



TRUSTEE MEETING AGENDA 9/3/2025

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 August 20th Board of Trustees regular meeting.
- Bills before the Board

Public Comments

New Business

Resolutions

- Resolution No. 25-0903A – Increase in Appropriations in the General Fund Parks Fund
- Resolution No. 25-0903B- Accepting Rates by Budget Commission
- Resolution No. 25-0903C- Establishing Four-Way Intersection Weeping Willow and Honeysuckle Lane.
- Resolution No. 25-0903D- Authorizing Private Sale of Unneeded and Unfit-For-Use Property

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

August 20, 2025

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

Roll call as follows:	Joe Rozzi	Yes
	Mark Sousa	Yes

The Pledge of Allegiance was recited by all.

A motion was made by Mr. Rozzi, with a second by Mr. Sousa, to approve the clerk's journal as the Official Meeting Minutes of August 6, 2025, Trustee Meeting.

Roll call as follows:	Mark Sousa	Yes
	Joe Rozzi	Yes

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

Roll call as follows:	Joe Rozzi	Yes
	Mark Sousa	Yes

Guest Speaker- Hazard Mitigation Plan, Warren County Emergency Management Agency

Sydney Renner, with Warren County Emergency Management, addressed the Board regarding the 5-Year Plan and expressed hope that the Board would approve the resolution at tonight's meeting. Mr. Rozzi and Mr. Sousa stated they had no questions and thanked Ms. Renner and her team for the detailed information provided in the 5-Year Plan packet. Ms. Renner, in turn, thanked the Board and township departments for their participation in the questionnaires and surveys.

Public Comments

Mr. Rozzi opened the floor for public comments at 6:03 PM.

Paul Sisk addressed the Board to raise awareness regarding the Article V Convention of States and the proposed amendments. These include establishing term limits for Congress and federal officials, requiring fiscal responsibility through a balanced budget, and limiting the jurisdictional powers of the federal government. He proposed arranging a face-to-face discussion with District 55 State Representative Michelle Teska to review these three proposed amendments and to also bring attention to HJR2.

With no further comments, Mr. Rozzi closed the public comment portion at 6:11 PM.

New Business

Resolution No. Resolution 25-0820A – Declaring 1076 Oak Forest a Nuisance Property

Mr. Rozzi made a motion with a second from Mr. Sousa to approve Resolution 25-0820A, authorizing the removal of vegetation, garbage, refuse and other debris at 1076 Oak Forest Drive, Parcel 1730354029, in Hamilton Township, declaring a nuisance and declaring an emergency.

Roll call as follows:	Mark Sousa	Yes
	Joe Rozzi	Yes

Resolution No. 25-0820B – Authorizing Private Sale of Unneeded and Unfit-For-Use Property

A motion was made by Mr. Rozzi, with a second by Mr. Sousa, to approve Resolution 25-0820B, a resolution authorizing private sale of unneeded and unfit-for-use property in the Police Department.

Roll call as follows:	Mark Sousa	Yes
	Joe Rozzi	Yes

Resolution No. Resolution 25-0806C- Adopting the Warren County Multi-jurisdictional Hazard Mitigation 5-Year Plan Update

Mr. Rozzi made a motion with a second from Mr. Sousa to approve Resolution 25-0820C, a resolution adopting the Warren County Multi-jurisdictional Hazard Mitigation 5-Year Plan Update.

Roll call as follows:	Joe Rozzi	Yes
	Mark Sousa	Yes

Motion – Amend the Hamilton Township Roster as Presented

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

Roll call as follows:	Mark Sousa	Yes
	Joe Rozzi	Yes

Motion- Revision to the Township Personnel Policy Manual, Section 6.07

Mr. Rozzi made a motion with a second from Mr. Sousa to approve a revision to the Township Personnel Policy Manual, Section 6.07 Military Leave as presented, effective 08/20/2025.

Roll call as follows: Mark Sousa Yes
 Joe Rozzi Yes

Motion- Revision to the Township Personnel Policy Manual, Section 7.02

Mr. Rozzi made a motion with a second from Mr. Sousa approve a revision to the Township Personnel Policy Manual, Section 7.02 Use of Vehicles as presented, effective 08/20/2025.

