



HAMILTON TOWNSHIP POLICE DISTRICT

SPECIAL MEETING AGENDA 1/4/2023

6:00 PM

- Roll Call
- Pledge of Allegiance

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
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

Economic Development

Zoning Administrator
Lindsey Gehring
Phone: (513) 683-8520

Parks and Recreation
Nicole Earley
(513) 683-5360

Public Comments

New Business

- **Resolution 23-0104A:** Meeting dates and times for Police District

Administrator's Report

Trustee Comments

Executive Session

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)



Office of Township Administrator
01/04/23 Police District Meeting

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

Motion to approve Resolution 23-0104A – Setting the dates and times for the Police District Meetings for 2023.

Standard practice to allow each meeting of the Board of Trustees to also serve as a concurrent meeting of the Hamilton Township Police District.

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

Joseph Rozzi – Trustee
Mark Sousa – Trustee
Darryl Cordrey – Trustee

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

**HAMILTON TOWNSHIP POLICE DISTRICT, WARREN COUNTY OHIO
RESOLUTION NUMBER 23-0104A**

A RESOLUTION SETTING MEETING DATES AND TIMES

WHEREAS, the Board of Hamilton Township Police District Trustees desires to establish meeting dates and times for its regular meetings in 2023;

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

SECTION 1. Regular meetings of the Board of Police District Trustees of Hamilton Township shall be held on the first and third Wednesday of each month at 6:00 p.m. at the Township Hall located at 7780 South State Route 48, Hamilton Township, Warren County, Ohio 45039.

SECTION 2. Regular meetings of the Board of Police District Trustees may be rescheduled or cancelled by the President of the Board of Police District Trustees, or the Township Administrator, or a majority vote of the members of the Board of Police District Trustees. Special meetings may be called by the President of the Board of Police District Trustees, or the President of the Board of Township Trustees, or the Administrator, or a majority of the Board of Township Trustees provided the notice required under Ohio law is provided.

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

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

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

Resolution adopted this 4th day of January 2023.

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 January 4, 2023.

Date: _____

Kurt E. Weber, *Fiscal Officer*



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

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

Economic Development

Zoning Administrator

Lindsey Gehring
Phone: (513) 683-8520

Parks and Recreation

Nicole Earley
(513) 683-5360

TRUSTEE MEETING AGENDA 1/4/2023

6:00 PM (Immediately following Police District Meeting)

- Roll Call
- Pledge of Allegiance
- Elect Chair of Board of Trustees
- Elect Vice Chair of Board of Trustees
- Approve of the Clerk's Journal and Accept the tapes as the Official Minutes of the December 21, 2022 Township Trustee Meeting
- Bills before the Board

Public Comments

New Business

- Resolution 23-0104B: Setting meeting dates and times
- Resolution 23-0104C: Authorizing the annual blanket certificates and establishing financial policies for approval of purchase orders
- Resolution 23-0104D: Transfer of Fire and EMS Levy Fund to Fire Station 76 Capital Project Fund
- Resolution 23-0104E: Authorizing the disbursement of checks for payroll and payroll related withholdings and expenses
- Resolution 23-0104F: Transfer of General Fund and Police Fund to Building Bond Fund
- Resolution 23-0104G: Authorizing Fiscal Officer to process Re-appropriations and distribute payments
- Resolution 23-0104H: 2023 membership agreement with Coalition of Large Ohio Urban Townships (CLOUT)
- Resolution 23-0104I: Advance from the General Fund to the Lighting District
- Motion: Authorizing a Depository Agreement with CF Bank
- Motion: Mowing Contract for Township Cemeteries
- Motion: To approve purchase of a Cemetery Deed

Fiscal Officer's Report

Administrator's Report

Trustee Comments

Executive Session

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

December 21, 2022

Trustee Board Chairman, Joe Rozzi, called the meeting to order at 1:00 p.m. 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.

Motion made by Mr. Rozzi with a second by Mr. Cordrey to approve of the clerk's journal and accept the tapes as the Official Meeting Minutes of the December 7, 2022, Trustee Meeting.

