



HAMILTON TOWNSHIP

HAMILTON TOWNSHIP ADMINISTRATION

Darryl Cordrey – Board Chair
Joseph Rozzi – Vice Chair
Mark Sousa – Trustee
Deah Elliott - Fiscal Officer

780 South State Route 48
Maineville, Ohio 45039
Phone: (513) 683-8520

Township Administrator

Jeff Wright
Phone: (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 Administrator

Cathy Walton
Phone: (513) 683-8520

Parks and Recreation

Nicole Earley
(513) 683-5360

TRUSTEE MEETING AGENDA 6/5/2024

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 May 15th Board of Trustees regular meeting.
- Bills before the Board

Presentations

- Resident, Paul Sisk with an update on Article V, Convention of States
- Resident, Dr. Ashe to discuss Sister City Prospect Drenas & update of education development

Public Comments

New Business

Work Session

- Motion To Request to Vary from The Cemetery Rules and Regulations

Resolutions

- Resolution No. 2024-0605A – Approving Zoning Amendment for 280 Dwire Rd
- Resolution No. 2024-0605B- Declaring a Nuisance and Removal of High Grass and Debris
- Resolution No. 2024-0605C- Declaring a Nuisance and Removal of an Unsafe Structure
- Resolution No. 2024-0605D– Authorizing Private Sale of Unneeded and Unfit-For-Use Property

Motion –

- Motion to table the acceptance of Hopewell Valley Section Seven & Eight
- Motion to reschedule July 3, 2024 Trustee Meeting to 9 a.m.
- Motion to amend the Hamilton Township Roster as Presented
- Motion to approve the purchase of a Cemetery Deed

Public Comments

Fiscal Officer’s Report

Administrator’s Report

Trustee Comments

Executive Session- Motion to adjourn into executive session at ____ in accordance with ORC 121.22(G)(3) to discuss pending litigation and ORC 121.22(G)(8a) to

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

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

services offer not just practical support but also meaningful companionship, with recipients eagerly anticipating their interactions with the team.

Mr. Sousa presented a proclamation to declare May 2024 as Community Action Month.

Public Comment

Mr. Rozzi opened the floor to public comments at 6:11 p.m.

Terry Mauhurin, a resident of Sunrise Ridge Court, seeks an update on the progress of clean-up efforts at 832 Sunrise Ridge Court following the fire incident involving the resident, Mr. Burch.

Mr. Jeff Wright provided an update stating that Zoning Director Cathy Walton has been liaising with both the insurance company and the bank. Once the Township can place a lien on the house, plans will proceed to solicit bids from demolition and construction companies to undertake the cleanup and leveling of the lot. Additionally, to address the issue of overgrown grass, the Township intends to engage a landscaping company to maintain the yard, with the incurred costs being reimbursed back to the Township through a resolution.

Mr. Mauhurin also raised concerns regarding a property on Route 22/3 that appears to be abandoned, containing piled debris, a boat, and a broken-down vehicle. Despite his attempts to reach out to the Zoning Department for an update, he has been unable to contact anyone.

Mr. Wright said that he would get to Mr. Mauhurin once he gets an update on the property.

Mr. Rozzi closed the floor to public comments at 6:18 p.m.

New Business

Resolution No. 2024-0515A – Accepting of Hopewell Valley Section Seven (7) & Section Eight (8)

Mr. Rozzi made a motion with a second from Mr. Sousa to table the acceptance of Hopewell Valley Section Seven (7) & Section Eight (8) until June 5th, 2024, Trustee Meeting.

Roll call as follows:	Joe Rozzi	Yes
	Mark Sousa	Yes

Resolution No. 2024-0515B – Lighting District Compensation for Assistant Fiscal Officer

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



Administrator - 6/5/24 Trustee Meeting

Motion to authorize a variance from the Resolution Authorizing the Placement of Headstones in the Maineville Cemetery and cemetery procedures for a stone and foundation for Graves 1-4 of Lot 162.

The Clyde Baston Family owns graves 1-4 of Lot 162 in the Maineville Cemetery. Typically, headstones are set on top of a 16-inch-wide concrete foundation near the top of a grave site for uniformity so that surrounding graves are not undermined when future, adjacent burials need to occur.

