

**RECORD OF PROCEEDINGS**

JUNE 4, 2024– REGULAR 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 June regular meeting at 5:00 p.m. Tuesday, June 4, 2024, at the Batavia Township Community Center.

**CALL TO ORDER**

Following the Pledge of Allegiance led by Lonnie Winkler, retired US Army Veteran, 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 June 4, 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 May 7, 2024 Regular Meeting Minutes, as presented. Mr. Sauls seconded the motion. On the roll being called:

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

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

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

**SHERIFF’S DEPARMENT REPORT**

Deputy Benkelmann gave the crime stats for May 2024. There were 27 violent crimes, 39 property crimes, 8 personal crimes, 7 drug and alcohol related, 73 information reports, and 2 juvenile related offenses. This is an increase of about 13.5% from last month. There were 23 theft related offenses which was the highest crime type.

The Batavia Township Deputies took 104 offense reports and 135 incident reports. There were 22 traffic arrests, 40 warnings, 79 warrant services, 367 civil services, 56 assists to other departments, 36 adult arrests, 17 juvenile arrests, and 183 business checks. We took 80% of the incident reports as well as 63% of the offense reports. There was \$10,000 in recovered property which was a stolen vehicle. There were 393 neighborhoods patrolled. We had eight overdoses.

There are staff changes in the Sheriff’s Department. Sheriff Leahy announced we have a Township replacement, Deputy Dillon Bailey. He is replacing Deputy Wallace, who is promoted to Corporal.

**UC Clermont Baseball Team Recognition – 2024 National Champions**

The Board recognized our UC Clermont Baseball Team, who plays on the Brian Wilson Field located at the Township Park. The team recently won the National Championship. Coach Keith Bauman spoke on behalf of the team. The Baseball Team won its first championship in 2013. The Board thanked Coach Bauman for taking great care of the field.



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**COMMITTEE REPORTS**

Mr. Sauls gave an update for Central Joint Fire & EMS District. There were 363 runs last month which is a record. There were 133 fire runs, 30 inspections, and 1 re-inspection. There were 2 resignations. We had ten applications for basic EMT's, and one new hire which is a paramedic.

Mr. Parsons gave the update for Batavia Union Cemetery. They will meet tomorrow.

**SERVICE DIRECTOR REPORT**

Cody Smith, Service Director, gave the May report. Cody was congratulated on the birth of their daughter.

The Department performed ditching and a cross-culvert on Millhaven.

We resealed the decorative concrete around the dog memorial at the Township Park.

We received our new John Deere Tractor with the A-Boom attachment. We are very happy with this machine.

We correctly regraded the entire field, reseeded and strawed, and put in a drainage ditch at the old homeless shelter.

We put in a cross-culvert at Union Chapel. It is a 12-inch steel. Union Chapel is ready to be paved.

The paving has been completed in Clearbrook, Pebble Creek, and Wildbrook Court. We are supposed to finish up paving on Union Chapel, Midland, and all the side streets in Mt. Holly Preserves. Summit Road is held up as the County is replacing a bridge near Fox Run Lane.

There is an issue with the catch basin on Madison Park Drive.

There were 4 full burials and 1 indigent cremation in May. We completed a cemetery workday on May 16<sup>th</sup>.

Guardrail work on Greenbriar is scheduled to start on Thursday, June 6<sup>th</sup>. This should only be a couple of days. Next will be Snider Road.

Our new truck is complete and ready for pick-up.

**PLANNING AND ZONING DIRECTOR/INSPECTOR REPORT**

Taylor Corbett, Planning and Zoning Director gave the May report.

From May 15th through May 18<sup>th</sup>, Taylor attended a three-day meeting for the Congress of New Urbanism. This is for new ideas for planning, architecture, and engineering. We presented our project idea for the Amelia corridor. Taylor gave an update on Pike with a Purpose, including illustrations and recommendations. There was a GIS layover of the illustration which shows the amount of open space from an aerial view. This vision shows the pedestrian corridor for the shared townships.

There will be an extension of Winemiller Lane for the proposed Skyline.

Taylor went over a minor modification for The Ridge Project. There is a 4-phase development plan.

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Taylor gave the update on permits, home sales, availability and the Zoning Inspector’s report. There were 25 resolved yard nuisance violations, 5 vehicles, and 2 with no permits. Taylor reviewed all the issues for May.

Taylor is following up with the Batavia Post Office about the mailboxes on Amelia Olive Branch.

Mr. Parsons brought up a discussion with HOA’s about keeping electric cars out of garages of attached condos. Taylor will research this topic.

