



## HAMILTON TOWNSHIP

### HAMILTON TOWNSHIP ADMINISTRATION

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

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

**Township Administrator**  
Brent Centers  
(513) 239-2372

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

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

**Public Works**  
Don Pelfrey – Road Supervisor  
Phone: (513) 683-5360

**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) 239-2371

**Community Development  
Coordinator**  
Nicole Early  
(513) 683-5320

## TRUSTEE MEETING AGENDA 8/17/2022

6:00PM

- Roll Call
- Pledge of Allegiance
- Approve of the Clerk's Journal and Accept the tapes as the Official Minutes of the August 3, 2022 Township Trustee Meeting
- Bills before the Board

### Public Comments

### Human Resources

### New Business

- Resolution 22-08017: OneOhio Opioid Region 14 representative appointment
- Resolution 22-0817A: Increase in appropriations (Fire & EMS)
- Resolution 22-0817B: Accepting Sections 4, 5, and 6 of the Villages of Classicway Subdivision

### Administrator's Report

### Fiscal Officer's Report

- Fiscal Report and Cash Flow analysis

### Trustee Comments

### Executive Session

- In reference to O.R.C. 121.22 (G) (1)
  - (G) (1): To consider the appointment, employment, or compensation of a public employee or official

### 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

August 3, 2022

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

The *Pledge of Allegiance* was recited by all.

A motion was made by Mr. Rozzi, with a second by Mr. Cordrey, to approve the clerk's journal and accept the tapes as the Official Meeting Minutes of the July 20, 2022, Trustee Meeting.

Roll call as follows: Joe Rozzi Yes  
Darryl Cordrey Yes

A motion was made by Mr. Rozzi, with a second by Mr. Cordrey, to approve the bills as presented before the Board.

Roll call as follows: Darryl Cordrey Yes  
Joe Rozzi Yes

### **Public Comments**

Mr. Rozzi opened the floor to public comments at 6:03pm.

No comments were made; therefore Mr. Rozzi closed the floor to public comments at 6:04pm.

### **Human Resources**

Human Resources Manager, Ms. Kellie Krieger, requested a motion to modify the Director of Public Works job description as presented to the Board.

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve the modification of the job description.

Roll call as follows: Joe Rozzi Yes  
Darryl Cordrey Yes

Next, Ms. Krieger requested a motion to add an additional School Resource Officer. This position was proposed and will be paid in full by the Little Miami School District.

A motion was made by Mr. Rozzi, with a second by Mr. Cordrey to approve the additional SRO position.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Rozzi	Yes

**Public Hearing**

Township Law Director, Mr. Ben Yoder explained the hearing procedures and swore in all persons wishing to give testimony during the hearing.

Mr. Rozzi made a motion with a second from Mr. Cordrey to open the Public Hearing at 6:08pm.

Roll call as follows:	Joe Rozzi	Yes
	Darryl Cordrey	Yes

Zoning Administrator, Ms. Lindsey Gehring stated that our first hearing this evening was for a Zoning Amendment for property located at 6301 State Route 48, Maineville, OH, 45039. The property owner is Mr. Matthew Bergantino. Our applicant and spokesperson this evening would be Ms. Anne McBride. The subject parcel ID is 1605226002. Legal notice was published in the Sunday, July 24th edition of the *Pulse Journal of Warren County* as well as sent to neighboring property owners within 200 feet.

The parcel for review is located directly east of the existing Towne Center Boulevard and just north of the existing Shooters Restaurant. The applicant is requesting a rezoning from R-1 single family residence zone to B-2 General Business Zone. The zone change is intended to allow the property to be included in the proposed Kroger development for the extension of Towne Center Boulevard, stormwater management areas, as well as landscaping and signage. The Warren County Thoroughfare Plan and Hoptown Access Management Plan show that the extension of Towne Center Blvd. will align with the existing intersection of Towne Center and State Route 48 to the west. There will also be a road connection from Grandin Road to the North. The Future Land Use Plan does show that the expected use for this area is B-2 General Business. This Zoning Amendment was heard through the Warren County Regional Planning Commission on June 23<sup>rd</sup> where they voted to recommend approval. The Hamilton Township Zoning Commission also heard this amendment at their July 11<sup>th</sup> meeting, and they also unanimously voted to recommend approval. Staff is not aware of any additional comments and is therefore recommending approval of the rezoning request from R-1 single family residence zone to B-2 general business zone subject to compliance with all Warren County partner organization requirements.

Mr. Rozzi invited the applicant to speak. Ms. Anne McBride stated that this property is about 6.4 acres has a very limited width as it is approximately only 200 feet wide. Included in this rezoning

is the dedication of right-of-way for the expansion of State Route 48. This request is in compliance with the Future Land Use Plan and Comprehensive Plan.

Mr. Rozzi invited those in favor of the project to speak. Seeing none, he invited those in opposition to speak. No one approached the podium therefore Mr. Rozzi closed the public comments portion of the hearing.

Mr. Cordrey and Mr. Rozzi both commented that this is pretty straight forward and falls in line with development discussions for our area.

