

RECORD OF PROCEEDINGS

Minutes of

Meeting

November 9, 2021- REGULAR SESSION

BEAR GRAPHICS 800-825-8094 FORM NO. 10148

RECORD OF PROCEEDINGS

Held Minutes of BOARD OF TRUSTEES - BATAVIA TOWNSHIP <sup>30</sup>

The Board of Trustees of Batavia Township met for a regular session at 6:00 p.m. Tuesday, November 9, 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. Parsons, Mr. Perry, and Mr. Sauls. Also present were Jennifer Haley, Fiscal Officer, Jeff Uckotter, Township Administrator, Steven Tyminski, Service Director, and Deputy Yvonne Sheppard, Law Enforcement Officer.

APPROVAL OF AGENDA AND MINUTES

Mr. Perry motioned the Batavia Township Board of Trustees approve the November 9, 2021 agenda as presented. Mr. Sauls seconded the motion. On the roll being called:

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

Mr. Perry motioned the Batavia Township Board of Trustees approve the Minutes of the October 5th regular meeting, and the October 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup>, 7<sup>th</sup>, and 20<sup>th</sup> special meetings as presented. Mr. Sauls seconded the motion. On the roll being called:

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

FINANCIAL REPORTS

Ms. Haley gave the October 2021 financial reports.

Mr. Sauls motioned the Batavia Township Board of Trustees approve the October 2021 financial reports as presented. 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 Yvonne Sheppard gave the Batavia Township crime report for the month of October. There were 192 offense reports, an increase of 16% from September. The highest crime type report was theft offenses with 42 in the Township. There were 31 adult arrests, 2 juvenile arrests, 119 warrant service, 153 civil papers served, 14 traffic citations issued, 66 traffic warnings, 126 business checks, 42 assist other agencies, and 531 calls for service, If the 192 offense reports taken,

# RECORD OF PROCEEDINGS

Minutes of

November 9, 2021- REGULAR SESSION

Meeting

BEAR GRAPHICS 800-325-8084 FORM NO. 10148

## RECORD OF PROCEEDINGS

Held ~~Minutes of BOARD OF TRUSTEES - BATAVIA TOWNSHIP~~ <sup>36</sup>

110 were taken by the Township Deputies. There was \$778 recovered in stolen property. There were three overdoses. The Quick Response Team had 5 contacts in October. There were no burglaries in October.

### SERVICE DIRECTOR REPORT

Steven Tyminski, Service Director gave the October report.

Ryan Collins passed his CDL, Class A test.

There was some damage to the playground rock climbing section. A price was determined and parts ordered.

There were 2 graves purchased in Olive Branch.

The last work day in the Batavia Village is tomorrow. We have 2 employees who will help.

Laserline sprayed all of the trucks for salt protection. Fluid Film was sprayed on the backhoe to keep it rust free.

Winterizing for the irrigation, sprinkler system, and the backflow is coming soon.

### PUBLIC PARTICIPATION

Michele Balside gave an update on the Amelia Christmas Parade. There is a need for a Grand Marshall. Please email to Michele.

### COMMITTEE REPORTS

Jennifer Haley gave an update on Central Joint Fire & EMS District. They are still going forward with the Lieutenant process. They are looking into getting involved in the Federal Purchasing Program. There is a need to replace the two air boats that aren't holding air anymore and are irreparable. They will be hiring 4 personnel.

Mr. Parsons gave an update on Batavia Union Cemetery. A Township resident volunteered to put flags on the Veterans' graves. There is one more meeting with Donna Amann.

### OLD BUSINESS

#### Continuance of Heritage Farms PD Case #B-03-21ZPD, 6:30 p.m.

Mr. Parsons introduced the new Batavia Township Zoning Administrator, Jeff Uckotter.

Jonathan Woche, Zoning Consultant presented an updated slide presentation about the case. There are two parcels involved. A tree buffer was added, and a split rail fence will be added on the Chapel Road frontage. There will be a

RECORD OF PROCEEDINGS

Minutes of

Meeting

November 9, 2021- REGULAR SESSION

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

RECORD OF PROCEEDINGS

Held ~~Minutes of BOARD OF TRUSTEES - BATAVIA TOWNSHIP~~<sup>30</sup>

minimum of 1630 square feet for single story homes and 2300 square feet for two story homes. All front elevations will present 25% brick or stone.

Mr. Rob Smith of D.R. Horton gave comments on the proposed changes in the case.

The floor was opened to public participation.

Gene Heheman, 3580 Woodview Lane, spoke about concessions, sheds, walking trails, tree buffer (no cut, no clear area), etc.

Bruce Davis, 312 Mt. Holly, was concerned about the Hemlock.

Kip Backscheider, 2018 Plumb Lane, spoke his concerns about slab houses and the need for basements.

Jeff Uckotter spoke about the walking trails, easements, and configurations. Mr. Wocher addressed his comments.

