



## HAMILTON TOWNSHIP

### HAMILTON TOWNSHIP ADMINISTRATION

Joseph Rozzi – *Board Chair*  
Mark Sousa – *Trustee*  
Darryl Cordrey – *Trustee*  
Kurt Weber - *Fiscal Officer*

7780 South State Route 48  
Maineville, Ohio 45039  
Phone: (513) 683-8520

#### Township Administrator

Brent Centers  
(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 – Road Supervisor  
Phone: (513) 683-5360

#### Assist. Fiscal Officer

Ellen Horman  
Phone: (513) 239-2377

#### Human Resources

Kellie Krieger  
Phone: (513) 239-2384

#### Economic Development

#### Zoning Administrator

Lindsey Gehring  
Phone: (513) 239-2371

#### Community Development Coordinator

Nicole Early  
(513) 683-5320

## TRUSTEE MEETING AGENDA 9/21/2022

6:00PM

- Roll Call
- Pledge of Allegiance
- Approve of the Clerk's Journal and Accept the tapes as the Official Minutes of the September 7, 2022 Township Trustee Meeting
- Bills before the Board

### Public Comments

### Human Resources

### New Business

- Resolution 22-0919: Increase in appropriations (General Fund, Road & Bridge Fund, Police District Fund, Fire & EMS Special Levy Fund, and EMS Billing Fund)

### Work Session

- Fire Department Ladder Truck purchase options

### Administrator's Report

### Fiscal Officer's Report

### Trustee Comments

### Executive Session

- In reference to O.R.C. 121.22 (G) (2)
  - (G) (1): To consider the appointment, employment, or 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 7, 2022

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

The *Pledge of Allegiance* was recited by all.

A motion was made by Mr. Rozzi, with a second by Mr. Cordrey, to amend by change in title and approve the clerk's journal and accept the tapes as the Official Meeting Minutes of the August 17, 2022, Trustee Meeting.

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

Mr. Rozzi read an excerpt about Lily Ratliff and her athletic accomplishments.

### **Public Comments**

Mr. Rozzi opened the floor to public comments at 6:05pm.

Mr. Rozzi closed the floor to public comments at 6:05pm.

### **Human Resources**

Human Resources Manager, Ms. Kellie Krieger, requested a motion to update Hamilton Township roster.

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve the proposed position.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Rozzi	Yes

Mark Sousa                      Yes

**Public Hearing for proposed Fire Training Tower**

Opened at 6:06 pm

Swearing in of Staff and Township residents occurred.

Staff Report was given by Ms. Gehring.

**Proposed site:** 912 Nunner Road, Maineville, OH 45039.

**Owner:** Trustees of Hamilton Township, 7780 S. State Route 48, Maineville, OH 45039.

**Applicant:** Cincinnati United Contractors, 7143 E. Kemper Rd, Cincinnati, OH 45249

**Spokespersons:** Cincinnati United Contractors

**Size:** 93.172 Acres

**Zoning:** Township Park

**Request:** Site Plan Review for Hamilton Township/ Deerfield Township Joint Fire Training Tower

**History:** The subject property is known more popularly as Marr Park. The farm was generously donated to the people of Hamilton Township by the Marr Family in 2009. The Hamilton Township Trustees quickly adopted a master plan for the park in 2010 and graded 13 soccer fields the following year. The fields provide space for hundreds of kids to practice and play throughout the season.

**Project Summary:** The Applicant seeks approval of a Site Plan Review for construction of a joint fire district training tower.

**Project Description:** Cincinnati United Contractors is proposing to construct a 4 story, metal building to be used for Fire Department training scenarios. This tower will be constructed on a gravel base located in the middle of the park. This will give our Fire Department opportunities to train with mutual aid departments. It will be used during daytime hours when patrons are less likely to be utilizing the Township Park.

Current Zoning of the Township Park is as follows:

**North:** R-2 Two Family Residence Zone

**South:** R-1 Single Family Residence Zone

**East:** R-1 Single Family Residence Zone

**West:** R-2 Two Family Residence Zone  
R-3 Multi-Family Residence Zone

Staff recommended approval of proposed site & plans as it compliant with all zoning codes.

