



TRUSTEE MEETING AGENDA 2/17/2021

6:30 PM

- Roll Call
- Pledge of Allegiance
- Approve of the Clerk's Journal and Accept the tapes as the Official Minutes of the February 3, 2021 Township Trustee Meeting
- Bills before the Board

Presentations

- 2020 Employee Recognition

Public Comments

Human Resources

Public Hearing

- Hopewell Valley PUD Stage 1 & 2 Site Plan Review (continued)

New Business

- Motion: Appointing Regional Planning Commission Representatives for 2021
- Motion: 2020 Township Highway System Milage Certification
- Resolution 21-0217: Increase in appropriations (Police District Fund)
- Resolution 21-0217A: Increase in appropriations (Fastcop and Loeb Grant)
- Resolution 21-0217B: Increase in appropriations (Police District Fund)
- Resolution 21-0217C: General Fund Advance to Lighting District Fund
- Resolution 21-0217D: Contract with Warren County for Road Salt Purchase
-

Work Session

- Contracting Zoning and Economic Development services with the Village of Maineville, Ohio
- Temporary signage fines

Fiscal Officer's Report

Administrator's Report

Trustee Comments

Executive Session

Adjournment

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

Finance Coordinator

Ellen Horman

Phone: (513) 239-2377

Human Resources

Kellie Krieger

Phone: (513) 239-2461

Economic Development and Zoning

Alex Kraemer

Phone: (513) 683-8520

Public Works

Kenny Hickey – Director

Phone: (513) 683-5360

Police Department

Scott Hughes – Police Chief

7780 South State Route 48

Maineville, Ohio 45039

Phone: (513) 683-0538

Fire and Emergency Services

Brian Reese – Fire Chief

Maineville, Ohio 45039

Phone: (513) 683-1622

(513) 899-1967

(continued on back)

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

February 3, 2021

Trustee Board Chairman, Darryl Cordrey, called the meeting to order at 6:45 p.m. 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 January 22, 2021 Trustee Meeting.

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

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

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

Public Comments

Mr. Cordrey opened the floor to public comments at 6:47 p.m.

Mr. Glen Hoffman expressed his dissatisfaction with salting/plowing on his street during inclement weather.

Mr. Centers explained that roads are prioritized by traffic flow; Mr. Hoffman's street is a secondary road because there is not a significant amount of traffic. Secondary roads are salted/plowed when there is approximately 2 inches of snow. A lot of the reasoning for this is because we can only work our crews for up to 16 hours, if we focused on the secondary roads as well, it would take them a lot longer to get any plowing and salting done.

Mr. Cordrey closed the floor to public comments at 6:55 pm.

Human Resources

Human Resources Manager, Ms. Kellie Krieger, requested a motion to remove Ms. Caitlyn Liddil from the active Hamilton Township roster effective February 12, 2021.

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

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

Ms. Krieger requested a motion to approve the following cemetery purchases in the Maineville addition; Danielle Howard is purchasing lot 179 graves 3 and 4; Douglas Sturk is purchasing lot 511, graves 7 and 8; and Randall and Karen Fannin are purchasing lot 507, graves 1 and 2.

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

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

Public Hearing

Mr. Cordrey opened the hearing for the Hopewell Valley PUD Stage 1 and 2 Site Plan Review at 6:57 pm.

Assistant Law Director, Brodi Conover, swore in all persons wishing to give testimony.

Mr. Kraemer presented the staff report stating that this hearing is for Hopewell Valley, Section E, PUD Stage 1 and 2 site plan review. The property owner is D.R. Horton. The applicants are D.R. Horton and McGill Smith Punshin. The property is located on State Route 22/3, Morrow, Ohio 45152. The legal ad was published on Sunday, January 24, 2021.

The Hamilton Township Zoning Commission heard this on January 11, 2021 and has made the recommendation to the Hamilton Township Trustees for approval via compliance with the Hamilton Township Zoning Code except for the modifications in the Village of Hopewell Valley Planned Unit Development Standards and policies set forth in Resolution #96-414, compliance of recommendations from the Warren County Regional Planning Commission, compliance with recommendations from the Hamilton Township Zoning Commission, compliance of all Warren County and ODOT conditions; it is of note that after that meeting Mr. Kraemer received an email from ODOT stating that they are not requiring a Traffic Impact Study due to only 47 trips expected during peak hours in this subdivision, to reach out to the Hopewell Valley HOA about

the possibility of extending a walkway with limited access to connect the two subdivisions, and the final condition for recommendation is for PUD Stage 3 to update the name and logo of this new subdivision to better differentiate itself from the Hopewell Valley Homeowner's Association.

