

Hamilton Township Trustee Meeting

August 4, 2021

Trustee Board Chairman, Darryl Cordrey, called the meeting to order at 6:30 p.m. Mr. Cordrey, Mr. Rozzi and Mr. Sousa were present.

The *Pledge of Allegiance* was recited by all.

Mr. Centers requested an amendment to the June 21st Trustee Meeting Minutes; page 3 under adjournment Mr. Cordrey should be changed to Mr. Rozzi in reference to calling a motion to adjourn that specific meeting.

Motion made by Mr. Cordrey with a second by Mr. Rozzi to approve of the clerk's journal and accept the tapes as the Official Meeting Minutes of the July 21, 2021 Trustee Meeting, as amended.

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

Motion made by Mr. Cordrey with a second by Mr. Rozzi to approve the bills as presented to the Board.

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

Public Comments

Mr. Cordrey opened the floor to public comments at 6:32 pm.

No comments were made, therefor Mr. Cordrey closed the floor to public comments at 6:32 pm.

Human Resources

Human Resources Manager, Ms. Kellie Krieger, requested a motion to approve a one-time carryover of 2020 vacation hours in the amount of 115.75 hours for Officer Brandenburg. He will utilize these vacation hours before the end of the calendar year 2022.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve the above mentioned vacation carryover.

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

Next, Ms. Krieger requested a motion to update the active Hamilton Township Roster removing Sarah Lott effective July 28, 2021.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve the above mentioned roster update.

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

Public Hearing

Mr. Cordrey made a motion to open the public hearing at 6:34 pm, followed by a second from Mr. Rozzi.

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

Law Director, Mr. Ben Yoder swore in all persons wishing to give testimony for cases included within this public hearing this evening.

Mr. Kraemer began his presentation for the AntennaGear, LLC Site Plan Review. The owner is McNK Properties, LLC. The applicant is Geraci and Company Incorporated. The property is located at 6099 Enterprise Drive, Maineville, Ohio 45039M, McNK Lot #2. The spokesperson tonight will be Mr. Joe Geraci. The legal notice was published in the July 25th publication of *The Pulse Journal of Warren County*. The applicant is proposing to construct a 12,000 square foot facility consisting of light assembly, warehouse, office space, and distribution. There will be two delivery doors for receiving and shipping, four office rooms, a conference room and a breakroom, two restrooms, and four separate warehouse spaces. There will be eight parking spaces with one handicap accessible spot. The zoning for this property is M-1 Light Industrial. The site is 2.0155acres. The proposed construction and use is permitted per the Hamilton Township Zoning Code for the M-1 Light Industrial zone. The proposed façade is brick metal siding with a metal roof. Landscaping does require to have a buffer which the applicant is having a nearby landscaping business complete. Illumination is 1.0 foot-candles; the proposed lighting plan does meet that criteria and will be checked once the project is complete. Warren County Soil and Water Conservation District requires facilities of one or more acres to obtain an Earth Disturbing Permit prior to the start of the work and obtain the Storm water prevention and protection approvals from the water and sewer department. The Water and Sewer Department would like the inverts labeled.

Staff recommendation for tonight is approval of the AntennaGear, LLC Site Plan with conditions of compliance of all regulations and requirements of the Hamilton Township Zoning Code and all Warren County Partner Organization requirements as well.

Mr. Sousa discussed the façade and asked if it is consistent all the way around the building?

Mr. Cordrey invited the applicant to step forward.

Mr. Joe Geraci stated that Mr. Kraemer did a good job during his presentation. The façade is the split faced block on the bottom and steel on the top which is the same as the Elite Automotive façade that is located in this area. He would like all of the businesses to be the same color. The warehouse and garage doors will face the North which is located at the back of the building. No additional curb cut was needed as they are accessing off of Enterprise Drive. He has already spoken with Warren County Water and Soil and all requirements are already in motion. He thanked the Board.

Mr. Cordrey invited any individuals in favor and/or opposition to step forward. Seeing none, he closed the floor for public deliberations.

No questions or concerns were brought about therefore Mr. Cordrey made a motion with a second from Mr. Rozzi to approve the AntennaGear, LLC site plan as presented this evening.

