



TRUSTEE MEETING AGENDA 2/2/2022

6:30 PM

- Roll Call
- Pledge of Allegiance
- Approve of the Clerk's Journal and Accept the tapes as the Official Minutes of the January 19, 2022 Township Trustee Meeting
- Bills before the Board

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

Public Comments

Public Hearing

- Revised PUD Stage 1 hearing to remove a 75 foot buffer on Parcel E in the Villages of Classicway subdivision

Human Resources

New Business

Fiscal Officer's Report

Administrator's Report

Trustee Comments

Executive Session

- In reference to O.R.C. 121.22 (G) (6)
 - (G) (6): Details relative to the security arrangements and emergency response protocols for the public body and a public office

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

January 19, 2022

Trustee Board Chairman, Joe Rozzi, called the meeting to order at 6:00 p.m. Mr. Rozzi, Mr. Sousa and Mr. Cordrey were present.

Cub Scout Pack 36 led everyone in The *Pledge of Allegiance*.

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 January 5, 2022, 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

Public Comments

Mr. Rozzi opened the floor to public comments at 6:02pm.

Mr. Rusty Holman stated that he reviewed the Township's budget, and he asked the Board to establish a cost reduction effort such as shopping for lower rates on a regular basis.

Township Administrator, Mr. Brent Centers explained that this is something that our staff and Board already do. We review contracts and research rates constantly and update the Board on all of it.

Mr. Rozzi commented that he gets the idea, but he also sees our department heads evaluations regularly.

Mr. Sousa stated that if there is a way to be transparent further, he is willing to entertain ideas, but he is confident that our staff makes these adjustments with our checks and balances.

Mr. Cordrey commented on the questions about doing a rollback to taxpayers; the taxpayers spoke when they chose to invest in our township and pass the levies to make our services better.

Mr. Rozzi closed the floor to public comments at 6:11pm.

Human Resources

Human Resources Manager/Cemetery Sexton, Ms. Kellie Krieger requested a motion to approve a one-time carryover of vacation hours for Officer Schelldorf in the amount of 179 hours; and Officer Workman in the amount of 50.5 hours. They will utilize these hours on or before the end of the calendar year 2022.

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

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

Next, Ms. Krieger requested a motion to update the Hamilton Township roster with the following changes: add Nathan denOuden and Samuel Steffen as part time Firefighter's pending the completion of their hiring process.

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

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

New Business

-Motion: To update the Hamilton Township Vacation and Holiday Personnel Policy

Mr. Centers explained that this motion is to update the section of vacation to make it increments of 5 years per added vacation week and to update the holiday section to recognize Juneteenth as an observed Federal Holiday.

Mr. Rozzi made a motion with a second from Mr. Cordrey to update the Hamilton Township Personnel Policy with the changes mentioned above.

Roll call as follows: Mark Sousa Yes
Darryl Cordrey Yes

Joe Rozzi Yes

-Resolution 22-0119: Authorizing a contract with the Warren County Engineers Office for the purchase of road salt.

This is the same contract we enter into each year with Warren County for salt purchasing for the upcoming winter season. This contract allows Warren County to buy the salt in larger quantities resulting in a more economic price for the Township.

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve Resolution 22-0119.

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

-Resolution 22-0119A: Authorizing a contract with the Warren County Engineers Office for the 2022 Resurfacing, Chip Seal, and Striping projects.

This is the same contract we enter into each year with the Warren County Engineer's Office for the 2022 resurfacing, chip seal, and striping projects. Hamilton Township does not do chip seal projects so we will not be purchasing those materials. This contract allows Warren County to buy the products in larger quantities resulting in a more economic price for the Township.

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve Resolution 22-0119A.

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

Work Session

Mr. Rick Ordemond with Ordesign Environmental Services LLC gave an update on the Mounts Park EPA Timeline.

Fiscal Officer's Report

Fiscal Officer, Mr. Kurt Weber, gave the report for December 2021. Revenue to date is approximately \$14.9 million. Expenditures are at 85% or \$12.2 million. Our current cash balance is a little over \$15.6 million.

Mr. Cordrey asked if the ARPA Funds were a one-time contribution.

