



## HAMILTON TOWNSHIP

### HAMILTON TOWNSHIP ADMINISTRATION

Darryl Cordrey – *Board Chair*

Joseph Rozzi – *Vice Chair*

Mark Sousa – *Trustee*

Leah Elliott - *Fiscal Officer*

7780 South State Route 48

Maineville, Ohio 45039

Phone: (513) 683-8520

#### Township Administrator

Jeff Wright

(513) 683-8520

#### Police Department

Scott Hughes – Police Chief

Phone: (513) 683-0538

#### Fire and Emergency Services

Jason Jewett– Fire Chief

7684 South State Route 48

Maineville, Ohio 45039

Phone: (513) 683-1622

#### Public Works

Don Pelfrey– Director

Phone: (513) 683-5320

#### Assist. Fiscal Officer

Ellen Horman

Phone: (513) 239-2377

#### Human Resources

Cheryl Allgeyer

Phone: (513) 239-2384

#### Zoning

Cathy Walton-Director

Phone: (513) 683-8520

#### Parks and Recreation

Nicole Earley-Director

(513) 683-5360

## TRUSTEE MEETING AGENDA 7/17/2024

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 July 3<sup>rd</sup> Board of Trustees regular meeting.
- Bills before the Board

### Public Hearing

- 200 Stephens – Request for zone change R-1 to R-1 PUD
- 280 Dwire- PUD Stage 2 & 3

### Public Comments

### New Business

#### Resolutions

- Resolution No. 2024-0717A – Resolution Enacting an Extension to the Six-Month Moratorium on Adult Use Cannabis
- Resolution No. 2024-0717B – Lighting District Fund Transfer
- Resolution No. 2024-0717C – Authorizing Special Assessments for Artificial Lighting in Certain Lighting Districts
- Resolution No. 2024-0717D- Increase of Appropriations in the Road Levy Fund and the Permissive Motor Vehicle License Tax Fund for the 2024 Repaving and Line Striping Programs
- Resolution No. 2024-0717E – Authorizing Private Sale of Unneeded and Unfit-For-Use Property

#### Motions

- Reassignment of Vendor Permit Revenue
- Approve the Hamilton Township Roster as presented
- Approve transfer deed as presented

### Public Comments

### Fiscal Officer's Report

### Administrator's Report

### Trustee Comments

### Adjournment

## **Hamilton Township Trustee Meeting**

July 3, 2024

Trustee Board Chairman, Darryl Cordrey, called the meeting to order at 9:00 a.m. Mr. Cordrey, Mr. Rozzi and Mr. Sousa were present.

Roll call as follows: Darryl Cordrey  
Joe Rozzi  
Mark Sousa

The *Pledge of Allegiance* was recited by all.

A motion was made by Mr. Cordrey, with a second by Mr. Rozzi, to approve the clerk's journal as the Official Meeting Minutes of the June 18, 2024, Trustee Meeting.

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

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

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

### **Public Comments**

Mr. Cordrey opened the floor to public comments at 9:01 a.m., in which there were none.

### **Public Hearing** - 2025 Preliminary Tax Budget

Administrator Jeff Wright explained that according to the Ohio Revised Code, every taxing authority must adopt a tax budget before July 15th each year and submit it to the County Auditor by July 20th. Failure to meet these deadlines could endanger the Township's allocation from the local government fund. The Tax Budget provides an estimate of expenditures, prepared by

Assistant Fiscal Officer Ellen Horman and reviewed by the Board of Trustees and Fiscal Officer, based on updated projections. He also expressed gratitude to Ms. Horman, Ms. Elliott, and the Leadership Team for their efforts in preparing the report.

Mr. Wright clarified once the revenue is updated, each fund is reevaluated, Capital Expenditures are updated as needed and each fund is balanced prior to presenting the Capital Budget to the Board of Trustees in the Fall. He reminded the Board and public that we are only halfway through our 2024 Budget.

