

Hamilton Township Trustees Meeting

August 5, 2020

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

The *Pledge of Allegiance* was recited by all.

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 15, 2020 Trustee Meeting.

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

Motion made by Mr. Cordrey with a second by Mr. Rozzi to approve Payroll for pay cycle June 28, 2020 – July 11, 2020, Electronic Fund Transfer Direct Deposit Vouchers 1188034259 – 1188034335.

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

Motion made by Mr. Cordrey with a second by Mr. Rozzi to approve the withholding payments for payment cycle June 28, 2020 – July 11, 2020, checks numbered 32301978 - 32302004.

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

Motion made by Mr. Cordrey with a second by Mr. Rozzi to approve billing invoices for payment cycle July 6, 2020 – July 10, 2020, checks numbered 81685 - 81700.

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

Motion made by Mr. Cordrey with a second by Mr. Rozzi to approve billing invoices for payment cycle July 20, 2020 – July 24, 2020, checks numbered 81742 - 81746.

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

Motion made by Mr. Cordrey with a second by Mr. Rozzi to approve Payroll for pay cycle July 12, 2020 – July 25, 2020, Electronic Fund Transfer Direct Deposit Vouchers 1188768268 – 1188768341.

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

Motion made by Mr. Cordrey with a second by Mr. Rozzi to approve the withholding payments for payment cycle July 12, 2020 – July 25, 2020, checks numbered 32349176 - 32349198.

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

Motion made by Mr. Cordrey with a second by Mr. Rozzi to approve billing invoices for payment cycle July 27, 2020 – July 31, 2020, checks numbered 81747 - 81762.

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

Motion made by Mr. Cordrey with a second by Mr. Rozzi to approve billing invoices for payment cycle August 3, 2020 – August 7, 2020, checks numbered 81763 - 81823.

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

Public Comments

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

No comments were made therefore Mr. Cordrey closed the floor to public comments at 6:33 pm.

Presentation

Mr. Cordrey read a Proclamation claiming August 5, 2020 as Maxine Patrick Day to celebrate Mrs. Patrick's 100th Birthday. Family and friends were hosting a social distancing Birthday parade while Mrs. Patrick watched and waved from the comfort of her home.

Human Resources

Human Resources Manager, Ms. Kellie Krieger requested a motion to hire Mr. Danny Taylor effective August 8, 2020. This is for a part time Firefighter/Paramedic position.

Mr. Cordrey made a motion with a second from Mr. Rozzi to make the above-mentioned hire.

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

Ms. Krieger requested a motion to off-roll Seasonal Park Crew member Mr. William Clatty effective July 17, 2020.

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

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

Ms. Krieger requested a motion to approve a one-time carryover of 2019 vacation hours in the amount of 111.75 hours for Officer Shane Brandenburg. He will utilize this time by the end of calendar year 2021.

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

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

Ms. Krieger requested a motion to approve a Deed transfer within the Maineville Cemetery. Cecelia Wiseman is transferring lot 520 graves 7 and 8 to Ms. Laura Wilson. The new deed number will be 2020-09.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve the above mentioned Deed transfer.

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

Public Hearing

Mr. Cordrey made a motion with a second from Mr. Rozzi to open the Public Hearing for PUD Stage 1 Revised Site Plan for the Villages of Hopewell Valley Section E at 6:37 pm.

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

Mr. Kraemer presented the Staff Report stating that this is a PUD Stage 1 Revised Site Plan for the Villages of Hopewell Valley Section E. The applicant is seeking major and minor modifications to a previously approved site plan. The original site plan was approved in 1996 was proposed to have 200 multi-family units. The revised site plan is now calling for 68 single family patio homes. Minor modifications consist of extending a pathway that leads to the Little Miami High School as well as some mounding adjustments. Warren County Regional Planning Commission recommends approval with compliance for the Warren County Subdivision Regulations and the Hamilton Township Zoning Code; the Township shall revise Resolution 96-414 to include the modified Planned Unit Development Standards and Policies; the developer shall utilize Route 22/3 as access for construction and development; when this gets to Stage 2 the applicant shall indicate which lots will be affected by the 100 year flood plains. The Hamilton Township Zoning Commission heard this on July 13, 2020 and also recommends approval with recommendations given by RPC as well as getting written approval from Little Miami School District for the proposed pathway extension.

Mr. Kraemer stated that there is an easement issue that came up this week. The HOA Board immediately contacted the applicant, D.R. Horton and they are working on a resolution to the issue.

Mr. Brodi Conover, Assistant Law Director, swore in any persons wishing to give testimony for this hearing.

