

RECORD OF PROCEEDINGS

Minutes of

Meeting

December 7, 2021- REGULAR SESSION

BEAR GRAPHICS 800-825-8094 FORM NO. 10148

RECORD OF PROCEEDINGS

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

The Board of Trustees of Batavia Township met for a regular session at 6:00 p.m. Tuesday, December 7, 2021, at the Batavia Township Community Center.

CALL TO ORDER

Following the Pledge of Allegiance, there was a moment of silence in honor of Pearl Harbor. Jennifer Haley gave the roll call for the Board of Trustees. Present were: Mr. Parsons, Mr. Perry, and Mr. Sauls. Also present were Jennifer Haley, Fiscal Officer, Denise Kelley, Zoning Administrator, Jeff Uckotter, Township Administrator, Steven Tyminski, Service Director, and Deputy Yvonne Sheppard, Law Enforcement Officer.

APPROVAL OF AGENDA AND MINUTES

Mr. Perry motioned the Batavia Township Board of Trustees approve the December 7, 2021 agenda 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 Minutes of the November 9, 2021 regular meeting. Mr. Perry seconded the motion. On the roll being called:

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

FINANCIAL REPORTS

Ms. Haley gave the November 2021 financial reports.

Mr. Perry motioned the Batavia Township Board of Trustees approve the November, 2021 financial reports as presented. Mr. Sauls seconded the motion. On the roll being called:

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

PUBLIC HEARINGS

Case B-04-21Z "B2 to PD"

Denise Kelley gave a summary of the case.

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Mr. Sauls motioned the Batavia Township Board of Trustees approve Case B-04-21Z "B2 to PD" on Bach Buxton Road as presented. Mr. Perry seconded the motion. On the roll being called:

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

Case B-05-21Z "A to R1"

Denise Kelley gave a summary of the case located at 2661 Old SR32, on the south side of old SR32, west of Zagar Road, and is approximately 5.18 acres. The owner of the property currently resides in a home on this parcel.

Mr. Jason Madden, applicant, spoke on behalf of the zone change. There could be 2 common driveways on the parcel. All utilities are at the street.

Ryan Elgin, 2701 Old SR32, directly adjacent to the property, spoke his concern about the zone change request. Mrs. Kelley clarified there could only be single family homes on 20,000 square foot lots.

Mr. Sauls motioned the Batavia Township Board of Trustees approve Case B-05-21Z "A to R1" on Bach Buxton Road as presented. Mr. Perry seconded the motion. On the roll being called:

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

Case OD/SP 21-06

Denise Kelley gave a summary of the request in our overlay district. This property is off of James E. Sauls Sr. Drive. The property is zoned M1, Major Industrial. This is a site plan review application. Adjoining parcels are zoned MI.

Paul Kindt, SKB Holdings, LLC, owner/applicant spoke on behalf of the zone change.

Mr. Sauls motioned the Batavia Township Board of Trustees approve Case OD/SP 21-06 as presented. Mr. Perry seconded the motion. On the roll being called:

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

LAW ENFORCEMENT MONTHLY REPORT

Deputy Yvonne Sheppard gave the Batavia Township crime report for the month of November. There were 159 offense reports, a decrease of 17% from October.

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The highest crime type report was theft offenses. There were 27 adult arrests, 3 juvenile arrests, 132 warrant services, 9 traffic citations issued, 55 traffic warnings, 122 business checks, 34 assist other agencies, and 439 calls for service. Of the 159 offense reports taken, 106 were taken by the Township Deputies. There was \$76 recovered in stolen property. There were three overdoses. There was one burglary in November. There were 2 breaking and entering.

SERVICE DIRECTOR REPORT

Steven Tyminski, Service Director gave the November report.

All the Christmas lights are up.

The concession bathrooms are all winterized.

The irrigation systems were winterized before Thanksgiving.

Steven asked for direction on replacing certain lights purchased from a company that is no longer in business. The Trustees gave suggestions.

Mr. Sauls and Steven looked at roads as candidates for paving.

Santa's sleigh was picked up and is in the Amelia barn for the Sunday parade on SR125. Line up is at 1:00 p.m. Sunday. Candy will be distributed.

ZONING ADMINISTRATOR/INSPECTOR REPORT

Denise Kelley gave her report for November 2021. There were two multi-family permits issued in Estrella Villa. The monthly total for home permits is ten. We issued 16 attached unit permits on December 1st.

The BZA met on November 16 and heard two cases. They will not meet in December but will meet sometime in January.

