

Hamilton Township Trustee Meeting

March 20, 2024

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

Roll call as follows:

Darryl Cordrey	Yes
Joe Rozzi	Yes
Mark Sousa	Yes

The *Pledge of Allegiance* was recited by all.

A motion was made by Mr. Cordrey, with a second by Mr. Rozzi, to approve the clerk's journal, and accept the audio/video recording as the Official Meeting Minutes of the March 6, 2024, regular Trustee Meeting.

Roll call as follows:

Joe Rozzi	Yes
Mark Sousa	Yes
Darryl Cordrey	Yes

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

Roll call as follows:

Mark Sousa	Yes
Darryl Cordrey	Yes
Joe Rozzi	Yes

Proclamation

Mr. Cordrey presented a Proclamation to Kurt Weber for faithfully serving the residents and business owners of Hamilton Township as a Trustee from January 1, 2010, through November 2, 2016, and then as the Fiscal Officer from April 1, 2020 through March 31, 2024. Kurt has been an invaluable asset to Hamilton Township as a consistent compass, logical decision maker and contributor and above all, genuine friend to everyone with whom he served. Kurt will continue to serve the residents of Hamilton Township and all of Warren County in the near future as the Warren County Engineer. Hamilton Township expresses its deepest gratitude to Kurt Weber for his selfless and dedicated service and commitment to his community. Kurt's positive impact will be reflected for multiple generations of residents.

Kurt Weber: First and foremost, he thanked the Township residents, they have been outstanding, and he has loved serving them since 2009. It was a pleasure working with the Trustees, he really appreciates the camaraderie and cooperation through the years. It has been a pleasure to get to know Mr. Jeff Wright as the Administrator. It was great working with Ben Yoder and Brodi Conover as the legal directors. Mr. Weber reflected on hiring Chief Hughes when he was a Trustee and what a great time it has been working with him. He thanked the Administration staff, especially Ellen Horman who is the Assistant Fiscal Officer and Finance Coordinator. He stated there's no way he could do this job if it weren't for Ellen, she takes care of the day-to-day operations, the financial reports, and certainly has been a pleasure to work with. He thanked his family for their support, courage, and patience over the years. Lastly, he thanked his Lord and savior Jesus Christ.

Swearing in Ceremony

Fire Department: Chief Jason Jewett swore in the following:

Austin Parker- Full-time and Medic

Austin has been in the fire service for 2 years now, a medic since October 2023, and employed with the HTFR since September 2023. He previously served full-time with Turtlecreek Township Fire Department. Austin was joined tonight by his father and stepmother, Ryan and Megan Parker.

Austin's stepmother pinned him with the full-time HTFR Firefighter and Medic badge.

Philip Cruz- Full-time Firefighter and EMT

Philip Cruz is 2017 alumni of Dayton Christian High School. In 2019, he obtained his EMT-B certification at the Warren County Career Center. He worked for a private ambulance company for 3 years as an EMT at the start of his career. In 2020, Philip furthered his education by receiving his Fire Level I and II certifications. He started working part time as an FF/EMT at Hamilton Township Fire & Rescue in June of 2023, and is excited to continue his career as a full-time member of the township. He has plans to attend paramedic school beginning in September to expand his knowledge and level of care to his community. Philip is married to Skylar, and together they have two boys, Harlan (4), and Miller (5 months). He feels honored to be a part of the fire service and he is looking forward to growing as a firefighter throughout his career.

Philip's wife Skylar pinned him with the full-time HTFR Firefighter and EMT badge.

Robert Webster – Lieutenant

Robert has been in the fire service for 3 years and with Hamilton Township Fire Rescue from day one. He was hired part time on 03/01/2021 and transitioned to full time in June of 2022. Robert currently oversees the maintenance of fire tools and is a mentor for new employees. Robert is one of the driving forces in the growth and cultural change in HTFR and he is an instructor in our recruitment classes. Robert was awarded the 2023 Firefighter of the year award. Robert finished 1st in a very competitive promotional process.