Mr. Centers explained the easement concern mentioning that the HOA still owns the easement and they are working towards a resolution for that. However, that being the case, this Board currently does not have the authority to approve this as stated because the HOA is the land owner. If they want to move forward with this, it can be approved contingent upon an agreement between the HOA and the Developer, or there are different options such as continuing the hearing. As is, we do not have the authority to do anything since it is not owned by the applicant.

Richard Arnold with McGill Smith Punshon stepped forward explaining that he is representing D.R. Horton tonight. Mr. Arnold explained that there is an easement concern as it belongs to the HOA. He pointed out that the location of the road on the revised plan, is the same location that was on the original approved plan. D.R. Horton wants to work harmoniously with the HOA to get this resolved.

Mr. Cordrey questioned the path and if it was already installed? He also asked how this will be extended?

Mr. Arnold explained that it will only be extended to the property line.

Lynn Ratliff, Hopewell Valley HOA President, explained that the walking path was supposed to be installed by 2006; it was just installed three months ago after a demand letter was sent to the old developer 20 months ago. They are concerned with the mound adjustments as the mounds were deeded to the Hopewell Valley HOA in March of 2018. The developer also does not own the commercial property in front of Hopewell Valley. In 2005 a PUD modification excluded Parcel's G and E. The modification required the developer to put in a 25 ft. barrier between the single family homes and the proposed multi-family development. Part of the land in question was never part of the HOA but it was deeded to the HOA on December 31, 2019. The old developer took 3.5 acres from Parcel E and sectioned it out for the buffer which was subsequently deeded to the Homeowner's Association. That parcel is not under or enforced by the current by-laws and covenants but it is owned by the HOA. The proposed street was only up to the section E property line. The access would now have to come through the Hopewell Valley subdivision to get to the newly proposed single family patio homes. The current property was never intended to be part of the existing HOA because they were multi-family and would have their own HOA. Now the concern is to finish the 90 homes that are existing with the HOA but to also potentially be able to service an additional 68 homes that were never supposed to belong to them. Continued discussion needs to be had with the developer.

Mr. Sousa asked if the easement was deeded to the HOA by the previous developer within the last year?

Ms. Ratliff responded that it was.

Mr. Sousa expressed understanding the concern about bringing in more single family homes but he mentioned that it may be more appealing to have 68 homes instead of 200.

Ms. Ratliff explained that the HOA loves the lower density but they need more steps taken before they can get into contract. The multi-family was proposed to have its own entrance to 22/3. Now Hopewell Valley would be taking on all of the traffic which is already backed up. They are not opposed to the density change, but a lot needs to be figured out between the HOA and the developer.

Mr. Rozzi asked if there was an HOA meeting coming up that would discuss these issues?

Ms. Ratliff stated that their meeting would be held on August 6, 2020.

Mr. Centers explained that the HOA acceptance is not the Township's call; the access on 22/3 is not the Township's call. Mr. Centers would like to review the Deeds for the mounds/easement to answer any questions and before any decisions can be made on our end.

Mr. Arnold elaborated that they were not going to move the mounds. RPC suggested that the plans show the mounds so that they match the existing regulations of Warren County.

Mr. Cordrey believes that the plan itself is a win as it goes from 200 units to 68. However, the details need to be finalized. He asked if the access was not granted to the easement, would the property still be developed?

Mr. Arnold explained that it is too early for a plan B at this time. Things would need to be reviewed with the HOA before anything else could be considered. He clarified that the access point mentioned on 22/3 for the multi-family was to be used for emergency vehicles only. That was never intended to be a full access.

Mr. Sousa asked if a traffic study was done for 22/3 access?

Mr. Arnold explained that a study from ODOT would need to be obtained for any access.

Mr. Rozzi commented that it is out of our hands until these issues are addressed between the developer and HOA.

Mr. Cordrey would like to see a cleaner plan at this point.

Mr. Sousa asked the Board can get some feedback from the HOA meeting?

Ms. Ratliff responded that their HOA Board would email Mr. Kraemer after the meeting.

Mr. Cordrey made a motion with a second from Mr. Rozzi to continue the hearing for PUD Stage 1 Revised Site Plan for the Villages of Hopewell Valley Section E.

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

New Business

-Resolution 20-0805: A Resolution authorizing and approving an increase in Township Appropriations in the Fire and EMS Special Levy Fund to reconcile budgets for calendar year 2020.

Mr. Cordrey explained that this appropriation will be the Township portion of the purchase for the new Fire Engine. The remainder will be paid by our insurance company (OTARMA). The amount is \$143,305.47.

Mr. Rozzi asked if delivery is 6-8 months?

Chief Reese stated it will more than likely be around 12 months.