Roll call as follows: Mark Sousa Yes
 Joe Rozzi Yes

Public Comments

Mr. Rozzi opened the floor to public comments at 6:16PM.

Rusty Holman noted that the Northview Property PUD, approved in 1997, came as a surprise to the Board since the developer is now moving forward nearly 30 years later. He questioned how many other properties in the township may be in a similar situation. Mr. Rozzi, Mr. Sousa and Administrator Wright agreed that such properties should be identified to better prepare for future cases like Northview.

Mr. Rozzi closed the floor to public comments at 6:21PM

Fiscal Report

Mrs. Leah Elliott provided the July Fiscal Report with the following updates:
As of the end of July, which is 58% through the year, the final appropriations/expense budget was \$18 million, with expenditures totaling over \$9.6 million, or 53%. The Public Works Fund shows revenue collected at 89.1% year to date; however, this is elevated due to the new building payment received. The true percentage collected is 57.4%.

Mr. Sousa noted that Mr. Wright has received the TIF presentation for the Kroger property. Mr. Wright requires clarification on certain data and will provide that information to Ms. Elliott.

Administrator's Report Mr. Wright reported:

County Road Projects

- Nunner Road between OH-48 and West Road will close Thursday, August 28 (weather permitting) for paving. Work scheduled to avoid school/work commutes. Managed by Warren County Water and Sewer (513-695-1377).

- Stephens Road will close between Hargus Drive and Village Green Parkway for about 12 weeks for a bridge replacement project by JTM Smith Construction under the Warren County Engineer's Office. Updates will be shared on social media.

Recreation Updates

- Mounts Park Stream Restoration: meeting Friday to review bid timeline; awaiting USACE permit.
- Veterans Fish n' Float: September 12 at Mounts Park. Free event for 50 veterans/active service members and a guest. Fishing, kayaking, lunch, gear, fishing license, shirt, and rod/reel included.
- Movie in the Park: August 22 at Testerman Park. Games at 7 pm, Little Giants at 8:30 pm. Concessions, Krimmer's Pizza (cash only), and free popcorn from Regal Cinemas.

Police Department

- Records Clerk Amy Scheeler recognized nationally by the Defense Counter Intelligence Agency for background check efficiency.
- Mock accreditation by Ohio Office of Criminal Justice Services produced very positive results. HTPD on track to be among the first 25 agencies in Ohio to achieve full accreditation this year.

Fire Department

- Progress continues on replacement vehicles: ladder truck, pumper truck, and re-chassis of an ambulance.

Trustee Comments

Mr. Rozzi reported attending the Cardboard Boat Regatta and thanked staff and volunteers for assisting the Chamber with the event. He gave a special thank you to Kathy and Richard Oeder for hosting the event on their property and for their involvement. Mr. Sousa extended Labor Day well wishes to the community.

Adjourn-

Mr. Rozzi made a motion with a second from Mr. Sousa to adjourn at 6:34 p.m.

Roll call as follows:	Joe Rozzi	Yes
	Mark Sousa	Yes



Office of Township Administrator
09/03/25 Trustee Meeting

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

Motion to approve Resolution 25-0903A- a resolution approving an increase in appropriations in the General Fund Parks Fund to reconcile budgets for the calendar year 2025.

Staff recommends approval to increase appropriations to be used for the Veterans Fish n' Float event. The parks fund will be increased by \$775.00 for necessary items for the event that were awarded through the ODNR Conservation Club grant. This appropriation will allow us to spend the funds on the event occurring on September 12, 2025.

The Township of Hamilton, Warren County, Ohio Board of Trustees met in regular session on September 3, 2025, at 6:00 p.m. at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Joseph P. Rozzi– Trustee, *Chair*
Darryl Cordrey- Trustee, *Vice-Chair*
Mark Sousa – Trustee

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

**HAMILTON TOWNSHIP, WARREN COUNTY, OHIO
RESOLUTION NUMBER 25-0903A**

**A RESOLUTION APPROVING AN INCREASE IN TOWNSHIP APPROPRIATIONS IN
THE GENERAL FUND PARKS DEPARTMENT TO RECONCILE BUDGETS FOR THE
CALENDAR YEAR 2025**

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 General Fund Parks Department, line item 1000-610-400-0019 Supplies and Material Conservation Club Grant in the amount of \$775.00 for Veterans Fish n' Float event.

