



TRUSTEE MEETING AGENDA 12/3/2025

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 November 19th Board of Trustees regular meeting.
- Bills before the Board

Public Comments

New Business

Resolutions

- Resolution No. 2025-1203A – Approve Increase in Appropriations
- Resolution No. 2025-1203B- Private Sale of Unneeded and Unfit-For-Use Property in the PD

Motions

- Approve Purchase of Replacement Fire Department Patient Chair Stairs
- Approve Purchase of Replacement Fire Department Rescue Tools
- Amend the Hamilton Township Roster as Presented
- Approve 2026 Pay Rates for Non-Union

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

November 19, 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 November 5, 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.

Elaine Bauman, a Hamilton Township resident who lives on Nunner Road, addressed the Board regarding excessive industrial lighting on a neighboring property that she stated is negatively impacting her daily well-being. She requested that the Board adopt a lighting ordinance prohibiting industrial lighting on residential lots and requiring lights to be shielded and directed downward, rather than toward adjacent homes. Ms. Bauman invited the Trustees to visit her property to observe the issue firsthand.

Mr. Cordrey informed the Board that he had already met with the Baumans and agreed that the lighting is intrusive. He advised Ms. Bauman to present her concerns to the full Board for additional input. Mr. Sousa stated he is willing to accept the invitation and visit the property to review the situation personally.

Administrator Wright explained that the current Hamilton Township Zoning Code does not address residential lighting. He recommended handling the matter as a nuisance issue, similar to the dog barking and general noise ordinances, and suggested creating a standalone lighting ordinance. He noted that the proposed ordinance would be reviewed by the appropriate departments, including examples from neighboring communities, and outline potential enforcement measures.

During public comments, Kris McMinn, a new Hamilton Township resident, asked for recommendations on places to ride bikes and walk with children. Mr. Cordrey suggested Testerman Park, while Mr. Sousa noted there are organized group rides on the Little Miami Bike Trail and walking events within township parks. Administrator Wright added that upcoming commercial developments are expected to increase sidewalk connectivity and overall walkability in the community.

Mr. Rozzi closed the floor to public comments at 6:11 PM.

New Business

Resolution No. 25-1119A – Repayment of Advance from Kroger TIF

Mr. Wright explained that in 2023 the Township advanced \$100,000 from the General Fund for the Kroger project. Now that the project has been completed and came in slightly under budget, the Township is receiving a reimbursement, which will be returned to the General Fund.

Mr. Rozzi made a motion with a second from Mr. Cordrey to Resolution 25-1119A, approving the transfer of funds from the Township's Kroger Tax Increment Financing (TIF) Fund to the Township's General Fund that had been previously advanced for certain expenditures related to public improvements within the Kroger TIF District.

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

Resolution No. 25-1119B- Increase Appropriations

Mr. Rozzi made a motion with a second from Mr. Cordrey to Resolution 25-1119B, a resolution authorizing an increase in appropriations for the Police District Fund, Fire & EMS Special Levy Fund, Gasoline Tax Fund, and the General Fund

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

Resolution No. 25-1119C- Approving 2026 Appropriations Budget

Mr. Wright presented the proposed 2026 Budget and recognized the efforts of the fiscal staff and department leaders in its development, noting that planning began earlier in the year. He explained that while projected revenues from the County Auditor are conservatively estimated, historical data show actual revenues routinely exceed budgeted amounts and expenditures come in lower than anticipated.

The budget materials include detailed fund reserve information, an updated debt service schedule, and a capital improvement plan organized by department. The Township continues to maintain a low debt ratio; having paid off the Administration/Police Building early and added the new Public Works Facility debt while still maintaining only three outstanding obligations.

Capital spending for 2026 is limited and strategic, with only two Fire Department pickup trucks scheduled for replacement and no other new vehicle purchases. Police capital needs focus on workspace modifications, while Public Works investments prioritize equipping the new facility to reduce borrowing. A major project for 2026 will be the Mounts Park remediation, funded largely by remaining ARPA funds and a \$100,000 grant.

