed by M/I Homes with a 35-foot front setback where there is typically 40-feet required.

Mr. Cordrey welcomed the applicant to address the Board. Mr. Wilkens mentioned that he had no additional comments regarding the project details but emphasized his collaboration with neighbors and Choice Once Engineering.

Mr. Cordrey asked the price point for the homes.

Mr. Wilkens stated that the average price would be around \$750,000.

Mr. Cordrey made a motion, with a second of Mr. Rozzi to approve the PUD Stages 2 and 3 for M/I Homes, located at 280 Dwire Road, Maineville, Ohio 45039, with the following conditions:

1. Comply with all regulations in the Hamilton Township Zoning Code except those modified via the PUD process.
2. Meet the requirements of all Warren County Partner Organizations.

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

Public Comments

Mr. Cordrey opened the floor to public comments at 8:11 p.m.

Mr. Brad Turner inquired who inspects sidewalks in the Providence subdivision.

Mr. Don Pelfrey explained himself with the Warren County Engineer's Officer complete a walkthrough prior to the roads being turned over to the Township by the developers. The neighborhood in question is on a punch-list that will be brought to the Board prior to the bonds being released.

Mr. Cordrey closed the floor to public comments at 8:15 p.m.

New Business

- Resolution No. 2024-0717A – Resolution Enacting an Extension to the Six-Month Moratorium on Adult Use Cannabis

Mr. Sousa suggested that the Board reconvene for a workshop once the state provides guidance, a suggestion to which Mr. Rozzi and Mr. Cordrey agreed.

Mr. Cordrey made a motion with the second from Mr. Rozzi to approve Resolution 2024-0717A, a resolution extending by six months a moratorium on the processing and issuance of any permits allowing adult use cannabis operators within Hamilton Township, Warren County, Ohio

Roll call as follows:

Joe Rozzi	Yes
Darryl Cordrey	Yes
Mark Sousa	No

- Resolution No. 2024-0717B – Lighting District Fund Transfer

Mr. Cordrey made a motion with the second from Mr. Rozzi to approve Resolution 24-0717B, a resolution authorizing an advance from the general fund (1000) to the lighting district fund (2401)

Roll call as follows:

Darryl Cordrey	Yes
Mark Sousa	Yes
Joe Rozzi	Yes

- Resolution No. 2024-0717C – Authorizing Special Assessments for Artificial Lighting in Certain Lighting Districts

Mr. Cordrey made a motion with the second from Mr. Rozzi to approve Resolution 27-0717C, a resolution authorizing special assessments for artificial lighting in certain lighting districts

Roll call as follows:

Mark Sousa	Yes
Darryl Cordrey	Yes
Joe Rozzi	Yes

- Resolution No. 2024-0717D-- Increase of Appropriations in the Road Levy Fund and the Permissive Motor Vehicle License Tax Fund for the 2024 Repaving and Line Striping Programs

Mr. Wright proposed increasing appropriations in two funds. First, an increase of \$157,889.94 is needed in the Road Levy Fund for Supplies and Materials to cover a higher-than-expected invoice from the road repaving contractor. The Township has sufficient funds available, and this adjustment ensures payment for the first of two invoices. Secondly, an appropriation increase of \$51,290.69 is required in the Permissive Motor Vehicle License Tax fund. This is to allocate funds authorized by the Board on May 15th for a pavement marking contract to restripe essential Township roads.

Mr. Sousa asked the status of the striping and if we pay prior to the work being completed.

Mr. Pelfrey mentioned that the invoice will be issued upon completion of the work. Due to weather delays, they anticipate being in the township within the next two weeks.

Mr. Cordrey made a motion with the second from Mr. Rozzi to approve Resolution 27-0717D, a resolution authorizing private sale of unneeded and unfit-for-use property in the police department.

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

- Resolution No. 2024-0717E- – Authorizing Private Sale of Unneeded and Unfit-For-Use Property

Mr. Cordrey made a motion with the second from Mr. Rozzi to approve Resolution 27-0717E, a resolution authorizing private sale of unneeded and unfit-for-use property in the police department.