Mr. Rozzi made a motion to approve the Zoning Amendment for 6301 State Route 48, Maineville, Ohio, 45039. There was a second from Mr. Cordrey.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Rozzi	Yes

Ms. Gehring stated that our next presentation is for consideration of a Stage 2 Preliminary Site Plan for the Kroger Marketplace development. Legal notice was published in the Sunday, July 24th edition of the *Pulse Journal of Warren County* as well as sent to neighboring property owners within 200 feet. The property owners are Ms. Maria Rombes and Mr. Terry Knecht. Our applicant and spokesperson this evening is Ms. Anne McBride. The subject parcels are as follows: Parcel ID: 16064000140- 6186 South State Route 48, Maineville, OH 45039; Parcel ID: 16064000170- 6216 South State Route 48, Maineville, OH 45039; Parcel ID: 16064000180- South State Route 48, Maineville, OH 45039; Parcel ID: 16052260011- 6274 South State Route 48, Maineville, OH 45039; Parcel ID: 16052260012- South State Route 48, Maineville, OH 45039. Kroger has obtained an option to purchase 5 parcels totaling 22.6 acres located on the east side of State Route 48, south of Grandin Road in Hamilton Township, Warren County, OH. The plans include a 123,722 square foot Kroger Marketplace Store as well as a Kroger Fuel Center with 9 pumps, and 3 commercial outlots for future development. Access for the development would be from an extension of Grandin Road to the north as well as an extension of Towne Center Boulevard to the south. The development would include a pharmacy drive-thru on the northern side of the building, with two service lanes and stacking for five cars. The drive-thru area is also planned for two lanes to serve a financial institution. A total of 15 online pickup spaces are proposed on the north side of the building. The Kroger store would be serviced by 611 parking spaces to include 20 handicap spaces, located at the front of the store.

Open space is proposed at 37% of the site not including the 3 commercial outlots. This does exceed the minimum requirement of 15% per *HTZC Chapter 5.6.3.B*. Each of the three outlots are approximately .95 acres and will require their own zoning certificates before occupancy. Signage sizing shall be established during the PUD review process but will be approved via a separate zoning certificate.

Current Zoning is B-2 General Business with a PUD. Surrounding Zoning consists of B-1/B-2 to the North, B-2 to the South, B-2/R-2 to the East and B-1/B-2 to the West. The Future Land Use Plan does designate this area as our commercial corridor therefore this proposal is compliant with the Land Use Plan and the Comprehensive Plan. Site renderings were reviewed including the building façade and signage sizing to include the following: Kroger marketplace letter set with cart to be 555 sq.ft., pharmacy drive-thru letter set- 80 sq. ft., pickup letter set- 44.1 sq. ft., Starbucks logo sign-25 sq.ft., pharmacy canopy lettering- 32.6 sq. ft., drive-thru canopy enter lettering- 3.9 sq. ft., drive-thru canopy exit lettering- 2.7 sq. ft., drive-thru canopy open/closed sign- 1 sq.ft., fuel canopy letter sets- 11.25 sq. ft., fuel canopy price sign- 45.5 sq. ft. and a monument sign- 184.5 sq. ft.

Ms. Gehring discussed the PUD Preliminary Site Plan Review Criteria found in HTZC Chapter 5.5.5.F. WCRPC heard this development proposal at their June 23, 2022, Executive Committee meeting. With a vote of 11 yes, 0 no, and 1 abstention, RPC recommends approval for the Kroger PUD Stage 2 Preliminary Plan with the following conditions:

1. The development shall comply with the Hamilton Township Zoning Code and the PUD stage 1 Resolution adopted by the Hamilton Township trustees.
2. The internal vehicle circulation shall be reviewed and approved by the Warren County Engineer's Office.
3. Compliance with the Warren County Soil & Water Conservation District (SWCD) standards. Approval of the erosion and sediment control plan by the Warren County SWCD prior to earthmoving activities
4. A stormwater management plan shall be reviewed and approved by the Warren County Engineer's Office.
5. The Ohio Department of Transportation and the Warren County Engineer's Office shall review and approve the traffic impact analysis. Any road improvements deemed necessary by ODOT and/ or the Warren County Engineers shall be installed by the developer. The ODOT and Warren County Engineer's Office shall determine the timing of improvements.
6. Compliance with the Warren County Thoroughfare Plan, Hoptown plan, and the Hamilton Township Comprehensive Plan.
7. Access for the outlet shall be limited to internal access and no additional curb cuts along State Route 48 are permitted. Cross access easements for each outlot shall be provided.
8. Compliance with the Warren County Water and Sewer Department standards and requirements. Any improvements or requirements deemed necessary to support the proposed uses shall be installed by the developer.
9. Compliance with the Warren County health department standards and requirements for the proposed plumbing and retail food establishments.
10. Verification from Hamilton Township that the proposed site lighting complies with the Hamilton Township zoning code.
11. Sidewalks shall be installed along all frontage roads, which includes State Route 48, Towne Center Blvd, and Grandin Road, and have a width of no less than six feet. The sidewalk shall connect to all internal sidewalk connections.

12. Dumpster locations shall be enclosed and screened in accordance with Section 8.5.5 of the Hamilton Township Zoning code.

Conditions given from the Warren County Engineer's Office were also reviewed in reference to the development. These conditions consist of information related to access permits, additional lanes for traffic flow, the review and agreement of modifications to the Warren County Thoroughfare Plan and Hoptown 2010 Access Management Plan, curb and gutter grading requirements, sidewalk construction and stormwater design standards.

