

**RECORD OF PROCEEDINGS**

Minutes of

September 6, 2022 – REGULAR MEETING

Meeting

**RECORD OF PROCEEDINGS**

GOVERNMENT FORMS & SUPPLIES 844-224-8338 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, September 6, 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, Brad Harris, Zoning Inspector, Cody Smith, Service Director, and Sheriff Deputy Benkelmann.

**APPROVAL OF AGENDA**

Mr. Parsons motioned the Batavia Township Board of Trustees approve the September 6, 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

**APPROVAL OF MINUTES FOR AUGUST 4, 2022**

Mr. Sauls motioned the Batavia Township Board of Trustees approve the August 4, 2022 Regular Meeting Minutes as presented. Mr. Parsons seconded the motion. On the roll being called:

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

**APPROVAL OF FINANCIALS**

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

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

**SHERIFF’S DEPARMENT REPORT**

Deputy Erik Benkelmann gave the Batavia Township crime report for the month of August, 2022. They took 165 offense reports, a 1.83% increase. There was an increase in drug related reports because of the dogs and traffic stops. All were charged. The highest crime type was theft (22 offenses). For the Township Deputy activity, they took 94% of the incident reports and 79% of the offense reports. There was \$262 in recovered property and 352 neighborhoods patrolled. There were 4 overdoses. There were 2 burglaries. There was one breaking and entering at a church. Nothing was reported stolen.

**LIMITED NO-PARKING RESOLUTION 09-01-2022 OVERVIEW**

Mr. Harris reported residents are parking in No-Parking areas on streets. There have been multiple complaints. He displayed slides of the many streets that have this issue. The goal is to have zero parking on the streets within a 60’ radius of any intersection in our developments. It is recommended we contact HOA’s and let them know we are doing this. We will review this about every 12-18 months. CJFED signed off and are in agreement with this.

**OLD BUSINESS**

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**HEARING B-04-22ZPD – SUMMERWOOD VILLAS (continued from the August 2022 Meeting)**

Jonathan Woche, Zoning Consultant and Planner, gave a summary of the case, provided a short presentation and revised conditions for approval. The single family detached portion is now changed to be a paired patio area. These would be 2-unit buildings, with a total of 60 units (29 buildings), each just under 1800 square feet. Parking has been added behind each townhome.

Paul Shirmer with Community Development Services Group spoke on behalf of the development.

Stan Messerly, Civil Engineer for MessCo Engineering, commented about the on-street parking.

Raelyn Kohlhepp, 3940 Olympic Blvd, Erlanger, KY, from Fischer Homes, spoke about the streetscape options and the overall look of the homes. Different elevations are offered including lofts. They would be primarily vinyl siding on the sides and rear, and partial brick on the front. No outbuildings or fences will be allowed.

**Motion**

Mr. Parsons motioned the Batavia Township Board of Trustees approve B-04-22ZPD – Summerwood Villas with conditions per the list written by Jonathon Woche which partially includes siding & masonry, etc., offset elevations per plan, deck options, 3-rail fence, etc. Mr. Sauls seconded the motion. On the roll being called:

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

**TOWNSHIP ADMINISTRATOR REPORT**

Mr. Uckotter introduced Molly Sellers from Cintas. She spoke about facility item procurement and savings. She suggested getting referrals from local satisfied clients. Cintas has the state bid as well.

Jeff gave an update on the bid documents. One element of strength is that it will allow us to dig in more deeply into the subcontractors.

We are working on the Community Center Repairs. We are working on a contract with Dan Chumley to work on the wall leak, façade elements, painting, etc. Jeff is working on bids for roofing issues. Jeff went over many issues that need repairs.

Jeff highlighted leveraging funds for opportunities for Economic Development for future projects. He and Mr. Parsons met with Patrick Woodside from Frost Brown Todd. He additionally outlined two JEDD opportunities. We will schedule a workshop meeting to more thoroughly discuss economic development opportunities.

Jeff gave an update on IT protection. He ordered more VPN licenses so we can access the network via laptops away from the Community Property.

The Route 32 road sign was damaged. Jeff gave an update about bids and repairs. Jeff is still working on the corporation signs.