No one in favor of the project came forward to speak.

Township residence came forward in opposition:

Dr. Dave Baughman approached; however he was not necessarily opposed to a Fire Tower. He was opposed to the location of the tower being inside Marr Park. He had concerns of the tower not following the future plans that had been outlined in an article in 2010 as well as the 2020 property projection of master plan for Marr Park. He was also concerned that this project did not fall in line with the Marr Family Will as he stated Mrs. Marr wanted this to be a nature park.

Ms. Jennifer Gatton was concerned how this addition to the park would impact the property value of her home. As well as the possible noise and smoke that could come from the proposed Training Tower.

Mr. Rick Moore was concerned with the possibility of air pollution, noise as well as the proposed Training Tower being consistent with The Marr Family Will.

Dr. Coleman was concerned about the proposed Training Tower being consistent with The Marr Family Will. As well as road access for Fire Department equipment, protection for properties in the area and safety parameters for neighbors.

Ms. Lynn Ratliff was concerned that our on duty Fire Fighters currently have to go out of our area to train. She also stated how if we moved the proposed Training Tower somewhere else in the district residence would be even closer to the Training Tower.

Dr. Dave Baughman returned to podium to state that in the Marr Family Will it was amended to say all 149 acres would remain dedicated park.

Opposition comments closed at 6:37 pm

Applicant addressed opposition concerns starting at 6:37 pm

Mr. Centers noted that they are all valid points and had all been considered when the Training Tower was proposed. He then addressed all questions raised by Hamilton Township Residents.

- Mr. Centers stated the Marr Family Will was amended and they have a sufficient legal advice to move forward with this as permitted use.
- Mr. Centers referenced the comprehensive plan from 2020 and stated that it was an 18 to 24 month park plan that remains in process. This proposal was not in the works at that time which is why it was not mentioned in that plan. However, this will keep our Fire Fighters in district while training and we are able to split cost evenly with Deerfield Township Fire Department.
- Mr. Centers stated that sections of the park will be closed when an Active Burn Training is being conducted however this will not be done daily. Another site was

considered but the Township only owns so much land and in our opinion was the best place for the Tower if the board wanted to move forward.

- Mr. Centers stated there will not be any infrastructure improvements regarding road. However, there are plans for drainage improvements because there will be a lot of water used.

Chief Jewett addressed the concern of how many Fire Fighters would be training at one time. He stated 4 to 7 people and 2 apparatus being used. He also stated live burns are only a small portion of the type of training that will be done, no training will be done on nights or weekends. All training will be completed by 9pm. In reference to the smoke concern it is fake smoke that is water soluble. It is governed by the NFPA they will only burn pallets and straw. They will also be bound by weather advisories no burns will happen during high winds or heat advisories.

Mr. Cordrey asked about black smoke and noise concerns.

Chief Jewett stated no black smoke will be coming from the tower. They will only burn straw, excelsior, straight wood and pallets. No lights and sirens will be used for trainings.

Mr. Sousa asked for an estimate on how many times live burns maybe done in a month.

Chief Jewett responded by saying that on a fast paced training year it would be no more than 30 days for the whole year and that would be both departments that own it.

Dr. Dave Baughman asked about opening it up for other departments to use.

Chief Jewett responded by saying they will train with mutual aid departments. He stated that this is included in the previous mentioned estimated 30 days.

Mr. Sousa asked for a deeper dive into the Will language.

Mr. Yoder explained there was the 2007 Will and then the final Will that had been amended. He explained they had run a red line between the two to see what had be changed. In the original 2007 Will it said I give 149 acres to the Township to use exclusively for park purposes and no other use whatsoever. The revision took out the word "exclusive" and took out the "no other use whatsoever." Based off these changes the opinion is yes it needs to be used for a public park but no not all 149 acres need to be used exclusively for a park.

Ms. Coleman asked if this fits into a public park.

Mr. Yoder explained that this is actually zoned as R-1 Residential which it would fall under.

Mr. Rozzi stated that it has always been the intention of this board to develop its parks. He understands concerns but this is needed more than ever with upcoming development.