Staff is not aware of any conditions at this time from The Ohio Department of Transportation. Prior to PUD Stage 3 Trustee approval, staff will contact ODOT to notify of the proposed change in use and two access points for the site. Warren County Soil & Water Conservation District states that an Earth Disturbing Permit will be required before ground is broken. If there are any existing streams or ponds on site, an environmental assessment will be required to determine jurisdictional authority and necessary permitting. Warren County Water & Sewer Department states the Layout Plan and the Utility Plan do not show a utility easement along State Route 48. An easement will likely be needed to extend gravity sewer and water to the outlots. Warren County Health Department and/or Ohio EPA states that the proposal indicates that the properties will be served by both public sewer and public water and is therefore not under the health districts jurisdiction for those utilities. The property owners, or their designee, must contact the Warren County Health District regarding plumbing permits and plan review for the food facilities.

The Hamilton Township Zoning Commission heard this development at their July 11, 2022, meeting. They unanimously voted to approve the recommendation of the Kroger PUD Stage 2 Preliminary Plan subject to the following conditions: Compliance with the Warren County Regional Planning Commission conditions or as stipulated on the Stage 2 Preliminary Development Plan as provided for by Section 5.5.5 (F) (7). Compliance with all Warren County partner organization conditions. Compliance with ODOT conditions. Compliance with any Ohio EPA conditions. At this time Staff is recommending approval of the Kroger PUD Stage 2 Preliminary Plan subject to the following conditions:

1. Compliance with the Warren County Regional Planning Commission conditions or as stipulated on the Stage 2 Preliminary Development Plan as provided for by Section 5.5.5 (F) (7).
2. Compliance with all Warren County partner organization conditions.
3. Compliance with ODOT conditions.
4. Compliance with any Ohio EPA conditions.

Mr. Rozzi asked how this will co-exist with the State Route 48 widening project?

Mr. Weber spoke on this matter stating improvements for this development will be independent from the State Route 48 project which will be beginning in 2023/2024.

Ms. Anne McBride stepped forward to speak on the development. She reiterated the details discussed in the staff report. All access to outlots will be internal from the Kroger lot. Lighting Plan does show that they will be using LED lighting plans that do comply with our zoning requirements. The landscaping plan does also comply. Kroger has opted to do a reduced signage package from what they used to do, to modernize their look. She also explained that this is roughly a 25-million-dollar investment.

Mr. Cordrey expressed concerns about traffic and the landscaping. He also questioned the main entrance design to which Ms. McBride explained that it is a combination of glass and brick.

Mr. Rozzi invited those in favor of the development to speak. Seeing none he invited those in opposition to speak.

Matt Saylor lives in the Michels Farm subdivision and expressed concerns with privacy and road safety in reference to the Grandin Road extension.

Ms. McBride stated that Kroger wants to be good neighbors. The store sits back 428 feet from the eastern property line and at the closest point to any property line, they are still 294 feet. They are expecting to leave as much existing buffering/landscaping as they can.

Mr. Rozzi closed the public comments portion of the meeting to begin deliberations.

Mr. Cordrey stated that he would like to see the landscaping/lighting plan but after years of discussions, this project is finally coming to light.

Mr. Rozzi asked when the Board could expect to see the Stage 3 Final Site Plan. Ms. Gehring explained that that would be dependent upon when the applicant is ready to submit. Any and all details will be included and reviewed.

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve the PUD Stage 2 Preliminary Plan for the Kroger Marketplace to be located on State Route 48, subject to the four conditions as proposed by staff.

Roll call as follows:	Joe Rozzi	Yes
	Darryl Cordrey	Yes

**Work Session**

- Financial contribution to the sidewalk project along St. Rt. 48

Mr. Weber mentioned that the expansion of 48 is planned to be constructed in 2023/2024. The State and County are happy with the funding that was secured for this overall project. The idea was brought up to see if the Board of Trustees would be interested in funding any part of the project and the Warren County Engineers Office thought to ask in reference to the sidewalk construction. The Township Comprehensive Plan requires sidewalks to be installed when new development occurs. The idea is to have sidewalks from the existing Kroger on Rt. 48 down to Nunner Road. The pricing for sidewalk construction is approximately \$500,000.

Mr. Cordrey asked if there was a specific number needed?

Mr. Weber stated that the benefit of the township putting money towards the sidewalks, would be money left at the county level to potentially do future bridge projects in the township. The project will still move forward if the township does not contribute however there are bigger benefits if they do.

Both Trustees liked the idea of the sidewalks and would like to discuss further at the next meeting when Mr. Centers and Mr. Sousa are present.

**Fiscal Officer's Report**

Nothing to report at this time. The report will be given at the next meeting for the month of July.

**Trustee Comments**

Mr. Cordrey stated that National Night Out was great and the turnout was great as well. He reminded everyone that Picnic in the Park would be held on August 6<sup>th</sup> at Mounts Park.

Mr. Rozzi apologized for not making it to National Night Out but heard it was a wonderful event.

**Executive Session**

Mr. Rozzi made a motion with a second from Mr. Cordrey to enter into Executive Session in reference to O.R.C. 121.22 (G) (1) to consider the appointment, employment, or compensation of a public employee or official at 7:00pm.

