



HAMILTON TOWNSHIP

HAMILTON TOWNSHIP ADMINISTRATION

Darryl Cordrey – *Board Chair*
Joe Rozzi – *Trustee*
Mark Sousa – *Trustee*
Kurt Weber- *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

Assistant Fiscal Officer

Ellen Horman
(513) 239-2377

Human Resources

Kellie Krieger
(513) 239-2384

Economic Development and Zoning

Alex Kraemer
(513) 683-8520

Community Development Coordinator

Nicole Earley
(513) 683-5320

Public Works

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

Police Department

Scott Hughes – Police Chief
(513) 683-0538

Fire and Emergency Services

Brian Reese – Fire Chief

7684 South State Route 48
Maineville, Ohio 45039
(513) 683-1622
(513) 899-1967

TRUSTEE MEETING AGENDA 12/2/2020

6:30 PM

- Roll Call
- Pledge of Allegiance
- Approve of the Clerk's Journal and Accept the tapes as the Official Minutes of the November 18, 2020 Township Trustee Meeting
- Bills before the Board

Public Comments

Human Resources

- Roster Update

New Business

- **Motion:** To reschedule the December 16, 2020 Trustee meeting from December 16, 2020 at 6:30 PM to December 16, 2020 at 1:00 PM for employee recognition and awards
- **Motion:** To reschedule the January 20, 2021 Trustee meeting to January 22, 2021 at 9 AM for the Annual Township Retreat
- **Motion:** To enter into contract with Brian Conley for a 10-year renewal of *CTC Fields* located at Mounts Park
- **Resolution 20-1202:** Providing for and authorizing the removal of refuse and debris at 9457 Schlottman Road
- **Resolution 20-1002A:** Providing for and authorizing the removal of high grass and weeds at 5287 Appaloosa Circle
- **Resolution 20-1202B:** Authorizing the Administrator to enter into an intergovernmental agreement with other political jurisdictions for the Warren County Tactical Response Unit
- **Resolution 20-1202C:** Increase in appropriations (CARES Funds)

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 Trustees Meeting

November 18, 2020

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.

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 November 4, 2020 Trustee Meeting.

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

Mr. Cordrey mentioned that with the Boards consent, moving forward he would like to approve all bills as presented. They all have a chance throughout each week to review the checks that will need to be approved and what the payments are for.

Mr. Rozzi responded that he is fine with it and asked Mr. Yoder if there were any issues with that to which he responded that there are not.

Mr. Cordrey asked Mr. Weber if he had any concerns with this approach.

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:	Joe Rozzi	Yes
	Mark Sousa	Yes
	Darryl Cordrey	Yes

Public Comments

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

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

Human Resources

Mr. Centers requested a motion to update the active Hamilton Township roster as follows:

- Mr. Alex Stephens, date of hire 11/5/2020 as a full time Police Officer
- Ms. Tessa Clifton, date of hire 11/6/2020 as a part time Fire Fighter/EMT
- Mr. Tanner Shands, date of hire 11/25/2020 as a part time Fire Fighter/EMT
- Mr. Tyler Mullis, date of hire 11/22/2020 as a part time Fire Fighter/EMT

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

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

Mr. Cordrey asked if the hiring agreement that was made a few months ago has been helpful?

Mr. Centers explained that it has been very helpful especially with the Fire Department as there is an industry wide high turnover.

New Business

-Motion: Then and Now Purchase Order for Unemployment Compensation in the amount of \$3,787.00.

Mr. Centers explained that these are rare with our current operations. This came about because we owe something that had already been charged. When our previous Mechanic resigned his position months ago, he applied for unemployment which we originally denied. He filed with the State and it was overturned so we do owe him that money.

Mr. Sousa asked how someone resigns and is paid unemployment. He questioned if it could be related to COVID? Mr. Centers explained that he is unsure what the loophole is with this particular case.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve the above mentioned Then and Now Purchase Order.

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

-Motion: Ohio Township and Risk Management Authority (OTARMA) invoice for our annual Township Liability Insurance in the amount of \$83,685.

Mr. Centers explained that this is our insurance that we pay every year. It is usually sent to our Fiscal Office but this year it was sent to Mr. Centers and it got mixed in with the CARES items. It is not overdue but it is due Friday.

Mr. Cordrey commented that this is a budgeted item and is by no means a surprise payment.

