



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
Lindsey Gehring
Phone: (513) 683-8520

Parks and Recreation
Nicole Earley
(513) 683-5360

TRUSTEE MEETING AGENDA 4/19/2023

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 April 5th Board of Trustees regular meeting.
- Bills before the Board

Swearing In Ceremony and Meritorious Awards

Public Comments

New Business

- **Resolution 23-0419A** – A resolution approving the renewal of Electric Aggregation for Hamilton Township
- **Resolution 23-0419B** – A resolution increasing appropriations in the Road and Bridge Fund for 2023 roadway paving.
- **Resolution 23-0419C** – A resolution authorizing compensation pursuant to ORC 512.12
- **Resolution 23-0419D** – A resolution disposing of certain surplus items in the Police and Public Works Department.
- **Resolution 23-0419E** – A resolution granting approval for initial Site Plan with conditions.

Human Resources

- **Motion** – Motion to amend the roster of Hamilton Township as presented.

Fiscal Officer's 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 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)

The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:00 p.m. on April 19, 2023 at Hamilton Township, Warren County, Ohio, with the following Trustees present:

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

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

**HAMILTON TOWNSHIP, OHIO
RESOLUTION NUMBER 23-0519A**

**RESOLUTION AUTHORIZING ALL ACTIONS NECESSARY TO SUPPORT
THE CONTINUATION OF A GOVERNMENTAL ELECTRIC AGGREGATION
PROGRAM WITH OPT-OUT PROVISIONS PURSUANT TO OHIO REVISED
CODE SECTION 4928.20 AND DIRECTING THE TOWNSHIP
ADMINISTRATOR TO EXECUTE AN ELECTRIC SUPPLY AGREEMENT
WITH ENERGY HARBOR, LLC AND DECLARING AN EMERGENCY**

WHEREAS, the Ohio Legislature has enacted electric deregulation legislation (Am. Sub. S.B. No. 3) which authorizes the legislative authorities of communities to aggregate the retail electrical loads located within their jurisdiction and to enter into service agreements to facilitate for those loads the purchase and sale of electricity; and

WHEREAS, governmental aggregation provides an opportunity for residential and small business customers collectively to participate in the potential benefits of electricity deregulation through lower electric rates which they would not otherwise be able to have individually; and,

WHEREAS, Hamilton Township is certified by the Public Utilities Commission of Ohio as a Governmental Aggregator of electricity and through the efforts of its consultant, Independent Energy Consultants, Inc., has solicited electric supply offers to serve its Electric Aggregation Program.

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

SECTION 1.

The Township Administrator is hereby authorized to perform all actions necessary to support the continuation of a Governmental Aggregation Program and to enter into a

Master Services Agreement for electric supply, attached to this Resolution as Exhibit A, with Energy Harbor to facilitate the sale and purchase of electricity to consumers in the Township's Opt-Out Program.

SECTION 2.

It is found and determined that all formal actions of the Board of Township Trustees relating to the adoption of this Resolution were adopted in an open meeting of this Board of Township Trustees, and that all deliberations of this Board of Township Trustees that resulted in such formal action, were in meetings open to the public, and in compliance with all legal requirements.

SECTION 3.

Upon the unanimous vote of the Board of Township Trustees, this Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public health, safety and welfare of the Township and it shall take effect immediately upon passage. The reason for the emergency is the need to ensure that the residents of the Township be able to obtain and realize the benefits sought under the Electric Aggregation Program.

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

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

Resolution adopted this 20th day of July, 2022.

Attest:

Kurt Weber, *Fiscal Officer*

Approved as to form:

Brodi J. Conover, *Assistant Law Director*

I, Kurt 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 Township Trustees of Hamilton Township, County of Warren, Ohio, at its regular meeting on April 19, 2023.

Kurt 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 April 19, 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 its adoption:

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 23-0419B**

**A RESOLUTION AUTHORIZING AND APPROVING AN INCREASE IN TOWNSHIP
APPROPRIATIONS IN THE ROAD AND BRIDGE 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 the Road & Bridge Fund Line Item 2031-330-360-0000, Contracted Services in the amount of \$265,000 for a total amount of \$265,000.

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 19th day of April 2023.