**TOWNSHIP ADMINISTRATOR REPORT**

Karen Swartz, Township Administrator, gave the May report.

The Township’s dental plan was sold to Sun Life. This was a seamless process. Karen has a scheduled staff meeting next week to let everyone know.

Karen gave an update and shared the color choices for the splash pad.

Next Saturday we will have a movie in the park at 7:30 p.m. Auxier Gas offered a donation for snacks.

We will get bids for the parking lot paving.

We had our ARPA audit released.

OTARMA will be here to evaluate/audit our buildings on June 12<sup>th</sup>.

We are waiting on bids for the old Amelia Victorian building.

The pond will be stocked on June 12<sup>th</sup>.

The pickleball courts still need more striping.

We still need drawings for the splashpad.

The zipline, playground, etc. area will be open except the area around the splashpad.

Karen spoke about the lease of the Sauls homeless shelter.

**PUBLIC PARTICIPATION**

Lonnie Winkler commented Republic has left trash on the side of the street in Sycamore Creek subdivision. They are running almost a week behind in their pick-ups. Lonnie referred residents to Karen Swartz about the complaints.

Brad Moore asked if there will ever be a firehouse on this side of the Township.

**NEW BUSINESS**

**Resolution 06-01-2024**

Mr. Sauls motioned the Batavia Township Board of Trustees adopt **Resolution 06-01-2024** for Parking Regulations for Batavia Township streets. There was discussion. The Sheriff’s Department was in favor. Mr. Perry seconded the motion. On the roll being called:

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



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**Resolution 06-02-2024**

Mr. Sauls motioned the Batavia Township Board of Trustees adopt **Resolution 06-02-2024** authorizing the Trustees to discard or salvage property, which is not needed for public use, is obsolete, or is unfit for the use of which it was acquired and has no value. Mr. Perry seconded the motion. On the roll being called:

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

**Resolution 06-03-2024**

Mr. Sauls motioned the Batavia Township Board of Trustees adopt **Resolution 06-03-2024** declaring the 2013 Ford Explorer no longer needed for public use by Batavia Township, and to authorize the Township Administrator to sell the vehicle for \$6,000.00 to Tate Township, Clermont County, Ohio. Mr. Perry seconded the motion. On the roll being called:

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

**Resolution 06-04-2024**

Mr. Perry motioned the Batavia Township Board of Trustees adopt **Resolution 06-04-2024** amending Appropriations for Current Expenses for 2024 effective April 30, 2024. There was discussion. Mr. Sauls seconded the motion. On the roll being called:

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

**Resolution 06-05-2024**

Mr. Sauls motioned the Batavia Township Board of Trustees adopt **Resolution 06-05-2024** approving a transfer from General Funds and contribute \$27,500 to the Batavia Union Cemetery for driveway resurfacing/paving located at the Batavia Union Cemetery. Mr. Perry seconded the motion. On the roll being called:

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

**Resolution 06-06-2024**

Mr. Perry motioned the Batavia Township Board of Trustees adopt **Resolution 06-06-2024** amending Appropriations for Current Expenses for 2024 and Transfer of Funds effective June 4, 2024. There was discussion. Mr. Sauls seconded the motion. On the roll being called:

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

**Resolution 06-07-2024**

Mr. Sauls motioned the Batavia Township Board of Trustees adopt **Resolution 06-07-2024** establishing assessment for abatement of nuisance previously approved in **Resolution 04-03-**

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2024 and certifying same to Clermont County Auditor relative to 358 Mt. Holly Road. The amount is \$2,468.35. Mr. Perry seconded the motion. On the roll being called:

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

**Resolution 06-08-2024**

Mr. Perry motioned the Batavia Township Board of Trustees adopt **Resolution 06-08-2024** authorizing the abatement, control, or removal of vegetation, garbage, refuse, or debris for the following properties:

<b>PROPERTY ADDRESS</b>	<b>PROPERTY OWNER</b>	<b>AUDITOR PARCEL ID#</b>
12 Hitchcock Lane Amelia, Ohio 45102	James Vernon Carson 12 Hitchcock Lane Amelia, Ohio 45102	050103B002.
23 Hitchcock Lane Amelia, Ohio 45102	Mary E. Giwer 39 Mallard Drive Amelia, Ohio 45102	032022E004W.

