



TRUSTEE MEETING AGENDA 9/17/2025

6:00 PM

- Roll Call
- Pledge of Allegiance
- Approve of the Clerk's Journal and Accept the audio/video recording as the Official Minutes of the September 3rd Board of Trustees regular meeting.
- Bills before the Board

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

Public Comments

New Business

Resolutions

- Resolution No. 25-0917A –Increase Appropriations in Public Works in Road Levy Fund
- Resolution No. 25-0903B- Authorizing Private Sale of Unneeded and Unfit-For-Use Property
- Resolution No. 25-0917C- Requesting Speed Study on Harrison Rd.

Motions

- Amend the Hamilton Township Roster

Public Comments

Fiscal Officer's Report

Administrator's Report

Trustee Comments

Adjournment

The agenda is to give an idea of the various discussions before the Board. The time and order of Agenda items is subject to change in order to maintain efficiency and timeliness of the meetings. Citizens may address the Board under the Public Comment section of the agenda.

The following guidelines protect your rights as well as those of others:

1. Speakers must state their name and full address for the record.
2. The Board Chair will recognize each speaker, and only one person may speak at a time.
3. Speakers will address any and all comments to the Board of Trustees and Fiscal Officer. The Board may request further information from staff at their discretion.
4. Anyone who willfully disrupts a Board meeting may be barred from speaking further or may be removed from the meeting and detained by officers of the Hamilton Township Police Department. (ORC 505.09; ORC 2917.12)

HAMILTON TOWNSHIP

ADMINISTRATION

Joseph Rozzi – *Board Chair*

Darryl Cordrey– *Vice Chair*

Mark Sousa – *Trustee*

Leah Elliott - *Fiscal Officer*

7780 South State Route 48

Maineville, Ohio 45039

Phone: (513) 683-8520

Township Administrator

Jeff Wright

(513) 683-8520

Police Department

Scott Hughes – Police Chief

Phone: (513) 683-0538

Fire and Emergency Services

Jason Jewett– Fire Chief

7684 South State Route 48

Maineville, Ohio 45039

Phone: (513) 683-1622

Public Works

Don Pelfrey– Director

Phone: (513) 683-5320

Assist. Fiscal Officer

Ellen Horman

Phone: (513) 239-2377

Human Resources

Cheryl Allgeyer

Phone: (513) 239-2384

Zoning Administrator

Cathy Walton

Phone: (513) 683-8520

Parks and Recreation

Nicole Earley

(513) 683-5360

Hamilton Township Trustee Meeting

September 3, 2025

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

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

The Pledge of Allegiance was recited by all.

A motion was made by Mr. Rozzi, with a second by Mr. Cordrey, to approve the clerk's journal as the Official Meeting Minutes of August 20, 2025, Trustee Meeting.

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

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

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

Public Comments

Mr. Rozzi opened the floor to public comments at 6:01 PM.

Mr. Marvin Stotz commented on the Hawthorn Manor HOA's requirement for sidewalk repairs and recommended a local company for the work. He also inquired about the detour plan for the upcoming Stephen Road Bridge replacement project, expressing concern that Village of the Green, Hawthorn Manor, and Regency Park may experience increased cut-through traffic. Administrator Wright explained that the County has issued a detour route that prioritizes state and county roads, making it more suitable for residents. Mr. Sousa added that while some additional neighborhood traffic is possible, navigating through the subdivisions would likely be slower and more difficult than following the County's recommended detour. Mr. Stotz concluded his comments by expressing his appreciation for the new Kroger on State Route 48.

Mr. Brad Turner raised concerns regarding overgrowth at the corner of Talon Road and Zoar Road, as well as a Providence resident's concern about fence posts being placed within a drainage easement. Mr. Turner was directed to contact the County Storm Water Department regarding the fence issue. Mr. Wright also noted that he or Public Works Director Pelfrey would follow up with the County about the overgrowth.

With no further comments, Mr. Rozzi closed the public comment portion at 6:13 PM.

New Business

Resolution No. Resolution 0903A – Increase in Appropriations in the General Fund Parks Fund

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve Resolution 25-0903A, a resolution approving an increase in appropriations in the General Fund Parks Fund to reconcile budgets for the calendar year 2025.

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

Resolution No. Resolution 25-0903B- Accepting Rates by Budget Commission

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve Resolution 25-0903B 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:	Darryl Cordrey	Yes
	Mark Sousa	Yes
	Joe Rozzi	Yes

Resolution No. Resolution 0903C- Establishing Four-Way Intersection Weeping Willow and Honeysuckle Lane

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve Resolution 25-0903C erecting stop signs on Weeping Willow at the intersection of Honeysuckle Lane so that said intersection functions as a four (4) - way stop intersection.

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

Resolution No. 25-0903D – Authorizing Private Sale of Unneeded and Unfit-For-Use Property

A motion was made by Mr. Rozzi, with a second by Mr. Cordrey, to approve Resolution 25-0903D, 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
	Joe Rozzi	Yes

Motion – Amend the Hamilton Township Roster

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

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

Public Comments

Mr. Rozzi opened the floor for public comments at 6:19 PM, to which nobody came forward.

