



HAMILTON TOWNSHIP

HAMILTON TOWNSHIP ADMINISTRATION

Mark Sousa – *Board Chair*

Joseph Rozzi – *Vice Chair*

Darryl Cordrey – *Trustee*

Kurt Weber – *Fiscal Officer*

7780 South State Route 48

Maineville, Ohio 45039

Phone: (513) 683-8520

Township Administrator

Steve Pegram

(513) 239-2372

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

TRUSTEE MEETING AGENDA 10/04/2023

6:00 PM

- Roll Call
- Pledge of Allegiance
- Approve of the Clerk's Journal and Accept the audio/video recording as the Official Minutes of the September 20th Board of Trustees regular meeting.
- Bills before the Board

Public Comments

New Business

- **Resolution** – Resolution 23-1004A – Increase in Appropriations in misc. funds.

Human Resources

- **Motion** – Motion to approve 2024 – 2026 Collective Bargaining Agreement with Teamsters Local 100

Fiscal Officer Report

Trustee Comments

Administrator's Report

Executive Session – Motion to adjourn into executive session at ____ in accordance with ORC 121.22(G)(1) to discuss the appointment, employment and compensation 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

September 20, 2023

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

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

The *Pledge of Allegiance* was recited by all.

A motion was made by Mr. Sousa, with a second by Mr. Rozzi, to approve the clerk's journal and accept the tapes as the Official Meeting Minutes of the September 6, 2023, Trustee Meeting.

Roll call as follows:	Mark Sousa	Yes
	Joe Rozzi	Yes

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

Roll call as follows:	Joe Rozzi	Yes
	Mark Sousa	Yes

Guest Speaker – *Warren County Career Center*

Joel King, the superintendent for Warren County Carrer Center, provided the Board of Trustees and audience a video explaining the programs that are offered at the center. With the projection of large manufacturing companies coming to Warren County there is a need for more trade schools. The Carrer Center is unable to hold the capacity of applicants due to current economic growth. The proposal presented before the board, is a ballot issue that taxpayers would pay a percentage based on the housing income to support a co-funded project for a new buildout and equipment. More information can be found at www.mywccc.org/ballotissue.

Public Comments

Mr. Sousa opened the floor to public comments at 6:19 pm.

Rusty Holman: Wants to know why at the last meeting, Steve Pegram was granted 240 hrs. of sick leave when only serving 8 months in the Administrator position before retiring.

Mr. Sousa: Standard practice, you accrue through the years (when working in different departments and/or different townships) follows you. Steve had many more sick hours accrued and accepted an offer at a lower payout of 240 hours.

Scott Hughes: You can find information on pensions in the Ohio Revised Code.

Joe Walker: Came up to address the BOT about a conversation that he had with a Blanchester City Councilman and was told that he was aware that Mr. Walker was running for Trustee and wanted to thank Hamilton Township for the donation of the Police Department's office equipment that he believes is valued at \$5,000, if not more money. Mr. Walker is curious why we donated the office equipment and did not resell it on govdeals.com, putting that money back into the township. Also, what determines equipment not having value to donate instead of reselling. He requests a public record of the Resolution that authorized it of no value to donate.

Mr. Hughes: No difference of when HT Police donate to other departments that need equipment. Not sure how the councilman determined the value of the equipment.

Mr. Walker: Is there an ORC code on how to expose unvalued property.

Mr. Hughes: As you know, being a prior Trustee, we dispose of property that has no value.

Mr. Walker: Questions \$5,000 of property being no value to the taxpayers.

Mr. Sousa: If there is an opportunity to assist a neighboring county that cannot afford the equipment, we then help.

Mr. Walker: When I was here the equipment was old. The councilmen that received the equipment said it looked brand new.

Mr. Sousa: We will provide a copy of the resolution.

Mr. Walker stated that he would come in and pick up a copy of the resolution.

Marvin Stotz: When is the repaving for Hummock Ct going to be complete?

Don Pelfrey: Stated in November he will be conducting assessment and ratings and will post his findings shortly afterwards.