Mr. Cordrey concluded the public hearing at 9:05 a.m. after Mr. Wright summarized the 2025 Tax Budget, with no further comments following.

### **New Business**

- Resolution No. 2024-0703A – Approving the 2025 Tax Budget

Mr. Cordrey made a motion with the second from Mr. Rozzi to approve Resolution 24-0703A, a resolution approving the 2025 Tax Budget.

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

- Resolution No. 2024-0703B – Authorize an increase in appropriations for two funds.

Mr. Wright clarified that there is a need to adjust appropriations in the 2024 Budget, with increases of \$5,108.90 for the General Fund and \$703,476.36 for the Kroger TIF Fund, in order to align the budgets for the 2024 calendar year.

Mr. Cordrey made a motion with the second from Mr. Rozzi to approve 2024-0703B, a resolution approving an increase in township appropriations in the General Fund and Kroger TIF Fund to reconcile budgets for the calendar year 2024.

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

- Motion- Authorize the purchase of replacement police vehicles.

Police Chief Hughes stated that McClusky contacted the department, notifying them that they will have five Chevy Tahoe SUVs that will be available for purchase. With competitive bidding, the PD will be able to purchase each vehicle for \$54,836, with upfitting costing \$17,000, including around \$3,000 in additional miscellaneous equipment for each vehicle.

Mr. Cordrey questioned Chief Hughes if the vehicles were allocated in the budget.

Chief Hughes feels that with costs rising, now is the time to take advantage of the current estimated rates. He hopes to cover some of the upfitting cost with trade-ins.

Mr. Sousa asked Chief Hughes if the vehicles are available now or allocated.

Chief Hughes anticipates having the vehicles at the end of the year, beginning of next year at the latest.

Mr. Cordrey made a motion with the second from Mr. Rozzi to approve the authorizing the purchase of replacement police vehicles.

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

- Motion- Authorize the Township Administrator to enter into a Lighting Service Agreement with Duke Energy for Towne Center Boulevard and Grandin Road.

Mr. Wright clarified that Duke has proposed a lighting services agreement involving a one-time expense of \$65,367.58 for the installation of poles and lights. The payment for this will come from the TIF Fund.

Mr. Cordrey made a motion with the second from Mr. Rozzi to authorize the Township Administrator to enter into a Lighting Service Agreement with Duke Energy for Towne Center Boulevard and Grandin Road.

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

- Motion- Amend the Hamilton Township Roster as Presented

Mr. Cordrey made a motion with the second from Mr. Rozzi to approve the Hamilton Township Roster as Presented

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

### **Public Comments**

Mr. Cordrey opened the floor to public comments at 9:14 a.m., in which there were none.

### **Administrator's Report**

- July 4<sup>th</sup> Joint Freedom Parade & Festival. The parade will start in the Village of Maineville continuing to Testerman Park for festivities.

### **Trustee Comments**

Mark Sousa: He extends wishes for a joyful and safe 4<sup>th</sup> of July to everyone. Additionally, he expresses gratitude for everyone's patience during the roadwork across the Township. He is pleased to announce that Nunner Road has now reopened.

Joe Rozzi: He reminded residents about firework safety, emphasizing the importance of never operating them under the influence of alcohol or without adult supervision. He advised leaving fireworks undisturbed overnight to prevent injuries and fires. Additionally, he expressed the true meaning behind the holiday and wishes them a happy 4<sup>th</sup> of July.

Darryl Cordrey: He is looking forward to attending the Freedom Parade & Festival and notified the residents that the watermain replacement will start July 8<sup>th</sup> in the Village of Maineville.

**Executive Session-** Mr. Cordrey made a motion with a second from Mr. Rozzi to adjourn into executive session at 9:16 a.m. in accordance with ORC 121.22(G)(3) to discuss pending litigation and ORC 121.22(G)(8a) to discuss economic development.

