



HAMILTON TOWNSHIP

HAMILTON TOWNSHIP ADMINISTRATION

Darryl Cordrey – *Board Chair*
Joe Rozzi – *Trustee*
Mark Sousa – *Trustee*
James Hunter- *Fiscal Officer*

7780 South State Route 48
Maineville, Ohio 45039
Phone: (513) 683-8520
Fax: (513) 683-4325

Township Administrator
Brent Centers
(513) 239-2372

Finance Coordinator
Ellen Horman
Phone: (513) 239-2377

Human Resources
Kellie Krieger
Phone: (513) 239-2461

**Economic Development
and Zoning**
Alex Kraemer
Phone: (513) 683-8520

Public Works
Kenny Hickey – Director
Phone: (513) 683-5360

Police Department
Scott Hughes – Police Chief

7780 South State Route 48
Maineville, Ohio 45039
Phone: (513) 683-0538

Fire and Emergency Services
Brian Reese – Fire Chief

69 West Foster-Maineville Rd.
Maineville, Ohio 45039
Phone: (513) 683-1622
(513) 899-1967

TRUSTEE MEETING AGENDA 1/2/2020

6:30 PM

- Roll Call
- Pledge of Allegiance

Presentations

- Oath of Office Ceremony – *Trustee elect, Mark Sousa*
- Employee of the Year – *Police Department*

Public Comments

New Business

- Elect Chair of Board of Trustees
- Elect Vice Chair of Board of Trustees
- Approve of the Clerk's Journal and Accept the tapes as the Official Minutes of the December 18, 2019 Township Trustee Meeting
- Bills before the Board
- Motion: Enter into contract with Warren County Engineers Officer
- Motion: Zoning Commission appointment
- Motion: Board of Zoning Appeals appointment
- Motion: Large Purchase Order (General, Police, Fire, and Public Works)
- Motion: Enter into contract with Hopewell Valley Subdivision
- Resolution 20-0102: Setting meeting dates and times
- Resolution 20-0102A: Authorizing the semi-annual blanket certificates and establishing financial policies for approval of purchase orders
- Resolution 20-0102B: Authorizing Fiscal Officer to process re-appropriations and distribute payments
- Resolution 20-0102C: Authorizing the disbursement of checks for payroll and payroll related withholdings and expenses
- Resolution 20-0102D: Transfer of General Fund, Police Fund, and Building Bond Fund
- Resolution 20-0102E: Transfer of Fire and EMS Levy Fund to Fire Station 76 Capital Project Fund

Human Resources

- Roster Update
- Positions posting

Fiscal Officer

Administrator's Report

Trustee Comments

(continued on back of page)

Executive Session

- In reference to O.R.C. 121.22 (G) (1) and (4)
 - (1) To consider the employment or compensation of a public employee or official.
 - (4) Preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment

New Business

- Motion: Enter into contract with the Fraternal Order of Police
- Motion: Non-Labor Union employee salary adjustments

Adjournment

The agenda is to give an idea of the various discussions before the Board. The time and order of Agenda items is subject to change in order to maintain efficiency and timeliness of the meetings. Citizens may address the Board under the Public Comment section of the agenda.

The following guidelines protect your rights as well as those of others:

1. *Speakers must state their name and full address for the record.*
2. *The Board Chair will recognize each speaker, and only one person may speak at a time.*
3. *Speakers will address any and all comments to the Board of Trustees and Fiscal Officer. The Board may request further information from staff at their discretion.*
4. *Anyone who willfully disrupts a Board meeting may be barred from speaking further, or may be removed from the meeting and detained by officers of the Hamilton Township Police Department. (ORC 505.09; ORC 2917.12)*

LEGISLATIVE COVER MEMORANDUM

Introduction: January 2, 2020

Effective Date: Next available date

Agenda Item: **Motion**
To appoint Mr. _____ as Chairperson of the Hamilton Township Board of Trustees for the calendar year 2020.

Submitted By: Trustee

Scope / Description:

Budget Impact: \$0

Vote Required for Passage: 2 of 3

LEGISLATIVE COVER MEMORANDUM

Introduction: January 2, 2020

Effective Date: Next available date

Agenda Item: **Motion**
To appoint Mr. _____ as Vice Chairperson of the Hamilton Township Board of Trustees for the calendar year 2020.

Submitted By: Trustee

Scope / Description:

Budget Impact: \$0

Vote Required for Passage: 2 of 3

Hamilton Township Trustees Meeting

December 18, 2019

Trustee Board Chairman, Darryl Cordrey, called the meeting to order at 1:00p.m. Mr. Cordrey, Mr. Walker, and Mr. Rozzi were present.

The *Pledge of Allegiance* was recited by all in attendance.

Employee Recognition

-Administration- Mr. Centers thanked everyone who came out to the daytime meeting. He began by recognizing each member of the Administration starting with Ms. Gehring. He highlighted her assistance with each department and expressed that he is happy to have her as part of the team.

Next, he acknowledged Mr. Kraemer, Director of Economic Development and Zoning, stating that though he is new to our township, he has been a breath of fresh air. Mr. Centers discussed some of Mr. Kraemer's moves and accomplishments that are already being noticed in his short time with us. Not only does Mr. Kraemer have experience for his position, he has been a great fit with our team and we are glad to have him.

Next, Mr. Centers highlighted Ms. Horman, Assistant Fiscal Officer, stating that he would not have enough time to go through all of the benefits that Ms. Horman adds to the township. She is our safeguard of our finances and our reputation. Under Ms. Horman's control, we are under our fifth perfect audit. Mr. Centers read a Letter of Accomplishment that was signed by our Fiscal Officer, Mr. Jim Hunter and Administrator Mr. Centers, commending her on the work she has done for Hamilton Township.

In addition, Mr. Centers highlighted Ms. Krieger, Human Resources Manager, stating that she wears many hats. She is not only our HR manager but she is our Public Records Custodian as well as our Cemetery Sexton. She does each of these roles separately and she does them very well. Mr. Centers read a Letter of Accomplishment signed by our Trustee Chair, Darryl Cordrey as well as Mr. Centers, commending Ms. Krieger for her work with the township.

Lastly, Mr. Centers recognized Mr. Hickey. Not only is he the Public Works Director but he is the Assistant Administrator and Mr. Centers right hand man. Mr. Hickey holds all of the same authority and responsibility as Mr. Centers and has had to fill in, in his absence a few times. Mr. Centers believes that they complement and balance each other well and he hopes that is a relief to the staff and the residents of Hamilton Township.

Mr. Centers ended by thanking Mr. Hickey, both Chiefs, the Board of Trustees, our Law Director as well as the rest of the staff for being a great team and having a good year.

-Police: Chief Hughes began by acknowledging and congratulating Mr. Centers for his promotion to Master Sergeant in the Air Force.

The Employee of the Year recipient is out of town currently so staff decided to do a behind the scenes presentation to her last week. There will be a formal presentation done at the next Trustee's meeting so Chief Hughes invited everyone to come back for that.

