

RECORD OF PROCEEDINGS

Minutes of

May 10, 2022 – REGULAR MEETING

Meeting

RECORD OF PROCEEDINGS

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

Held Minutes of BOARD OF TRUSTEES – BATAVIA TOWNSHIP

The Board of Trustees of Batavia Township met for the May regular meeting at 6:00 p.m. Tuesday, May 10, 2022, 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. Perry, Mr. Sauls, and Mr. Parsons. Also present were Jeff Uckotter, Township Administrator, Denise Kelley, Zoning Administrator, Karen Swartz, Administrative Assistant, Steven Tyminski, Service Director and Sheriff Deputy Benkelmann.

APPROVAL OF AGENDA, MINUTES, AND FINANCIALS

Mr. Parsons motioned the Batavia Township Board of Trustees approve the May 10, 2022 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. Parsons motioned the Batavia Township Board of Trustees approve the March 29, 2022 Regular Meeting Minutes (April 2022 meeting) as presented. Mr. Sauls 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 approve the March, 2022 Financials as presented. Mr. Parsons seconded the motion. On the roll being called:

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

LET THE RECORD SHOW: Ms. Haley stated that she discovered a gap in the check sequence of 15 checks (#55633-55648) that were not in the print run. She discovered this on March 25th and immediately notified the supplier.

Mr. Parsons motioned the Batavia Township Board of Trustees approve the April, 2022 Financials as presented. Mr. Sauls seconded the motion. On the roll being called:

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

LAW ENFORCEMENT MONTHLY REPORT

Deputy Erik Benkelmann gave the Batavia Township crime report for the month of April, 2022. There were 121 offense reports, increased from last month. There were 225 incident reports. There were slightly less traffic offenses. We had a small increase in assists for other agencies. There was an increase in adult and juvenile arrests. There were numerous hospital details. Property recovered was \$40,000, which included stolen trailer, from Forest Park, Hamilton County filled with stolen items from the area, including outside of Batavia Township. There were two overdoses and three burglaries.

SERVICE DIRECTOR REPORT

Steven Tyminski, Service Director, gave the April 2022 report.

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The Concession Stand Building backflow test was performed. The irrigation (sprinkler) system will be turned on May 18th and will be tested.

Eric Ely, County Engineer Staff, advised that the paving will begin in the next week or two.

A&A Safety should be able to restripe Lori Lane and Cecelia this week.

Staff removed the rusted 36-inch galvanized pipe and replaced the entire 50 feet of pipe on Minning Dr.

Staff switched out the mower heads and they are ready for mowing. It takes about four days to mow the entire Township. Staff are out this week doing mowing.

There is a cremation funeral Saturday.

Staff continues to work on ditching in right-of-way areas.

Discussion was had on the purchase of a freightliner build out that would be available by September for the salt truck for \$97,942.00. The cost of the truck itself is \$106,242, so the total cost would be \$205,000.00.

PUBLIC HEARING

Case B-02-22ZPD Forest Grove (continued from March 29, 2022)

Denise Kelley, Zoning Administrator, gave a summary of the case including the staff report and most recent map dated 4/13/2022. Jonathan Woche could not be here tonight.

Public Comments

Craig Rassi, Ryan Homes, was present to speak on behalf of the development and answered questions.

Tina Mattix, 1302 Forest Glen, wanted clarification about price points and materials.

Chris Davis, 4245 Glenstream Dr., ask about tree clearing and the date of the arial view.

Melissa Moore, 4249 Glenstream Dr. had buffer zone questions and suggestions.

Nick Cherney, 1330 Forest Glen Blvd. asked about lot sizes.

Rick Anish, 1303 Forest Glen Blvd had comments about lot sizes, home descriptions, etc.

Ned Morrell, 1320 Forest Glen commented his concerns about the density.

Denise Boutet , 4240 Leafwood Ct., commented that the residents are not being heard and changes have gotten worse.

Jill Gundhoefer, 4250 Glenstream was concerned about the traffic issues.

Tina Mattix, Forest Glen, asked if the arial map could be updated.

Sally Long, 4256 Parkview Ct., had a few questions about the no clear zone, cleaning up tree debris, and HOA management.

Larry Long, 4256 Parkview Ct., spoke his concerns about the value of his property and buffering.

Bruce Vaillancourt, 1301 Autumnview, commented about the Clermont Homeshow home values and the value of the new homes.

Chris Davis spoke again and voiced this is an awful development.

Shirley Chernay, 1330 Forest Glen, voiced her opinion of the development.

Suzanne Vaillancourt, 1301 Autumnview, commented about the value of the homes.

There was discussion about conditions and changes requested by the Trustees.

Motion

Mr. Sauls motioned the Batavia Township Board of Trustees approve **Case B-02-22-ZPD** as presented with the conditions as specified, including:

1. The width of Lots 60 through 63 and Lots 88 through 90 shall each be increased by 5 feet at the building line.

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through the fields need to be set flush so they can be mowed over. The Service Department will address this issue at a later date by pouring concrete collars and adding brass caps.