The Baston family, represented by daughter Elidee Mason, has requested to place a natural stone that is approximately 36 inches at its base, so rather than the standard 16-inch-wide foundation for a headstone at the top of the grave, a 36-inch foundation will be required. To not encroach outside of the lot, they would site the foundation and stone approximately in the middle of a couple of their family's graves. This could be accommodated as they do not plan on using all four graves for burials.

Rather than Township staff both excavating and pouring concrete for the foundation, staff can excavate the earth of the foundation, but the foundation will need to be formed and poured by others and the family arrange for the stone to be set and secured by another company. This is due to the atypical requirements of the stone.

Cemetery mowing is a large expense, and it is increasingly harder to find lawn care companies that want to bid on these types of contracts because it is very time-consuming and labor intensive due to the number of headstones to navigate around. Having the headstones foundations in a uniform size and location is important, long term, for ease of maintenance. Staff acknowledges that the requested stone can be reasonably accommodated on their lots and can be mowed and maintained around the proposed stone, but want it stated on the record to reduce setting a precedent that future requests for other areas of the cemetery may not be able to be reasonably accommodated.

The Board of Township Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:30 p.m. on November 7, 2018, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Joseph P. Rozzi - Trustee, Board President.
Darryl Cordrey - Trustee
Joe Walker - Trustee

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 18-1107C**

**A RESOLUTION AUTHORIZING THE PLACEMENT OF HEADSTONES IN THE
MAINEVILLE CEMETERY**

WHEREAS, the Board of Township Trustees of Hamilton Township, Warren County, Ohio is responsible for the care, maintenance, and control of the Maineville Cemetery which is located in Hamilton Township; and

WHEREAS, the Board wishes to provide that headstones may be placed on gravesites in the Maineville Cemetery;

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

SECTION 1. Commencing on the effective date of this Resolution, any owner or person having control over a gravesite in the Maineville Cemetery shall have the right to construct, erect, and place a headstone on a gravesite in the Maineville Cemetery. Any such headstone shall be constructed, erected, and placed upon a proper foundation which must be constructed only by Hamilton Township. The cost of installing the foundation shall be paid prior to the installation of the foundation. Any headstone shall be placed on the gravesite by a professional installer.

SECTION 2. Any headstone erected in the Maineville Cemetery shall be in good taste and decorum under the circumstances and shall not cause offense to a person of ordinary sensibilities given the solemn nature of the location. If the taste and decorum of a headstone is called into question, the Board of Township Trustees shall have the final decision as to the appropriateness of the headstone.

SECTION 3. Hamilton Township reserves the right to maintain, repair or remove a headstone that is improperly constructed, erected, or placed on a gravesite, is unsafe or falls into disrepair such that it threatens the safety of persons or property, or that has been deemed to be

- h. Wire or other materials are prohibited from holding decorations in place. (This is to prevent these items from being caught in equipment or being thrown from equipment and endangering our visitors or Township personnel.)

C. Monument Vases

Only the type of permanent vase is permissible, which, when not in use, may be inverted and sunk in the ground. It is recommended, vases should be placed inverted in the ground from November through March to prevent freezing and cracking.

D. Removal of Flowers and Decorations

All flowers and decorations will be removed and discarded at minimum one (1) time each month, approximately on the 15th day of each calendar month. It is to be noted that during grass cutting season, flowers and decorations may be removed each week should it be required to prevent items from being caught in equipment or being thrown from equipment and endangering visitors or Township personnel.

Hamilton Township is NOT responsible for the theft, disappearance or wildlife damage of any floral arrangement or other decoration and reserves the right to immediately remove any decoration which does not comply with our decoration regulations, as specified above.

III. MAINTENANCE AND ENFORCEMENT

Cemetery maintenance work may be performed only by Township employees or by duly authorized outside contractors.

All maintenance work will be performed under the supervision of the Road Supervisor under the direction of the Township Administrator.

Township personnel are charged with the responsibility of enforcing rules and regulations as established by the Hamilton Township Board of Trustee's.