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

Mr. Cordrey made a motion with a second from Mr. Rozzi to come out of Executive session at 10:06 a.m.

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

**Adjournment-** With no further business to discuss, Mr. Cordrey made a motion, with a second from Mr. Rozzi, to adjourn at 10:07 a.m.

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



**Zoning and Planning Office**  
**07/17/2024 Trustee Meeting**

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The following motion(s) is/are requested by the Board of Hamilton Township Trustees from the Zoning and Planning Office:

**Motion to approve the PUD Stage 1 application for Church Venture with the following conditions:**

- 1. Comply with all regulations in the Hamilton Township Zoning Code except those modified via the PUD process.**
- 2. Meet the requirements of all Warren County Partner Organizations.**



**Zoning and Planning Office**  
**07/17/2024 Trustee Meeting**

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The following motion(s) is/are requested by the Board of Hamilton Township Trustees from the Zoning and Planning Office:

**Motion to approve the PUD Stages 2 and 3 application for M/I Homes with the following conditions:**

- 1. Comply with all regulations in the Hamilton Township Zoning Code except those modified via the PUD process.**
- 2. Meet the requirements of all Warren County Partner Organizations.**





**Office of Township Administrator**  
**7/17/24 Trustee Meeting**

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

**Motion to approve Resolution 24-0717A – A resolution extending by six months a moratorium on the processing and issuance of any permits allowing adult use cannabis operators within Hamilton Township, Warren County, Ohio.**

On January 17<sup>th</sup> the Board adopted a resolution that imposed a moratorium of six months on the processing and issuance of any permits allowing adult use cannabis operators. The temporary moratorium on the commercial operators for cannabis sales does not prohibit or regulate other components of Issue 2, including adult possession of up to two and a half ounces of marijuana or the growth of up to six plants per adult at a private residence for personal use.

The purpose of this moratorium is to allow Township staff and the Board of Trustees to study the law, receive and study the regulations from the State regarding operations of retail cannabis operators and review the related issues from retail operations in other communities. As Assistant Chief Short recently informed me, due to the slow roll-out of regulations from the State, we have not yet had the opportunity to study and understand the impacts on communities where dispensaries have opened. This data is crucial for making informed decisions that prioritize the well-being of our residents and the overall health and safety of our community.

Allowing the moratorium to expire without having this important information could undermine the validity and intent of the initial moratorium. Extending the moratorium will provide the necessary time to gather data, assess community impacts, and develop thoughtful policies that reflect the best interests of our community.

It is for those reasons that Assistant Chief Short and I recommend that the Board adopt another resolution to extend the moratorium for another period of six months.

The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:00 p.m. on July 17, 2024, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

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

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO  
RESOLUTION NUMBER 24-0717A**

**A RESOLUTION EXTENDING BY SIX MONTHS A MORATORIUM ON THE  
PROCESSING AND ISSUANCE OF ANY PERMITS ALLOWING ADULT USE  
CANNABIS OPERATORS WITHIN HAMILTON TOWNSHIP, WARREN COUNTY,  
OHIO**

**WHEREAS**, Chapter 3780 “Adult Use Cannabis Control” of the Ohio Revised Code, which legalizes adult use marijuana usage, cultivation, processing, and sales in the State of Ohio, was adopted by the voters of Ohio on November 7, 2023; and

**WHEREAS**, Chapter 3780 of the Ohio Revised Code took effect December 7, 2023; and

**WHEREAS**, for the purposes of this Resolution, “adult use cannabis operators” are given the same definition as found in Chapter 3780 of the Ohio Revised Code; and

**WHEREAS**, Ohio Revised Code Section 3780.25 authorizes a township to limit the number of, or entirely prohibit, adult use cannabis operators; and

**WHEREAS**, the Board of Township Trustees seeks time to study whether it should entirely prohibit adult use cannabis operators within the Township or, alternatively, develop and implement regulations concerning adult use cannabis operators operating in the Township; and