Robert was pinned Lieutenant by his wife Grace and daughter Allie.

Brian Webb – Captain

Brian has been in the fire service for nearly 10 years, beginning his career with the Loveland-Symmes Fire Dept in 2014 before taking a full-time position with Hamilton Township Fire Rescue in the fall of 2017 as a firefighter/paramedic. In May of 2022, Brian was promoted to Lieutenant where he spent considerable time as the acting shift Captain. In December of 2023, Brian put this experience to use and was promoted to his current rank of Captain of Unit 2.

Since joining the fire service, Brian has earned his associate degree in fire science, and has received the Medal of Valor along with several Fire Chief Commendations. He is most proud, however, of the small role he has played in the growth and cultural change of the department. Brian assists in managing an ever-growing EMS division and facilitates the department's hiring process with the scheduling and administering of interviews, physical agility testing, and EMS assessments for applicants.

When not tending to these responsibilities, Brian can usually be found either on the training ground or in the gym with his crew where they spend a good portion of their days learning from each other, pushing each other, and growing as a shift.

Outside of work, Brian spends his time at the ball fields coaching his sons' sports teams or working on projects around the house. Brian has been married to his wife, Michelle, for 11 years and together have two boys: Graham and Sullivan, with baby boy #3 due in July.

Brian was pinned Captain by his wife Michelle.

Police Department: Chief Scott Hughes swore in the following:

Seth Garrison- Full-time Patrol Officer

Seth Garrison is a 2019 graduate of east-Clinton High School where he played football. After graduating high school, Seth obtained employment with the Hamilton County Sheriff's Office in Cincinnati as a corrections officer. In 2021, Seth enrolled in the Butler Tech Police Academy where he successfully graduated in 2022 and obtained employment with the Clinton County Sheriff's Office.

Seth was pinned as a full-time HT Police Officer by his girlfriend Tess.

Timothy Rector- Captain

Tim Rector began his journey in December 2004, and his dedication earned him the title of Hamilton Township Officer of the Year in 2007. As a Canine Officer from 2005 to 2010, he showcased his exceptional skills and compassion in ensuring the safety of our citizens. Promoted to Sergeant in 2014, he excelled and inspired those around him with his leadership and dedication to justice. He has obtained an associate degree in Criminal Justice and graduated from the prestigious Public Safety Leadership Academy. As Captain, he will oversee the day-to-day operations of our road patrol division, ensuring the safety and security of our community.

Tim was pinned Captain by his wife Ashlee.

Brittany Huelsman- Sergeant

Since joining the HT Police Department in 2017, Brittany has been an invaluable asset to their team. She has constantly demonstrated an unwavering commitment to her work, always going above and beyond to ensure our township is safe and secure. From her work as a Drug Task Force Officer to her recent position as our agency's detective, Brittany has shown exceptional dedication and excellence. Her promotion is a testament to the hard work and investment she has made in herself.

Brittany was pinned Sergeant by her husband Jason.

Daniel Perry- Sergeant

Daniel joined the department in 2020, after serving five years with the Ohio State Highway Patrol. He has made a significant impact in his short time with the Hamilton Township Police Department, demonstrating exceptional leadership, professionalism, and integrity. His promotion reflects the hard work and dedication he has put in.

Daniel was pinned Sergeant by his father Scott.

Public Comments

Mr. Cordrey opened the floor to public comments at 6:42 pm.

Brad Turner: He is a resident and member of the HOA for the Providence subdivision. With the Parking Code resolution being voted on tonight he wants to know if eight hours is a standard

duration for semi-trucks and similar parking violations. He also questioned if the semi-truck owners will be given a ticket initially or will they have multiple warnings prior to enforcement?

Chief Hughes: He confirms that eight hours is a standard time limit when it comes to parking complaints and the violators will be given warnings prior to being ticketed. This issue will be complaint driven.

