

RECORD OF PROCEEDINGS

Meeting

Minutes of

July 11, 2023 – REGULAR MEETING

RECORD OF PROCEEDINGS

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 42

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

The Board of Trustees of Batavia Township met for the July regular meeting at 6:00 p.m. Tuesday, July 11, 2023, at the Batavia Township Community Center.

CALL TO ORDER

Following the Pledge of Allegiance, Jennifer Haley, Fiscal Officer, gave the roll call for the Board of Trustees. Present were: Mr. Sauls, Mr. Parsons, and Mr. Perry. Also present were Karen Swartz, Township Administrator, Taylor Corbett, Planning and Zoning Director, Cody Smith, Service Director, and Sheriff Deputy Benkelmann.

APPROVAL OF AGENDA, MINUTES, AND FINANCIALS

Mr. Parsons motioned the Batavia Township Board of Trustees approve the July 11, 2023 agenda as presented. Mr. Perry seconded the motion. On the roll being called:

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

Mr. Perry motioned the Batavia Township Board of Trustees approve the June 6, 2023 Regular Meeting Minutes and the June 13, 2023 Special Meeting Minutes as presented. Mr. Parsons seconded the motion. On the roll being called:

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

Ms. Haley reviewed all payments made for June.

Mr. Parsons motioned the Batavia Township Board of Trustees approve the June, 2023 Financials as presented. Mr. Perry seconded the motion. On the roll being called:

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

SHERIFF'S DEPARTMENT REPORT

Deputy Benkelmann gave the crime stats for June 2023. There were 178 offense reports taken by the Deputies which is about a 2.2% decrease from last month. Theft was the highest crime type. For the Township, the Deputies took 178 offense reports, 188 incident reports, 21 traffic arrests, 40 traffic warnings, 117 warrant service, 255 civil service, 57 assisting other departments, 32 adult arrests, 0 juvenile arrests and 191 business checks. We took 96% of the incident reports total and 76% of the offense reports. We recovered \$610 in property which were general thefts from businesses. We patrolled 413 neighborhoods this month. There were three overdoses. There were no burglaries in June. There was 1 report of breaking and entering.

The National Night Out will be August 1st. There will be many vendors, as well as Township Deputies and their equipment, Honor Guard, free food, kids' activities, and dunk tank, etc.

SERVICE DIRECTOR REPORT

Cody Smith, Service Director, gave the June report for maintenance activities.

There was much brush, trees, and growth removed from problem areas on township roadways.

We received the new Vac truck. The new technology was taught to the Service Department.

RECORD OF PROCEEDINGS

Minutes of

July 11, 2023 – REGULAR MEETING

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

RECORD OF PROCEEDINGS

Held Minutes of BOARD OF TRUSTEES – BATAVIA TOWNSHIP ²⁰

A sidewalk was poured to tie into Autumn View in Glenwood Trails on the backside of the park.

Culverts and ditching on Summit Road were completed.

Paving preparation for roads needing repairs/patching is being completed for new pavement.

Everything is completed for the Burnham Woods project.

All roads are completed, except the short piece on Summit Road.

All new pickup trucks have been received. We are working on getting them outfitted, lights, etc.

We cleaned up the wooded area in the park.

We have had issues with backflows and irrigation at the park. We are getting all those issues taken care of.

We have had three burials in June in Olive Branch, two full and one indigent. We are working on inputting the CIMS information for the cemeteries. Cody would like to extend graves to 10 feet instead of eight in the new section, in the "500 section" of Olive Branch. This is for spacing for footers and vaults. This will eliminate walkways.

We have items for the Gov.deals website. The two 2011 Ford F250s, the 1992 Ford Vac truck, the Case TR270 skid steer, and an equipment trailer.

Cody will call Line-X to order a set of steps for the new pick-up truck.

Cody will inspect the entrance of Braxton Park as there are holes, and no drainage underneath.

PUBLIC HEARING 6:15 p.m., Case# B-05-23Z – Hutton Property, 4932 SR132 Zone Change

Taylor Corbett, Zoning Administrator gave a summary and staff analysis of the case. Rezoning involves changing the designated portion of the parent tract from agricultural to ER residential district.

There were no comments or questions.