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

Motion made by Mr. Rozzi with a second by Mr. Cordrey to approve the bills as presented to the Board.

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

Employee Recognition 2022

Mr. Pegram started the Employee Recognition by highlighting each member of the administration staff and their daily duties.

Public Works Director, Mr. Don Pelfrey presented the Employee of the Year to Mr. Ron Peek.

Next Fire Chief, Jason Jewett presented the 2022 Fire Fighter of the Year to Stuart Koloszar. He stated that this year they also decided to do an EMS Provider of the Year, he presented this award to Matthew Leeper. He explained their last award is a special award called the Chiefs Award, it is not given every year. It is usually given to a member who has gone above and beyond. Chief Jewett presented the 2022 Chiefs Award to Captain Justin Cormany.

Finally, Chief Scott Hughes presented the Employee of the Year to Officer Eli Kibbee. Chief Hughes explained they don't normally give out a Chiefs Accommodation Award but they had several people who thought this Officer needed to be recognized as well, he presented this award to Officer Alex Stephens.

Mr. Pegram thanked Mr. Brent Centers for being in attendance and for everything that he did for Hamilton Township.

Mr. Rozzi thanked everyone for their dedication to Hamilton Township this past year and wished everyone a Merry Christmas and a Happy New Year. He then called for a 10 minutes recess.

Public Comments

Mr. Rozzi opened the floor to public comments at 1:30pm.

Mr. Rozzi closed the floor to public comments at 1:30pm.

Fiscal Officer's Report

Mr. Weber explained that this report is through November of 2022. We are 92% thru the year. Expenditures are at 78% of the budget. 15.3 million was the budget for 2022 and to date we have spent 12 million of that. We have received 105% of our anticipated revenue.

Trustee Comments

Mr. Cordrey he congratulated the staff for an awesome Christmas Tree Lighting. He mentioned it was bigger and better than his wildest expectations. He thanked Mr. Rozzi for the drone show and fireworks that were donated. He stated it has been a pleasure serving with everyone this year and looking forward for 2023. He wished everyone a Merry Christmas.

Mr. Sousa echoed everything Mr. Cordrey mentioned. He wished everyone a Merry Christmas and Happy Holiday Season. He asked everyone to stay safe with the weather coming in. He mentioned in 2023 we will start to see a lot of the largest developments the Township has seen in a while break ground and start to change the face of the Township. He said he loves to see the staff come together and wanted to let everyone know they do a great job.

Mr. Rozzi echoed the comments of Mr. Cordrey and Mr. Sousa. He mentioned he too missed the Tree Lighting but was glad everyone enjoyed it. He thanked everyone for their service to the community for the past year.

Executive Session

Mr. Rozzi made a motion with a second from Mr. Cordrey to enter into Executive Session in reference to O.R.C. 121.22 (G) (1): To consider the appointment or employment of a public employee.

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

Mr. Rozzi made a motion with a second from Mr. Cordrey to come out of Executive Session at 2:14pm.

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 reappoint Mr. Michael Blomer to the Board of Zoning Appeals for a 5 year term, beginning January 1, 2023

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 approve the Fire and Rescue Division Chief Job description and to add full time Division Chief Position as presented before the board.

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

Mr. Rozzi made a motion with a second from Mr. Cordrey to update the Township Roster as presented to the board.

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

Adjournment

With no further business to discuss, Mr. Rozzi made a motion with a second from Mr. Cordrey to adjourn at 2:15pm.

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

DRAFT



Office of Township Administrator
01/04/23 Trustee Meeting

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

Motion to approve Resolution 23-0104B – A resolution setting the meeting dates and times for 2023.

Standard practice and requirement to set the dates and time for the boards meetings for the new calendar year.

Motion to approve Resolution 23 -0104C – A resolution authorizing the annual authorization of Blanket Certificates and establishing financial policies for the approval of purchase orders in 2023. Dispensing with the second reading and declaring an emergency.