Mr. Wright reviewed the differences between inside and outside millage, emphasizing that most Township levies do not grow when property values increase, often necessitating future levy requests to offset inflation. Despite this, the proposed 2026 budget includes no new taxes for the eighth consecutive year.

He also highlighted that parks are funded through the General Fund, with no dedicated park levy. A proposed \$100,000 allocation will strengthen the Township's ability to secure grants for priority park improvements, with a focus on maintaining existing amenities before adding new ones.

Finally, Mr. Wright noted projected increases in non-property tax revenues, particularly EMS billing and cable franchise fees, and introduced a new investment in employee wellness programs aimed at improving staff health, reducing long-term costs, and enhancing service delivery.

Mr. Rozzi made a motion with a second from Mr. Cordrey to Resolution 1119C, a resolution adopting the 2026 annual budget.

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

Resolution No. 25-1119D – Authorizing Private Sale of Unneeded and Unfit-For-Use Property

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve Resolution 25-1119D, a resolution authorizing private sales of unneeded and unfit-for-use property in the Police Department.

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

Resolution No. 25-1119E – Authorizing the Administrator to extend the Natural Gas Supply Agreement with Direct Energy for the Aggregation Program

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve Resolution 25-1119E, a resolution authorizing the Township Administrator to enter into a supply agreement with Direct Energy Services, LLC to continue a natural gas aggregation program beyond March 31, 2026, when the current supply agreement ends.

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

Motion- Award the Mounts Park Improvement Park

Mr. Wright briefed the Board that in September, the Township solicited bids for the Mounts Park Stream Restoration Project, which addresses a breach of an old illegal landfill. The project includes constructing approximately 417 feet of new stream channel, abandoning about 600 feet of the existing channel, and capping the exposed landfill area.

The engineer's estimated cost was \$889,669 for the base bid and \$210,560 for the alternate. After reviewing all proposals with consulting engineers and legal counsel, Township staff selected Evans Landscaping as the lowest and best bidder. Once the bid is accepted, the contractor will have ten days to execute the contract and provide bonds, followed by a Notice to Proceed and a pre-construction meeting. The project will then have an 180-day completion timeline.

The project is funded as a budgeted expense through the ARPA Contract Services Fund.

Mr. Rozzi made a motion with a second from Mr. Cordrey to award the contract for the Mounts Park Stream Restoration Project Phase 1 to Evans Landscaping in the amount of \$779,042.60 and \$18.00/cubic yard for the alternate bid and authorized the Township Administrator to execute documents on behalf of the Township.

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

Motion- Amend the Hamilton Township Roster as Presented

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

Motion- Approve an engagement letter with Hurst Kelly for the 2025 Financial Report

A motion was made by Mr. Rozzi, with a second by Mr. Cordrey, to approve the engagement letter from Hurst Kelly for the annual financial report for the year ending December 31, 2025.

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

Public Comments

Mr. Rozzi opened the floor to public comments at 6:49 PM, to which nobody came forward.

Administrator's Report

Administrator Wright gave the following updates:

- A new ladder truck is expected to arrive by the end of the week and will be outfitted and staffed following training, with service beginning in January.
- The Township has received a \$63,000 FEMA training grant after the federal government reopened.
- Public Works is cleaning catch basins and storm drains to prepare for rain and snow; residents are reminded not to rake leaves into them.
- Recent felony incidents are moving through the justice system; residents are urged to lock vehicles and keep valuables out of sight. Police also provided safety and scam prevention presentations and are available for additional community groups. The 2026 Citizens Police Academy begins in January, with applications now open.
- Construction of the new Aldi store near Grandin Road and SR 48 is underway and is expected to open next summer.

- Township events this month include the Joint Tree Lighting at station 76 on December 12th from 4-6PM and on December 13th at the Mainville Cemetery there will be a Wreaths Across America ceremony.

Trustee Comments

Mr. Cordrey wished everyone a Happy Thanksgiving and expressed that he looks forward to seeing the community at the upcoming Tree Lighting event.

Mr. Sousa invited residents to attend the Wreaths Across America ceremony, noting it is a meaningful event honoring those who have served.

Mr. Rozzi thanked Township staff for their hard work and dedication in preparing the budget.