Request for a Motion

Mr. Parsons motioned the Batavia Township Board of Trustees approve **Case #B-05-23Z – Hutton Property, 4932 SR 132**, as presented. Mr. Perry seconded the motion. On the roll being called:

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

TOWNSHIP ADMINISTRATOR REPORT

Karen Swartz, Township Administrator, met with Jeremy Evans in June to discuss basic traffic concerns and future needs due to future developments. There will be a traffic study on old SR32 because of the new traffic patterns near the hospital on new SR32.

Karen spoke with Tim, the Pierce Township Administrator, concerning property updates from their Board. We had an offer on the joint-owned parcel on Huntington. Pierce is not willing to change the zoning for that parcel. Our Board strongly urges we keep the properties divided across the Township Lines.

RECORD OF PROCEEDINGS

Meeting

Minutes of

July 11, 2023 – REGULAR MEETING

RECORD OF PROCEEDINGS

Held Minutes of BOARD OF TRUSTEES – BATAVIA TOWNSHIP ²⁰

Concerning the gas aggregation, we would like to execute a lower contract rate than we currently have. Karen has posted information on FB. Duke is required to notify customers of the changes to their accounts.

Karen spoke with Randy about the dog fountain in the back and it is pending as well as the upgrades to the building.

Karen has been in touch with Anderson about the park shelter improvements. He will look at the posts.

Jenny worked on developing some community events, family events at the Township park. The pond has been stocked for a fishing tournament. We have sponsors and it will be a low-cost event. It may be in June of next year. For music/concert events, we would need electric structure, and available shelters. Bands prefer not to be in shelters. Lighting is an issue. These can be sponsored events. Movies in the park is also an idea. A fall event, trunk-or-treat was also suggested. Holiday events, indoor/outdoor type events are being researched. A workshop day will be scheduled to discuss all the ideas, etc.

Karen spoke about the Amelia Cemetery fund and the uses for it.

Karen alerted the Board about an agricultural barn permit on SR222.

There is a quote still pending about the playground equipment. Karen explained the improvements included in the quote. We can ask for revisions if needed.

We did not receive any projects for the CDBG. Most funding went to the Veteran's Home Project.

The security cameras were upgraded in the back.

PLANNING AND ZONING DIRECTOR/INSPECTOR REPORT

Taylor Corbett gave the June report. We have had six homes in Forest Groves and the record plat for section 1 Bour homes in Heritage Farms, two in Rosewood, two in Derby Place, and there were three multi-family Units in Billingsley. The monthly total is averaging 16 single family units. There are 40 units left in Billingsley, 42 in the condo section of Billingsley, and only 12 left in Estrella. We are averaging permits about the same as 2022.

The violation issues include property maintenance issues.

We met with Jeff Hayes about a paved path and the park connection to Rosewood, and improving/increasing/marking our trails, and their usage. Mr. Parsons asked about the road connection in Glenwood Trails. There is a slope which is a speed bump and is ODOT certified. There was discussion about other cost saving options instead of these speed bumps.

COMMITTEE REPORTS

Mr. Perry gave an update for Central Joint Fire & EMS District. Two people quit, we hired seven. There were 333 EMS runs and basically 150 fire runs. We passed 2 or 3 resolutions.

Mr. Parsons gave the update for Batavia Union Cemetery. We had a meeting last week. The next meeting is the same night as our next Trustee meeting. It will be at 4:30 before the Township meeting. We are looking at adopting a policy for someone to place a private columbarium in the Union Cemetery. This would be for families only. We are working on regulations for record keeping, etc. Mr. Parsons would like the Board to consider reaching out to the OTA for amendments/changes to the ORC that require the cemetery expenses to be shared per the amount of property that is in that township per municipality and township.

RECORD OF PROCEEDINGS

Minutes of

July 11, 2023 – REGULAR MEETING

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3538 FORM NO. 10148

RECORD OF PROCEEDINGS

Held Minutes of BOARD OF TRUSTEES – BATAVIA TOWNSHIP ²⁰

OLD BUSINESS

An email was received from a resident on Lucy Run Cemetery. Someone is fishing off of the bridge where there is no parking available.

