



HAMILTON TOWNSHIP

HAMILTON TOWNSHIP ADMINISTRATION

Joseph Rozzi – *Board Chair*
Mark Sousa – *Trustee*
Darryl Cordrey – *Trustee*
Kurt Weber - *Fiscal Officer*

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

Township Administrator
Brent Centers
(513) 239-2372

Police Department
Scott Hughes – Police Chief
Phone: (513) 683-0538

Fire and Emergency Services
Brian Reese – Fire Chief
7684 South State Route 48
Maineville, Ohio 45039
Phone: (513) 683-1622

Public Works
Kenny Hickey – Director
Phone: (513) 683-5320

Assist. Fiscal Officer
Ellen Horman
Phone: (513) 239-2377

Human Resources
Kellie Krieger
Phone: (513) 239-2384

Economic Development

Zoning Administrator
Lindsey Gehring
Phone: (513) 683-8520

**Community Development
Coordinator**
Nicole Early
(513) 683-5360

TRUSTEE MEETING AGENDA 1/5/2022

6:30 PM

- Roll Call
- Pledge of Allegiance
- Oath of Office – *Trustee Joseph Rozzi and Trustee Darryl Cordrey*
- 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 15, 2021 Township Trustee Meeting
- Bills before the Board

Presentation

- Oath of Office – Fire Chief select Jason Jewett
- Oath of Office – Assistant Fire Chief Select Dan Berkebile

Public Comments

Human Resources

New Business

- Motion: Enter into contract with Bricker & Eckler LLC for Legal Services
- Motion: Primary and Alternate appointments to the Warren County Regional Planning Commission (RPC)
- Motion: Then and Now Purchase Order (General Fund)
- Resolution 22-0105: Setting meeting dates and times
- Resolution 22-0105A: Authorizing the annual blanket certificates and establishing financial policies for approval of purchase orders
- Resolution 22-0105B: Authorizing Fiscal Officer to process re-appropriations and distribute payments
- Resolution 22-0105C: Authorizing the disbursement of checks for payroll and payroll related withholdings and expenses
- Resolution 22-0105D: Transfer of General Fund and Police Fund to Building Bond Fund
- Resolution 22-0105E: Transfer of Fire and EMS Levy Fund to Fire Station 76 Capital Project Fund
- Resolution 22-0105F: Increase in appropriations (Fire Department)
- Resolution 22-0105G: 2022 membership agreement with Coalition of Large Ohio Urban Townships (CLOUT)
- Resolution 22-0105H: Accepting public streets in Providence Subdivision (Section 4 and 6)
- Resolution 22-0105I: Accepting public streets in Providence Subdivision (Section 3B, 3C, 3D, 5, and 8)
- Resolution 22-0105J: Authorizing an advance from the General Fund to the Lighting District Fund

Fiscal Officer’s Report

Administrator’s Report

Trustee Comments

Executive Session

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)

Hamilton Township Trustee Meeting

December 15, 2021

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

The *Pledge of Allegiance* was recited by all.

Motion made by Mr. Rozzi with a second by Mr. Cordrey to approve of the clerk's journal and accept the tapes as the Official Meeting Minutes of the December 1, 2021, Trustee Meeting.

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

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

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

Presentations

Mr. Rozzi read the oath of office to swear in Ms. Lindsey Gehring as the Zoning Administrator.

A round of applause was given by all.

Next, Mr. Centers kicked off the year end employee awards by highlighting each member of the administration and their daily duties.

Public Works Director, Mr. Kenny Hickey acknowledged the hard work that his crew does on a daily basis. This year he presented the Employee of the Year award to Mr. Justin Thompson who has been with Hamilton Township for thirteen years and is an instrumental part of his team. Mr. Hickey also presented a plaque honoring Mr. John Daunt for his fifteen years of dedication to the Township.

Next, Fire Chief, Brian Reese, gave accolades to Firefighters Brian Webb and Jesse Hellweg for their response during a call. He also commended Firefighter Nick Bedinghaus for his work as

Quarter Master within the fire department. Lastly, Chief Reese awarded Eric Webb as the Hamilton Township Fire Department's Employee of the Year for his compassion and hard work.

Next, Police Chief, Scott Hughes, spoke on this year's obstacles and complimented his staff for persevering. He awarded Officer Luke Ratliff as the Employee of the Year for his excellent work accomplished on and off the job.

Congratulations to everyone! Mr. Rozzi called a brief recess.

Mr. Rozzi called the meeting back to order and moved on to public comments.

Public Comments

Mr. Rozzi opened the floor to public comments at 1:34pm.

Mr. Marvin Stotz discussed concerns with the condition of his Humock Ct.

Mr. Rozzi and Mr. Sousa stated that Mr. Hickey can look into these concerns.

Mr. Rozzi closed the floor to public comments at 1:39pm.

Human Resources

Human Resources Manager/Cemetery Sexton, Ms. Kellie Krieger requested a motion to approve a deed within the Maineville addition, Colleen Hoffman has purchased niches 47 and 48 in the Maineville Columbarium. The deed number is 2021-17.

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve the cemetery deed #2021-17.

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

Next, Ms. Krieger requested a motion to update the Hamilton Township with the following changes: add Matt Greator as a part time Firefighter effective December 15, 2021, add Lindsey Gehring as the Zoning Administrator effective 12/12/21, Matt Cunningham as a fulltime Firefighter/Paramedic pending the completion of his hiring process, and finally, Dan Berkebile as the Assistant Fire Chief effective January 9, 2022.

Mr. Rozzi made a motion with a second from Mr. Cordrey to update the roster as mentioned above.

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

Next, Ms. Krieger requested a motion to enter into contract with Dan Berkebile for the position of Assistant Chief effective January 9, 2022.

Mr. Rozzi made a motion with a second from Mr. Cordrey to enter into contract with Mr. Berkebile.

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

Finally, Ms. Krieger requested a motion to adjust compensation for contracted employees and non-exempt administrative staff as presented to the Board.

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve the compensation adjustments.

