



TRUSTEE MEETING AGENDA 1/21/2026

6:00 PM

HAMILTON TOWNSHIP ADMINISTRATION

Mark Sousa– *Board Chair*
Darryl Cordrey– *Vice Chair*
Joseph Rozzi – *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

- Roll Call
- Pledge of Allegiance
- Approve of the Clerk’s Journal and Accept the audio/video recording as the Official Minutes of the January 7th Board of Trustees regular meeting.
- Bills before the Board

Guest Speaker- Impact Group Strategic Plan

Public Comments

New Business

Resolutions

- Resolution No. 26-0121A- Authorizing Sale of Ladder Truck to the City of Franklin
- Resolution No. 26-0121B- Authorizing Rates for Non-dedicated Road Snow Removal
- Resolution No. 26-0121C- Authorizing the Execution of a Petition for the Hamilton Township and City of Lebanon Joint Economic Development District

Motions

- Accepting 2025 Hamilton Township Highway Miles
- Amend the Hamilton Township Roster as Presented

Public Comments

Fiscal Officer’s Report

Administrator’s Report

Trustee Comments

Executive Session Motion to adjourn into executive session at ____ in accordance with ORC 121.22(G)(8a) to discuss economic development and ORC 121.22(G)(1) to discuss the employment of a public employee.

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 Trustee Meeting

January 7, 2026

Trustee Board Chairman, Joseph 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
Darryl Cordrey
Mark Sousa

The Pledge of Allegiance was recited by all.

Motion to elect officers starting January 1, 2026

A motion was made by Mr. Rozzi, with a second by Mr. Cordrey, to nominate Mr. Sousa to become the Chairman of the Board of Trustees.

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 nominate Mr. Cordrey to become Vice Chair of the Board of Trustees.

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

Mr. Rozzi called a brief recess for change of duties.

Chairman Mr. Sousa called the Police District Special Meeting to order at 6:02 PM.

Resolution 26-0107- Setting Police District Trustee Meeting Dates and Times

A motion was made by Mr. Sousa and seconded by Mr. Cordrey to approve Resolution 26-0107, a resolution approving the Police District meeting dates and times.

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

A motion was made by Mr. Sousa, with a second by Mr. Cordrey, to approve the audio/visual as the Official Meeting Minutes of the December 18th Board of Trustees regular meeting.

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

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

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

Presentation- Rezone from M-2 Heavy Industrial to R-3 Multi-PUD at 0 S. State Route 48 (Parcel: 1604200017)

Law Director Sarah Sparks administered the oath to all individuals who would be speaking during the public hearing.

Zoning Director Cathy Walton presented the Planned Unit Development (PUD) request to rezone the property at 0 S. State Route 48 (Parcel No. 1604200017) from M-2 Heavy Industrial to R-3 Multi-PUD to allow for the construction of 48 condominium units. David Froelikher, representing the applicant, explained that the development would have a single access point and acknowledged concerns regarding traffic impacts and stormwater runoff.

Mr. Cordrey asked whether the condominium units would be rented or owner-occupied. The applicant responded that the units would be owner-occupied, with an estimated market price of approximately \$300,000 per unit. Ms. Walton reminded those in attendance that a traffic impact study would be conducted during the Stage 2 review process should the request be approved. The applicant also noted that the rear yards of the proposed condominiums would abut the existing backyards of homes on Terwilliger Road.

Mr. Sousa asked if anyone was in favor of the rezoning request; no one came forward. He then asked those in opposition to speak. Several residents from the Clearcreek Subdivision expressed concerns regarding increased traffic, public safety for children and pedestrians, parked vehicles, and speeding. Questions were raised regarding the Warren County Regional Planning Commission's denial of the request. Ms. Walton explained that the denial was based on the proposal not aligning with the Township's adopted future land use plan.