The applicant is seeking approval for residential development. The original proposal for the PUD and Site Plan was approved by the Hamilton Township Board of Trustees in 1999 pursuant to Resolution # 96-414 and Parcel E was initially reserved for future development of 200 multi-family units, but was changed last year to 68 single family residential units. The surrounding land uses consist of B-2 General Business, M-2 Heavy Industrial, and Single Family Residential. This revised plan shows the change from the 200 units to 68 units. Questions came up from the Fire Chief and Fire Inspector about the way that the cul-de-sac will be built. They would like to see it constructed as a "Hammerhead" or "Y" design to comply with adequate space for emergency vehicle turn around. D.R. Horton has provided samples for housing options; previous plans were patio homes and now they are presenting 2 story options as well.

Mr. Cordrey asked what specific changes were made between last year and now?

Mr. Kraemer stated that the major concern last year was if this parcel would connect to the existing Hopewell Valley subdivision or if it would need to be zoned as its own. His understanding is that no agreement was reached between D.R. Horton and the HOA of Hopewell Valley to allow that connection therefor this is being presented as a separate subdivision with an entrance/exit on 22/3. It was also mentioned before that there would be sixty-eight, single-family patio homes to peak interest of the 55 and up age groups, now they are offering additional styles so there will be a mix of families in this neighborhood as well.

Mr. Sousa commented that he is baffled that ODOT is not requiring a traffic study.

Mr. Kraemer stated that it is ODOT's discretion.

Mr. Rozzi stated that the High School is right down sthe road so that alone would mean more traffic.

Mr. Sousa questioned if there would be any parking restrictions in these cul-de-sacs?

Fire Chief Brian Reese stated that it will depend on the size of the cul-de-sac but most likely yes.

Mr. Sousa asked if the primary lots will be minimum width to get maximum capacity of constructing these homes here?

Mr. Kraemer is concerned that it switched from the single family patio homes to the different styles.

Mr. Cordrey questioned if there was any request for a variance from our minimum setbacks?

Mr. Kraemer responded no, not at this time.

Mr. Sousa discussed storm water runoff concerns and asked what happens when it rains a lot?

Mr. Kramer stated that the applicant can speak on that. This is a recommendation from the Zoning Commission, however, Mr. Centers has a different opinion on the connecting piece that he would like to speak on.

Mr. Centers mentioned that RPC and our Zoning Commission gave recommendation for approval but he disagrees with both without that connection piece. The applicant and the HOA have representatives to speak on this tonight but for emergency vehicles, specifically for fire, the intent was to have a transition piece on that stub street.

Mr. Cordrey invited the applicant to step forward.

Richard Arnold with McGill Smith Punshin and Tom with D.R. Horton stepped to the podium. Mr. Arnold stated that in the spring of last year, it was discovered that property was deeded to the HOA that D.R. Horton no longer had rights to in order to connect the round-about to this "new" development. They tried to work with the HOA but ultimately chose the path of least resistance and moved the entrance/exit to 22/3. The cul-de-sacs are proposed at 90 feet in diameter due to the Warren County subdivision regulations. The storm water detention basin was sized to utilize run-off to less than that of pre-development conditions. The EPA guidelines have changed and now state that rainfall of 9/10's of an inch or less that you are required to implement a storm water quality basin so that you can cause the sediment to settle in the basin instead of directly in the creek. D.R. Horton will comply with all regulations and requirements.

Mr. Cordrey commented that the spring proposal was for 68 patio homes which would appeal to empty nesters or retirees; now they are two story homes?

The representative with D.R. Horton stated that it is news to him that this discussion is about patio homes because that was never the intention so he apologizes for the confusion. Two story homes were always contemplated and they are the current styles that are offered in Hopewell Valley that D.R. Horton is currently constructing.

Mr. Sousa asked if there are any requirements for a mix of two-story and ranch homes?

D.R. Horton stated that it is generally up to the customer to choose. They do expect a mix of styles.

Mr. Cordrey invited anyone in favor of the plans to step forward.

Seeing none, he next invited those in opposition to step forward to speak.

Ms. Lynn Ratliff and Ms. Jenn Ball are in attendance representing the Hopewell Valley Homeowner's Association Board. Ms. Ratliff stated that this Section E was never part of the 2005 PUD Zoning approvals for Stage 2 or 3, as it was excluded to be developed later. The zoning is changing from R3 Multi-family to Single Family Homes which is great for the Township and schools. In order to accept additional land into the HOA, it would require a vote of the existing members and a 75% affirmative vote to pass. It will also require additional amenities in order to pass the Zoning Code for "Amenity and Green Space Percentage Requirements". They believe that if those additional amenities were provided, such as a second pool for the entire neighborhood, then it would be more appealing to get the votes needed. Instead of coming to an agreement, D.R. Horton made the decision to abandon getting the easement which is why the entrance point was changed. Ms. Ratliff also discussed the signage in their proposal stating that it is the same signage that Hopewell Valley has which may indicate that they are a part of Hopewell Valley.