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

New Business

-Motion: Enter into contract with *HurstKelly and Company LLC* for the Hamilton Township Annual Finance Report (AFR)

Mr. Centers explained that this contract will allow Hamilton Township's accounting firm to complete the annual AFR required for auditing purposes. The budget impact is \$6,750.00.

Mr. Rozzi made a motion with a second from Mr. Cordrey to enter into contract for the Annual Finance Report.

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

-Motion: Enter into contract with *HurstKelly and Company LLC* for the Hamilton Township Scheduled Expenditures of Federal Awards for the year ended December 31, 2021 (CARES Funding closure)

This contract will allow Hamilton Township's accounting firm to work directly with Hamilton Township's auditing firm to complete the Township's CARES Act funds expenditures required by federal law to be completed on or before December 31, 2021.

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

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

-Resolution 21-1215: CARES Act Accounting Resolution

A Resolution recognizing Hamilton Township Fire/EMS and Police personnel as substantially dedicated to mitigating or responding to the COVID-19 public health emergency and authorizing the use of funds in the amount of \$250,421.25 from the Hamilton Township Coronavirus Relief Fund to cover the payroll and benefits expenses for such public safety personnel from the time period beginning on January 1, 2021 and ending on November 27, 2021.

This legislation will allow the closing of the Coronavirus Relief Fund and allow for the allocation of all remaining fund to be divided equally between both emergency service departments, into the salaries line item.

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve Resolution 21-1215.

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

-Resolution 21-1215A: Increase and Decrease in appropriations (Coronavirus Relief Fund)

A resolution authorizing and approving an increase in Township appropriations and decrease in Township appropriations in the Coronavirus Relief Fund to reconcile budgets for calendar year 2021.

This Resolution is similar to a transfer of funds. However, for auditing and accounting preferences, this Resolution will decrease funds from the Coronavirus Relief Fund and increase the same amount into the Police and Fire Department salaries to close out the Coronavirus Relief Fund.

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve Resolution 21-1215.

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

Administrator's Report

Township Administrator, Mr. Brent Centers thanked everyone for attending the Christmas Tree lighting celebration. He also thanked Ms. Earley for her hard work put into planning it. He also reminded everyone that we still have the Trim the Township Contest going. All of the information can be found on our Facebook page.

Next, Mr. Centers thanked everyone who sent in Christmas cards and Christmas goodies to the Township.

We are shaping up for a very busy year in 2022 with Economic Development.

Finally, last night we were able to celebrate Chief Brian Reese and his retirement after 41 years of public service. Our Board presented him with a Proclamation that was reread for this public meeting.

Fiscal Officer's Report

Fiscal Officer, Mr. Kurt Weber, gave the report for November. We are 92% thru the year. Revenue to date is 105% of what we anticipated which is approximately \$14.5 million. Expenditures are at 76% or \$10.9 million. Our current cash balance is a little over \$16.5 million.

Trustee Comments

Mr. Sousa spoke to the culture of our Township; the Board has a vision, and the employees execute those visions. He is thankful for everyone that plays a part. He wished everyone a safe and happy holiday season!

Mr. Cordrey reflected on his first term in office and stated that it has been a phenomenal transformation. He thanked everyone for playing a part in those changes. He encouraged everyone to take advantage of signing up for the Citizen's Police Academy as it was a great experience. He wished everyone a Merry Christmas and a Happy New Year!

Mr. Rozzi mentioned that our team is built around leadership, and we have great leadership here in Hamilton Township and that has moved this Township forward. He thanked everyone for a great year. He wished everyone Happy Holidays!

Adjournment

With no further business to discuss, Mr. Rozzi made a motion with a second from Mr. Cordrey to adjourn at 1:59pm.

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

DRAFT

LEGISLATIVE COVER MEMORANDUM

Introduction: January 5, 2022

Effective Date: Immediately upon passage

Agenda Item: **Motion**
To appoint Mr. _____ to the position of Chairperson of the Hamilton Township Board of Trustee for the calendar year 2022.

Submitted By: Brent Centers

Scope / Description: Chairperson appointment

Budget Impact: N/A

Vote Required for Passage: 2 of 3

LEGISLATIVE COVER MEMORANDUM

Introduction: January 5, 2022

Effective Date: Immediately upon passage

Agenda Item: **Motion**
To appoint Mr. _____ to the position of Vice Chairperson of the Hamilton Township Board of Trustee for the calendar year 2022.

Submitted By: Brent Centers

Scope / Description: Vice Chairperson appointment

Budget Impact: N/A

Vote Required for Passage: 2 of 3

LEGISLATIVE COVER MEMORANDUM

Introduction: January 5, 2022

Effective Date: Next available date after passage

Agenda Item: **Motion**
To continue legal services with Benjamin J. Yoder and *Bricker & Eckler LLP* per Hamilton Township Resolution 21-0519A appointing Benjamin J. Yoder as Township Law Director and retaining legal support services from *Bricker & Eckler LLP* and increasing the blended hourly rate to \$285.

Submitted By: Brent Centers

Scope / Description: This Motion will increase legal services hourly blended rate from \$265 to an hourly blended rate of \$285.

Vote Required for Passage: 2 of 3

LEGISLATIVE COVER MEMORANDUM

Introduction: January 5, 2022

Effective Date: Next available date after passage

Agenda Item: **Motion**
To appoint Lindsey Gehring as the 'Primary' and Brent Centers as the 'Alternate' representatives of the Warren County Regional Planning Commission Executive Board to fill the immediate term and to fill the term for April 1, 2022 - March 31, 2023.

Submitted By: Brent Centers

Scope / Description: This will appoint the Primary and Alternate positions for the Warren County Regional Planning Commission vacated by Alex Kraemer and for the following one-year term from April 1, 2022 – March 31, 2023.

Budget Impact: \$0

Vote Required for Passage: 2 of 3

LEGISLATIVE COVER MEMORANDUM

Introduction: January 5, 2022

Effective Date: Next available date after passage

Agenda Item: **Motion**
To approve a Then and Now purchase order of \$24,252.07 for a Lighting District electricity invoice from Duke Energy dated December 27, 2021

Submitted By: Brent Centers

Scope / Description: This 'Then and Now' Purchase Order occurred due to an unexpected utility invoice from Duke Energy in December of 2021.
This will be the only 'Then and Now' Purchase Order of 2021.

