Hamilton Township Trustee Meeting

August 17, 2022

Trustee Board Chairman, Joe Rozzi, called the meeting to order at 6:00 p.m. Mr. Rozzi and Mr. Cordrey were present to start with Mr. Sousa joining them later in the meeting.

The Pledge of Allegiance was recited by all.

A motion was made by Mr. Rozzi, with a second by Mr. Cordrey, to approve the clerk's journal and accept the tapes as the Official Meeting Minutes of the August 3, 2022, Trustee Meeting.

Roll call as follows: Joe Rozzi Yes

Darryl Cordrey Yes

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

Roll call as follows: Darryl Cordrey Yes

Joe Rozzi Yes

Public Comments

Mr. Rozzi opened the floor to public comments at 6:03pm.

Ms. Wilma Sanders mentioned drainage concerns along Schlottman Road. She stated that the Township came out to look into the issues and she was just asking if there was any follow up.

Mr. Centers explained that our Public Works department checked the slopes and grading and were going to handle the work for anything located within the public right-of-way. He will follow up with Ms. Sanders after speaking with Mr. Pelfrey to get more information.

Mr. Rozzi closed the floor to public comments at 6:04pm.

Human Resources

Human Resources Manager, Ms. Kellie Krieger, requested a motion to add a full time Public Works Administrative Assistant position.

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve the proposed position.

Roll call as follows: Joe Rozzi Yes

Darryl Cordrey Yes

Next, Ms. Krieger requested a motion to add Ms. Lauren Collins as the Administrative Assistant for Admin and add Christina Hainey as the Administrative Assistant for the Public Works Department effective September 5, 2022.

Mr. Centers gave some background stating that we were in search of an Administrative Assistant for Admin and during this search, we found a great candidate for the Public Works Administrative Assistant position which had been discussed prior to making it fulltime. Nicole Earley is currently in a split role as the Public Works Administrative Assistant as well as the Community Development Coordinator. She will be transitioning to a fulltime Community Development/Events position with this Boards increased events and what they would like to do with the parks. Currently Ms. Earley's salary is split 70% paid through Public Works and 30% paid through the General Fund. If this is passed, we will move Ms. Hainey's salary 100% to Public Works and Ms. Earley's salary will be flipped while training Ms. Hainey, to reflect 70%

paid through the General Fund and 30% paid through Public Works until Ms. Earley is comfortable with Ms. Hainey being on her own, and then we will come back before the Board to determine specifically what is to be done with Nicole's position to be full time Community Development/Events Coordinator or if they want to make a bigger description.

A motion was made by Mr. Rozzi, with a second by Mr. Cordrey to approve the additional SRO position.

Roll call as follows: Darryl Cordrey Yes

Joe Rozzi Yes

Mr. Rozzi explained that we would take a brief recess. Mr. Sousa was stuck in traffic but they would like to make sure that he can join for the rest of the meeting.

The Board came back from recess at 6:10pm.

New Business

- Resolution 22-0817: OneOhio Opioid Region 14 representative appointment

Mr. Centers explained that Warren County Commissioner Shannon Jones was the representative for region 14 which consists of 7 counties. Those 7 counties came together to discuss how to pick a representative to go to region 14 for the OneOhio Opioid Class Action Lawsuit. They agreed each County will get three representatives as follows: one representing the County itself (Commissioner), one representing all Cities and Villages, and then for Township's it would be the President of the Township Association for Warren County which is an elected Trustee.

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve Resolution 22-0817.

Roll call as follows: Joe Rozzi Yes

Mark Sousa Yes Darryl Cordrey Yes

-Resolution 22-0817A: Increase in Appropriations (Fire and EMS)

Mr. Centers explained that we have incredible mechanics in Hamilton Township so when anything comes in for routine maintenance they often find more concerns. They specifically found issues with one of our Engines so our fire maintenance budget has been more than expected this year. On the flip side, our EMS budget is less than expected so Chief initially brought it to Mr. Centers asking if he could spend some of his EMS budget on Fire maintenance; reason being when we send a fire truck out we chase it with an ambulance since our ambulance is also full of firefighters. This is perfectly legal and auditable but the way we budget to help our projections, we would rather appropriate so that we know what we're truly spending. We could take it out of EMS or we could appropriate an additional \$15,000 which we think will get us through the end of the year.

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve Resolution 22-0817A.

