



# **TRUSTEE MEETING AGENDA 5/5/2021**

6:30 PM

- Roll Call
- Pledge of Allegiance
- Approve of the Clerk's Journal and Accept the tapes as the Official Minutes of the April 21, 2021 Township Trustee Meeting
- Bills before the Board

## **Public Comments**

## **Human Resources**

- FMLA
- Roster Update

## **New Business**

- Motion: Snow Removal Contract with Villages of Classicway Subdivision
- Resolution 21-0505: Accepting Public Streets in Section 16 of Miami Bluffs Subdivision

## **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 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

### **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 and Zoning**

Alex Kraemer

Phone: (513) 239-2376

### **Community Development Coordinator**

Nicole Early

(513) 683-5360

## Hamilton Township Trustee Meeting

April 7, 2021

Trustee Board Chairman, Darryl Cordrey, called the meeting to order at 6:30 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 March 17, 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 6:32 p.m.

No comments were made therefore Mr. Cordrey closed the floor to public comments at 6:32 pm.

### Presentations

#### Sarcoidosis Awareness Proclamation

Mr. Cordrey asked Mr. Kuhn, a Hamilton Township resident, to step forward as he was presented with a framed Proclamation declaring April as Sarcoidosis Awareness Month. Mr. Kuhn gave a brief explanation of what Sarcoidosis encompasses and then spoke on his experiences and symptoms with this rare disease. He extended his appreciation for his own residential township supporting him.

### Human Resources

Human Resources Manager, Ms. Kellie Krieger, requested a motion to remove Mr. James Diss from the active Hamilton Township Roster effective March 25, 2021. Mr. Diss submitted his resignation.

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

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

Next, Ms. Krieger requested a motion to approve the following cemetery deeds; Albert and Julie Andry would like to purchase Niche 1 & 2 in the Maineville Columbarium, deed number 2021-8; and Lynn and Gary Jameson purchased Niches 41, 42 and 43, their deed number is 2021-9.

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

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

### **New Business**

-Motion: Bid advertisement for Baxter Road Bridge project

To place an advertisement in a local publication opening the bidding process for the Culvert #146-0.25 project on Baxter Road in Hamilton Township, Warren County.

This will allow the Township to publish the bidding process for our culvert project on Baxter Road. The advertisement will be advertised for a two-week period on or about April 13<sup>th</sup> for the expected project date of July 12-16, 2021.

Mr. Rozzi questioned how many bids we are looking to get?

Mr. Centers stated that we are looking for as many as we can get in a two-week time period. There is noon deadline on April 13<sup>th</sup> to get this posted and it will actually run April 18<sup>th</sup> -May 2<sup>nd</sup>.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve the Bid advertisement for the Baxter Road Bridge.

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

**-Resolution 21-0407: Providence subdivision section 2 road turnover**

This is a Resolution accepting public streets from maintenance and setting speed limits on Section Two in the Providence subdivision, Hamilton Township, dispensing with the second reading and declaring an emergency.

This will allow Hamilton Township to accept section two of the Providence subdivision from Warren County as Hamilton Township streets and establish the Township speed limit of 25 mph. This Resolution is declared an emergency measure necessary for the immediate preservation of the peace, health, safety and welfare of Hamilton Township.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve Resolution 21-0407.

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

**Public Hearing**

**-Resolution 21-0407A: Scheduled abatement for property located at 693 Caldwell Dr. Maineville, OH 45039**

Mr. Cordrey made a motion with a second from Mr. Rozzi to open the public hearing at 6:42 pm.

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

Law Director, Ben Yoder, swore in Economic Development and Zoning Director Alex Kraemer for the purposes of presenting and speaking on these properties.

Mr. Kraemer stated that on January 5<sup>th</sup> our Zoning Inspector took pictures and reports on ten different properties in the Township. These were all properties that required either removal or repair for unsafe or unsecure structures in Hamilton Township. Mr. Kraemer has been in communication with eight of those property owners with three properties being remediated through demolition and five are in the process of securing those structures and one is in the abatement notice process from a few weeks ago. The last remaining structure is 693 Caldwell Drive.