Mr. Sousa explained what uses are permitted under the current M-2 zoning designation and acknowledged the residents' safety concerns. Administrator Wright stated that the Village of Maineville plans to install a traffic signal at the intersection of State Route 48 and Foster-Maineville Road to help alleviate congestion at the subdivision entrance.

Mr. Sousa closed the floor to public comments at 6:53 p.m.

Mr. Cordrey stated he had concerns regarding the proposed single access point from Hildebrandt Road and noted that if an additional access point were added along State Route 48 near the Regency Subdivision, it could lead to further residential development on the M-2 properties north of the subject parcel. He also expressed concern about emergency vehicle access.

Mr. Rozzi stated that his primary concerns were the potential for additional residential development to the north and the limited access provided by a single entrance.

Mr. Sousa stated that while he is concerned that the property could otherwise be used for commercial vehicle storage if not rezoned, he also shared concerns regarding the increased traffic that would result from the proposed condominium development.

Public Comments

Mr. Sousa opened the floor for public comments at 7:00 p.m.

Brad Turner inquired about the installation of a streetlight at the corner of Plumsted Road and Zoar Road and requested guidance from the Board on how to proceed with Duke Energy. Administrator Wright explained the process for adding a streetlight through a petition and the lighting district and discussed options for coordinating with nearby residents and the Providence HOA regarding funding.

With no further comments, Mr. Sousa closed the floor to public comments at 7:09 p.m.

New Business

Resolution No. 26-0107A- Approve Stage 1 PUD for 0 S. State Route 48 (Parcel: 1604200017)

Mr. Sousa made a motion with a second from Mr. Cordrey to approve to approve resolution 26-0107A, a resolution to approve the zone change of 8.088 of 9.8267 acres from M-2 Heavy Industry Zone to R-3 Multi-Family Planned Unit Development (PUD) for the property located at 0 State Route 48., Hamilton Township, Warren County, Ohio 45039 (parcel 1604200017).

Roll call as follows:	Mark Sousa	No
	Darryl Cordrey	No
	Joe Rozzi	No

Resolution No. 26-0107B – Renewing Annual CLOUT Membership

Mr. Sousa made a motion with a second from Mr. Cordrey to approve Resolution 26-0107B, a resolution authorizing membership of the Ohio Township Association (OTA) Coalition of Large Ohio Urban Townships (CLOUT).

Roll call as follows:	Darryl Cordrey	Yes
	Joe Rozzi	Yes

Mark Sousa Yes

Resolution No. 26-0107C- Authorizing Transfer of Funds from Road and Bridge Fund to Public Works Facility 2025 Fund

Mr. Sousa made a motion with a second from Mr. Cordrey to approve Resolution 26-0107C, a resolution authorizing the transfer from the Road and Bridge Fund (2031) to the Public Works Facility 2025 Fund (4901) in 2026 and declaring an emergency.

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

Resolution No. 26-0107D- Approving Elected Officials Pay

Mr. Sousa made a motion with a second from Mr. Cordrey to approve Resolution 26-0107D, a resolution providing for compensation to the Township Trustees and Fiscal Officer.

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

Resolution No. 26-0107E- Authorizing Private Sale of Unneeded and Unfit-For-Use Property

Mr. Sousa made a motion with a second from Mr. Cordrey to approve Resolution 26-0107E, 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- Approve Hamilton Township Roster as presented

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

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

A motion was made by Mr. Sousa, with a second by Mr. Cordrey, to appoint Justin King to the Zoning Commission for a five (5) year term starting 01/01/2026 ending 12/31/2030.

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

A motion was made by Mr. Sousa, with a second by Mr. Cordrey, to appoint Steve Blow as an alternate to the Zoning Commission starting 01/01/2026 ending 12/31/2026.

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

A motion was made by Mr. Sousa, with a second by Mr. Cordrey, to appoint Garrick Horton to the Board of Zoning Appeals for a five (5) year term starting 01/01/2026 ending 12/31/2030

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

A motion was made by Mr. Sousa, with a second by Mr. Cordrey, to appoint David Maile as an alternate to the Board of Zoning Appeals starting 01/01/2026 ending 12/31/2029.

Roll call as follows: Mark Sousa No
Darryl Cordrey No
Joe Rozzi No

Public Comments

Mr. Sousa opened the floor to public comments at 7:17 PM, with nobody approaching he closed the floor to comments.

Administrator's Report

Administrator Wright gave the following updates:

- A new ladder truck arrived and will be on site Thursday for viewing by Trustees. Training will take place Friday through Sunday, with a few remaining items to coordinate before it enters service.
- Fire Officer 2 classes are being hosted at the Fire Station at no cost to members, made possible through training credits received from Great Oaks in exchange for outdated equipment.

- A new ambulance is scheduled for delivery on Friday.
- A push-in ceremony for the new ladder truck and ambulance will be held at Station 76 on Saturday, February 7th at 1:00 p.m. Trustees, former department members, and the public are invited to attend.
- Police Department members recently participated in a demonstration of the BolaWrap device, a non-lethal de-escalation tool that reduces injuries compared to tasers.
- Construction on the new Public Works building is progressing, with footers beginning this week, underground utilities underway, and steel installation coming soon.
- The contractor for stabilization work at Mounts Park will begin later this month. Additional details will be shared with the public prior to the start, and the timing is intended to minimize impact on park users.

Trustee Comments

Mr. Cordrey thanked the Public Works Department for their efforts in clearing roadways during the recent snow event over the Christmas holiday. He also expressed his appreciation to the Police and Fire Departments, noting that their service is not taken for granted. Mr. Cordrey thanked his fellow Board members for their continued, unapologetic support of the Township’s first responders and wished everyone a Happy New Year.

Mr. Sousa thanked the residents who attended the public hearing held this evening. He also expressed appreciation to the Police and Fire Departments and thanked the community for their continued support.

Mr. Rozzi wished everyone a Happy New Year and stated his agreement with the comments made by Mr. Cordrey and Mr. Sousa.

Adjournment-

Mr. Sousa made a motion with a second from Mr. Cordrey to adjourn at 7:26 PM.

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



Office of Township Administrator
1/21/26 Trustee Meeting

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

Motion to approve Resolution 26-0121A – A Resolution authorizing a contract to sell a 2006 Sutphen Aerial Ladder Truck to the City of Franklin, Warren County Ohio for use by Franklin’s fire department.

The Fire Department is requesting approval to sell its 2006 Sutphen Aerial Ladder Truck, which is no longer needed after acquiring a new ladder truck. City of Franklin has expressed interest in purchasing the vehicle for use by its fire department. Hamilton Township spent approximately \$ 30,000 in 2025 on repairs of this vehicle. The resolution authorizes the Township Administrator to enter into a contract to sell the truck to City of Franklin for \$40,000.

The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:00 p.m. on January 21, 2026, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Mark Sousa – Trustee, *Board Chairman*
Darryl Cordrey – Trustee, *Vice Chairman*
Joe Rozzi – Trustee

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NO. 26-0121A**

**RESOLUTION AUTHORIZING A CONTRACT TO SELL A 2006 SUTPHEN AERIAL
LADDER TRUCK TO THE CITY OF FRANKLIN, WARREN COUNTY OHIO FOR
USE BY THE CITY OF FRANKLIN'S FIRE DEPARTMENT**

WHEREAS, Ohio Revised Code Section 505.101 provides the Hamilton Township Board of Trustees authority to enact resolutions to sell motor vehicles, materials, equipment, or supplies from or to any political subdivision without advertising or public bidding; and

WHEREAS, Hamilton Township currently owns a 2006 Sutphen Aerial Ladder Truck (VIN: 1S9A7LLE862003080) (the "Vehicle") that it is no longer needed because the Township has acquired another ladder truck for the Hamilton Township Fire Department; and

WHEREAS, Hamilton Township desires to dispose of the Vehicle to another political subdivision so that it may be used by another fire department; and

WHEREAS, the City of Franklin, Warren County Ohio has expressed a desire to purchase the Vehicle so that it may be used by its fire department and it does not currently have a ladder truck outfitted like the Vehicle.

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

SECTION 1. The Hamilton Township Board of Trustees hereby authorizes the Township Administrator, on the Board of Trustees' behalf, to enter into a contract with the City of Franklin, Warren County, Ohio to sell a 2006 Sutphen Aerial Ladder Truck (VIN: 1S9A7LLE862003080) for a price of not less than Forty Thousand Dollars (\$40,000.00) and execute any other documents necessary to effectuate the sale of the Vehicle to the City of Franklin, Warren County Ohio.

SECTION 2. That it is found and determined that all formal actions of the Board concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Hamilton Township Trustees and that all deliberations of the Board that resulted in such formal actions were in meetings open to the public in compliance with all legal requirements of Section 121.22 of the Ohio Revised Code.

SECTION 3. This Resolution shall become effective the earliest date permitted under Ohio law.

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

Darryl Cordrey - Aye _____ Nay _____

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

Resolution adopted this 21st day of January, 2026.

Attest:

Leah M. Elliott, *Fiscal Officer*

Approved as to form:

Ben 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 January 21, 2026.

Date: _____

Leah M. Elliott, *Fiscal Officer*

BILL OF SALE

This **BILL OF SALE** is made by and between **HAMILTON TOWNSHIP, WARREN COUNTY OHIO**, with a mailing address at 7780 South State Route 48, Hamilton Twp, Ohio 45039 (“Seller”) and **THE CITY OF FRANKLIN, WARREN COUNTY OHIO**, with a mailing address at 1 Benjamin Franklin Way, Franklin, OH 45005 (“Buyer”).

- A. Seller has sole ownership rights in and to a certain vehicle, more particularly described as a 2006 Sutphen Aerial Ladder Truck (VIN: 1S9A7LLE862003080) (the “Vehicle”).
- B. Seller is authorized to sell the Vehicle directly to Buyer pursuant to R.C. 505.101.
- C. Seller hereby grants, conveys and delivers the Vehicle to Buyer for the sum of \$40,000.00
- D. Buyer acknowledges that it has had a reasonable opportunity to inspect the Vehicle and hereby accepts the Vehicle in its “AS-IS” condition and current location, subject to any and all faults therein, whether known or unknown. Buyer acknowledges that Seller does not provide any guarantees or warranties, either expressed or implied, with respect to the Vehicle, including but not limited to a warranty of fitness for a particular purpose.

SELLER:

By: _____

Name: _____

Title: _____

Date: _____

BUYER:

By: _____

Name: _____

Title: _____

Date: _____



Office of Township Administrator
1/21/26 Trustee Meeting

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

Motion to approve Resolution 26-0121B – A Resolution establishing rates for public works services on non-dedicated/unaccepted roads and authorizing the Township Administrator to enter into agreements for such services.

When subdivisions are being constructed there is a few years period of time when the subdivision streets are public right-of-way and some or all the homes are occupied by residents, but the streets have not yet been fully dedicated and accepted for maintenance by the Township. In those situations, it is typical for the local jurisdictions to provide snow removal services on those streets for the safety of the public and then charge the developer an hourly rate to reimburse the Township for time and materials of the salting or plowing.

The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:00 p.m. on January 21, 2026, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Mark Sousa - Trustee, *Board Chairman*
Darryl Cordrey – Trustee, *Vice Chairman*
Joe Rozzi – Trustee

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NO. 26-0121B**

**A RESOLUTION ESTABLISHING RATES FOR PUBLIC WORKS SERVICES ON
NON-DEDICATED / UNACCEPTED ROADS AND AUTHORIZING THE TOWNSHIP
ADMINISTRATOR TO ENTER INTO AGREEMENTS FOR SUCH SERVICES**

WHEREAS, the Board of Trustees of Hamilton Township, Warren County, Ohio has the authority to manage and control township property, personnel, and services and to establish reasonable charges for services rendered by the Township; and

WHEREAS, from time to time, the Hamilton Township Public Works Department performs labor, utilizes equipment, and provides materials for work on non-dedicated or unaccepted roads that have not been accepted for public maintenance by the Township; and

WHEREAS, such work is often requested by property owners, developers, or other private parties for roads or infrastructure that remain privately maintained; and

WHEREAS, the Board of Trustees finds it necessary and in the best interest of the Township to establish a uniform rate structure for these services and to authorize the Township Administrator to enter into agreements governing the provision of such services;

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

- SECTION 1.**
- (a) “Public Works Services” means labor, supervision, use of Township equipment, tools, and materials, and all related administrative and overhead costs provided by the Hamilton Township Public Works Department.
 - (b) “Non-Dedicated / Unaccepted Roads” means any roadway, street, or access way that has not been formally dedicated to or accepted by Hamilton Township for public maintenance.

SECTION 2. The Board of Trustees hereby establishes a charge for Public Works Services performed on non-dedicated or unaccepted roads at a rate of One Hundred Fifty Dollars (\$150.00) per hour, with a minimum billing period of one (1) hour per service request. This hourly rate shall include all labor costs, employee benefits, use of Township equipment, fuel, overhead, and administrative expenses associated with providing the service.

SECTION 3. The Township Administrator is hereby authorized and directed to negotiate and enter into contracts, service agreements, or cost-recovery agreements on behalf of Hamilton Township with property owners, developers, or other parties requesting for the provision of Public Works Services on non-dedicated or unaccepted roads. This authorization shall apply to both current and future developers and shall remain in effect unless amended or rescinded by subsequent resolution of the Board of Trustees.

SECTION 4. Such agreements shall incorporate the rates and minimum charges established by this Resolution, require reimbursement for all labor, equipment, and materials costs incurred by the Township, and include payment terms, indemnification provisions, and any other terms deemed necessary by the Township Administrator and Township legal counsel to protect the interests of the Township.

SECTION 5. This Resolution shall become effective the earliest date permitted under Ohio law.

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 _____
Joseph P. Rozzi -	Aye _____	Nay _____

Resolution adopted this 21st day of January, 2026.

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 January 21, 2026.

Date: _____

Leah M. Elliott, *Fiscal Officer*



Administrator – 1/21/26 Trustee Meeting

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

Motion to approve Resolution 26-0121C - a resolution authorizing the execution of a petition requesting the inclusion of certain Township-owned property within the Hamilton Township – City of Lebanon Joint Economic Development District.

A Joint Economic Development District (JEDD) is an economic development tool that is permitted by the Ohio Revised Code and has been used during new development to supplement revenue for a township to provide services in areas of new investment where infrastructure is expanded. JEDDs are created by a contract between a township and a municipality to levy income tax over a specific, limited area of properties to encourage economic development and to provide municipal services in that unincorporated area. The Board and staff have had a goal for a few years to create a small JEDD that would include the undeveloped and newly developed commercial and mixed-use properties particularly along the SR 48 and US 22/3 corridors. The owners of the property can invest in new private construction on those properties that will increase our tax base and create jobs in our community at the same time improvements will be made to the infrastructure and roadways of Township roads that will access the properties being developed. We have received signed petitions from the owners of those properties requesting to include them in the proposed JEDD and we have cooperation from the City of Lebanon for them to be our municipal partner in the JEDD. No municipal income tax would be levied on any parcels in Hamilton Township that are located outside of the JEDD.

As some of the properties in the JEDD are owned by the Township, it is necessary for the Board to adopt a resolution authorizing the execution of a petition to include some Township-owned parcels. This is the first formal step of several to complete the establishment of the JEDD. We need to place a legal advertisement to announce a hearing for the review of the JEDD Contract for the March 4th Board meeting. At that time the Board would need to pass an additional resolution to execute the JEDD Contract with Lebanon.

The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:00 p.m. on January 21, 2026, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

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

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

**HAMILTON TOWNSHIP, WARREN COUNTY, OHIO
RESOLUTION NUMBER 26-0121C**

**RESOLUTION AUTHORIZING THE EXECUTION OF A
PETITION REQUESTING THE INCLUSION OF CERTAIN
TOWNSHIP-OWNED PROPERTY WITHIN THE
HAMILTON TOWNSHIP – CITY OF LEBANON JOINT
ECONOMIC DEVELOPMENT DISTRICT**

WHEREAS, Ohio Revised Code Chapter 715 empowers certain political subdivisions to form joint economic development districts to share in the costs of improvements for economic development purposes; and;

WHEREAS, Hamilton Township, Warren County, (the "**Township**") and the City of Lebanon (the "**City**") have proposed the establishment of the Hamilton - Lebanon Joint Economic Development District (the "**JEDD**"), a joint economic development district operating pursuant to Ohio Revised Code Chapter 715; and

WHEREAS, the Board of Township Trustees (the "**Board**") desires to include within the territory of the JEDD certain real property owned by the Township and having the following parcel identification numbers in the records of the Warren County Auditor for tax year 2025: 1603179004, 1611200001, 1611200022, 1611230006, 1611230010, 1611300023, 1724200025, and 1735200040 (the "**Township Property**"); and

WHEREAS, as required by Ohio Revised Code Section 715.75, the Board must provide consent to the inclusion of the Township Property within the JEDD by means of executing a petition (the "**JEDD Petition**") in its capacity as (i) the owner of the Township Property and as (ii) the owner of a business operating on the Township Property.

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

Section 1. This Board hereby authorizes and directs not less than two members of the Board or, in the alternative, the Township Administrator acting on behalf of the Board, to (i) execute the JEDD Petition, substantially in the form attached hereto as Exhibit A, incorporated by reference, (ii) deliver copies of the same to the City, and (iii) make the executed JEDD Petition available for inspection in the Township Administrative Offices.

Section 2. It is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this resolution were taken in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

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 21st day of January, 2026.

Attest:

Leah Elliott, *Fiscal Officer*

Approved as to form:

Benjamin J. Yoder, *Law Director*

I, Leah 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 January 21, 2026.

Date: _____

Leah Elliott, *Fiscal Officer*

EXHIBIT A

Form of Petition

[See Attached]

PROPERTY OWNER AND BUSINESS OWNER PETITION

To: The City Council of the City of Lebanon, Ohio and the Board of Trustees of Hamilton Township, Warren County, Ohio

WHEREAS, the City of Lebanon, Ohio (the “City”) and Hamilton Township, Warren County, Ohio (the “Township”), which are contiguous communities for purposes of Ohio Revised Code Section 715.72(C)(1) and sharing a mutual interest in promoting economic development and growth, intend to enter into an agreement (the “Agreement”) to create the Hamilton Township- City of Lebanon Joint Economic Development District (the “District”); and

WHEREAS, the following documents have been filed and are available for public inspection in the office of the Auditor of the City and in the office of the Fiscal Officer of the Township:

- (A) A copy of the Agreement to create the proposed District;
- (B) An economic development plan for the District outlining, among other things:
 - (1) A schedule for the provision of new, expanded, or additional services, facilities, and improvements;
 - (2) A schedule for the collection of an anticipated income tax to be levied within the District; and
- (C) A description of the area or areas to be included in the District, including a map in sufficient detail to denote the specific boundaries of the area or areas and to indicate any zoning restrictions applicable to the area or areas.

NOW, THEREFORE, the undersigned petitioners (the “Petitioners”) hereby propose the creation of the Hamilton Township- City of Lebanon Joint Economic Development District and, to that end, petition and request that the City and the Township enter into the Agreement and create the District at the earliest time permitted by law.

Each Petitioner represents and warrants with respect to the real property described or named next to the signature of such Petitioner (the “Property”) that:

- (1) the Petitioner is owner of the Property, and the Petitioner is an officer, employee, or agent with authority to make decisions legally binding upon any business located on the Property;
- (2) the Property is accurately described below;
- (3) no electors, except those residing in a mixed-use development, reside on the Property; and
- (4) the Property is located within the Township and within the proposed District.

This Petition, which may be signed in counterparts (all of which shall constitute one Petition), is signed by a majority of the owners of businesses and real property located within the area to be included in the District.

PETITIONERS

PROPERTY DESCRIPTION

Name: Hamilton Pointe Investment, LLC

Warren County Parcel ID No.

Address: _____

1605277023

Signature: _____

Date: _____, 2026

Name: JPMorgan Chase Bank, National Association

Warren County Parcel ID No.

Address: _____

1605277022

Signature: _____

Date: _____, 2026

Name: Hamilton Township
Board of Township Trustees

Warren County Parcel ID Nos.

Address: _____

1603179004

Signature: _____

1611200001

Date: _____, 2026

1611200022

1611230006

1611230010

1611300023

1724200025

1735200040

Name: Arbors East Development LLC

Warren County Parcel ID No.
1605200001

Address: _____

Signature: _____

Date: _____, 2026

Name: Hamilton Township Apartments LLC

Warren County Parcel ID Nos.
1605251039
1605251040

Address: _____

Signature: _____

Date: _____, 2026

Name: SP TAK Oil Investor I LLC

Warren County Parcel ID No.
1605277020

Address: _____

Signature: _____

Date: _____, 2026



Office of Township Administrator
1/21/26 Trustee Meeting

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

Motion to approve the 2025 Township Highway System Milage Certification from the Ohio Department of Transportation.

This motion approves the 2025 Township Highway System Milage Certification that shows Hamilton Township responsible for maintaining 106.957 miles within the Township. While sections of a newer subdivision did have streets completed and we have accepted the additional miles of streets for maintenance, the action was not approved by the Board of County Commissioners until this month, thus the miles on the required attachment could not be increased to reflect them in 2025.



Ohio Department of Transportation

Office of Technical Services

2025 Township Highway System Mileage Certification

Note: This form must be submitted to ODOT no later than March 1, 2026 or county mileage will be certified by default based on the best information available.

The total certified mileage at the end of Calendar Year 2024 for HAMILTON Township
in WARREN County was 106.957 miles

**As certified by the Board of Township Trustees or reported by the Director of Transportation.
in accordance with the provisions specified in the Ohio Revised Code, Section 4501.04.**

Consider all mileage changes that occurred in CY 2025 and determine the net increase or decrease in mileage.
Add the net change to the 2024 certified mileage above and fill in the new total below.

We the undersigned, hereby certify that as of December 31, 2025

the township was responsible for maintaining 106.957 miles of public roads.

Signature of Chairman of Board of Township Trustees

Date

Trustee Signature

Date

Trustee Signature

Date

County Engineer Signature

Date

Comments:

Please return a completed, signed copy of this form along with proper documentation of any changes made to:

**Ohio Department of Transportation
Office of Technical Services
Mail Stop #3210
1980 West Broad St. 2nd Floor
Columbus, Ohio 43223**

Attn: Aaron Shvach (614) 466-5135 or aaron.shvach@dot.ohio.gov



Office of Human Resources
01/21/2026 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.**
 - Off roll full-time Police Officer Greg Watkins, effective 01/11/2026.
 - Off roll part-time Firefighter Donald Gates, effective 01/30/2026.