

Hamilton Township Trustee's Meeting

August 7, 2019

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

The *Pledge of Allegiance* was recited by all in attendance.

Motion made by Mr. Cordrey with a second by Mr. Walker to approve of the clerk's journal and accept the tapes as the Official Meeting Minutes of the July 17, 2019 Trustee Meeting.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes

Motion made by Mr. Cordrey with a second by Mr. Walker to approve billing invoices for payment cycle July 22, 2019 – July 26, 2019, checks numbered 80415 – 80425.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes

Motion made by Mr. Cordrey with a second by Mr. Walker to approve billing invoices for payment cycle July 29, 2019 – August 2, 2019, checks numbered 80426 – 80431.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes

Motion made by Mr. Cordrey with a second by Mr. Walker to approve Payroll for pay cycle July 14, 2019 – July 27, 2019, Electronic Fund Transfer Direct Deposit Vouchers 1166202937 – 1166203021.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes

Motion made by Mr. Cordrey with a second by Mr. Walker to approve the withholding payments for payment cycle July 14, 2019 – July 27, 2019, checks numbered 30608167 – 30608190.

Roll call as follows: Darryl Cordrey Yes
Joe Walker Yes
Joe Rozzi Yes

Motion made by Mr. Cordrey with a second by Mr. Walker to approve billing invoices for payment cycle August 5, 2019 – August 9, 2019, checks numbered 80432 – 80485.

Roll call as follows: Darryl Cordrey Yes
Joe Walker Yes
Joe Rozzi Yes

Presentations

Fire Chief Reese introduced Mr. Jarred Karrasch stating that he started with us as a part time Fire Fighter/Paramedic earlier this year. We had a full time position become available and Mr. Karrasch meets all of the qualifications. He worked part time for other departments before coming to us and spent 3 years enlisted with the US Army where he was deployed to Afghanistan in 2010 and 2011. We are happy to have him aboard. Mr. Karrasch introduced his family.

Trustee Cordrey read the Oath of Office to Mr. Karrasch, swearing him in as our newest Full Time Fire Fighter/ Paramedic.

All gave a round of applause.

Mr. Cordrey called a brief recess at 6:34 pm.

Mr. Cordrey called the meeting out of recess at 6:38 pm.

Laura Scott stepped forward to talk about her three-year-old niece, Reese, and her current fight with DIPG. DIPG makes up approximately 10-15% of all brain tumors in children. Unfortunately, there is no cure at this time. Reese's parents and other family members are raising awareness and hosting fundraisers in hopes to ease some of the financial burden that this disease has placed on the family. More information can be found on their Facebook page, Reese's Rainbow Event Page.

Public Comments- Agenda Related

Mr. Cordrey opened the floor to public comments related to agenda items, at 6:46 pm.

No comments were made.

Mr. Cordrey closed the floor to public comments at 6:46 pm.

Human Resources

Human Resources Manager Ms. Kellie Krieger requested a motion to approve the transfer of graves within the Maineville Cemetery. Margaret Williamson is transferring lot 80, graves 7 and 8 to Janet and James Dunham. Glen and Marsha Rider are transferring lot 621, graves 2 and 8 to Phyllis Biggs.

Mr. Cordrey made a motion with a second from Mr. Walker to approve the above mentioned cemetery deed transfers.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes

Ms. Krieger requested a motion to hire Alexander Kraemer as the Director of Economic Development and Zoning based on the rigorous interview process, thorough background investigation and successful completion of his CVSA. Mr. Kraemer will start August 19, 2019.

Mr. Cordrey made a motion with a second from Mr. Walker to hire Mr. Kraemer as the new Economic Development and Zoning Director.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes

Public Hearing

Mr. Yoder explained that two public zoning hearings would take place at this meeting. Whether an individual would like to speak for the first hearing or the second hearing, Mr. Yoder will swear in everyone who wishes to speak about these two properties. After the swearing in, staff will then give a staff report. The applicant will have the opportunity to speak. Following that we will hear from those in favor of the application, those opposed to the application and then if the applicant wishes to speak again they can. Next, the public comment portion will be closed and the Board of Trustees will begin deliberations in public, conclude and then make a motion on each of the hearings.

Mr. Cordrey made a motion with a second from Mr. Walker to open the public hearing for the Abode Advantage 55+ property.