The Zoning Commission met on November 18th and discussed the two cases heard this evening. There are some large cases on their January agenda.

EXECUTIVE SESSION

Mr. Sauls motioned the Batavia Township Board of Trustees move into executive session pursuant to ORC Section 121.22 (G) (1) to consider details relative to the security arrangements and emergency response protocols for a public body and public office. Mr. Perry seconded the motion. Time: 7:08 pm. On the roll being called:

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

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The Board returned to regular session at 7:53 pm. No action was taken, no decision was made.

TOWNSHIP ADMINISTRATOR REPORT

Jeff Uckotter presented his November report. IRG, landlord of the old Ford Plant, contacted Jeff. There are some regulatory issues with the Clermont County Water Dept.

The new monument sign is in, the check has been sent.

We are in the process of replacing some street signs. We can start putting the Township name on the street logo blades.

The OTARMA application is set for renewal. Everything is up to date. We had our first two interviews today and one tomorrow, one on Friday, and two on Monday.

We have narrowed our IT security package decision down to two companies. We would like to have the proposals/presentations ready for the December 20th meeting.

Jeff is working on the snow plow and salt contracts. Jeff is looking at flat rates.

COMMITTEE REPORTS

Jennifer Haley gave the update for Central Joint Fire & EMS District. They approved the lieutenant. The health insurance/HRA was approved. They approved the purchase of two inflatable rescue boats as the other two were not repairable. We approved the contract with Pencare for the purchase of a new ambulance that will not be in for almost two years, and also a new cot system.

Mr. Parsons gave the update for Batavia-Union Cemetery. There is a meeting tomorrow night. Donna Amann's last meeting is tomorrow. They are moving. We also reviewed our budget.

PUBLIC PARTICIPATION

Michelle Ballside spoke about the Christmas parade which will take place Sunday, November 12th at 2:00 p.m. starting at Amelia Elementary. The Grand Marshall is a 9-year-old young lady, Emma Gooch.

NEW BUSINESS

Resolution 12-01-2021

Mr. Sauls motioned the Batavia Township Board of Trustees adopt **Resolution 12-01-2021** to approve the addition of new fund: 2095 – MISC. – UNCLAIMED FUNDS – in accordance with the transfer of funds from stale checks, per attached

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transfer report; to be adopted retroactively to November 12, 2021. Mr. Perry seconded the motion. On the roll being called:

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

Resolution 12-02-2021

Mr. Perry motioned the Batavia Township Board of Trustees adopt **Resolution 12-02-2021**, authorizing Batavia Township to continue as a member of Coalition of Large Ohio Urban Townships (CLOUT), as part of the Ohio Township Association, and to pay the annual CLOUT membership dues which is \$200. Mr. Sauls seconded the motion. On the roll being called:

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

Resolution 12-03-2021

Mr. Sauls motioned the Batavia Township Board of Trustees adopt **Resolution 12-03-2021**, that Batavia Township and the Clermont County Engineer enter into an agreement whereby the County Engineer will undertake the public bidding procedure to obtain bids for such improvement and/or repair and resurfacing in accordance with the statutory requirements for such acquisition of public improvements by the Township in order to obtain more favorable pricing for said repairs. The County Engineer's estimated cost of the repairs is \$252,932. Mr. Perry seconded the motion. On the roll being called:

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

Resolution 12-04-2021

Mr. Sauls motioned the Batavia Township Board of Trustees adopt **Resolution 12-04-2021**, that the real estate located at 46 Oak St. (0.387 acres with a cell tower) in the former Village of Amelia and known Auditor's Parcel Number 29-01-08.-059., Pierce Township, Clermont County, Ohio is not needed for public use and should be sold to American Tower Asset Sub, LLC pursuant to a contract among the parties dated by the buyer on December 2, 2021; That the offer to purchase previously approved by the Board on August 12, 2021, was not approved by the Pierce Township Board of Trustees and therefore was not effective; And that the Board shall transfer and convey by deed its 35% interest in the real estate located at 46 Oak St. (0.387 acres with cell tower) in the former Village of Amelia and known as Auditor's Parcel Number 29-01-08.-059., Pierce Township, Clermont County, Ohio to American Tower Asset Sub, LLC, a Delaware limited liability company, pursuant to the contract to purchase for the purchase price of \$117,000.00. The Trustee, Rex Parsons, is authorized to sign