Mr. Weber explained that it was broken into two payments; we received the first set of funds and will receive another \$1.2 million this year.

Continued discussion about budgeting and funds was had referencing the certification from Warren County.

Administrator's Report

Township Administrator, Mr. Brent Centers stated that we made a contingent offer to an individual for the Director of Economic Development; the proposed start date is February 14th.

We interviewed for the position of Administrative Assistant and will be making a contingent offer in the next 24 hours for that as well; ideally to start on February 14th. That is when Ms. Gehring will permanently transition to the Zoning Administrator position although she is currently fulfilling those duties on top of the Administrative Assistant duties.

Things are looking good for the start of the year; staff is healthy, the budget is healthy and we're looking forward to a great year!

Trustee Comments

Mr. Rozzi thanked Cub Scout 36 for leading the pledge tonight. He also recognized Ms. Jacqueline Kennedy as she is a recipient of the Township Scholarship program.

Mr. Cordrey reminded everyone that the Newsletter is not a printed document but is available through our website and an email. This should be a great year!

Mr. Sousa mentioned Dr. Dinsmore and recognized her contributions to our newsletter about the history of Hamilton Township. He is looking forward to a normal schedule of events for this year!

Chief Jewett stated that our Fire Department Union helped a resident who happens to also be a retired Deputy Fire Chief, that needed some remodeling help to better access the restroom at their home due to an advanced form of ALS. They did this on their own free will and were happy to help.

Adjournment

With no further business to discuss, Mr. Rozzi made a motion with a second from Mr. Cordrey to adjourn at 6:51pm.

Roll call as follows: Joe Rozzi Yes

Mark Sousa	Yes
Darryl Cordrey	Yes

DRAFT

Application for Major Modification to PUD Stage 1 Sketch Plan

Hamilton Township Zoning Commission

**Joseph Prus
Prus Properties LLC**

6:00 PM, FEBRUARY 6, 2022

General Information

Applicant: Mr. Joseph Prus
5325 Wooster Pike
Cincinnati, Ohio 45226

Property Owner: Prus Properties, LLC
5325 Wooster Pike
Cincinnati, Ohio 45226

Property Location: 2520 Ford Road
Hamilton Township, Ohio 45152



Contiguous Owners: See application.

Existing Zoning: R-4 Urban Residence Zone with a PUD overlay, with a B-1 Neighborhood Business component along the frontage of US 22-3

Existing Land Use: SFD

Parcel Information: Size 103.6946 acres
Account No. 2638963

Area Land Use: North: B-2 General Business Zone
East: R-1 Single Family Residence Zone
South: R-1 Single Family Residence Zone
West: R-1 Single Family Residence Zone

Request: The applicant has requested a revision of the previously approved PUD Stage 1 Sketch Plan that requires a 75-foot buffer for Parcel E in the Villages of Classicway that is adjacent to Valley Vineyards. In the original approval, a condition was included by the Board of Township Trustees that required a 75-foot buffer between the Valley Vineyards property and the development on the subject property. The buffer will contain two staggered rows of trees and a fence in order to prevent damage to the residential homes. In addition, there is a prohibition on certain pesticides being used on any lot or common open space in Parcel E of the development (as these pesticides may have an adverse impact on grape vines necessary to Valley Vineyards' operations). Because Valley Vineyards no longer utilizes the property adjacent to Parcel E as a vineyard, the applicant seeks the present modification to the approved

Sketch Plan to reduce the minimum 75-foot buffer requirement to a minimum 15-foot buffer between the two properties.

Notice:

A legal ad providing notice of the hearing on this case was published in *The Journal News* on January 23, 2022. Notices were mailed to all property owners within 200 feet of the subject property.