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

Next, Mr. Kraemer presented the staff report for Valley View/Villages of Hopewell Valley Section 9 PUD Stage 3 Final Plan. The owner is D.R. Horton. The applicant is D.R. Horton/McGill Smith Punshon. Rich Arnold is present from McGill Smith Punshon and Tom Kern is present from D.R. Horton as their spokes members. The applicant is seeking approval for a final site plan for a residential development. Valley View was recommended for approval unanimously on July 12, 2021 by the Hamilton Township Zoning Commission. The legal notice was published in the July 25th publication of *The Pulse Journal of Warren County*. The applicant has proposed 68 single family residential homes on 22.597 acres. 11.981 acres are developed for the lots, 3.817 is in the right of way and 6.799 is the open space. Sanitary sewers will be extended from the manhole west of lots 363 and 364. Water will be extended from the existing 22" main along State Route 22/3. A brief review was given from previous meetings discussing Stages 1 and 2 for this site plan. The frontage will be 50 feet, front yard setbacks will be 25 feet, side yard setbacks will be 5 feet minimum/10 feet total, and rear setbacks will be minimum of 20 feet. No conditions were made aware for the Warren County Engineer's Office; ODOT will not require a traffic or impact study with a total of 47 trips during peak hours anticipated; an Earth Disturbing Permit has been issued from the Warren County Soil and Water Conservation District; the Warren County Water and Sewer Department is requesting an estimated cost for sewer system improvements and to pay the appropriate fees.

Staff recommends to follow the Zoning Commission's recommendation of approval with the following conditions: Compliance with the Hamilton Township Zoning Code except for the modifications set forth in Resolution 96-414 for the Villages of Hopewell Valley; compliance with the WCRPC recommendations and compliance with all Warren County Partner Organization requirements.

Mr. Cordrey invited the applicant to speak.

Richard Arnold with McGill Smith Punshon thanked the Board for hearing this site plan. He discussed the storm water quantity basins and mentioned that they received approval from the Warren County Engineer's Office yesterday for the basins. Western Water encouraged them to make a water connection at the edge of the roundabout on the east; they just got the official approval for that which is a change from documents that Mr. Kraemer has.

Mr. Cordrey asked if we need to have a copy of the changed plans in writing before we can proceed forward?

Mr. Yoder stated that it would be good to include any new documentation. One of the conditions from RPC anyway is to comply with all Warren County and ODOT Commissions so that sounds like exactly what these two components deal with. Even if we would have approved the prior plans, had ODOT or the County Storm Water come back and said additional measures are necessary, that would have been approved anyways so he believes we will just need to move to approve the modified plans subject to the four conditions proposed by Zoning Commission.

Discussion took place about a guard rail and safety zone that will be updated with ODOT.

Mr. Cordrey invited those who wish to speak both in favor and opposition, to step forward. Seeing none, he closed the floor to begin public deliberations.

Mr. Cordrey asked for clarification; will this neighborhood have its own HOA?

Mr. Rich Arnold replied that it will.

Mr. Cordrey stated that in the future he would like to see a collaboration between this development and the Hopewell Valley HOA to allow for additional accesses for safety and traffic flow reasons.

Mr. Arnold commented that no progress has been made with the HOA but there is a plan in place that is satisfied with the Warren County Engineer's office should a roundabout ever be installed in this general location.

Mr. Cordrey mentioned that we will come back to a motion during the New Business section later in the meeting.