The Chapel Road sidewalk Project will need additional repairs. The railing width is to specifications but is not sturdy enough. The fire hydrant needs to be raised.

Mr. Uckotter advised the need to implement streamlined policies for bids on projects, there are different requirements for state and federally funded projects. Work is being initiated with Frost Brown Todd, a proposal is forthcoming.

A letter from David Frey, the Law Director, was sent to the property owners at 1265 Autumnview Drive about their objects and use of the Township's Property, located along the backside of the park.

Electric repairs are still on going for the Ballfield/Concession Stand Restrooms. Contractors and Duke Energy will be out Thursday to try to locate the break in service. If it cannot be located, a new electric service from Glenwood Trails would need to be ran. The Service Department will assist in digging and will furnish the equipment.

The new Restroom Building will need to be cleaned on weekends and is evaluating options. Mr. Uckotter is reviewing quotes to furnish cleaning supplies such as hand soap and hand drying equipment.

Mr. Uckotter and Ms. Hailey have not submitted the ARPA report, as there has been a delay. An extension was filed.

Mr. Uckotter noted that quotes are being sought for the overhaul of the HVAC system.

COMMITTEE REPORTS

Mr. Parsons reported on the Batavia-Union Cemetery. The Trustees attended the joint meeting. Steve gave an update at that meeting.

Mr. Sauls reported on CJFED. New contracts were approved. They received a 5% pay increase.

NEW BUSINESS

Resolution 5-01-2022

Mr. Sauls motioned the Batavia Township Board of Trustees adopt **Resolution 5-01-2022**, designating funds distributed to Batavia Township, Clermont County, Ohio from the American Rescue Plan Act 2021 as lost revenue due to the public health emergency utilizing the standard allowance and authorizing the use of the funds for government services. Mr. Parsons seconded the motion. On the roll being called:

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

Resolution 5-02-2022

Mr. Sauls motioned the Batavia Township Board of Trustees adopt **Resolution 5-02-2022**, which is a joint resolution with Pierce Township to declare the intent to conduct an internet auction for the sale of unneeded, obsolete, or unfit personal property of Pierce Township and Batavia Township acquired from the Village of Amelia. Mr. Parsons seconded the motion. On the roll being called:

Mr. Sauls	yes
Mr. Parsons	yes

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

Request For a Motion

Mr. Parsons motioned the Batavia Township Board of Trustees authorize the Township Administrator to sign a contract to lock in pricing for the Township's natural gas aggregation program under the recommendation of Energy Alliances. Given the hyper-volatility in pricing, the Township's aggregation consultant, Energy Alliances, has requested prior authorization to sign at a moment's notice given the hyper volatility. The Law Director would approve to form prior. Mr. Sauls seconded the motion. On the roll being called:

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

Request For a Motion

Mr. Sauls motioned the Batavia Township Board of Trustees approve the Credit Card Security and Use policy as presented. The Law Director Dave Frey has reviewed. Mr. Parsons seconded the motion. On the roll being called:

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

Discussion and Resolution 5-06-2022

The Board reviewed the proposed fee increases for the cemeteries. Mr. Uckotter noted that due to inflation and the fact that there will be a new service forthcoming for credit card transactions that fee increases were necessary and could be justified. Mr. Uckotter noted that he sought input from Steven Tyminski.

Currently, as of the meeting, Batavia Township's cemetery fees were some of the lowest in the region when compared to the Townships of Union, Miami, Pierce and Symmes. Mr. Uckotter proposed the cemetery fees to most track the recently adopted schedule that was approved by Pierce Township. Mr. Parsons motioned the Batavia Township Board of Trustees adopt **Resolution 5-06-2022** to approve the incremental fee increase for cemetery fees. The fee schedule changes will take effect June 10, 2022. Mr. Sauls seconded the motion. On the roll being called:

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

Resolution 5-08-2022

The Board reviewed the proposed fee increases for the zoning. Mr. Uckotter noted that due to inflation and the fact that there will be a new service forthcoming for credit card transactions that fee increases were necessary and could be justified. The proposed zoning fees most closely track the fee schedule of Miami Township (of Clermont County). Mr. Uckotter noted the high fee for the commercial solar arrays and that this likely required further review. Mr. Uckotter noted that he sought input from Denise Kelley and Brad Harris.