Township staff did meet with Mr. Gray and his associate at his request on February 3, 2021 to review issues with the house. From that meeting, Mr. Gray sent in additional photos and staff conducted further review after obtaining some Police information pertaining to some of the conditions inside the house. One of our Officer's stated that they observed animal bones inside, the floor had fallen through and they were only able to make it partially in due to the conditions. After gathering this information, a certified letter was mailed to Mr. Gray notifying him of this public hearing tonight that would declare the property a nuisance and schedule the abatement.

Based on the Ohio Revised Code 505.86, Nuisance Structures by power of authority, the Board of Trustees may decide on the repair or removal of the buildings and other structures. Buildings must be declared insecure, unsafe, structurally unsecure/unsafe or unfit for human habitation and must use Township fire department, county building department of county board of health to make that determination. That process has been met by using our Township Fire Department. The Boards determination will be to remove the structures or repair the properties. After determination, staff will provide notice to the parties with content concluding the Boards decision then order the removal or repair. That will require a 30 day notice in the public newspaper.

Mr. Kraemer reviewed the attempts that were made to notify the property owners at 6426 S. St. Rt. 48. On January 5, 2021 he sent a notice of nuisance structure by certified mail; it was received by Mr. Gray who emailed and called staff requesting a meeting. We held the meeting on February 3, 2021 with Mr. Gray and his Associate. Mr. Gray sent in photos and an appraisal from October 6, 2005. A second certified letter was sent out on March 3, 2021 and no contact was made. The Fire Inspectors report states that there are many open walls in the structure, deteriorating condition of the house and the roof, major deterioration of structural elements, does not appear to have any residents on the property, along with many other issues.

Mr. Cordrey mentioned that in one of the photos, the meter appears to have been ripped out but according to the reports a lot of the damage is inside that make it unlivable?

Mr. Kraemer stated that the Fire Inspector did not go inside but he believes that there are significant interior issues.

Mr. Sousa asked if there is a story behind the vacancy? Is there any intent to reside in the property in the near future?

Mr. Kraemer stated that he did not get the story behind it. At one point it was mentioned that there was a renter on the property, but he is unsure of what happened. Back in August of 2020 we sent a notice of high grass; it was so high that you could not see the property. Mr. Gray corrected that in October 2020 which then revealed the larger issues. Mr. Gray also does not live nearby so he is not viewing the property very often.

Mr. Rozzi asked if there are issues with trespassers getting into the house.

Mr. Centers stated that there are.

Mr. Sousa commented that it does not seem logical to neglect a property with the current real estate market.

Mr. Cordrey opened the floor to comments for this resolution at 6:54 pm. No comments were made therefore Mr. Cordrey closed the floor at 6:54 pm.

Deliberations began on the property. The Board agrees that the process is pretty straight forward.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve Resolution 21-0407A.

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

Mr. Cordrey closed the public hearing at 6:56 pm.

### **Work Session**

Mr. Sousa wanted to have the discussion with the Board on parking restrictions. This seems to be a common complaint within all of our subdivisions. Local examples of parking ordinances were provided to the Board for reference. We are governed by the Ohio Revised Code (ORC) when it comes to blocked driveways and sidewalks. We don't have any means of enforcement when someone is parking a car in front of a neighbor's house to be spiteful and things like that. With the abundance of subdivisions that we have, this problem won't go away anytime soon.

Mr. Centers stated that this would be complaint driven. If someone calls, an Officer would go check it out, document it, and then 72 hours later (with the way our shifts work it would most likely be the same officer) would go document it again and if it did not move, we would have the authority to move forward with the citation. Staff does believe that it is important to have an ordinance like this in place. We also think it would be beneficial to include dumpsters and storage containers. The ORC stipulates that any funds from the citations go into the General Fund; we think that is because most Townships have Sheriff's department coverage, and they want it to go back to the Township. Even though we have our own Police department, we cannot trump the ORC and say that the money will go to the PD, but we would word it in there that at the end of the year we would make a check payable from the general fund to the PD for the exact amount collected.