Attest:

Kurt E. Weber, *Fiscal Officer*

Approved as to form:

Brodi J. Conover, *Assistant 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 April 19, 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 April 19, 2023, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

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

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 23-0419C**

**A RESOLUTION AUTHORIZING COMPENSATION TO ELLEN HORMAN
PURSUANT TO O.R.C. 515.12**

WHEREAS, the Board of Township Trustees has authorized and is maintaining several lighting districts;

WHEREAS, the Township Fiscal Officer and Ellen Horman, the Assistant Fiscal Officer, provide services in connection with computing and certifying the assessment for each lot in each lighting district each year;

WHEREAS, Ohio Revised Code Section 515.12 authorizes compensation of the Fiscal Officer and additional personnel who act on behalf of the Township Fiscal Officer to prepare certified notices for each lot or land owner in connection with the lighting district assessment; and,

WHEREAS, Ellen Horman worked computing and certifying the assessments in addition to her regular duties as Assistant Fiscal Officer.

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

SECTION 1. That the Board of Trustees authorizes payments of Fifty Cents (\$.50) for each lot in each lighting district for which 2023 assessments, payable in 2024, were computed and certified as compensation for preparing and certifying assessments to each landowner, said payments to be made to Ellen Horman pursuant to Ohio Revised Code Section 515.12.

SECTION 2. The actual cost of the Fifty Cents (\$.50) payment, together with other reasonable expenses incurred by the Township, will be assessed proportionately against each lot and shall be included in the cost of operating each lighting district.

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 to further ensure that the Township's lighting districts are appropriately and effectively operated, and therefore this Resolution shall be in full force and effective 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:

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

Resolution adopted this 19th day of April, 2023.

Attest:

Kurt E. Weber, *Fiscal Officer*

Approved as to form:

Brodi J. Conover, *Assistant 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 April 19, 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 April 19, 2023, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

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

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 23-0419D**

**A RESOLUTION AUTHORIZING PRIVATE SALE OF UNNEEDED AND UNFIT-FOR-
USE PROPERTY IN THE POLICE AND PUBLIC WORKS DEPARTMENTS**

WHEREAS, the Board of Trustees has certain property in its Police and Public Works Departments, which is no longer needed for public use, is obsolete, or is unfit for the use for which it was acquired;

WHEREAS, the property which the Board of Trustees has determined to no longer be needed for public use or to be obsolete or unfit for the use for which it was acquired is as follows:

- Rusted Fischer Polyester Salt Box
- Salt Dogg Salt Box (OOS Unrepairable)
- 1968 Air compressor
- 1968 Air Hose
- 1968 Air Reel
- Skid Unit off Old Brush Truck (OOS/Unrepairable)
- Land Pride Mower (Missing Mow Deck)
- Two (2) Rusted Snowplows
- Flail Mower off Ford Tractor (Broken/OOS)
- 1999 Honda Accord JHMCG5644XC004320
- 2011 Chrysler Towne& Country 2C4GP54L95R467426

WHEREAS, the Board of Trustees has determined that the fair market value of the above listed items is not in excess of two thousand five hundred dollars (\$2,500.00);

WHEREAS, due to the determination of the value of the above-listed property, Section 505.10(A)(2)(a) of the Ohio Revised Code authorizes the Board of Trustees to sell the property by private sale, without advertisement or public notification;

WHEREAS, the Board of Trustees has determined that due to the nature of the above-listed items, disposal of that property by private sale is desirable.

NOW THEREFORE BE IT RESOLVED, by the Board of Township Trustees of Hamilton township, Warren County, Ohio, that the above-listed property shall be sold, by private sale, without advertisement or public notification.

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

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

Resolution adopted this 19th day of April 2023.