**WHEREAS**, Township staff will require time to review and make recommendations on potential zoning regulations, prohibition, or limitations of adult use cannabis operators so that any necessary regulations conform to goals of Hamilton Township and help ensure the public peace, health, safety, and welfare of its citizens; and

**WHEREAS**, on January 17, 2024, the Board adopted Resolution 24-0117A placing a moratorium of six months on the issuance and processing of permits allowing adult use cannabis operators within Hamilton Township will allow the Board of Trustees time to accomplish the Township’s goals and help ensure the public peace, health, safety, and welfare of its citizens

**WHEREAS**, the State of Ohio has not yet released regulations for cannabis operators, thus preventing the Board and staff from studying the requirements nor to assess community impacts from such establishments; and

WHEARAS, it is necessary to have time to analyze impacts and develop thoughtful policies that reflect the best interests of our community.

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

SECTION 1. The Board of Trustees hereby imposes a moratorium of six months on the issuance and processing of permits for adult use cannabis operators within Hamilton Township, Warren County, Ohio. The purpose of this moratorium is to allow Township staff and the Board of Trustees to study the law and the related issues and then determine whether to limit or entirely prohibit adult use cannabis operators within the Township and to prepare any necessary regulations.

SECTION 2. The Board of Trustees seeks to limit the duration of the moratorium and to instruct the Township staff to immediately undertake a review of the law and related issues. Staff will then make recommendations to the Board regarding whether to permit adult use cannabis operators within the Township, and how to regulate accordingly.

SECTION 3. It is hereby found and determined that all formal actions of the Board concerning and relating to the passage of this Resolution were taken in an open meeting of the Board, and that all deliberations of the Board and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Ohio Revised Code Section 121.22.

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 17<sup>th</sup> day of July 2024.

Attest:

\_\_\_\_\_  
Leah M. Elliott, *Fiscal Officer*

Approved as to form:

\_\_\_\_\_  
Benjamin J. Yoder, *Law Director*

I, Leah M. Elliott, Fiscal Officer of Hamilton Township, Warren County, Ohio, hereby certify that this is a true and accurate copy of a Resolution duly adopted by the Board of Trustees of Hamilton Township, County of Warren, Ohio, at its regularly scheduled meeting on July 17, 2024.

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

\_\_\_\_\_  
Leah M. Elliott, *Fiscal Officer*



**Office of Township Administrator**  
**7/17/24 Trustee Meeting**

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

**Motion to approve Resolution 24-0717B- a resolution authorizing an advance from the General Fund (1000) to the Lighting District Fund (2401).**

The numerous lighting districts are an assessment on property taxes that are collected twice per year by the County Auditor. Occasionally the revenue from the lighting districts lags behind invoices received from Duke Energy. This is currently the case, so we are requesting a resolution to advance \$71,600 from the General Fund to the Lighting District Fund that can be reimbursed when the second half tax funds are received.

The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:00 pm on July 17, 2024, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

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

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO  
RESOLUTION NUMBER 24-0717B**

**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 payment is received from Warren County in 2024.

**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 \$71,600.00 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:

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

Resolution adopted this 17<sup>th</sup> day of July 2024.

Attest:

\_\_\_\_\_  
Leah M. Elliott, *Fiscal Officer*

Approved as to form:

\_\_\_\_\_  
Benjamin J. Yoder, *Law Director*

I, Leah M. Elliott, Fiscal Officer of Hamilton Township, Warren County, Ohio, hereby certify that this is a true and accurate copy of a Resolution duly adopted by the Board of Trustees of Hamilton Township, County of Warren, Ohio, at its regularly scheduled meeting on July 17, 2024.