Mr. Sousa clarified that we are paying for this now even though we will not receive it until later. He asked if we received some sort of discount pricing or incentive for paying ahead of time?

Chief Reese stated that we save between eight and nine thousand dollars by paying for it up front.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve Resolution 20-0805.

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

Mr. Cordrey made a motion with a second to enter into contract with Sutphen for the purchase of the Fire Apparatus.

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

-Resolution 20-0805A: A Resolution authorizing and approving an increase in Township appropriations in the Cemetery Fund to reconcile budgets for calendar year 2020.

Mr. Cordrey explained that this Resolution is for the mowing of the cemeteries. This will maintain the mowing for the remainder of the 2020 mowing season. The budget impact is \$13,400.00.

Mr. Rozzi asked how many mows that equals?

Mr. Hickey explained that it will give us 12 more mows. We have extended this through October.

Mr. Centers explained that this is the second year we have brought this to the Board so the 2021 Budget will include a mowing season through October.

Mr. Sousa questioned our revenue for the Cemetery Fund this year, what risk do we run to dip into our reserves?

Mr. Centers explained that the risk is there.

Mr. Rozzi asked if we should repost for bids?

Mr. Centers commented that we are very happy with this contract and they haven't increased our price.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve Resolution 20-0805A.

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

-Resolution 20-0805B: A Resolution authorizing special assessments for artificial lighting in certain lighting districts.

Mr. Cordrey explained this appropriation is for the assessment for certain lighting districts that have been initiated for the end of 2020 tax year and collected in the calendar year of 2021. The budget impact is \$369,265.10. This is a money-in/money-out account.

Mr. Rozzi questioned subdivision sizing and pricing to which Mr. Centers responded that we could get a better break down.

Mr. Hickey explained that this assessment is done through Duke Energy.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve Resolution 20-0805B.

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

-Resolution 20-0805C: A Resolution authorizing and approving an increase in Township appropriations in the Police District Fund to reconcile budgets for calendar year 2020.

Mr. Cordrey explained that this appropriation is for the purchase of the 2018 Ford Explorer from the Village of Maineville to be used as the School Resource Vehicle. The budget impact is \$31,200.00.

Chief Hughes explained that we will invoice the Village of Maineville Quarterly and since we have money in our funds, it makes sense to purchase this outright.

Mr. Sousa asked why we need to make the appropriation on paper if the money is available?

Mr. Centers explained that this is more or less a formality due to the way we write our BC's.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve Resolution 20-0805C.

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

-Resolution 20-0805D: A Resolution providing for and authorizing removal of junk cars, refuse and debris at 6135 and 6568 Winding Way in Hamilton Township, declaring a nuisance and declaring an emergency.

Mr. Cordrey explained that this Resolution is for the removal of junk cars, refuse, and debris from private property at the addresses of 10330 and 10341 Elizabeth Street, Goshen, Ohio 45122, and 6135 and 6568 Winding Way, Maineville, Ohio 45039.

Mr. Rozzi asked if this is the last step?

Mr. Centers explained that this is the last step as Mr. Kraemer has made all of the appropriate contact.

Mr. Kraemer explained that one of the property owners is making the appropriate improvements but the others have not. They will next receive a certified letter and will have 14 days from the notice to abate the issue. After that, our Public Works Department will make entrance unless there is too much to remove and then we will contract out as necessary.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve Resolution 20-0805D.

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

Administrator's Report

Mr. Centers explained that the resurfacing is finished in the Township. We contacted the County and our biggest concern was having those roads done before the start of school; they assured us it would happen and they upheld that so we are very pleased. A list of roads completed can be found online.

Our entrance signs have been re-erected. We got the break-away posts per ODOT's requirements and they look great.

Our sunflower field is expected to bloom in September.

Lastly, he stated that he is glad to be back. He received a lot of compliments on Mr. Hickey's leadership.

Trustee Comments

Mr. Rozzi welcomed Mr. Centers back and expressed a job well done to Mr. Hickey.

Mr. Sousa asked Chief Hughes to talk about some anti-police graffiti that was resolved.

Chief Hughes explained that someone had painted some "rude" graffiti on the overpass at Foster-Maineville Rd. and Old 3C. Our Public Works crew went out on a Saturday morning and painted over the tasteless wording and rolled the entire pillar to make the concrete look professional. They did a really nice job.

Mr. Sousa encouraged everyone to keep their heads up with COVID and our stressful times.

Mr. Cordrey also welcomed Mr. Centers back and congratulated him on his graduation. Everything was smooth running. He also encouraged residents to keep an eye out for our sunflower field blooms to attend. He reminded everyone to stay aware and reach out to the Public Officials as needed.

Adjournment

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

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