

RECORD OF PROCEEDINGS

Minutes of

October 10, 2023 – REGULAR MEETING

Meeting

RECORD OF PROCEEDINGS

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

Held Minutes of BOARD OF TRUSTEES – BATAVIA TOWNSHIP 20

The Board of Trustees of Batavia Township met for the October regular meeting at 5:00 p.m. Tuesday, October 10, 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. Perry motioned the Batavia Township Board of Trustees approve the October 10, 2023 agenda as presented. 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 approve the September 5, 2023 Regular Meeting Minutes, as presented. Mr. Perry 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 September 2023 Financials as presented. Mr. Parsons seconded the motion. On the roll being called:

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

SHERIFF'S DEPARTMENT REPORT

Deputy Benkelmann gave the crime stats for September 2023. There were 179 offense reports taken by the Deputies which is a slight decrease from last month. Theft was the highest crime type. For the Township, the Deputies took 135 offense reports, 146 incident reports, 6 traffic arrests, 30 traffic warnings, 101 warrant service, 327 civil service, 42 assisting other departments, 25 adult arrests, 20 juvenile arrests, and 204 business checks. We took 74% of the incident reports total and 75% of the offense reports. We recovered \$15,000 in property which included vehicles and other miscellaneous items. We patrolled 475 neighborhoods this month. There was only one overdose. There were no burglaries in September. There were 2 reports of breaking and entering. Deputy Benkelmann reported on the senior program. Deputies are assigned a senior to check on. We have 13 seniors assigned to the Deputies who they check on at least twice a month.

Mr. Sauls recognized all the Township Deputies and they each introduced themselves.

Honorable Anita Bechmann – Clermont County Municipal Court Judge

Honorable Anita Bechmann is currently a judge at Clermont County Municipal Court. She was appointed and is on the ballot this November and must run for the Municipal Court Judge, for the unexpired term.

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PES Playground Presentation – Perry Frey

Karen gave an overview of the revised plan, changes, price breakdown, resurfacing, splash pad, turf, additional equipment, etc. Perry Frey reviewed the proposed park enhancements. We will have a special meeting to discuss the details before signing a contract.

TOWNSHIP ADMINISTRATOR REPORT

Karen Swartz, Township Administrator, continues to research the gas prices as there is an electric aggregation issue. Duke is working with AEP to resolve the issue. Once resolved, notifications will be sent to the residents involved. Gas negotiations are being worked on as well.

Karen spoke with our consultant for the health insurance renewal.

Karen gave an update on the annexation filed by the Village, a regular type 1 at the top of Clough Pike. Karen will give an update next week.

Karen filed the RID reimbursement today for \$127,000. She is working on the easements for the water line.

Karen will have the snow plow contracts next month and will reach out to all the new subdivisions.

Jenny is working on the finalizing of the memorial tree bench program. Karen has a contract on for repairing the rock on the front of the building.

Karen will meet with Duke next week to review plans for the fence restoration at the Service Department.

Karen will meet next week with Michelle Balside about the Amelia Parade.

Public Hearing for Special Overlay District SP-23-04 CC BRIA

Taylor Corbett, Planning and Zoning Director presented the case which is the Commercial Corridor on Batavia Road Overlay District. The applicant is Michael Vecchio of Maddox Industrial Transformer. They are requesting to expand outdoor storage.

Mr. Parsons motioned the Batavia Township Board of Trustees approve Case SP-23-04 CC BRIA as presented. Mr. Perry seconded the motion. On the roll being called:

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

PLANNING AND ZONING DIRECTOR/INSPECTOR REPORT

Taylor Corbett, Planning and Zoning Director, gave the September 2023 report.

Taylor addressed the Chapel Woods Subdivision Street parking. There have been concerns with access for fire and rescue vehicles and snow removal equipment. We will implement a new policy (upon approval) allowing parking only on the side opposite the location of the fire hydrants.

Taylor reported on Brad Harris' site visits/violation issues for disabled vehicles, etc.

Taylor gave an update on the property located at 3944 SR222, which is a request for an agricultural exemption. We had an administrative appeal through last month's BZA meeting. They heard the presentation from their attorney. This building is used as an agricultural building

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that maintains flowers, cutting and trimming, as well as searing flowers. The BZA Board voted to allow the agricultural exemption against staff recommendations. Brad Harris originally went to measure the property. We will be updating our agricultural sheet.