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve the site plan as proposed

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

**New Business**

- Resolution 22-0907: Map Amendment and Rezoning of property located at 6307 St. Rt. 48 from R-1 to B-2

Mr. Centers explained that the next five motions (A-D) are all memorialization's of prior verbal votes by the Board of Trustees.

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve Resolution 22-0907.

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

- Resolution 22-0907A: Site Plan review for property located at 6386 St. Rt. 48 and 6426 St. Rt. 48

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve Resolution 22-0907A.

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

- Resolution 22-0907B: PUD Stage 1 for property located on Towne Center Blvd.

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve Resolution 22-0907B.

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

- Resolution 22-0907C: PUD Stage 2 Preliminary Plan for property located at South State Route 48.

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve Resolution 22-0907C.

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

-Resolution 22-0907D: Site Plan review for property located at 8665 St. Rt. 48

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve Resolution 22-0907D.

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

-Resolution 22-0907E: Increase in Appropriations (Fire & EMS Special Levy Fund)

Mr. Centers explained this is the main fund used for the Fire Department legal services. He stated that traditionally our Fire Department doesn't use many legal services at all so, the budget is very minimal. However with the fire training tower they have had to use more legal services.

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve Resolution 22-0907E.

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

-Resolution 22-0907F: Increase in Appropriations (General Fund- Zoning)

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve Resolution 22-0907F.

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

Mr. Rozzi called a recess at 7:14pm

The Board came back from recess at 7:18pm

**Work Session:** Hamilton Township Fire Department Ladder Truck projections and purchase discussion.

Assistant Chief Berkebile explained the need for a ladder truck replacement as it was manufactured in 2006 making it 16 years old. The NFPA recommends trucks older than 15 years should be placed into reserve status due to safety standards. The time frame for delivery of a new ladder truck would be 24 to 28 months. He also explained maintenance costs, the ladder has eaten up 42% of fire maintenance budget - \$14,700 in materials. He said mechanic Ron Peak has done a lot of work on the truck the past year or so. Ron has stated that the current truck needs to be out of service in a maximum of 3 years. He also predicted there could be major mechanical failures in that time. Another concern Assistant Chief Berkebile mention was the current ladder has a height limitation of only 75 feet, which is not sufficient for the height of some of the buildings in the Township. The potential new ladder would be 107 feet.

Considerations for New Ladder Truck:

- The new ladder truck would be specifically designed for Hamilton Township; a Quint that will help with fire suppression, auto accidents as well as EMS calls.
- The two manufactures being considered have service centers with 30-40 minutes.
- Today's proposed cost is \$1,495,000 however that is projected to increase by at least 6.5% as of November 1, 2022.
- Financing is available (5, 10, 15 year) payments would start upon delivery.
- There is a pre-payment benefit which is \$50,000- \$70,000 savings if it is payed upfront. There is a performance bond put in place if they do not deliver which is built into the price of the truck.
- This truck does not include shelving. Fire Marine will install shelving as of today that price would be \$45,000. In 28 months they estimate that price to be \$75,000 due to increase of price materials.

Mr. Centers explained that there is approximately 9 months unencumbered reserve funds.

Chief Jewett responded by saying that when they build the truck the wiring is built in. Warren County Communications supplies the radios. He also stated they would pull the mobile data computer as well as the radios from the old ladder to repurpose in the new one. Paint and emblems are also included in the price.

Mr. Rozzi asked if the Budget was sustainable if we pay upfront.

Mr. Centers explained that we sit with 9 months unencumbered and this project would take about half of it. He said that in the Fire budget it would take a while to recoup, EMS is growing faster than we expected.

Mr. Rozzi asked what the Fire Departments plans to do with the current ladder 76.

Chief Jewett said their current thought is to sell it, unfortunately 2.5 years from now he is not sure what they could get for the ladder truck. They talked to the manufactures about trading it in



and they estimated \$35,000. His recommendation was to sell it to a company that buys used apparatuses. He estimated we could get somewhere \$75,000 - \$85,000 by selling it outright.

Mr. Centers said they will bring projections, numbers and interest rates to discuss again.