Jeff discussed the service worker cell phones and emails and the need for such.

Jeff is still working with the county about recouping funds for the Amelia-Olive Branch Phase I and Chapel Road project. The County has Amelia-Olive Branch Phase II on their next agenda. We will get the sidewalk project out for bid.

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### ZONING ADMINISTRATOR/INSPECTOR REPORT

Brad Harris sent two more letters to the resident on Union Chapel about violations concerning the three vehicles.

There are violations for grass. Mr. Harris had several letters sent to these residents.

Mrs. Kelley gave the updates for the Township, BZA and the Zoning Commission. We are still working on the text amendments such as the PD, etc.

Mrs. Kelley received an email from Andy Hamrick who is leaving the Zoning Commission. There are two alternates now.

The BZA has one case this month for a variance.

Concerning staff review projects, Mrs. Kelley received an application for a site plan review. Cherokee is now ready to build more storage units. There were reports about people living in the units.

Forest Grove has applied for a construction phase review.

### SERVICE DIRECTOR REPORT

Cody Smith, Service Director, gave the August 2022 report. He is getting acclimated to the position.

Cody is working with Karen about creating our own work order system.

Cody needs to let the engineers know by the 30<sup>th</sup> of this month who we are going with for the 2023 paving program. We need the list of roads by October 28<sup>th</sup>.

Cody got three quotes for three different projects. Two quotes for down-spout tie-ins and one for sod in front of the bathrooms.

September 7, 2022 is a cemetery work day with the village.

We have been working on power washing at the park. Cody is working on Steven's list.

There was discussion about purchasing/upgrading/rotating out new vehicles/trucks for the Township.

### COMMITTEE REPORTS

Mr. Parsons gave the update for Batavia Union Cemetery. We replaced columns on the entry gaits and repainted them. We have been cutting grass every week so expenditures are increased this summer.

Mr. Perry gave an update for Central Joint Fire & EMS District. There is a meeting next Monday. Mr. Uckotter met with the fire chief about the Duke Project. There is a culvert that has some issues. Duke will scope it first to investigate if it needs replaced which would involve repaving.

### NEW BUSINESS

#### Resolution 9-01-2022

Mr. Parsons motioned the Batavia Township Board of Trustees adopt **Resolution 9-01-2022** to prohibit parking on certain streets when official signs prohibiting parking are erected pursuant

**RECORD OF PROCEEDINGS**

Minutes of

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**RECORD OF PROCEEDINGS**

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

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to Ohio revised code sections 505.17 and 4511.07. Mr. Sauls seconded the motion. On the roll being called:

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

**Resolution 9-02-2022**

Mr. Sauls motioned the Batavia Township Board of Trustees adopt **Resolution 9-02-2022** authorizing the abatement, control, or removal of vegetation, garbage, refuse, or debris for the properties located at: 2488 Cherry Lane and 1364 Gumbert Drive. Mr. Parsons seconded the motion. On the roll being called:

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

**Resolution 9-03-2022**

Mr. Parsons motioned the Batavia Township Board of Trustees adopt **Resolution 9-03-2022** establishing an assessment for the abatement of a nuisance at 3470 Virginia Lane and certifies the same to the Clermont County Auditor. Mr. Sauls seconded the motion. On the roll being called:

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

**Resolution 9-04-2022**

Mr. Sauls motioned the Batavia Township Board of Trustees adopt **Resolution 9-04-2022** declaring motor vehicle(s) located on public or private property in Batavia Township, Clermont County, Ohio to be junk motor vehicle(s) pursuant to r.c. 505.173 and ordering the removal of such vehicle(s) pursuant to resolution number 05-03-2022 and r.c. 505.871. The property and description are as follows:

<b>Property Address</b>	<b>Property Owner</b>	<b>Parcel ID</b>	<b>Description of Vehicle(s)</b>
Union Chapel Rd. Batavia, OH 45103	Edgar Lawson 2231 St.Rt. 125 Amelia, OH 45102	032019I193.	1. 1997 GMC Sierra Truck 2. 1987 Ford LN9000 Truck 3. White 1992 International Truck