Budget Impact: \$24,252.07

Vote Required for Passage: 3 of 3

**HAMILTON TOWNSHIP, WARREN COUNTY
Then and Now Purchase Order**

Office Of HAMILTON TOWNSHIP 7780 South State Route 48 MAINEVILLE, OH 45039-0699		Vendor Duke Energy PO Box 1326 Charlotte, NC 28201-1326		Purchase Order Number: 1-2022 Total: \$24,252.07 Issue: 01/01/2022 Expires: Then: 12/27/2021	
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		Lighting District Dec. 2021	\$24,252.07	\$24,252.07

Account Code	Account Description	Amount
2401-310-351-0000	Electricity	\$24,252.07

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 both at the time of the making of this contract or order and at the date of the execution of this certificate, the amount of \$24,252.07 required to pay this contract or order has been appropriated for the purpose of this contract or order and is in the Treasury or in the process of collection to the credit of the</p> <p align="center">----- Lighting District -----</p> <p>Fund (and others as above) free from any previous encumbrance.</p> <p>Certification: _____</p> <p>Date: 01/05/2022 Fiscal Officer: Kurt Weber</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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LEGISLATIVE COVER MEMORANDUM

Introduction: January 5, 2022

Effective Date: Next available date after passage

Agenda Item: **Resolution 2022-0105**
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 Wednesday of each month at 6:00 PM at 7780 S. State Route 48
Maineville, Ohio 45039.

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 5, 2022, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Joseph Rozzi - Trustee, *Board Chair*

Mark Sousa – Trustee, *Vice Chair*

Darryl Cordrey – Trustee

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 22-0105**

A RESOLUTION SETTING MEETING DATES AND TIMES

WHEREAS, the Board of Township Trustees of Hamilton Township, Warren County desires to establish meeting dates and times for its regular meetings in 2022, and;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Township 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 6:00p.m. at the Township Hall located at 7780 South State Route 48, Hamilton Township, Ohio 45039.

SECTION 2. Regular meetings of the Board of Trustees may be rescheduled or cancelled by the Chairperson of the Board of Township 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 vote of the members of the Board of 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:

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

Resolution adopted this 5th day of January 2022.

Attest:

Kurt E. Weber, *Fiscal Officer*

Approved as to form:

Benjamin J. Yoder, *Law Director*

I, Kurt E. Weber, 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 5, 2022.

Date: _____

Kurt E. Weber, *Fiscal Officer*

LEGISLATIVE COVER MEMORANDUM

Introduction: January 5, 2022

Effective Date: Next available date after passage

Agenda Item: **Resolution 22-0105A**
A Resolution authorizing the annual authorization of blanket certificates and establishing the financial policies for the approval of purchase orders in 2022, dispensing with the second reading and declaring an emergency.

Submitted By: Brent Centers

Scope / Description: This Resolution allows the Fiscal Officer to issue one year blanket certificates for all items as described in Sections 1 and 2 of this Resolution.

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

Budget Impact: \$0

Vote Required for Passage: 3 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 5, 2022, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

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

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 22-0105A**

**A RESOLUTION AUTHORIZING THE ANNUAL AUTHORIZATION OF BLANKET
CERTIFICATES AND ESTABLISHING FINANCIAL POLICIES FOR THE
APPROVAL OF PURCHASE ORDERS IN 2022, 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. 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 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:

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

Resolution adopted this 5th day of January, 2022.

Attest:

Kurt E. Weber, *Fiscal Officer*

Approved as to form:

Benjamin J. Yoder, *Law Director*

I, Kurt E. Weber, 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 5, 2022.

Date: _____

Kurt E. Weber, *Fiscal Officer*

LEGISLATIVE COVER MEMORANDUM

Introduction: January 5, 2021

Effective Date: Next available date after passage

Agenda Item: **Resolution 22-0105B**
A Resolution authorizing the Township Fiscal Officer to process re-appropriations and distribute payments as needed through December 31, 2022, dispensing with the second reading and declaring an emergency

Submitted By: Brent Centers

Scope / Description: This Resolution allows the Fiscal Officer to process necessary re-appropriations within a fund and distribute payments as needed from January 1, 2022 through December 31, 2022.

Budget Impact: \$0

Vote Required for Passage: 3 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 5, 2022, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

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

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 22-0105B**

A RESOLUTION AUTHORIZING THE TOWNSHIP FISCAL OFFICER TO PROCESS RE-APPROPRIATIONS AND DISTRIBUTE PAYMENTS AS NEEDED THROUGH DECEMBER 31, 2022, DISPENSING WITH A SECOND READING AND DECLARING AN EMERGENCY

WHEREAS, Hamilton Township may have the need to re-appropriate within a fund for expenses through December 31, 2022; 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 through December 31, 2022.
- SECTION 2.** By at least two-thirds vote of the Board, any requirement 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, this 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:

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

Resolution adopted this 5th day of January 2022.

Attest:

Kurt E. Weber, *Fiscal Officer*

Approved as to form:

Benjamin J. Yoder, *Law Director*

I, Kurt E. Weber, 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 5, 2022.

Date: _____

Kurt E. Weber, *Fiscal Officer*

LEGISLATIVE COVER MEMORANDUM

Introduction: January 5, 2022

Effective Date: Next available date after passage

Agenda Item: **Resolution 22-0105C**
A Resolution authorizing the disbursement of checks for payroll, payroll related withholdings and expenses, and other expenses in 2022

Submitted By: Brent Centers

Scope / Description: 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.

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 5, 2022, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

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

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 22-0105C**

**A RESOLUTION AUTHORIZING THE DISBURSEMENT OF CHECKS FOR
PAYROLL, PAYROLL RELATED WITHHOLDINGS AND EXPENSES AND OTHER
EXPENSES IN 2022**

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:

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

Resolution adopted this 5th day of January, 2022.

Attest:

Kurt E. Weber, *Fiscal Officer*

Approved as to form:

Benjamin J. Yoder, *Law Director*

I, Kurt E. Weber, 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 5, 2022.