Mr. Cordrey closed the floor to public comments at 6:45 pm.

New Business

-Resolution 24-0320A – Resolution Prohibiting Noisy Animals on Residential Property

Mr. Sousa stated that the items are complaint driven and more so for negligent behavior.

Mr. Rozzi and Mr. Cordrey agree with Mr. Sousa.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve Resolution 24-0206A.

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

-Resolution No. 2024-0320B – Resolution Prohibiting Unreasonable Noise Generally

The Board requests the following revisions:

Section IV (I.) - time restrictions removed for garbage trucks

Section IV (J.) - change from Federal-recognized to State-recognized fireworks days

Section V (D.) - add fourth violations within one calendar year

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve Resolution 24-0320B.

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

-Resolution No. 2024-0320C – Warren County 911 Final Plan

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve Resolution 24-0320C.

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

-Resolution No. 2024-0320D- Authorizing Private Sale of Unneeded and Unfit-For-Use Property

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve Resolution 24-0320D.

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

-Motion to revise the Hamilton Township Parking Code.

Mr. Wright proposed the following revisions to the existing Hamilton Township Parking Code regarding Semi-truck Cabs and Semi-trailers:

Revisions to the existing Parking Code:

- State “within dedicated rights of way”, because oftentimes in a new subdivision we will see the rights-of-way dedicated to a public entity and then it could be a few years until all the infrastructure is installed, the County’s Engineers Office has signed off on the inspection, and then actually turned over to Hamilton Township.
- An identifiable standard will have the language “no semi-truck cab and or semi-trailer or a vehicle with a gross vehicle rating of 26,000 or more pounds should be parked in the right of way in the residential district abutting private property”.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve the motion to revise the Hamilton Township Parking Code for Semi-truck Cabs and Semi-trailers.

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

Human Resources

Motion

-Motion to approve the amendment of the Hamilton Township roster as presented.

Mr. Sousa noted the on-boarding of Part-time Fire Fighters on the presented roster. He believes that not only will the part-timers help the staffing issue but also save money and overtime.

Mr. Cordrey made a motion with a second from Mr. Rozzi to approve the amendment of the Hamilton Township roster as presented.

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

Work Session- Safer Grant

Chief Jewett: Asking for the ability to apply for the Safer Grant. It is a federal grant from FEMA for staffing. It is a three-year grant that will pay 100% of the cost of salaries and benefits for the 9 firefighters, not covering overtime. Last year we spent roughly \$264,000 on overtime, the part timers that are being brought on are designed to reduce that cost, but as the community grows the runs continue to go up, we're finding that gaps in our staffing. This grant will give us the ability to seek funding for 9 firefighters while giving the Fire Department three years to seek alternative funding methods once the grant ends. There's no requirement to keep the firefighters at the end of the three years. Tonight, he is asking for the approval to apply for the grant with the expectation that at the end if we were to get awarded the grant the Board would then make the decision on whether the Township wants to accept the grant.

Mr. Cordrey: I have a problem with at least applying for it. His biggest concern is that takes us about the 2028 levy time, nine fire fighters is roughly \$1,000,000 worth of salary to keep them on afterwards and a consideration the Board will have to discuss if awarded the grant.

Mr. Sousa: similar thought and just to review for folks I wouldn't be this is we'd find out likelihood or grant approval later this year 25 is in kind of a planning and hiring year than the three years of the grants would be 26 through 28 if successful right and we did this and it'd be

2029 likely if a plan move forward that we've have the staff and they'd be our financial responsibility.

Chief Jewett: Yes, the nice thing about this FEMA grant is that they give us 6 months once they award the grant to go through the hiring process. Chief anticipates the period of performance will be very late 2025 to the end of 2028, so it would end in 2029.

Mr. Rozzi: He agrees to apply, giving four to five years to figure out what to do about funding.

The Board agreed to move forward with applying for the \$2.95 million Safer Grant.

Public Comments

Mr. Cordrey opened the floor to the second public comments at 7:07 pm, in which there were none.