Mr. Sousa asked if these citations would be fundamentally different than current traffic citations where we only see a small portion of that money collected?

Chief Hughes replied that it could be a little more since it would be worded in the ordinance that the money would come back to the Township. If the Board does want to move forward with this today, discussions will have to be had with the County Courts to find out how they wish to process that citation.

Mr. Cordrey is in general agreement with this, but he does not want our Officers to become ticket writers; he also does not want this to become a means of harassment between neighbors. He also brought up a point for example that if he were to park regularly in front of his own home and block his own mailbox or driveway, he doesn't want someone to call about it and create a potential for him to receive a citation.

Mr. Centers expressed that they should be very careful with wording then because it is at the Officer's discretion when they receive any complaints on this issue.

Chief Hughes offered some insight; they currently handle these complaints by making contact with homeowners to remedy the parking concerns, however it would be nice to have "teeth" if action is needed and someone refuses to move a vehicle. This should not occur often. It is also not against the law to block a mailbox but when that happens the Post Office makes the decision to not deliver mail.

Mr. Cordrey would like to see a resolution for consideration at the next meeting. He would like to give the residents and opportunity to give their opinions over the next two weeks.

### **Fiscal Report**

Mr. Weber has nothing to report at this time.

### **Administrator's Report**

Mr. Centers acknowledged that Mounts Park opened on April 1<sup>st</sup> and it has been packed.

We brought back our Newsletter thanks to our Community Development Coordinator, Nicole Earley. It's all digital now and will be coming our quarterly via our website and Facebook. There is also an option on our website to sign up for the emailed version of our Newsletter.

### **Trustee Comments**

Mr. Rozzi stated that he made it to Mounts Park on Sunday and it was nice to see people out and about.

Mr. Sousa also made it down to Mounts Park and mentioned that the Public Works crew made the gravel lots look better by leveling them out. He also commended Ms. Earley for the work on the Newsletter; it looks really nice and is broad and encompassing of all departments. He also mentioned that there was a significant stimulus bill that was recently passed delegating more money than offered in past bills, and it was brought to our attention that the most recent legislation does not include Township's in distribution of this money. Mr. Centers put together a letter that the Board has signed and sometime in the near future we will present this to the County Commissioners and hope to have some conversations as they receive funds. Mr. Sousa read aloud the letter that was formulated to pass along to County Leaders. Mr. Centers did some research and approximately 60% of the county population is Township based so it does not make sense to him that we were left out.

Mr. Cordrey commented on Mounts Park and our first Township event; Earth Day Clean-up on April 22<sup>nd</sup> from 9-3 at the park followed by our Picnic in the Park on May 8<sup>th</sup>. We are hopefully getting closer to being back to normal. He thanked Ms. Earley for the work on the newsletter.

**Adjournment**

With no further business to discuss, Mr. Cordrey made a motion with a second from Mr. Rozzi to adjourn at 7:16 pm.

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



## LEGISLATIVE COVER MEMORANDUM

**Introduction:** May 5, 2021

**Effective Date:** Next available date

**Agenda Item:** **Motion**  
To enter into contract with Villages of Classicway Subdivision for snow and ice removal services

**Submitted By:** Kenny Hickey

**Scope / Description:** The Villages of Classicway Subdivision is required to perform snow and ice removal services and has requested to contract with Hamilton Township to provide those services.

**Budget Impact:** The Villages of Classicway Subdivision will pay Hamilton Township \$150 per hour with a minimum of 1 hour per call-out.

