

RECORD OF PROCEEDINGS

Minutes of

March 5, 2024 – REGULAR MEETING

Meeting

RECORD OF PROCEEDINGS

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held Minutes of BOARD OF TRUSTEES – BATAVIA TOWNSHIP₂₀

The Board of Trustees of Batavia Township met for the March regular meeting at 5:00 p.m. Tuesday, March 5, 2024, 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. Parsons, Mr. Perry, and Mr. Sauls. 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. Sauls motioned the Batavia Township Board of Trustees approve the March 5, 2024, 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 February 13, 2024, Regular Meeting Minutes, as presented. 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 the February 13, 2024, Work Session Minutes, as presented. Mr. Sauls seconded the motion. On the roll being called:

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

The state Audit went very well due to the hard work of the Township's Fiscal Officer and Administrative Staff.

Mr. Sauls motioned the Batavia Township Board of Trustees approve the February 2024 Financials as presented. Mr. Perry seconded the motion. On the roll being called:

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

SHERIFF'S DEPARTMENT REPORT

Deputy Benkelmann gave the crime stats for February 2024. For the Township, the Deputies took 137 offense reports. The highest crime type was theft, which totaled 16.

The Batavia Township Deputies took 119 offense reports, 116 incident reports, 55 traffic arrests, 94 traffic warnings, 233 warrant services, 348 civil services, assisted 75 different calls from other departments, 47 adult arrests, 7 juvenile arrests, and 350 business checks. We took 87% of the incident reports total and 84% of the offense reports. We recovered \$160 in property which included stolen items. We patrolled 545 neighborhoods this month. There were three overdoses. There was one burglary in February. There was one breaking and entering in February.

CITIZEN RECOGNITION

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The Board honored Kristine West-Kahl who was chosen as the Chamber of Commerce Volunteer of the Year. Kristine and her family are Batavia Township residents, and she is currently the President of the Kiwanis of the East Fork Region.

GRANT PRESENTATION

Karen Swartz spoke about the Purina Trust Fund Grant Award that staff had applied for last year and were awarded \$20,000 for improvements to the dog park. Stephanie Portanova, Associate HR Manager from the Purina presented a check to the Township in support of the dog park. Karen stated that the plans are to use this for two water stations, shade sails, and other items in the dog park area. Ms. Portanova provided an update to the Board on construction, and they have 50 employment interviews this week. She stated that they will eventually have 400 to 500 active employees at Purina located in Williamsburg Township.

COMMITTEE REPORTS

Mr. Sauls gave an update for Central Joint Fire & EMS District. We finalized the appropriations at last night's meeting. There were 305 EMS runs last month and 135 fire calls. We will be getting a new squad on the road soon. There should be another squad on the road in April. We have a painting contract to paint the entire office and both fire bays. There are some drains that need repair.

Mr. Parsons gave the update for Batavia Union Cemetery. We will have a request at the joint May meeting to approve some paving.

SERVICE DIRECTOR REPORT

Cody Smith, Service Director, was not at the meeting due to illness. Karen Swartz gave the February report.

Karen presented the purchased cemetery software demonstration, CIMS. Deeds are currently being entered into the system.

Cody got quotes for the A-boom attachment for the John Deere Tractor and the mower max. After attending a local presentation on the mower max, the A-boom is the purchase of choice.

Mr. Parsons reported we are currently at 40 internments at Batavia Union Cemetery, 15 are cremations. There are 5 cremations coming this week.

Road closures were organized by Cody Smith on Summit Road for the culvert replacements.

The County Road resurfacing program bid came in at \$345,000. This was under the set budget.

The clean-up/junk days are scheduled for April 18th thru April 20th from 8 a.m. to 2 p.m. each day.

Hand dryers were installed in the bathrooms.

There was a snow event on February 16th.

We received the Security Fence quote for guardrails on Greenbriar Road and Snider Road.

PLANNING AND ZONING DIRECTOR/INSPECTOR REPORT

Taylor Corbett, Planning and Zoning Director, gave the February 2024 report.

The Pike with a Purpose project is scheduled for March 11th thru March 13th at Woodside Church. Monday will be about the details; the open house will be 5-7 p.m. Tuesday will be

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mostly a work session. The closing presentation will be from 4:30-6:30 on the third day which includes all the responses from the community.

We will soon be drafting the amendments to the Zoning Resolution.

Taylor gave updates on other projects such as site plans, UDF on SR125, small self-storage units, and a proposed Skyline location.

The American Modern has a solar farm site plan approval, specifically for the American Modern Building.

Tractor Supply submitted its site plan to the Township, including its proposed facility.

The new Zoning Inspector, Jim Decamp, has been working with Brad Harris on operations.

For February there have been 6 single-home permits in Forest Grove, 4 in Billingsley, 4 in Rosewood, and 1 in Derby Place. There were no multi-family permits in February. There are 7 lots left in Derby Place, 93 lots left in Rosewood, 64 in Forest Grove, 26 single-family units left in Billingsley, 27 condo units left in Billingsley, and 47 left in Heritage Farms.

TOWNSHIP ADMINISTRATOR REPORT

Karen Swartz, Township Administrator, gave the February report.

Karen is getting quotes for shelter upgrades.

Karen is ordering new vinyl signs from A&A Safety, for the disc golf course.

We've applied for phase II capital grants for park improvements. Karen is working on grant opportunities; one is through the Park District. Karen is looking into obtaining two AEDs with public access. Also, she is working on getting quotes for cornhole for shelter 2.