JEDD Update:

Mr. Centers explained they negotiated a JEDD with the Village of Maineville. It is a 30 year contract. The Village of Maineville has a 1% earnings tax from a RITA collections agency. The JEDD lets them benefit from our land and we benefit from their income tax. The properties are the Sumco property and down OH-48 to the current Gallenstein property. 10% net to Maineville and 90% to Hamilton Township. The offset come from the Township providing all the services to the Village of Maineville. The Village of Maineville voted a verbal motion. Mr. Centers requested a verbal motion as well.

Mr. Rozzi made a motion with a second from Mr. Cordrey for a verbal agreement to move forward with the JEDD agreement with the Village of Maineville.

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

**Administrator's Report**

Mr. Centers welcomed Lauren Collins as new Administrative Assistant. He also welcomed Chrissie Haney as the new Administrative Assistant for Public Works.

The Fire Department hosted a training instructor's course where Chief Jewett was the trainer. That saved us 3/4 of the cost. It was an extensive training, with 40 hours of classroom training, plus state modules service teaching and live fire awareness training. 10 hours of observed student teaching. 7 of our fire personnel attend and becoming state certified.

There will be an open house at Fire Station 76 October 15<sup>th</sup> from 11am – 2pm.

Wreaths across America will be coming to Maineville Cemetery December 17<sup>th</sup> at 12pm. There is a link up on the Township Facebook page.

The Memorial Garden at Mounts Park will be set in late October or early November.

The sunflower fields are growing. We are expecting them to bloom in early to mid-October.

Home-A-Rama started in Loveland. Please be mindful that traffic on 48 near Baxter will be a little more hectic than usual for the next three weeks.

There is a tire recycling event for residents on September 17<sup>th</sup> from 9 am to Noon on the backside of Testerman Park.

Little Miami Area Chambers of Commerce hosted their annual luncheon and asked Hamilton Township to come and speak on the economic development happening in Hamilton Township.

**Fiscal Officer's Report**

**Trustee Comments**

Mr. Sousa stated he has something a little different than what he would normally make in a trustee comment. He has a friend in banking, at a smaller bank who is looking to expand their lending and deposit networks. He stated a possible 2% liquid savings account that would be FDIC insured. He asked if there would be interest on a formal presentation from Citizen Federal. He also asked if Mr. Weber about bridge progress on Grandin.

Mr. Weber said he had not heard of any delays. The projected reopening is still November 1<sup>st</sup>. The bridge will not be completed then but the closures on the Grandin side will be completed.

Mr. Sousa also commented on the anniversary of Emery's passing. The family had a remembrance event in the community. Chief Hughes was in attendance, as well as Mr. Centers and other members of the Township. It was very well received and supported by the community.

Mr. Cordrey mentioned the Antique Machinery event that will be held this weekend at Oeder's Lake. Warren County is hosting a shredding event on September 24<sup>th</sup>.

Mr. Rozzi hopes everyone enjoys fall and football.

**Adjournment**

With no further business to discuss, Mr. Rozzi made a motion, with a second from Mr. Cordrey, to adjourn at 8:04pm.

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



## Office of Human Resources

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

- **Roster Update:**
  - **Off-roll Daniel Farley as a part-time firefighter effective September 9, 2022**
  - **On-roll the following as part-time firefighters effective 10/3/2022**
    - Luke Dressler
    - Austin Boraten
    - Lia Thomas
    - Ashlee Patrick
  - **Promote Don Pelfrey as the Public Works Director effective 9/18/2022**

# LEGISLATIVE COVER MEMORANDUM

**Introduction:** September 21, 2022

**Effective Date:** Next available date after passage

**Agenda Item:** **Resolution 22-0921**  
A Resolution authorizing and approving an increase in Township appropriations in the funds attached as Exhibit A to reconcile budgets for calendar year 2022

**Submitted By:** Brent Centers

**Scope / Description:** This is the year-end appropriation to reconcile all department budgets for salary, Retirement OPERS, Medicare, health Insurance, Retirement OPERS-Law, Retirement OP&FPF, Fuel, and Building Burn Tower adjustments throughout the year. These adjustments include promotions, new hires, vacation cash-out, associated retirement and benefits with new hires, the Fire Training Tower, etc.

These Funds include General Fund, Road & Bridge Fund, Police District Fund, Fire & EMS Special Levy Fund, and EMS Billing Fund.