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

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

Mr. Cordrey received a mailer from the USDA for the Warren County Farm Services. There are two names to consider for Representatives. He wanted to know if the Board was interested in putting their vote in for a candidate?

Mr. Sousa stated that he is not opposed but he would like to do some research on them both.

The Board tabled this discussion and will address it at the first meeting in December.

-Motion: to approve the CARES Act project and program list with estimated associated costs Mr. Centers explained the estimated costs associated with the projects that will be completed throughout the Township. Three items were added that were not previously on the list such as mobile air purifiers, 2 marketing display units (message board trailers) and we will be enrolling a large portion into accounting fees, salaries, and legal fees.

Mr. Sousa explained that our Grant Program applications are closed. We have 12 applications that we believe will be funded at the \$10,000 level so we will not use all of the \$300,000 that was originally allocated.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve the CARES Act project and program list with estimated associated costs.

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

-Resolution 20-1118: Increase of Appropriations (CARES Act funding)

This Resolution appropriates the entirety for the Coronavirus Relief Act funds including the interest gained into a General (other) line within the Coronavirus Relief Act (CARES Act) Fund. Once appropriated, the Township will expend the funds as deemed in the program/project list.

Once all expenses are made, the Board will appropriate the remainder of the funds into salaries, legal, and accounting fees by the end of the year.

These funds have already collected interest which has to be appropriated also. Therefore the total budget impact is \$1,202,269.10.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve Resolution 20-1118.

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

-Resolution 20-1118A: Increase of Appropriations (General, Police District, Fire & EMS Special Levy, and EMS Billing Funds)

This Resolution appropriates funds to reconcile expenses associated with new hires, promotions, and departures of employees throughout the calendar year of 2020. The total budget impact is \$24,000.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve Resolution 20-1118A.

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

-Resolution 20-1118B: Increase of Appropriations (Drug Law Enforcement)

This Resolution is a result of the Hamilton Township Police Department absorbing the Maineville Police Department. During this time, HTPD conducted a property room audit and found seized money without proper disposition paperwork. In turn, the Township will appropriate this money and then dispose of the property in accordance with the law.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve Resolution 20-1118B.

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

-Resolution 20-1118C: Accepting Public Streets for Maintenance in Hopewell Valley Subdivision

This will allow Hamilton Township to accept Section Four of the Villages of Hopewell Valley subdivision from Warren County as Hamilton Township streets and establish the Township speed limit of 25 mph. This Resolution is declared an emergency measure for the immediate

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

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

Fiscal Officer's Report

Mr. Weber explained that this is our report for October.

We are roughly 83% thru the year. We have received 14.1 million dollars which is 106 % of our projected revenue. Year to date we have spent approximately 10.3 million dollars which equates to about 76 % of our projected expenditures. Our cash balance to date is a little over 14.9 million dollars (represents the CARES funding already received as well).

In October we received the second half of the Homestead Tax which was approximately \$475,000.

Mr. Weber also explained that we are not collecting more money in taxes, however we received our Coronavirus Relief Funds of 1.2 million which is showing in our revenue to date.

Administrator's Report

Mr. Centers explained that we are not able to move forward with hosting the Tree Lighting Event this year. However, we do want to do a fun online holiday/Christmas decorating competition similar to what we did in the fall. We will still decorate our tree and put out some festive things but we have to follow the orders to limit gatherings.

Thank you to Greenfield Tree Farm who donated our tree this year. We had a tree donated last year as well so that one was moved to the Public Works garage and they will decorate it down there. Greenfield also donated another tree to our Fire House this year.

Per the Boards request, the Schlottman Road report was placed in their mailboxes.

Due to current circumstances, we will have to temporarily increase our credit card limits. A lot of the items that were approved for the CARES projects will be ordered with our credit cards. We do not pay a tax on those and we are not certain what the increase will be yet as we have not talked with the bank.

Lastly, we are aware that the new Station 76 is the communities Fire House. We have not been able to have an Open House yet due to COVID but it will eventually happen. We just do not have a date yet.

Trustee Comments

Mr. Rozzi mentioned that he was on board with cancelling the Tree Lighting due to concerns. He wanted to make sure that we accounted for the safety of our community as well as our employees.

Mr. Cordrey commented that while he is frustrated, he understands why it had to be done. We cannot afford to risk our staff so it was the right call.

Mr. Sousa stated that while we would all like to attend an event, it would have been irresponsible to risk everyone's health.