**Vote Required for Passage:** 2 of 3



**HAMILTON  
TOWNSHIP**

**AGREEMENT FOR SNOW AND ICE REMOVAL FOR UNACCEPTED STREETS**

**I. PARTIES**

THE PARTIES TO THIS AGREEMENT ARE THE BOARD OF TOWNSHIP TRUSTEES (Township) and Prus Development LLC, (the Developer), the DEVELOPER OF

Villages of Classicway SUBDIVISION, (the Subdivision).

Please include the PHASE and STREET Names: Section 7 B

Classicway Blvd (From Unbridled to Sir Barton)

**II. PURPOSE**

The purpose of this agreement is to make provision for the removal of snow and ice from the streets as are shown upon the record plat of the Subdivision prior to the time of the acceptance of such streets by the County as part of the County or Township road system if the Developer for whatever reason, does not want to remove the snow and ice in a timely manner from said streets.

**III. AUTHORIZATION**

Developer does hereby grant permission to the Township, as may be appropriate, to enter into the Subdivision as may be necessary to perform such snow and ice removal upon all streets shown upon the plat of such subdivision and dedicated as public streets.

**IV. REIMBURSEMENT OF COST OF SNOW AND ICE REMOVAL**

The Township performing ice and snow removal from the aforesaid streets shall invoice the developer for the actual cost of such snow and ice removal. The Developer shall pay such invoice within thirty (30) days of the date of the same by check made payable to Hamilton Township.

As used herein, "actual cost" means any costs incurred due to the use of employees, materials and equipment. Costs incurred due to the use of employees shall include wages, fringe benefits and employer PERS contributions. Costs incurred due to the use of materials shall be the costs incurred by Hamilton Township in purchasing such materials and based upon quantity of materials used. Costs incurred due to the use of equipment shall be based upon the standard rental rates within the community for the equipment used.

**V. HOLD HARMLESS; INDEMNIFICATION; DEFENSE**

The Developer does hereby agree to defend, indemnify and hold the County or Township performing the snow and ice removal harmless from any and all such claims, suits, actions, injuries, damages, liabilities, costs, expenses, and attorneys fees which may be occasioned by the County or Township performing the snow and ice removal within the aforesaid mentioned subdivision.

**VI. DETERMINATION OF NECESSITY AND PRIORITY OF SNOW AND ICE REMOVAL**

The County, or Township responsible for snow and ice removal within the Subdivision shall determine in its sole discretion the necessity of performing snow and ice removal within the Subdivision and the priority of performing snow and ice removal within the Subdivision.

VII. NO COMMON LAW ACCEPTANCE

The performance of snow and ice removal within the Subdivision by the County or Township, as may be applicable, is not intended nor should the performance of such snow and ice removal be construed as an act indicating the acceptance of the streets within the Subdivision as a part of the County or Township road system and that such acceptance may only occur by formal resolution adopted by the County.

VIII. MODIFICATION; BINDING EFFECT; ENTIRE AGREEMENT

- A. This agreement may be modified only in writing and signed by both parties.
- B. This agreement shall be binding upon the successors and assigns of the parties hereto.
- C. This agreement represents the entire understanding of the parties and any oral discussions or representations not consistent with the terms of this agreement are of no force and effect.

Witness the hand of Joseph Prus, the developer of Villages of Classicway Subdivision, on this 26th day of April, 2021.

Paul Gray  
Witness

Joseph Prus  
Developer

\_\_\_\_\_  
Witness

Witness the hand \_\_\_\_\_, Hamilton Township on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Township Representative

\_\_\_\_\_  
Witness

Billing Address for the Developer:

Street: 5325 Woster Pike

City: Cincinnati State: OH Zip Code: 45226

# Villages off Classic way

United States • OH • W

Bigfoot Run

Little Miami Junior High School

Morrow Cozaddale Rd

Alysheba

unbridled

Aristides

Classicway Blvd

Sir Barton Drive

# LEGISLATIVE COVER MEMORANDUM

**Introduction:** May 5, 2021

**Effective Date:** Next available date

**Agenda Item:** **Resolution 21-0505**  
A Resolution accepting public streets from maintenance and setting speed limits on Sections Sixteen and Seventeen, in the Miami Bluffs Subdivision, Hamilton Township, dispensing with the second reading and declaring an emergency.