Ms. Ratliff next addressed the Trustees as a resident of Hopewell Valley and not as a member of their HOA board. She is concerned with this development for various reasons to include drainage concerns, this new development not having adequate open space, the lack of amenities, and the proposal for a sidewalk connection to the Hopewell Valley subdivision for active lifestyle purposes. She is also concerned about discussions that took place at the January 11, 2021 Zoning Commission meeting that she believed indicated the forcing of access to street easements from neighboring land owners.

Mr. Cordrey asked if Ms. Ratliff believes that D.R Horton is getting around regulations by saying they're part of Hopewell Valley since Hopewell Valley does meet the Zoning Code requirements?

Ms. Ratliff responded that is correct. They have no problem granting access to the easement but when they view the area as a whole, they need another active amenity to meet the Zoning Code. If they take on this development and do not add another amenity, then they too fall below the requirements of the Zoning Code. The proposal was take two of the buildable lots and build another pool, unisex bathrooms and a pump house. If they could do that, then Hopewell Valley would grant easement access and take these sixty-eight new homes into their HOA and all would be done. D.R. Horton walked away from that. She stated that the existing pool is already crowded and they have not yet finished building the remaining homes in the current Hopewell Valley neighborhood.

Mr. Kraemer commented that Warren County Regional Planning Commission views this as one subdivision since that is what it was originally designed to be. Open/active space would be detailed in Stage 3 Site Plan Review.

Mr. Cordrey stated that he is having a hard time with this and asked if this is considered as one subdivision or two?

Mr. Centers believes that this has always been viewed as one subdivision. If then asked if the intent was for a buffer, then why was a stub street put in?

Ms. Ratliff responded that all of this land was originally owned by the same developer. He did have the intention to construct the multi-family condos/townhomes that were going to have their own HOA and their own amenities to include a pool and clubhouse. He would have connected the streets but the neighborhoods themselves, were planned to be separate.

Mr. Centers then stated that to that point, this should currently be viewed as two subdivisions.

Mr. Cordrey seeking guidance, asked if this should be viewed as one large subdivision, or two as that could change their decision as a Board.

Law Director, Mr. Brodi Conover, stated that ultimately this is a factual call for the Board to make. Everyone that has viewed this since 1996 has seen this as one large subdivision.

Continued discussion took place about what needs to be considered for the overall parcel.

Mr. Cordrey closed the public portion of the hearing at 8:04 pm to begin deliberations.

All three Trustees commented that the intent has changed multiple times since originally planned and they need to look at this as a new subdivision.

Mr. Conover stated that FrostBrownTodd can legally research the single subdivision versus two subdivisions and then bring advice back to the Board.

Mr. Cordrey made a motion with a second from Mr. Rozzi to continue this hearing to the February 17, 2021 Board of Trustee Meeting.

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

New Business

-Resolution 21-0203: Increase in Appropriations (General Fund)

This Resolution is increasing appropriations into the General Fund for an Administration vehicle. This is the total cost of the vehicle but will be offset with the agreed upon “trade-in” value of the 2013 Yukon for \$20,000 on February 19, 2021. At that time, the trade-in value of \$20,000 will be input into the General Fund.

Mr. Centers stated that the budget impact shows at \$38,394.00 but with the trade-in value, the budget is actually \$18,394.00.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve Resolution 21-0203.

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

-Motion: Large Purchase Order (General Fund)

This motion is to approve a Large Purchase Order of \$38,394.00 for a 2021 Chevrolet Tahoe Special Service Vehicle from Ganley Chevrolet of Aurora, LLC. This P.O. I for the Administration vehicle to replace the 2013 Yukon upon Trade-in.

-Resolution 21-0203A: Adopting the Hamilton Township Comprehensive Plan

Mr. Kraeemr gave a quick overview of the Comprehensive Plan. It was originally planned to be released in 2020. 2021 this will be extensively reviewed with our Zoning Commission, 2022 will be a full dive into our Zoning Code and we will begin to implement those changes. This Comp Plan will replace the Township’s current 1996 Land Use Plan which is very clearly outdated. Moving forward this plan will be tweaked every 5 years, intervening every 2.5-3 years for our Zoning Code as necessary. Major updates include Future Land Use Map, Improvements to Downtown Districts for Future Development, Urban Service Boundaries (Sewer), Creation of Transitional & Rural areas. Key Concepts include Accommodating Development and Encourage Economic Prosperity, Encourage High-Quality Development, Protect Rural Community Character, Responsible Transportation Planning, Park Planning and Development and Ensure Implementation.