IV. OWNERSHIP OF CEMETERY LOTS

Any lot owner may give permission by written order for the burial of other than his or her immediate family in his or her lot, but not for money or other consideration or profit.

Control of lots may be passed on to heirs of the deceased. However, for continuance of ownership, the heir that has possession of deed controls the use of the lot. The record maintained by Hamilton Township is binding at all times unless the Board of Trustee's determines otherwise.

Unused lots may be sold back to the Hamilton Township Trustee's at any time upon consent of the Board but only for the amount the lot was purchased for originally. The original deed is needed to sell lots back to the Township.

V. INTERMENT / BURIAL

All burials will require a concrete or steel burial vault. Flat lid vaults are not permitted.

All charges must be paid before interment and must be in the form of exact cash, money order, certified check, cashier's check or personal check. Charges are subject to change as deemed appropriate by order of the Board of Trustee's.

offensive. The cost of the maintenance, repair, and removal shall be paid by the owner or person in control of the gravesite.

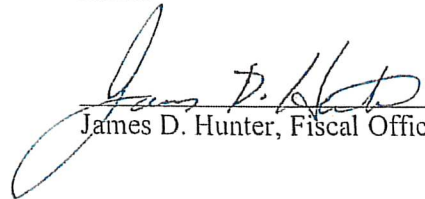
SECTION 4. This Resolution shall take effect on the earliest date allowed by law.

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

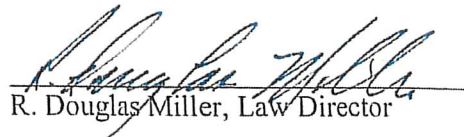
Darryl Cordrey –	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>
Joseph P. Rozzi –	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>
Joe Walker –	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>

Resolution adopted this 7th day of November, 2018.

Attest:

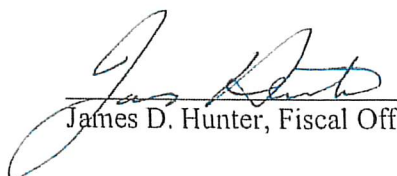

James D. Hunter, Fiscal Officer

Approved as to form:


R. Douglas Miller, Law Director

I, James D. Hunter., 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 November 7, 2018.

Date: 11-7-18


James D. Hunter, Fiscal Officer

HAMILTON TOWNSHIP CEMETERY STANDARD OPERATING PROCEDURES

(Baker Cemetery; Hopkinsville Cemetery; Maineville Cemetery; Murdoch Cemetery)

SUBJECT: CEMETERY RULES and REGULATIONS	EFFECTIVE DATE:
	CATEGORY: Administrative / Cemetery Management
APPROVAL:	S.O.P.# CEM-01
	PAGE 1 of 2

I. SCOPE

This **CEMETERY RULES AND REGULATIONS POLICY** states a general administrative / cemetery management guideline for maintaining a level of care that our lot holders deserve within the cemeteries owned and cared for by Hamilton Township.

Cemeteries are operated by the Hamilton Township Board of Trustees under the direction of the Township Administrator (or designee). They are operated in conformance with the Laws of the State of Ohio, and in accordance with the appropriate principles of good conduct which the Trustees believe should govern the operation of the cemeteries. Cemetery records are maintained at the Hamilton Township Administration Building. Information and assistance regarding burials, deeds, transfers, etc. is available by calling 513-683-8520 or by email.

The Hamilton Township Cemeteries are NOT a permissible burial ground for animals or pets.

It is understood that Hamilton Township does not assume responsibility for the theft, disappearance or wildlife damage of any floral arrangement or other decoration and reserves the right to immediately remove any decoration which does not comply with our decoration regulation.

II. RULES and REGULATIONS

A. Cemetery Visitation Hours

Sunrise to Sunset, unless otherwise marked.