Mr. Rozzi explained that he would be more than happy to judge any online decorating events!

Mr. Sousa wished everyone a Happy Thanksgiving.

Mr. Cordrey thanked staff for work on the CARES Act Grants and everything associated with it. He discussed the curfew and recommended to support our local restaurants and stores.

Adjournment

With no further business to discuss, Mr. Cordrey made a motion with a second from Mr. Rozzi to adjourn at 7:11 pm.

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

LEGISLATIVE COVER MEMORANDUM

Introduction: December 2 , 2020

Effective Date: Next available date after passage

Agenda Item: **Motion**
To reschedule the December 16, 2020 Trustee meeting from December 16, 2020 at 6:30 PM to December 16, 2020 at 1:00 PM for employee recognition and awards

Submitted By: Brent Centers

Scope / Description: This request is an annual request to move the last Trustee meeting of the year from the scheduled time of 6:30PM to 1:00PM for employee recognition and *Employee of the Year* awards ceremony.

Given the Coronavirus precautions, this awards ceremony will be much smaller this year and will be streamed on Facebook live for family, friends, and residents to be able to participate.

Budget Impact: \$0

Vote Required for Passage: 2 of 3

LEGISLATIVE COVER MEMORANDUM

Introduction: December 2 , 2020

Effective Date: Next available date after passage

Agenda Item: **Motion**
To reschedule the January 20, 2021 Trustee meeting to January 22, 2021 at 9 AM for the Annual Township Retreat

Submitted By: Brent Centers

Scope / Description: This request is an annual request to move the second meeting in January from the regularly scheduled time to the next Friday to accommodate a full-day Township Retreat.

Given the Coronavirus precautions and mitigations, the location of the Retreat has not yet been established.

Budget Impact: \$0

Vote Required for Passage: 2 of 3

LEGISLATIVE COVER MEMORANDUM

Introduction: December 2 , 2020

Effective Date: Next available date after passage

Agenda Item: **Motion**
To renew the CTC Fields Lease Agreement with Brian Conley for an additional 10-years per Section 24 of the original Lease Agreement.

- OR -

Motion
To NOT renew the CTC Fields Lease Agreement with Brian Conley per Section 24 of the original Lease Agreement.

Submitted By: Brent Centers

Scope / Description: The CTC Fields Lease Agreement was entered into on December 15, 2010 by Brian Conley and the Board of Trustees for a 10-year contract with an automatic renewal of an additional 10-years if all contractual obligations have been met.

Budget Impact: \$1 in revenue per year

Vote Required for Passage: 2 of 3

LEGISLATIVE COVER MEMORANDUM

Introduction: December , 2020

Effective Date: Next available date after passage

Agenda Item: **Resolution 20-1202**
A Resolution providing for and authorizing removal of refuse and debris from specified property in Hamilton Township, declaring a nuisance and declaring an Emergency.

Submitted By: Alex Kraemer

Scope / Description: This Resolution is for the removal of refuse and debris from private property at the addresses of 9457 Schlottman Road, Loveland, Ohio 45140.

The property owner has been given all proper notification but refused to comply.

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 6:30PM on December 2, 2020 at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Darryl Cordrey, Trustee, *Chair*
Joseph Rozzi– Trustee
Mark Sousa – Trustee

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

HAMILTON TOWNSHIP, WARREN COUNTY OHIO

RESOLUTION NUMBER 20-1202

RESOLUTION PROVIDING FOR AND AUTHORIZING REMOVAL OF REFUSE AND DEBRIS AT SPECIFIED PROPERTEIS IN HAMILTON TOWNSHIP, DECLARING A NUISANCE AND DECLARING AN EMERGENCY

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

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

- 9457 Schlottman Road, Loveland, OH 45140

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

Section 1. That the high grass, weeds, garbage, refuse or other debris located on the following property in Hamilton Township is hereby declared to be a nuisance;

- 9457 Schlottman Road, Loveland, OH 45140

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

Section 3. In the event the nuisance is not abated within the time period allowed, the Economic Development and Zoning Department of the Township is hereby directed to cause the removal of the high grass, weeds, garbage, refuse or other debris at the following property in Hamilton Township: 9457 Schlottman Road, Loveland, OH 45140

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

- 9457 Schlottman Road, Loveland, OH 45140

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

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

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 December, 2020

Attest:

Kurt E. Weber, *Fiscal Officer*

Approved as to form:

Benjamin J. Yoder, *Law Director*

I, Kurt 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 December 2, 2020.