The next award that has been given out for a long time is the Removal of Intoxicated Drivers (R.I.D.) Award. This goes to the officers that get the most DUI's/offenders off the roadway. Obviously, we want to keep the roads as safe as possible in the township. This year's winner accounted for nearly one third of all of the drunk drivers that were taken off the roadway this year. Sgt. Chris Wall was presented with the award and an applause was given by all.

-Public Works: Mr. Hickey stepped forward and thanked all of the Trustees, staff and Mr. Centers for appointing him to the Assistant Administrator position. He takes that title serious and feels that it is a privilege to him to serve in that capacity.

Mr. Hickey explained that this is a hard award for him to give because he believes that all of his guys deserve it. After talking with his Road Supervisor, Mr. Pelfrey, they decided to let the rest of the guys vote on this and they chose Mr. Josh Parker. Mr. Parker was presented with the Employee of the Year Award.

-Fire Department- Chief Reese explained that he takes nominations every year for their Employee of the Year Award. He read a nomination written about Lieutenant Justin Cormany explaining that his leadership, patience, hard work and dedication make him the perfect candidate for this award. Lt. Cormany stepped forward and was presented with his award.

Chief Reese invited Mr. Richard Kraft to come forward. He explained that a call was received on June 4, 2019 and staff responded to an unconscious patient that was located in a pond. FF/ Paramedic Kraft arrived on scene and entered the water to rescue the patient and swim back to shore with them. Chief commended Mr. Kraft for his lifesaving, rescue efforts that day.

Chief Reese invited Lieutenant Farlino, Fire Fighter Liddil, Fire Fighter Smith and Fire Fighter Hellweg to step forward. He explained that the unit responded for an unconscious person on September 24, 2019. They assessed the patient and delivered CPR and ALS care. Later in the day the physician at the hospital contacted the station and spoke highly of the work that was done by this unit. Due to this, Chief awarded each individual with a commendation and recognition for their life saving efforts.

Mr. Cordrey announced a ten-minute recess.

Public Comments – General

Mr. Cordrey opened the floor to public comments related to agenda items, at 1:34 pm.

No comments were made therefore Mr. Cordrey closed the floor to public comments at 1:34 pm.

Human Resources

Human Resources Manager, Ms. Kellie Krieger, requested a motion to approve a leave of absence for Fire Fighter Kyle Egbert effective immediately. He will utilize any accrued sick time as needed as well as any donated sick time he receives.

Mr. Cordrey made a motion with a second from Mr. Walker to approve the above requested leave of absence.

Roll call as follows:

Darryl Cordrey	Yes
Joe Walker	Yes
Joe Rozzi	Yes

New Business

Motion made by Mr. Cordrey with a second by Mr. Rozzi to approve of the clerk's journal and accept the tapes as the Official Meeting Minutes of the December 4, 2019 Trustee Meeting.

Roll call as follows:

Darryl Cordrey	Yes
Joe Rozzi	Yes
Joe Walker	Yes

Motion made by Mr. Cordrey with a second by Mr. Walker to approve Payroll for pay cycle November 17, 2019 – November 30, 2019, Electronic Fund Transfer Direct Deposit Vouchers 1174237751 – 1174237836.

Roll call as follows:

Darryl Cordrey	Yes
Joe Walker	Yes
Joe Rozzi	Yes

Motion made by Mr. Cordrey with a second by Mr. Walker to approve the withholding payments for payment cycle November 17, 2019 – November 30, 2019, checks numbered 31325252 – 31325260 and 31325263 – 31325277.

Roll call as follows: Darryl Cordrey Yes
Joe Walker Yes
Joe Rozzi Yes

Motion made by Mr. Cordrey with a second by Mr. Walker to approve billing invoices for payment cycle December 9, 2019 – December 13, 2019, checks numbered 80914 – 80931.

Roll call as follows: Darryl Cordrey Yes
Joe Walker Yes
Joe Rozzi Yes

Motion made by Mr. Cordrey with a second by Mr. Walker to approve billing invoices for payment cycle December 16, 2019 – December 20, 2019, checks numbered 80932 – 80990.

Roll call as follows: Darryl Cordrey Yes
Joe Walker Yes
Joe Rozzi Yes

-Motion: 2020 Volunteer Firefighters' Dependents Fund appointment

This motion is to consider the Legislative appointment of Mr. Cordrey and Mr. Rozzi to the fund committee along with Chief Reese as the Chair, Brent Centers as the Secretary and Justin Cormany as a member. The Ohio Department of Commerce as set forth by Ohio Revised Code Chapter 146 administers this committee. This provides monthly benefits made eligible to claimants such as surviving spouses and dependent children of firefighters killed while discharging the duties of a volunteer firefighter and volunteer firefighters totally and permanently dismembered while discharging duties of the same.

Mr. Cordrey made a motion to appoint himself, Mr. Rozzi, Chief Reese, Brent Centers and Justin Cormany to the 2020 Volunteer Firefighters' Dependent Fund Committee. There was a second from Mr. Rozzi.

Roll call as follows: Darryl Cordrey Yes
Joe Rozzi Yes
Joe Walker Yes

-Motion: Enter into contract with King Bros. Salvage for demolition services

Mr. Centers explained that this is for the white barn located at Marr Park. There are still good beams and lumber in the barn so we have requested companies come out and demolish what is salvageable down to the ground. Most of the companies that came out said that there was not enough salvageable material to make it worth demolishing. We found two brothers that do this kind of work out of Amish Country and they came down and stated that they would be happy with the work and they would remove everything that is salvageable and give us \$1500.00 for

what they pull out. What will be left is the concrete slab. We know that it does not have any rebar in it so we are planning to use that concrete to fill in an area of the Mount's Park landfill. There is certain criteria that has to be met to use material in landfills and this meets that. Public Works will then take care of any minor clean up that needs to be done.

Mr. Rozzi asked if we are going to bust up the slab and haul it away?

Mr. Centers replied that is correct. The King Bros. Salvage will only take the barn down to the slab.

Mr. Cordrey asked for clarification that this is not a cost to the township?

Mr. Centers stated that the salvage company is actually going to pay us for the material they recover.

Mr. Walker asked how any scrap wood would be disposed of?

Mr. Hickey explained that his crew would take it to the landfill.

Mr. Cordrey made a motion with a second from Mr. Walker to enter into contract with King Bros. Salvage to dismantle the dilapidated barn on the public property of Marr Park.

Roll call as follows:

Darryl Cordrey	Yes
Joe Walker	Yes
Joe Rozzi	Yes

-Motion: Turner Construction Committee appointment

This motion is to appoint and keep Mr. Joe Walker as a representative of the Board of Trustees on the Turner Construction Station 76 Committee through the completion of 76.

Mr. Cordrey expressed his beliefs that Mr. Walker is invaluable with his knowledge and expertise with construction. He feels that it would be a loss for the township if Mr. Walker did not continue to be a part of the committee.