Mr. Stotz: Wondering who took his signs from in front of Kroger on US 48.

Mr. Rozzi: Kroger will take down signs that are private property.

Mr. Sousa: Generally, you need to seek permission from the property owners.

Paul Sisk: Address road conditions for Laurel Glen; and not on the radar for resurfacing/topcoat on Hamilton Township's spreadsheet on the website. Additionally, Cozaddale-Murdock Road is a safety concern and is a direct cause of the poor road service. Also, he has emailed a video for the Convention-of States to review and asking their take on the matter.

Mr. Pelfrey: Laurel Glen has a topcoat. The assessment online is only 1-2 years away from the last non-curb and gutter that has not been paved and will be pushed up. Cozaddale is a county road.

Kurt Weber: Working for Warren County Engineer, he is not sure what the schedule is for repaving Cozaddale but will investigate it and get back to Mr. Sisk.

Mr. Sousa: The Board of Trustee is waiting for the new Administrator until addressing the amendment issue.

Mr. Sousa closed the floor to public comments at 6:32 pm.

New Business

- Resolution 23-0920A: Increase in appropriations in Police Fund

Mr. Sousa made a motion with a second from Mr. Rozzi to approve Resolution 23-0920A.

Roll call as follows:	Mark Sousa	Yes
	Joe Rozzi	Yes

- Resolution 23-0920B: Resolution Disposing of Junk Motor Vehicles

Mr. Sousa made a motion with a second from Mr. Rozzi to approve Resolution 23-0920B.

Roll call as follows:	Joe Rozzi	Yes
	Mark Sousa	Yes

- Resolution 23-0920C: Increase of Appropriations in the General Fund

Mr. Sousa made a motion with a second from Mr. Rozzi to approve Resolution 23-0920C.

Roll call as follows:	Mark Sousa	Yes
	Joe Rozzi	Yes

- Resolution 23-0920D: Denying a Zone Change

Mr. Sousa made a motion with a second from Mr. Rozzi to approve Resolution 23-0920D.

Roll call as follows:	Joe Rozzi	Yes
	Mark Sousa	Yes

- Resolution 23-0906E: High Grass

Mr. Sousa made a motion with a second from Mr. Rozzi to approve the Then and Now Purchase Order for Kroger TIF.

Roll call as follows:	Mark Sousa	Yes
	Joe Rozzi	Yes

-Motion: Motion to approve the sale of cemetery deeds

Mr. Sousa made a motion with a second from Mr. Rozzi to approve the purchase of cemetery deeds.

Roll call as follows:	Mark Sousa	Yes
	Joe Rozzi	Yes

Trustee Comments

Mr. Rozzi: Thanked everyone for the birthday wishes.

Mr. Sousa: With the widening of US 48 accelerating, expect more delays and intermittent lane closures. Thanked the CPPAA for their hard work with the K9 Fundraising event.

Administrator's Report

Scott Hughes: The Fire Department is finalizing plans for their October 14th Open House. Little Miami Homecoming Parade is happening on October 5th, with the route starting at Mounts Park, traveling down Stubbs Mill, then down US 22/3 to the school. We are now accepting Fall Decoration entries with the deadline of October 11th. Trunk or Treat will be held October 21st at Testerman Park from 1-3 pm. Public Works has completed 7.5 miles of roadways paved this year, done with their paving projects for 2023, estimated cost of 1.3 million which is up from earlier projections. K9 continues training and is slated to be certified October 6th, with HTPD conducting a formal ceremony at the October 18th Board of Trustees meeting. Thank you to everyone that donated to the K9 Fundraiser, brought in nearly \$21,000. Today, the entire K9 Program, consisting of equipment, training, outfitting is covered because of the donations which are phenomenal.

Fiscal Report

Mr. Weber:

August 2023 Fiscal Report- Does not reflect the 2nd half of the draw from the County. Through the end of August, that's 67% through the year (budgeted revenue \$14.7 million), received through the end of August \$9.7 million of the \$14.7 million budgeted anticipated revenue. The final appropriations/expense budget was \$18.8 million, we've spent over \$10.2 million which is 54.1%. Total cash balance overall is \$17.2 million and the unencumbered fund balance is \$10.6 million. Some of the higher fund balances consist of General Funds at \$1.4 million, Road & Bridge at \$1.5 million, Police Department \$2.6 million, ARPA Fund \$1.1 million, and Fire/EMS at \$2.1 million.