Executive Session

Mr. Rozzi made a motion with a second from Mr. Cordrey to adjourn into executive session at 6:56 p.m. in accordance with ORC 121.22(G)(1) to discuss the employment of a public employee.

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

Mr. Rozzi made a motion with a second from Mr. Cordrey to come out of the executive session and adjourn at 7:52 p.m.

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



Administrator

12/3/25 Trustee Meeting

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

Motion to approve Resolution 25-1203A- approving an increase in township appropriations in the General Fund, Police District Fund, and the New Building Bond Retirement Fund to reconcile budgets for the calendar year 2025 and declaring an emergency.

We were awarded the Shine a Light on Dumpers Grant from the Ohio Attorney General's office to be used for the Mounts Park Stream Restoration Project. Now that the bid has been awarded, we have received the funds and are ready to begin construction on this project.

Also, the \$5,800.56 amount for the New Building Bond Retirement Fund (which is split then 50% each between General Fund and Police District Fund) was the final amount of interest payment for retiring the debt two years early on the Administration/Police Department Building.

The Township of Hamilton, Warren County, Ohio Board of Trustees met in regular session on December 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 25-1203A**

**A RESOLUTION APPROVING AN INCREASE IN TOWNSHIP APPROPRIATIONS IN
THE GENERAL FUND, POLICE DISTRICT FUND, AND THE NEW BUILDING BOND
RETIREMENT 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 as follows:

Fund	Account Number	Amount
New Building Bond Retirement	3101-910-910-0000	5,800.56
General Fund	1000-931-0000	2,900.28
Police District Fund	2081-931-0000	2,900.28
General Fund	1000-110-360-0128	100,000.00

SECTION 2. The Fiscal Officer is hereby authorized and directed to approve a Purchase Order for the General Fund, line item 1000-110-360-0128 Contract Services in the amount of \$100,000.00 for Shine a Light on Dumpers Grant, reflected in Section 1 of this Resolution.

SECTION 3. 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 _____
Joe Rozzi –	Aye _____	Nay _____
Mark Sousa –	Aye _____	Nay _____

Resolution adopted this 3rd day of December, 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 December 3rd, 2025.

Date: _____

Leah M. Elliott, *Fiscal Officer*



Office of Chief of Police
12/1/25 Trustee Meeting

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

Motion to approve Resolution 25-1203B- 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 December 3, 2025, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

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

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 25-1203B**

**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>
2008	Lexus	RX 400H	JTJHW31U982045438
2005	Toyota	Corolla	1NXBR32E65Z492148
2015	Kia	Soul	KNDJN2A22F7760982

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 3rd day of December 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 December 3, 2025.

Date: _____

Leah M. Elliott, Fiscal Officer



Office of the Township Administrator
12/3/25 Trustee Meeting

The Fire Department is requesting approval to purchase three replacement stair lift chairs for carrying patients down flights of stairs. A detailed memo from Chief Jewett is attached and explains that the items will replace current outdated chairs, were included in the 2026 Budget, will be funded via a Loeb Grant the Department received and the manufacturer is increasing the price by an additional \$2,500 in January. The order placed now will not receive an invoice until 2026. Also attached is detailed quote.

Motion to approve the purchase of Stair-PRO patient chairs from Stryker Medical in the total amount of \$14,537.73.

Hamilton Township Fire Rescue

Memo



To: Board of Trustees

Cc: Jeff Wright, Administrator

From: Jason Jewett, Fire Chief

Date: December 1, 2025

Re: Purchase of Tools for 2026

Sirs,

I am requesting to approve the purchase of the new Genesis extrication tools which include a spreader, cutter, and ram. These are battery operated tools which will replace the hydraulic rescue tool set that is almost 20 years old. The new battery-operated system is waterproof and is comparable in strength to the hydraulic set. These tools will go on the new ladder.

I am also requesting approval to order the new stair chairs. These new stair chairs will replace our aging Ferno stair chairs. The stair chairs are a lifting device that makes it easier to move patients up and down the stairs or move them over long distances while in a seated position. The new stair-chairs will be Stryker brand, which is also the manufacturer of our cots and is the parent company of Physio Control which makes our cardiac monitors. This will allow one maintenance contract to cover all this equipment.