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

- Motion- Reassignment of Vendor Permit Revenue

Mr. Wright explained the Township has a resolution mandating transient vendors apply for registration. This process includes applying for and undergoing a background check conducted by the Township Police Department. As the Police Department conducts much of the review, it is designated to receive the collected application fees within its budget fund.

Assistant Chief Short explained that those who apply for vendor permits will undergo a local and county of residence background check.

Mr. Cordrey made a motion with the second from Mr. Rozzi to reassign future revenue from Vendor Permits to the Police District Fund – Fees – 2081-302-0000 instead of General Fund – Zoning Fees – 1000-302-0001.

Roll call as follows:	Joe Rozzi	Yes
	Darryl Cordrey	Yes

Mark Sousa Yes

- Motion- Amend the Hamilton Township Roster as Presented

Mr. Cordrey made a motion with the second from Mr. Rozzi to approve the Hamilton Township Roster as Presented

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

- Motion- Approve transfer deed as presented

Mr. Cordrey made a motion with the second from Mr. Rozzi to approve the transfer deed as presented.

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

Public Comments

Mr. Cordrey opened the floor to public comments at 8:27 p.m., in which there were none.

Fiscal Report

During the financial report presentation, Ms. Leah Elliott noted that we have reached the midpoint of the year and have utilized 45% of our budget. She provided a comparison of the 2024 Revenue and Expenses with those of 2023, highlighting that the Kroger TIF figures were segregated from the total in each category.

Ms. Elliott asked the Board for feedback on what they are looking for in her financial reports.

Mr. Sousa proposes maintaining year-over-year expenditure reports and incorporating quarterly work sessions into the meetings.

Ms. Elliott acknowledged the request and mentioned her intention to undergo additional training with UAN for better familiarity. She also notified the public that the state audit is scheduled for the upcoming months.

Administrator's Report

Administrator, Mr. Wright gave the following updates:

- Chief Jewett has received GIS spatial mapping data from Emergency Services Consulting International for the Fire and EMS departments. Consultants are projected to conduct an on-site tour and schedule meetings with trustees and administrators by September.
- Mounts Park Restoration and Improvements Update: Stantec Engineering presented a concept plan to Mr. Wright, Ms. Nicole Earley, and Mr. Pelfrey. The plan proposes capping the landfill exposure with

compacted clay and creating a new stream to mitigate flooding in the quarry lake. Mr. Wright intends to meet with Stantec to discuss the project's phasing in response to the higher-than-expected cost estimate.

Mr. Cordrey and Mr. Wright emphasized to the public that the capping requirement has been mandated by the EPA to stop erosion and protect the water sources.

Mr. Rozzi and Mr. Sousa suggested asking Warren County and the State to help fund the project due to the proximity of the Little Miami River and because the relocated stream conveys storm water from a County road.

Trustee Comments

Mark Sousa: Mr. Sousa attended the Adena at Miami Bluff HOA meeting where the Stonegate management team acknowledged Mr. Pelfrey and the Public Works department staff for their engagements in the community. Mr. Sousa wanted to publicly thank the Salem Township and Morrow Fire Department for lending our department vehicles while ours are down for maintenance. Lastly, a reminder was given about the upcoming National Night Out on August 6th at Oder's Lake.

Joe Rozzi: There are no additional comments for tonight's meeting; substantial progress was achieved.

Darryl Cordrey: Mr. Cordrey expressed gratitude to the Village of Maineville and HT staff for their involvement in the Freedom Day parade. This Friday, HT will host the Movie in the Park at Testerman Park. Additionally, Mr. Cordrey acknowledged the Public Works Department for promptly clearing a fallen tree on Stephens Road following recent storms.

Adjournment- With no further business to discuss, Mr. Cordrey made a motion, with a second from Mr. Rozzi, to adjourn at 8:44 p.m.

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