Mr. Cordrey made a motion with a second from Mr. Rozzi to make the above mentioned committee appointment.

Roll call as follows:

Darryl Cordrey	Yes
Joe Rozzi	Yes
Joe Walker	Abstained

-Resolution 19-1218: Tax Increment Financing for 21 parcels

Declaring the improvements to certain real property located in Hamilton Township, Warren County, Ohio to be a public purpose; declaring such improvements to be exempt from real property taxation; requiring the owners thereof to make service payments in lieu of taxes; designating the public infrastructure improvements to be made that will directly benefit the real property; establishing a public improvement tax increment equivalent fund for the deposit of service payments; and authorizing compensation agreements with the Board of Education of Little Miami Local School District and the Board of Education of the Warren County Career Center, dispensing of the second reading, and declaring an emergency.

This is a resolution that sets a 30-year TIF District over specific parcels in the general Hoptown area from the corner of State Route 22/3 and State Route 48 to East Grandin Road. This legislation has been distributed to the Little Miami Board of Education and the Warren County Career Center Board of Education with no formal dispute. By passing this legislation via Emergency Resolution, the TIF District will encapsulate *Shooters* granting additional revenue into the district.

Mr. Centers explained that he spoke with the Superintendent of the School Board prior to this meeting just to confirm that some of the language that was tweaked did not change anything with the structure of the deal other than putting a little more strict parameters on what the TIF funds can be used for. We saw no reason not to grant that. We have a very good relationship with the schools and we want to maintain that. This has been a big undertaking with a lot of different pieces with many entities. Mr. Kraemer has done a great job on this project as well as Patrick Woodside and Ben Yoder with Frost Brown Todd. The reason for the emergency is that *Shooters* goes off a certificate date, not just when they opened their doors, and if we pass this today, it would take effect immediately and it would still capture *Shooters* and those revenues.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve Resolution 19-1218.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Rozzi	Yes
	Joe Walker	Yes

Administrator's Report

Mr. Centers gave an update on Turner Construction stating that we will see shingles going up soon. All of the inspections through Alt Witzig and Warren County have been completed so we can start hanging drywall this week, which is a big step. Concrete work has been started on the outside. We are still pushing forward for that. The overhead doors will be going up in the next few weeks so it will really start to look like a firehouse once those are in.

We have Burger King interested in the township and they are on to Warren County Regional Planning Commission and then will come to us at the January Zoning Commission meeting. Their location would be directly across from the new All State.

Gratitude was expressed to the following companies for Christmas Cards and goods sent in and dropped off at the township building; Fischer Homes, Quality Curb and Concrete, Wieland Builders, Cincinnati and Dayton Fire Protection, American Equipment Service, RedTree Investment Group, Careworks, LCNB, Koch Construction Group, Barrett Paving Materials, Redi Cincinnati, Independent Energy Consultants, Y2K Landscaping, Phipps Auto Parts, Civil and Environmental Consultants, Rx Benefits and Gallenstein Brothers. A big thank you to all residents that have also dropped off/sent in cards and goods this year.

Fiscal Report

Mr. Hunter was not present for the meeting so Mr. Centers explained that we are 92% thru the year. 109.9% of revenue has been received. Expenditures are at 84.64%. Everyone seems to be right on budget as planned.

Trustee Comments

Mr. Rozzi commented on the success of the Tree Lighting Celebration. He also thanked Mr. Walker for serving the township.

Mr. Walker stated that he has enjoyed working with the staff of the township and he appreciates the public for giving him the chance to serve over the last four years. He is looking forward to seeing what the new board puts together.

Adjournment

With no further business to discuss, Mr. Cordrey made a motion with a second from Mr. Walker to adjourn at 1:49 pm.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Walker	Yes
	Joe Rozzi	Yes

LEGISLATIVE COVER MEMORANDUM

Introduction: January 2, 2020

Effective Date: Next available date

Agenda Item: **Motion**
Enter into contract with Warren County Engineers Officer for the 2020 Combined County & Township Annual Resurfacing and Striping Projects

Submitted By: Kenny Hickey

Scope / Description: This will enter us into contract with the Warren County Engineer's office for our resurfacing and striping projects in 2020. They County will bid the projects in phases based on the amount of Township participation. The phases will be grouped in the most cost efficient geographical regions.

The Township will pay the contractor directly for the completed work on a monthly basis for their respective quantities based on the prices of the bid.

Budget Impact: Not yet established

Vote Required for Passage: 2 of 3



November 7, 2019

Township Board of Trustees
Street Address
City, State, Zip

Re: 2020 Combined County & Township Annual Resurfacing and Striping Projects

Dear Board of Trustees,

For the 2020 construction season, I would like to offer the townships of Warren County the opportunity to participate in the County's annual Resurfacing and Striping Projects. This office will not have a Chip Seal program for 2020 although we are available to assist townships that still wish to include Chip Seal in their annual paving plan. The township's participation in the County's annual projects would create an economy of scale for the township's annual cost of these maintenance items. The participation would consist of the following:

For the Resurfacing Project the township will inform the County of the roads they want resurfaced, including beginning and end locations, lengths, widths, thickness of new asphalt, types of pavement, and total quantity for pavement repairs. For the Chip Seal Project the township will inform the County of the roads they want to chip seal with beginning and end locations along with lengths and widths. For the Striping Project the township will inform the County of the roads they want striped, including beginning and end locations, lengths, and types of striping. As usual, the County will be available to consult townships on asphalt thickness, asphalt types, and any other questions. The County will provide cost estimates for each township's respective bid quantities.

1. The County may bid the projects in phases based on the amount of township participation. The phases will be grouped in the most cost efficient geographical regions. The County will provide contract administration for the projects.
2. The County will provide part-time inspection of the projects.
3. The townships will pay the contractor directly for the completed work on a monthly basis for their respective quantities based on the unit prices of the bid.

In order to keep the resurfacing projects cost effective and simple, no widening, concrete pavement, curb & gutter, and sidewalks will be included in any of the Resurfacing Projects; however, partial depth and full depth pavement repair at any scale will be

WARREN COUNTY ENGINEER'S OFFICE

ADMINISTRATION and ENGINEERING
210 W Main St, Lebanon, OH 45036
Telephone (513) 695-3301 Fax (513) 695-7714

HIGHWAY MAINTENANCE, PERMITS, and INSPECTION
105 Markey Rd, Lebanon, OH 45036
Telephone (513) 695-3336 Fax (513) 695-3323

included. If the Board of Trustees is interested in participating in either of the above Warren County Projects, please send a letter or email to my office by January 3, 2020, stating the roads the township would like to include in any of these projects during the 2020 construction season. In this letter, please include the beginning and end locations, lengths and widths of the roads, and total quantity of pavement repairs. After receiving the list from the township, my office will prepare a cost estimate for the work the township wishes to complete. A copy of the cost estimate will be sent to the Board of Trustees for review and any revisions. Once the Board makes their final decision on the roads to resurface, chip seal, and/or stripe, a resolution stating the township will participate with the County in the respective project is required. Your resolution to participate must be received by February 1, 2020. Throughout the project, the contractor will invoice the Board of Trustees for the township's completed portions of the projects. If more information is needed, please contact Bobbi Apking at (513) 695-3305 or bobbi.apking@co.warren.oh.us.