NEW BUSINESS

Mr. Parsons motioned the Batavia Township Board of Trustees approve Payment #2 with Ford Development Corp. 11148 Woodward Lane, Cincinnati, Ohio 45241, for the Amelia-Olive Branch Road Sidewalk Phase 2 in an amount not to exceed \$40,684.00 as outlined in the Contractor's Application for Payment from 05/19/2023 and as part of the Community Development Block Grant Program. 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 payment of \$1,041.55, Invoice CLEBTA2108015, to Choice One Engineering for professional services relative to the Amelia Olive Branch Stonelick Sidewalk Project, Phase 2, and as part of the Community Development Block Grant Program. Mr. Parsons seconded the motion. On the roll being called:

Mr. Sauls	yes
Mr. Parsons	yes
Mr. Perry	yes

Motion carried

Mr. Parsons motioned the Batavia Township Board of Trustees retroactively approve the payment of \$41,895.00 on June 21, 2023, to Couch's Fence Co., 54414 SR 133, Williamsburg, Ohio 45176, for Invoice #2774 relative to the installation of a fence and gate at the Burnham Woods Garage located at 3607 Burnham Woods and as part of the Community Development Block Grant Program. 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 payment of \$100,000.00 to Franklin County, Ohio Engineer, 970 Dublin Road, Columbus, Ohio, for Invoice No. 23-1021 relative to the purchase of a 2015 Freightliner (Vac Truck) previously approved in Resolution 06-07-2023 on June 6, 2023. 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 authorize the Township Administrator to purchase a 2024 Kenworth Dump Truck T480 for the Service Department, in an amount not to exceed \$129,068.00, purchased through the Sourcewell Program with a purchase order to be issued with ARPA Funds. There was discussion. Mr. Parsons seconded the motion. On the roll being called:

Mr. Perry	yes
Mr. Sauls	yes
Mr. Parsons	yes

Motion carried

Mr. Parsons motioned the Batavia Township Board of Trustees retroactively approve payment of \$102,770.00 issued on June 8, 2023, to Mt. Orab CDJR, 110 Gabbard Way, Mt. Orab, Ohio

RECORD OF PROCEEDINGS

Minutes of

Meeting

July 11, 2023 – REGULAR MEETING

RECORD OF PROCEEDINGS

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

45154, for the purchase of (2) 2022 Dodge Ram 1500 Trucks 4WD. Mr. Sauls seconded the motion. On the roll being called:

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

Mr. Perry motioned the Batavia Township Board of Trustees approve payment of \$116,250.00 to Mt. Orab CDJR, 110 Gabbard Way, Mt. Orab, Ohio 45154, for the purchase of (2) 2023 Ram 2500 Trucks. Mr. Parsons seconded the motion. On the roll being called:

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

Mr. Parsons motioned the Batavia Township Board of Trustees retroactively approve the **second** quarterly payment issued on June 8, 2023, to the Batavia-Union Cemetery Board in the amount of \$7,000.00 for the 2023 commitment of \$28,000. Mr. Perry seconded the motion. On the roll being called:

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

Mr. Perry motioned the Batavia Township Board of Trustees authorize the Fiscal Officer to issue credit cards to the following staff members:

Taylor Corbett, Planning and Zoning Director, with a limit of \$2,500.00 monthly
Cody Smith, Service Director, with a limit of \$5,000.00 monthly.

Mr. Parsons seconded the motion. There was discussion. 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 the Administrator, Karen Swartz, to execute the Memorandum of Understanding between the University of Cincinnati (UC) Clermont and the Board relative to the use and expenses for the Brian Wilson Field located on the grounds of the Batavia Township Community Park for a 2-year agreement. Mr. Parsons seconded the motion. On the roll being called:

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

Mr. Parsons motioned the Batavia Township Board of Trustees adopt **Resolution 07-01-2023** to authorize the use of ARPA funds for the expenditure from the American Rescue Plan Act of 2021 Funds under the Township’s Standard Allowance for various vendors as outlined in the resolution in the amount of \$324,082.50. Mr. Perry seconded the motion. On the roll being called:

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

Mr. Parsons motioned the Batavia Township Board of Trustees adopt **Resolution 07-02-2023** to authorize Karen Swartz, Township Administrator, to sign a “Blend & Extend” agreement with the current natural gas aggregation agreement with AEP Energy at a rate below the current contracted rate of \$0.839 per ccf and for a term not to exceed 36 months for Batavia Township’s Natural Gas Aggregation Program. Mr. Perry seconded the motion. On the roll being called:

RECORD OF PROCEEDINGS

Minutes of

July 11, 2023 – REGULAR MEETING

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

RECORD OF PROCEEDINGS

Held Minutes of BOARD OF TRUSTEES – BATAVIA TOWNSHIP²⁰

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

Mr. Perry motioned the Batavia Township Board of Trustees adopt **Resolution 07-03-2023** authorizing the following transfer of funds:

General Fund 1000 to TIF Revenue Fund #2 4502 in the amount of \$71,176.81

General Fund 1000 to TIF Revenue Fund #5 4505 in the amount of \$33,651.00

There was discussion. Mr. Parsons seconded the motion. On the roll being called:

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

Mr. Perry motioned the Batavia Township Board of Trustees adopt **Resolution 07-04-2023** authorizing the abatement, control, or removal of vegetation, garbage, refuse, or debris for the following properties:

PARCEL ID	ADDRESS
032022E122P 030103D011C 030103D010C	Michael Beach 9 Letitia Street, Amelia, Ohio 45102
050117.650.	Angela Lynn Hartness & Matthew Tyler Quinn 50 Shady Creek Lane, Amelia, Ohio 45102
034508.009. 034508.008.	Timothy & M Ellington Apple Road, Amelia, Ohio 45102
050103.074.	Kenneth Perkins 27 Chapel Road, Amelia, Ohio 45102

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

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

Mr. Parsons motioned the Batavia Township Board of Trustees adopt **Resolution 07-05-2023**, declaring a motor vehicle(s) located on public or private property in Batavia Township, Clermont County, Ohio, to be junk motor vehicle(s) under r.c. 505.173 and ordering the removal of such vehicle(s) under **Resolution Number 05-03-2022** and r.c. 505.871. The properties and descriptions are as follows:

PROPERTY ADDRESS	PROPERTY OWNER	PARCEL ID	DESCRIPTION OF VEHICLE(S)
53 Charmalee Drive Amelia, OH 45102	Kenneth Axtmann	050117.492.	Gray Hyundai
27 Chapel Road Amelia, OH 45102	Kenneth Perkins	050103.074.	Pontiac Grand Prix Gray Chevrolet Truck Purple Ford Ranger

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

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

RECORD OF PROCEEDINGS

Minutes of

July 11, 2023 – REGULAR MEETING

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-8388 FORM NO. 10448

RECORD OF PROCEEDINGS

Held ~~Minutes of~~ **BOARD OF TRUSTEES – BATAVIA TOWNSHIP** ~~20~~

Mr. Perry motioned the Batavia Township Board of Trustees adopt **Resolution 07-06-2023** declaring the intent to conduct an internet auction for the sale of unneeded, obsolete, or unfit personal property of Batavia Township as outlined in Exhibit A. All logo will be removed. Mr. Parsons seconded the motion. On the roll being called:

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

Mr. Parsons motioned the Batavia Township Board of Trustees adopt **Resolution 07-07-2023** establishing assessment for abatement of nuisance and certifying same to the Clermont County Auditor related to previously adopted Resolutions 05-04-2023 & 06-03-2023 for the following properties:

PROPERTY ADDRESS	OWNER	PARCEL ID	AMOUNT
422 Amelia Olive Branch Amelia, Ohio 45102	Mary Hobbs	032023F102.	\$455.00
4235 Brookside Drive Batavia, Ohio 45103	Steven Luhn	012011A052.	\$2,655.00

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

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

Cemetery Transfers

Presented to the Trustees for signatures were cemetery deed transfers:

Jenny Mills to Leesa Keefe in Lucy Run Cemetery, Lot 25, Graves 2 & 3, and Lot 41, Grave 5.

EXECUTIVE SESSION

Mr. Perry 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

ORC Section 121.22(G)(2) to consider the sale of property

ORC 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.

Time: 8:53 p.m. Mr. Parsons seconded the motion. On the roll being called:

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

The Board returned to regular session at 9:32 p.m. No action was taken.

RECORD OF PROCEEDINGS

Minutes of

July 11, 2023 – REGULAR MEETING

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3888 FORM NO. 10148

RECORD OF PROCEEDINGS

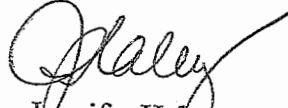
Held Minutes of BOARD OF TRUSTEES – BATAVIA TOWNSHIP²⁰

ADJOURNMENT

With no further business to come before the Board, Mr. Parsons motioned to adjourn the meeting. Mr. Perry seconded the motion. Meeting adjourned at 9:32 p.m.



James Sauls, Jr.,
Chairman



Jennifer Haley,
Fiscal Officer