SECTION 2. 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 3. This Resolution shall take effect on the earliest date allowed by law.

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

Joseph Rozzi –	Aye _____	Nay _____
Darryl Cordrey	Aye _____	Nay _____
Mark Sousa	Aye _____	Nay _____

Resolution adopted this 3rd day of September, 2025.

Attest:

Leah M. Elliott, *Fiscal Officer*

Approved as to form:

Sarah J. Sparks, *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 3rd, 2025.

Date: _____

Leah M. Elliott, *Fiscal Officer*



Administrator - 9/03/25 Trustee Meeting

The following motion is requested by the Board of Hamilton Township Trustees from the Administrator:

Motion 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.

In Ohio each county is required to have a Budget Commission. The Budget Commission meets annually to certify the estimated resources for the following budget year for each political subdivision. The Warren County Budget Commission has supplied us with the certified estimates of revenue that will be collected in 2026 for each of the Hamilton Township levy funds and special revenue funds. Each political subdivision is then required to pass a resolution accepting those amounts and rates for the following year and provide our adopted resolution to the County Auditor.

The Township of Hamilton, Warren County, Ohio Board of Trustees met in regular session on September 3, 2025, at 6:00 p.m. at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Joseph P. Rozzi– Trustee, *Chair*
Darryl Cordrey – Trustee, Vice *Chair*
Mark Sousa – Trustee

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

**HAMILTON TOWNSHIP, WARREN COUNTY, OHIO
RESOLUTION NUMBER 25-0903B**

**A RESOLUTION ACCEPTING THE RATES DETERMINED BY THE BUDGET
COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND
CERTIFYING THEM TO THE COUNTY AUDITOR**

WHEREAS, The Budget Commission of Warren County, Ohio has certified its action thereon to this Board together with an estimate by the County Auditor of the rates of each tax necessary to be levied by this Board, and what part thereof is without, and what part within, the ten-mill limitation;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Hamilton Township, Warren County, Ohio that the rates Appendix A, as determined by the Budget Commission in its certification, be and the same are hereby accepted.

AND BE IT FURTHER RESOLVED, that there be and is hereby levied on the tax duplicate of said Township the rate of each tax necessary to be levied within and without the ten-mill limitation as follows;

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

Joseph P. Rozzi –	Aye _____	Nay _____
Mark Sousa	Aye _____	Nay _____
Darryl Cordrey	Aye _____	Nay _____

Resolution adopted this 3rd day of September, 2025.

Attest:

Leah M. Elliott, *Fiscal Officer*

Approved as to form:

Sarah J. Sparks, *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 3, 2025.