If you have any questions, please call me. I look forward to working with you.

Sincerely,

Neil F. Tunison, P.E., P.S.
Warren County Engineer

cc: file

LEGISLATIVE COVER MEMORANDUM

Introduction: January 2, 2020

Effective Date: Next available date

Agenda Item: **Motion**
To appoint _____ to the Hamilton Township Zoning Commission for a 5 year term.

Submitted By: Alex Kraemer

Scope / Description: Per O.R.C. 519.04, the Zoning Commission appointments are 5 year terms with one member's term expiring each year. Following a phone interview process, we feel that _____ is the best applicant and recommend their appointment.

Budget Impact: \$0

Vote Required for Passage: 2 of 3

LEGISLATIVE COVER MEMORANDUM

Introduction: January 2, 2020

Effective Date: Next available date

Agenda Item: **Motion**
To appoint _____ to the Hamilton Township Board of Zoning Appeals for a 5 year term.

Submitted By: Alex Kraemer

Scope / Description: Per O.R.C. 519.13, the Board of Zoning Appeals appointments are 5 year terms with one member's term expiring each year. Following a phone interview process, we feel that _____ is the best applicant and recommend their appointment.

Budget Impact: \$0

Vote Required for Passage: 2 of 3

LEGISLATIVE COVER MEMORANDUM

Introduction: January 2, 2020

Effective Date: Next available date

Agenda Item: **Motion**
To approve the Large Purchase Orders for the Police Lease payment of \$25,881, the Police – Little Miami Unit Lease payment of \$16,379, the R&B Snow Truck payment of \$30,270, and R&B Back Hoe payment of \$26,924.21.

Submitted By: Brent Centers

Scope / Description: This allows the Finance Coordinator to submit payments for these four vehicles. The Township will be reimbursed for the complete payment of the Police – Little Miami Unit Lease payment.

Budget Impact: \$99,454.21

\$25,881 – Police Lease payment
\$16,379 – Police – Little Miami Unit Lease payment
\$30,270 – R7B Snow Truck payment
\$26,924.21 – R&B Back Hoe Payment
\$99,454.21
+\$16,379 – Little Miami reimbursement for Police – Little Miami Unit Lease payment
\$83,075.21

**Vote Required
for Passage:** 2 of 3

**HAMILTON TOWNSHIP, WARREN COUNTY
Regular Purchase Order**

Office Of HAMILTON TOWNSHIP 7780 South State Route 48 MAINEVILLE, OH 45039-0699	Vendor Santander Bank N.A. PO Box 14565 Reading, PA 19612	Purchase Order Number: 2-2020 Total: \$25,881.00 Issue: 01/01/2020 Expires:
Ship To HAMILTON TOWNSHIP 7780 South State Route 48 MAINEVILLE, OH 45039-0699	Bill To HAMILTON TOWNSHIP 7780 South State Route 48 MAINEVILLE, OH 45039-0699	Miscellaneous Approval:
Terms		
Purpose		

Quantity	Unit	Item Description	Unit Price	Subtotal
1.00		Police Lease payment	\$25,881.00	\$25,881.00

Account Code	Account Description	Amount
2081-830-830-0000	Interest Payments	\$1,390.64
2081-210-750-5000	Motor Vehicles{Capital Lease Prin.Payment}	\$24,490.36

Material on this order is exempted from Ohio Sales Tax and Federal Excise Taxes.

<p align="center">FISCAL OFFICER CERTIFICATE</p> <p>It is hereby certified that the amount of \$25,881.00 required to meet the contract agreement, obligation, or expenditure for the above, has been lawfully appropriated, authorized or directed for such purpose and is in the Treasury or in the process of collection to the credit of the</p> <p align="center">----- Police District -----</p> <p>Fund (and others as above) free from any obligation or certification now outstanding.</p> <p>Certification: _____</p> <p>Date: 01/01/2020 Fiscal Officer: James Hunter</p>	<p align="center">APPROVED BY</p> <p>_____</p> <p>_____</p> <p>_____</p> <p align="center">This order is not valid unless Fiscal Officer Certificate is signed.</p>
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Lessor: Santander Bank, N.A.
 3 Huntington Quadrangle
 Suite 101N
 Melville, NY 11747-4616

Lessee: Hamilton Township OH
 7780 S. State Route 48
 Hamilton Township, OH 45039

Amortization per unit or per group

Group of
 3 2018 Ford Interceptor Police Cars
 (Explorers)

Nominal Annual Rate: 2.800%

CASH FLOW DATA

Event	Date	Amount	Number	Period	Totals
1 Loan	1/15/2018	99,134.31	1		\$99,134.31
2 Payment	2/15/2018	25,881.00	4	Annual	\$25,881.00
					\$0.00

AMORTIZATION SCHEDULE - Normal Amortization

	Date	Payment	Interest	Principal	Balance	
Loan	1/15/2018			\$99,134.31	99,134.31	
1	2/15/2018	25,881.00	* 235.75	* 25,645.25	73,489.06	\$25,881.00
2	2/15/2019	25,881.00	2,057.69	23,823.31	49,665.75	\$25,881.00
3	2/15/2020	25,881.00	1,390.64	24,490.36	25,175.39	\$25,881.00
4	2/15/2021	25,881.00	705.61	25,175.39	0.00	\$25,881.00
Grand Totals		103,524.00	4,389.69	99,134.31		\$103,524.00

Sign and fill out the attached Form 990 and provide information to the IRS. Please send a copy to your agent 830-830-0000 and return copy with check. Fill out all other required information included in the Finance Authority attached and marked items.

2081-210-750-5000

2081-830-830-0000
 Finance arrangement was approved. The official minutes will be used at the time of any court sign and approval.

Check enclosed for 2018 Financial Authority return with the original signed contracts.

Return completed and filed. Signed documents and other records to be provided.

Attest:
 Secretary
 Hamilton Township

**HAMILTON TOWNSHIP, WARREN COUNTY
Regular Purchase Order**

Office Of HAMILTON TOWNSHIP 7780 South State Route 48 MAINEVILLE, OH 45039-0699	Vendor Santander Bank N.A. PO Box 14565 Reading, PA 19612	Purchase Order Number: 4-2020 Total: \$16,379.00 Issue: 01/01/2020 Expires:
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Ship To HAMILTON TOWNSHIP 7780 South State Route 48 MAINEVILLE, OH 45039-0699	Bill To HAMILTON TOWNSHIP 7780 South State Route 48 MAINEVILLE, OH 45039-0699	Miscellaneous Approval:
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Terms	
Purpose	

Quantity	Unit	Item Description	Unit Price	Subtotal
1.00		Police- Little Miami Unit lease payment	\$16,379.00	\$16,379.00

Account Code	Account Description	Amount
2081-830-830-0000	Interest Payments	\$1,142.03
2081-210-750-5000	Motor Vehicles{Capital Lease Prin.Payment}	\$15,236.97

Material on this order is exempted from Ohio Sales Tax and Federal Excise Taxes.