Karen spoke with Choice I Engineering about options for the CDBG. Karen will forward recommendations to the Trustees.

The insurance quote from OTARMA came back and was higher due to property value increases and budget increases. We did receive a loyalty credit.

An annexation was filed February 26th. The Commissioners acknowledged the receipt of the filing February 28th.

We will be getting pickleball courts resurfaced. Karen ordered new windscreens. Karen is researching getting benches to place along the sidewalk for residents waiting to play pickleball.

Karen gave updates on the splash pad and is awaiting approval on the splash pad permit.

The Easter Egg Hunt is on March 30th from 9 a.m. to noon. Vendors and activities are all set.

PUBLIC PARTICIPATION

Wayne Porter, 4071 Greenbriar Rd. had a question about the guardrail project and a dip in the road on Greenbriar near the VFW Hall. Cody will review this location.

There was a five-minute break.

OLD BUSINESS

Karen spoke about the occupancy of the old homeless shelter, located at 2403 Old SR32.

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NEW BUSINESS

Mr. Sauls motioned the Batavia Township Board of Trustees approve renewing Batavia Township’s insurance policy with OTARMA and to authorize the payment of the premium for 2024 in the amount of \$31,471.87. Mr. Perry 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 increase the credit card limit from \$2,500 to \$5,000 on the Township Issued Credit Card for Karen Swartz. Mr. Perry seconded the motion. On the roll being called:

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

Mr. Sauls motioned the Batavia Township Board of Trustees approve a quote from Security Fence Group, Inc. to install 2,355 feet of guardrail on Greenbriar Road for the quoted amount of \$67,115.00 and to issue a purchase order using ARPA Funds. Mr. Perry seconded the motion. There was discussion. 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 purchase an A-Boom from Kalida Truck Equipment, of Kalida, Ohio in the amount of \$76,900.00 off of the state bid pricing, Quote KVC0006947 using ARPA funds. Mr. Sauls seconded the motion. On the roll being called:

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

Mr. Sauls motioned the Batavia Township Board of Trustees purchase a John Deere Tractor from TRULAND EQUIPMENT LLC, of VanWert, Ohio in the amount of \$116,989.84 and an additional \$5,550.00 for tires for a total of \$122,539.84 through the Sourcewell Ag Tractors 082923-DAC using ARPA Funds. Mr. Perry seconded the motion. On the roll being called:

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

Mr. Sauls motioned the Batavia Township Board of Trustees draft a letter of support to the Abrams Foundation for a funding request and a proposal for improvements to the Brian Wilson Field located at the Community Park in conjunction with the University of Cincinnati, UC Clermont, and the UC Foundation. 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 authorize the first half payment of the 2024 contract with the Clermont County Sheriff for law enforcement per our three-year contract in the amount of \$531,444.20. This is the third year. Mr. Sauls seconded the motion. There was discussion. On the roll being called:

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

Mr. Sauls motioned the Batavia Township Board of Trustees approve the rate increases for Cemetery Lawn Services from Sullivan Services for 2024 and to authorize Karen Swartz, Administrator, to execute the revised quote as noted below:

- Odd Fellows Cemetery from \$202.00 to \$215.00
- Greenbriar Cemetery from \$74.00 to \$80.00
- Lucy Run Cemetery from \$217.00 to \$227.00
- Olive Branch Cemetery from \$315.00 to \$330.00
- Church Street Cemetery from \$87.50 to \$94.00

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

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

Resolution 03-01-2024

Mr. Perry motioned the Batavia Township Board of Trustees adopt **Resolution 03-01-2024** to initiate amendments to the Batavia Township Zoning Resolution and to begin public hearings and action with the Batavia Township Zoning Commission. Mr. Sauls seconded the motion. There was discussion. On the roll being called:

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

Resolution 03-02-2024

Mr. Sauls motioned the Batavia Township Board of Trustees adopt **Resolution 03-02-2024** relating to the 2024 Permanent Appropriations, totaling \$5,402,491.83 as presented. Mr. Perry seconded the motion. There was discussion. On the roll being called:

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

Resolution 03-03-2024

Mr. Perry motioned the Batavia Township Board of Trustees adopt **Resolution 03-03-2024** 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:

PROPERTY ADDRESS	PROPERTY OWNER	PARCEL ID	DESCRIPTION OF VEHICLE(S)
40 Hopkins Avenue, Amelia, Ohio 45102	Carol S. Ostenkamp	050103D016. 050103D017.	GMC Truck GMC Truck
367 Judd Road Amelia, Ohio 45102	Jaden Michael Williams	03203D074.	Unknown make maroon vehicle
364 Amelia Olive	Brian J. &	03203F052.	Silver Pontiac Solstice

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Branch Road Amelia, Dyanne Zamora
Ohio 45102

Buick Park Avenue

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

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

EXECUTIVE SESSION

Mr. Sauls motioned the Batavia Township Board of Trustees move into Executive Session under the following:

ORC Section 121.22G(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.

ORC Section 121.22G(1) to consider the appointment, employment, or compensation of public employee.

Mr. Perry seconded the motion. Time: 7:26 pm. On the roll being called:

Mr. Parsons	yes	
Mr. Saul	yes	
Mr. Perry	yes	Motion carried

The Board returned to regular session at 8:27 p.m.

Additional Items As a Result of the Executive Session

Mr. Sauls motioned the Batavia Township Board of Trustees pay out 25% of Brad Harris’s leave (sick pay) balance to him at his last paycheck. 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 at 8:28 p.m.

Rex A. Parsons,
Chairman

Jennifer Haley,
Fiscal Officer