**Submitted By:** Kenny Hickey

**Scope / Description:** This will allow Hamilton Township to accept Section Sixteen and Seventeen of the Miami Bluffs subdivision from Warren County as Hamilton Township streets and establish the Township speed limit of 25 mph.

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

**Budget Impact:** \$0

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



The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:30 p.m. on May 5, 2021, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

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

Mr. \_\_\_\_\_ introduced the following resolution and moved its adoption:

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO  
RESOLUTION NUMBER 21-0505**

**A RESOLUTION ACCEPTING PUBLIC STREETS FOR MAINTENANCE AND  
SETTING SPEED LIMITS ON SECTION SIXTEEN AND SEVENTEEN, IN THE  
MIAMI BLUFFS SUBDIVISION, HAMILTON TOWNSHIP, DISPENSING WITH THE  
SECOND READING AND DECLARING AN EMERGENCY**

**WHEREAS**, Warren County Commissioners have accepted the following streets in the Miami Bluffs subdivision and approved them for maintenance by Hamilton Township and Hamilton Township is accepting the same for maintenance Section Sixteen (16) and Seventeen (17) shown on the attached Exhibit A.

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

**SECTION 1.** Hamilton Township accepts Section Sixteen and Seventeen as shown on the attached Exhibit A of the Miami Bluffs subdivision for maintenance.

**SECTION 2.** The speed limit in Section Sixteen (16) and Seventeen (17) of the Miami Bluffs subdivision, Hamilton Township is hereby established at twenty-five (25) miles per hour.

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

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

**SECTION 5.** This Resolution shall take effect on the earliest date allowed by law.

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

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

Resolution adopted this 5<sup>th</sup> day of May 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 May 5, 2021.

Date: \_\_\_\_\_

\_\_\_\_\_  
Kurt E. Weber, *Fiscal Officer*



April 27, 2021

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

**Re: Miami Bluffs, Section Sixteen and Seventeen**

Dear Hamilton Township,

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

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

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

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

Sincerely,

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

*Jason Fisher*

Jason Fisher  
Subdivision Inspection

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

**WARREN COUNTY ENGINEER'S OFFICE**

**ADMINISTRATION and ENGINEERING**  
210 W Main St. Lebanon, OH 45036  
Telephone (513) 695-3301 Fax (513) 695-7714

**HIGHWAY MAINTENANCE, PERMITS, and INSPECTION**  
105 Markey Rd. Lebanon, OH 45036  
Telephone (513) 695-3336 Fax (513) 695-3323



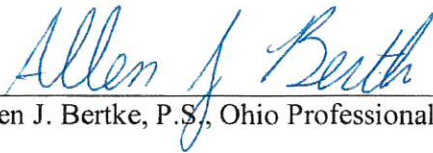
August 18, 2017

Sheliah K. Withrow  
Warren County Engineer's Office  
105 Markey Road  
Lebanon, OH 45036

Dear Ms. Withrow:

Subject: Miami Bluffs, Section 16  
Tipp City, Ohio

I do hereby certify that iron pins have been set at the lot corners at Miami Bluffs, Section 16. The subdivision plat was recorded at Warren County Recorder's office on August 5, 2015 as Plat Book 91, Page 54-55 and a copy is attached



Allen J. Bertke, P.S., Ohio Professional Surveyor Number 8629

SEAL:





*Where Creativity  
Meets Functionality*

**Civil Engineers | Transportation Engineers | Landscape Architects | Planners | Land Surveyors**

September 21, 2018

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

Re: Miami Bluffs, Section Seventeen

Dear Mr. Tunison:

This letter serves to notify you that the iron pins have been set as indicated on the record plat for Miami Bluffs, Section Seventeen.

Should you have any questions, please call.

Sincerely,

Brian R. Johnson, P.S.



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

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

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

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

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