Standard practice to allow the Fiscal Officer to open BC's for the payment of normal day to day bills based upon the approved 2023 budget.

Motion to approve Resolution 23-0104D – A resolution approving the transfer of funds from the Fire and EMS Levy fund 2283 to the Station 76 Capitol Project fund 4902 for 2023 mortgage payment.

Standard practice to allow a transfer of \$181,320 from the Fire and EMS Levy to the Capitol Project fund for the annual mortgage payment for Fire Station 76 as budgeted for 2023.

Motion to approve Resolution 23-0104E – A resolution authorizing the disbursement of checks for payroll, payroll related withholdings and expenses and other expenses in 2023.

Standard practice to allow the payment of payroll, payroll related expense and our normal day to day operating expenses like utilities, fuel, supplies etc. to be processed and paid per the 2023 budget.

Motion to approve Resolution 23-0104F – A resolution authorizing the transfer of General Fund (1000) and Police Fund (2081) appropriations in the amount of \$56,362.50 each to the Building Bond Fund 2101 for the payment of the 2023 Administration Building Mortgage Payment.

Standard practice to allow a transfer of \$56,362.50 from both the General Fund and the Police District Fund in order to pay the 2023 mortgage payment for the administration building. Total 2023 payment of \$112,725 as approved in the 2023 budget.

Motion to approve Resolution 23-0104G – A Resolution authorizing the Township Fiscal Officer to process re-appropriations and distribute payments as needed through December 31, 2023, dispensing with a second reading and declaring an emergency.

Standard practice to allow the Fiscal Officer to make re-appropriations (adjustments) to the budget as well as distribute payments as needed throughout calendar year 2023.

Motion to approve Resolution 23-0104H – A resolution authorizing entering into a contract with the Ohio Township Association (OTA) Coalition of Large Urban Township (CLOUT).

Annual process to join CLOUT for 2023.

Motion to approve Resolution 23-0104I – A resolution authorizing an advance from the general Fund 1000 to the Lighting District

Standard practice is to advance any funds necessary at the beginning of the year from the General Fund to the Lighting District in order to pay the monthly invoice from Duke. The Lighting District is essentially funds in and out but often the revenue is not received before the first invoices of the new year requiring an advance from the General Fund. Once additional revenue is received from the lighting district throughout the year the advance to the general fund is paid back.

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

Joseph Rozzi - Trustee, *Board Chair*

Mark Sousa – Trustee, *Vice Chair*

Darryl Cordrey – Trustee

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 23-0104B**

A RESOLUTION SETTING MEETING DATES AND TIMES

WHEREAS, the Board of Township Trustees of Hamilton Township, Warren County desires to establish meeting dates and times for its regular meetings in 2023, and;

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

SECTION 1. Regular meetings of the Board of Trustees of Hamilton Township shall be held on the first and third Wednesday of each month at 6:00p.m. at the Township Hall located at 7780 South State Route 48, Hamilton Township, Ohio 45039.

SECTION 2. Regular meetings of the Board of Trustees may be rescheduled or cancelled by the Chairperson of the Board of Township Trustees, or the Township Administrator, or a majority vote of the members of the Board of Trustees. Special meetings may be called by the Chairperson of the Board of Trustees, or the Administrator, or a majority vote of the members of the Board of Trustees provided the notice required under Ohio law is provided.

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

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

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

Resolution adopted this 4th day of January 2023.

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 January 4, 2023.

Date: _____

Kurt E. Weber, *Fiscal Officer*

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

Joseph Rozzi – Trustee
Mark Sousa - Trustee
Darryl Cordrey – Trustee

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 23-0104C**

**A RESOLUTION AUTHORIZING THE ANNUAL AUTHORIZATION OF BLANKET
CERTIFICATES AND ESTABLISHING FINANCIAL POLICIES FOR THE
APPROVAL OF PURCHASE ORDERS IN 2023, DISPENSING WITH THE SECOND
READING AND DECLARING AN EMERGENCY**

WHEREAS, the Board of Trustees of Hamilton Township, Warren County, Ohio desires to establish financial policies regarding the authorization of Blanket Certificates and Purchase Orders,