Mr. Rozzi stated that this has been a long time coming!

Mr. Cordrey thanked everyone involved in creating this Comprehensive Plan.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve Resolution 21-0203A.

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

Administrator's Report

Mr. Centers stated that there was an item that came before him but did not make it onto the agenda. The only reason he is bringing it late is because there is a due date of February 12th. It is an Assistance for Firefighter's Grant (AFG). These are very competitive but we would still like to apply. The first is for an Air compressor; the total requested is \$79,126.27, our local portion would be \$7,193.27 if we received it. The next would be a Tanker; the total requested is \$350,000 with our portion being \$35,000. If there are any questions, he would be happy to answer them but he just asks for a motion to allow us to apply with the agreement to our local portions if we receive the grants.

Mr. Rozzi asked how often we use another tanker from another department?

Chief Reese explained that any time we go into the rural portion of the Township, we have it setup to pull 3 primary tankers. The Tanker we have is 1994 but the pump has been shot since before Chief Reese started here.

Mr. Sousa asked if the compressor is for the oxygen tanks?

Chief Reese stated that it is. The current piece that we have is also from the 90's and we cannot get parts for it. It also does not meet current NFPA safety standards for monitoring. Chief has been trying to replace that as well. This grant process is very competitive; he has submitted for it before but you don't know if you don't try. We are scrambling to get all of the data to get this submitted by next Friday.

Mr. Cordrey made a motion with a second from Mr. Rozzi to apply for an Assistance for Firefighter's Grant for an Air Compressor and a Tanker.

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

Next, Mr. Centers stated that our Community Garden Applications have been posted; we received our first one today. We will continue to gather those and the Garden will open on April 1st. We will be implementing a mandatory meeting for all gardeners this year on March 18th; we are having a meeting at 2 pm and 6 pm to accommodate the gardeners to make sure everyone is on the same page moving forward.

The digital monument signs that were approved through the CARES funding, were reviewed as department heads. We were originally going to have one at the Administration/Police building, one at Station 76 and another at Station 77, but we feel it may be redundant to have one at the Administration building and one at Station 76. We feel the intent that the Board set with these monument signs to digitally display any COVID related items would be better suited to have one at the Administration/Police building, one at the corner of 22/3 and 48, and the third at Station 77.

Mr. Rozzi asked if it is the corner where Walgreens is?

Mr. Centers responded that is correct.

Mr. Cordrey thinks it is great.

Mr. Rozzi stated that is the center of our "Town Square".

Mr. Centers also stated with the monument signs that there was a misread in the Zoning Code; we issued it as a non-commercial use instead of a government use which allows up to 5 feet. Non-commercial allows up to 8 foot signs. It was approved but it should have been approved under a Governmental entity. For full transparency, Mr. Centers will be taking this for a variance with the Board of Zoning Appeals as the applicant to explain the reasoning.

We spent a lot of time of the former CTC Fields and with the request at the Retreat, we are working on a contract.

The memorial garden and benches at Mounts Park may be ready to be brought back at the next meeting with a general ideas of different tiers.

Finally, we currently have OpenGov online for all of our finances to be viewed; we pay for that service but now we also have Open Checkbook which is a free service that functions the same. It does require an act from the Board and Fiscal Officer to change those services. We were working on an E-services contract for the next meeting anyway because we have to enter some things from UAN for the State, so if they would like to move to Ohio Open checkbook for free, we can do that.

Mr. Cordrey asked if everything would be able to be viewed online like it currently is?

Mr. Centers responded that is correct. It will be the same real-time data.

Trustee Comments

Mr. Sousa stated he hopes we only get these minor snow events. Everyone is doing a good job.

Mr. Rozzi commented on snow events when he was younger. Everyone enjoy the super bowl!

Mr. Cordrey thanked everyone for all of their work put into the Retreat. He stated to never underestimate the power of these retreats as this gives the Board a chance to have discussions in depth that maybe wouldn't otherwise be had. He also thanked Chief Hughes for the knowledge shared during the Citizen's Police Academy; it's completely different than what everyone sees on TV.

Adjournment

With no further business to discuss, Mr.Cordrey made a motion with a second from Mr. Rozzi to adjourn at 8:34 pm.