Roll call as follows:	Darryl Cordrey	Yes
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Joe Walker	Yes
Joe Rozzi	Yes

Mr. Yoder swore in all persons wishing to give testimony for either hearing.

While waiting for the presentation to begin, Mr. Yoder took the opportunity to introduce Lois McKnight stating that she is our interim Zoning Contractor. She previously worked for Deerfield Township, is contracted with us for zoning services, and will be helping with the transition once our new Economic Development and Zoning Director starts.

Ms. McKnight presented the staff report stating that the applicant is asking for approval of combined Stage 2 and Stage 3 site plans for the development. The property is located at 7905 South State Route 48. The property is surrounded by both residential and business use. The facility will consist of four structures with 10 dwelling units each. Access to the site is from a single drive located on Route 48. Parking consists of 20 spaces and one enclosed parking space within each unit to house the transportation vehicles. The project complies with the Hamilton Township Zoning Code for this type of development. All landscaping complies with the zoning code as well. The applicant proposed to control storm water through a series of catch basins that will carry the parking lot run off as well as the downspouts. This will all have to be reviewed through the Warren County Engineer's Office and the Warren County Soil and Water Conservation District and will require their sign off on those before acquiring the zoning certificate. Lighting is in compliance with the code. The buildings are identical in design. Height is 31.5 feet at the peak. The façade is a cement, fiberglass siding with stone wainscoting and stone siding on the gable extensions. Each of the interior is consist of the ten bedrooms. Those bedrooms will have their own closets and bathrooms. The remaining space will consist of common areas such as the kitchen, living room, dining room, three-season room, media room, spa, laundry and office. The Zoning Commission heard this property at their July 7, 2019 meeting and they recommended approval with seven conditions.

Mr. Cordrey asked if the parking concerns were in reference to visitors and employees versus being an issue with residents.

Ms. McKnight stated that her understanding was that the residents would not have their own vehicles at the facility. There is currently a business-zoned property located in front of the residential piece where this development will be. Eventually as that business part develops, that could be a shared parking arrangement for the peak of visitors that may occur during holidays and such days.

Mr. Rozzi asked about the density of the existing vegetation located to the north and south of this property.

Ms. McKnight explained that it is very dense in the summer. When the PUD was approved in Stage 1, the standard that was required was to just maintain that landscaping.

Mr. Yoder invited the applicant to come forward.

Jody Amburgy and George Hagan discussed the parking concerns. Mr. Hagan stated that most of the residents will likely not have vehicles and will come to the facility with a need for assistance. This development is referred to as an independent model with assisted services.

Mr. Cordrey asked if this will be independent living or assisted living. He also asked if this is long term or short term living.

Mr. Hagan stated that there will be a blend of independent and assisted. More than likely the residents that move to this location will be closer to needing assisted services, however we do want to accommodate those that are still driving and have their own vehicles. This is a long term facility.

Mr. Walker asked if all four units would be constructed at the same time.

Mr. Amburgy stated that they would start with one and then work their way around. They will most likely occupy half of the first unit before moving onto the next.

Mr. Yoder invited anyone in favor of the application to step forward. No comments were made.

Next, Mr. Yoder invited anyone who was opposed or neutral to step forward.

Carl Taylor stated that he originally had concerns about the water issues but after reading through the staff report, he believes his concerns are already planned to be addressed.

Peter Hazelton expressed concerns about the state of the existing vegetation. He also asked if there would be residents who require memory care. He is concerned about the possibility of wandering off the facilities property.

Martha Ropers expressed her concerns about the water runoff. She stated that there is already an issue with flooding in her area. She was looking for reassurance that the issues would not become bigger.

Mr. Centers and Mr. Yoder explained that these concerns are the responsibility of the Warren County Engineer's office.

Phyllis Biggs discussed the traffic impact studies that have been done in the past in hopes that the traffic back up can be resolved with this new development.

Mr. Yoder invited the applicants to come forward and address any of the statements and concerns that were made.

Mr. Amburgy agreed that the water runoff and water control will be handled through the soil and water conservation and the Engineer's office. The problem trees will be assessed and addressed accordingly.