Date: _____

Kurt E. Weber, *Fiscal Officer*

LEGISLATIVE COVER MEMORANDUM

Introduction: January 5, 2022

Effective Date: Next available date after passage

Agenda Item: **Resolution 22-0105D**
A Resolution authorizing the transfer of General Fund (Fund 1000) and Police Fund (Fund 2081) to the Building Bond Fund (Fund 3101) in 2021

Submitted By: Brent Centers

Scope / Description: This Resolution allows the Assistant Fiscal Officer to transfer funds from the General Fund and Police Fund to the Building Bond Fund for the payment of the Administration/Police Department building.

Budget Impact: Transfer
\$66,437.50 – General
\$66,437.50 – Police
\$132,875.00 – Total into 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 5, 2022, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

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

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 22-0105D**

A RESOLUTION AUTHORIZING THE TRANSFER OF GENERAL FUNDS (FUND 1000) AND POLICE FUND (FUND 2081) TO THE BUILDING BOND FUND (FUND 3101) IN 2022

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 Assistant Fiscal Officer is authorized to transfer funds from the General Fund in the amount of: \$60,612.50 and from the Police Fund in the amount of: \$60,612.50 to the Building Bond Fund for the total of: \$121,225.00 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:

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

Resolution adopted this 5th day of January, 2025.

Attest:

Kurt E. Weber, *Fiscal Officer*

Approved as to form:

Benjamin J. Yoder, *Law Director*

I, Kurt E. Weber, 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 5, 2022.

Date: _____

Kurt E. Weber, *Fiscal Officer*

LEGISLATIVE COVER MEMORANDUM

Introduction: January 5, 2022

Effective Date: Next available date after passage

Agenda Item: **Resolution 22-0105E**
A Resolution authorizing the transfer of Fire and EMS Levy Fund (Fund 2283) to the Fire Station Capital Project Fund (Fund 4902) in 2022

Submitted By: Brent Centers

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

Budget Impact: Transfer \$178,350

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 5, 2022, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

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

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 22-0105E**

**A RESOLUTION AUTHORIZING THE TRANSFER OF FIRE AND EMS LEVY FUND
(2283) TO THE FIRE STATION 76 CAPITAL PROJECT FUND (4902) IN 2022**

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 Fund 2283 in the amount of: \$179,930.00 and from the to the Fire Station 76 Capital Project Fund 4902 for the total of: \$179,930.00 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:

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

Resolution adopted this 5th day of January, 2022.

Attest:

Kurt E. Weber, *Fiscal Officer*

Approved as to form:

Benjamin J. Yoder, *Law Director*

I, Kurt E. Weber, 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 5, 2022.

Date: _____

Kurt E. Weber, *Fiscal Officer*

LEGISLATIVE COVER MEMORANDUM

Introduction: January 5, 2022

Effective Date: Next available date after passage

Agenda Item: **Resolution 22-0105F**
A Resolution authorizing and approving an increase in Township appropriations in the Fire & EMS Special Levy Fund to reconcile budgets for calendar year 2022

Submitted By: Chief Jewett

Scope / Description: This expense will provide the cost for 50% of the Fire Training Tower to be located at Marr Park property. 50% will be matched by Deerfield Township.

Budget Impact: \$315,000.00

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 5, 2021, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

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

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 22-0105F**

**A RESOLUTION AUTHORIZING AND APPROVING AN INCREASE IN TOWNSHIP
APPROPRIATIONS IN THE FIRE & EMS SPECIAL LEVY FUND TO RECONCILE
BUDGETS FOR CALENDAR YEAR 2022**

WHEREAS, the Board of Township Trustees wishes to authorize and approve an increase in appropriations in order reconcile budgets and appropriations for calendar year 2022;

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

SECTION 1. The Fiscal Officer is hereby authorized and directed to increase the appropriations for the Fire & EMS Special Levy Fund Line Item 2283-760-720-0000, Buildings in the amount of \$315,000.00 for a total amount of \$315,000.00.

SECTION 2. The Fiscal Officer is hereby authorized and directed to approve a Blanket Certificate in the amount reflected in Section 1 of this Resolution.

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:

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

Resolution adopted this 5th day of January 2022.

Attest:

Kurt E. Weber, *Fiscal Officer*

Approved as to form:

Benjamin J. Yoder, *Law Director*

I, Kurt E. Weber., 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 5, 2022.

Date: _____

Kurt E. Weber, *Fiscal Officer*

LEGISLATIVE COVER MEMORANDUM

Introduction: January 5, 2022

Effective Date: Next available date after passage

Agenda Item: **Resolution 22-0105G**
A Resolution authorizing entering into contract with the Ohio Township Association Coalition of Large Urban Townships

Submitted By: Brent Centers

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

Budget Impact: \$0

Vote Required for Passage: 2 of 3

The Board of Trustees of Hamilton Township, Warren County, Ohio, met at a regular session at 6:30 pm on January 5, 2022, in Hamilton Township, Warren County, Ohio, with the following Trustees present:

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

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 22-0105G**

**A RESOLUTION AUTHORIZING ENTERING INTO CONTRACT WITH THE OHIO
TOWNSHIP ASSOCIATION COALITION OF LARGE URBAN TOWNSHIPS**

WHEREAS, Section 505.241 of the Ohio Revised Code grants the authority to a board of the Township Trustees to authorize its elected officers to join an association or nonprofit organization formed for the improvement of township government;

WHEREAS, Section 505.241 of the Ohio Revised Code further grants the authority to a board of township trustees to appropriate from its general fund an amount sufficient to pay the dues, subscription costs, or membership charges of such association or nonprofit organization; and

WHEREAS, the Coalition of Large Ohio Urban Townships (hereinafter referred to as CLOUT), which is part of the Ohio Township Association, qualifies as an association or nonprofit organization formed for the improvement of township government within the meaning of Section 505.241 of the Ohio Revised Code; and

WHEREAS, Hamilton Township, Warren County is eligible to be a member of CLOUT based on its population in the unincorporated area of approximately 27,000 and/or a budget of \$13,740,657.43; and

WHEREAS, the Board desires to participate as members of CLOUT;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Township Trustees of Hamilton Township, Warren County, Ohio hereby authorizes Hamilton Township, Warren County, Ohio to become a member of CLOUT, as part of the Ohio Township Association, and pay the annual CLOUT membership dues.