Lastly, Mr. Kraemer gave a presentation for the St. Zachary's Haven Final Stage 2 and 3 PUD Plan Review which will also be Resolution 21-0804B this evening. The owners are Maureen and Robert Sharib at 3364 State Route 22/3, Morrow, OH 45152. The applicant is Ms. Donna Pike. The spokesperson's tonight are Donna and Josh Pike. The public notice was published in the July 25th publication of the *The Pulse Journal of Warren County*. The applicant is seeking approval for a faith based healing farm and residential facility for roughly 6-12 months' residency and all guests must be sober for 60 days before admittance. This facility will help those with addiction transition into sober living by working with their hands, farming, doing carpentry, etc. This will be a safe place of healing and restoration. This was rezoned as part of the PUD Stage 1, from M-2 Heavy Industrial to R-3 Multi-family residential. Mr. Kraemer reviewed the site stating that it currently shows the existing house which will house 6 men, there is an existing 24 x 48 garage, existing 27 x 27 office, existing pool behind the house, an existing gazebo, there is an existing barn that will be replaced with a 20 x 30 pole barn/meeting space, there is a proposed 20 x 40 retreat house that will have one bedroom for any family or close friends that choose to stay overnight on the weekends, based on PUD standards the sign shall be a 4x4 monument sign, proposed open space is 24% of the property which will include walking trails, and finally there is a space for a future 5 bedroom women's facility. Landscape will be cleaned up to remove any dead trees and weeds and they will add nicer trees and shrubs around the home and other structures as needed. The lighting plan meets all zoning requirements. Hours of operation are 8:30-5pm Monday through Friday with visitation hours Saturday and Sunday from 9am-3pm. We are not aware of any comments from the Engineer's Office or ODOT. The Water and Soil Conservation District did say that the applicant will need an Earth Disturbing Permit if there is activity taking place in an area over 1 acre in size. Warren County Health District and the Ohio EPA provided a letter highlighting that there is a current septic system and if there are more than 5 or 6 men living in the current home, there may be a need for some upgrades to the current system.

Staff recommends approval of St. Zachary's Haven subject to the following conditions: compliance with all Hamilton Township Zoning Requirements and Zoning Commission conditions, compliance with all Warren County partner organization regulations and Ohio EPA conditions if those become applicable.

Mr. Cordrey invited the applicant forward to speak.

Joshua Pike was sworn in. He thanked Mr. Kraemer and the Board for this opportunity. They are excited to give back to what they are passionate about. This has been a long road but the family is humbled by the continued support they are receiving. He did mention that they are currently weighing the long term benefits of paying the tap in fees to connect to the Sewer instead of having septic for this facility.

Mr. Cordrey is happy to have this in our community and happy to know it is being run by a local family vs a chain company.

Mr. Sousa asked where the opportunity to tie into the sewer would be?

Mr. Pike commented that it would be directly across at the new Valley View Development which would require it to be run under the road and then into a service station on the property. The original owners voted it down at some point because they did not want to pay the extra cost. They are hoping to be up and running by this time next year.

Mr. Cordrey invited those in favor to step forward and speak.

Mrs. Donna and Dave Pike thanked the Board and Mr. Kraemer for their support.

Mr. Cordrey invited those in opposition to speak. Seeing none, he closed the floor to begin public deliberations.

Mr. Cordrey believes that this is an outstanding project and this is a needed addition for our community.

Mr. Rozzi agrees and spoke on his recent experience of facilitating an intervention for this very purpose; it is a need in this day and age.

-Resolution 21-0804A- A Resolution approving PUD Stage 3 plans for Valley View/Hopewell Valley Section 9, containing 22.597 acres of real property located at parcel 17181000270 State Route 22 & 3, Hamilton Township, Warren County, Ohio 45152.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve of Resolution 21-0804A.

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

-Resolution 21-0804B- A Resolution approving Stage 2 & 3 plans for St. Zachary's Haven containing 12.13 acres located at 3364 State Route 22 & 3, Hamilton Township, Warren County, Ohio 45152.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve Resolution 21-0804B.

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

Mr. Cordrey made a motion with a second from Mr. Rozzi to close the public hearing at 7:19 pm.

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

New Business

-Motion: To enter into contract with ADP, Inc. for payroll and scheduling services. Hamilton Township currently uses *Paycor* for payroll services. ADP provides the same payroll services with an increase in efficiency, along with scheduling services at a lower cost than our current contract with Paycor. ADP and their services have been vetted by the Hamilton Township staff, including the Township Administrator and Human Resources Manager. The budget impact is \$9,743.80 + \$250 initial implementation fee.

Mr. Cordrey asked if there are any concerns with a mid-year transition?

Mr. Centers stated that we prefer to do it now as it will take approximately 6-8 weeks to actually make this transition. We would like to have everything ironed out before the 1st of the year.

Mr. Rozzi asked if there are any issues with leaving Paycor, like contractual obligations or anything?

Mr. Centers and Mr. Yoder do not believe so.

Mr. Cordrey made a motion with a second from Mr. Rozzi to enter into contract with ADP, Inc.

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

-Resolution 21-0804: A Resolution authorizing and approving an increase in Township Appropriations in the General Fund to reconcile budgets for calendar year 2021. This is increasing appropriations into the General Fund for the approved improvements to the Hamilton Township Community Center. The budget impact is \$42,900.