Fiscal Report

Kurt Weber: Leah Elliott is going to do great job taking over April 1st, as we got a certificate of transition that's required by the state auditor's office by the ORC. A copy will be given to Mr. Wright and Ms. Horman. He thanked Ms. Horman once again for the preparation of financial reports throughout the years.

Mr. Weber gave the Financial Report for February:

Through the end of February, we have \$16.6 million budgeted anticipated revenue. The final appropriations/expense budget was \$19.5 million, we spent a little over \$2.7 million which is 13.6%. The total cash balance overall is \$17.3 million and the unencumbered fund balance is \$4 million. Some of the higher fund balances consist of General Funds at \$400,000, Road & Bridge at \$1.2 million, Police Department \$1.9 million, and Fire/EMS at \$1.6 million.

Mr. Cordrey: It's been absolute honor serving with Kurt the last four years, for him Kurt has always been a mentor, somebody he's looked up to as a Trustee he wanted to model. Kurt has always provided wise counsel to the board, many times he has reached out and it's been invaluable. He is excited for Mr. Weber in his new role but will be missed here. Finally, it has been great to work with a fellow believer, somebody he has leaned on at times and really appreciates it throughout the years.

Mr. Sousa: Kurt is an exceptional man, not just modeling how you conduct yourself as a trustee during some stressful times for the Township but having you as a sounding board during executive session. The Township is coming up in the future, and it's great to know we are in good hands knowing the County Engineer.

Mr. Rozzi: Thanked Mr. Weber for his advice, it's been truly valuable having him as a former trustee to guide us new trustees, especially through some rather difficult times. He congratulates Mr. Weber on his win for Warren County Engineer, and it's good knowing that he is a resident of the Township, and the Board can call on him if needed.

Administrator's Report

Jeff Wright: Thanked Mr. Weber for his time as the Township Fiscal Officer and appreciates the professional friendship they have developed. Mr. Webber is a great example of a public servant in part because of the grace and gratitude that he always projects, making him such a good role model to all.

Following are updates for the Administrator Report:

- Town Center Blvd. and Grandin Rd. projects that were awarded a few months ago are going well.
- Ellen Horman has done a great job working with various banks and other financial institutions, as well as our property casualty insurer, on obtaining the bonds that are required for Fiscal Officer Elect, Ms. Elliott.
- Chief Jewett has purchased dashboard cameras that are going to be installed incrementally, first the ambulances, engines, and Fire Department staff vehicles.

Sometime next year when the replacement ladder truck arrives that will be receiving one as well.

- Thanked Nicole Earley, Officer Molly Hayslip, the Public Works Department, various administrative staff, fire crews, and other departments for their parts in the Hop into Spring event that took place on March 16th. It was great to hear how positive the event was from the residents in the community.

Trustee Comments

Mr. Rozzi: Unfortunately, he missed the Hop into Spring event this past weekend but understood everything went well. Reminder Opening Day is next Thursday, March 28th.

Mr. Sousa: Himself and his wife graduated the Citizen Police Academy along with two other dozen residents of Hamilton Township. The course exceeded his expectations, and he is glad to know that the class is growing. Congratulated the election winners that we had locally in the county. Lastly, he attended an open house meeting that was held about the next phase of the State Route 48 widening that occurred last week. The meeting covered the plan schematics of various bridge options as you go up 48 into South Lebanon and intersection options at Stonebrook and TPC. A virtual open house has been shared to the Hamilton Township Facebook page for residents to view.

Mr. Cordrey: He gave thanks and appreciation to the staff for the Hop into Spring event. Unfortunately, he was not able to attend but heard it went well and the changes made it a positive experience for everybody. Reminder the next event will be Fishing with the 5-Os at Mounts Park on May 18th.

Adjournment

With no further business to discuss, Mr. Cordrey made a motion, with a second from Mr. Rozzi, to adjourn at 7:22 pm.

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