

Hamilton Township Trustee Meeting

May 15, 2024

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

Roll call as follows: Joe Rozzi
Mark Sousa

The *Pledge of Allegiance* was recited by all.

A motion was made by Mr. Rozzi, with a second by Mr. Sousa, to approve the clerk's journal as the Official Meeting Minutes of the May 1, 2024, Trustee Meeting.

Roll call as follows: Joe Rozzi
Mark Sousa

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

Roll call as follows: Mark Sousa
Joe Rozzi

Proclamation- Community Action, Warren County Community Services

Dawna Fogarty, acting on behalf of Warren County Community Services, delivered a comprehensive update on the array of services offered to Ohio residents. She also revisited the services extended to Hamilton Township throughout 2023 listed below:

- Four hundred households utilized the Home Energy Assistance Program
- Fifty households utilized Emergency Services and Rental Assistance
- Served one hundred eight-four (184) senior clients with transportation to medical and non-medical appointments, transportation to grocery stores, and eighty-nine (89) of which received ongoing meals.

Mr. Sousa expressed admiration for the dedication of WCCS in assisting families and individuals across Ohio, finding their passion both refreshing and inspiring. He noted that the organization's

Mr. Wright clarified the Ohio Revised Code (O.R.C.) allows the Township to pay an employee to manage lighting districts as well as collect the revenue and pay any invoices related to the Lighting District annually.

Mr. Rozzi made a motion with the second from Mr. Sousa to approve Resolution 24-0515B, a resolution authorizing compensation to the Assistant Fiscal Officer Ellen Horman pursuant to O.R.C.515.12

Roll call as follows:	Mark Sousa	Yes
	Joe Rozzi	Yes

Resolution No. 2024-0515C – Authorizing Entering into a Memorandum of Understanding with Warren County for the Limited Operational Testing and Maintenance of Fire Hydrants

Chief Jewett: The Memorandum of Understanding (MOU) will shift the responsibility of identifying malfunctioning fire hydrants from the County to the Township.

Mr. Rozzi: Who is responsible for the repair cost?

Chief Jewett: The County will be responsible for all repairs.

Mr. Sousa: By the Fire Department taking over the responsibility, will this prevent malfunctions?

Chief Jewett: He cannot guarantee the prevention of malfunctions, but will focus on identifying malfunctioning hydrants, flushing them out, applying protective paint to extend their lifespan, and meticulously tracking all maintenance activities in a database.

Mr. Rozzi made a motion with the second from Mr. Sousa to authorize entering a Memorandum of Understanding with Warren County for the limited operational testing and maintenance of fire hydrants.

Roll call as follows:	Joe Rozzi	Yes
	Mark Sousa	Yes

Resolution No. 2024-0515D – Authorizing Donation of Surplus Property in the Fire Department to the Great Oaks Fire Academy

Chief Jewett clarified that the turnout gear being donated to Great Oaks Fire Academy has expired and is unsuitable for use in live fire situations. However, the academy intends to utilize the gear for training purposes.

Mr. Rozzi made a motion with the second from Mr. Sousa to authorize entering a Memorandum of Understanding with Warren County for the limited operational testing and maintenance of fire hydrants.

Roll call as follows:	Joe Rozzi	Yes
	Mark Sousa	Yes

Resolution No. 2024-0515E- Authorizing the Execution of a Petition for the Hamilton Township and Village of Maineville Joint Economic Development District.

Mr. Wright: Hamilton Township plans to partner with the Village of Maineville in establishing a Joint Economic Development District (JEDD). This initiative aims to levy income tax within a designated area of properties to foster economic growth and deliver municipal services in the unincorporated region. Notably, the proposed JEDD contains underdeveloped property situated at the northeast corner of the SR 48 and US 22/3 intersection. To commence the process, a legal notice will be published in a newspaper, announcing a hearing for the review of the JEDD Contract at the Board meeting scheduled for June 18th.

Mr. Rozzi: Have the property owners agreed to the JEDD?

Mr. Wright: Yes, all property owners have signed the agreement.

Mr. Rozzi made a motion with the second from Mr. Sousa authorizing the execution of a petition requesting the inclusion of certain Township-owned property within the Hamilton Township – Village of Maineville Joint Economic Development District.

Roll call as follows:	Mark Sousa	Yes
	Joe Rozzi	Yes

Motion- Motion to Appoint Administrator Jeff Wright and Planning & Zoning Director Cathy Walton to the OKI Intermodal Coordinating Committee

Mr. Wright: He explained the roles of the Ohio Kentucky & Indiana Intermodal Coordinating Committee (OKI ICC) to the Board. OKI staff agreed that himself and Cathy Walton, on behalf of Hamilton Township could receive an at-large seat on its ICC. The ICC meets monthly at the OKI offices and serves as the Technical Advisory Committee to the OKI Executive Committee/Board of Directors. The ICC reviews and advises on the region's Transportation Improvement Plan and other regional planning and quality improvements. It is helpful to have a seat at this table for future funding of transportation projects.