B. Grounds Flowers and Decorations:

- a. All grave floral decorations are to be of fresh or artificial flowers only.
- b. Cut or artificial flowers are permitted in appropriate permanent vases year round. (See Section II-B for details.)
- c. The placement of American Flags and/or National Flags shall be permitted on graves of Veterans of the Armed Forces and will be treated as all decorations.
- d. No flower pots or boxes will be permitted to be set on the lots, except for three (3) business days post burial interment.
- e. No planting of flowers, trees, shrubs or bushes will be permitted on or around the grave lot.
- f. Potted plants, glass or pottery containers and open flames are strictly prohibited.

- g. No wrought iron stands, shepherd's hook, figurines, stepping stones, gazing balls, wind chimes, fencing, decorative rock, ornamental flags, bird houses, toys, etc. allowed on grave lots.
- h. Wire or other materials are prohibited from holding decorations in place. (This is to prevent these items from being caught in equipment or being thrown from equipment and endangering our visitors or Township personnel.)

C. Monument Vases

Only the type of permanent vase is permissible, which, when not in use, may be inverted and sunk in the ground. It is recommended, vases should be placed inverted in the ground from November through March to prevent freezing and cracking.

D. Removal of Flowers and Decorations

All flowers and decorations will be removed and discarded at minimum one (1) time each month, approximately on the 15th day of each calendar month. It is to be noted that during grass cutting season, flowers and decorations may be removed each week should it be required to prevent items from being caught in equipment or being thrown from equipment and endangering visitors or Township personnel.

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All maintenance work will be performed under the supervision of the Road Supervisor under the direction of the Township Administrator.

Township personnel are charged with the responsibility of enforcing rules and regulations as established by the Hamilton Township Board of Trustee's.

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Any lot owner may give permission by written order for the burial of other than his or her immediate family in his or her lot, but not for money or other consideration or profit.

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Unused lots may be sold back to the Hamilton Township Trustee's at any time upon consent of the Board but only for the amount the lot was purchased for originally. The original deed is needed to sell lots back to the Township.

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All burials will require a concrete or steel burial vault. Flat lid vaults are not permitted.

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BASTON

CLYDE ELWOOD

07/29/38

LIVING



JOYCE ELAINE

06/06/39

LIVING



LOVING PARENTS OF

VALERIE & ELIDEE

MICHELE & RHONDA

Lot 162
Graves 1-4

MAINEVILLE CEMETERY



100	101	102	103	104	105	106	107	108	109	110	111	112	113	114	115	116	117	118	119	120	121	122	123	124	125	126	127	128	129	130	131	132	133	134	135	136	137	138	139	140	141	142	143	144	145									
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Zoning and Planning Office
06/05/24 Trustee Meeting

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

Motion to approve resolution 24-0605A, a resolution to approve the zone change from R-1 Single Family Residence to R-4 Multi-Family Planned Unit Development (PUD) district for the property located at 280 Dwire Rd., Hamilton Township, Warren County, Ohio 45039.

The Board of Trustees of Hamilton Township voted, in an open meeting on May 1, 2024, to approve the proposed amendment to the Hamilton Zoning Map and the recommendation of the Warren County Regional Planning Commission and the Hamilton Township Zoning Commission of the rezoning from R-1 Single Family to R-4 Multi-Family PUD.

The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:00 p.m. on June 5, 2024 at Hamilton Township, Warren County, Ohio, with the following Trustees present:

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

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 24-0605A**

RESOLUTION APPROVING A ZONE CHANGE FROM R-1 SINGLE FAMILY RESIDENCE TO R-4 MULTI-FAMILY PLANNED UNIT DEVELOPMENT (PUD) DISTRICT FOR THE PROPERTY LOCATED AT 280 DWIRE RD, HAMILTON TOWNSHIP, WARREN COUNTY, OHIO 45039.