Roll call as follows:    Joe Rozzi                    Yes  
                                  Darryl Cordrey            Yes



Mr. Rozzi made a motion with a second from Mr. Cordrey to come out of Executive Session at 7:45pm.

Roll call as follows:	Darryl Cordrey	Yes
	Joe Rozzi	Yes

**Adjournment**

With no further business to discuss, Mr. Rozzi made a motion, with a second from Mr. Cordrey, to adjourn at 7:45pm.

Roll call as follows:	Joe Rozzi	Yes
	Darryl Cordrey	Yes

DRAFT



## Office of Human Resources

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The following motion(s) is/are requested by the Board of Hamilton Township Trustees from the Human Resources Manager:

- **Roster Update:**
  - Add a full-time Administrative Assistant for Public Works
  - Add Lauren Collins (Administrative Assistant for Admin)
  - Add Christina Hainey (Administrative Assistant for Public Works)

# LEGISLATIVE COVER MEMORANDUM

**Introduction:** August 17, 2022

**Effective Date:** Next available date after passage

**Agenda Item:** **Resolution 22-0817**  
Resolution Approving Participation in Region 14 Governance Structure Under The OneOhio Memorandum of Understanding

**Submitted By:** Brent Centers

**Scope / Description:** Region 14 has selected their bylaws (attached). In order to finalize, all cities, villages, townships, and the county will need to adopt a resolution to sign on to this selection.

As you will find, each county will have 3 representatives to the Region 14 Board of Directors:

- One member appointed by the Board of County Commissioners
- One member appointed by the municipality with the greatest population in Warren County
- The president of the Warren County Township Association or his or her designee

Selecting the representatives for the Board of Directors is the next step and each will require a letter of appointment from the three included entities.

**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 6:00 p.m. on August 17, 2022, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Joe Rozzi – Trustee, *Chair*

Mark Sousa – Trustee

Darryl Cordrey - Trustee

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

**HAMILTON TOWNSHIP, WARREN COUNTY, OHIO  
RESOLUTION NUMBER 22-0817**

**A RESOLUTION APPROVING PARTICIPATION IN REGION 14 GOVERNANCE  
STRUCTURE UNDER THE ONEOHIO MEMORANDUM OF UNDERSTANDING**

**WHEREAS**, Hamilton Township, Warren County, Ohio is a Local Government that has adopted and approves The OneOhio Memorandum of Understanding (“The Memorandum”), which establishes a mechanism to disburse settlement proceeds from opioid litigation into Ohio’s communities to help abate the opioid crisis, including allocations to Local Governments and Regions through a statewide Foundation; and

**WHEREAS**, this jurisdiction is a participant in Region 14 as established by The Memorandum; and

**WHEREAS**, pursuant to The Memorandum each Region shall create their own governance structure so it ensures all Local Governments have input and equitable representation regarding regional decisions including representation on the statewide Foundation Board and selection of projects to be funded from the region’s regional Share; and

**WHEREAS**, Regions have the responsibility to make submissions regarding the allocation of funds to projects that will equitably serve the needs of the entire Region; and

**WHEREAS**, it is found that the regional governance structure attached hereto has Exhibit A ensures all Local Governments in this Region have input and equitable representation regarding regional decisions under The Memorandum;

**NOW, THEREFORE**, the Board of Township Trustees of Hamilton Township, Warren County, Ohio hereby resolves:

**SECTION 1.** Subject to and effective upon the concurrence of all Local Governments (counties, cities, villages, townships) in Region 14, this legislative body hereby approves and enters into the regional governance agreement attached hereto as Exhibit B;

**SECTION 2.** It is found and determined that all formal actions of this legislative body relating to the adoption of this Resolution were adopted in an

open meeting, and that all deliberations that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements;

**SECTION 3.**

This Resolution is hereby declared to be an emergency measure, necessary for the preservation of the public peace, health, welfare and safety. The reason for the emergency is to ensure prompt pursuit of funds to assist in abating the opioid epidemic throughout Ohio.

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

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

Resolution adopted this 17<sup>th</sup> day of August, 2022.

Attest:

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

Approved as to form:

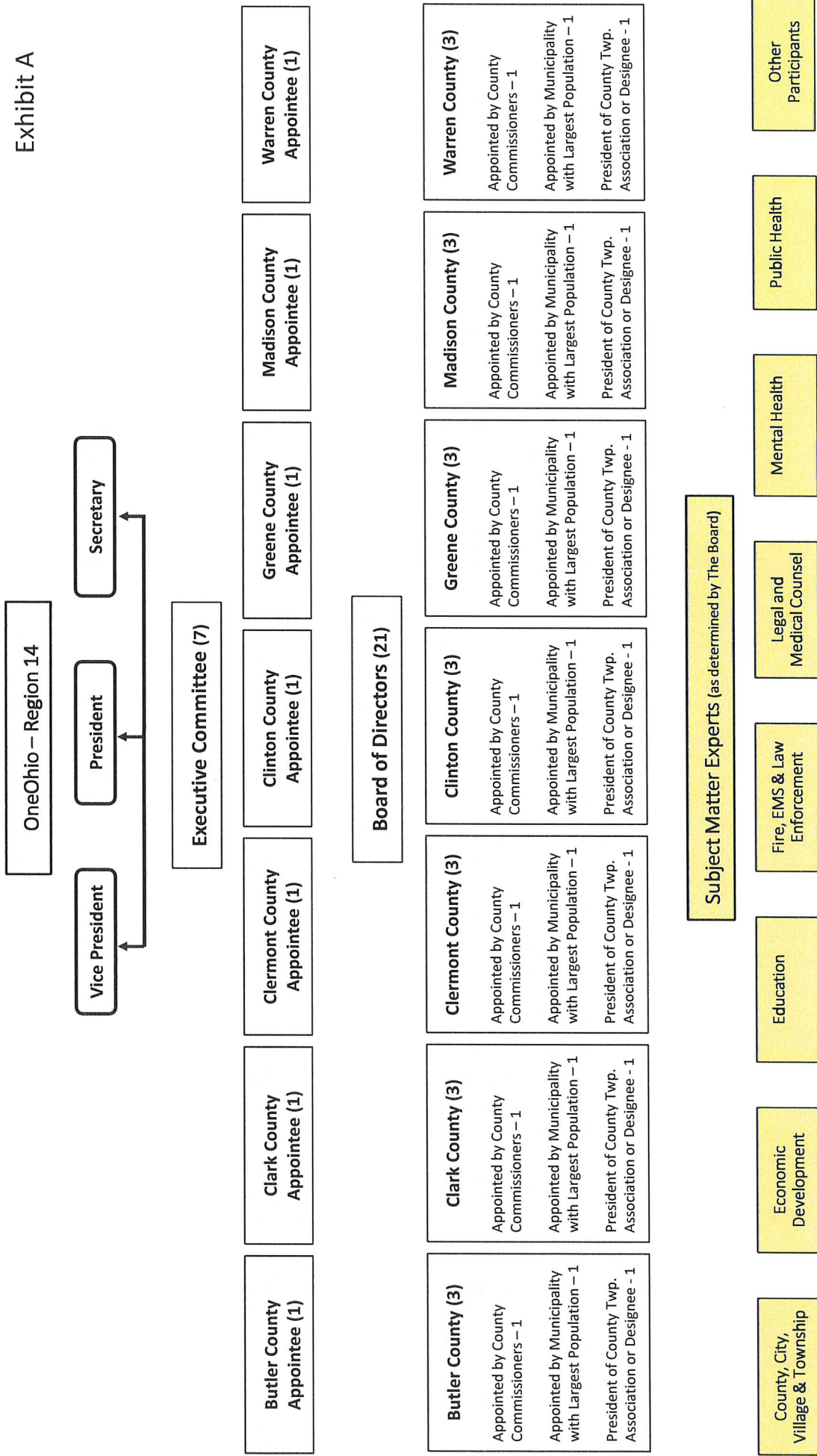
\_\_\_\_\_  
Benjamin J. Yoder, *Law Director*

I, Kurt E. Weber, Fiscal Officer of Hamilton Township, Warren County, Ohio, hereby certify that this is a true and accurate copy of a Resolution duly adopted by the Board of Trustees of Hamilton Township, County of Warren, Ohio, at its regularly scheduled meeting on August 17, 2022.

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

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

Exhibit A



# **OneOhio Region 14 Bylaws**

**(Butler, Clark, Clermont, Clinton, Greene, Madison and Warren counties)**

**DRAFT**

## 1. Preamble

OneOhio Region 14 was created pursuant to The One Ohio Memorandum of Understanding (“The OneOhio MOU”), and upon input of Local Governments throughout the region of Butler, Clark, Clermont, Clinton, Greene, Madison and Warren counties. The OneOhio MOU provides a mechanism for distribution of opioid settlement funds and outlines how funds can be used.

Pursuant to The OneOhio MOU, Section D.2: “Each Region shall create their own governance structure so it ensures all Local Governments have input and equitable representation regarding regional decisions including representation on the board and selection of projects to be funded from the region’s Regional Share.” The Memorandum, Section D.2, further provides: “Regions shall have the responsibility to make submissions regarding the allocation of funds to projects that will equitably serve the needs of the entire Region.”

These Bylaws and Rules of Procedure are enacted by the OneOhio Region 14 Board of Directors to govern the actions taken by OneOhio Region 14 under The OneOhio MOU.

## 2. Definitions

Unless otherwise specified herein, the terms used in these Bylaws and Rules of Procedure are to be interpreted as defined in The OneOhio MOU. Further, these Bylaws and Rules of Procedure are to be construed consistent with The OneOhio MOU, which is attached hereto as **Exhibit A** and incorporated herein.

## 3. Name

This Region will be referred to as “OneOhio Region 14”. Its board of directors shall be referred to as “The OneOhio Region 14 Board of Directors.”

## 4. Purpose

These Bylaws are adopted to set forth the governing principles for OneOhio Region 14 under The One Ohio Memorandum of Understanding.