Mr. Rozzi: He does not believe that Hamilton Township has ever had a seat on the OKI ICC in the past.

Mr. Wright: Correct, this will be the first time.

Mr. Sousa: His understanding is that a lot of the funding for the improvements and widening of State Route 48 came from the OKI ICC.

Mr. Wright confirms Mr. Sousa's statement.

Mr. Rozzi made a motion with the second from Mr. Sousa to appoint Jeff Wright as the Hamilton Township representative to the OKI Regional Council of Governments Intermodal Coordinating Committee and Cathy Walton as the alternate representative.

Roll call as follows:	Joe Rozzi	Yes
	Mark Sousa	Yes

Motion- Motion to Authorize the Purchase of a Kubota RTV from Zimmer Tractor

Mr. Don Pelfrey: The Parks Department is requesting the purchase of a new RTV to conduct landscaping tasks at the Township's parks. Zimmer Tractor has agreed to give the Township \$650.00 trade-in value for an out of service 1990's T1600 lawn tractor and \$1,500.00 trade-in value for the golf cart. Thus, we can purchase the new RTV for a total net price of \$9,134.83.

Mr. Rozzi: How long does Mr. Pelfrey expect this piece of equipment to last?

Mr. Pelfrey: He estimates the equipment lasting fifteen years.

Ms. Leah Elliott: She asked Mr. Pelfrey the storage location of the new RTV.

Mr. Pelfrey: Testerman Park.

Mr. Rozzi made a motion with the second from Mr. Sousa to authorize the purchase of a Kubota RTV from Zimmer Tractor in the total amount of \$9,134.83 after receiving trade-in value of \$2,150 for a golf cart and lawn tractor.

Roll call as follows: Mark Sousa Yes
Joe Rozzi Yes

Motion- Authorizing Contract with Warren County Engineer's Office for Re-striping Bid

Mr. Wright: This arrangement permits the Township to engage in a contract with the Warren County Engineers Office for a purchasing agreement, aiming to mitigate the overall expenses associated with restriping our roads. This maintenance task has not been carried out on numerous roads within the Township for a span of 7-8 years.

Mr. Rozzi questions Mr. Pelfrey why line striping is not done in the subdivisions.

Mr. Pelfrey: The subdivisions have wider roads to allow parking on both sides as the main roads are narrower.

Mr. Sousa: When will the re-striping take place?

Mr. Pelfrey: The project will start at the beginning of June.

Mr. Rozzi made a motion with the second from Mr. Sousa to authorize a contract with the Warren County Engineers Office for re-striping center lines, edge lines, stop bars, lane arrows, crosswalks, etc. on Main Roads throughout the Township.

Roll call as follows: Mark Sousa Yes
Joe Rozzi Yes

Motion- Motion to Approve the Amendment of the Hamilton Township Roster as Presented

Mr. Rozzi made a motion with the second from Mr. Sousa to approve the amendment of the Hamilton Township roster as presented.

Roll call as follows: Mark Sousa Yes
Joe Rozzi Yes

Motion- Motion to Approve the 2024/2025 Township Health Benefits as Presented

Mr. Sousa praised Human Resource Director Cheryl Allgeyer for successfully negotiating a 3% increase for health insurance, despite the typical annual increase being 7%.

Mr. Rozzi made a motion with the second from Mr. Sousa to approve the 2024/2025 Township health benefits as presented.

Roll call as follows:	Joe Rozzi	Yes
	Mark Sousa	Yes

Public Comments

Mr. Rozzi opened the floor to public comments at 6:39 p.m., in which there were none.

Fiscal Report

Ms. Elliott presented a slideshow presentation for the April Financial report.

- FY24 Budget Revenue: \$16,673,767.00
- Final Appropriations: \$19,604,806.00
- Revenue Year-to-date: \$9,683,188.00

Administrators Report

Mr. Wright gave a presentation for the Administrator Report:

- National Police Week
- Leadership continues to work on the 2025 budget.
- Ribbon-cutting ceremony for Cost Savers
- Fire Department Officer Development Course
- Fishing with the 5-O at Mounts Park on Saturday
- Little Miami Youth Lacross team volunteered their time to pick up trash throughout the Township.
- Mr. Pelfrey found a new vendor for uniform cleaning and purchasing to save us around \$5,000 annually.

Trustee Comments

Mr. Sousa: Reminder with school ending soon there will be less traffic on the roads but there will be an increase in children, please be careful. He also wished to express his commendation to the Police and Fire Departments for their exemplary efforts during an emergency that, regrettably, he had to witness, and extended his gratitude for their dedicated service.

Mr. Rozzi: He concurs with Mr. Sousa's assessment that the Firefighters and Police Officers exhibit both personal and professional excellence. Mr. Rozzi also wants residents to report solicitors to the Police if they are not willing or capable of showing a vendors permit issued from the Township.

Adjournment

With no further business to discuss, Mr. Cordrey made a motion with a second from Mr. Rozzi to adjourn at 6:52 pm.

Roll call as follows:	Joe Rozzi	Yes
	Mark Sousa	Yes