Adjournment

With no further business to discuss, Mr. Sousa made a motion, with a second from Mr. Rozzi, to adjourn at 6:45 pm.

Roll call as follows:	Joe Rozzi	Yes
	Mark Sousa	Yes



10/04/2023 Trustee Meeting

The following resolution is/are requested by the Board of Hamilton Township Trustees from the Assistant Fiscal Officer Ellen Horman

Motion to approve Resolution:

23-1004A a RESOLUTION APPROVING AN INCREASE IN APPROPRIATIONS IN VARIOUS FUNDS

This resolution will increase General Fund by \$42,492.58; Police District \$248,792.06; Fire and EMS Fund \$90,000 and EMS Billing Fund \$3000.00.

General Fund: Former Administrator Pegram payout / Interim Administrator Hughes adjustment

Police Fund: Addition of two police officers / SRO Joe Smith payout

Fire Fund & EMS Billing Fund: Several firefighter payouts and to cover overtime expenses.

The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:00 p.m. on October 4th, 2023, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Mark Sousa – Trustee, Chair
Joe Rozzi – Trustee,
Darryl Cordrey – Trustee

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 23-1004A**

**A RESOLUTION AUTHORIZING AND APPROVING AN INCREASE IN TOWNSHIP
APPROPRIATIONS IN THE GENERAL FUND TO RECONCILE BUDGETS FOR
CALENDAR YEAR 2023**

WHEREAS, the Board of Township Trustees wishes to authorize and approve an increase in appropriations in order reconcile budgets and appropriations for calendar year 2023;

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

- SECTION 1.** The Fiscal Officer is hereby authorized and directed to increase the appropriations for multiple funds as outline in “Exhibit A.”
- SECTION 2.** The Fiscal Officer is hereby authorized and directed to approve a Blanket Certificate in the amount reflected in Section 1 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:

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

Resolution adopted this 4th day of October 2023.

Attest:

Kurt E. Weber, *Fiscal Officer*

Approved as to form:

Ben Yoder, *Law Director*

I, Kurt E. Weber., 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 October 4th, 2023.

Date: _____

Kurt E. Weber, *Fiscal Officer*

Exhibit A

<i>Fund Name</i>	<i>Fund Account Number</i>	<i>Amount To Increase</i>
General Fund- Salary-Administrator	1000-110-131-0000	\$23,642.58
General Fund- Other Salaries	1000-110-190-0000	\$3,203.00
General Fund -OPERS Retirement	1000-110-211-0000	\$6,601.00
General Fund- Medicare	1000-110-213-0000	\$619.00
General Fund- Zoning Salaries Administrator's Staff	1000-130-132-0000	\$7,495.00
General Fund-Zoning OPERS Retirement	1000-130-211-0000	\$840.00
General Fund- Zoning Medicare	1000-130-213-0000	\$92.00
General Fund Total		\$42,492.58
Police District-Other Salaries	2081-210-190-0000	\$200,000.00
Police District-OPERS Law Retirement	2081-210-211-0000	\$43,488.06
Police District-Medicare	2081-210-213-0000	\$5,304.00
Police District Total		\$248,792.06
Fire and EMS Special Levy Fund- Other Salaries	2283-220-190-0000	\$90,000.00
Fire and EMS Special Levy Fund Total		\$90,000.00
EMS Billing Fund 2284-230-100-0000 Salaries	2284-230-100-0000	\$3,000.00
EMS Billing Fund Total		\$3,000.00



Office of Human Resources
10/04/23 Trustee Meeting

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

Motion to approve the Collective Bargaining Agreement between Hamilton Township, Warren County and the Hamilton Township Public Works Teamsters Local 100 as presented; effective dates January 1, 2024 to December 31, 2026.