Mr. Hagan would like to give the neighbors the comfort and confidence that this development will be a good neighbor. There may be residents that have early stage dementia but this facility will not be limited to that. This is a community with a center courtyard that will be the middle focus for activities and other interactions. Minimal outside traffic is anticipated.

Mr. Walker asked if the access is determined by ODOT in which one of the applicants responded that the Ohio Department of Transportation does control it.

Mr. Cordrey brought up the memory care concern and stated that he assumes there are regulations that would need to be followed for those types of residents.

Mr. Hagan stated that all precautions would be taken. In each unit that consists of 10 residents, two staff members will be present at all times.

Mr. Cordrey made a motion with a second from Mr. Walker to close the public comments portion of the hearing at 7:18 pm.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes

Mr. Rozzi stated that the plans appear to be thorough. He is not hearing any concerns. Landscaping, water and traffic are being addressed. He feels good about it.

Mr. Walker expressed that he attended all of the zoning meetings so he was able to obtain all of the information from those. He believes that this is a good property for the township.

Mr. Cordrey stated that the recommendations from the county are pertinent and need to be looked into in depth. His biggest concern is the memory care patients but that is something that all departments can work together on and make sure there is a game plan.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve the combined stage two, preliminary and stage three, final site plans for the Abode Advantage subject to the seven conditions recommended by the Zoning Commission.

Roll call as follows: Darryl Cordrey Yes
Joe Rozzi Yes
Joe Walker Yes

Mr. Cordrey made a motion to open the public hearing for the combined stage two, preliminary and stage three final site plans for Controlled Traffic Solutions. There was a second from Mr. Walker.

Roll call as follows: Darryl Cordrey Yes
Joe Walker Yes
Joe Rozzi Yes

Ms. McKnight presented the staff report for Controlled Traffic Solutions. She stated that this project is part of the McNk subdivision, lot ten. It is zoned M-1 light industrial with a B-2 PUD overlay. They are also requesting a stage two, preliminary and stage three, final site plan review and approval. The property is surrounded by M-1 light industrial zoning and land uses except to the east. That property is zoned M-1 but is still being used agriculturally. The project is for construction of a 9,000 square foot office, warehouse building. They are providing paved parking in the front and gravel parking around the other three sides of the building. The gravel parking areas will be enclosed with a privacy fence. Access will be located off Venture Way. There will be approximately 15-18 employees on site daily. In total, there are 27 paved lots and an additional 94 spaces in the gravel areas to serve for the periodic “all hands on deck” staff meetings. Parking complies with the zoning code. No buffer is required due to the surrounding zoning. Landscaping is in compliance with the zoning code. Storm water management is proposed to drain from the side and front of the building and outlet into a detention area. This will require approval from the county engineer’s office and the soil and water conservation district before we issue a zoning certificate. The lighting plan is now in compliance with the zoning code. No signage was included with the application. An additional certificate will have to be acquired for any signage that must also follow the zoning code. This office/warehouse building is 22 feet in height with clad and metal wall panels. In addition to the main entrance in the front, there is one-man door and two loading doors to the east and two man doors and one loading door on the west. Zoning Commission also heard this case at their July 8, 2019 meeting and recommended approval subject on the following eight conditions: a revised photometric plan, approval by the engineer’s office, approval by the soil and water conservation district, approval by the water and sewer department, approval of access by the engineer’s office, ODOT and our fire department, it was requested that the building be equipped with a backflow prevention device that conforms with Warren County standards, and also the landscaping be provided by the property owner along the extension of Venture Way to the east and north property line after construction of the street, and finally the applicant must submit an updated stage two PUD site plan showing the contrast of the entire PUD. Conditions 1 and 8 have been complied with already by the applicant.

Mr. Walker asked about the discussions to do landscaping if the street was extended.

Ms. McKnight stated that there are ongoing discussion between the adjoining property owner and this property owner as to where the street will go. It could potentially be moved further north if there was a conflict.

Mr. Yoder invited the applicant to speak.

Larry Hatfield with North Shore Construction and Development Services spoke on behalf of his client, Controlled Traffic Solutions, and stated that he did not have anything else to add to what Ms. McKnight had reported. He did say that he would be happy to answer any questions.

Mr. Rozzi believes that this is thorough and fits in with the area since it is an industrial location.

Mr. Cordrey asked if this is a home base business for employees or if customers will be expected to visit the location.