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

DRAFT

LEGISLATIVE COVER MEMORANDUM

Introduction: February 17, 2021

Effective Date: Next available date after passage

Agenda Item: **Motion**
To appoint Alex Kraemer as the 'Primary' and Brent Centers as the 'Alternate' representatives of the Warren County Regional Planning Commission Executive Board for April 1, 2021 - March 31, 2022.

Submitted By: Brent Centers

Scope / Description: This will appoint the Primary and Alternate positions for the Warren County Regional Planning Commission for a one-year term.

Budget Impact: \$0

Vote Required for Passage: 2 of 3

To: Chairman, Warren County Regional Planning Commission

The Hamilton Township Trustees have selected the following representatives and alternates to the Warren County Regional Planning Commission April 1, 2021 through March 31, 2022:

(1) Representative: _____
Address: _____
Phone Number: _____
E-Mail: _____

Alternate: _____
Address: _____
Phone Number: _____
E-Mail: _____

(2) Representative: _____
Address: _____
Phone Number: _____
E-Mail: _____

Alternate: _____
Address: _____
Phone Number: _____
E-Mail: _____

(3) Representative: _____
Address: _____
Phone Number: _____
E-Mail: _____

Alternate: _____
Address: _____
Phone Number: _____
E-Mail: _____

(4) Representative: _____
Address: _____
Phone Number: _____
E-Mail: _____

Alternate: _____
Address: _____
Phone Number: _____
E-Mail: _____

LEGISLATIVE COVER MEMORANDUM

Introduction: February 17, 2021

Effective Date: Next available date after passage

Agenda Item: **Motion**
To approve the 2020 Township Highway System Mileage Certification from the Ohio Department of Transportation

Submitted By: Kenny Hickey

Scope / Description: This approves the 2020 Township Highway System Mileage Certification that shows Hamilton Township having 99.430 miles and responsible for maintaining 100.951 miles within the Township as shown on Exhibit A.

Budget Impact: N/A

Vote Required for Passage: 2 of 3



Ohio Department of Transportation

Office of Technical Services

2020 Township Highway System Mileage Certification

Note: This form must be submitted to ODOT no later than April 1, 2021 or county mileage will be certified by default based on the best information available.

The total certified mileage at the end of Calendar Year 2019 for HAMILTON Township
in WARREN County was 99.430 miles

**As certified by the Board of Township Trustees or reported by the Director of Transportation,
in accordance with the provisions specified in the Ohio Revised Code, Section 4501.04.**

Consider all mileage changes that occurred in CY 2020 and determine the net increase or decrease in mileage.
Add the net change to the 2019 certified mileage above and fill in the new total below.

We the undersigned, hereby certify that as of December 31, 2020

the township was responsible for maintaining 100.951 miles of public roads.

Signature of Chairman of Board of Township Trustees

Date

Trustee Signature

Date

Trustee Signature

Date

County Engineer Signature

Date

Comments:

Please return a completed, signed copy of this form along with proper documentation of any changes made to:

Ohio Department of Transportation
Office of Technical Services
Mail Stop #3210
1980 West Broad St. 2nd Floor
Columbus, Ohio 43223