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

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

Resolution adopted this 5th day of January, 2022.

Attest:

Kurt E. Weber, *Fiscal Officer*

Approved as to form:

Benjamin J. Yoder, *Law Director*

I, Kurt E. Weber, 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 special meeting session on January 5, 2022.

Date: _____

Kurt E. Weber, *Fiscal Officer*



2020-2021
Executive Committee

Chair

Christine Matacic
Southwest Region

Vice Chair

Barry Tiffany
Southwest Region

Gary Boyle
Northwest Region

Thomas Costello
East Region

Edward Drobrina
Central Region

Jeff Ferrell
Northwest Region

Jamie Fisher
Central Region

Andy Glenn
Northwest Region

Jeff Markley
East Region

Rob Peters
Central Region

Andy Rose
East Region

Karl Schultz
Southwest Region

Cheryl Sieve
Southwest Region

Oliver Turner
Northwest Region

Mike Vaccaro
East Region

Paul Wise
Central Region

TO: Hamilton Township, Warren County

FR: Christine Matacic, Chair

DT: November 16, 2021

RE: 2022 Membership in Coalition of Large Ohio Urban Townships

The Coalition of Large Ohio Urban Townships (CLOUT) is currently comprised of **over 50 large townships representing more than 1.3 million Ohioans**. Since its formation in 1995, the Coalition has gained the trust and attention of Ohio's legislators and, together, our voice continues to grow stronger.

We encourage you to continue your membership in the Coalition. As a member of CLOUT, your township will have a voice in the Coalition's legislative priorities for the 134th General Assembly, have access to training and engagement opportunities, and be eligible for financial support if faced with litigation that has a potential to impact Ohio townships, as the Coalition's Litigation Fund is financed with your membership fees.

With the changes of the pandemic, the CLOUT Executive Committee has explored new ways to engage members, including hosting webinars and regional meetings for CLOUT members. Coalition leadership is committed to ensuring that CLOUT members continue to have educational opportunities, spaces to network, and the ability to engage with their elected officials.

In addition to these new initiatives, township officials will once again be able to participate in the Coalition's annual meeting to be held at the OTA Winter Conference on Thursday, January 27 from 11:15 a.m. - 12:45 p.m. The meeting will include a legislative review, presentation on a topic of importance to the Coalition, and a vote on Executive Committee members that represent your region.

As a past member, we thank you for your support and encourage you to consider renewing your membership. If you wish to renew, simply pass a resolution, send a copy to the OTA, and submit the \$200 fee. Please make all checks payable to the Ohio Township Association - CLOUT and submit to the OTA office by **Thursday, January 20, 2021**.

If you have any questions or concerns regarding the Coalition, the resolution, or the membership fee, please do not hesitate to contact the OTA office at 614-863-0045 or visit <https://ohiotownships.org/clout>. For other CLOUT questions, I can be reached at 513-652-2659 or cmatacic@fuse.net.

Enc: Dues Statement
Sample Resolution
Litigation Fund Request Form



Coalition of Large Ohio Urban Townships		DUES STATEMENT
Ohio Township Association		
6500 Taylor Road	DUES STATEMENT #	DATE
Blacklick, OH 43004	2022	November 16, 2021
Phone: (614) 863-0045	DUE	
Fax: (614) 863-9751	January 20, 2022	

BILL TO

Brent Centers
 Hamilton Township, Warren County
 7780 S. State Route 48
 Mainville, OH 45039
 bcenters@hamilton-township.org

DESCRIPTION		AMOUNT
Annual CLOUT Dues*		\$200.00
Calendar Year 2022		
<i>Thank you for your continued support of CLOUT!</i>	TOTAL	\$200.00

**In order to be a voting member of CLOUT at the 2022 annual meeting, please remit dues by January 20, 2022.*

Dues may be paid by check or credit card. To pay by check, please make check payable to the Ohio Township Association and place "CLOUT Dues" in the Memo line. To pay by credit card, please fill out and submit the following information:

Township/County: _____

Billing Address: _____ Billing Zip Code: _____

Credit Card #: _____ Expiration Date: _____

3 Digit Security Code: _____ Cardholder Signature: _____

If you have any questions about CLOUT dues, please contact Marisa Myers at (614) 863-0045 or by email at myers@ohiotownships.org.

**COALITION OF LARGE OHIO URBAN TOWNSHIPS
Litigation Fund**

The Coalition for Large Ohio Urban Townships ("CLOUT") is a group of large, urban townships in Ohio that has formed a committee for the purpose of providing its members with a forum for the exchange of ideas and solutions for problems and issues related specifically to the governance of large, urban townships. In support of CLOUT's mission, members voted to dedicate a large portion of the monies collected from dues toward the creation and support of a litigation fund. CLOUT members as well as non-member townships, cities, counties, and other political jurisdictions faced with issues that impact CLOUT townships may make a formal, written request for funding assistance.

This application, as well as supporting documentation including background information, should be submitted to the Ohio Township Association ("OTA") where staff members will review each request prior to forwarding it to the CLOUT Executive Committee ("Committee"). The Committee, comprised of sixteen (16) members from each of four (4) regions of the State of Ohio, will vote on each application and notify the OTA and applicant of its decision in a timely manner. Generally, the Committee does not approve requests for cases that have not reached the appellate level. However, each request is considered individually. Litigation funds are typically awarded in a manner which allows CLOUT to join as amicus curiae in support of a requesting political jurisdiction. However, other funding requests will be considered.

**COALITION OF LARGE OHIO URBAN TOWNSHIPS
Application for Amicus Support or Litigation Fund Assistance**

Name: _____

Title: _____

Representing: _____

Street Address: _____

County: _____

Township / City: _____ Zip Code: _____

Email: _____ Phone No: _____

Court: _____

Case Title: _____

Case No.: _____

LEGISLATIVE COVER MEMORANDUM

Introduction: January 5, 2022

Effective Date: Next available date

Agenda Item: **Resolution 22-0105H**
A Resolution accepting public streets from maintenance and setting speed limits on Section Four and Six, in the Providence Subdivision, Hamilton Township, dispensing with the second reading and declaring an emergency.