Prior History:

The application for a Major Modification of the PUD Stage 1 Sketch Plan went for public hearings before both the Warren County Regional Planning Commissioner and Hamilton Township Zoning Commissioner. Both commissions voted unanimously, recommending approval of the revised PUD Stage 1 plan, subject to the following conditions:

1. Compliance with the requirements of the Hamilton Township Zoning Code; the Warren County Subdivision Regulations; the PUD development standards and the revised Township resolution;
2. Compliance with all the requirements of the Ohio Department of Transportation (ODOT);
3. Prior to the approval of the final site plan, the developer shall expand and/or upgrade the sewer system, water treatment and storage facilities, sanitary sewers and wastewater treatment facilities necessary to serve the development, as determined by the Warren County Sanitary Engineer;
4. The plans and specifications for all public water supplies, water pipes or mains to be constructed by the Western Water Company shall be submitted to the Warren County Commissions for approval, prior to construction of the same, pursuant to Ohio Revised Code, Section 6103.02. In addition, release of the property by the Warren County Commissioners for service by the Western Water Company is necessary.
5. The Villages of Classicway PUD Development Standards; and,
6. Modification of the following language from Hamilton Township Resolution 17-0201B:

*Due to the location of Valley Vineyards and the maintenance of the property, a **minimum 75-foot** buffer between the Valley Vineyards real property and this development shall be established on the developer's property which shall contain two staggered rows of trees and a fence in order to better prevent damage to the residential homes. In addition, the deed restrictions required in Resolution 03-0507 regarding the use of pesticides shall remain in full force and effect. Such requirement and the ban of certain pesticides may be enforced by Hamilton Township or the owner of the Valley Vineyard real property; subject to written authorization from the owner of 2276 East US 22/3 Morrow, Ohio 45152 agreeing to the language removal.*

Site Summary:

The subject property is located off State Route 22-3 between Zoar Road and Morrow Cozaddale Road. The Villages of Classicway is adjacent to Little Miami High School and Little Miami Middle School, across State Route 22-3 from Valley Vineyards. Parcel E (subject to this major modification) is at the rear of the Villages of Classicway development.



Review Criteria for Major Modifications to PUD Sketch Plan:

HTZC Section 5.5.8(A) states major modifications to an approved PUD sketch plan shall be processed in accordance with the procedures in HTZC Section 5.5.4 Stage 1 – PUD Sketch Plan and Zone Map Amendment.

HTZC Section 5.5.4(F) provides the following guidelines for the Zoning Commission when considering Stage 1 PUD applications.

A. The following criteria shall be used in recommendations and decisions regarding the PUD sketch plan:

- (1) The PUD sketch plan is consistent with the intent and purposes of the zoning code to promote the public health, safety, morals, community stability and the general welfare of Hamilton Township;*
- (2) The PUD sketch plan is consistent with the Hamilton Township Land Use Plan and Warren County Thoroughfare Plan;*
- (3) The uses proposed will not be detrimental to the present surrounding uses or to the uses authorized under the zoning code for the surrounding real estate, and will be harmoniously related to the surrounding area;*
- (4) The PUD sketch plan provides adequate safeguards to protect the general public, owners, and occupants of nearby real estate from nuisances, noise, air pollution, water pollution, soil pollution, visual blight or any other environmental contamination;*
- (5) The uses proposed will not be detrimental to existing and potential surrounding uses and will be harmoniously related to the surrounding area;*
- (6) The internal streets and primary and secondary roads that are proposed shall properly interconnect with the surrounding existing primary and secondary road network as designed on the Warren County Official Thoroughfare Plan.*

A traffic impact study may be required by the township, and the zoning commission and trustees shall coordinate cross access easements or stubbed streets to all adjacent parcels as needed to facilitate better traffic flow between individual developments in conjunction with the Warren County Engineer's Office;

- (7) The minimum common open space areas have been designed in accordance with the provisions of this chapter. The PUD sketch plan shall provide for the preservation of as many trees as practicable.*
- (8) The PUD sketch plan may vary from the requirements of the zoning code upon approval by the board of township trustees of the sketch plan.*

Action:

The Hamilton Township Board of Trustees will hold a public hearing on February 2, 2022, including the following actions:

- Open the hearing
- Swear in witnesses
- Take testimony regarding the application from staff, the applicant, and anyone else in attendance at the hearing who wishes to speak
- Close the hearing
- Deliberate
- Vote to approve, approve with modifications, or deny the proposed Major Modification to the PUD Stage 1 Sketch Plan