Roll call as follows: Mark Sousa Yes

Darryl Cordrey Yes Joe Rozzi Yes

-Resolution 22-0817B: Accepting Sections 4, 5 and 6 of the Villages of Classicway Subdivision

This will allow Hamilton Township to accept sections 4, 5 and 6 of the Villages of Classicway Subdivision from Warren County as a Hamilton Township road and establish the Township speed limit of 25mph.

This Resolution is declared an emergency measure necessary for the immediate preservation of the peace, health, safety, and welfare of Hamilton Township. The reason for the emergency is to provide immediate establishment of a safe speed.

Roll call as follows: Darryl Cordrey Yes

Joe Rozzi Yes Mark Sousa Yes

Administrator's Report

Mr. Centers mentioned that the Township is now accepting credit cards for payment for items such as zoning certificates. With that we are updating our internal SOP to reflect the process.

Sgt. Rich Smith with our Police Department has been accepted to the fall class of PELC. This will mean that all of our Sergeant's at a minimum will have PELC, if not STEP or CLEE certifications which is a big deal.

The Fire training tower is on course to be completed mid-February.

The sunflower fields are scheduled to bloom in early to mid-October. We think there were some animals eating the seeds so they replanted and everything is on schedule now.

We had a Bureau of Workers' Compensation audit. They gave us a little notice and showed up. It went really well. Ms. Horman and Ms. Krieger spend about a day with the Auditor. There gave a verbal recommendation on one report to make it easier, however we had all the data they needed so it was clean.

The Police Department conducted active shooter preparation and reaction training for residents and it was received really well. The Police, Fire and EMS engaged in active threat training with the Little Miami School District as a preventive measure to start off the school year; this went really great.

Finally, the sidewalk project along the State Route 48 widening project was discussed by the Board at the prior meeting but Mr. Centers was not present so it was asked to be brought back this evening. The sidewalk project will be upwards of \$500,000 and the Engineer's Office has asked if the Township would like to contribute anything towards that cost.

Mr. Cordrey commented that he has no problem investing 10% into this project.

Mr. Sousa commented that the overall widening project will be approximately \$16 million. He wants to be good neighbors and since this expansion is contributing to our 'Town Center' he wanted to contribute more than 10% of the cost of the sidewalks.

Mr. Rozzi wants to also remain good partners with the County. He would be okay with a 20% contribution.

Mr. Cordrey felt that much was steep. He wanted to see the Township's funds invested in other projects besides just a sidewalk.

Mr. Weber touched base on additional projects that could take place with bridgework in the hopeful near future.

After hearing Mr. Weber talk about other items that the Engineer's Office is working towards, Mr. Rozzi stated that he would like to stick with investing 10% or \$50,000 towards the sidewalk construction.

Mr. Centers asked for clarification on his direction; two thirds of the Board are okay moving forward with donating 10% or \$50,000 to the sidewalk construction project along State Route 48. This will be part of the 2023 budget so nothing has to be re-appropriated this year.

Fiscal Officer's Report

Mr. Weber explained that this report is through July of 2022. We are 58% thru the year. We have received 63% of our budgeted revenue. Expenditures are at 43% of the budget.

Trustee Comments

Mr. Cordrey stated the Picnic in the Park started off slow but ended up being a great turn out. He reminded everyone about the Cardboard Boat Regatta being held at Oeder Lake this coming weekend, August 20th.

Mr. Sousa commented that its back to school week around the Township so there is increased bus traffic. He asked everyone to be mindful of the kids and busses.

Mr. Rozzi hopes to see everyone at the Cardboard Boat Regatta.

Executive Session

Mr. Rozzi made a motion with a second from Mr. Cordrey to enter into Executive Session in reference to O.R.C. 121.22 (G) (1) to consider the appointment, employment, or compensation of a public employee or official at 6:33pm.

Roll call as follows: Joe Rozzi Yes

Mark Sousa Yes Darryl Cordrey Yes

Mr. Rozzi made a motion with a second from Mr. Cordrey to come out of Executive Session at 6:55pm.

Roll call as follows: Joe Rozzi Yes

Mark Sousa Yes Darryl Cordrey Yes

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve a one-time retention bonus to be payable to the road and bridge department employees.

Roll call as follows: Mark Sousa Yes

Darryl Cordrey Yes Joe Rozzi Yes

Adjournment

With no further business to discuss, Mr. Rozzi made a motion, with a second from Mr. Cordrey, to adjourn at 6:55pm.

Roll call as follows: Darryl Cordrey Yes

Mark Sousa Yes Joe Rozzi Yes