

**RECORD OF PROCEEDINGS**  
August 7, 2024 – REGULAR MEETING

Minutes of

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 August regular meeting at 4:15 p.m. Wednesday, August 7, 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, and David Frey, Law Director.

**EXECUTIVE SESSION**

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

**ORC Section 121.22G**

(3) Conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action.

Mr. Sauls seconded the motion. Time: 4:16 pm. On the roll being called:

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

The Board returned to Regular Session at 4:55 p.m. A short recess was taken until 5:00 p.m.

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 August 7, 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 July 2, 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. Sauls motioned the Batavia Township Board of Trustees approve the July 2, 2024 Work Session Minutes as presented. Mr. Perry seconded the motion. On the roll being called:

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

Ms. Haley reviewed the financials.

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

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

### SHERIFF'S DEPARTMENT REPORT

Deputy Benkelmann gave the Batavia Township crime stats for July, 2024.

The National Night Out was a success last night.

The Batavia Township Deputies had an increase of 8.7% in offense reports in July. The highest crime type was theft. There were 47 property, 29 violent crimes, 19 personal crimes, 11 drug and alcohol related crimes, 53 informational reports, and 9 juvenile related offenses.

The Clermont County Sheriff Deputies took 141 offense reports, 140 of the incident reports. There were 27 traffic arrests, 77 warnings, 116 warrant services, 393 civil services, 89 assists to other departments, 65 adult arrests, 7 juvenile arrests, and 194 business checks. We took 82% of the incident reports as well as 84% of the offense reports. There was \$10,335.00 in recovered property which included a stolen vehicle. There were 468 neighborhoods patrolled. Most of the traffic arrests occurred in the area of Judd Road. There is a speed sign on Judd. There were zero overdoses for July. There were three burglaries in July. There was one breaking and entering offense.

### COMMITTEE REPORTS

Jennifer Haley gave an update for Central Joint Fire & EMS District. In June there were 395 EMS runs, 168 fire runs; July had 369 EMS runs, and 175 fire runs. There are many inspections and plan reviews to be completed. There are 5 members on the Committee. There are two Batavia Township Trustees, one member at large. There is also the Village Mayor and a Council member. There were three in attendance at the meeting, the Township Trustees, and the member at large. No one else was at the meeting.

Mr. Parsons gave the update for Batavia Union Cemetery. We operate with the Batavia Village Union Cemetery. This consists of a Trustee, a Village Council member, and a member at large. Batavia Township puts in the same dollar amount in expenses as the Village even though only a small portion is in the Township. So far this year we have had 15 internments, 6 of which have been cremations. We have two work sessions coming up. November 18<sup>th</sup> and October 30<sup>th</sup> and 31<sup>st</sup>. We meet monthly.

### SERVICE DIRECTOR REPORT

Cody Smith, Service Director, gave the July report.

We took down a tree at CJFED on Old SR32.

We finished the second catch basin on Lucy Run.

We have been using the new John Deere boom mower almost every day this month, trimming everything back off the roads.

We weeded around all the signs and guardrails in the Township.

We performed milling and patching on Easter Ave.

We installed a military marker in Olive Branch Cemetery. We set all the military markers.

We installed the new wind screen on the pickleball court.

We performed ditching on Marbe Lane.

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The water on Apple Rd caused erosion of the road. The Service Dept. dug it out and put in new blacktop.

There was a sinkhole on Breckenridge Drive which was a water line. The Clermont County Water Dept. will do the repairs.

Cornerstone Development completed the 2-inch water line to the splash pad.

The chain link fence on Lucy Run Cemetery is in bad shape. A tree fell on it as well. The fence will be taken down.

We had one cremation at Lucy Run, one full burial at Olive Branch, and the sale of one grave at Olive Branch.

There was discussion about the paving of Summit Road. It will be paved from old SR32 to the railroad tracks as the prep work is already completed.

**PLANNING AND ZONING DIRECTOR/INSPECTOR REPORT**

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

We had seven lots sold in Forest Grove, zero in Billingsley, seven lots in Rosewood, one in Derby Place, and five in Heritage Farms. There were zero multifamily homes.

The average total for July was \$388,329. The average for the year is \$389, 439.00. Total year to date single family units is 103 with 11 attached units.

We have zero lots left in Derby Place, 75 available in Rosewood, 47 in Forest Grove, 41 lots in Heritage Farms, 17 in Billingsley-single family section, and then 18 left in Billingsley condos.

Total permits issued year to day totals 318. Taylor presented the list of all permits to the Board.

Taylor reviewed the zoning complaints. There were 54 tagged parking regulation complaints, 45 of which have been resolved.

There are no new Zoning Commission cases and one BZA case at the end of this month.

On the corner of SR125 and Amelia Olive Branch, the site plan for Aldi’s has been submitted. There will be a connecting parking lot to the new UDF. Taylor is reviewing the site plan. UDF should be completed by the end of the year.

There was a recess at 5:50 p.m. for ten minutes before the 6:00 p.m. Zoning Hearing.