Mr. Hatfield stated that there are approximately 15-18 people that work in the office full time and one Saturday each month, CTS provides traffic safety for companies like Duke and Spectrum so once a month there is a mandatory safety meeting that they have to attend on site.

Mr. Rozzi asked if there will be trucks running in and out of the facility?

Missy Karrick stepped forward and clarified that she is one of the owners of CTS. They have F-150 trucks but mostly those employees will go directly to their work sites and will very rarely come in to pick up equipment besides attending those safety meetings.

Mr. Yoder invited anyone in favor of the application to speak. No comments were made.

Mr. Yoder invited anyone opposed or neutral to speak.

Becky Ehling stated that she is not against the development but wanted to bring awareness that this business is located in Hamilton Township and not the Village of Maineville, which is what it states on the plans.

Mr. Cordrey made a motion with a second from Mr. Walker to close the public comments portion of the hearing at 7:32pm.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes

Mr. Rozzi expressed that he is good with this plan and he likes the way this is moving on the McNk property.

Mr. Cordrey stated that he thinks this is pretty straight forward.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve the Stage two, preliminary and stage three, final site plans based on the recommended eight conditions for Controlled Traffic Solutions.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Rozzi	Yes
	Joe Walker	Yes

Mr. Cordrey made a motion with a second from Mr. Walker to close the public hearing at 7:33 pm.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes

Township Current Business

Motion: Large Purchase Order (Fire)

This purchase order is for the alert system for the new Fire Station. This was an expected expense that was budgeted with the construction cost. The budget impact is \$20,970.60.

Mr. Rozzi asked what the alert system is.

Chief Reese stated that this is the wiring and speakers throughout the building that will notify of an emergency situation when the county sets off the tones.

Mr. Centers clarified that these are all expected expenses for the fire station so this is not in addition to. These will be seen more as the construction for the fire station progresses.

Mr. Cordrey made a motion with a second from Mr. Walker to approve the Large Purchase Order for the Fire Station alert system.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes

Motion: Large Purchase Order (Fire)

This purchase order is for the EMS Red Rack mobile 2 lockers. This was part of the construction cost budgeted for the new Fire Station. The budget impact is \$22,885.00.

Chief Reese stated that the company is actually holding the price for us so it is saving 5% so that is why we are buying them now. If we wait, the price will increase.

Mr. Centers stated that Mr. Hickey is storing them at the maintenance shop so that is why we are able to purchase them now.

Mr. Cordrey made a motion with a second from Mr. Walker to approve the large purchase order for the lockers.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes

Motion: Large Purchase Order (Fire)

This is a large purchase order for the repair of Engine 77 overhaul. This was an unexpected cost. The Cummins engine when down on July 18, 2019.

Chief Reese stated that they found oil in the radiator and found metal in the oil.

Mr. Rozzi asked what the expectancy is for the motor after an overhaul?

Mr. Hickey and Mr. Centers stated that it should get us approximately until 2030. It is a 2011 Engine. When they do an overhaul, it makes it like new so we should get at least ten years out of the engine.

Mr. Rozzi asked what the cost to replace the engine would be?

Mr. Centers explained that it would cost roughly \$750,000.

Mr. Cordrey clarified that we are pulling this PO from three separate line items, repairs and materials. At this point, we are not re-appropriating funds.

Mr. Cordrey made a motion to approve of the large Purchase Order for Fire and EMS Engine 77 repair and overhaul. There was a second from Mr. Walker.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes

Motion: Zoning Commission appointment

This is in regards to a vacancy that we have had for the last year. We have not received a volume of applicants so we reached out to those that have applied in the past to see if there was still any interest. At this point, we are going to consider Brady Hood.

Mr. Rozzi asked if we met with him some time ago?

Mr. Cordrey and Mr. Centers stated that the Trustees met with him last year. Mr. Centers stated that it has been just over a year that this position has been open. He and Ms. Krieger began calling candidates that had already been interviewed and with that they are recommending Mr. Hood.

Mr. Rozzi asked if this is an alternate position.

Mr. Centers stated that the available position is for an alternate however, one of the existing members prefers to be the alternate, so Mr. Hood would move into a full position.

