

RECORD OF PROCEEDINGS

Minutes of

January 12, 2021 – REGULAR SESSION

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

RECORD OF PROCEEDINGS

Held

20

Minutes of BOARD OF TRUSTEES – BATAVIA TOWNSHIP

The Board of Trustees of Batavia Township met for a regular session at 6:00 p.m. Tuesday, January 12, 2021, at the Batavia Township Community Center.

CALL TO ORDER

Following the Pledge of Allegiance, Jennifer Haley gave the roll call for the Board of Trustees. Present were: Mr. Sauls, Mr. Perry, and Mr. Parsons. Also present were Jennifer Haley, Fiscal Officer; Adele Evans, Township Administrator; Denise Kelley, Zoning Administrator; Steven Tyminski, Assistant Service Director; and Deputy Kidder, Law Enforcement Officer.

NOMINATIONS/ELECTIONS OF CHAIR AND VICE CHAIR FOR CALENDAR YEAR 2021

Mr. Perry motioned the Batavia Township Board of Trustees nominate Rex Parsons as Chairman for the calendar year 2021. Mr. Sauls seconded the motion. On the roll being called:

Mr. Perry	yes	
Mr. Sauls	yes	
Mr. Parsons	yes	Motion carried

Mr. Sauls motioned the Batavia Township Board of Trustees nominate Randy Perry as Vice Chairman for the calendar year 2021. Mr. Parsons seconded the motion. On the roll being called:

Mr. Parsons	yes	
Mr. Sauls	yes	
Mr. Perry	yes	Motion carried

Mr. Perry motioned the Batavia Township Board of Trustees elect Chairman Rex Parsons and Vice Chairman Randy Perry for the calendar year 2021. Mr. Parsons seconded the motion. On the roll being called:

Mr. Parsons	yes	
Mr. Sauls	yes	
Mr. Perry	yes	Motion carried

APPROVAL OF AGENDA AND MINUTES

Mr. Sauls motioned the Batavia Township Board of Trustees approve the January 12, 2021 agenda as presented. Mr. Perry seconded the motion. On the roll being called:

Mr. Perry	yes	
Mr. Parsons	yes	
Mr. Sauls	yes	Motion carried

Mr. Perry motioned the Batavia Township Board of Trustees approve the Minutes of the December 1, 2020 regular meeting and the December 15, 2020 special meeting as presented. Mr. Sauls seconded the motion. On the roll being called:

Mr. Sauls	yes	
Mr. Perry	yes	
Mr. Parsons	yes	Motion carried

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FINANCIAL REPORTS

Ms. Haley gave the December financial reports.

Mr. Sauls motioned the Batavia Township Board of Trustees approve the December 2020 financial reports as presented. Mr. Perry seconded the motion. On the roll being called:

Mr. Perry	yes	
Mr. Sauls	yes	
Mr. Parsons	yes	Motion carried

CEMETERY DEED

A deed for one grave in Olive Branch Cemetery, paid by Tina and Curtis Bryant, was presented to the Trustees for signatures.

ELECTRIC AGGREGATION UPDATE

Mrs. Evans introduced Rich Surace from Energy Alliances, who gave a report on the program.

Mr. Sauls motioned the Batavia Township Board of Trustees authorize Adele Evans, Township Administrator, to sign a “Blend and Extend” agreement with AEP Energy not to exceed 5.09 cents and for a term not to exceed July 2023 for Batavia Township's Electric Aggregation Program. Mr. Perry seconded the motion. On the roll being called:

Mr. Parsons	yes	
Mr. Sauls	yes	
Mr. Perry	yes	Motion carried

LAW ENFORCEMENT MONTHLY REPORT

Deputy Jesse Kidder presented his report for November and December 2020. There were 133 offense reports in December down from November. This is an 8% decrease. The most reported crimes in 2020 were 1) drug offenses totaling 290, 2) 271 theft offenses, and 3) property damage reports totaling 127. In 2020, the Batavia Township deputies made 265 arrests on adults, and 20 juveniles for crimes. The total for stolen property recovered for the year 2020 was \$119,462.00.

ZONING ADMINISTRATOR/INSPECTOR REPORT

Denise Kelley presented her December report which included permit activity. There were 13 single family permits. There were 166 single family permits in 2020.