**PUBLIC HEARING**

**6:00 p.m. Case B-04-24ZPD from “R1” to “PD”, 295 Judd Road, PIN 032021C068 and 032021C040.**

Jonathon Woche, Zoning Consultant, swore in all public participants, facilitated the hearing, and gave a summary of the case.

The applicants, Josh Allen and Nick Fore, spoke on behalf of the development.

Chris Wren, 208 Judd Rd. shared concerns about the traffic and safety on Judd Rd. Chris had spoken with the Clermont County Engineer’s office.

The Board discussed topics including density, proposed green spaces, amenities, off-street parking, and the recommended conditions from the Zoning Commission.

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Mr. Sauls motioned the Batavia Township Board of Trustees deny the case as presented. Mr. Perry seconded the motion. Discussion was held between the Board and the Applicant on revising the plan and resubmitting. Mr. Sauls motioned the Batavia Township Board of Trustees to withdraw the previous motion. Mr. Perry seconded the motion.

Mr. Sauls motioned the Batavia Township Board of Trustees continue this case at a future date for adjustment of the plan. Mr. Perry seconded the motion. On the roll being called:

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

7:00 p.m. Case B-05-24ZPD from "PD" to "PD", 4024 Amelia-Olive Branch Road, PIN 0102008D030.

Jonathon Woche, Zoning Consultant, swore in all public participants and presented a summary of the case. The property is approximately 18.3 acres.

Robert Hayes spoke with Grand Communities on behalf of the development.

John Brock, 2405 Gatetree, had concerns about the water against his property line, the slow water release, and who will maintain stormwater discharge to adjoining properties.

Mike Nussbaum, 4200 Meadowfield Ct., had concerns about the stormwater discharge to adjoining properties.

Mr. Sauls motioned the Batavia Township Board of Trustees approve Case B-05-24ZPD with the conditions. Mr. Perry seconded the motion. There was discussion. Mr. Hayes offered that on the condition, that references the design of the stormwater management system will be in accordance with the Clermont County Regulations. On the roll being called:

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

There was a five-minute break.

TOWNSHIP ADMINISTRATOR REPORT

Karen Swartz, Township Administrator, gave the July report.

The parking lot paving is set to go to bid starting August 29th and should be awarded next month. This will come from the ARPA Funds.

Hannah Lubbers spoke about the old homeless shelter contract/lease with the Adams/Clermont Solid Waste District. There is a need for a place for the township residents to dispose of their solid hazardous waste. There will be two employees.

Karen would like to start a special events committee of volunteers for the township.

Karen executed the gas aggregation contract today. The rate is a 30% reduction from our current rate. This will go into effect in October. Residents will get a notification about the aggregation. They can opt out if they choose.

Taylor, Rex, and Karen attended the Clear Mountain Energy Solar meeting. Karen shared slides about the meeting. The next hearing is September 10th at 10:00 a.m in Columbus.

The zip line is installed on the playground and residents appear to love it.

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The Welcome Brochure has been sent to be published for our website and will be handed out to all home builders.

Karen has suggested items for purchase for the dog park from the Purina Grant.

Karen received two fencing quotes.

Karen would like to have a policy for the township drone usage.

The Township staff completed the fraud training.

Cody Smith is finishing the cornhole boards.

The Deltec payment needs approval. This is for the purchased AED's and cornhole boards.

Taylor and Karen attended the TIRC meeting today.

Karen is working on baseball contracts and fees.

Karen will be having a meeting with ODOT about Herold Road, Bauer Road traffic, and the accidents.

The sports park entrance sign should be installed in the next day or two.

Karen spoke about the budget and ARPA Funds.

**NEW BUSINESS**

**Resolution 08-01-2024**

Mr. Sauls motioned the Batavia Township Board of Trustees adopt **Resolution 08-01-2024**, establishing assessments for abatement of junk motor vehicles certifying same to Clermont County Auditor.

PROPERTY ADDRESS	PROPERTY OWNER	AUDITOR PARCEL ID#	AMOUNT OF ASSESSMENT
2250 State Route 125 Amelia, Ohio 45102	Gilbert E. Jester	032018A025.	\$425.00

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

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

**Resolution 08-02-2024**

Mr. Perry motioned the Batavia Township Board of Trustees adopt **Resolution 08-02-2024** establishing assessments for abatement of nuisance certifying same to Clermont County Auditor.