SERVICE DIRECTOR REPORT

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

The Service Department repaired the Burnham Woods storm culvert by the cul-de-sac. They removed about 20 feet of damaged culvert and replaced it.

We mowed and trimmed around all guardrails and signs in the Township.

All the headstone footers were poured at all the cemeteries.

The fence at Olive-Branch was completed, including grading and straw placement.

We've been working on the Frisbee-Golf course for the last couple of weeks. The pads are 5' wide x 10' long, and 6" thick pads. An Auger was rented for the skid steer for the basket installations.

The Service Department put in a couple of crossings over the ravines in the wooded area. We used culverts from previous sites where they were replaced, so there was no added cost.

Cody obtained two quotes for the foam installation at the Burnham Woods barn. The foam would be for ceilings and gables; the walls are already completed.

COMMITTEE REPORTS

Mr. Sauls gave an update for Central Joint Fire & EMS District. There was a special meeting for approvals. Stan Deimling was hired as District Chief. The new dog is an arson investigator and performs tracking.

Mr. Parsons gave the update for Batavia Union Cemetery. We are up to 39 burials so far this year. It is about 50/50 in cremations and burials. Viola Seibert who was a member, recently passed away. She was 96.

PUBLIC PARTICIPATION

Michael Hall, 97 Tall Trees Drive, inquired for a new elderly neighbor about a Republic trash issue. Karen will reach out to Mr. Hall tomorrow and will get this issue resolved.

NEW BUSINESS

Taylor Corbett introduced Thomas Hanrahan, an Estrella Villa resident, who has been on the BZA Board of Union Township for 30+ years. He is interested in filling the alternate or primary vacancy for our BZA Board. Thomas spoke about his interest in either position.

Scott Colvin's dad was present as a representative for Scott (who is out of town). Scott is interested in the BZA Board position. He has been a Batavia resident for 9 1/2 years. Taylor went over his credentials.

Resolution 10-01-2023

Mr. Parsons motioned the Batavia Township Board of Trustees adopt **Resolution 10-01-2023** for the Transfer of Funds of \$30,000 from the Machinery, Furniture & Equipment Fund #2031-760-740 to Contracted Services Fund #2031-330-360 to fund payments set forth in the 2023 budget retroactive to 09/06/23 for grass mowing throughout the township through the end of the year. Mr. Perry seconded the motion. On the roll being called:

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

Resolution 10-02-2023

Mr. Perry motioned the Batavia Township Board of Trustees adopt **Resolution 10-02-2023** which authorizes the Administrator to sign the deed conveying the property to the Board of County Commissioners, Auditor's Parcel No. 032019A156., located in Batavia Township, for the purpose of provided right of way at the intersection of Chapel Road and SR 132. There was discussion. Discussion was held with the County Engineer who wants the property. Karen will reach out to the neighbor about the change. Mr. Parsons seconded the motion. On the roll being called:

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

Resolution 10-03-2023

Mr. Perry motioned the Batavia Township Board of Trustees adopt **Resolution 10-03-2023** prohibiting parking on certain streets, as outlined in Exhibit A, within the Chapel Woods Subdivision located in Batavia Township. Mr. Parsons seconded the motion. On the roll being called:

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

Proposal Acceptance and Purchase Order

Mr. Parsons motioned the Batavia Township Board of Trustees accept the proposal and issue a purchase order with Southern Ohio RetroFoam, LLC, 11645 SR 72, Leesburg, Ohio 45135, for services at the Burnham Woods Garage in the amount of \$14,000 from the General Fund, for the foam installation on the roof and gables, and to authorize the payment upon completion of work and approval by the Service Director. There was discussion. Mr. Perry seconded the motion. On the roll being called:

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

Administrator Authorization Contract Execution

Mr. Perry motioned the Batavia Township Board of Trustees authorize the Administrator to execute an Eyewash Service Agreement, with the exception of paragraph 17, with Cintas for the installation and maintenance of one eyewash station at the Service Department Office located at 2401 Old SR 32, Batavia, Ohio, for a term of 36 months, and then annually at a monthly rate of \$95.76, with pricing secured through the Sourcewell Program. Mr. Parsons seconded the motion. On the roll being called:

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

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Proposal Acceptance and Purchase Order

Mr. Parsons motioned the Batavia Township Board of Trustees accept the proposal and issue a purchase order from the General Fund with Batchler Heating Service, Inc., 335 Lucy Run Road, Amelia, Ohio 45102, in the amount of \$49,245.00, for the installation of replacement of all the HVAC units for the Community Center and to authorize the payment upon completion of work and approval by the Township Administrator. There was discussion. Mr. Perry seconded the motion. On the roll being called:

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

Estimate Approval and Purchase Order

Mr. Perry motioned the Batavia Township Board of Trustees approve the estimate and issue a purchase order for Anderson Building Restoration, 7916 Carraway Ct., Maineville, Ohio 45039, in the amount of \$2,998.00, from the General Fund, for the repairs to the stone on the front of the Administration Building relative to the damage and additional work on the posts and trim. Mr. Parsons seconded the motion. On the roll being called:

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

Clermont County Chamber of Commerce

Mr. Parsons motioned the Batavia Township Board of Trustees join the Clermont County Chamber of Commerce for 2024 in the amount of \$570.00. Mr. Sauls seconded the motion. On the roll being called:

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

Kiwanis East Fork Region

Mr. Parsons motioned the Batavia Township Board of Trustees join the Kiwanis East Fork Region as a corporate member with annual dues amount of \$130.00. There was discussion. Mr. Perry seconded the motion. On the roll being called:

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

Procure Professional Services

Mr. Perry motioned the Batavia Township Board of Trustees authorize the Township Administrator to procure professional services for surveying and planning and to authorize the execution of said easement documents relative to a water line from Madison Park Drive to benefit the 2024 Park Improvements. Mr. Parsons seconded the motion. On the roll being called:

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

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Adoption of Rules of Play Disc Golf Course

Mr. Parsons motioned the Batavia Township Board of Trustees adopt the Disc Golf Course Standards and Rules of Play for the 18-hole disc golf course located at the Batavia Township Community Center and Park effective 10/10/2023. Mr. Perry seconded the motion. On the roll being called:

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

Trick or Treat Date and Time

Mr. Perry motioned the Batavia Township Board of Trustees set Trick or Treat hours for Tuesday, October 31, 2023, from 6 p.m. to 8 p.m. Mr. Parsons seconded the motion. On the roll being called:

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

Resolution 10-04-2023

Mr. Perry motioned the Batavia Township Board of Trustees adopt Resolution 10-04-2023 authorizing the abatement, control, or removal of vegetation, garbage, refuse, or debris for the following properties:

Table with 2 columns: AUDITOR'S PARCEL ID and PROPERTY OWNER/ADDRESS. Rows include parcel IDs 032023D464, 050117.384, and 012010B081 with corresponding owner names and addresses.

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

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

Resolution 10-05-2023

Mr. Parsons motioned the Batavia Township Board of Trustees adopt Resolution 10-05-2023 which declares 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:

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PROPERTY ADDRESS	PROPERTY OWNER	PARCEL ID	DESCRIPTION OF VEHICLE(S)
2679 Herold Road, Batavia, Ohio 45102	Kenneth Gregory Remers	022012G030.	Ford Explorer
1419 Gumbert Drive Amelia, Ohio 45102	Melissa M. Barney	032023D246.	Green Honda CRV Gray Chevrolet Equinox Gray Mercedes-Benz
2158 Old SR 32, Batavia, Ohio 45103	Robert D. Owens	012002E012.	VW Jetta Chevrolet Trail-Blazer VW Passat

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

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

Additional Items for Discussion


Jennifer Haley gave an explanation for the \$117.25 bill, in regards to the tax penalty. We are not paying and have applied for an exemption. We will apply for the parcel to be tax-exempt as it is not generating revenue anymore.

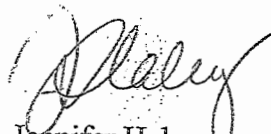
There was a short discussion concerning the old homeless shelter building's usage in the future after it is vacated.

Batavia Schools are having their dedication, open house, and ribbon cutting this Thursday for the new high school and middle school from 6-8 p.m. The Board will be there.

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 7:52 p.m.


James Sauls, Jr.,
Chairman


Jennifer Haley,
Fiscal Officer