<p align="center">FISCAL OFFICER CERTIFICATE</p> <p>It is hereby certified that the amount of \$16,379.00 required to meet the contract agreement, obligation, or expenditure for the above, has been lawfully appropriated, authorized or directed for such purpose and is in the Treasury or in the process of collection to the credit of the</p> <p>----- Police District -----</p> <p>Fund (and others as above) free from any obligation or certification now outstanding.</p> <p>Certification: _____</p> <p>Date: 01/01/2020 Fiscal Officer: James Hunter</p>	<p align="center">APPROVED BY</p> <p>_____</p> <p>_____</p> <p align="center">This order is not valid unless Fiscal Officer Certificate is signed.</p>
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Santander Lease Agreement Terms Sheet

Lessor: Santander Bank, N.A.
 3 Huntington Quadrangle
 Suite 101N
 Melville, NY 11747-4616

Lessee: Hamilton Township OH
 7780 S. State Route 48
 Hamilton Township, OH 45039

Equipment Description / Quantity

Ford: \$28,839.50

CDW-G: \$6,473.99

Tri-State Public Safety: \$10,725.00

Vivid Wraps: \$1,230.94

\$47,269.43

1 | 1 2019 Ford 150 Police Responder

Schedule of Terms

Schedule of Terms	Payment Date	Per Quantity		Total for Group		Combined Min. Insurance For Equip. After Payments
		Payment amount	Implied Interest	Payment Amount	Implied Interest	
Initial payment	5/15/2019	16,379.00	142.97	16,379.00	142.97	32,175.43
Second Payment	5/15/2020	16,379.00	1,142.03	16,379.00	1,142.03	16,379.00
Third Payment	5/15/2021	16,379.00	582.57	16,379.00	582.57	1,867.57

-15,237.9

Signed by: 

2081-830-830-0000

LITTLE MIAMI
 SCHOOL DISTRICT

**HAMILTON TOWNSHIP, WARREN COUNTY
Regular Purchase Order**

Office Of HAMILTON TOWNSHIP 7780 South State Route 48 MAINEVILLE, OH 45039-0699		Vendor Santander Bank N.A. PO Box 14565 Reading, PA 19612		Purchase Order Number: 1-2020 Total: \$30,270.00 Issue: 01/01/2020 Expires:	
Ship To HAMILTON TOWNSHIP 7780 South State Route 48 MAINEVILLE, OH 45039-0699		Bill To HAMILTON TOWNSHIP 7780 South State Route 48 MAINEVILLE, OH 45039-0699		Miscellaneous Approval:	
Terms					
Purpose					

Quantity	Unit	Item Description	Unit Price	Subtotal
1.00		R&B Snow Truck payment	\$30,270.00	\$30,270.00

Account Code	Account Description	Amount
2031-830-830-0000	Interest Payments	\$1,486.59
2031-330-750-5000	Motor Vehicles{Capitital Lease Prin.Payment}	\$28,783.41

Material on this order is exempted from Ohio Sales Tax and Federal Excise Taxes.

FISCAL OFFICER CERTIFICATE		APPROVED BY	
<p>It is hereby certified that the amount of \$30,270.00 required to meet the contract agreement, obligation, or expenditure for the above, has been lawfully appropriated, authorized or directed for such purpose and is in the Treasury or in the process of collection to the credit of the</p> <p align="center">----- Road and Bridge -----</p> <p>Fund (and others as above) free from any obligation or certification now outstanding.</p> <p>Certification: _____</p> <p>Date: 01/01/2020 Fiscal Officer: James Hunter</p>		<p>_____</p> <p>_____</p> <p>_____</p> <p align="center">This order is not valid unless Fiscal Officer Certificate is signed.</p>	

2018
Snow Truck

Lessor: Santander Bank, N.A.
3 Huntington Quadrangle
Suite 101N
Melville, NY 11747-4616

Lessee: Hamilton Township OH
7780 S. State Route 43
Hamilton Township, OH 45039

Amortization per unit or per group:

1 2018 Int 7400 Snow Plow Truck

Nominal Annual Rate: 2.550%

1HTWDTAR2JH632291

CASH FLOW DATA

Event	Date	Amount	Number	Period	Totals
1 Loan	9/15/2017	143,703.98	1		\$143,703.98
2 Payment	10/15/2017	30,270.00	5	Annual	\$30,270.00
					\$0.00

AMORTIZATION SCHEDULE - Normal Amortization

Loan	Date	Payment	Interest	Principal	Balance	Totals
1	9/15/2017				143,703.98	
2	10/15/2017	30,270.00	301.19	29,968.81	113,735.17	\$30,270.00
3	10/15/2018	30,270.00	2,900.25	27,369.75	86,365.42	\$30,270.00
4	10/15/2019	30,270.00	2,202.32	28,067.68	58,297.74	\$30,270.00
5	10/15/2020	30,270.00	1,486.59	28,783.41	29,514.33	\$30,270.00
6	10/15/2021	30,270.00	755.67	29,514.33	0.00	\$30,270.00
Grand Totals		151,350.00	7,648.02	143,703.98		\$151,350.00

Interest

Principal

2031-830-830-0000

2031-330-750-5000

**HAMILTON TOWNSHIP, WARREN COUNTY
Regular Purchase Order**

Office Of HAMILTON TOWNSHIP 7780 South State Route 48 MAINEVILLE, OH 45039-0699		Vendor KS StateBank 1010 Westloop PO Box 69 Manhattan, KS 66505-0069		Purchase Order Number: 3-2020 Total: \$26,924.21 Issue: 01/01/2020 Expires:	
Ship To HAMILTON TOWNSHIP 7780 South State Route 48 MAINEVILLE, OH 45039-0699		Bill To HAMILTON TOWNSHIP 7780 South State Route 48 MAINEVILLE, OH 45039-0699		Miscellaneous Approval:	
Terms					
Purpose					

Quantity	Unit	Item Description	Unit Price	Subtotal
1.00		R&B Back Hoe payment	\$26,924.21	\$26,924.21

Account Code	Account Description	Amount
2231-330-750-5000	Motor Vehicles{Capital Lease Prin.Payment}	\$26,208.71
2231-830-830-0000	Interest Payments	\$715.50

Material on this order is exempted from Ohio Sales Tax and Federal Excise Taxes.