WHEREAS, on April 22, 2024, after proper notice having been given, the Hamilton Township Zoning Commission held a public hearing to consider the application of M/I Homes, (the “Applicant”) for a proposed amendment of the zoning map of Hamilton Township (the “Application”); and

WHEREAS, the application includes the real property located at 280 Dwire Road, in Hamilton Township and consists of approximately 16.255 acres and is designated by Warren County Auditor’s Parcel Number 16-06-100-008 (the “Real Property”); and

WHEREAS, the Applicant has submitted plans and specifications for the Real Property considered in the zoning amendment; and

WHEREAS, the Application is a request to change the zoning on the Real Property from “R-1 Single Family Residence” to “R-4 Multi-Family Residence PUD” zone; and

WHEREAS, on March 28, 2024, the Warren County Regional Planning Commission recommended approval of the Application and communicated that recommendation to the Hamilton Township Zoning Commission; and

WHEREAS, on April 22, 2024, the Hamilton Township Zoning Commission recommended approval of the Application and communicated that recommendation to the Board of Township Trustees; and

WHEREAS, on May 1, 2024, after proper notice having been given, the Board of Township Trustees of Hamilton Township held a public hearing to consider the proposed amendment contained with the Application and the plans and specifications submitted; and

WHEREAS, upon conclusion of the public hearing, the Board of Trustees of Hamilton Township considered, in an open meeting, the proposed amendment to the Hamilton Zoning Map

and the recommendation of the Warren County Regional Planning Commission, the Hamilton Township Zoning Commission and the testimony and evidence presented at the public hearing;

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

SECTION 1. The recommendation of the Hamilton Township Zoning Commission is hereby approved such that the Application for an amendment to the Hamilton Township Zoning Map is approved so that the zoning on the Real Property contained in the Application is hereby changed.

SECTION 2. 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 5th day of June, 2024.

Attest:

Leah M. Elliott, *Fiscal Officer*

Approved as to form:

Ben 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 June 5, 2024.

Date: _____

Leah M. Elliott, *Fiscal Officer*



Planning and Zoning Director
06/05/2024 Trustee Meeting

The following motion is requested by the Board of Hamilton Township Trustees from the Planning and Zoning Director Cathy Walton

Motion to approve Resolution 24-0605B, a resolution declaring the property at 832 Sunrise Ridge Court, parcel 1610227018 a nuisance and providing for the abatement, removal, or control of said nuisance and declaring an emergency.

This motion approves the removal of the overgrown grass and debris on the lot. Notice was sent to the owner of the property and Power of Attorney.

Per ORC 505.87, a copy of this resolution will be sent to the owner by certified mail. If after seven days, the nuisance has not been abated, the Township will remove the nuisance and place a lien on the tax duplicate for all costs incurred.

The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:00PM on June 5, 2024, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

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

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

HAMILTON TOWNSHIP, WARREN COUNTY OHIO

RESOLUTION NUMBER 24-0605B

RESOLUTION DECLARING THE PROPERTY AT 832 SUNRISE RIDGE COURT, PARCEL 1610227018 A NUISANCE AND PROVIDING FOR THE ABATEMENT, REMOVAL, OR CONTROL OF SAID NUISANCE AND DECLARING AN EMERGENCY.

WHEREAS, Ohio Revised Code §505.87 provides that a Board of Township Trustees may provide for the abatement and control over the removal of vegetation, garbage, refuse, and other debris from land located in the Township; and

WHEREAS, the Board of Township Trustees of Hamilton Township has determined that the continuing maintenance of vegetation, garbage, refuse, and other debris on the following properties in Hamilton Township is a nuisance:

- 832 Sunrise Ridge Court, parcel 1610227018

NOW THEREFORE, Be It Resolved by the Board of Township Trustees, Hamilton Township, Ohio:

Section 1. That the vegetation, garbage, refuse, and other debris located on the following properties in Hamilton Township is hereby declared to be a nuisance;

- 832 Sunrise Ridge Court, parcel 1610227018

Section 2. Pursuant to O.R.C. §505.87, the owners and lien holders of record for the properties shall be properly notified of this action and given seven days to abate the nuisances;

Section 3. In the event the nuisance is not abated within the time period allowed, the Zoning Department of the Township is hereby directed to cause the cutting and control of the vegetation and remove the vegetation, garbage, refuse, and other debris at the following properties in Hamilton Township:

- 832 Sunrise Ridge Court, parcel 1610227018

Section 4. The owners of the following properties in Hamilton Township shall be billed for such services and the Fiscal Officer of the Township is directed to place a special assessment on the real estate tax bill of the property if payment is not made within thirty days.