Mr. Sauls motioned the Batavia Township Board of Trustees approve Heritage Farms PD Case #B-03-21ZPD with changes and conditions, to include 8 homes to be at 1630 sq feet, sheds will be prohibited through the HOA, remove the walking trail behind lots 71 and 74, and define the schedule for the installation of the walking trail in section 2 during the final development plan, etc. of both development entrances. Mr. Perry seconded the motion. On the roll being called:

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

There was a five-minute break at 7:04 p.m.

The meeting reconvened at 7:15 p.m.

**ZONING ADMINISTRATOR/INSPECTOR REPORT**

In lieu of the absence of Denise Kelley, Jeff Uckotter gave the October 2021 report. We had a total of 10 single family permits. New homes sold so far this year total was 133.

**TOWNSHIP ADMINISTRATOR REPORT**

Jeff Uckotter presented the first item for consideration which was the Sheriff Deputy contract. The current staffing level is 6 deputies. It is recommended by the Sheriff that staffing be increased to 8. There was a major discussion. There was a levy in 2006 and one in 2016. When the deputies take a call, the average time on the call is about 45 minutes. This will be on the next meeting's agenda.

Jeff went over the Board's future calendar. There was discussion. There will be a Special meeting on December 20<sup>th</sup> at 4:30 p.m. The January meeting will be

RECORD OF PROCEEDINGS

Minutes of

November 9, 2021- REGULAR SESSION

Meeting

BEAR GRAPHICS 800-325-8084 FORM NO. 10148

RECORD OF PROCEEDINGS

Held ~~Minutes of BOARD OF TRUSTEES - BATAVIA TOWNSHIP~~ 20

the 18<sup>th</sup> at 6:00 p.m. The Township Association meeting is scheduled for January 20<sup>th</sup>. The May meeting will be May 10, 2022.

Jeff noted there was damage on Clearbrooke Lane. The sidewalk will need to be replaced.

Choice One needs direction for the Township stimulus grant. The capital funds are through the County. It was agreed to pursue Apple Road improvements.

Jeff put together the Administrative Assistant job description. It is for a full-time position ranging from \$18-\$20 per hour, dependent on qualifications. It will be beneficial that they attend the Zoning meetings.

Jeff is looking to seek proposals for IT, equipment, and network support. OTARMA is requiring that policy holders increase cyber security measures. Jeff will seek several quotes.

Jeff will meet with Loretta. We did receive the proceeds from 66 Charmalee Drive, in the amount of \$7,212.11 and the cell tower lot is in process and action may need to be taken by the Board at the December meeting.

Brick samples are available to pick from to match the surrounding brick buildings/dugouts.

**NEW BUSINESS**

**Resolution 11-01-2021**

Mr. Sauls motioned the Batavia Township Board of Trustees adopt **Resolution 11-01-2021**, amending the 2021 Permanent Appropriations by increasing appropriations in 2273-519-0000 Federal/American Rescue Plan Funds to \$1,000,000.00 for the year 2021, retroactive to October 7, 2021. Mr. Perry seconded the motion. On the roll being called:

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

**Resolution 11-02-2021**

Mr. Sauls motioned the Batavia Township Board of Trustees adopt **Resolution 11-02-2021**, authorizing the abatement, control or removal of vegetation, garbage, refuse or debris for Parcel Identification Numbers 032023D464., 1364 Gumbert Drive; 014506.005., 4302 Gary Ln; and 0245628.005., 2021 Saint Joseph Drive.

Mr. Perry seconded the motion. On the roll being called:

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

RECORD OF PROCEEDINGS

Minutes of

Meeting

November 9, 2021- REGULAR SESSION

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

RECORD OF PROCEEDINGS

Held Minutes of BOARD OF TRUSTEES - BATAVIA TOWNSHIP <sup>20</sup>

**Resolution 11-03-2021**

Mr. Perry motioned the Batavia Township Board of Trustees adopt **Resolution 11-03-2021**, declaring the provided list of 11 laptops and desktops and 3 printers as surplus electronic office equipment and order the equipment disposed of in the best way possible. Mr. Sauls seconded the motion. On the roll being called:

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

**EXECUTIVE SESSION**

Mr. Perry motioned the Batavia Township Board of Trustees move into executive session to discuss compensation of a public employee. Mr. Sauls seconded the motion. Time: 8:27 p.m. On the roll being called:

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

**REGULAR SESSION**

The Board returns to Regular Session at 8:45 p.m.


**Personnel Wage Increase**

Mr. Perry motioned the Batavia Township Board of Trustees approve a pay increase to \$20.00 per hour each, for two employees, Ryan Collins and Caleb Wardlow, effective the next paycheck. Mr. Sauls seconded the motion. On the roll being called:

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

**ADJOURNMENT**

With no further business to come before the Board, Mr. Sauls motioned to adjourn the meeting. Mr. Perry seconded the motion. Meeting adjourned at 8:46 p.m.

  
Rex Parsons,  
Chairman

  
Jennifer Haley,  
Fiscal Officer