Both items are in the 2026 budget. The stair-chairs are being purchased through the Loeb grant. By ordering these items in December, we will save on anticipated price increases in 2026. The price of the rescue tools is anticipated to see a 5% increase in January, and we are saving \$2500.00 by ordering the stair-chairs in December. We will not see the equipment or an invoice on either order until the 2026 fiscal year.

Thank you for your consideration in this matter.

Cover Letter

We are a leader in emergency medical response and patient transport products. As your trusted EC partner, we build solutions that help improve patient outcomes and caregiver safety, bringing more power to you. We are committed to helping you achieve improved clinical outcomes and operational performance. Our focus is providing innovative patient transport, emergent care, and data solutions that are durable, reliable and easy to use

Sincerely,

Ross Finan



Hamilton Twp Chair

Quote Number:11078355

Version:1

Prepared For:HAMILTON TWP FIRE RESCUE

Attn:

Quote Date:10/21/2025

Expiration Date:12/25/2025

Remit to:Stryker Sales, LLC
21343 NETWORK PLACE
CHICAGO IL 60673-1213
USA

Rep:Ross Finan

Email:ross.finan@stryker.com

Phone Number:

Delivery Address		Sold To - Shipping		Bill To Account	
Name:	HAMILTON TWP FIRE RESCUE	Name:	HAMILTON TWP FIRE RESCUE	Name:	HAMILTON TWP FIRE RESCUE
Account #:	20075059	Account #:	20075059	Account #:	20075059
Address:	7780 S STATE RTE 48	Address:	7780 S STATE RTE 48	Address:	7780 S STATE RTE 48
	MAINEVILLE		MAINEVILLE		MAINEVILLE
	Ohio 45039-8803		Ohio 45039-8803		Ohio 45039-8803

Equipment Products:

#	Product	Description	Qty	Sell Price	Total
1.0	6252000000	Stair-PRO Model 6252	3	\$4,561.82	\$13,685.45
1.1	6252009001	Stair-Pro Operations Manual		\$0.00	\$0.00
1.2	6250001162	In-Service Video (DVD)		\$0.00	\$0.00
1.3	6252026000	Common Components		\$0.00	\$0.00
1.4	6250021000	2 Piece ABS Panel Seat		\$0.00	\$0.00
1.5	6250160000	Polypropelene Restraint Set(Plastic Buckles)		\$0.00	\$0.00
1.6	6252023000	Extended Main Frame Assembly		\$0.00	\$0.00
1.7	6250025000	Extended Length Lower LiftHandles		\$397.33	\$1,191.99
1.8	6252029000	Extended Handle Foot Rest Opti		\$386.76	\$1,160.28
1.9	6252024000	No IV Clip Option		\$0.00	\$0.00
Equipment Total:					\$16,037.73

Trade In Credit:

Product	Description	Qty	Credit Ea.	Total Credit
TR-FEZ-SEC	FERNO EVAC CHAIR	3	-\$500.00	-\$1,500.00



Hamilton Twp Chair

Quote Number:

11078355

Version:

1

Prepared For:

HAMILTON TWP FIRE RESCUE

Attn:

Quote Date:

10/21/2025

Expiration Date:

12/25/2025

Remit to:

Stryker Sales, LLC
21343 NETWORK PLACE
CHICAGO IL 60673-1213
USA

Rep:

Ross Finan

Email:

ross.finan@stryker.com

Phone Number:

Price Totals:

Estimated Sales Tax (0.000%):	\$0.00
Shipping and Handling:	\$0.00
Grand Total:	\$14,537.73

Comments:

Prices: In effect for 30 days

Terms: Net 30 Days

Authorized Customer Signer (Printed)

Date

Stryker Authorized Signature (Printed)