Submitted By: Kenny Hickey

Scope / Description: This will allow Hamilton Township to accept Section Four and Six of the Providence Subdivision from Warren County as Hamilton Township streets and establish the Township speed limit of 25 mph.

This Resolution is declared an emergency measure necessary for the immediate preservation of the peace, health, safety, and welfare of Hamilton Township. The reason for the emergency is provide an immediate establishment of a safe speed.

Budget Impact: \$0

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

The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:30 pm on January 5, 2022, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

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

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 22-0105H**

**A RESOLUTION ACCEPTING PUBLIC STREETS FOR MAINTENANCE AND
SETTING SPEED LIMITS ON SECTION FOUR AND SIX, IN THE PROVIDENCE
SUBDIVISION, HAMILTON TOWNSHIP, DISPENSING WITH THE SECOND
READING AND DECLARING AN EMERGENCY**

WHEREAS, Warren County Commissioners have accepted the following streets in the Providence subdivision and approved them for maintenance by Hamilton Township and Hamilton Township is accepting the same for maintenance Section Four (4) and Six (6) shown on the attached Exhibit A.

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

SECTION 1. Hamilton Township accepts Section Four and Six as shown on the attached Exhibit A of the Providence subdivision for maintenance.

SECTION 2. The speed limit in Section Four (4) and Six (6) of the Providence subdivision, Hamilton Township is hereby established at twenty-five (25) miles per hour.

SECTION 3. The Trustees of Hamilton Township, upon majority vote, do hereby dispense with the requirement that this Resolution be read on two separate days, and hereby authorize the adoption of this Resolution upon its first reading.

SECTION 4. This Resolution is hereby declared an emergency measure necessary for the immediate preservation of the peace, health, safety and welfare of Hamilton Township. The reason for the emergency is to provide for an immediate establishment of a safe speed limit.

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:

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

Resolution adopted this 5th day of January 2022.

Attest:

Kurt E. Weber, *Fiscal Officer*

Approved as to form:

Benjamin J. Yoder, *Law Director*

I, Kurt E. Weber., 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 05, 2022.

Date: _____

Kurt E. Weber, *Fiscal Officer*



June 3, 2021

Hamilton Township
Attn: Kenny Hickey
7780 South State Route 48
Hamilton Township, Ohio 45039

Re: Providence Subdivision: Section Four and Section Six

Dear Hamilton Township,

Please be advised that the punch list items compiled by inspections for the above have been completed and inspected and found to be satisfactory per Warren County Engineer Regulations.

Your acceptance letter will allow this office to release bonds and turn the streets over for public maintenance.

Per Hamilton Township request our office will e-mail a copy of the Survey Certificate and As-Builts (if required) to your office upon receipt as required prior to issuance of your acceptance letter.

Upon your Subdivision Inspector's report of our final review being acceptable and you concur then please send a letter or e-mail that you are willing to accept the street for public maintenance. In the same token we ask that the township forward any objections to our office within 30-days from the date of this letter.

Sincerely,

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

Jason Fisher
Subdivision Inspection

Cc: Fisher Dev., Co. – Casey Schlensker, Randy Acklin (E-Mail only)
Hamilton Twp – Brent Centers, Administrator (E-Mail only)
Soil & Water – (E-Mail only)
File

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



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January 19, 2018

Mr. Neil F. Tunison, P.E., P.S.
Warren County Engineer
105 Markey Road
Lebanon, Ohio

Re: Providence Section Six

Dear Mr. Tunison:

This letter serves to notify you that all of the iron pins have been set as indicated on the record plat for Providence Section Six.

Should you have any questions, please call.

Sincerely,

Brian R. Johnson, P.S.



6900 Tylersville Road, Suite A
Mason, OH 45040
513-336-6600

110 South College Ave, Suite 101
Oxford, OH 45056
513-523-4270

1404 Race Street, Suite 204
Cincinnati, OH 45202
513-834-6151

209 Grandview Drive
Fort Mitchell, KY 41017
859-261-1113

<http://www.bayerbecker.com>



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December 21, 2016

Mr. Neil F. Tunison, P.E., P.S.
Warren County Engineer
105 Markey Road
Lebanon, Ohio

Re: Providence Section Four

Dear Mr. Tunison:

This letter serves to notify you that all of the iron pins have been set as indicated on the record plat for Providence Section Four.

Should you have any questions, please call.

Sincerely,

Brian R. Johnson, P.S.



6900 Tylersville Road, Suite A
Mason, OH 45040
513-336-6600

110 South College Ave, Suite 101
Oxford, OH 45056
513-523-4270

1404 Race Street, Suite 204
Cincinnati, OH 45202
513-834-6151

209 Grandview Drive
Fort Mitchell, KY 41017
859-261-1113

<http://www.bayerbecker.com>

LEGISLATIVE COVER MEMORANDUM

Introduction: January 5, 2022

Effective Date: Next available date

Agenda Item: **Resolution 22-0105I**
A Resolution accepting public streets from maintenance and setting speed limits on Section Three “B”, Three “C”, Three “D”, Five, and Eight “A”, in the Providence Subdivision, Hamilton Township, dispensing with the second reading and declaring an emergency.

Submitted By: Kenny Hickey

Scope / Description: This will allow Hamilton Township to accept Section Three “B”, Three “C”, Three “D”, Five, and Eight “A” of the Providence Subdivision from Warren County as Hamilton Township streets and establish the Township speed limit of 25 mph.

This Resolution is declared an emergency measure necessary for the immediate preservation of the peace, health, safety, and welfare of Hamilton Township. The reason for the emergency is provide an immediate establishment of a safe speed.