Date: _____

Kurt E. Weber, *Fiscal Officer*





LEGISLATIVE COVER MEMORANDUM

Introduction: December , 2020

Effective Date: Next available date after passage

Agenda Item: **Resolution 20-1202A**
A Resolution providing for and authorizing removal of high grass and weeds at specified property in Hamilton Township, declaring a nuisance and declaring an Emergency.

Submitted By: Alex Kraemer

Scope / Description: This Resolution is for the removal of refuse and debris from private property at the addresses of 5287 Appaloosa Circle, Morrow, Ohio 45152..

The property owner has been given all proper notification but refused to comply.

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 6:30PM on December 2, 2020 at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Darryl Cordrey, Trustee, *Chair*
Joseph Rozzi– Trustee
Mark Sousa – Trustee

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

HAMILTON TOWNSHIP, WARREN COUNTY OHIO

RESOLUTION NUMBER 20-1202A

RESOLUTION PROVIDING FOR AND AUTHORIZING REMOVAL OF HIGH GRASS AND WEEDS AT SPECIFIED PROPERTY IN HAMILTON TOWNSHIP, DECLARING A NUISANCE AND DECLARING AN EMERGENCY

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

WHEREAS, the Board of Township Trustees of Hamilton Township has determined that the continuing maintenance of high grass & weeds on the following property in Hamilton Township is a nuisance:

- 5287 Appaloosa Circle, Morrow, OH 45152

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

Section 1. That the high grass & weeds on the following property in Hamilton Township is hereby declared to be a nuisance;

- 5287 Appaloosa Circle, Morrow, OH 45152

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

Section 3. In the event the nuisance is not abated within the time period allowed, the Economic Development and Zoning Department of the Township is hereby directed to cause the removal of the high grass & weeds at the following property in Hamilton Township: 5287 Appaloosa Circle, Morrow, OH 45152

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

- 5287 Appaloosa Circle, Morrow, OH 45152

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

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

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 December, 2020

Attest:

Kurt E. Weber, *Fiscal Officer*

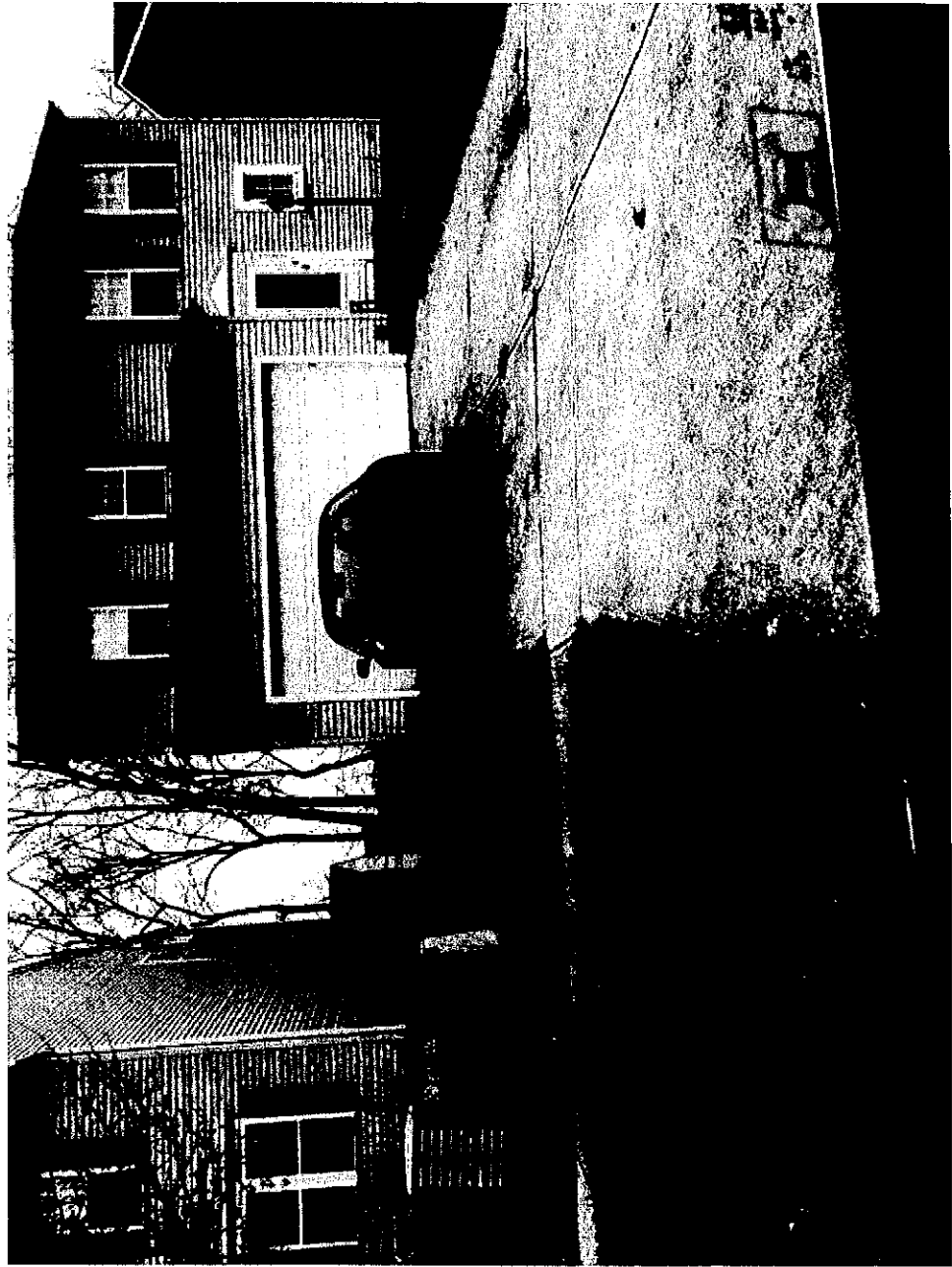
Approved as to form:

Benjamin J. Yoder, *Law Director*

I, Kurt 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 December 2, 2020.

Date: _____

Kurt E. Weber, *Fiscal Officer*



LEGISLATIVE COVER MEMORANDUM

Introduction: December , 2020

Effective Date: Next available date after passage

Agenda Item: **Resolution 20-1202B**
Authorizing the Administrator to enter into an intergovernmental agreement with other political jurisdictions for the Warren County Tactical Response Unit

Submitted By: Chief Hughes

Scope / Description: This Resolution allows Hamilton Township to remain in the Intergovernmental Agreement with the Warren County Tactical Response Unit.

This is an annual agreement with no notable changes from the previous year.

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 PM on December 2, 2020 at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Darryl Cordrey – Trustee, *Chair*
Joe Rozzi - Trustee
Mark Sousa - Trustee

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 20-1202B**

**A RESOLUTION AUTHORIZING THE ADMINISTRATOR TO ENTER INTO AN
INTERGOVERNMENTAL AGREEMENT WITH OTHER POLITICAL
JURISDICTIONS FOR THE WARREN COUNTY TACTICAL RESPONSE UNIT**

WHEREAS, Hamilton Township, Warren County has historically supported and participated in the Warren County Tactical Response Unit operations; and

WHEREAS, this multi-jurisdictional Unit provides tactical response in specialized situations requiring a law enforcement response throughout the County; and

WHEREAS, said task force shall be created in order to obtain additional law enforcement assistance and protection and for the purpose of protecting life, limb, and property and the reduction of crime and subversive activities.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Township Trustees of Hamilton Township, Warren County, Ohio: the Original Contract is hereby restated and amended as follows:

- SECTION 1.** The Township Administrator is hereby authorized to enter into an intergovernmental agreement, which establishes the operating objectives, structure, and guidelines for the unit, with other jurisdictions participating in the Warren County Tactical Response Unit.
- SECTION 2.** The Board of Trustees agree to all sections of the Original Contract attached Exhibit A.
- SECTION 3.** This Resolution is necessary for the preservation of the public peace, health, safety, morals and welfare of the City of Lebanon, and shall take effect immediately upon its adoption.

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

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

Resolution adopted this 2nd day of December, 2020.

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 December 2, 2020.

Date: _____

Kurt E. Weber, *Fiscal Officer*

**TASK FORCE
MEMORANDUM OF UNDERSTANDING
WARREN COUNTY TACTICAL RESPONSE UNIT**

Pursuant to Ohio Revised Code sections 311.07, 505.43, and 737.04 Ohio counties, municipal corporations, townships and villages ("political subdivisions") are authorized to enter into an agreement with other such political subdivisions to form a task force upon any terms that are agreed to by them if the contract is first authorized by the respective legislative bodies for the participating political subdivisions. In accordance with said Ohio laws, the undersigned political subdivision agrees as follows:

I. Purpose

The purpose of this agreement is to establish and maintain the existence of a task force (See, "Task Force" below) to provide tactical response in specialized situations requiring a law enforcement response. Said Task Force shall be created in order to obtain additional law enforcement assistance and protection and for the purpose of protection of life, limb, and property and the reduction of crime and subversive activities.