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

\_\_\_\_\_  
Leah M. Elliott, *Fiscal Officer*



**Office of Township Administrator**  
**7/17/24 Trustee Meeting**

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

**Motion to approve Resolution 24-0717C- a resolution authorizing special assessments for artificial lighting in certain lighting districts.**

Hamilton Township has 54 distinctive lighting districts in place that we manage. Each district has a unique number of lots and poles, so the costs are all unique. As part of the ongoing review of our street lighting districts, legislation is required to amend the assessments of several districts to align with the annual costs of paying the monthly utility bills to Duke Energy.



The Board of Township Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:00 p.m. on July 17, 2024, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

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

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO  
RESOLUTION NUMBER 23-0717C**

**A RESOLUTION AUTHORIZING SPECIAL ASSESSMENTS FOR ARTIFICIAL  
LIGHTING IN CERTAIN LIGHTING DISTRICTS**

**WHEREAS**, the Board of Township Trustees of Hamilton Township, Warren County, Ohio desires to pass a Resolution for Special Assessments for artificial lighting in certain lighting districts for a period of one (1) year;

**WHEREAS**, the assessments for certain lighting districts have been initiated for the end of 2024 tax year and collected in the calendar year of 2025; and

**WHEREAS**, Section 505.08 of the Ohio Revised Code provides that the expenses for maintaining the lighting district shall be paid from a fund raised by Special Assessments against lots and lands in each lighting district:

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

**SECTION 1.**           The Board hereby levies the Special Assessments specified as listed in the attached “Exhibit A” for a one (1) year period to be collected in calendar year 2025.

**SECTION 2.**           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 _____
Joe Rozzi –	Aye _____	Nay _____
Mark Sousa –	Aye _____	Nay _____

Resolution adopted this 17th day of July 2024.

Attest:

\_\_\_\_\_  
Leah M. Elliott, *Fiscal Officer*

Approved as to form:

\_\_\_\_\_  
Benjamin J. Yoder, *Law Director*

I, Leah M. Elliott, Fiscal Officer of Hamilton Township, Warren County, Ohio, hereby certify that this is a true and accurate copy of a Resolution duly adopted by the Board of Trustees of Hamilton Township, County of Warren, Ohio, at its regularly scheduled meeting on July 17, 2024.

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

\_\_\_\_\_  
Leah M. Elliott, *Fiscal Officer*

**TY 2025 Assessments Exhibit A**

Subdivisions	Total Lots	Each	Total Amount
Adena Miami Bluffs	273	\$30.93	\$8,443.89
Autumn Run	46	\$144.95	\$6,667.70
Bear Run Crossing & Bear Run Farm	155	\$64.38	\$9,978.90
Bishop Bend	30	\$117.87	\$3,536.10
Butterfield Park	224	\$25.68	\$5,752.32
Canterbury	65	\$48.40	\$3,146.00
Crane Meadows	9	\$31.74	\$285.66
Cross Creek	82	\$41.34	\$3,389.88
Eagles Pointe	203	\$14.26	\$2,894.78
Estates of Bellwood	16	\$80.16	\$1,282.56
Fosters Court	31	\$139.46	\$4,323.26
Fosters Pointe	301	\$104.05	\$31,319.05
Fosters Run	115	\$132.97	\$15,291.55
French Court	8	\$177.88	\$1,423.04
GrandIn Ridge	36	\$75.25	\$2,709.00
Hampton Glen	30	\$32.24	\$967.20
Heritage at Miami Bluffs	363	\$21.24	\$7,710.12
Hildebrandt Circle	22	\$18.35	\$403.70
Village of Hopewell Valley	283	\$57.64	\$15,698.01
Indian Lake ***	208	\$21.86	\$4,546.88
Indian Lake Reserves & Point ***	167	\$21.86	\$3,650.62
Kings Court	22	\$43.78	\$963.16
Lake Diane Estates	9	\$311.13	\$2,800.17
Lakeside Park	38	\$19.67	\$747.46
Landings at Willow Pond & Willow Grove	307	\$54.95	\$16,869.65
Lanes End	11	\$172.19	\$1,894.09
Laurel Glen	38	\$145.78	\$5,539.64
Liberty Springs	118	\$19.69	\$2,323.42
Melrose	55	\$31.96	\$1,757.80
Miami Bluffs	371	\$147.81	\$54,837.51
Michel's Farm	297	\$19.68	\$5,844.96
North View Hts (Sunny Lane)	17	\$169.08	\$2,874.36
Porter Heath	8	\$37.96	\$303.68
Providence	367	\$38.02	\$13,953.34
Regency Park **	656	\$52.36	\$34,348.16
Regency Park Estates **	92	\$52.36	\$4,817.12
Regency Park Hawthorne **	101	\$52.36	\$5,288.36
Rivers Bend Golf Club *	247	\$208.48	\$51,494.56
Creskide at Rivers Bend *	40	\$208.48	\$8,339.20
Rivercrest	211	\$20.05	\$4,230.55
Saddlebrook	172	\$50.36	\$8,661.92
Shepherds Run	52	\$36.00	\$1,872.00
Sunrise Landing & Sunrise Lake	255	\$22.44	\$5,722.20
Turning Leaf	228	\$32.75	\$7,467.00
Twenty One Oaks	37	\$39.92	\$1,477.04