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

- SECTION 1.** This Board hereby determines that any Purchase Order greater than an amount of Five Thousand (\$5000.00) dollars must be pre-approved by the Board of Trustees prior to its issuance, and any Purchase order greater than an amount of One Thousand (\$1000.00) dollars must be pre-approved by the Township Administrator prior to its issuance.
- SECTION 2.** This Board hereby determines that all formal actions of the Board concerning and relation to the adoption of this Resolution were taken in an open meeting of this Board and that all deliberations related to the action talked herein were conducted in meeting open to the public pursuant to law.
- SECTION 3.** This Resolution is declared to be an emergency measure necessary for the immediate preservation of the public health, safety and welfare of the Township, and therefore this Resolution shall be in full force and effect immediately upon its adoption without further public reading.

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 Rozzi –	Aye _____	Nay _____
Mark Sousa –	Aye _____	Nay _____

Resolution adopted this 4th day of January, 2023.

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 January 4, 2023.

Date: _____

Kurt E. Weber, *Fiscal Officer*

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

Joseph Rozzi – Trustee
Mark Sousa - Trustee
Darryl Cordrey – Trustee

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 23-0104D**

**A RESOLUTION AUTHORIZING THE TRANSFER OF FIRE AND EMS LEVY FUND
(2283) TO THE FIRE STATION 76 CAPITAL PROJECT FUND (4902) IN 2023**

WHEREAS, the Board of Trustees of Hamilton Township, Warren County, Ohio has desires to transfer funds from the Fire and EMS Special Levy to the Fire Station 76 Capital Project Fund; and

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

- SECTION 1.** That the Finance Coordinator is authorized to transfer funds from the Fire and EMS Special Levy Fund 2283 in the amount of: \$181,320.00 to the Fire Station 76 Capital Project Fund 4902 for the total of: \$181,320.00 in such amounts.
- SECTION 2.** This Board hereby determines that all formal actions of the Board concerning and relating to the adoption of this Resolution were taken in an open meeting of this Board and that all deliberations related to the action talked herein were conducted in meeting open to the public pursuant to law.
- SECTION 3.** This Resolution is declared to be an emergency measure necessary for the immediate preservation of the public health, safety and welfare of the Township, and therefore this Resolution shall be in full force and effect immediately upon its adoption without further public reading.

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

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

Resolution adopted this 4th day of January, 2023.

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 January 4, 2023.

Date: _____

Kurt E. Weber, *Fiscal Officer*

The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:00 p.m. on January 4, 2022, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Joseph Rozzi – Trustee
Mark Sousa - Trustee
Darryl Cordrey – Trustee

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 23-0104E**

**A RESOLUTION AUTHORIZING THE DISBURSEMENT OF CHECKS FOR
PAYROLL, PAYROLL RELATED WITHHOLDINGS AND EXPENSES AND OTHER
EXPENSES IN 2023**

WHEREAS, it is the policy of this Board to provide procedures for the prompt payment of appropriate Township expenses; and

WHEREAS, certain expenses are required to be paid prior to the next regularly scheduled trustees' meeting where preapproval would normally be considered,

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

SECTION 1. That disbursement of payroll, payroll related withholdings and expenses and expenses for electric, cable, water, sewer, telephone, fuel, heating oil, trash collection, IT services, UAN charges, health insurance, refunds, employee reimbursements, Debit Service & Lease Payments, Return of forfeited property, and credit cards (LCNB, Staples, Walmart and Lowes, Sears, Tractor Supply) are hereby approved for payment when payments are due, such payments being preauthorized by this Board subject to ratification at the next regularly schedule Trustees' meeting.

SECTION 2. This Board hereby determines that all formal actions of the Board concerning and relation to the adoption of this Resolution were taken in an open meeting of this Board and that all deliberations related to the action talked herein were conducted in meeting open to the public pursuant to law.

SECTION 3.