PROPERTY ADDRESS	PROPERTY OWNER	AUDITOR PARCEL ID#	AMOUNT OF ASSESSMENT
2519 Herold Road Batavia, Ohio 45103	Courtney R. Pemberton	022011F063.	\$978.94

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

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

### Resolution 08-03-2024

Mr. Sauls motioned the Batavia Township Board of Trustees adopt **Resolution 08-03-2024** establishing New FUND NO. 2906 as a Miscellaneous Special Revenue Fund to receive all capital funds from the State of Ohio effective July 31, 2024. Mr. Perry seconded the motion. On the roll being called:

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

### Resolution 08-04-2024

Mr. Perry motioned the Batavia Township Board of Trustees adopt **Resolution 08-04-2024** authorizing the joint sale of the former Village of Amelia Real Estate with Pierce Township and the hiring of a Commercial Real Estate Agent. Mr. Sauls seconded the motion. On the roll being called:

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

### Membership Approval

Mr. Parsons motioned the Batavia Township Board of Trustees approve membership to the Kiwanis Club of East Fork Region for Corporate Membership, in the amount of \$130.00 for the one-year term. Mr. Perry seconded the motion. On the roll being called:

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

### Administrator Authorization

Mr. Perry motioned the Batavia Township Board of Trustees authorize Karen Swartz, Township Administrator to execute a Lease Agreement with the Adams-Clermont Solid Waste District for office space located at 2403 Old SR 32 for a term of five (5) years. Mr. Parsons seconded the motion. On the roll being called:

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

### Quote Approval

Mr. Sauls motioned the Batavia Township Board of Trustees approve a quote and issue purchase order #51-2024 for the installation of electricity for the West Clermont Soccer Team to Santel Electric, in the amount of \$5,075.00, retroactively to July 15, 2024, using the General Fund. Mr. Perry seconded the motion. On the roll being called:

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

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Held Minutes of BOARD OF TRUSTEES – BATAVIA TOWNSHIP 20  

**Quote Authorization**

Mr. Sauls motioned the Batavia Township Board of Trustees authorize a quote and issue a purchase order with Team All Sports, 7364 Lake Lakota Circle, West Chester, Ohio 45069, for improvements to the 3 youth baseball fields in the amount of \$20,100.00 using ARPA Funds. Mr. Parsons seconded the motion. On the roll being called:

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

**Quote Authorization**

Mr. Perry motioned the Batavia Township Board of Trustees authorize a quote and issue a purchase order with Twystem, LLC/Pioneer Fence Co., 202 Wooster Pike, Milford, Ohio 45150, for installation of fencing as part of the 2024 Playground Improvements for the total amount of \$9,683.00, and to authorize the payment of deposit for said services of \$4,841.50 using ARPA Funds. Mr. Parsons seconded the motion. On the roll being called:

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

**Quote Approval**

Mr. Sauls motioned the Batavia Township Board of Trustees approve a quote and issue a purchase order for Dog Park Improvements with WillyGoat LLC, in the amount of \$19,800.00 with funds donated from Nestle Purina (General Fund). Mr. Perry seconded the motion. On the roll being called:

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

**Administrator Authorization**

Mr. Sauls motioned the Batavia Township Board of Trustees authorize Karen Swartz, Township Administrator to execute a Conditional Deed of a Gift Combat Material with the Secretary of the Army for a Static Display for the M102 Howitzer located at Odd Fellows Cemetery, 145 Main Street, Amelia, Ohio 45102. Mr. Perry seconded the motion. On the roll being called:

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

**Payment Authorization**

Mr. Perry motioned the Batavia Township Board of Trustees authorize the following payments:

<b>VENDOR</b>	<b>\$ AMOUNT</b>	<b>FUND</b>	<b>PURPOSE</b>
Clermont County Engineer's Office	\$172,564.95 PO 02-2024	Gasoline Tax	2 <sup>nd</sup> Payment for Road Paving Project 2024
WA JONES Truck Bodies & Equipment	\$104,499.00, PO# 46-2023 \$101,396.00 & TN \$3,103.00	Road and Bridge Funds <i>Revised to Correct Fund</i>	Snow and Ice Package for 2024 Kenworth

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*Retroactive*  
07/03/2024

Security Fence	\$1,086.25	ARPA Funds	Snyder Road
		Retroactive 07-12-2024	
Security Fence	\$10.00	ARPA Funds	Greenbriar Road
		Retroactive 07-03-2024	
Cornerstone Development Inc.	\$14,500.00 PO 14-2024	General Fund	Waterline to Splashpad
Deltec Inc.	\$2,000.00 PO 31-2024	General Fund	Cornhole Boards 2024 Park Grant
<b>TOTAL</b>	<b>\$294,660.20</b>		

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

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

**Resignation Acceptance**

Mr. Sauls motioned the Batavia Township Board of Trustees accept Bob Santel’s resignation as a Board Member for the Batavia Township Zoning Commission effective 08/07/2024 and appoint Jim West to serve the remainder of the term from 08/08/2024 through 12/31/2025, and appoint Bob Santel as an alternate. Mr. Perry seconded the motion. On the roll being called:

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

**TRUSTEES DISCUSSION/OTHER ITEMS**

There was discussion about the flashing stop signs at the State Route 32 and Stonelick Olive-Branch Road intersection. Drivers are still going through the Stop Signs without stopping. Rumble strips were recommended.

**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 9:32 p.m.

Rex A. Parsons,  
Chairman

Jennifer Haley,  
Fiscal Officer