Mr. Cordrey made a motion to appoint Brady Hood to the Hamilton Township Zoning Commission. There was a second from Mr. Walker.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes

Motion: Board of Zoning Appeals appointment

This is for consideration of the Hamilton Township Board of Zoning Appeals as an alternate position. We are considering Mr. Ryan Ziembra. He currently serves as our Advisory Committee President. He has been involved with the community, shown interest and has recently applied for this position.

Mr. Centers stated that this will no longer be an alternate position. It is a full position.

Mr. Rozzi asked if we should post this position considering that the BZA is basically a judicial body.

Mr. Yoder stated that the ORC does not state how it has to be done. It is the Board of Trustees prerogative as to how they would like to proceed.

Mr. Ziembra reached out and said that he was interested in serving in some capacity so we put him in touch with Ms. McKnight who explained the Zoning Commission versus the BZA and he believed the BZA would be a better fit.

Mr. Rozzi asked if this had in fact been advertised?

Mr. Centers said that he was unsure if the BZA had been but the Zoning Commission was.

Mr. Rozzi stated that he had a little bit of concern that we did not put the position out for the BZA. The past applicant for Zoning Commission makes sense considering he had already applied. The decisions of this Board are final so maybe we should open it and post for approximately 30 days to see if anyone is interested.

Mr. Centers stated that he was not trying to sway any opinion however, we have a BZA meeting on August 8th and if we do not make the appointment then we do not have a quorum.

Mr. Rozzi asked what the hearing was about?

Ms. McKnight stated that it was for a variance.

Mr. Rozzi explained that he was still in favor of posting the position.

Mr. Cordrey asked if the hearing was for a new construction home or existing. Ms. McKnight stated that it is an existing home.

Mr. Cordrey stated that if we wait then we would be in the same position as we were with the Zoning Commission where there is an opening for an extended period.

Mr. Walker stated that he is alright with making the appointment.

Mr. Cordrey stated that referencing Mr. Ziemba's application there is nothing that would keep him from being appointed. It helps that he has also been involved in various aspects of the township. He has a grasp of the things that are going on in the township. However, even if this is approved, he would like the postings to be made right away for the other positions.

Mr. Cordrey made a motion with a second from Mr. Walker to appoint Mr. Ryan Ziemba to the Hamilton Township Board of Zoning Appeals.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	No

Fiscal Officer

Nothing to report at this time.

Administrator's Report

-Mr. Centers stated that Turner Construction is at 2,204 man-hours worked without incident. 90% of the sanitary and foundation has been completed. Still to date, we are zero dollars out of our contingency fund.

Mr. Centers referenced public comments from the last meeting regarding the projected 2020 budget. Those numbers were not correct. Mr. Centers explained the correct numbers for the projected budget and the reserve funds.

Public Comments- General

Mr. Cordrey opened public comments at 7:52 pm.

Becky Ehling stepped forward to discuss the numbers that had been given during public comments at the previous meeting. She expressed her concerns on those numbers and additional concerns for funding.

Mr. Cordrey closed public comments at 7:55 pm.

Trustee Comments

Mr. Rozzi thanked everyone for attending National Night Out on August 6, 2019. It was a great turn out.

Mr. Hunter thanked Mr. Rozzi for the fireworks display and extended a thank you to Richard Oeder for the use of his property.

Mr. Cordrey echoed the same sentiments. The fireworks were great and Mr. Oeder allowing us to use his property was much appreciated. Thank you to our Police and Fire departments and all of the surrounding agencies that attended.

Executive Session

Mr. Cordrey made a motion with a second from Mr. Rozzi to enter into Executive Session at 7:58 pm in reference to O.R.C. 121.22 (G) (1) (2). (G) (1): To consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official. (G) (2): To consider the sale or disposition of property. In attendance was Mr. Cordrey, Mr. Hunter, Mr. Rozzi, Mr. Walker, Mr. Yoder, Mr. Centers, Ms. McKnight, and Mr. Kraemer.

Roll call as follows: Darryl Cordrey Yes

Joe Rozzi	Yes
Joe Walker	Yes

Mr. Cordrey made a motion to come out of Executive Session at 8:43 pm. There was a second from Mr. Walker.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes

Adjournment

With no further matters to discuss, Mr. Cordrey made a motion with a second from Mr. Walker to adjourn the meeting at 8:43 pm.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes