

Hamilton Township Trustee Meeting

September 17, 2025

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

Roll call as follows:	Darryl Cordrey	Yes
	Mark Sousa	Yes

The Pledge of Allegiance was recited by all.

A motion was made by Mr. Cordrey, with a second by Mr. Sousa, to approve the clerk's journal as the Official Meeting Minutes of September 3, 2025, Trustee Meeting.

Roll call as follows:	Mark Sousa	Yes
	Darryl Cordrey	Yes

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

Roll call as follows:	Mark Sousa	Yes
	Darryl Cordrey	Yes

Public Comments

Mr. Cordrey opened the floor to public comments at 6:01 PM, to which there were none.

Public Works Building Update- Nick Romemer, Conger Construction and Randy Merrill, MSP Design

Mr. Wright introduced Nick Romemer and Randy Merrill and provided background on the project and the process of interviewing bidders.

Mr. Romemer reported on the second Guaranteed Maximum Price (GMP), which is just over \$169,000. He noted there is \$700,000 in contingency funds available for any additional needs. He also shared that Public Works purchasing the generator directly for the new facility resulted in significant savings compared to if Conger had purchased it.

Mr. Cordrey highlighted that Public Works has been setting aside funds over the years in preparation for this project. Mr. Wright explained that approximately one-third of the project cost is attributed to architectural and engineering fees, and Public Works has saved nearly \$2.5

million, avoiding 5.5% interest costs over the life of the debt. Mr. Cordrey further noted that high carryover within the property tax budget was intentional in order to meet this township's need.

Mr. Sousa commended Conger, Mr. Wright, and Mr. Pelfrey for their efforts throughout the process. He also shared positive updates from ODOT regarding traffic impact studies and soil samples.

Mr. Wright reminded residents that the road levy, which was passed for paving projects, will not be used for the down payment, principal, or interest on the new facility.

Fiscal Officer Ms. Elliott asked who makes the decisions regarding bidding, such as for concrete or metal. Mr. Wright explained that Conger vets the bids first, then forwards them to Mr. Pelfrey and himself, with the Township retaining full veto power.

Mr. Romemer stated that most of the bids have already been decided.

New Business

Resolution No. Resolution 0917A – Increase in Appropriations in the Public Works Road Levy Fund

Mr. Cordrey made a motion with a second from Mr. Sousa to approve Resolution 25-0917A, a resolution approving an increase in appropriations in the Road Levy Fund to reconcile budgets for the calendar year 2025 and declaring an emergency

Roll call as follows:	Darryl Cordrey	Yes
	Mark Sousa	Yes

Resolution No. 25-0917B- Authorizing Private Sale of Unneeded and Unfit-For-Use Property

A motion was made by Mr. Cordrey, with a second by Mr. Sousa, to approve Resolution 25-0917B, a resolution authorizing private sale of unneeded and unfit-for-use property in the Police Department.

Roll call as follows:	Mark Sousa	Yes
	Darryl Cordrey	Yes

Resolution No. Resolution 25-0917C- Requesting Speed Study on Harrison Rd.

Mr. Wright explained that a resident of Harrison Road requested a speed study. To begin, the Trustees must pass a resolution for the County Engineer's Office to conduct the study, with final review and approval by ODOT. Not all requests are approved, as specific criteria must be met.

Mr. Cordrey made a motion with a second from Mr. Sousa to approve Resolution 25-0917C Requesting a Speed Study on Harrison Road by the Ohio Department of Transportation (ODOT)

Roll call as follows:	Mark Sousa	Yes
	Darryl Cordrey	Yes

Resolution No. Resolution 0917D – Authorizing Guaranteed Maximum Price with Conger Construction

Mr. Cordrey made a motion with a second from Mr. Sousa to approve Resolution 25-0917D, a resolution approving a Guaranteed Maximum Price (GMP) #2 with Conger Construction Group as the construction manager at risk for the Township Public Works Facility.

Roll call as follows:	Darryl Cordrey	Yes
	Mark Sousa	Yes

Motion – Amend the Hamilton Township Roster

Mr. Cordrey made a motion with a second from Mr. Sousa to approve the amendment of the Hamilton Township roster as presented.

Roll call as follows:	Darryl Cordrey	Yes
	Mark Sousa	Yes

Public Comments

Mr. Cordrey opened the floor for public comments at 6:19 PM.

Resident Rusty Holman reviewed July expenses and stated he believes the Township has 12 months of reserves, while County Auditor Matt Nolan has said six months is reasonable. He expressed concern that Trustees are finding “creative ways” to spend taxpayer money.

Mr. Cordrey responded that he regularly communicates with Mr. Nolan, who advises townships to maintain 6–12 months in reserves. He and Mr. Sousa explained that current projects, such as the Mounts Park uncapping (approved prior to the current Board), along with planned improvements for parks, the fire department, and the new Public Works building, are investments that benefit the community.

Mr. Wright added that at the annual Warren County tax meeting, Mr. Nolan confirmed the Township only shows higher-than-average reserves in the Public Works fund, which is designated for the new building. All other funds are average or low compared to other townships. He also noted that unlike cities, the Township does not collect income tax; most funds come from outside millage levies, which do not increase as property values rise since rollback provisions reduce the millage rate.

With no further comments, Mr. Cordrey closed the public comment portion at 6:34PM.

Fiscal Report

Fiscal Officer Leah Elliott presented the August Fiscal Report, noting that some funds have been consolidated. As of the end of July (67% through the year), revenues are on track at 69% of the budget. Year-to-date expenditure appears lower than last year, largely due to the 3% allocation for the new Public Works facility, which makes expenses look reduced in comparison.

Administrator Report

Public Works reported that the roof at the salt dome has been replaced, and additional security cameras were installed at Testerman Park to help deter vandalism. The new salt truck ordered in 2024 has also arrived and will be ready for use this snow season once the final components are installed.

Parks and Recreation shared that bid packets for the Mounts Park Phase I improvement project are complete, with bids scheduled to open on October 17 and a contractor recommendation anticipated in November. Recent activities included the Veterans Fish and Float event, which hosted 46 participants, as well as Kings High School's volunteer day, where 34 students assisted with improvements at Township cemeteries.

The Fire Department announced the implementation of rapid sequence intubation, a life-saving capability achieved after significant training, making Hamilton Township one of only a few departments in southwest Ohio with this ability. In addition, transitioning to a full-time staffing model has enabled the department to maintain a minimum of eight firefighters per shift and to cross-staff a third ambulance.

Finally, it was noted that the recent Kroger Queen City Championship LPGA tournament held in Hamilton Township was the most successful in its four-year history, with attendance higher on all four days compared to last year. Township departments were commended for their cooperation and efforts in helping to ensure a safe and successful event.

Trustee Comments

Mr. Sousa discussed the County's budget requirements, noting that jurisdictions are asked to budget at 97% of expected revenue next year. He explained that actual revenues typically exceed budgeted figures by about 10%, with approximately two-thirds of Township revenue coming from property taxes collected twice a year. Because police and fire rely heavily on these property taxes, they have limited funding available between tax collection cycles. Ms. Elliott asked whether the Township has challenged Mr. Nolan on the 97% requirement. Mr. Sousa stated that some progress had been made toward budgeting at 100%, but that change did not move forward.

Ms. Elliott also suggested providing an analysis to show the average household impact of any potential rollback.

Mr. Cordrey expressed condolences to the family of Charlie Kirk and reflected on the personal impact his passing has had on his own family. He shared his perspective on Mr. Kirk's character and contributions, describing them as admirable, and concluded his comments with a quote from the tent where Mr. Kirk was assassinated.

Adjourn-

Mr. Cordrey made a motion with a second from Mr. Sousa to adjourn at 6:51 p.m.

Roll call as follows:	Darryl Cordrey	Yes
	Mark Sousa	Yes