Attest:

Kurt Weber, *Fiscal Officer*

Approved as to form:

Brodi Conover, *Assistant Law Director*

I, Kurt 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 April 19th, 2023

Date: _____

Kurt Weber, Fiscal Officer

The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a special session at 6:00 p.m. on April 19, 2023 at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Mark Sousa- Trustee, Board President

Joe Rozzi - Trustee

Darryl Cordrey - Trustee

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 23-0419E**

**RESOLUTION APPROVING A SITE PLAN WITH CONDITIONS FOR
APPROXIMATELY 1.4197 ACRES OF REAL PROPERTY LOCATED AT 10425
PLEASANT RENNER ROAD**

WHEREAS, Maineville Crossing Retail LLC (the “Owner”) is the owner of approximately 1.4197 acres of real property located 10425 Pleasant Renner Road, Goshen, Ohio 45122 and designated as Warren County Auditor’s Parcel No. 6052780300 (the “Property”);

WHEREAS, the Property is currently zoned Neighborhood Business Zone (B-1);

WHEREAS, Classic Commercial Property LLC (the “Applicant”), on behalf of the Owner, submitted an application (the “Application”) to Hamilton Township for a site plan review of the Property to allow for construction of a 6,345 square foot commercial building;

WHEREAS, the Hamilton Township Zoning Code states that retail and service commercial use is a permitted use within the B-1 Zone;

WHEREAS, the Hamilton Township Board of Trustees held a public hearing on the Application on April 5, 2023, at which time the Trustees determined that the site plan complied with the Township’s Zoning Code and voted to approve the Application, subject to certain condition.

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

SECTION 1. The Board of Township Trustees of Hamilton Township finds that the Application presented at their April 5, 2023, public hearing for the Classic Commercial Property site plan is a viable plan for the development of the B-1 Neighborhood Business provided certain conditions are met.

SECTION 2. The Board finds the Classic Commercial Property LLC site plan would be of benefit to the residents of Hamilton Township.

SECTION 3. The Board grants approval of the Application for site plan approval of the Classic Commercial Property LLC subject to the conditions as set forth on Exhibit A attached hereto as if fully rewritten herein.

SECTION 4. Any requirement that this resolution be read on two separate days is hereby waived and the resolution shall be approved upon one reading.

SECTION 5. 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:

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

Resolution adopted this 19th day of April, 2023.

Attest:

Kurt Weber, *Fiscal Officer*

Approved as to form:

Brodi Conover, *Assistant Law Director*

I, Kurt 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 April 19, 2023.

Date: _____

Kurt Weber, *Fiscal Officer*

EXHIBIT A

The approval of the site plans is subject to the following conditions:

In accordance with the motion adopted April 5, 2023

The Site Plan for Classic Commercial Property LLC to construct a commercial facility located at 15 E. US-22/3, Maineville, OH 45039 with the following conditions:

- 1) Compliance with all regulations in the *Hamilton Township Zoning Code*.**
- 2) Meet the requirements of all Warren County partner organizations.**
- 3) Working with our Fire Department to ensure apparatus accessibility to the site.**



Office of Township Administrator
04/19/23 Trustee Meeting

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

Motion to approve resolution 23-0419A - AN EMERGENCY RESOLUTION AUTHORIZING ALL ACTIONS NECESSARY TO SUPPORT THE CONTINUATION OF A GOVERNMENTAL ELECTRIC AGGREGATION PROGRAM WITH OPT-OUT PROVISIONS PURSUANT TO SECTION 4928.20, OHIO REVISED CODE, DIRECTING THE TOWNSHIP ADMINISTRATOR OF HAMILTON TOWNSHIP TO EXECUTE AN ELECTRIC SUPPLY AGREEMENT WITH ENERGY HARBOR, LLC.

Our current electric aggregation contract expires in June. We have gone out for bid to multiple suppliers and our consultants have recommended we renew for a two-year term starting in July 2023 with Energy Harbor for a rate of approximately 6.8 cents per kilowatt hour. The rate will be locked once the BOT approves this resolution.

This is an increase of approximately 2.2 cents per kilowatt hour from our current rate of 4.6 cents per kilowatt hour.

All energy costs have gone up, the fact that our rate is going up approximately 2 cents is an indicator both, of the trend towards higher energy cost, but also shows that customers who used Hamilton Townships energy aggregation did see a cost savings over the past couple of years.

Bids for a two-year term were between 6.8 and 8.3 for our 2023 renewal.



**Office of Township Administrator
04/19/23 Trustee Meeting**

Motion to approve resolution 23-0419B - A RESOLUTION AUTHORIZING AND APPROVING AN INCREASE IN TOWNSHIP APPROPRIATIONS IN THE ROAD AND BRIDGE FUND TO RECONCILE BUDGETS FOR CALENDAR YEAR 2023

Each year the township goes out to bid along with several other townships and the Warren County Engineer's office in order to try and get the best bulk paving price possible.