II. Definitions

For the purpose of this agreement, the following terms are defined as follows:

Participating political subdivisions: A political subdivision that commits itself to this task force agreement by adopting an ordinance or resolution authorizing participation in the task force with other participating political subdivisions for rendering and receiving assistance in the event of a request for Task Force services in accordance with Task Force assignments as developed by the leadership law enforcement agencies of the participating political subdivisions and adopted by the Policy Board.

Political subdivision: A county, municipal corporation, township, or village having a recognized full-time law enforcement agency.

Majority: Signifies the greater number of votes.

Task Force: Personnel and equipment assembled for the purpose of assisting member political subdivisions and neighboring political subdivisions in obtaining further law enforcement response to better protect the lives, persons, and property of Ohio citizens. The Task Force established hereby shall also be known as the Warren County Tactical Response Unit.

Task Force Commander: The Task Force Commander shall be selected by the Policy Board for a specific period of time and receive a performance review at least annually. The Policy Board may, with a majority vote of board members present remove, suspend, or renew the Task Force Commander for a specific period of time. The Task Force

Commander shall be responsible for team training, equipment maintenance, mobilization, and tactical direction of the task force.

Quorum: The minimum number of voting members that must be in attendance at a meeting of an organization for that meeting to be regularly constituted. For these purposes a quorum is defined as the majority of law enforcement leadership of the participating political subdivision i.e. the Policy Board.

III. Agreement to Effectuate Task Force Services

The county sheriff or governing body of each participating municipal corporation, township, or village are authorized on behalf of that political subdivision to enter into and from time to time to alter and amend on the advice of the political subdivision's law enforcement leadership an agreement with other political subdivisions for Task Force services.

IV. Authority and Command

In the provision of Task Force services, the Task Force Commander shall assume full responsibility and command for operations. Task Force members shall be responsible to the Task Force Commander and shall operate under his/her direction and control. Supervision of Task Force members shall be by the Task Force Commander. While performing any and all duties, investigations, and enforcement under the authority of the Task Force, the Task Force members are directly accountable to the Task Force Commander, as if the Task Force Commander was that member's supervisor from his/her participating agency.

V. Governance of Task Force

The operation of the Task Force shall be governed by a Policy Board ("the Board") consisting of law enforcement leadership of the participating political subdivisions. All Board members shall serve without compensation. The Board shall meet at such times and places as agreed upon by Board members. All Board decisions must be made in a quorum and approved by majority vote. The policy and procedures for the Board shall be addressed in the Warren County Tactical Response Unit Policy and Procedure Manual.

The Board shall designate a Lead Agency of the Task Force which is responsible for conducting business meetings, calling for and tracking votes, and calling for emergency votes if required. This Lead Agency shall be the agency of the current Chairperson of the Warren County Chief's Association.

The Board shall be responsible for the creation and maintenance of a policy and procedure manual for the Task Force. The Board shall review and update said policies and procedures as needed or at least every three years.

The Board, all participating political subdivisions, and legal counsel from the Lead Agency of the Task Force shall be required to review all policies and procedures for consistency. Any conflicts which may arise between the participating political subdivisions' policies and procedures and the policies and procedures of the Task Force shall be reviewed and resolved by the Board, the participating political subdivision, and legal counsel for the lead agency.

The Board shall meet no less than ten (10) times each calendar year. Board members are expected to attend a minimum of 50% of the meetings. Each member of the Board shall have one (1) vote and a majority vote of a quorum of the members is needed to be present to conduct business. Should an emergency vote be needed as determined by the Lead Agency, this may take place through email.

VI. Membership

Before any law enforcement agency may become a member of the Task Force, its membership shall be approved by the Policy Board. Membership shall be limited to the Ohio law enforcement agencies as defined by Ohio statutes. Applicants shall become members upon approval of the Board and execution of this agreement.

When considering membership, the Board shall consider all factors including:

1. Agency capabilities of providing or being resources to the task force communities.
2. Geographic proximity to other task force agencies.