Administrator's Report

Administrator Wright gave the follow updates:

- Stephens Road will be closed between Hargus Drive and Village Green Parkway starting September 15 for a bridge replacement project, lasting about 12 weeks (weather permitting).
- The Kroger Queen City Championship LPGA event will be held September 11–14 at TPC River's Bend. Tickets are affordable, and parking with shuttle service will again be hosted by Richard and Cathy Oeder.
- The Police Department command staff is working with event management to ensure a safety plan for golfers, visitors, and River's Bend residents.

Trustee Comments

Mr. Cordrey announced that the Public Works groundbreaking ceremony will be held on Monday, September 8, at 9:00 a.m. between the Administration/Police Department building and Station 76. He noted that no RSVP is required and invited the community to attend and celebrate the occasion.

Mr. Sousa echoed Mr. Wright's comments regarding the affordability of tickets for the LPGA tournament, emphasizing that it is a great opportunity for families and encourages young golfers, especially girls, to attend. He also highlighted recent upgrades to the TPC River's Bend clubhouse and encouraged residents to check them out during the tournament.

Executive Session-

Mr. Rozzi made a motion with a second from Mr. Cordrey to adjourn the executive session at 6:24 p.m. in accordance with ORC 121.22(G)(8a) to discuss economic development.

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

Mr. Rozzi made a motion with a second from Mr. Cordrey to come out of the executive session and adjourn at 6:54 p.m.

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



Office of Township Administrator
09/17/25 Trustee Meeting

The following motion(s) is/are requested by the Board of Hamilton Township Trustees from the Administrator.

Motion 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.

This action is necessary so that the final amount owed to the paving contractor for the annual repaving program will be funded with the second-half property tax revenue from the Road Levy Fund.

The Township of Hamilton, Warren County, Ohio Board of Trustees met in regular session on September 17, 2025, at 6:00 p.m. at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Darryl Cordrey- Trustee, *Vice-Chair*
Mark Sousa – Trustee

Mr. _____ presented the following Resolution and moved its adoption:

**HAMILTON TOWNSHIP, WARREN COUNTY, OHIO
RESOLUTION NUMBER 25-0917A**

**A RESOLUTION APPROVING AN INCREASE IN TOWNSHIP APPROPRIATIONS IN
THE ROAD LEVY FUND TO RECONCILE BUDGETS FOR THE CALENDAR YEAR 2025
AND DECLARING AN EMERGENCY**

WHEREAS, the Board of Township Trustees wishes to authorize and approve an increase in appropriations in order to reconcile budgets and appropriations for the calendar year 2025;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Hamilton Township, Warren County, Ohio that:

- SECTION 1.** The Fiscal Officer is hereby authorized and directed to increase the appropriations for the Road Levy Fund, line item 2907-330-400-0000 Supplies and Material in the amount of \$245,178.75 for Public Works road paving.
- SECTION 2.** Authorize to remit payment for the remainder due on the annual paving contract at such time as the second-half property taxes are received.
- SECTION 3.** The Fiscal Officer is hereby authorized and directed to approve a Blanket Certificate and/or Purchase Orders in the amount reflected in Section 1 through Section 2 of this Resolution.
- SECTION 4.** This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, and welfare of Hamilton Township, and shall therefore take effect and be in force immediately upon its passage.

Mr. _____ seconded the Resolution and the following being called upon the question of its adoption, the vote resulted as follows:

Darryl Cordrey	Aye _____	Nay _____
Mark Sousa	Aye _____	Nay _____

Resolution adopted this 17th day of September, 2025.

Attest:

Leah M. Elliott, *Fiscal Officer*

Approved as to form:

Benjamin J. Yoder, *Law Director*

I, Leah M. Elliott, Fiscal Officer of Hamilton Township, Warren County, Ohio, hereby certify that this is a true and accurate copy of a Resolution duly adopted by the Board of September 17th, 2025.

Date: _____

Leah M. Elliott, *Fiscal Officer*



Office of Chief of Police
9/17/25 Trustee Meeting

The following motion is requested by the Board of Hamilton Township Trustees from the Chief of Police

Motion to approve Resolution 25-0917B- resolution authorizing private sale of unneeded and unfit-for-use property in the Police Department.

This property involves vehicles, which were recently impounded, and their titles signed over to the police department. Most of these vehicles were ‘totaled’ in car crashes, and/or the value of the vehicle exceeds the tow bill.

