

Hamilton Township Trustee Meeting

June 18, 2024

Trustee Board Chairman, Darryl Cordrey, called the meeting to order at 6:00 p.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 5, 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 6:01 p.m.

Keith Osterbrock inquired about any updates regarding the Sunrise Ridge property following the approval of the resolution allowing the Township to solicit bids for cleanup.

Administrator Jeff Wright mentioned that the Township is presently soliciting bids and quotes from contractors.

Mr. Osterbrock mentioned attending the hearing concerning the property owner, Michael Burch, and indicated that Mr. Burch's family is seeking ownership of the property in the near future.

With no further comments Mr. Cordrey closed the floor to public comments at 6:04 p.m.

New Business

- Resolution No. 2024-0618A – Authorize a Fund Level Transfer & Repayment of an Open Advance

Mr. Cordrey informed that the Parks Department secured a grant from the Ohio Department of Natural Resources for a new shelter house at Marr Park. Hamilton Township initially covered the shelter's cost and has since been reimbursed with grant funds.

Mr. Cordrey made a motion with the second from Mr. Rozzi to approve Resolution 24-0618A, a resolution authorizing a Fund Level Transfer & Repayment of an Open Advance.

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

- Resolution No. 2024-0618B – Accepting of Hopewell Valley Section Seven (7) & Section Eight (8)

Mr. Sousa asked the Public Works Director, Don Pelfrey, if he was satisfied with the walk-through inspection and conditions of Hopewell Valley.

Mr. Pelfrey agreed he is happy with the results.

Mr. Cordrey made a motion with the second from Mr. Rozzi to approve Resolution 24-0618B, a resolution Accepting Hopewell Valley Section Seven (7) & Section Eight (8).

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

- Public Hearing - Hamilton-Maineville Joint Economic Development District

Mr. Cordrey opened the floor to the public hearing at 6:07 p.m.

Mr. Wright explained that the Board and staff have been working towards a goal for several years: establishing a small Joint Economic Development District (JEDD) at the northeast corner of the intersection of SR 48 and US 22/3. The property owners are now poised to invest in new private construction on these properties, which will expand our tax base and generate

employment opportunities within our community. Simultaneously, improvements will be made to the infrastructure and roadway of Towne Center Boulevard to facilitate access to the developing properties.

The owners of these properties have submitted signed petitions requesting inclusion in the proposed JEDD, and the Village of Maineville has agreed to partner with us municipally in this endeavor. It's important to note that no municipal income tax will be imposed on any parcels in Hamilton Township located outside of the JEDD.

Since there were no other individuals present to make statements, Mr. Cordrey concluded the public comments at 6:12 p.m. for deliberations.

Mr. Cordrey emphasized that the JEDD has long been a vision of the Board, aiming to alleviate the tax burden on Hamilton Township residents while providing an opportunity to reinvest in the Township.

Mr. Rozzi sees this as a significant opportunity for the township and is eager to enhance the partnership with the Village of Maineville.

Mr. Sousa pointed out that in today's environment of rising infrastructure costs, the JEDD will help to control expenses. He also emphasized the necessity of partnership with the village.

- Resolution No. 2024-0618C – Approving the contract to create the Hamilton Township – Village of Maineville Joint Economic Development District.

Mr. Cordrey made a motion with the second from Mr. Rozzi to approve Resolution 24-0618C, a resolution approving the contract to create the Hamilton Township – Village of Maineville Joint Economic Development District.

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

- Motion- Authorize the Administrator to enter into an agreement with the Warren County Health District

Mr. Wright explained that Hamilton Township has the opportunity to partner with the Warren County Health District, which will provide basic healthcare and vaccinations to the community

through a mobile health van. The van will be stationed at the Hamilton Township Administration and Police building once a month.

Mr. Cordrey made a motion with the second from Mr. Rozzi to authorize the Administrator to enter into an agreement with the Warren County Health District

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

- Motion- Authorize an agreement with McGill Smith Punshon, Inc. for professional services for a concept design and opinion of probable costs for the Public Works Facility

Mr. Wright: Recognizing that we are in significant need of a replacement Public Works Facility, the 2024 Budget contains \$300,000 in the Road and Bridge Fund for due diligence and design work to plan the new facility. MSP is an engineering, surveying, architectural and planning company located in the region that has successfully worked with him on building designs and remodel projects in prior communities. The Concept Design Study proposed by MSP includes three phases. Phase one includes surveying utilities, defining needs, and designing floorplans. The second phase will provide a rendering of the project. Phae three will define the cost and provide an estimate of the project.

Mr. Cordrey inquired about the location of the new Public Works Facility.

Mr. Wright proposes the vacant area between Fire Station 76 and the Administration building. The Public Works facility would provide adequate storage for rolling stock and other fleet vehicles. The parking lot would link with the Fire Station and Administration building giving the opportunity to increase parking and accessibility to department vehicles.

Mr. Cordrey made a motion with the second from Mr. Rozzi to authorize an agreement with McGill Smith Punshon, Inc. for professional services for a concept design and opinion of probable costs for the Public Works Facility

Roll call as follows:	Joe Rozzi	Yes
	Darryl Cordrey	Yes
	Mark Sousa	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 6:24 p.m.

Mr. Osterbrock expressed appreciation for the new developments emerging across the Township, yet he urged the Board to maintain its predominantly rural character, which initially drew him and his wife to the area years ago.

Mr. Cordrey reiterated to the public that the 2020 Concept Plan aims to preserve the rural character of the southern portion of the Township, concentrating development within the boundaries served by sewer lines.

Mr. Sousa ensured that the Township has limited Commercial land, which is mostly located on Route 22 and State Route 48.

Mr. Osterbrock is curious of the intentions with the “old” Kroger building when the new location is opened.

The Board mentioned that Kroger typically waits ninety days after opening a new location before releasing the old building for lease or sale. Several prospects have expressed interest in the building, but no agreements have been finalized at this time.

Mr. Cordrey closed the floor to public comments at 6:28 p.m.

Administrator’s Report

- Assistant Fiscal Officer, Ellen Horman is finalizing the 2025 Tax Budget with the Leadership Team and will be presented to the Board in July
- Ms. Horman is analyzing the cash flow and Duke Energy bills for the Lighting District, any adjustments needed will be brought to the Board.
- Touch-a-Truck had the highest attendance this year, thanks to Nicole Earley and other department staff for making it the success it was.

- Next event is the July 4th Joint Freedom Parade & Festival. The parade will start in the Village of Maineville continuing to Testerman Park for festivities.
- The Junior Police Academy, held over a week, drew a significant attendance with twenty-eight children participating. The program introduced police and fire training, aiming to inspire future careers in public service among the participants.
- The new Kroger location is on pace for opening in November with the gas station projected to be open in October.
- Grandin Road and Towne Center Boulevard project is ahead of schedule and hoping to be completed by next summer.

Trustee Comments

Joe Rozzi: He apologized for missing Touch-a-Truck due to illness but mentioned driving by the location and observing the crowded turnout, expressing happiness that the event is achieving the success it deserves.

Mark Sousa: Attended Touch-a-Truck and acknowledged staff for their hard work. He acknowledged John Daunt from Public Works and his family with their creativity and participation in the event.

Darryl Cordrey: Although he was unable to attend Touch-a-Truck he appreciates the staff's work that went into the event and looks forward to July 4th. With the extreme temperatures, he encourages those who are in need of cooling stations to reach out to Warren County.

Adjournment- With no further business to discuss, Mr. Cordrey made a motion, with a second from Mr. Rozzi, to adjourn at 6:33 p.m.

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