Budget Impact: \$0

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

The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:30 pm on January 5, 2022, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

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

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 22-0105I**

**A RESOLUTION ACCEPTING PUBLIC STREETS FOR MAINTENANCE AND
SETTING SPEED LIMITS ON SECTION THREE “B”, THREE “C”, THREE “D”,
FIVE, AND EIGHT “A”, IN THE PROVIDENCE SUBDIVISION, HAMILTON
TOWNSHIP, DISPENSING WITH THE SECOND READING AND DECLARING AN
EMERGENCY**

WHEREAS, Warren County Commissioners have accepted the following streets in the Providence subdivision and approved them for maintenance by Hamilton Township and Hamilton Township is accepting the same for maintenance Section Three “B” (3B), Three “C” (3C), Three “D” (3D), Five (5), and Eight “A” (8A) shown on the attached Exhibit A.

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

- SECTION 1.** Hamilton Township accepts Section Four and Six as shown on the attached Exhibit A of the Providence subdivision for maintenance.
- SECTION 2.** The speed limit in Section Three “B” (3B), Three “C” (3C), Three “D” (3D), Five (5), and Eight “A” (8A) of the Providence subdivision, Hamilton Township is hereby established at twenty-five (25) miles per hour.
- SECTION 3.** The Trustees of Hamilton Township, upon majority vote, do hereby dispense with the requirement that this Resolution be read on two separate days, and hereby authorize the adoption of this Resolution upon its first reading.
- SECTION 4.** This Resolution is hereby declared an emergency measure necessary for the immediate preservation of the peace, health, safety and welfare of Hamilton Township. The reason for the emergency is to provide for an immediate establishment of a safe speed limit.
- 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:

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

Resolution adopted this 5th day of January 2022.

Attest:

Kurt E. Weber, *Fiscal Officer*

Approved as to form:

Benjamin J. Yoder, *Law Director*

I, Kurt E. Weber., 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 05, 2022.

Date: _____

Kurt E. Weber, *Fiscal Officer*



December 16, 2021

Hamilton Township
Attn: Kenny Hickey
7780 South State Route 48
Hamilton Township, Ohio 45039

Re: Providence Subdivision: Section Three-Block "B", Section Three-Block "C", Section Three-Block "D", Section Five, Section Eight-Block "A"

Dear Hamilton Township,

Please be advised that the punch list items compiled by inspections for the above have been completed and inspected and found to be satisfactory per Warren County Engineer Regulations.

Your acceptance letter will allow this office to release bonds and turn the streets over for public maintenance.

Per Hamilton Township request our office will e-mail a copy of the Survey Certificate and As-Builts (if required) to your office upon receipt as required prior to issuance of your acceptance letter.

Upon your Subdivision Inspector's report of our final review being acceptable and you concur then please send a letter or e-mail that you are willing to accept the street for public maintenance. In the same token we ask that the township forward any objections to our office within 30-days from the date of this letter.

Sincerely,

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

JASON FISHER

Jason Fisher
Subdivision Inspection

Cc: Fisher Dev., Co., Attn: Casey Schlensker, Randy Acklin (E-Mail only)
Hamilton Twp – Brent Centers, Administrator (E-Mail only)
Soil & Water – (E-Mail only)
File

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



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December 21, 2016

Mr. Neil F. Tunison, P.E., P.S.
Warren County Engineer
105 Markey Road
Lebanon, Ohio

Re: Providence Section Three, Block "B"

Dear Mr. Tunison:

This letter serves to notify you that all of the iron pins have been set as indicated on the record plat for Providence Section Three, Block "B".

Should you have any questions, please call.

Sincerely,

Brian R. Johnson, P.S.



6900 Tylersville Road, Suite A
Mason, OH 45040
513-336-6600

110 South College Ave, Suite 101
Oxford, OH 45056
513-523-4270

1404 Race Street, Suite 204
Cincinnati, OH 45202
513-834-6151

209 Grandview Drive
Fort Mitchell, KY 41017
859-261-1113

<http://www.bayerbecker.com>



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January 19, 2018

Mr. Neil F. Tunison, P.E., P.S.
Warren County Engineer
105 Markey Road
Lebanon, Ohio

Re: Providence Section Three, Block "C"

Dear Mr. Tunison:

This letter serves to notify you that all of the iron pins have been set as indicated on the record plat for Providence Section Three, Block "C".

Should you have any questions, please call.

Sincerely,

Brian R. Johnson, P.S.



6900 Tylersville Road, Suite A
Mason, OH 45040
513-336-6600

110 South College Ave, Suite 101
Oxford, OH 45056
513-523-4270

1404 Race Street, Suite 204
Cincinnati, OH 45202
513-834-6151

209 Grandview Drive
Fort Mitchell, KY 41017
859-261-1113

<http://www.bayerbecker.com>



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December 18, 2018

Mr. Neil F. Tunison, P.E., P.S.
Warren County Engineer
105 Markey Road
Lebanon, Ohio

Re: Providence Section Three, Block "D"

Dear Mr. Tunison:

This letter serves to notify you that all of the iron pins have been set as indicated on the record plat for Providence Section Three, Block "D".

Should you have any questions, please call.

Sincerely,

Brian R. Johnson, P.S.



6900 Tylersville Road, Suite A
Mason, OH 45040
513-336-6600

110 South College Ave, Suite 101
Oxford, OH 45056
513-523-4270

1404 Race Street, Suite 204
Cincinnati, OH 45202
513-834-6151

209 Grandview Drive
Fort Mitchell, KY 41017
859-261-1113

<http://www.bayerbecker.com>



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May 11, 2018

Mr. Neil F. Tunison, P.E., P.S.
Warren County Engineer
105 Markey Road
Lebanon, Ohio

Re: Providence Section Five

Dear Mr. Tunison:

This letter serves to notify you that all of the iron pins have been set as indicated on the record plat for Providence Section Five.

Should you have any questions, please call.

Sincerely,

Brian R. Johnson, P.S.



6900 Tylersville Road, Suite A
Mason, OH 45040
513-336-6600

110 South College Ave, Suite 101
Oxford, OH 45056
513-523-4270

1404 Race Street, Suite 204
Cincinnati, OH 45202
513-834-6151

209 Grandview Drive
Fort Mitchell, KY 41017
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August 6, 2019

Mr. Neil F. Tunison, P.E., P.S.
Warren County Engineer
105 Markey Road
Lebanon, Ohio

Re: Providence Section Eight, Block A

Dear Mr. Tunison:

This letter serves to notify you that all of the iron pins have been set as indicated on the record plat for Providence Section Eight, Block A.