Valleyview	68	\$6.70	\$1,068.28
Village on the Green	416	\$49.98	\$20,791.68
Villages of Classicway	379	\$65.38	\$24,779.02
Vineyards	89	\$80.66	\$7,178.74
Walkers Run	23	\$64.32	\$1,479.36
Wedgewood	538	\$46.78	\$25,167.64
Wethersfield	153	\$21.74	\$3,326.22
Fairways at Rivers Glen S.Lebanon	65	\$62.67	\$4,073.55
Sunrise Ridge HOA is responsible			
Total	8147		\$465,712.06

\* together

Revised Date 7-3-24



**Office of Township Administrator**  
**7/17/24 Trustee Meeting**

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

**Motion to approve Resolution 24-0717D- a resolution approving an increase in appropriations in the Road Levy – Supplies and Materials Fund and Permissive Motor Vehicle License Tax Fund.**

It is necessary to increase appropriations in the Road Levy Fund – Supplies and Materials by \$157,889.94 since the amount due to the annual road repaving contractor is greater than the original amount appropriated. The Township has sufficient funds on hand, this is simply an action to appropriate enough to pay for the invoice for the first of two invoices for the work completed.

It is also necessary to increase appropriations in the Permissive Motor Vehicle License Tax fund in the amount of \$51,290.69. On May 15<sup>th</sup> the Board authorized a contract with a pavement marking company to restripe necessary roads in the Township in that amount. It is now necessary to appropriate those funds for that purpose.

The Township of Hamilton, Warren County, Ohio Board of Trustees met in regular session on July 17, 2024, at 6:00 p.m. at Hamilton Township, Warren County, Ohio, with the following Trustees present:

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

Mr. \_\_\_\_\_ presented the following Resolution and moved its adoption:

**HAMILTON TOWNSHIP, WARREN COUNTY, OHIO  
RESOLUTION NUMBER 24-0717D**

**A RESOLUTION APPROVING AN INCREASE IN TOWNSHIP APPROPRIATIONS IN  
THE ROAD LEVY – SUPPLIES AND MATERIALS FUND AND PERMISSIVE MOTOR  
VEHICLE LICENSE TAX FUND TO RECONCILE BUDGETS FOR THE CALENDAR  
YEAR 2024**

**WHEREAS**, the Board of Township Trustees wishes to authorize and approve an increase in appropriations in order to reconcile budgets and appropriations for the calendar year 2024;

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

**SECTION 1.** The Fiscal Officer is hereby authorized and directed to increase the appropriations for the Road Levy – Supplies and Materials Fund line item 2907-330-400-0000 contract services in the amount of \$157,889.94 and to increase the appropriations for the Permissive Motor Vehicle License Tax Fund 2331 contract services in the amount of \$51,290.69.