Date

Authorized Customer Signature

Date

Stryker Authorized Signature

Date



Hamilton Twp Chair

Quote Number:	11078355	Remit to:	Stryker Sales, LLC 21343 NETWORK PLACE CHICAGO IL 60673-1213 USA
Version:	1	Rep:	Ross Finan
Prepared For:	HAMILTON TWP FIRE RESCUE	Email:	ross.finan@stryker.com
Attn:		Phone Number:	
Quote Date:	10/21/2025		
Expiration Date:	12/25/2025		

Shipping & Handling Includes:
Standard freight, special packaging, semi rigging cranes, labor & delivery of equipment to final location, removal of all packaging, pre-delivery site check, education/training

Terms and Conditions:
Deal Consummation: This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval. Legal documentation must be signed before your equipment can be delivered. Documentation will be provided upon completion of our review process and your selection of a payment schedule. Confidentiality Notice: Recipient will not disclose to any third party the terms of this quote or any other information, including any pricing or discounts, offered to be provided by Stryker to Recipient in connection with this quote, without Stryker's prior written approval, except as may be requested by law or by lawful order of any applicable government agency. A copy of Stryker Medical's terms and conditions can be found at https://techweb.stryker.com/Terms_Conditions/index.html.

Stryker powered EMS stair chair





Office of Township Administrator
12/3/25 Trustee Meeting

The Fire Department is requesting to purchase battery-operated extrication equipment to house on the new ladder truck. This water-proof equipment will replace equipment that is over twenty years old. The items were included in the 2026 Capital Budget and can be ordered now, but the invoice and payment delayed until 2026 to avoid a 5% price increase that will be in effect next month.

Attached is detailed information from Chief Jewett and a detailed quote.

Motion to approve the purchase of extrication tools from Howell Rescue Systems in the total amount of \$58,614.



Company Address 2673 Culver Ave
Dayton, OH 45429

Created Date 11/9/2025

Expiration Date 6/30/2025

Quote Number 00003858

Contact Name JOSH MYERS

Email jmyers@hamilton-township.org

Phone 513-683-1622

Prepared By Kurt Schoenfeld

Email kurt@howellrescue.com

Account Owner Kurt Schoenfeld

Ship To Name HAMILTON TWP FIRE DEPT(OH)

Ship To 7780 S STATE ROUTE 48
HAMILTON TWP, OH 45039
USA

Howell Rescue Systems hereby submits the following quotation.

Product Code	Product	Product Description	Quantity	Per Unit Price	Total Price
1100143GRS	S54-SLi 32" SPREADER 18V	Genesis S54-SLi EFORCE Spreader - Wt. 46lbs Opening 32" LSF 10,341lbf - Includes: One M18 FORGE 6Ah Battery, Open Battery Cover, and Waterproof Cover.	1.00	\$21,031.00	\$21,031.00
1101551GRS	SC385-SLi Smooth Cut Blades 18V	Genesis SC385-SLi EFORCE Cutter - Wt. 56lbs Opening 8" NFPA Rating A9-B9-C9-D9-E9-F5 - Includes: One M18 FORGE 6Ah Battery, Open Battery Cover, and Waterproof Cover.	1.00	\$20,286.00	\$20,286.00
1103096GRS	21-36 SLi Ram 18V	Genesis EFORCE 21-36 SLi Ram - Wt. 40lbs Extension 36in Force 24,954lbf Stroke 14.5in - Includes: One M18 FORGE 6Ah Battery, Open Battery Cover, and Waterproof Cover.	1.00	\$13,243.00	\$13,243.00
ART.011.520.5	EFORCE RAM KIT W/12" EXTENSION & V-HEADS	Genesis EFORCE RAM KIT W/12" EXTENSION & V-HEADS	1.00	\$2,134.00	\$2,134.00
48-59-1815	M18 Dual Bay SUPER CHARGER		1.00	\$300.00	\$300.00
48-11-1881	Milwaukee M18 FORGE XC8.0 Battery	The M18™ REDLITHIUM™ FORGE™ XC8.0 Battery Pack delivers HIGH OUTPUT™ 12.0 power in a smaller size, high-speed cooling for less downtime in high-demand applications, 35-minute supercharge to 80%, and the longest life vs REDLITHIUM™ batteries. REDLITHIUM™ FORGE™ are Milwaukee's most powerful, fastest charging, and longest life batteries.	6.00	\$270.00	\$1,620.00

Grand Total

\$58,614.00

If you have any questions or would like to place an order, I can be reached at the office at 937-290-0522. I can also be reached after normal business hours on my cell listed below. Thank you for the opportunity to submit this quotation. I look forward to hearing from you soon.