Mr. Parsons motioned the Batavia Township Board of Trustees adopt Resolution **5-08-2022** to approve the incremental fee increase for zoning fees, s. The fee schedule changes will take

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effect June 11, 2022, and will not include commercial solar panel fees at this time. Mr. Sauls seconded the motion. On the roll being called:

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

Request For a Motion

Mr. Sauls motioned the Batavia Township Board of Trustees authorize the Township Administrator to enter into a contract with SECO Electric for the amount of \$1,827.60 to install two new televisions in the trustee meeting room. The Township will procure the televisions for SECO to install, not to exceed \$2,500.00 for the TVs. The existing Vizio TV will be mounted in the kitchen area so the room can be used for overflow if a large case is considered; the TV will be linked so it can display the meeting’s PowerPoint too. Mr. Parsons seconded the motion. On the roll being called:

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

Request For a Motion

Mr. Parsons motioned the Batavia Township Board of Trustees approve the liquor license application for Engisam LLC, 2281 Bauer Rd., Batavia Township, Ohio 45103. This is for a new proposed new Mexican restaurant. In doing research, Mr. Uckotter noted that he investigated the LLC and found no cause for concern related to this LLC. Mr. Sauls seconded the motion. On the roll being called:

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

Request For a Motion

Mr. Sauls motioned the Batavia Township Board of Trustees approve Change Order #1 for the Amelia Olive Branch Sidewalk, Phase 1, for a total of \$75.00 and to approve the application for payment totaling \$68,995.00. The project is complete. Mr. Parsons seconded the motion. On the roll being called:

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

Request For a Motion

Mr. Sauls motioned the Batavia Township Board of Trustees approve Change Order #8 for the Restroom Building Project No. 02-2021, totaling \$2,834.70. The project requires 170 LF of secondary electrical wire; 100LF was listed in the contract. Mr. Parsons seconded the motion. On the roll being called:

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

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Request For a Motion

Mr. Parsons motioned the Batavia Township Board of Trustees approve the April invoice from Perkins Carmack for the Restroom Building Project No. 02-2021, totaling \$82,955.04. Mr. Sauls seconded the motion. On the roll being called:

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

Request For a Motion

Mr. Sauls motioned the Batavia Township Board of Trustees approve the Ohio Department of Job and Family Services unemployment invoice for a former employee, in the amount of \$6,821.64. Mr. Perry seconded the motion. On the roll being called:

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

Resolution 05-05-2022

Mr. Sauls motioned the Batavia Township Board of Trustees adopt **Resolution 5-05-2022**, declaring the intent to dispose of property not needed for public use. Mr. Parsons seconded the motion. On the roll being called:

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

Request For a Motion

Mr. Sauls motioned the Batavia Township Board of Trustees approve payment to Legendary Lawn for bed maintenance and landscaping in the amount of \$5,093.00. Mr. Uckotter noted one unique charge in the bill was for variegated liriopse, a ground cover, which was planted around the new Township sign. Mr. Uckotter noted Legendary could get the plants for about a \$1.25 cheaper than what the Township could get them. Mr. Parsons seconded the motion. On the roll being called:

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

Approval of Deeds for Cemetery Lots

James and Edna Johnson - Lot 320A in Olive Branch Cemetery - Grave 1 & 2

Transfer from Margaret Gettys to Dan and Donna Garrett - Lot 277B in Olive Branch Cemetery -Graves 3, 4, 7 & 8

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Resolution 5-07-2022

Mr. Sauls motioned the Batavia Township Board of Trustees adopt Resolution **5-07-2022** to transfer funds into the debt service and approve the first payment of interest to Park National Bank for 2022. Mr. Parsons seconded the motion. On the roll being called:

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

Discussion Item – Corp Signs

In an effort to improve the Township’s brand identity, Mr. Uckotter presented designs as templates for the corporation signage (the signage denoting the Township’s limits). He will get three quotes. The Board noted they would like to use ARPA dollars. Mr. Uckotter the State Park has provided permission to install two signs within the state park where a road crosses into Batavia Township. Mr. Uckotter noted that there is the possibility for upwards of 25 sign locations.

Discussion Item – Park Camera Quotes

Mr. Uckotter presented a bid for three new cameras at the new bathroom, and a bid to install a new system that would beam all cameras to the Community Center building. Mr. Uckotter noted that many of the park cameras are directed to the Baseball pavilion building and this practice is inefficient and that it would be more efficient to beam the cameras to one location. will need two bids for the park security cameras, and the cost should not exceed \$5,500.00.

The board directed Mr. Uckotter to seek a second bid and to not exceed \$5,500 dollars for the project. (A formal motion will be required at the June meeting.)

EXECUTIVE SESSION

Mr. Parsons motioned the Batavia Township Board of Trustees to move into executive session under ORC Section 121.22(G)(1) to consider the appointment, employment, or compensation of a public employee and 121.22 (G)(2) to consider the purchase of property for public purposes, the sale of property at the competitive bidding, or the sale or other disposition of unneeded, obsolete, or unfit-for-use property in accordance with section 505.10 of the Revised Code. Time: 9:40 p.m. Mr. Sauls seconded the motion. On the roll being called:

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

REGULAR SESSION

The Board returned to regular session with no action to take at 10:30 p.m.

ADJOURNMENT

With no further business to come before the Board, Mr. Parsons motioned to adjourn the meeting. Mr. Perry seconded the motion. Meeting adjourned at 10:30 p.m.


Randy Perry
Chairman


Jennifer Haley,
Fiscal Officer

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