

Hamilton Township Trustee Meeting

September 16, 2026

Trustee Board Chairman, Mark Sousa, called the meeting to order at 6:00 PM., Mr. Rozzi and Mr. Sousa were present.

Roll call as follows:	Mark Sousa	Yes
	Joe Rozzi	Yes

The Pledge of Allegiance was recited by all.

A motion was made by Mr. Sousa, with a second by Mr. Rozzi, to approve the audio/visual as the Official Meeting Minutes of the September 2nd Board of Trustees regular meeting.

Roll call as follows:	Mark Sousa	Yes
	Joe Rozzi	Yes

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

Roll call as follows:	Mark Sousa	Yes
	Joe Rozzi	Yes

Public Hearing – Zoning Resolution Text Amendments

Mr. Sousa explained the procedures for the Public Hearing and welcomed everyone who would be providing testimony to raise their right hand. The oath was then administered.

Assistant Administrator Jen Patterson presented the proposed amendments to the Hamilton Township Zoning Resolution. The amendments included changes to Chapters 2, 3, and 5, including the removal of references to the Warren County Regional Planning Commission and a change to the required pool setback from 20 feet from the water's edge to 10 feet from the property lines.

There were no comments in opposition or in support of the proposed amendments. Mr. Sousa then closed the floor to public comments for Board deliberation.

Mr. Sousa and Mr. Rozzi discussed the need to reduce the required pool setback due to the number of variance requests that have been brought before the Board of Zoning Appeals, particularly as a result of smaller lot sizes. They also discussed the proposed removal of Hamilton Township from the Warren County Regional Planning Commission, noting that the

change is appropriate given the size of the Township, available staffing, and the experience of Township staff. They stated that the current process has resulted in redundant steps and can slow the development review process.

The resolution for the proposed text amendments is anticipated to be considered for approval at the second October Trustee meeting.

Public Comments

Mr. Sousa opened the floor to public comments at 6:09 PM, with nobody coming forward public comments was closed.

New Business

Resolution No. 26-0916A- Accepting Rates by Budget Commission

Mr. Sousa made a motion with a second from Mr. Rozzi to approve Resolution 26-0916A, a resolution accepting the rates determined by the Budget Commission and Authorizing the necessary tax levies and certifying them to the County Auditor.

Roll call as follows:	Joe Rozzi	Yes
	Mark Sousa	Yes

Resolution No. 26-0916B- Authorizing an Increase in Appropriations in the General Fund for Tornado Sirens Maintenance

Mr. Sousa made a motion with a second from Mr. Rozzi to approve Resolution 26-0916B, a resolution authorizing an increase in appropriations in the General Fund (1000), in the amount of \$12,000.00 and declaring an emergency.

Roll call as follows:	Joe Rozzi	Yes
	Mark Sousa	Yes

Resolution No. 26-0916C- Authorizing Private Sale of Unneeded and Unfit-For-Use Property

Mr. Sousa made a motion with a second from Mr. Rozzi to approve Resolution 26-0916C, a resolution authorizing private sale of unneeded and unfit-for-use property in the Police Department.

Roll call as follows:	Joe Rozzi	Yes
	Mark Sousa	Yes

Motion- Approve Hamilton Township Roster as Presented

A motion was made by Mr. Sousa, with a second by Mr. Rozzi, to approve the Hamilton Township Roster as presented before the Board.

Roll call as follows: Joe Rozzi Yes
 Mark Sousa Yes

Public Comments

Mr. Sousa opened the floor to public comments at 6:14 p.m. Katherine Bowles stated that she is running for County Commissioner and commended the Trustees for their decision to remove the Township from the Warren County Regional Planning Commission. She expressed her appreciation for the Trustees' recognition of the Township's growth and their confidence in Township staff.

Fiscal Officer's Report

Fiscal Officer Leah Elliott presented the August financial report. The Township has collected approximately 61% of the property taxes for the year, with the second distribution expected to be received in the coming month.

Of the \$22 million budgeted on appropriations, approximately \$16 million has been spent to date. This is consistent with spending levels from August of the previous year.

The Township's current cash balance is approximately \$15 million, which is lower than the same time last year due to the use of ARPA funds.

Administrator's Report

Assistant Administrator Patterson gave the following Administrator's Report:

The Police Department currently has a patrol position posted and is accepting applications. The Fire Department's Firefighter/EMT position has received a good response, with the application deadline scheduled for the end of this week.

The Little Miami Homecoming Parade will take place next Thursday. Mounts Park will close at 3:00 p.m. that day for parade staging. Partial road closures will begin at 5:45 p.m. on Stubbs Mills Road and US 22/3, from Stubbs Mills Road to Morrow-Cozaddale Road, for the parade.

The Public Works Building remains on schedule for its anticipated opening on November 2nd. Electricity has been turned on at the facility, with paving and landscaping expected to be completed within the next two weeks.

Trustee Comments

Mr. Sousa reminded the public of several upcoming events. This Friday, September 18th, the Veterans' Float will take place at Mounts Park from 8:30 a.m. to 1:00 p.m. The event is a joint effort between Hamilton Township and the Ohio Department of Natural Resources (ODNR).

Mr. Sousa also reminded residents that Movie Night will be held this Friday at Little Miami Primary School.

On Saturday, October 10th, the Fire Department will host an Open House at Station 76.

Adjournment

Mr. Sousa made a motion with a second from Mr. Rozzi to adjourn at 6:26 PM.

Roll call as follows:	Mark Sousa	Yes
	Joe Rozzi	Yes