The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:00 p.m. on September 17, 2025, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Mark Sousa – Trustee

Darryl Cordrey – Trustee, *Vice Chair*

Mr. _____ introduced the following resolution and moved its adoption:

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 25-0917B**

**A RESOLUTION AUTHORIZING PRIVATE SALE OF UNNEEDED AND UNFIT-FOR-
USE PROPERTY IN THE POLICE DEPARTMENT**

WHEREAS, the Board of Trustees has certain property in its Police Department, which is no longer needed for public use, is obsolete, or is unfit for the use for which it was acquired;

WHEREAS, the property which the Board of Trustees has determined to no longer be needed for public use or to be obsolete or unfit for the use for which it was acquired is as follows:

<u>Year</u>	<u>Make</u>	<u>Model</u>	<u>VIN</u>
2003	Toyota	Camry	4T1BE32K73U646008
2015	Chevrolet	Equinox	1GNALBEK8FZ125390
2012	Chevrolet	Equinox	2GNALFEK3C1134249

WHEREAS, the Board of Trustees has determined that the fair market value of the above listed items is not in excess of two thousand five hundred dollars (\$2,500.00)

WHEREAS, due to the determination of the value of the above-listed property, Section 505.10(A) (2) (a) of the Ohio Revised Code authorizes the Board of Trustees to sell the property by private sale, without advertisement or public notification.

WHEREAS, the Board of Trustees has determined that due to the nature of the above-listed items, disposal of that property by private sale is desirable.

NOW THEREFORE BE IT RESOLVED, that the above-listed property shall be sold, by private sale, without advertisement or public notification.

Mr. _____ seconded the Resolution and the following being called upon the question of its adoption, the vote resulted as follows:

Mark Sousa -	Aye _____	Nay _____
Darryl Cordrey -	Aye _____	Nay _____

Resolution adopted this 17th day of September 2025.

Attest:

Leah M. Elliott, Fiscal Officer

Approved as to form:

Benjamin J. Yoder, Law Director

I, Leah M. Elliott, Fiscal Officer of Hamilton Township, Warren County, Ohio, hereby certify that this is a true and accurate copy of a Resolution duly adopted by the Board of Trustees of Hamilton Township, County of Warren, Ohio, at its regularly scheduled meeting on September 17, 2025.

Date: _____

Leah M. Elliott, Fiscal Officer



Office of Township Administrator
09/17/25 Trustee Meeting

The following motion(s) is/are requested by the Board of Hamilton Township Trustees from the Administrator.

Motion to approve Resolution 25-0917C- a resolution requesting the Ohio Department of Transportation (ODOT) to conduct a speed study for Harrison Road, Hamilton Township, Ohio.

A resident of Harrison Road requested the Warren County Engineer's Office to perform a speed study to determine if conditions, traffic volume and other factors that ODOT requires are met to warrant the speed limit being lowered. A request for a speed study on a township road first requires that Trustees to consider and pass a resolution to initiate the study. The County Engineer's Office performs the study and the results must also be reviewed and considered by ODOT. It should be noted that not all studies are approved since there are specific criteria that must be met.

The Township of Hamilton, Warren County, Ohio Board of Trustees met in regular session on September 17, 2025, at 6:00 p.m. at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Darryl Cordrey- Trustee, *Vice-Chair*
Mark Sousa – Trustee

Mr. _____ presented the following Resolution and moved its adoption:

**HAMILTON TOWNSHIP, WARREN COUNTY, OHIO
RESOLUTION NUMBER 25-0917C**

**A RESOLUTION REQUESTING A SPEED STUDY ON HARRISON ROAD BY THE OHIO
DEPARTMENT OF TRANSPORTATION (ODOT)**

WHEREAS, the Hamilton Township Board of Trustees has received complaints regarding traffic and existing speed limits along Harrison Road in the unincorporated area of Hamilton Township; and

WHEREAS, before any adjustment can be made to the posted speed limit, the first step requires Hamilton Township to formally request a speed study, which shall be conducted and the results forwarded to the Ohio Department of Transportation (ODOT) for review and final approval; and

WHEREAS, upon approval from ODOT, appropriate new signage may be posted by the agency responsible, recognizing that while modest reductions may be possible, dramatic reductions are rare.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Hamilton Township, Warren County, Ohio that:

SECTION 1. The Board of Trustees hereby requests that the Warren County Engineer conduct a speed study on Harrison Road to determine whether a speed reduction is warranted.

SECTION 2. The results of the study shall be submitted to ODOT for review and approval, and, if approved, new signage reflecting the adjusted speed limit shall be installed accordingly.

Mr. _____ seconded the Resolution and the following being called upon the question of its adoption, the vote resulted as follows:

Darryl Cordrey	Aye _____	Nay _____
Mark Sousa	Aye _____	Nay _____

Resolution adopted this 17th day of September, 2025.

Attest:

Leah M. Elliott, *Fiscal Officer*

Approved as to form:

Benjamin J. Yoder, *Law Director*

I, Leah M. Elliott, Fiscal Officer of Hamilton Township, Warren County, Ohio, hereby certify that this is a true and accurate copy of a Resolution duly adopted by the Board of September 17th, 2025.

Date: _____

Leah M. Elliott, *Fiscal Officer*



Office of Human Resources
09/17/2025 Trustee Meeting

The following motion(s) is/are requested to the Board of Hamilton Township Trustees from the Human Resources Manager:

Motion to approve the amendment of the Hamilton Township roster as presented.

- Off role full-time Police Officer Bryan Kennedy effective 9/27/2025.