- 832 Sunrise Ridge Court, parcel 1610227018

Section 5. The Trustees of Hamilton Township upon majority vote do hereby authorize the adoption of this resolution upon its first reading.

Section 6. This Resolution is hereby declared to be an emergency measure necessary for the preservation of the public peace, health, and welfare of the Township. The reason for the emergency is to provide for safe and habitable properties in the township.

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

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

Resolution adopted this 5th day of June, 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 June 5, 2024

Date: _____

Leah M. Elliott, *Fiscal Officer*



**Planning and Zoning Director
06/05/2024 Trustee Meeting**

The following motion is requested by the Board of Hamilton Township Trustees from the Planning and Zoning Director Cathy Walton

Motion to approve Resolution:

Resolution 24-0605C, a Resolution Providing for The Declaration of Nuisance and Removal of an Unsafe Structure for the Property Located At 832 Sunrise Ridge Court, Parcel No. 1610227018, and Authorizing All Necessary Steps to Undertake Action and Declaring an Emergency.

This motion approves the removal of the unsafe structure and debris on the lot. Notice was sent to the owner of the property and Power of Attorney.

Per ORC 505.86, at least thirty days before the removal, repair, or securance of any insecure, unsafe, or structurally defective building or other structure, the Board of Township Trustees shall give notice by certified mail, return receipt requested, to each party in interest of its intention with respect to the removal, repair, or securance of an insecure, unsafe, or structurally defective or unfit building or other structure.

The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:00PM on June 5, 2024, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

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

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

HAMILTON TOWNSHIP, WARREN COUNTY OHIO

RESOLUTION NUMBER 24-0605C

RESOLUTION PROVIDING FOR THE DECLARATION OF NUISANCE AND REMOVAL OF AN UNSAFE STRUCTURE FOR THE PROPERTY LOCATED AT 832 SUNRISE RIDGE COURT, PARCEL NO. 1610227018 AND AUTHORIZING ALL NECESSARY STEPS TO UNDERTAKE ACTION AND DECLARING AN EMERGENCY.

WHEREAS, the Board of Trustees is authorized under Ohio Revised Code §505.86 to remove, repair, or secure buildings or structures that have been declared unsecure, unsafe, or structurally defective by the fire department or building department, or that have been declared unfit for human habitation by a board of health, and collect the costs of said actions; and

WHEREAS, a complaint has been received concerning a nuisance structure located 832 Sunrise Ridge Court, Parcel no. 1610227018 (“Location”); and

WHEREAS, The Location was investigated, and the building located thereon (“subject building”) was found to be unsafe due to fire damage beyond repair;

WHEREAS, Violation Notices with detailed instructions were mailed to the property owner’s power of attorney and no action to repair the subject building has been taken; and;

WHEREAS, under Ohio Revised Code §505.86 a condition precedent to finding a building to be an open, unsafe and unsecure nuisance is a determination of such conditions by the appropriate safety agency, and;

WHEREAS, after inspection, determination of such conditions was documented by the Hamilton Township Fire Department on March 29, 2024;

NOW THEREFORE, Be It Resolved by the Board of Township Trustees, Hamilton Township, Ohio:

Section 1. The determinations of the Hamilton Township Fire Department concerning the conditions of the subject building are hereby adopted.

Section 2. Subject to the requirements of Section 505,86, the Board of Trustees hereby orders the

Section 3. Prior to any demolition and removal of the subject building, notice shall be given to parties in interest in accordance with Sections 505.86(B) and (C).

Section 4. Prior to any demolition and removal of the subject building, a hearing will be held on the matter if requested by a party in interest timely pursuant to Section 505.86(C).

Section 5. Prior to any demolition and removal of the subject building, the Board of Trustees will issue a final order deciding the matter in accordance with Section 505.86(C)(3) regarding final disposition of the subject building.