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

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

**Resolution 06-09-2024**

Mr. Sauls motioned the Batavia Township Board of Trustees adopt **Resolution 06-09-2024** adopting Park Splash Pad Rules and Regulations. Mr. Perry seconded the motion. On the roll being called:

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

**MOA**

Mr. Sauls motioned the Batavia Township Board of Trustees execute an amended memorandum of understanding with Pierce Township Board of Trustees, previously approved in **Resolution 05-04-2024**, relative to the traffic signal pole enhancements along the State Route 125 Corridor with a total increased cost of \$15,740.00 from ARPA Funds. Mr. Perry seconded the motion. On the roll being called:

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

**Proposal Approval**

Mr. Perry motioned the Batavia Township Board of Trustees approve the proposal from Sign Graphics & Design, 420 Main Street, Milford, Ohio 45150 for the purchase and installation of a new entry sign for the Sports Complex and to issue a purchase order in the amount of \$6,185.00 and to further authorize payment of \$3,092.50 as a deposit from ARPA Funds. Mr. Parsons seconded the motion. On the roll being called:

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

### Membership Approval

Mr. Sauls motioned the Batavia Township Board of Trustees approve memberships to the Adams, Brown, Clermont & Highland Farm Bureaus for one year and authorize payment in the amount of \$450.00. Mr. Perry seconded the motion. On the roll being called:

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

### Payment Authorization

Mr. Sauls motioned the Batavia Township Board of Trustees authorize a payment to Kalida Truck in the amount of \$76,900.00 from the Purchase Order 24-2024 for the A-Boom using ARPA Funds previously authorized at the March 5, 2024 regular meeting. There was discussion. Mr. Perry seconded the motion. On the roll being called:

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

### Payment Approval

Mr. Perry motioned the Batavia Township Board of Trustees approve payment to Truland Equipment, LLC for John Deere Tractor Tires in the amount of \$5,550.00 from Purchase Order 27-2024 using ARPA Funds, previously approved at the March 5, 2024 regular meeting. Mr. Sauls seconded the motion. On the roll being called:

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

### Quote Approval

Mr. Perry motioned the Batavia Township Board of Trustees approve a quote for additional guardrail on Greenbriar Road, on both sides of the road near the 4070 Greenbriar Road in the amount of \$13,610.00 with Security Fence Group, Inc. and to issue a purchase order in the same amount from ARPA Funds. Mr. Sauls seconded the motion. On the roll being called:

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

### Payment Approval

Mr. Sauls motioned the Batavia Township Board of Trustees approve payment to Ohio Cat, Invoice #W0020343721, in the amount of \$6,820.43 for services for the head gasket on the 289 Skid Steer. Mr. Perry seconded the motion. On the roll being called:

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

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**Travel Request**

Mr. Parsons motioned the Batavia Township Board of Trustees approve an out-of-state travel request for Taylor Corbett to attend the Annual Planning Directors Summit hosted by ESRI, with expenses not to exceed \$1,500.00. Mr. Perry seconded the motion. On the roll being called:

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

**Contract Approval**

Mr. Sauls motioned the Batavia Township Board of Trustees approve a professional services contract with Choice One Engineering for Parking Lot Resurfacing and for the Township Administrator, Karen Swartz to execute any necessary documents or contracts, in an amount not to exceed \$7,000.00 using ARPA Funds. Mr. Perry seconded the motion. On the roll being called:

Mr. Sauls	no	
Mr. Parsons	no	
Mr. Perry	no	Motion carried

**Personnel Action**

Mr. Sauls motioned the Batavia Township Board of Trustees approve the following personnel action: Austin Mercer, Service Worker 1, Probation End, effective June 4, 2024. Mr. Perry seconded the motion. There was a discussion. On the roll being called:

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

**CEMETERY DEED**

The Board signed a cemetery deed for Olive Branch Cemetery, Dave and Amy Mullins, 2 lots, Lot 70, Graves 6 & 7.

**TRUSTEES DISCUSSION/OTHER ITEMS**

Mr. Parsons mentioned the CJFED Board change next month and the lack of funds going to CJFED.

Donna Cann submitted her letter of resignation as secretary for the CCTA. They are in need of a secretary treasurer. The Board will send a letter of thanks to Donna.

The Clear Mountain Energy Center is having a meeting at Williamsburg School regarding their solar project. This will be Thursday, August 1st. The Board will attend.

There is a meeting this Friday for the National Night Out.

Karen received information about Ohio Open Doors. We can designate a time and invite residents to check out the Township Community Center and the information inside.

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**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 7:42 p.m.



Rex A. Parsons,  
Chairman



Jennifer Haley,  
Fiscal Officer