

Hamilton Township Trustees Meeting

January 6, 2021

Trustee Board Chairman, Darryl Cordrey, called the meeting to order at 6:30 pm. Mr. Cordrey, Mr. Rozzi, and Mr. Sousa were present.

The *Pledge of Allegiance* was recited by all.

New Business

Motion: Elect Chair of Board of Trustees

Mr. Rozzi made a motion with a second from Mr. Cordrey to nominate Mr. Cordrey to remain the Chair of Board of Trustees.

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

Motion: Elect Vice Chair of Board of Trustees

Mr. Cordrey made a motion with a second from Mr. Sousa to nominate Mr. Rozzi to remain the Vice Chair of the Board of Trustees.

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

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 16, 2020 Trustee Meeting.

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

Motion made by Mr. Cordrey with a second by Mr. Rozzi to approve the bills as presented to the Board this evening.

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

Public Comments

Mr. Cordrey opened the floor to public comments at 6:34 pm.

No comments were made therefor Mr. Cordrey closed the floor to public comments at 6:34 pm.

Mr. Kraemer introduced Mr. Brandon Williams, Economic Development Intern, to the Board. He is a second year student at The University of Cincinnati college of Design, Architecture, Art and Planning (DAAP). Mr. Williams had a very impressive portfolio submitted to us for his application and we are happy to have him here. This is his first week with us but he has already hit the ground running. He will be with us for 4 months which is a full semester.

The Board welcomed Mr. Williams to the team.

Human Resources

Human Resources Manager, Ms. Kellie Krieger requested a motion to promote Officer Richard Smith to Sargent effective December 27, 2020.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve the above mentioned promotion.

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

Mr. Cordrey publicly congratulated Officer Smith and thanked him for his service with the Township.

Ms. Krieger requested a motion to approve a one-time carryover of 2020 vacation hours in the amount of 84.8 hours for Ms. Ellen Horman. She will utilize these hours before the end of 2021.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve the abovementioned vacation carryover.

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

Ms. Krieger requested a motion to approve the following cemetery deeds in the Maineville addition; Floyd and Regina Mason, lot 620, graves 1 and 2 deed 2020-15, next for Floyd and Jean Mason, lot 620, graves 7 and 8 deed 2020-16.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve the cemetery deeds mentioned above.

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

Lastly, Ms. Krieger requested a motion to approve a cemetery deed transfer in the Maineville addition; Peggy Pourse has transferred lot 166, graves 5 and 6 to Teresa Oakley, deed 2021-1.

Mr. Cordrey made a motion from with a second from Mr. Rozzi to approve the cemetery deed transfer.

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

New Business

-Motion: Enter into contract with the subdivisions of: Miami Bluffs, Providence, and Eagle's Pointe at Providence for snow and ice removal services

The above listed subdivisions are required to perform snow and ice removal service and have requested to contract with Hamilton Township to provide those services. Each subdivision will pay Hamilton Township \$150 per hour with a minimum of 1 hour per call-out.

Mr. Cordrey made a motion with a second from Mr. Rozzi to enter into contract with Miami Bluffs, Providence, and Eagle's Pointe at Providence for snow and ice removal services.

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

-Motion: To approve a Large Purchase Order of \$13,000 for repair costs to the Road and Bridge 2004 Dump Truck

This large P.O. is the result of a crack in the cylinder head on the engine of the 2004 Dump Truck, causing the antifreeze to mix with the oil. This maintenance will require an overhaul of the engine and replace the cylinder heads on the truck.

Mr. Rozzi asked what the average cost to replace the truck is.

Mr. Hickey stated that it would be approximately \$180,000.

Mr. Cordrey asked if the repair will give us useful life with this truck?

Mr. Hickey explained that he wanted to replace this truck in 2022 anyway but he also wants to use this as a reserve truck since we are getting ready to hire another employee. We will most likely get three more years out of it this way.

Mr. Rozzi asked if it is a complete rebuild?

Mr. Hickey stated that it is not; it is replacing the heads and any seals that need to be replaced; not the whole block.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve of the Large Purchase Order for \$13,000.

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

-Resolution 21-0106: A Resolution setting meeting dates and times

This Resolution sets the Hamilton Township Trustee meetings on the first and third Wednesday of each month at 6:30 pm at 7780 S. State Route 48, Hamilton Township, Ohio 45039.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve Resolution 20-0106.