The Zoning Commission did not meet in December. There will be a hearing this Thursday about the submittal from Brookstone and Ridgestone Homes. There are 73 acres, proposing 185 senior living dwelling units.

The BZA met last night. They heard a case about a nine acre property on Greenbriar Road where the home was destroyed by fire.

Another BZA meeting will be on January 25th for two cases.

Mrs. Kelley presented information about future projects.

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SERVICE DIRECTOR REPORT

Mr. Steven Tyminski gave the report as Ken Embry was not present.

The Department has been clearing tree sections that are in the path of plow truck mirrors, emergency vehicles, etc.

The new Hotsy pressure washer has been used in the nonfreezing weather. It will be very useful for sanitizing public areas at the park. Employees repaired a catch basin on Creekside that had deteriorated. Mr. Sauls suggested purchasing a couple concrete warming blankets over this type of work during the winter.

With the streak of good weather, the Service Department was able to place new dirt on the ballfields, as we ready the complex for the upcoming season.

The tractor mower for the roads has been picking up slowly. Steven will get it in for service.

TOWNSHIP ADMINISTRATOR REPORT

Adele Evans gave the Amelia update. She participated in a call with the Duke Energy team, and new community relations manager, Chad Shaffer. The discussion was about the streetlights in Amelia. The HOAs and property management representatives now have an appropriate contact person and the development are willing to take on the responsibility of billing for the streetlights. The cost of upgrading to LED lights on State Route 125 was discussed.

Ms. Evans will have more information for the Trustees about the vacant properties in Amelia. She and Loretta Rokey are meeting with Karen Duesing to discuss best uses for the commercial properties and getting them listed.

The Reds are interested in hosting a paid for baseball camp this year. The Trustees approved them having a camp here last summer with a rental fee. They are looking at July 12-16, 2021. The Board concurred with these dates and the \$1500 rental fee for the week.

Mrs. Evans gave a Residential Improvement Districts (RID) update which led into a discussion about upcoming park projects.

Mrs. Evans gave an update on the restroom project, the splash park, and capital improvements. She met with Mr. Grammas to further discuss separating the sewer and walking trail easements. He wants to discuss with his engineer, but will follow up with Adele next week.

The Township was not chosen for a capital bill grant for the proposed splash park. We will move forward with getting bids for the sewer extension and restroom project. We will include the column work for the shelters.

Mrs. Evans discussed the upcoming round of Clermont County park grant applications. The deadline is January 26, and she has requested a quote from DWA Recreation on the formed rubber playground material for the large playground area at the rear of the park. After discussion of all the proposed park improvement projects, the Trustees agreed to apply for the formed rubber playground material.

Use of the CARES funding has been extended until the end of 2021. Mrs. Evans is meeting with Plumb Tech Services tomorrow.

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The picnic tables are scheduled to shipped this week. The UV machine is also on its way.

Mrs. Evans has been working on records retention schedules and has presented draft copies for each township department. The Board Chairman will need to call a records commission meeting in early February which is made up of the Board Chairman and the Fiscal Officer, to discuss adopting a revised records retention schedule and sending to the state of approval.

The OTARMA renewal questionnaire has been sent. We are on schedule to take action in March for the insurance renewal.

The electronic sign on Clough Pike continues to have communication issues. Mrs. Evans is waiting for our vendor to meet in order to further troubleshoot with technical supporting. Adele is also researching replacement costs if replacement is ultimately needed.

COMMITTEE APPOINTMENTS/REPORTS – Central Joint Fire & EMS District and Batavia-Union Cemetery

Ms. Haley gave an update on the Central Joint Fire & EMS District. For November 2020, there were 294 EMS and 96 fire runs and there are 120 per week of COVID related runs in the district. Prior to Thanksgiving it was higher than in December. There was a full-time resignation and there were two full time employees hired. All fire and EMS employees have been vaccinated for round one of the COVID vaccine.

Mr. Parsons gave the update on Batavia-Union Cemetery. There was a meeting last week. Mr. Parsons asked Adele to put on the agenda a request to make payment to Batavia Union Cemetery coming from the Township. The annual amount requested is an increase of \$8,000. This increase is related to additional payroll costs, as the cemetery sexton will be leaving soon and wants to provide proper training to his replacement.