## 5. Powers & Duties of the Board of Directors

OneOhio Region 14 will be governed by “The OneOhio Region 14 Board of Directors” (referred to herein as the “Board”). The Board shall make regional decisions under The OneOhio MOU, including representation on the OneOhio Recovery Foundation, Inc. and selection of projects to be funded from the region’s Regional Share of Opioid Funds. The Board shall have all powers and duties necessary to carry-out the functions of OneOhio Region 14 under The OneOhio MOU, consistent with these Bylaws, including, but not limited to:

- A. Adopting or amending Region 14 bylaws, regulations, rules and policies;
- B. Selecting Region 14’s member (and alternate) on the OneOhio Recovery Foundation, Inc. board (“Foundation Board”) under Section D.4 of The Memorandum;
- C. Evaluating and making submissions regarding the allocation of Regional funds throughout the Region;
- D. Engaging experts, counsel, consultants and vendors as appropriate for these purposes; and
- E. Taking other actions consistent with Section D.2 of The Memorandum.

OneOhio Region 14 shall not directly receive funds or contributions, or acquire, hold, encumber real or personal property or tangible or intangible property.



## 6. Composition of the Board of Directors

### A. Board Members.

The OneOhio Region 14 governance structure will initially be comprised of a 21-member founding Board of Directors, consisting of one member from each of the following classes in each county in Region 14:

- One member appointed by the Board of County Commissioners;
- One member appointed by the municipality with the greatest population based on the most recent decennial census;
- The president of the county township association or his or her designee;

and such other members as are unanimously approved by the Region 14 Board members from time-to-time under these Bylaws.

To further the purposes of The OneOhio MOU, The Board shall endeavor to include participation on the Regional Board by subject matter experts from backgrounds such as health, mental health, treatment, education, judicial, law enforcement, community/faith and lived experience backgrounds, and/or such other persons as the Board determines to be consistent with the objectives of The OneOhio MOU and the needs of Region 14.

### B. Alternates

Each member may designate an alternate to represent such member at any Board meeting that the member's regular representative is unable to attend. The member shall notify The Board's Secretary in writing (paper or electronic) of the alternate's name and the minutes will reflect that the alternate member attended.

### C. Officers

At the first annual meeting of The Board, and in its first regular meeting in each successive year, the members shall elect the following Board Executive Committee and Officers from amongst its members and upon nomination:

1. Executive Committee. The Executive Committee, between the meetings of The Board, shall have all the powers and exercise all the duties of The Board necessary or appropriate for the administration of OneOhio Region 14. The Board's Executive Committee will initially consist of seven (7) persons, including one Board member from each of the counties in OneOhio Region 14. The Local Governments in each County will select their respective appointee to the Executive Committee. The OneOhio Region 14 representative (and alternate) to The OneOhio Recovery Foundation, Inc. Board shall serve in an ex-officio, non-voting, capacity on the Executive Committee.
2. President. The President will preside over regular and special meetings of The Board, and may call special meetings with twenty-four (24) hour notice to all regular representatives of each member. The President will prepare agendas for each Board meeting, and provide the agenda to the Secretary for distribution to other members with the meeting notice. The President will also sign correspondence and Resolutions on behalf of the Board.

3. Vice President. The Vice President shall assume the role of the President in the event of an absence or vacancy of the President. If both the President and Vice President are absent, the Board will select a presiding officer for the meeting by majority vote of those in attendance at the meeting.
4. Secretary. The Secretary shall maintain a roster of Board members and alternates, prepare and provide members with meeting notices, take minutes of The Board's meetings, and provide minutes and other records of The Board to the Administrative Agent for recordkeeping and to The Foundation Representative.

In the event no nominee receives a majority vote, the nominee receiving the greatest amount of votes shall be elected.

The officer's term shall commence at the conclusion of the meeting at which the officer is elected by the members, and continue through the first regular meeting of The Board in the next even-numbered year.

The Board of Directors, by an affirmative vote of six members, may remove an officer prior to the expiration of the officer's term.

In the event of a removal or vacancy of an officer, the member from whom the officer was selected by The Board shall appoint a successor for the unexpired term.

#### D. Committees

The Board may create one or more committees not inconsistent with The OneOhio MOU or these Bylaws.

#### E. Ex Officio Members

The OneOhio Region 14 representative (and alternate) to the OneOhio Recovery Foundation, Inc. shall be an ex officio member of the OneOhio Region 14 Board, shall not be considered for quorum purposes and shall have no vote on OneOhio Region 14 Board matters.

The Board, by unanimous vote of all members, may appoint other ex officio members, who shall not be considered for quorum purposes and shall have no vote.

All ex officio members shall receive notice of meetings.

#### F. Terms of Office

Each Board member and each officer shall serve a term of two years on the Board, beginning at the conclusion of the Board's first regular meeting in an even-numbered year, continuing through the end of the Board's first regular meeting of the year in the next even-numbered year. There shall be no limit to the number of terms to which a person may be appointed or elected. All members and officers serve without compensation.

## 7. Board Member Rights and Responsibilities

A member of the Board shall perform the duties of a Board member in good faith, in a manner the Board member reasonably believes to be in or not opposed to the best interests of the members and Region 14,

consistent with the purposes of The OneOhio MOU, and with the care that an ordinarily prudent person in a like position would use under similar circumstances.

## 8. Conflicts of Interest

The Board shall adopt and maintain a conflict-of-interest policy.