Should you have any questions, please call.

Sincerely,

Brian R. Johnson, P.S.



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LEGISLATIVE COVER MEMORANDUM

Introduction: January 5, 2022

Effective Date: Next available date after passage

Agenda Item: **Resolution 22-0105J**
A Resolution authorizing an advance from the General Fund (1000) to the Lighting District Fund (2401)

Submitted By: Brent Centers

Scope / Description: This allows the Assistant Fiscal Officer to transfer money from the General Fund in the amount of \$63,000 to the Lighting District Fund in order to prepare the Lighting District Fund for the calendar year 2022.

Budget Impact: Transfer \$63,000

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 pm on January 5, 2022, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

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

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 22-0105J**

**A RESOLUTION AUTHORIZING AN ADVANCE FROM THE GENERAL FUND (1000)
TO THE LIGHTING DISTRICT FUND (2401)**

WHEREAS, The Board of Trustees of Hamilton Township, Warren County, Ohio has determined that it is necessary to advance funds from the General Fund to cover necessary expenses in the Lighting District Fund until the first payment is received from Warren County in 2022.

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

SECTION 1. The Fiscal Officer and Assistant Fiscal Officer are authorized to advance \$63,000.00 from the General Fund into the Lighting District Fund.

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 taken herein were conducted in meetings open to the public pursuant to law.

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:

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

Resolution adopted this 5th day of January 2022.

Attest:

Kurt E. Weber, *Fiscal Officer*

Approved as to form:

Benjamin J. Yoder, *Law Director*

I, Kurt E. Weber, 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 5, 2022.

Date: _____

Kurt E. Weber, *Fiscal Officer*



HAMILTON TOWNSHIP

HAMILTON TOWNSHIP ADMINISTRATION

Joseph Rozzi – *Board Chair*

Mark Sousa – *Trustee*

Darryl Cordrey – *Trustee*

Kurt Weber - *Fiscal Officer*

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

Township Administrator

Brent Centers
(513) 239-2372

Police Department

Scott Hughes – Police Chief
Phone: (513) 683-0538

Fire and Emergency Services

Brian Reese – Fire Chief
7684 South State Route 48
Maineville, Ohio 45039
Phone: (513) 683-1622

Public Works

Kenny Hickey – Director
Phone: (513) 683-5320

Assist. Fiscal Officer

Ellen Horman
Phone: (513) 239-2377

Human Resources

Kellie Krieger
Phone: (513) 239-2384

Economic Development

Zoning Administrator

Lindsey Gehring
Phone: (513) 683-8520

Community Development Coordinator

Nicole Early
(513) 683-5360

POLICE DISTRICT TRUSTEE MEETING AGENDA

1/5/2022

6:30 PM

- Roll Call
- Approve of the Clerk's Journal and Accept the tapes as the Official Minutes of the January 6, 2021 Police District Trustee Meeting

New Business

- Resolution 2022-01: Setting meeting dates and times

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)

Hamilton Township Trustee's Police District Meeting

January 6, 2021

Trustee Board Chair Darryl Cordrey called the meeting to order at 7:33 p.m. Mr. Cordrey, Mr. Rozzi, and Mr. Sousa were present.

Motion made by Mr. Cordrey with a second by Mr. Rozzi to approve the Clerk's journal and accept the tapes as the Official Minutes of the January 2, 2020 Police District Trustee Meeting.

Roll call as follows:

Darryl Cordrey	Yes
Joe Rozzi	Yes
Mark Sousa	Yes

New Business

-Resolution 2021-01: Setting Police District Trustee meeting dates and times
This resolution sets the Police District Trustee meeting dates and times concurrent with the regularly scheduled Township Trustee meeting in case the need arises for a meeting.

A motion was made by Mr. Cordrey and seconded by Mr. Rozzi to approve Resolution 2021-01.

Roll call as follows:

Joe Rozzi	Yes
Mark Sousa	Yes
Darryl Cordrey	Yes

Adjournment

With no other business at hand, a motion was made by Mr. Cordrey with a second by Mr. Rozzi to adjourn at 7:35 pm.

Roll call as follows:

Darryl Cordrey	Yes
Joe Rozzi	Yes
Mark Sousa	Yes

LEGISLATIVE COVER MEMORANDUM

Introduction: January 5, 2022

Effective Date: Next available date after passage

Agenda Item: **Resolution 2022-01**
A Resolution setting meeting dates and times

Submitted By: Brent Centers

Scope / Description: This Resolution sets the Hamilton Township Police District Trustee meetings on the first and third Wednesday of each month at 6:00 PM at 7780 S. State Route 48 Maineville, Ohio 45039.

Budget Impact: \$0

Vote Required for Passage: 2 of 3

The Board of Police District Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:30 p.m. on January 5, 2022, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

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

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

**HAMILTON TOWNSHIP POLICE DISTRICT, WARREN COUNTY OHIO
RESOLUTION NUMBER 2022-01**

A RESOLUTION SETTING MEETING DATES AND TIMES

WHEREAS, the Board of Hamilton Township Police District Trustees desires to establish meeting dates and times for its regular meetings in 2022;

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

SECTION 1. Regular meetings of the Board of Police District Trustees of Hamilton Township shall be held on the first and third Wednesday of each month at 6:00 p.m. at the Township Hall located at 7780 South State Route 48, Hamilton Township, Warren County, Ohio 45039.

SECTION 2. Regular meetings of the Board of Police District Trustees may be rescheduled or cancelled by the President of the Board of Police District Trustees, or the Township Administrator, or a majority vote of the members of the Board of Police District Trustees. Special meetings may be called by the President of the Board of Police District Trustees, or the President of the Board of Township 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:

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

Resolution adopted this 5th day of January 2022.

Attest:

Kurt E. Weber, *Fiscal Officer*

Approved as to form:

Benjamin J. Yoder, *Law Director*

I, Kurt E. Weber, 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 5, 2022.

Date: _____

Kurt E. Weber, *Fiscal Officer*