Mr. Parsons motioned the Batavia Township Board of Trustees appoint Randy Perry and Jim Sauls to serve on the CJFED Board for 2021. Mr. Sauls seconded the motion. On the role being called:

Mr. Sauls	yes	
Mr. Perry	yes	
Mr. Parsons	yes	Motion carried

Mr. Sauls motioned the Batavia Township Board of Trustees appoint Rex Parsons to serve on the Batavia-Union Cemetery Board for 2021. Mr. Perry seconded the motion. On the role being called:

Mr. Perry	yes	
Mr. Sauls	yes	
Mr. Parsons	yes	Motion carried

PUBLIC PARTICIPATION

Jeff Hayes spoke about the Rosewood PD. He was asking for modifications to the plans.

Mr. Parsons announced Rollo Murphy and Hugh Nichols passed away.

NEW BUSINESS

Mr. Sauls motioned the Batavia Township Board of Trustees approve setting the mileage reimbursement rate at \$0.56 per mile in 2021 per the IRS and effective January 1, 2021. Mr. Perry seconded the motion. On the roll being called:

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Mr. Parsons	yes	
Mr. Sauls	yes	
Mr. Perry	yes	Motion carried

Mr. Perry motioned the Batavia Township Board of Trustees authorize payment of Invoice # 12302020A from Central Joint Fire in the amount of \$20,000 related to CARES Act funding Subgrant Agreement 3 previously authorized by **Resolution 12-15-2020** on December 15, 2020 for reimbursement of COVID related personnel costs, retroactive to December 31, 2020. Mr. Sauls seconded the motion. On the roll being called:

Mr. Perry	yes	
Mr. Sauls	yes	
Mr. Parsons	yes	Motion carried

Mr. Sauls motioned the Batavia Township Board of Trustees authorize the first quarterly payment to the Batavia-Union Cemetery Board in the amount of \$7,000, which represents 1/4 of the yearly invoiced amount of \$28,000 and is an increase of \$8,000 from the 2020 annual amount. Mr. Perry seconded the motion. On the roll being called:

Mr. Sauls	yes	
Mr. Parsons	yes	
Mr. Perry	yes	Motion carried

Resolution 01-01-2021

Mr. Sauls motioned the Batavia Township Board of Trustees adopt **Resolution 01-01-2021** expressing its support for a Community Park Improvement Grant application to be submitted to the Clermont County Park District. Mr. Perry seconded the motion. On the roll being called:

Mr. Perry	yes	
Mr. Parsons	yes	
Mr. Sauls	yes	Motion carried

Mr. Perry motioned the Batavia Township Board of Trustees authorize Township Administrator, Adele Evans, to sign the Statement of Responsibility form for the 2020/2021 Community Parks Improvement Grant Program as provided by the Clermont County Park District. Mr. Sauls seconded the motion. On the roll being called:

Mr. Sauls	yes	
Mr. Perry	yes	
Mr. Parsons	yes	Motion carried

Resolution 01-02-2021

Mr. Sauls motioned the Batavia Township Board of Trustees adopt **Resolution 01-02-2021** accepting the proposed estimated resources for Calendar Year 2021, retroactive to January 1, 2021. Mr. Perry seconded the motion. On the roll being called:

Mr. Perry	yes	
Mr. Parsons	yes	
Mr. Sauls	yes	Motion carried

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EXECUTIVE SESSION

Mr. Sauls motioned the Batavia Township Board of Trustees move into Executive Session pursuant to ORC Section 121.22(G)(1) to consider the appointment, employment, or compensation of a public employee; and section 121.22(G)(8) to consider confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance, or to negotiations with other political subdivisions respecting requests for economic development assistance.

Mr. Parsons seconded the motion at 8:25 p.m. On the roll being called:

Mr. Parsons	yes	
Mr. Perry	yes	
Mr. Sauls	yes	Motion carried

The Board returned to regular session at 9:08 p.m.


OTHER BUSINESS


Mr. Sauls motioned the Batavia Township Board of Trustees promote Steven Tyminski to Assistant Service Director effective 1/3/2021 including a 6% salary increase, effective the same date. Mr. Perry seconded the motion. On the roll being called:

Mr. Perry	yes	
Mr. Sauls	yes	
Mr. Parsons	yes	Motion carried

ADJOURNMENT

With no further business to come before the Board, Mr. Perry motioned to adjourn the meeting. Mr. Sauls seconded the motion. Meeting adjourned.


 Rex Parsons,
 Chairman


 Jennifer Haley,
 Fiscal Officer