

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%

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