This Resolution is declared to be an emergency measure necessary for the immediate preservation of the public health, safety and welfare of the Township, and therefore this Resolution shall be in full force and effect immediately upon its adoption without further public reading.

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

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

Resolution adopted this 4th day of January, 2023.

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 January 4, 2023.

Date: _____

Kurt E. Weber, *Fiscal Officer*

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

Joseph Rozzi – Trustee
Mark Sousa - Trustee
Darryl Cordrey – Trustee

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 23-0104F**

A RESOLUTION AUTHORIZING THE TRANSFER OF GENERAL FUNDS (FUND 1000) AND POLICE FUND (FUND 2081) TO THE BUILDING BOND FUND (FUND 3101) IN 2023

WHEREAS, The Board of Trustees of Hamilton Township, Warren County, Ohio has desires to transfer funds from the General Fund and Police Fund to the Building Bond Fund; and

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

- SECTION 1.** The Assistant Fiscal Officer is authorized to transfer funds from the General Fund in the amount of: \$56,352.50 and from the Police Fund in the amount of: \$56,362.5 to the Building Bond Fund for the total of: \$112,725.00 in such amounts.
- SECTION 2.** This Board hereby determines that all formal actions of the Board concerning and relating to the adoption of the Resolution were taken in an open meeting of the Board and that all deliberations related to the action talked herein were conducted in meeting open to the public pursuant to law.
- SECTION 3.** This Resolution is declared to be an emergency measure necessary for the immediate preservation of the public health, safety and welfare of the Township, and therefore this Resolution shall be in full force and effect immediately upon its adoption without further public reading

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

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

Resolution adopted this 4th day of January, 2023.

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 January 4, 2023.

Date: _____

Kurt E. Weber, *Fiscal Officer*

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

Joseph Rozzi - Trustee
Mark Sousa – Trustee
Darryl Cordrey – Trustee

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 23-0104G**

**A RESOLUTION AUTHORIZING THE TOWNSHIP FISCAL OFFICER TO PROCESS
RE-APPROPRIATIONS AND DISTRIBUTE PAYMENTS AS NEEDED THROUGH
DECEMBER 31, 2023, DISPENSING WITH A SECOND READING AND DECLARING
AN EMERGENCY**

WHEREAS, Hamilton Township may have the need to re-appropriate within a fund for expenses through December 31, 2023; and

WHEREAS, the Fiscal Officer has requested authorization to process re-appropriations within a fund and distribute payments as needed;

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

- SECTION 1.** The Hamilton Township Fiscal Officer is hereby authorized to process necessary re-appropriations within a fund and distribute payments as needed through December 31, 2023.
- SECTION 2.** By at least two-thirds vote of the Board, any requirement that this resolution be read on two separate days is hereby waived and the Board authorizes its passage upon one reading.
- SECTION 3.** By unanimous vote of the Board, this Resolution is hereby declared to be an emergency measure necessary for the preservation of the public peace, health, safety, and welfare of the Township, and shall take effect immediately. The reason for the emergency is to provide timely approval of re-appropriations made by the Township Fiscal Officer.

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

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

Resolution adopted this 4th day of January 2023.

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 January 4, 2023.

Date: _____

Kurt E. Weber, *Fiscal Officer*

The Board of Trustees of Hamilton Township, Warren County, Ohio, met at a regular session at 6:00 pm on January 4, 2023, in Hamilton Township, Warren County, Ohio, with the following Trustees present:

Joseph Rozzi - Trustee
Mark Sousa – Trustee
Darryl Cordrey – Trustee

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 23-0104H**

**A RESOLUTION AUTHORIZING ENTERING INTO CONTRACT WITH THE OHIO
TOWNSHIP ASSOCIATION COALITION OF LARGE URBAN TOWNSHIPS**

WHEREAS, Section 505.241 of the Ohio Revised Code grants the authority to a board of the Township Trustees to authorize its elected officers to join an association or nonprofit organization formed for the improvement of township government;

WHEREAS, Section 505.241 of the Ohio Revised Code further grants the authority to a board of township trustees to appropriate from its general fund an amount sufficient to pay the dues, subscription costs, or membership charges of such association or nonprofit organization; and