**Budget Impact:** \$638,650.65

**Vote Required for Passage:** 2 of 3

The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:00 p.m. on September 21, 2022, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

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

Mr. \_\_\_\_\_ introduced the following resolution and moved its adoption:

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO  
RESOLUTION NUMBER 22-0921**

**A RESOLUTION AUTHORIZING AND APPROVING AN INCREASE IN TOWNSHIP  
APPROPRIATIONS IN THE FUNDS ATTACHED AS EXHIBIT A TO RECONCILE  
BUDGETS FOR CALENDAR YEAR 2022**

**WHEREAS**, the Board of Township Trustees wishes to authorize and approve an increase in appropriations in order reconcile budgets and appropriations for calendar year 2022;

**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 all funds attached as Exhibit A, including all Line Items attached on Exhibit A in the amount listed on Exhibit A for a total amount listed on Exhibit A.
  
- SECTION 2.           The Fiscal Officer is hereby authorized and directed to approve a Blanket Certificate in the amount reflected in the attachment labeled Exhibit A to 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 21<sup>st</sup> day of September 2022.

Attest:

\_\_\_\_\_  
Kurt E. Weber, *Fiscal Officer*

Approved as to form:

\_\_\_\_\_  
Benjamin J. 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 September 21, 2022.

Date: \_\_\_\_\_

\_\_\_\_\_  
Kurt E. Weber, *Fiscal Officer*

General-1000	Account Code	Final Appropriation	Increase	Total
Trustees Salaries	1000-110-111-0000	\$70,469.75	\$2,500.00	\$72,969.75
Fiscal Officer Salaries	1000-110-121-0000	\$33,296.67	\$0.33	\$33,297.00
Administrator Salaries	1000-110-131-0000	\$71,585.00	\$41,181.03	\$112,766.03
Other salaries(Ellen, Kellie, Nicole,Chrisie)	1000-110-190-0000	\$179,000.00	\$5,000.00	\$184,000.00
Retirement OPERS	1000-110-211-0000	\$53,300.00	\$9,960.00	\$63,260.00
Medicare	1000-110-213-0000	\$5,600.00	\$824.75	\$6,424.75
Health Ins	1000-110-220-0000	\$140,000.00	\$15,775.40	\$155,775.40
<b>Total</b>			<b>\$75,241.51</b>	
<b>Road &amp; Bridge-2031</b>				
Administrator Salaries	2031-330-131-0000	\$12,921.35	\$2,650.00	\$15,571.35
Other Salaries (Kellie & Chrisie & Nicole)	2031-330-139-0000	\$30,900.00	\$16,473.78	\$47,373.78
<b>Total</b>			<b>\$19,123.78</b>	
<b>Police District-2081</b>				
Administrator Salaries	2081-210-131-0000	\$13,308.99	\$2,262.36	\$15,571.35
Other Salaries- Guys	2081-210-190-0000	\$2,106,064.50	\$60,000.00	\$2,166,064.50
Retirement OPERS-Law	2081-210-211-0000	\$358,638.44	\$18,000.00	\$376,638.44
Medicare	2081-210-213-0000	\$28,084.53	\$2,300.00	\$30,384.53
Health Ins.	2081-210-220-0000	\$398,068.49	\$28,500.00	\$426,568.49
<b>Total</b>			<b>\$111,062.36</b>	
<b>Fire and EMS Special Levy Fund-2283</b>				
Other Salaries-Guy	2283-220-190-0000	\$2,247,375.90	\$50,000.00	\$2,297,375.90
Retirement OP& FPF	2283-220-215-0000	\$457,692.60	\$13,000.00	\$470,692.60
Health Ins.	2283-220-220-0000	\$521,560.00	\$15,000.00	\$536,560.00
Building- Burn Tower	2283-760-720-0000	\$315,000.00	\$339,223.00	\$654,223.00
<b>Total</b>			<b>\$417,223.00</b>	
<b>EMS Billing Fund-2284</b>				
Fuel	2284-230-420-0000	\$56,000.00	\$16,000.00	\$72,000.00
<b>Total</b>			<b>\$16,000.00</b>	