## 9. OneOhio Recovery Foundation, Inc. Representative

The Board, by majority vote of its Board members after nomination, shall select, or affirm, if appointment has preceded, the OneOhio Region 14 representative to The OneOhio Recovery Foundation, Inc. Board ("Foundation Representative"), and any alternates. The OneOhio Region 14 Foundation Representative shall:

- A. Serve on the OneOhio Recovery Foundation, Inc. Board consistent with The OneOhio MOU, Section D;
- B. Attend Foundation meetings;
- C. Carry-out the directives of the OneOhio Region 14 Board; and
- D. Attend OneOhio Region 14 Board meetings and provide information and updates to Board members about the Foundation;

The Foundation Representative shall perform the duties in good faith, in a manner the Foundation Representative reasonably believes to be in or not opposed to the best interests of OneOhio Region 14, consistent with the purposes of The OneOhio MOU, and with the care that an ordinarily prudent person in a like position would use under similar circumstances.

The Foundation Representative shall follow all conflict-of-interest policies and other policies of the Foundation and OneOhio Region 14 Board.

## 10. Meetings

All business of the Region 14 Board of Directors shall be conducted in meetings of the Board, which are called for that purpose after notice.

### A. Regular Meetings

The Board's regular meetings shall be held on the last Wednesday of April and the last Wednesday of October each year. The time and location of the meeting will be set forth by the Board at each preceding annual meeting of The Board.

### B. Special Meetings

Special meetings of the Board may be called by the President, or by any three members by written request to the President. The Secretary shall notify each member not less than 24 hours prior to the meeting of its time, place, purpose and proposed agenda.

### C. Notice

Written or electronic notice of the time, place, purpose and proposed agenda for each meeting will be given to each Board member at least 48 hours before a regular meeting and 24 hours before a special meeting.

## D. Quorum

No meeting of The Board or a Committee of The Board shall be conducted without a quorum. A quorum shall exist for meetings of The Board if at least one Board member, or the member's alternate, from each county in OneOhio Region 14 is present at the meeting. A Board member is deemed to be present if attending in person or by the communications systems authorized by the Board. A quorum shall exist for meetings of the Executive Committee or any other committee of The Board if a majority of the members of such committee, or their alternate, are present. Any meeting may be adjourned by a majority vote of those present.

## E. Procedure and Order of Business

The general procedure for meetings of The Board shall be in harmony with these Bylaws and principles of parliamentary procedure. The order of business at all Regular meetings of the Board shall ordinarily be as follows:

- 1<sup>st</sup> Reading and approval of the minutes from the last meeting;
- 2<sup>nd</sup> Report of the President;
- 3<sup>rd</sup> Report of the Foundation Representative;
- 4<sup>th</sup> Report of Committees, if any;
- 5<sup>th</sup> Consideration of programs, funding requests and submissions; and
- 6<sup>th</sup> Other Business

## F. Voting

All voting Board members or their alternate present shall be entitled to one vote on each matter submitted to the members for their vote.

Votes will be upon a motion, "second," opportunity for discussion and roll-call, and shall be recorded in the minutes.

The act of a majority of the voting Board members present at a meeting at which a quorum is present is the act of the Board, unless otherwise specified in these Bylaws.

Any vote or action may be rescinded or revoked by the same vote, consent, waiver, or release as at the time of rescission or revocation would be required to authorize or take that action in the first instance.

In the event of a tie vote, the Board President, or the member serving as the President for that meeting, shall have the tie-breaker vote.

## G. Transparency and Records

The Board will operate in a transparent manner and its meetings will be open to the public. The Board may establish a method whereby any person may receive notice of the meetings.

## H. Minutes

The Secretary shall take minutes of each meeting. Minutes of Board meetings will be promptly prepared, filed and maintained and shall be open for public inspection consistent with these Bylaws. The minutes shall record the time, date and location of the meeting, the Board members present, the

Board members absent, the nature of the discussion, and any motions, seconds and votes taken. Minutes shall be reviewed by the Board members at the next Regular meeting or sooner and approved or amended.

## 11. OneOhio Region 14 Records

The Secretary shall take charge of all records of OneOhio Region 14, and shall provide them to the Board's Administrative Agent for recordkeeping. All records of OneOhio Region 14 shall be maintained by the Administrative Agent consistent with Ohio Rev. Code Sec. 149.43.

Every Board member, and each Local Government with the Region, shall have the right to examine such records upon reasonable notice and during the regular operating hours of the Administrative Agent. The Administrative Agent may charge for copies consistent with its public records policy.

## 12. Administrative Agent

The Board shall appoint a Local Government in Region 14 to serve as OneOhio Region 14's Administrative Agent for purposes of keeping the records and issuing notices of the Board. If the Administrative Agent resigns from that role, it must transmit all OneOhio Region 14 records to the successor Administrative Agent.

## 13. Amendments

These Bylaws shall only be amended or repealed by unanimous vote of all Members at a duly called meeting of The Board for that purpose. The following procedures shall be followed for any such amendments:

- A. Any member or members proposing an amendment to these Bylaws or Rules of Procedure shall notify all members of The Board not less than seven calendar days prior to the meeting at which such amendment will be placed before The Board;
- B. Any such vote shall be by roll call, and the motion, second and vote shall be recorded in the minutes of the meeting, together with a summary of the discussion on the motion;
- C. Amended Bylaws shall be promptly prepared and distributed to all Board members and the Administrative Agent.