FISCAL OFFICER CERTIFICATE		APPROVED BY	
<p>It is hereby certified that the amount of \$26,924.21 required to meet the contract agreement, obligation, or expenditure for the above, has been lawfully appropriated, authorized or directed for such purpose and is in the Treasury or in the process of collection to the credit of the</p> <p align="center">----- Permissive Motor Vehicle License Tax -----</p> <p>Fund (and others as above) free from any obligation or certification now outstanding.</p> <p>Certification: _____</p> <p>Date: 01/01/2020 Fiscal Officer: James Hunter</p>		<p>_____</p> <p>_____</p> <p align="center">This order is not valid unless Fiscal Officer Certificate is signed.</p>	

2018 Backhoe

KS Bank
State

Schedule (01)

EXHIBIT B

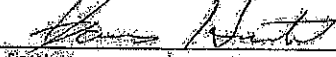
PAYMENT SCHEDULE

RE: Government Obligation Contract dated as of December 1, 2017, between KS StateBank (Obligee) and Hamilton Township, Warren County, Ohio (Obligor)

Date of First Payment: December 1, 2018
 Original Balance: \$76,555.20
 Total Number of Payments: Three (3)
 Number of Payments Per Year: One (1)

Pay No.	Due Date	Contract Payment	Applied to Interest	Applied to Principal	*Purchase Option Price
1	01-Dec-18	\$26,924.21	\$2,089.95	\$24,834.26	\$52,061.23
2	01-Dec-19	\$26,924.21	\$1,411.98	\$25,512.23	\$26,924.02
3	01-Dec-20	\$26,924.21	\$715.50	\$26,208.71	\$0.00

Hamilton Township, Warren County, Ohio



Signature

Thomas Hursey, Fiscal Officer

Printed Name and Title

*Assumes all Contract Payments due to date are paid

Principal 2231 - 330 - 750 - 5000
 Interest - 2231 - 830 - 830 - 000

LEGISLATIVE COVER MEMORANDUM

Introduction: January 2, 2020

Effective Date: Next available date

Agenda Item: **Motion**
To enter into contract with the Villages of Hopewell Valley subdivision Section 6 for snow removal services.

Submitted By: Brent Centers

Scope / Description: The Villages of Hopewell Valley subdivision is required to perform snow removal services and has requested to contract with Hamilton Township to provide those services.

Budget Impact: The Villages of Hopewell Valley subdivision will pay Hamilton Township \$150 per hour with a minimum of 1 hour per call-out.

Vote Required for Passage: 2 of 3

AGREEMENT FOR SNOW AND ICE REMOVAL FOR UNACCEPTED STREETS

I. Parties:

The parties to this Agreement are the Warren County Board of County Commissioners (hereinafter the "County") or the Hamilton Township Board of Trustees (hereinafter the "Township"), and D.R. Horton-Indiana, LLC (hereinafter the "Developer"), the developer of The Villages of Hopewell Valley Subdivision, Section/Phase Six (hereinafter the "Subdivision").

II. Purpose:

The purpose of this Agreement is to make provision for the removal of snow and ice from the streets as are shown upon the recorded plat of the Subdivision prior to the time of the acceptance of such streets by the County as a part of the County or Township road system if the Developer, for whatever reason, does not remove snow and ice in a timely manner from said streets.

III. Authorization:

Developer does hereby grant permission to the County or Township, as may be appropriate, to enter into the Subdivision as may be necessary to perform such snow and ice removal upon all streets shown upon the plat of such subdivision and dedicated as public streets.

IV. Reimbursement of Cost of Snow and Ice Removal:

The County or Township performing snow and ice removal from the aforesaid streets shall invoice the Developer for the actual cost of such snow and ice removal. The Developer shall pay such invoice within thirty (30) days of the date of the same by check made payable to the invoicing political subdivision.

As used herein, "actual cost" means any costs incurred due to the use of employees, materials or equipment. Costs incurred due to the use of employees shall include wages, fringe benefits and employer PERS contributions. Costs incurred due to the use of materials shall be the costs incurred by the political subdivision in purchasing such materials and based upon quantity of materials used. Costs incurred due to the use of equipment shall be based upon standard rental rates within the community for the equipment used.

V. Hold Harmless; Indemnification; Defense

The Developer does hereby agree to defend, indemnify and hold the County and/or Township, its agents, employees and contractors, performing the snow and ice removal harmless from any and all

claims, suits, actions, injuries, damages, liabilities, costs, expenses and attorneys fees which may be occasioned by the County or Township performing the snow and ice removal within the aforesaid subdivision.

VI. Determination of Necessity and Priority of Snow and Ice Removal:

The County or Township responsible for snow and ice removal within the Subdivision shall determine in its sole discretion the necessity of performing snow and ice removal within the Subdivision and the priority of performing snow and ice removal within the Subdivision.

VII. No Common Law Acceptance:

The performance of snow and ice removal within the Subdivision by the County or Township, as may be applicable, is not intended nor should the performance of such snow and ice removal be construed as an act indicating the acceptance of the streets within the Subdivision as a part of the County or Township road system and that such acceptance may only occur by formal resolution adopted by the County.

VIII. Modification; Binding Effect; Entire Agreement:

- A. This Agreement may be modified only in writing and signed by both parties.
- B. This Agreement shall be binding upon the successors and assigns of the parties hereto.
- C. This Agreement represents the entire understanding of the parties and any oral discussions or representations not consistent with the terms of this Agreement are of no force and effect.

IN EXECUTION WHEREOF, the Developer has caused this security agreement to be executed on the date stated below.

DEVELOPER:

Pursuant to a resolution authorizing the undersigned to execute this agreement.

SIGNATURE: Tom Curran

PRINTED NAME: Tom Curran

TITLE: Div President

DATE: 12/12/19

IN EXECUTION WHEREOF, the _____ Township Board of Trustees have caused this security agreement to be executed by the President of the Board, on the date stated below, pursuant to Board Resolution Number _____, dated _____.

BOARD OF TRUSTEES **TOWNSHIP**

SIGNATURE: _____

PRINTED NAME: _____

TITLE: President _____

DATE: _____

LEGISLATIVE COVER MEMORANDUM

Introduction: January 2, 2020

Effective Date: Next available date

Agenda Item: **Resolution 20-0102**
A Resolution Setting Meeting Dates and Times

Submitted By: Brent Centers

Scope / Description: This Resolution sets the Hamilton Township Trustee meetings on the first and third Wednesdays of each month at 6:30PM at 7780 S. State Route 48
Maineville, Ohio 45039.

This reflects the same dates and times of 2019.

Budget Impact: \$0

**Vote Required
for Passage:** 2 of 3

The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:30 p.m. on January 2, 2020, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Darryl Cordrey – Trustee
Joseph Rozzi - Trustee
Mark Sousa – Trustee

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 20-0102**

A RESOLUTION SETTING MEETING DATES AND TIMES

WHEREAS, the Board of Hamilton Township Trustees desires to establish meeting dates and times for its regular meetings in 2020;

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

SECTION 1. Regular meetings of the Board of Trustees of Hamilton Township shall be held on the first and third Wednesday of each month at 6:30 p.m. at the Township Hall located at 7780 South State Route 48, Hamilton Township, Warren County, Ohio 45039. The days and time of day represents the same Township Trustee meeting dates and times as ended in the year 2019.