VII. Responsibility for Conduct

It is the intention of the Policy Board to ensure there is no contradiction or conflict in policies and procedures, rules, regulations, directives or general orders between member agencies and the Task Force; however, should a conflict arise, it is agreed the assigned Task Force officer will bring this to the attention of their home agency supervisor, Chief, Sheriff or designee and a Task Force supervisor as soon as practically possible. In any event, and when in doubt, the officer will follow their employing agency's policy, procedure, rule, regulation, directive or general order.

Any officer of a participating political subdivision, whether said officer is responding to a request for Task Force services from a requesting political subdivision, or the officer is part of the Task Force, shall be deemed to be acting within the scope of the officer's employment with the participating political subdivision with whom the officer is employed, while traveling to, traveling from, and while acting in the territory of another participating political subdivision, as well as during all training conducted pursuant to this agreement or referenced herein.

In addition to the requirements set forth in this agreement and the accompanying policy and procedures manual for the task force, each officer or employee participating in the Task Force shall remain subject to and adhere to the standards of conduct, personnel rules, regulations, laws, and policies of their respective employing unit, in addition to complying with the policies and procedures of the Task Force.

VIII. Privileges and Immunities

The participating political subdivisions intend for all responding law enforcement agencies and their officers to enjoy the fullest privileges and immunities available to the officers of the requesting law enforcement agency pursuant to Chapter 2744 of the Ohio Revised Code.

IX. Confidentiality

Any information gathered and/or report(s) generated by the Task Force during the course of its investigation that is maintained by the Task Force, a prosecutor, the attorney general, or a special prosecutor is deemed a confidential law enforcement investigatory record for purposes of Ohio Revised Code 149.43. This determination does not, however, affect or limit the right of discovery granted under the Ohio Revised Code, the Rules of Criminal Procedure, and/or the Rules of Juvenile Procedure. The Task Force Commander shall periodically inform the agency heads of participating agencies on the status of the investigation. Information relating to the status of the Task Force investigation shall only be provided to the agency head or his designee.

X. Compensation

Each participating law enforcement agency shall continue to provide the same salaries, insurance, workers' compensation, retirement, and other fringe benefits to its personnel while responding to a request for assistance and/or deployment under this agreement as those employees would receive while on duty in their employing political subdivision or governmental unit.

Further, law enforcement personnel shall be entitled to all the workers' compensation rights and benefits of Chapter 4123 of the Revised Code to the same extent as while performing service within their employing political subdivision or governmental unit.

XI. Funding

The Warren County Sheriff's Office shall act as the fiscal agent for the Task Force. Expenditures by each participating political subdivision shall be subject to each subdivision's budgetary process and to the availability of funds and resources pursuant to applicable laws, regulations, and policies.

Each participating law enforcement agency who supplies a member shall, by July 1 of every calendar year, pay to the fiscal agent the sum of \$250.00 per active member to be used for approved team expenses.

XII. Liability

No participating political subdivision or any of its employees, officers, or agents shall be liable in damages to another participating political subdivision, or its employees, officers, or agents, or its inhabitants, or its contractual obligees, or any person to whom service is being provided, for failure to answer any request for service, or for response time for answering a request of service, or for failure or inadequacy of equipment, or for the negligence, misfeasance or nonfeasance of its employees, or for any other cause related to the rendering of Task Force services.

XIII. Express Reservations

The Task Force does not directly or indirectly employ any personnel assigned to it. The Task Force does not establish employer-employee relationships with personnel assigned to the Task Force from participating political subdivisions. Participating political subdivisions do not waive any available defenses and/or limitations on liability. No participating political subdivision shall be considered to be an agent of any other participating political subdivision.

XIV. Termination

Any participating political subdivision may withdraw from the Task Force agreement by notifying the Board in writing, whereupon the withdrawing political subdivision will terminate participation ninety (90) days from the date of the written notice.

Further, any participating political subdivision who fails to meet their obligations in accordance with this agreement and/or the policies and procedures of the Task Force may have their membership terminated by a majority vote of the Board.

XV. Adoption

This agreement shall be in full force and in effect with the signing of this agreement by the sheriff or legislative body of each participating political subdivision.