Please note: Any changes to an approved quote must be done in writing to your sales rep within 72 hours of final quote approval. Changes outside this window are not guaranteed. All prices and delivery estimates listed are based on current information and are subject to change without notice due to unforeseen circumstances such as manufacturer price adjustments, supply chain disruptions, or changes in material costs. Quotes DO NOT include shipping. Any shipping/freight amount listed on this quote is for estimate purposes only. Final cost will be added at time of invoice.



Delivery: 90-120 Days or less normally Terms: Net 15 F.O.B.: Maineville OH. (no shipping fees added to inv)

Sincerely,

Kurt Schoenfeld

kurt@howellrescue.com

Howell Rescue Systems

Cell 937-414-7342

By providing authorization on this quote, you, as the customer of Howell Rescue Systems, agree to the following terms: The individual providing authorization is acting on behalf of their organization and has the authority to proceed with the purchase of the listed products and/or services. Payment is due within **30 days of the invoice date** unless otherwise agreed upon in writing. A **1% monthly late fee** will apply to overdue balances. By proceeding with this quote, the purchaser agrees to Howell Rescue Systems Inc.'s standard payment terms.

Please note: Any changes to an approved quote must be done in writing to your sales rep within 72 hours of final quote approval. Changes outside this window are not guaranteed. All prices and delivery estimates listed are based on current information and are subject to change without notice due to unforeseen circumstances such as manufacturer price adjustments, supply chain disruptions, or changes in material costs. Quotes DO NOT include shipping. Any shipping/freight amount listed on this quote is for estimate purposes only. Final cost will be added at time of invoice.



Office of Human Resources
12/03/2025 Trustee Meeting

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

- 1. Motion to approve the amendment of the Hamilton Township roster as presented.**
 - Approve the position and job description for a part-time Fitness Coordinator In the Fire Department.

- 2. Motion to approve the 2026 pay rates for non-union employees as presented.**



**HAMILTON
TOWNSHIP**

JOB DESCRIPTION



Job Title: Fitness Coordinator
Department: Fire and Rescue
Reports To: Fire Chief
Job Type: Part-time
Classification: Hourly, Non-exempt
Schedule: 8 hours per week

POSITION SUMMARY

Responsible for performing professional work of a technical nature in the administration of a comprehensive physical fitness program for uniformed personnel to enhance their performance, reduce occupational injury or illness, and improve morale. Design and implement comprehensive exercise programs for employees following a health and fitness assessment. Educates and provides counseling to maintain or improve employees' physical performance and health. Interprets health results for employees, and counsels employees regarding their individual health risks.

ESSENTIAL FUNCTIONS

The essential functions listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

- Develops, formulates, plans, and implements strength and conditioning wellness programs, events, and presentation based on identified wellness initiatives and goals (such as reducing health risks, improve strength, avoid strain, reduce injuries, medical costs, and encouraging healthy lifestyles), based on best practices and NFPA 1583 standards when applicable, to include but not limited to exercise assessment, weight management, exercise selection, and technique.
- Evaluate wellness initiatives, goals, and related metrics. Develop and recommend enhancements / changes as needed.
- Develops communication material for wellness, events, trainings, and presentations.
- Designs and presents programs; oversees scheduling of events and selects outside speakers/presenters for various wellness programs.
- Coordinates the implementation of wellness related activities such as health screening, lunch and learn seminars, fitness classes, etc.
- Works with cross functionality within the organization to organize and coordinate wellness initiatives to promote employee engagement.
- Analyzes effectiveness of the department wellness program in terms of return on investment (ROI) and associated measures of participation.
- Assist individual employee wellness goals and objectives to include prevention and risk management to improve his or her fitness to meet the demands of the job.