## 14. Duration

OneOhio Region 14 will continue to exist, and these Bylaws and Rules of Procedure will continue to be in effect as from time-to-time amended pursuant to the requirements herein, until the purposes of Region 14 under The One Ohio Memorandum of Understanding have been fulfilled. Thereafter, Region 14 shall be dissolved and these Bylaws and Rules of Procedure shall cease to be in effect.

# LEGISLATIVE COVER MEMORANDUM

**Introduction:** August 17, 2022

**Effective Date:** Next available date after passage

**Agenda Item:** **Resolution 22-0817A**  
Resolution authorizing and approving an increase in Township appropriations in the Fire & EMS Special Levy Fund to reconcile budgets for calendar year 2022

**Submitted By:** Chief Jewett

**Scope / Description:** This calendar year, we have seen an increase in the need of maintenance for the 2006 ladder and the 2015 engine. The 2015 engine has required very expensive repairs that were not anticipated, such as the need to have a major pump repair that was over \$5,000.00, an exhaust repair, as well as numerous other repairs.

The Cummins engine in the 2015 pumper needs new seals and gaskets, which will require the engine to go to Cummins for the repair. This repair estimate is \$6,728.99. We have exhausted 88% (\$4,003.00 unencumbered) of the fire maintenance budget to date.

This appropriation will allow for maintenance to occur on Fire apparatus for the rest of the year, based on current projections.

**Budget Impact:** \$15,000

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

The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:00 p.m. on August 17, 2022, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

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

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO  
RESOLUTION NUMBER 22-0817A**

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

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

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

**SECTION 1.** The Fiscal Officer is hereby authorized and directed to increase the appropriations for the Fire & EMS Special Levy Fund Line Item 2283-220-323-0000, Repairs and Maintenance in the amount of \$15,000 for a total amount of \$50,000.

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

**SECTION 3.** This Resolution shall take effect on the earliest date allowed by law.

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

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

Resolution adopted this 17<sup>th</sup> day of August 2022.

Attest:

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

Approved as to form:

\_\_\_\_\_  
Brodi J. Conover, *Assistant 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 August 17, 2022.

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

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



# LEGISLATIVE COVER MEMORANDUM

**Introduction:** August 17, 2022

**Effective Date:** Next available date after passage

**Agenda Item:** **Resolution 22-0817B**  
Resolution accepting public streets for maintenance and setting limits on Sections Four, Five, and Six in the Villages of Classicway Subdivision, Hamilton Township, dispensing with a second reading and declaring an emergency.

**Submitted By:** Brent Centers

**Scope / Description:** This will allow Hamilton Township to accept Sections 4, 5, and 6 of the Villages of Classicway subdivision from Warren County as a Hamilton Township 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 to 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 6:00 pm on August 17, 2022, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

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

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

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO  
RESOLUTION NUMBER 22-0817B**

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

**WHEREAS**, Warren County Commissioners have accepted the following streets in the Providence subdivision and approved them for maintenance by Hamilton Township and Hamilton Township is accepting the same for maintenance Section Four (4), Five (5), and Six (6) shown on the attached Exhibit A.

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

**SECTION 1.** Hamilton Township accepts Sections Four, Five, and Six as shown on the attached Exhibit A of the Villages of Classicway subdivision for maintenance.

**SECTION 2.** The speed limit in Section Four (4), Five (5), and Six (6) of the Villages of Classicway 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:

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

Resolution adopted this 17<sup>th</sup> day of August 2022.

Attest:

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

Approved as to form:

\_\_\_\_\_  
Benjamin J. Yoder, *Law Director*

I, Kurt E. Weber., Fiscal Officer of Hamilton Township, Warren County, Ohio, hereby certify that this is a true and accurate copy of a Resolution duly adopted by the Board of Trustees of Hamilton Township, County of Warren, Ohio, at its regularly scheduled meeting on August 17, 2022.

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

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



Exhibit A

July 21, 2022

Hamilton Township  
Attn: Don Pelfrey  
7780 South State Route 48  
Hamilton Township, Ohio 45039

**Re: The Villages of Classicway Subdivision, Sections 4, 5 and 6**

Dear Hamilton Township,

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

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

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

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

Sincerely,

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

Jason Fisher  
Subdivision Inspection

Cc: Classicway Development Co., LLC Attn: Joe Prus (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

Warren County Engineer's Office

Attn: Mr. Kurt Weber

I, Eric M. Lang, a Registered Professional Land Surveyor, in the State of Ohio, certify to the Warren County Engineer's Office, that all iron pins have been set for The Villages of Classicway Subdivision, Section 4, Section 5, and Section 6, as of November 19, 2021. The majority of this work was performed previously under the direction of my predecessor Mr. Dennis T. Dinkelacker. Fieldwork to set these pins would date back as far as 2008. We have had continuous involvement in the development of Section 4, 5, & 6 as well as more recent phases.

Land Consultants  
314 Front St.  
Lawrenceburg, Indiana 47025



A handwritten signature in blue ink, appearing to read "Eric M. Lang", written over a horizontal line.

Eric M. Lang, Ohio Registration No.8406

11/19/2021  
Date