Date: _____

Leah M. Elliott, *Fiscal Officer*

2025 TENTATIVE TAX YEAR VALUES	ESTIMATED PROPERTY TAX INCOME FOR HAMILTON TOWNSHIP				FISCAL YR 2026
FIRE DISTRICT			EFF RATE	ESTIMATED TAXES LEVIED	CERTIFICATION @ 97%
AGRICULTURAL					
33,838,330	FIRE 2001		0.000831712	\$ 28,143.75	27,299.43
	FIRE/EMS 2006		0.001072012	\$ 36,275.10	35,186.84
	Fire 2019		0.000659053	\$ 22,301.25	21,632.22
	GENERAL FUND		0.001000000	\$ 33,838.33	32,823.18
RESIDENTIAL					
1,499,569,440	FIRE 2001		0.000831712	\$ 1,247,209.90	1,209,793.60
	FIRE/EMS 2006		0.001072012	\$ 1,607,556.43	1,559,329.74
	Fire 2019		0.000659053	\$ 988,295.74	958,646.87
	GENERAL FUND		0.001000000	\$ 1,499,569.44	1,454,582.36
COMMERCIAL/INDUSTRIAL					
50,782,670	FIRE 2001		0.001271556	\$ 64,573.01	62,635.82
	FIRE/EMS 2006		0.001499532	\$ 76,150.24	73,865.73
	Fire 2019		0.000755440	\$ 38,363.26	37,212.36
	GENERAL		0.001000000	\$ 50,782.67	49,259.19
PUBLIC UTILITY PERSONAL					
37,474,290	FIRE 2001		0.002000000	\$ 74,948.58	72,700.12
	FIRE/EMS 2006		0.002000000	\$ 74,948.58	72,700.12
	Fire 2019		0.001000000	\$ 37,474.29	36,350.06
	GENERAL		0.001000000	\$ 37,474.29	36,350.06
GRAND TOTALS					
1,621,664,730	FIRE 2001			\$ 1,414,875.23	\$ 1,372,428.97
	FIRE/EMS 2006			\$ 1,794,930.35	\$ 1,741,082.44
	Fire 2019			\$ 1,086,434.54	\$ 1,053,841.51
	TOTAL FIRE			\$ 4,296,240.12	\$ 4,167,352.92
	GENERAL FUND			\$ 1,621,664.73	\$ 1,573,014.79
	TOTAL			\$ 5,917,904.85	\$ 5,740,367.71



Administrator - 9/03/25 Trustee Meeting

The following motion is requested by the Board of Hamilton Township Trustees from the Administrator:

Motion 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.

The Township of Hamilton, Warren County, Ohio Board of Trustees met in regular session on September 3, 2025, at 6:00 p.m. at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Joseph P. Rozzi– Trustee, *Chair*
Darryl Cordrey- Trustee, *Vice-Chair*
Mark Sousa – Trustee

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

**HAMILTON TOWNSHIP, WARREN COUNTY, OHIO
RESOLUTION NUMBER 25-0903C**

**A RESOLUTION ERECTING STOP SIGNS ON WEEPING WILLOW AT THE
INTERSECTION OF HONEYSUCKLE LANE SO THAT SAID INTERSECTION
FUNCTIONS AS A FOUR (4) - WAY STOP INTERSECTION**

WHEREAS, Section 4511.65 of the Ohio Revised Code authorizes local authorities to designate through highways and to erect stop signs, yield signs, or traffic control devices at intersections as necessary to promote the safe and orderly flow of traffic; and

WHEREAS, the Hamilton Township Board of Trustees has determined that the intersection of Weeping Willow and Honeysuckle Lane requires additional traffic control to enhance public safety and ensure the efficient regulation of vehicular movement;

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

SECTION 1. Stop signs shall be installed on Weeping Willow at its intersection with Honeysuckle Lane, thereby establishing a four-way stop at said intersection.

SECTION 2. This Resolution shall take effect on the earliest date allowed by law.

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

Joseph Rozzi –	Aye _____	Nay _____
Darryl Cordrey	Aye _____	Nay _____
Mark Sousa	Aye _____	Nay _____

Resolution adopted this 3rd day of September, 2025.

Attest:

Leah M. Elliott, *Fiscal Officer*

Approved as to form:

Sarah J. Sparks, *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 3rd, 2025.

Date: _____

Leah M. Elliott, *Fiscal Officer*



Office of Chief of Police
9/3/25 Trustee Meeting

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

Motion to approve Resolution 25-0903D- 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 3, 2025, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Joseph P. Rozzi – Trustee, *Chair*
Darryl Cordrey – Trustee, *Vice Chair*
Mark Sousa – Trustee

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 25-0903D**

**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	Ford	F-150	1FTRX07283KC89504

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:

Joseph P. Rozzi -	Aye _____	Nay _____
Mark Sousa -	Aye _____	Nay _____
Darryl Cordrey -	Aye _____	Nay _____

Resolution adopted this 3rd day of September 2025.

Attest:

Leah M. Elliott, *Fiscal Officer*

Approved as to form:

Sarah J. Sparks, *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 3, 2025.

Date: _____

Leah M. Elliott, *Fiscal Officer*