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

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

**Resolution 9-05-2022**

Mr. Sauls motioned the Batavia Township Board of Trustees adopt **Resolution 9-05-2022** authorizing pursuant to Ohio Revised Code Section 5705.14(E) the transfer of funds in the amount of \$2,200.00 from the General Fund 1000-930-030, Contingencies, to Fund 1000-420-370, Payment to Another Political Subdivision, to cover final costs due to the Clermont County Public Health Division, retroactive to August 5, 2022.. Mr. Parsons seconded the motion. On the roll being called:

# RECORD OF PROCEEDINGS

Minutes of

September 6, 2022 – REGULAR MEETING

Meeting

## RECORD OF PROCEEDINGS

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

Held Minutes of BOARD OF TRUSTEES – BATAVIA TOWNSHIP

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

### Resolution 9-06-2022

Mr. Parsons motioned the Batavia Township Board of Trustees adopt **Resolution 9-06-2022** accepting the amounts and rates as determined by the budget commission and authorizing the necessary tax levies and certifying them to the County Auditor. Mr. Sauls seconded the motion. On the roll being called:

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

### Resolution 9-07-2022

Mr. Sauls motioned the Batavia Township Board of Trustees adopt **Resolution 9-07-2022** appointing Initial Region 14 Representative and Alternate Representative to the One Ohio Recovery Foundation, Inc. Board. Mr. Parsons seconded the motion. On the roll being called:

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

### Resolution 9-08-2022

Mr. Parsons motioned the Batavia Township Board of Trustees adopt **Resolution 9-08-2022** to increase appropriations in the 2181130590 Other Expenses and Zoning Funds to \$20,000.00 retroactive to August 19, 2022. Mr. Sauls seconded the motion. On the roll being called:

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

### Request For a Motion

Mr. Sauls motioned the Batavia Township Board of Trustees approve the waterline invoice from PTS in the amount of \$12,430. This was for the increase in waterline size to the new bathroom and the hookup of the dog fountain closer to the dog park. 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 a 60-month agreement with Cintas (as outlined by the State bid contract) to provide and maintain janitorial supplies; this is contingent on final contract review by the Law Director. Mr. Sauls seconded the motion. On the roll being called:

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

### Request For a Motion

# RECORD OF PROCEEDINGS

Minutes of

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GOVERNMENT FORMS & SUPPLIES 844-224-3388 FORM NO. 10148

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Mr. Parsons motioned the Batavia Township Board of Trustees authorize (as previously approved in scope and amount) a contract with Above and Beyond Carpentry in the amount of \$16,450 to fix the Community Center's south wall. This will be paid out of the General Fund seeking reimbursement from the RID Fund. Mr. Sauls seconded the motion. On the roll being called:

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

### Request For a Motion

Mr. Sauls motioned the Batavia Township Board of Trustees approve the 3-year employment contract for the Service Department Director, Cody Smith. Mr. Parsons 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 residents at 1504 Clough Pike concerning fencing, etc. This is contingent on the final review by the Law Director. Mr. Parsons seconded the motion. On the roll being called:

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

### EXECUTIVE SESSION

Mr. Parsons motioned the Batavia Township Board of Trustees move into executive session under ORC Section 121.22(G)(1) to consider the appointment, employment, or compensation of a public employee. Time: 9:16 p.m. Mr. Sauls seconded the motion. On the roll being called:

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

Return to regular session at 10:05 p.m.

### Request For a Motion

Mr. Perry motioned the Batavia Township Board of Trustees approve wage increase for Chris Smith to \$25.00/hourly starting September 11, 2022. Mr. Sauls seconded the motion. On the roll being called:

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

**RECORD OF PROCEEDINGS**

Minutes of

September 6, 2022 – REGULAR MEETING

Meeting

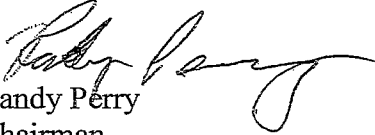
**RECORD OF PROCEEDINGS**


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

Held Minutes of BOARD OF TRUSTEES – BATAVIA TOWNSHIP

**ADJOURNMENT**

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

  
Randy Perry  
Chairman

  
Jennifer Haley,  
Fiscal Officer