Attn: Aaron Shvach (614) 466-5135 or aaron.shvach@dot.ohio.gov

Summary of 2020 ODOT Changes
for Roads in WARREN County,
Township 04 , HAMILTON

Certified Mileage for 2019 : 99.430 Miles

TWP	04	Route:	T 00830	Route Name:	CYPRESS LANE	Change:	0.032
		Reason For Change	EXTEND TR 830 CYPRESS LN WEST FROM LOGS 0.032 TO 0.062.				
TWP	04	Route:	T 01348	Route Name:	WILLOW POND BLVD	Change:	0.030
		Reason For Change	EXTEND TR 1348 WILLOW POND BLVD EAST TO JCT WITH SR 48.				
TWP	04	Route:	T 01484	Route Name:	INDIAN BLUFFS DRIVE	Change:	0.033
		Reason For Change	EXTEND SUBDIVISION ROAD TR 1484 INDIAN BLUFFS DR SOUTH FROM JCT WITH TR 1485 BLUFFTON TERRACE DR NORTH TO UNINCORPORATED AREA AT LOG 0.033.				
TWP	04	Route:	T 01485	Route Name:	BLUFFTON TERRACE DRIVE	Change:	0.054
		Reason For Change	EXTEND SUBDIVISION ROAD TR 1485 BLUFFTON TERRACE DR WEST FROM DEAD END PAST JCT WITH TR 1484 INDIAN BLUFFS DR TO PREVIOUSLY INCORPORATED AREA AT LOG 0.054.				
TWP	04	Route:	T 01535	Route Name:	SPRUCE GLEN	Change:	0.075
		Reason For Change	EXTEND EXISTING ROAD TR 1535 SPRUCE GLEN FROM LOG 0.266 SOUTH TO JCT WITH TR 2162 ELM TREE DRIVE.				
TWP	04	Route:	T 01571	Route Name:	STILLWATER DRIVE	Change:	0.168
		Reason For Change	NEW SUBDIVISION ROAD TR 1571 STILLWATER DR FROM JCT WITH DEAD END NORTH TO UNINCORPORATED AREA.				
TWP	04	Route:	T 02162	Route Name:	ELM TREE DRIVE	Change:	0.086
		Reason For Change	EXTEND EXISTING ROAD TR 2162 ELM TREE DRIVE FROM LOG 0.349 EAST TO JCT WITH TR 1535 SPRUCE GLEN.				
TWP	04	Route:	T 02228	Route Name:	HARGUS DRIVE	Change:	0.028
		Reason For Change	EXTEND SUBDIVISION ROAD TR 2228 HARGUS DRIVE FROM LOGS 0.593 TO 0.621.				
TWP	04	Route:	T 02331	Route Name:	HOPEWELL VALLEY DRIVE	Change:	0.064
		Reason For Change	EXTEND TR 2331 HOPEWELL VALLEY DR FROM NEWLY INCORPORATED AREA NORTH TO LOG 0.064.				

TWP	04	Route:	T 02441	Route Name:	TALON COURT	Change:	0.102
Reason For Change NEW SUBDIVISION ROAD TR 2441 TALON CT FROM JCT WITH DEAD END EAST TO JCT WITH CR 153 ZOAR RD.							
TWP	04	Route:	T 02484	Route Name:	HICKORY WOOD COURT	Change:	0.157
Reason For Change EXTEND EXISTING ROAD TR 2484 HICKORY WOOD COURT FROM DEAD END TO LOG 0.157.							
TWP	04	Route:	T 02519	Route Name:	MORNING MIST DRIVE	Change:	0.075
Reason For Change NEW ROAD TR 2519 MORNING MIST DR FROM JCT WITH TR 2331 EAST TO DEAD END.							
TWP	04	Route:	T 02520	Route Name:	ARTISAN WAY	Change:	0.082
Reason For Change EXTEND SUBDIVISION ROAD TR 2520 ARTISAN WAY FROM DEAD END EAST TO JCT WITH TR 2331 HOPEWELL VALLEY DRIVE.							
TWP	04	Route:	T 02547	Route Name:	HEMPSTON CIRCLE	Change:	0.112
Reason For Change EXTEND TR 2547 HEMPSTON CIRCLE FROM LOGS 0.253 TO 0.365.							
TWP	04	Route:	T 02547	Route Name:	HEMPSTON CIRCLE	Change:	0.185
Reason For Change EXTEND TR 2547 HEMPSTON CIRCLE NORTH FROM LOG 0.098 NORTHEAST TO JCT WITH TR 830 CYPRESS LN LOG 0 AND FROM LOG 0.365 TO 0.452.							
TWP	04	Route:	T 02547	Route Name:	HEMPSTON CIRCLE	Change:	0.155
Reason For Change NEW SUBDIVISION ROAD TR 2547 HEMPSTON CIRCLE FROM JCT WITH DEAD END NORTH PAST JCT WITH TR 2228 HARGUS DR TO JCT WITH DEAD END.							
TWP	04	Route:	T 02589	Route Name:	WILLOW WIND COURT	Change:	0.083
Reason For Change NEW ROAD TR 2589 WILLOW WIND CT FROM DEAD END EAST TO JCT WITH TR 2331 HOPEWELL VALLEY DR.							

Total Changes: 1.521

Certified Mileage For: 2020 : 100.951 Miles

LEGISLATIVE COVER MEMORANDUM

Introduction: February 17, 2021

Effective Date: Next available date after passage

Agenda Item: **Resolution 21-0217**
A RESOLUTION AUTHORIZING AND APPROVING A
RE-APPROPRIATION IN THE POLICE DISTRICT FUND TO RECONCILE
BUDGETS FOR CALENDAR YEAR 2021

Submitted By: Ellen Horman

Scope / Description: This is to re-appropriate for the Police patrol vehicle's principal payments for the year 2021.