SECTION 2. Regular meetings of the Board of Trustees may be rescheduled or cancelled by the Chairperson of the Board of Trustees, or the Township Administrator, or a majority vote of the members of the Board of Trustees. Special meetings may be called by the Chairperson of the Board of Trustees, or the Administrator, or a majority of the Board of Township Trustees provided the notice required under Ohio law is provided.

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 P. Rozzi –	Aye _____	Nay _____
Mark Sousa –	Aye _____	Nay _____

Resolution adopted this 2nd day of January 2020.

Attest:

James D. Hunter, *Fiscal Officer*

Approved as to form:

Benjamin J. Yoder, *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 January 2, 2020.

Date: _____

James D. Hunter, *Fiscal Officer*

LEGISLATIVE COVER MEMORANDUM

Introduction: January 2, 2020

Effective Date: Next available date

Agenda Item: **Resolution 20-0102A**
A RESOLUTION AUTHORIZING THE SEMI-ANNUAL AUTHORIZATION OF BLANKET CERTIFICATES AND ESTABLISHING FINANCIAL POLICIES FOR THE APPROVAL OF PURCHASE ORDERS IN 2020, DISPENSING WITH THE SECOND READING AND DECLARING AN EMERGENCY

Submitted By: Brent Centers

Scope / Description: This allows the Fiscal Officer to issue 6 month blanket certificates for all items listed in Section 2 of this Resolution.

This Resolution also sets the financial policy that any Purchase Order greater than an amount of Five Thousand (\$5000.00) dollars must be pre-approved by the Board of Trustees prior to its issuance, and any Purchase order greater than an amount of One Thousand (\$1000.00) dollars must be pre-approved by the Township Administrator prior to its issuance.

Budget Impact: \$0

Vote Required for Passage: 2 of 3

The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:30 p.m. on January 2, 2020, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Darryl Cordrey – Trustee
Joseph Rozzi - Trustee
Mark Sousa – Trustee

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 20-0102A**

**A RESOLUTION AUTHORIZING THE SEMI-ANNUAL AUTHORIZATION OF
BLANKET CERTIFICATES AND ESTABLISHING FINANCIAL POLICIES FOR THE
APPROVAL OF PURCHASE ORDERS IN 2020, DISPENSING WITH THE SECOND
READING AND DECLARING AN EMERGENCY**

WHEREAS, the Board of Trustees of Hamilton Township, Warren County, Ohio desires to establish financial policies regarding the authorization of Blanket Certificates and Purchase Orders,

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

- SECTION 1.** That Blanket Certificates authorizing all expenditures except for those categories listed in Section 2, are hereby approved for issuance at January 1st and July 1st each, expiring 6 months from issuance date, in an amount not to exceed Two Million (\$2,000,000.00) dollars).
- SECTION 2.** That Blanket Certificates authorizing all expenditures for electric, cable, water, sewer, telephone, fuel, heating oil, trash collection, dues & fees, auditing services, UAN charges, accounting & legal fees, IT services, health insurance, vehicles, building and bond insurance, Grants, ads, Barnhill field, boot reimbursement, tax collection fees, bond payment, HT Events, training expense, travel expense, capital outlay, Workers Compensation, payment to another political subdivision, and election expenses to be approved on an annual basis.
- SECTION 3.** This Board hereby determines that any Purchase Order greater than an amount of Five Thousand (\$5000.00) dollars must be pre-approved by the Board of Trustees prior to its issuance, and any Purchase order greater than an amount of One Thousand (\$1000.00)

dollars must be pre-approved by the Township Administrator prior to its issuance.

SECTION 4. This Board hereby determines that all formal actions of the Board concerning and relation to the adoption of this Resolution were taken in an open meeting of this Board and that all deliberations related to the action talked herein were conducted in meeting open to the public pursuant to law.

SECTION 5. This Resolution is declared to be an emergency measure necessary for the immediate preservation of the public health, safety and welfare of the Township, and therefore this Resolution shall be in full force and effect immediately upon its adoption without further public reading.

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

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

Resolution adopted this 2nd day of January, 2020.

Attest:

James D. Hunter, *Fiscal Officer*

Approved as to form:

Benjamin J. Yoder, *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 January 2, 2020.

Date: _____

James D. Hunter, *Fiscal Officer*

LEGISLATIVE COVER MEMORANDUM

Introduction: January 2, 2020

Effective Date: Next available date

Agenda Item: **Resolution 20-0102B**
A RESOLUTION AUTHORIZING THE TOWNSHIP FISCAL OFFICER TO PROCESS RE-APPROPRIATIONS AND DISTRIBUTE PAYMENTS AS NEEDED THROUGH DEEMBER 31, 2020, DISPENSING WITH THE SECOND READING AND DECLARING AN EMERGENCY

Submitted By: Brent Centers

Scope / Description: This allows the Fiscal Officer to process necessary re-appropriations within a fund and distribute payments as needed from January 1, 2020 through December 31, 2020.

Budget Impact: \$0

Vote Required for Passage: 2 of 3

The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:30 p.m. on January 2, 2020, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Darryl Cordrey – Trustee
Joseph Rozzi - Trustee
Mark Sousa – Trustee

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 20-0102B**

**A RESOLUTION AUTHORIZING THE TOWNSHIP FISCAL OFFICER TO PROCESS
RE-APPROPRIATIONS AND DISTRIBUTE PAYMENTS AS NEEDED THROUGH
DECEMBER 31, 2020, DISPENSING WITH THE SECOND READING AND
DECLARING AN EMERGENCY**

WHEREAS, the Board of Trustees of Hamilton Township, Warren County, Ohio may have the need to re-appropriate within a fund for expenses through December 31, 2020; and

WHEREAS, the Fiscal Officer has requested authorization to process re-appropriations with a fund and distribute payments as needed;

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

- SECTION 1.** The Hamilton Township Fiscal Officer is hereby authorized to process necessary re-appropriations within a fund and distribute payments as needed from January 1, 2020 through December 31, 2020.
- SECTION 2.** By at least two-thirds vote of the Board, any requirements that this Resolution be read on two separate days is hereby waived and the Board authorizes its passage upon one reading.
- SECTION 3.** By unanimous vote of the Board, the Resolution is hereby declared to be an emergency measure necessary for the preservation of the public peace, health, safety, and welfare of the Township, and shall take effect immediately. The reason for the emergency is to provide timely approval of re-appropriations made by the Township Fiscal Officer.

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 2nd day of January, 2020.

Attest:

James D. Hunter, *Fiscal Officer*

Approved as to form:

Benjamin J. Yoder, *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 January 2, 2020.