- Provides assistance to develop individual plans to implement recommendations to an employee who is injured or has a health or fitness concern.
- Work in conjunction with the Department Leadership to achieve the established goals and objectives for new recruits.
- Conducts personalized fitness consultation and assessment and develops customized exercise plans for employees in accordance with NFPA 1583.
- Educates employees on the proper use of exercise equipment during sessions.
- Ensures equipment is safe to use and maintain according to manufacturer instructions.
- Assists in scheduling weight room training for the various programs for the department.
- Perform oversight to ensure routine maintenance of strength and conditioning equipment.
- Functions as a resource and provides assistance to firefighters for the annual fitness plan.
- Provides recommendation to ensure continuous improvement and success of the department's Wellness Program.
- Prepares reports where information must be obtained from a variety of sources, as well as makes recommendations affecting policies and programs.
- Keeps abreast of current national wellness and well-being initiatives and activities, developing a network of resources and contacts.
- Explores ideas and opportunities to personalize the program to increase employee participation.
- Assists with following prescribed physician's recommendations for rehabilitation.
- Maintains and safeguard confidentiality of employee health information and health records.
- Township interdepartmental collaboration and support ensuring smooth operations across the organization.
- Other related duties as assigned.

KNOWLEDGE, SKILLS, AND ABILITIES

- Knowledge of kinesiology, exercise physiology, and sports medicine.
- Knowledge of strength and conditioning training program, techniques, and equipment.
- Knowledge of applicable laws and regulations governing workers and work sites health and safety.
- Skill in computer software and hardware application to include, but not limited to, Word, Excel, Outlook, PowerPoint.
- Skill in organizing, analyzing, and compiling complex information.
- Skill in attentiveness to detail and project management.
- Skill in organization and multi-tasking.
- Ability to understand and act in accordance with departmental rules, policies, and standard operating guidelines and procedures.
- Ability to communicate clearly and concisely both verbally and in writing with employees, officials, and the public.
- Ability to develop and implement organizational health and fitness program.
- Ability to cope with stressful situations tactfully and presents oneself in a calm, knowledgeable, and professional manner.
- Ability to establish and maintain effective working relationships and work cooperatively with a team.
- Ability to organize time and resources effectively, defines problems, handles a variety of situations, and establishes priorities.
- Ability to stand, walk, reach with arms and hands, climb or balance, and to stoop, kneel, or crouch.

- Ability to occasionally lift and carry objects weighing up to 50 pounds.

MINIMUM QUALIFICATIONS

- Bachelor's degree in Kinesiology, Exercise Science, or related field such as sport medicine.
- Five (5) years of experience as a physical fitness trainer.
- Personal training certification or higher from one of the following: ACE, ACSM, NASM, or NSCA
- Knowledge of common fitness assessment and measurements.
- Knowledge of NFPA 1582 and 1583, preferred.
- Valid Ohio driver's license, acceptable driving record, and insurability as determined by the Township's insurance carrier to operate Township owned vehicles or to conduct Township business in a personal vehicle.

WORKING CONDITIONS

- Requires frequent standing, walking, bending, and lifting.
- This job operates in a clerical office setting and in a field environment.
- This role routinely uses standard office equipment such as computers, tablets, phones, photocopiers, and filing cabinets.

PHYSICAL REQUIREMENTS

- Ability to walk on uneven terrain and exposure to various weather conditions.
- Ability to lift/carry up to 50 pounds occasionally, visual acuity, speech and hearing, hand and eye coordination and manual dexterity necessary to operate a computer and office equipment.
- Subject to sitting, standing, walking, driving, vision to monitor, repetitive motion, stooping/kneeling, squatting, bending, and reaching to perform the essential functions.

DISCLAIMER

This is a public service job based on trust, credibility, and competency. It is a critical requirement of this position that the incumbent displays the desire and ability to perform and behave (on duty, as well as off duty) in a manner that does not damage or endanger the trust with the public, co-workers, and other public safety forces. The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change. By signing below, I acknowledge that I have read and understand this Job Description and the provisions of this Disclaimer.

Hamilton Township is an equal opportunity employer and is a drug free workplace.

Signature

Printed Name

Date