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

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

Resolution adopted this 5th day of June, 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 June 5, 2024

Date: _____

Leah M. Elliott, *Fiscal Officer*



Office of Chief of Police
06/05/24 Trustee Meeting

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

MOTION TO APPROVE RESOLUTION 24-0605D- 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 June 5, 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 24-0605D**

**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:

Year	Make	Model	Vin:
1998	Mercedes	SLK	WDBKK47F3WF020073
2004	Pontiac	Grand Prix	2G2WP522741369535
2003	Ford	Ranger	1FTYR10U33PA70475
2007	Ford	Sport Trac	1FMEU51K77UA15276

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:

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

Resolution adopted this 5th day of June, 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 June 5, 2024.

Date: _____

Leah M. Elliott, Fiscal Officer



**Office of Public Works
6/5/2024 Trustee Meeting**

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

Motion to table accepting public streets for maintenance and setting speed limits on sections seven and eight, in the Villages of Hopewell Valley Subdivision, Hamilton Township, dispensing with the second reading.

This item was tabled at the May 15th meeting as there were concerns submitted by a resident of the subdivision related to required infrastructure and other items that were made conditions of approval by Warren County and the Township per either subdivision regulations or zoning approval. Last week the Township Planning and Zoning Director, Public Works Director, Administrator and Law Director met with representatives of the Warren County Engineer's Office and will meet later this week with the current developer.



**Office of Township Administrator
6/5/24 Trustee Meeting**

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

Motion to reschedule the July 3rd Board of Trustees meeting to 9:00 a.m.

Our July 3rd meeting is the eve of Independence Day and an evening which likely will have many conflicts due to celebrations and family outings typically planned for that evening. Therefore, it is more practical to hold the meeting at 9:00 a.m. that morning.



Office of Human Resources
06/05/2024 Trustee Meeting

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 roll Brandon Voris in the Public Works department effective May 21, 2024.
- Off roll John Gardner in the Fire Rescue department effective May 29, 2024.
- Extend the probationary period of part-time firefighter/EMT Coleman Hines by an additional three (3) months through September 11, 2024.
- On roll Anthony Miller Jr. as Highway Service Worker 1 in the Public Works department, effective June 10, 2024, starting pay rate determined by collective bargaining agreement.



**Office of Public Works
6/5/2024 Trustee Meeting**

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

Motion to approve the purchase of a cemetery deed as presented to the board.

- Cemetery Deed –
 - Lee Gilkerson purchased Lot 621, grave (s) 7 in Maineville Addition, deed number 2024-6

Budget Impact: N/A

Deed For Cemetery Lot

Rev. Code, Sects. 517.07,14; 759.12,31

Deed Number: # 2024-6

KNOW ALL MEN BY THESE PRESENTS:

That we, the undersigned Trustees of Hamilton Township, Mark Sousa, Joe Rozzi, Darryl Cordrey, in the County of Warren and State of Ohio, for and in consideration of the sum of \$ 2,000.00Dollars, to us paid by Lee Gilkerson Current Address: 6419 Snidercrest Rd. Mason, Oh 45039, the receipt whereof is hereby acknowledged, do hereby **GRANT, BARGAIN, SELL AND CONVEY** to the said:

Lee Gilkerson

and HIS/HER/THEIR heirs forever the following described lot or parcel of land in Maineville Addition : Lot: 621 Grave(s) 7 as described upon the plat of said Cemetery, on file in the office of the Administration of said TO HAVE AND TO HOLD the same to the said

Lee Gilkerson

and HIS/HER/THEIR heirs, to be used for the purposes of burial only, subject to the laws of this State regarding Cemeteries and the rules an regulations of the officers having control of said Cemetery.

In Witness Whereof, We have hereunto set our hands on this 5th day of June A.D. 2024

Signed and Acknowledged in presence of

in Warren County, Ohio.

**** The State of Ohio, Warren County, ss.**

Be It Remembered, That on this 5th day of June A.D. 2024 before me, the subscriber, a **Notary Public** in and for said County, personally came the above named Trustees of Hamilton Township in Warren County, State of Ohio, and as such officers, acknowledged the signed and sealing of the foregoing conveyance to be their voluntary act and deed, for the uses and purposes therein mentioned.

In Testimony Whereof, I have hereunto subscribed my name, and affixed my official seal, on the day and year last aforesaid.