Mr. Centers stated that last year the Board budgeted \$10,000 knowing that we wanted to invest in the Community Center. At the Retreat and beginning of this year, the Board approved a full rehab of the base which removed the stone and replaced it with block and that estimate came back at \$36,000. The builder found beams that were not planned to be replaced and the estimated cost is an additional \$6,900. Mr. Centers spoke with Mr. Weber who is out of town and he had no concerns over the additional cost.

Mr. Rozzi asked if there are any other concerns with this project that would reveal additional cost?

Mr. Centers believes that this will be it as they probably only have 60 days left to complete the project.

Mr. Sousa asked if we could potentially look at opening this back up in early spring?

Mr. Centers believes that is a good timeline.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve Resolution 21-0804.

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

-Resolution 21-0804C: This is a Resolution authorizing the Hamilton Township Administrator to accept and execute any documentation received from the OneOhio Memorandum of understanding regarding the opioid settlement fund on behalf of Hamilton Township, Warren County, Ohio, dispensing with the second reading and declaring an emergency.

Mr. Yoder stated that prior to COVID, the Ohio Attorney General's Office, along with several other State's Attorney General Offices, had been brokering settlement and all sorts of litigation nationwide dealing with the Opioid epidemic. So Ohio's AG brokered a deal through the major pharmaceutical companies for all claims related to them. It was mostly worked out pre-covid as they worked long and tirelessly for this. There was no deadline for this but this is our consent to opt-in to the settlement and allow Mr. Centers to handle all necessary paperwork. The potential funds from this are between \$63,000 and \$90,000. The more people that buy into it, the amount of funding will go up resulting in the Opioid companies not having to hold back certain proceeds. These funds can be used to work with the Police Chief and do DARE programs, Opioid Task Force, things along that nature pertaining to the Opioid crisis.

Mr. Sousa asked if there is a timeline on when the money would be dispersed.

Mr. Yoder stated that there are still a lot of variables yet to be determined so he is unsure.

Chief Hughes stated that this will most likely go into the Drug fund and will not affect the budget.

Mr. Sousa asked if there is a Fire Department component to this?

Chief Reese stated that they are the only ones carrying Narcan but they are seeing it used weekly or bi-weekly at this point.

Mr. Cordrey made a motion to approve Resolution 21-0804C. There was a second from Mr. Rozzi.

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

Administrator's Report

Mr. Centers stated that the Community HOA Trustee Meeting, not a normal Trustee Meeting, will be held on the second Wednesday of September which is the 8th at 6:30pm. There will be a presentation. We will invite all of the HOA's as well as any community member.

There is an Open House for the State Route 48 Widening Project on Tuesday, August 10th here at our Township Administration Building from 5-7pm. The public can come and go as they please in those two hours to view the project boards as well as speak with Warren County Engineer's and the Design Engineer's regarding this project.

National Night Out was a huge success thanks to all that put work into it, specifically Amy Scheeler, Rande Rigby, Nicole Earley, Chief Reese, Chief Hughes and of course Richard and Kathy Oeder for the use of their property.

The new monument signs passed by the Board have been created and we should be receiving the once we get clearance from all parties (Fiber optics, etc.)

August 27th, Ms. Horman and Mr. Centers will be going to the County for our budget meeting to get revenues for next year. We will likely be bringing the budget to this Board at the first meeting in September.

Lastly, the next meeting will be light on legislation however there will be a handful of work session items to make sure everyone is on the same page.

Trustee Comments

Mr. Sousa congratulated the community for the bridge reopening! He also thanked all volunteers for National Night Out.

Mr. Rozzi thanked everyone for National Night Out as well, it was a great time.

Mr. Cordrey echoed the same sentiments about National Night Out; it was great to be there. There is another event coming up at Oeder's Lake on August 21st, the Cardboard Boat Regatta which is always a great time. He also reminded that Touch a Truck will be held September 18th at Fellowship Baptist Church. He touched on our Officer involved shooting now that it is behind us, and stated that our Officers handled this wonderfully and he is thankful to live in a community that supports our Officer's.

Adjournment

With no further business to discuss, Mr. Cordrey made a motion with a second from Mr. Rozzi to adjourn at 7:44 pm.

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