Budget Impact: \$19,337.34

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 February 17, 2021, 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 21-0217**

**A RESOLUTION AUTHORIZING AND APPROVING AN INCREASE IN TOWNSHIP
APPROPRIATIONS IN THE POLICE DISTRICT FUND TO RECONCILE BUDGETS
FOR CALENDAR YEAR 2021**

WHEREAS, the Board of Township Trustees wishes to authorize and approve an increase in appropriations in order reconcile budgets and appropriations for calendar year 2021;

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 Police District Fund Line Item 2081-210-750-5000, Motor Vehicles in the amount of \$19,337.34 for a total amount of \$103,951.82.

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 17th day of February 2021.

Attest:

Kurt E. Weber, *Fiscal Officer*

Approved as to form:

Ben 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 February 17, 2021.

Date: _____

Kurt E. Weber, *Fiscal Officer*

LEGISLATIVE COVER MEMORANDUM

Introduction: February 17, 2021

Effective Date: Next available date after passage

Agenda Item: **Resolution 21-0217A**
A RESOLUTION AUTHORIZING AND APPROVING A
RE-APPROPRIATION IN THE FASTCOP AND LOEB GRAND FUND TO
RECONCILE BUDGETS FOR CALENDAR YEAR 2021

Submitted By: Ellen Horman

Scope / Description: This is to re-appropriate money left over from the total purchases in the Fastcop and Loeb Grant Fund.

Budget Impact: \$4.12

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 February 17, 2021, 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 21-0217A**

**A RESOLUTION AUTHORIZING AND APPROVING AN INCREASE IN TOWNSHIP
APPROPRIATIONS IN THE FASTCOP AND LOEB GRAND FUND TO RECONCILE
BUDGETS FOR CALENDAR YEAR 2021**

WHEREAS, the Board of Township Trustees wishes to authorize and approve an increase in appropriations in order reconcile budgets and appropriations for calendar year 2021;

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 Fastcop and Loeb Grant Fund Line Item 2902-210-500-0000, Other in the amount of \$4.12 for a total amount of \$4.12.
- 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 17th day of February 2021.

Attest:

Kurt E. Weber, *Fiscal Officer*

Approved as to form:

Ben 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 February 17, 2021.

Date: _____

Kurt E. Weber, *Fiscal Officer*

LEGISLATIVE COVER MEMORANDUM

Introduction: February 17, 2021

Effective Date: Next available date after passage

Agenda Item: **Resolution 21-0217B**
A RESOLUTION AUTHORIZING AND APPROVING A
RE-APPROPRIATION IN THE POLICE DISTRICT FUND TO RECONCILE
BUDGETS FOR CALENDAR YEAR 2021

Submitted By: Ellen Horman

Scope / Description: This is to re-appropriate for the Police patrol vehicle's interest payments for the year 2021.

Budget Impact: \$1,702.09

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 February 17, 2021, 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 21-0217B**

**A RESOLUTION AUTHORIZING AND APPROVING AN INCREASE IN TOWNSHIP
APPROPRIATIONS IN THE POLICE DISTRICT FUND TO RECONCILE BUDGETS
FOR CALENDAR YEAR 2021**

WHEREAS, the Board of Township Trustees wishes to authorize and approve an increase in appropriations in order reconcile budgets and appropriations for calendar year 2021;

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 Police District Fund Line Item 2081-830-830-0000, Interest Payment in the amount of \$72.46 for a total amount of \$1,702.09.

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 17th day of February 2021.

Attest:

Kurt E. Weber, *Fiscal Officer*

Approved as to form:

Ben 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 February 17, 2021.

Date: _____

Kurt E. Weber, *Fiscal Officer*

LEGISLATIVE COVER MEMORANDUM

Introduction: February 17, 2021

Effective Date: Next available date after passage

Agenda Item: **Resolution 21-0217C**
A RESOLUTION AUTHORIZING AN ADVANCE FROM THE GENERAL FUND (1000) TO THE LIGHTING DISTRICT FUND (2401)

Submitted By: Ellen Horman

Scope / Description: This allows the Fiscal Officer or Assistant Fiscal Officer to advance the General Fund in the amount of \$62,400.00 to the Lighting District Fund for the annual Lighting District Assessments.

Budget Impact: \$62,400.00

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 February 17, 2021, 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 21-0217C**

**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 transfer funds from the General Fund to cover necessary expenses in the Lighting District Fund until the first payment is received from Warren County in 2020.

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 \$62,400.00 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:

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

Resolution adopted this 19th day of February, 2020.