**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:

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

Resolution adopted this 17<sup>th</sup> day of July, 2024.

Attest:

\_\_\_\_\_

Leah M. Elliott, Fiscal Officer

Approved as to form:

\_\_\_\_\_

Benjamin J. Yoder, Law Director

I, Leah M. Elliott, Fiscal Officer of Hamilton Township, Warren County, Ohio, hereby certify that this is a true and accurate copy of a Resolution duly adopted by the Board of July 17<sup>th</sup>, 2024.

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

\_\_\_\_\_

Leah M. Elliott, Fiscal Officer



**Office of Chief of Police**  
**07/17/24 Trustee Meeting**

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

**MOTION TO APPROVE RESOLUTION 24-0717E- RESOLUTION AUTHORIZING  
PRIVATE SALE OF UNNEEDED AND UNFIT-FOR-USE PROPERTY IN THE POLICE  
DEPARTMENT**

This property involves vehicles, which were recently impounded, and their titles signed over to the police department. Most of these vehicles were 'totaled' in car crashes, and/or the value of the vehicle exceeds the tow bill.



The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:00 p.m. on July 17, 2024, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

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

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO  
RESOLUTION NUMBER 24-0717E**

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

**WHEREAS**, the Board of Trustees has certain property in its Police Department, 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:

<b>Year</b>	<b>Make</b>	<b>Model</b>	<b>Vin:</b>
<b>2016</b>	<b>Mazda</b>	<b>6</b>	<b>JM1GJ1U52G1462409</b>
<b>2013</b>	<b>Kia</b>	<b>Soul</b>	<b>KNDJT2A56D7595564</b>

**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**, 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:

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

Resolution adopted this 17<sup>th</sup> day of July 2024.

Attest:

\_\_\_\_\_  
Leah M. Elliott, Fiscal Officer

Approved as to form:

\_\_\_\_\_  
Benjamin J. Yoder, Law Director

I, Leah M. Elliott, Fiscal Officer of Hamilton Township, Warren County, Ohio, hereby certify that this is a true and accurate copy of a Resolution duly adopted by the Board of Trustees of Hamilton Township, County of Warren, Ohio, at its regularly scheduled meeting on July 17th, 2024.

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

\_\_\_\_\_  
Leah M. Elliott, Fiscal Officer



## **Administrator - 7/17/24 Trustee Meeting**

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

The Township has in place a resolution that requires each person wanting to perform transient vendor activities in the Township to apply for a registration that requires them to make application and have a background check performed by the Township Police Department. As the bulk of the review is performed by the Police Department, that is the proper budget fund to receive the application fees that are collected.

**Motion to reassign future revenue from Vendor Permits to the Police District Fund – Fees – 2081-302-0000 instead of General Fund – Zoning Fees – 1000-302-0001.**



**Office of Human Resources**  
**07/17/2024 Trustee Meeting**

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

**Motion to approve the amendment of the Hamilton Township roster as presented.**

- Off role Aydan Courtney in the Police department, effective July 15, 2024.
- Off role Alexis Manning in the Police department, effective July 16, 2024.
- Off roll Spencer Bultman in the Fire & Rescue department, effective July 20, 2024.
- On roll Luke Dressler as a full time Firefighter/EMT effective July 21, 2024, employment contingent on pre-employment testing. Rate of pay determined by current collective bargaining agreement.
- On roll Austin Boraten as a full time Firefighter/EMT effective July 21, 2024, employment contingent on pre-employment testing. Rate of pay determined by current collective bargaining agreement.



**Office of Public Works**  
**7/17/2024 Trustee Meeting**

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

**Motion to transfer deed, as presented to the board.**

- Cemetery Transfer Deed –
  - Request a motion to transfer deed, from Tena D. Johnson to Audrey Cox Lot 53 grave(s) #5 in Murdoch Addition

Budget Impact: N/A