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Name of Political Subdivision

Representative from Legislative Body of
Political Subdivision

Sheriff / Chief of Police

LEGISLATIVE COVER MEMORANDUM

Introduction: December 2 , 2020

Effective Date: Next available date after passage

Agenda Item: **Resolution 20-1202C**
A Resolution authorizing and approving an increase in Township appropriations in the Coronavirus Relief Act (CARES Act) Fund to reconcile budgets for calendar year 2020

Submitted By: Brent Centers

Scope / Description: The Warren County Commissions have released the initial CARES Act Relief funds and some jurisdictions did not use their total amounts receive. These unspent funds were sent back to Warren County and redistributed to those jurisdictions that did use all their allotted funds, such as Hamilton Township.

Hamilton Township is receiving an additional \$107,895.22 from this redistribution of funds, which will be incumbered into the Coronavirus Relief Act (CARES's Act) Fund Line Item 2272, *Other Expenses* in the amount of \$107,895.22 for a total amount of \$1,309,971.06.

Budget Impact: \$107,895.22

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 December 2, 2020, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Darryl Cordrey - Trustee, *Chair*
Joe Rozzi – Trustee
Mark Sousa – Trustee

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 20-1202C**

**A RESOLUTION AUTHORIZING AND APPROVING AN INCREASE IN TOWNSHIP
APPROPRIATIONS IN THE CORONAVIRUS RELIEF ACT (CARE’S ACT) FUND TO
RECONCILE BUDGETS FOR CALENDAR YEAR 2020**

WHEREAS, the Board of Township Trustees wishes to authorize and approve an increase in appropriations in order reconcile budgets and appropriations for calendar year 2020;

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 Coronavirus Relief Act (CARES’s Act) Fund Fund Line Item 2272, Other Expenses in the amount of \$107,895.22 for a total amount of \$1,309,971.06.

SECTION 2. The Fiscal Officer is hereby authorized and directed to approve a Blanket Certificate in the amount listed 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:

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

Resolution adopted this 2nd day of December 2020.

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 December 2, 2020.

Date: _____

Kurt E. Weber, *Fiscal Officer*

H.B. 614 Redistribution-Warren County

County	Political Subdivision Name	Eligible Population -- Numerator	Eligible Population -- Denominator	Fraction for Subdivision	H.B 614 Redistribution Appropriation	H.B. 614 Redistribution to Subdivision
Warren	Carlisle village (pt.)	5,242	217,044	2.41518%	986,312.22 \$	23,821.20
Warren	Franklin city	11,612	217,044	5.35007%	986,312.22 \$	52,768.37
Warren	Lebanon city	20,659	217,044	9.51835%	986,312.22 \$	93,880.61
Warren	Loveland city (pt.)	854	217,044	0.39347%	986,312.22 \$	3,880.83
Warren	Maineville village	1,107	217,044	0.51003%	986,312.22 \$	5,030.54
Warren	Mason city	33,870	217,044	15.60513%	986,312.22 \$	153,915.31
Warren	Middletown city (pt.)	2,756	217,044	1.26979%	986,312.22 \$	12,524.08
Warren	Monroe city (pt.)	143	217,044	0.06589%	986,312.22 \$	649.83
Warren	Morrow village	1,325	217,044	0.61048%	986,312.22 \$	6,021.19
Warren	South Lebanon village	4,668	217,044	2.15072%	986,312.22 \$	21,212.77
Warren	Springboro city (pt.)	17,562	217,044	8.09145%	986,312.22 \$	79,806.93
Warren	Waynesville village	3,181	217,044	1.46560%	986,312.22 \$	14,455.41
Warren	Clear Creek township	16,085	217,044	7.41094%	986,312.22 \$	73,095.00
Warren	Deerfield township	41,089	217,044	18.93118%	986,312.22 \$	186,720.60
Warren	Hamilton township	23,743	217,044	10.93926%	986,312.22 \$	107,895.22
Warren	Harlan township	4,988	217,044	2.29815%	986,312.22 \$	22,666.95
Warren	Massie township	674	217,044	0.31054%	986,312.22 \$	3,062.86
Warren	Salem township	3,647	217,044	1.68030%	986,312.22 \$	16,573.05
Warren	Turtlecreek township	15,528	217,044	7.15431%	986,312.22 \$	70,563.83
Warren	Union township	2,666	217,044	1.22832%	986,312.22 \$	12,115.09
Warren	Wayne township	5,645	217,044	2.60086%	986,312.22 \$	25,652.55
		217,044		100.00000%	TOTAL REDISTRIBUTION \$	986,312.22