Attest:

James D. Hunter, *Fiscal Officer*

Approved as to form:

Benjamin J. Yoder, *Law Director*

I, James D. Hunter, Fiscal Officer of Hamilton Township, Warren County, Ohio, hereby certify that this is a true and accurate copy of a Resolution duly adopted by the Board of Trustees of Hamilton Township, County of Warren, Ohio, at its regularly scheduled meeting on February 19, 2020.

Date: _____

James D. Hunter, *Fiscal Officer*

LEGISLATIVE COVER MEMORANDUM

Introduction: February 17, 2021

Effective Date: Next available date after passage

Agenda Item: **Resolution 21-0217D**
A RESOLUTION AUTHORIZING A CONTRACT WITH THE WARREN COUNTY ENGINEER'S OFFICE FOR THE PURCHASE OF ROAD SALT

Submitted By: Kenny Hickey

Scope / Description: This allows the Township to enter into contract with Warren County Engineer's Office for a salt purchasing agreement to reduce the overall cost incurred to the Township when purchasing salt.

Budget Impact: N/A

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 February 17, 2021, 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 21-0217D**

**A RESOLUTION AUTHORIZING A CONTRACT WITH THE WARREN COUNTY
ENGINEER’S OFFICE FOR THE PURCHASE OF ROAD SALT**

WHEREAS, the Board of Township Trustees desires to enter into an agreement to purchase road salt through the Warren County Engineer’s Office; and

WHEREAS, The Warren County Engineer’s Office meets all applicable state and local requirements through the bidding process for road salt; and

WHEREAS, in order to save money and expedite the bidding process, its benefits Hamilton Township to enter into an agreement with the Warren County Engineer’s Office for road salt for the 2021-2022 winter season;

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

SECTION 1. The Board hereby authorizes and approves entering into an agreement to participate with the Warren County Engineer’s Office for the bidding and purchase of road salt for the 2021-2022 winter season.

SECTION 2. Hamilton Township has allocated its own storage space to receive and store all of the salt bid and awarded in the contract.

SECTION 3. The Township Administrator or the Township Public Works Director of Hamilton Township are hereby authorized and directed to sign and file all documents associated with the Warren County Engineer’s Office road salt purchase program including the forwarding of the estimated salt needed for purchase as prepared by the Public Works Director.

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

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

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

Resolution adopted this 17th day of February, 2021.

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 February 17, 2021.

Date: _____

Kurt E. Weber, *Fiscal Officer*

Memo

January 8, 2021

To: Township Trustees and City and Village Mayors, Managers or Administrators

From: Neil Tunison, County Engineer

Re: Rock Salt Bid and Purchase Program for Warren County for 2021-2022 Winter Season

This office will once again offer an opportunity for your jurisdiction to participate in the County Engineer's salt purchase program this year. The program will be exactly the same as last year.

The program will work like this: We will request a bid price for rock salt dumped at your site and one using a piler to mound it at your site as well. One price for each method will be applied to all taking part. That does not change regardless of what Item No. on the bid sheet that applies to you. You will determine the amount you expect to purchase and that amount will be placed in the first column on the Delivery and Billing Sheet (Exhibit A). The goal is for the bidder to accept that amount more or less. In other words, if you order 1,000 tons and you find you only need 500 tons, you will not be expected to purchase the entire 1,000 tons. Be advised that bidders can make exceptions to the bid that may place conditions on the bid, including minimum and maximum amounts. Those exceptions will weigh heavily on the award outcome.

Once the bid has been awarded and contract executed by the Board of County Commissioners, it will be your responsibility to set up your own purchase order based on the price bid. You will choose whether the salt will be dumped or a piler will be necessary. You will also arrange delivery of your salt to your site. To make this as efficient as possible, please verify your delivery site on Exhibit A and revise the billing information if necessary. A bid guaranty bond that would make each of you as a political subdivision the obligee of the bond is included.

To participate in the program, please have your Board or Council pass a resolution authorizing participation using the sample resolution as a guide. We would prefer the amount of requested salt be included in the resolution. If you do not have room, my office will continue to make salt sales on a pick-up basis at the County Highway Department. If the resolution does not request an amount, you will need to submit an amount in writing so that it can be included in the bid package.

Please return an executed resolution to me by Friday, February 26th only if you plan to purchase salt directly from the successful bidder. If your Board or Council cannot meet before this date, please let me know so that we can somehow accommodate your request. It was determined by our working group that timing of the bid for early April was the key to getting the best price.

This program only applies to the purchase of rock salt and does not apply to any deicing chemical solutions, such as Beet Heet or brine.

We look forward to hearing from you. If you have any questions, please contact me at (513) 695-3307, Kurt Weber at (513) 695-3306 or Bobbi Apking at (513) 695-3305. Thank you.