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the deed conveying the property to the buyer and all other documents necessary to close the sale of the real estate. (Please note the offer to purchase previously approved by this Board on October 12, 2021 was not approved by the Pierce Township Board of Trustees and therefore was not effective.) Mr. Perry seconded the motion. On the roll being called:

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

CHOICE ONE ENGINEERING BID ACCEPTANCE

As reviewed and recommended by Choice One Engineering, Mr. Perry motioned the Batavia Township Board of Trustees accept the bid from Fillmore Construction, in an amount not to exceed \$71,750 for Amelia-Olive Branch Sidewalk, Phase 1 project. The project will be reimbursed 100% from Clermont County Community Development Block Grant funds. Mr. Sauls seconded the motion. On the roll being called:

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

APPRAISAL PROPOSALS

Mr. Sauls motioned the Batavia Township Board of Trustees approve the Administrator’s recommendation that Stephan Ewan and/or Lance Brown, MAI, be considered for future appraisal proposals of Amelia properties. Approval of specific proposals will require further Board approval. Mr. Perry seconded the motion. On the roll being called:

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

Signarama Invoice Payment

Mr. Perry motioned the Batavia Township Board of Trustees authorize payment of Invoice #31001 from Signarama in the amount of \$41,732.81 from the CARES fund related to the replacement and installation of the new Township monument sign; to be adopted retroactively to December 2, 2021. There was discussion. Mr. Sauls seconded the motion. On the roll being called:

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

Restroom Building Payment #1

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Mr. Perry motioned the Batavia Township Board of Trustees authorize payment of Perkins/Carmack Application for Payment #1 in the amount of \$24,818.84 from the ARPA fund related to the installation of the Batavia Township restroom building; to be adopted retroactively to December 2, 2021. Mr. Sauls seconded the motion. On the roll being called:

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

Restroom Building Payment #2

Mr. Sauls motioned the Batavia Township Board of Trustees authorize payment of Perkins/Carmack Application for Payment #2 in the amount of \$13,984.00 from the ARPA fund related to the installation of the Batavia Township restroom building; to be adopted retroactively to December 2, 2021. Mr. Perry seconded the motion. On the roll being called:

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

Sewer Extension Payment #1

Mr. Sauls motioned the Batavia Township Board of Trustees authorize payment of Perkins/Carmack Application for Payment #1 in the amount of \$38,272.00 from the ARPA fund related to the installation of the Batavia Township sewer extension; to be adopted retroactively to December 2, 2021. Mr. Perry seconded the motion. On the roll being called:

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

Restroom building Change Order #1

Mr. Sauls motioned the Batavia Township Board of Trustees authorize in principal Perkins/Carmack Change Order #1 (for labor and material related to water heater) in an amount, not to exceed \$5,475, from the ARPA fund related to the installation of the Batavia Township restroom building; to be adopted retroactive to a future date. Mr. Perry seconded the motion. On the roll being called:

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

OBWC Invoice Payment

Mr. Perry motioned the Batavia Township Board of Trustees authorize payment of OBWC Invoice number 1011027381 in the amount of \$4,993.00; to be

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adopted retroactively to November 28, 2021. Mr. Sauls seconded the motion. On the roll being called:

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

There was discussion about the splash pad design/drawings. Jeff will email the plans to the Trustees. The sports theme is the theme of choice.

The Board discussed the dental insurance. Jeff will have a recommendation on December 20th.

There was discussion about the Township branding in 2022 and a potential policy changes related to planned developments.

There was discussion about usage of grant funds.

The Winter conference is January 26-28th. Jennifer is reserving the rooms.

EXECUTIVE SESSION

Mr. Sauls motioned the Batavia Township Board of Trustees move into executive session pursuant to ORC Section 121.22(G1) to consider the compensation of a public employee(s); and Section 121.22(G6) to consider details relative to the security arrangements and emergency response protocols for a public body and public office. Mr. Perry seconded the motion at 9:19 pm. On the roll being called:

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

Return to regular session at 10:07 pm.

Personnel Salary Adjustment

Mr. Sauls motioned the Batavia Township Board of Trustees authorize the following employee compensation. For the first pay period in 2022, all employees, organization wide, will receive a pay increase of 5%; in particular, Brad Harris' pay will not increase by 5%, but will be raised from \$21.79 per hour to \$24.00 per hour, also starting the first paycheck of 2022. Mr. Perry seconded the motion. On the roll being called:

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

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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 10:09 p.m.


Rex Parsons,
Chairman


Jennifer Haley,
Fiscal Officer