Date: _____

James D. Hunter, *Fiscal Officer*

LEGISLATIVE COVER MEMORANDUM

Introduction: January 2, 2020

Effective Date: Next available date

Agenda Item: **Resolution 20-0102C**
A RESOLUTION AUTHORIZING THE DISBURSEMENT OF CHECKS FOR PAYROLL, PAYROLL RELATED WITHHOLDINGS AND EXPENSES AND OTHER EXPENSES IN 2020

Submitted By: Brent Centers

Scope / Description: This allows the Fiscal Officer to approve the disbursement of payroll, payroll related withholdings and expenses and expenses for all items listed in Section 1 of this Resolution.

Budget Impact: \$0

Vote Required for Passage: 2 of 3

The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:30 p.m. on January 2, 2020, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Darryl Cordrey – Trustee
Joseph Rozzi - Trustee
Mark Sousa – Trustee

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 20-0102C**

**A RESOLUTION AUTHORIZING THE DISBURSEMENT OF CHECKS FOR
PAYROLL, PAYROLL RELATED WITHHOLDINGS AND EXPENSES AND OTHER
EXPENSES IN 2020**

WHEREAS, it is the policy of this Board to provide procedures for the prompt payment of appropriate Township expenses; and

WHEREAS, certain expenses are required to be paid prior to the next regularly scheduled trustees' meeting where preapproval would normally be considered,

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

SECTION 1. That disbursement of payroll, payroll related withholdings and expenses and expenses for electric, cable, water, sewer, telephone, fuel, heating oil, trash collection, IT services, UAN charges, health insurance, refunds, employee reimbursements, Debit Service & Lease Payments, Return of forfeited property, and credit cards (LCNB, Staples, Walmart and Lowes, Sears, Tractor Supply) are hereby approved for payment when payments are due, such payments being preauthorized by this Board subject to ratification at the next regularly schedule Trustees' meeting.

SECTION 2. This Board hereby determines that all formal actions of the Board concerning and relation to the adoption of this Resolution were taken in an open meeting of this Board and that all deliberations related to the action talked herein were conducted in meeting open to the public pursuant to law.

SECTION 3.

This Resolution is declared to be an emergency measure necessary for the immediate preservation of the public health, safety and welfare of the Township, and therefore this Resolution shall be in full force and effect immediately upon its adoption without further public reading.

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

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

Resolution adopted this 2nd day of January, 2020.

Attest:

James D. Hunter, *Fiscal Officer*

Approved as to form:

Benjamin J. Yoder, *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 January 2, 2019.

Date: _____

James D. Hunter, Fiscal Officer

LEGISLATIVE COVER MEMORANDUM

Introduction: January 2, 2020

Effective Date: Next available date

Agenda Item: **Resolution 20-0102D**
A RESOLUTION AUTHORIZING THE TRANSFER OF GENERAL FUNDS (FUND 1000) AND POLICE FUND (FUND 2081) TO THE BUILDING BOND FUND (FUND 3101) IN 2020

Submitted By: Brent Centers

Scope / Description: This allows the Finance Coordinator to transfer funds from the General Fund and from the Police Fund to the Building Bond Fund for the payment on the Administration/Police Department building.

Budget Impact: Straight transfer:
\$66,437.50 - General
\$66,437.50 – Police
\$132,875.00 – Total into the Building Bond Fund

Vote Required for Passage: 2 of 3

The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:30 p.m. on January 2, 2020, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Darryl Cordrey – Trustee
Joseph Rozzi - Trustee
Mark Sousa – Trustee

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 20-0102D**

A RESOLUTION AUTHORIZING THE TRANSFER OF GENERAL FUNDS (FUND 1000) AND POLICE FUND (FUND 2081) TO THE BUILDING BOND FUND (FUND 3101) IN 2020

WHEREAS, The Board of Trustees of Hamilton Township, Warren County, Ohio has desires to transfer funds from the General Fund and Police Fund to the Building Bond Fund; and

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

- SECTION 1.** The Finance Coordinator is authorized to transfer funds from the General Fund in the amount of: \$66,437.50 and from the Police Fund in the amount of: \$66,437.50 to the Building Bond Fund for the total of: \$132,875.00 in such amounts.
- SECTION 2.** This Board hereby determines that all formal actions of the Board concerning and relating to the adoption of the Resolution were taken in an open meeting of the Board and that all deliberations related to the action talked herein were conducted in meeting open to the public pursuant to law.
- SECTION 3.** This Resolution is declared to be an emergency measure necessary for the immediate preservation of the public health, safety and welfare of the Township, and therefore this Resolution shall be in full force and effect immediately upon its adoption without further public reading

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

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

Resolution adopted this 2nd day of January, 2020.

Attest:

James D. Hunter, *Fiscal Officer*

Approved as to form:

Benjamin J. Yoder, *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 January 2, 2020.

Date: _____

James D. Hunter, *Fiscal Officer*

LEGISLATIVE COVER MEMORANDUM

Introduction: January 2, 2020

Effective Date: Next available date

Agenda Item: **Resolution 20-0102E**
A RESOLUTION AUTHORIZING THE TRANSFER OF FIRE AND EMS
LEVY FUND (2283) TO THE FIRE STATION 76 CAPITAL PROJECT FUND
(4902) IN 2019

Submitted By: Brent Centers

Scope / Description: This allows the Finance Coordinator to transfer funds from the Fire and EMS
Special Levy Fund to the Fire Station 76 Capital Project Fund for the payment on
the new Fire Station 76.

Budget Impact: Straight transfer:
\$181,770.00 – Fire and EMS Special Levy Fund
\$181,770.00 – Total into the Fire Station 76 Capital Project Fund

**Vote Required
for Passage:** 2 of 3

The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:30 p.m. on January 2, 2020, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Darryl Cordrey – Trustee
Joseph Rozzi - Trustee
Mark Sousa – Trustee

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 20-0102E**

**A RESOLUTION AUTHORIZING THE TRANSFER OF FIRE AND EMS LEVY FUND
(2283) TO THE FIRE STATION 76 CAPITAL PROJECT FUND (4902) IN 2019**

WHEREAS, the Board of Trustees of Hamilton Township, Warren County, Ohio has desires to transfer funds from the Fire and EMS Special Levy to the Fire Station 76 Capital Project Fund; and

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

- SECTION 1.** That the Finance Coordinator is authorized to transfer funds from the Fire and EMS Special Levy in the amount of: \$181,770.00 to the Fire Station 76 Capital Project Fund for the total of: \$181,770.00 in such amounts.
- 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 talked herein were conducted in meeting open to the public pursuant to law.
- SECTION 3.** This Resolution is declared to be an emergency measure necessary for the immediate preservation of the public health, safety and welfare of the Township, and therefore this Resolution shall be in full force and effect immediately upon its adoption without further public reading.

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

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

Resolution adopted this 2nd day of January, 2020.

Attest:

James D. Hunter, *Fiscal Officer*

Approved as to form:

Benjamin J. Yoder, *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 January 2, 2020.

Date: _____

James D. Hunter, *Fiscal Officer*