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

-Resolution 21-0106A: Authorizing the semi-annual Blanket Certificates and establishing financial policies for approval of purchase orders in 2021, dispensing with the second reading and declaring an emergency.

This Resolution allows the Fiscal Officer to issue 6 month Blanket Certificates for all items listed in Section 2 of the Resolution.

This Resolution also sets the financial policy that any Purchase Order greater than the amount of \$5,000 must be pre-approved by the Board of Trustees prior to its issuance, and any Purchase Order greater than the amount of \$1,000 must be pre-approved by the Township Administrator prior to its issuance.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve Resolution 21-0106A.

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

-Resolution 21-0106B: Authorizing Fiscal Officer to process re-appropriations and distribute payments as needed through December 31, 2021, dispensing with the second reading and declaring an emergency

This Resolution allows the Fiscal Officer to process necessary re-appropriations within a fund and distribute payments as needed from January 1, 2021 through December 31, 2021.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve Resolution 21-0106B.

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

-Resolution 21-0106C: Authorizing the disbursement of checks for payroll and payroll related withholdings and expenses in 2021

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

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve Resolution 21-0106C.

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

-Resolution 21-0106D: Transfer of funds from General Fund and Police Fund into Building Bond Fund

This Resolution allows the Assistant Fiscal Officer 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 payment of \$132,875.00 to the Administration/Police Department building.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve Resolution 21-0106D.

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

-Resolution 21-0106E: Transfer of funds from Fire and EMS Levy Fund into Fire Station 76 Capital Project Fund

This allows the Assistant Fiscal Officer to transfer funds in the amount of \$88,350.00 from the Fire and EMS Special Levy Fund to the Fire Station Capital Project Fund for the payment on the new Fire Station 76.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve Resolution 21-0106E.

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

-Resolution 21-0106F: Enter into contract with the Ohio Township Association's Coalition of Large Ohio Urban Townships (CLOUT)

This is a renewal of our membership with the Ohio Township Association's CLOUT, which provides additional backing to the legislation that supports and benefits Townships of our size and budget.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve Resolution 21-0106F.

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

Fiscal Officer's Report

Nothing to report at this time.

Administrator's Report

Mr. Centers stated that the Employee Recognition will now take place at the first meeting in February which is February 3rd.

The Retreat location has been finalized thanks to Mr. Yoder and Frost Brown Todd. The meeting will be at 9:00 a.m. on January 22nd at Music Hall. There will be proper public notice for that.

Finally, he noted that the Fiscal Officer delegations that Mr. Weber did last year for delegating certain duties that are assigned to him in the Ohio Revised Code such as taking meeting minutes, public records requests, revising the meeting minutes before they go to the Board, etc; those documents are still standing.

Trustee Comments

Mr. Sousa commented that even though it’s a new year on the calendar, so far it still feels like 2020. He’s hoping we can round the corner and get out from under this pandemic. Everyone did a great job in 2020 and he’s looking forward to what we can accomplish in this calendar year.

Mr. Rozzi wished a Happy New Year to everyone. There seems to still be a lot of uncertainty but hopefully we will be out of this soon.

Mr. Cordrey wished everyone a Happy New Year. He explained that he is excited to see what this year brings. Hamilton Township is participating in a virtual Community Kickoff Event for Marine Corporal Joshua Sust on Saturday the 9th at 9:00 a.m. *Homes for Our Troops* is hosting this for Cpl. Sust as they are building him a new home on Zoar Road. Mr. Cordrey publicly thanked Cpl. Sust for his service.

Executive Session

Mr. Cordrey made a motion with a second from Mr. Rozzi to enter into Executive Session at 6:55 p.m. in reference to O.R.C. 121.22 (G) (1) and (4) to consider the employment or compensation of a public employee or official.

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

Mr. Cordrey made a motion with a second from Mr. Rozzi to come out of Executive Session at 7:32 p.m.

New Business

Mr. Cordrey made a motion with a second from Mr. Rozzi to make 2021 salary adjustments to non-union employees for the total amount of \$19,276.19 as presented to the Board.

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

Adjournment

With no further business to discuss, Mr. Cordrey made a motion with a second from Mr. Rozzi to adjourn at 7:33 pm.

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