WHEREAS, the Coalition of Large Ohio Urban Townships (hereinafter referred to as CLOUT), which is part of the Ohio Township Association, qualifies as an association or nonprofit organization formed for the improvement of township government within the meaning of Section 505.241 of the Ohio Revised Code; and

WHEREAS, Hamilton Township, Warren County is eligible to be a member of CLOUT based on its population in the unincorporated area of approximately 29,882 and/or a budget of \$15,202,037.97; and

WHEREAS, the Board desires to participate as members of CLOUT;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Township Trustees of Hamilton Township, Warren County, Ohio hereby authorizes Hamilton Township, Warren County, Ohio to become a member of CLOUT, as part of the Ohio Township Association, and pay the annual CLOUT membership dues.

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

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

Resolution adopted this 4th day of January, 2023.

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 special meeting session on January 4, 2023.

Date: _____

Kurt E. Weber, *Fiscal Officer*

The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:00 pm on January 4, 2023, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Joseph Rozzi - Trustee
Mark Sousa – Trustee
Darryl Cordrey – Trustee

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 23-0104I**

**A RESOLUTION AUTHORIZING AN ADVANCE FROM THE GENERAL FUND (1000)
TO THE LIGHTING DISTRICT FUND (2401)**

WHEREAS, The Board of Trustees of Hamilton Township, Warren County, Ohio has determined that it is necessary to advance funds from the General Fund to cover necessary expenses in the Lighting District Fund until the first payment is received from Warren County in 2023.

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

SECTION 1. The Fiscal Officer and Assistant Fiscal Officer are authorized to advance \$63,000.00 from the General Fund into the Lighting District Fund.

SECTION 2. This Board hereby determines that all formal actions of the Board concerning and relating to the adoption of this Resolution were taken in an open meeting of this Board, and that all deliberations related to the action taken herein were conducted in meetings open to the public pursuant to law.

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

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

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

Resolution adopted this 4th day of January 2023.

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 January 4, 2023.

Date: _____

Kurt E. Weber, *Fiscal Officer*



Office of Township Administrator
01/04/23 Trustee Meeting

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

Motion to authorize the Township Administrator to enter into a Depository Agreement between Hamilton Township and CF Bank for the establishment of an interest earning savings account for the Township.

The motion will allow the township to open a new savings account with CF Bank as previously presented to the Board.

The intent is to move funds currently held in our checking account to this new savings account where it will earn a higher interest rate.

We will maintain at least 90-days cash in our LCNB Checking Account based upon our approved annual budget or approximately \$4,000,000.

The remainder of our cash balance will be kept in the newly established savings account where it will earn interest that can then be used for future expenses by the township.

Money can be moved from the checking to savings or savings to checking as funds are needed by the township without penalty.



Office of Public Works
01/04/23 Trustee Meeting

The following motion(s) is/are requested by the Board of Hamilton Township Trustees from the Public Works Director:

Motion to approve a contract with Kimberley Becker d/b/a as Y2K Landscaping for the mowing of Township Cemeteries for 2023 – 2026 as presented.

Kimberly Becker doing business as Y2K Landscaping has been mowing the townships five (5) cemeteries for many years, it is our desire to continue this relationship.

The new contract has been reviewed and approved by our law director.

The terms of the contract will run for 4-years (2023 -2026) at a cost of \$1,660 per mow for all four years of the new contract.



Office of Public Works

The following motion is requested by the Board of Hamilton Township Trustees from the Public Works Department:

Date of Meeting: January 4, 2023

Effected Department: Public Works Department

Motion: I request a motion to approve the purchase of cemetery deeds as presented to the board.

Budget Impact: N/A

Line Item Account:



Office of Public Works

The following motion(s) is/are requested by the Board of Hamilton Township Trustees from the Public Works Department:

- **Cemetery Deed –**
 - Patricia Shannon purchased Lot 71, grave 8 in Maineville Addition, deed number 2022-07