On average the township paves about 7 road miles annually.

In 2023 the cost to conduct paving has increased with the per ton cost of \$94.55. This is an increase of \$35 per ton in 5 years or a 51% increase.

For 2023 we budgeted 100% of our 2018 Road Levy revenue for the 2023 road paving project but the bids to complete the roads for 2023 came back significantly higher than previous years.

Therefore, we are recommending using unencumbered fund in the Road and Bridge fund to pay for the additional cost of paving in 2023. This will allow us to continue to pave approximately 7 miles of roads in 2023 as promised to the voters when the original road levy was passed.

The request is to appropriate \$265,000 in the Road and Bridge fund for this project. Total Paving in 2023 will be \$1,182,000.



**Office of Township Administrator
04/19/23 Trustee Meeting**

**Request a Motion to approve resolution 23-0419C A RESOLUTION AUTHORIZING
COMPENSATION TO ASST FISCAL OFFICER ELLEN HORMAN PURSUANT TO
O.R.C. 515.12**

The township manages several lighting districts for streetlights in the sub-divisions.

The Ohio Revised Code (ORC) allows the township to pay an employee to manage these lighting districts as well as collect the revue and pay any invoices related to the lighting districts annually.

For managing the lighting districts, the ORC allows us to compensate an employee \$.50 per lot located within our lighting districts.

Assistant Fiscal Officer Ellen Horman manages the lighting districts for the township and annually the Board of Trustees authorizes this payment to her for this work which is outside her normal duties and authorized by the ORC. Total compensation for managing the lighting district is approximately \$4,200.



Office of Township Administrator
04/19/23 Trustee Meeting

Motion to approve Resolution 23-0419D A RESOLUTION AUTHORIZING PRIVATE SALE OF UNNEEDED AND UNFIT-FOR-USE PROPERTY IN THE PUBLIC WORKS

This motion simply allows the Public Works Department to dispose of equipment that is out of service, no longer used and has a value of less than \$2,500. The items in this resolution are as follows:

- Rusted Fischer Polyester Salt Box
- Salt Dogg Salt Box (OOS Unrepairable)
- 1968 Air compressor
- 1968 Air Hose
- 1968 Air Reel
- Skid Unit off Old Brush Truck (OOS/Unrepairable)
- Land Pride Mower (Missing Mow Deck)
- Two (2) Rusted Snowplows
- Flail Mower off Ford Tractor (Broken/OOS)
- 1999 Honda Accord JHMCG5644COO43200
- 2011 Chrysler Towne and Country 2C4GP54L95R467426

Most of these items have been sitting in our Public Works garage for years and we simply want to dispose of the items and clean up our site/storge facility. The two vehicles are slavage from the impound lot.



Office of Township Administrator
04/19/23 Trustee Meeting

Motion to approve Resolution 23-0419E – A RESOLUTION GRANTING APPROVAL FOR THE INTIAL SITE PLAN REVIEW FOR TEE 18 GOLF WITH CONDITONS

This motion ratifies the site plan the Board of Trustees approved at their April 5, 2023, meeting with conditions.

Classic Commercial Property, LLC is proposing to construct a commercial space off of State Route 22/3.

There will be 3 units to occupy the 6, 345 square foot building. Two of the units (3,900 square feet) will be occupied by Tee 18 Golf, an indoor simulated golf business that will offer opportunities to reserve bays for practice, play, or enertainment.

They will also take reservations for special events and have opportunitues to purchase food and beverage, retail merchandise, join leagues and tournaments and receive golf instruction. The third unit (2,400 sq. ft.) will be made available for lease to a future retail business or possible restaurant.

At the April 5, 2023 Board of Trustees Meeting staff recommended and the Board of Trustees did vote unanimously to APPROVAL the Site Plan for Classic Commercial Property LLC to construct a commercial facility located at 15 E. US-22/3, Maineville, OH 45039 with the following conditions:

- 1) Compliance with all regulations in the *Hamilton Township Zoning Code*.
- 2) Meet the requirements of all Warren County partner organizations.
- 3) Working with our Fire Department to ensure apparatus accessibility to the site.