

RECORD OF PROCEEDINGS

Minutes of

April 4, 2023 – REGULAR MEETING

Meeting

RECORD OF PROCEEDINGS

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10118

Held Minutes of BOARD OF TRUSTEES – BATAVIA TOWNSHIP

The Board of Trustees of Batavia Township met for the April regular meeting at 6:00 p.m. Tuesday, April 4, 2023, 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. Sauls, Mr. Parsons, and Mr. Perry. Also present were Karen Swartz, Township Administrator, Cody Smith, Service Director, and Sheriff Deputy Benkelmann.

APPROVAL OF AGENDA AND MINUTES

Mr. Perry motioned the Batavia Township Board of Trustees approve the April 4, 2023 agenda as presented. Mr. Parsons seconded the motion. On the roll being called:

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

Mr. Parsons motioned the Batavia Township Board of Trustees approve the March 7, 2023 Regular Meeting Minutes as presented. Mr. Perry seconded the motion. On the roll being called:

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

SHERIFF'S DEPARTMENT REPORT

Deputy Benkelmann gave the crime stats for March 2023. There were 183 total offense reports, an increase of 22% from last month. The highest crime type was theft at 14. There were 139 offense reports taken by the Deputies and 210 incident reports. There were 19 traffic arrests. The warrants were about the same as last month at 97 and 277 civil services. We had 49 assists to other agencies. There were 49 adult arrests. There were 3 juvenile arrests, and 178 business checks. Deputies took 93% of the Township incident reports and 76% of the offense reports. Property recovered was \$30,070 which was a stolen vehicle taken from the Township, and a pair of shoes. There were 359 neighborhoods patrolled. There were 4 overdoses in March. There was 1 burglary with no stolen property. There were 4 reports of breaking and entering.

Howard Glancy was recognized with a Certificate of Appreciation for his service as he was promoted to Corporal. Deputy Josh Dales was introduced and welcomed to the Township.

CLERMONT COLLEGE WOMEN'S BASKETBALL TEAM

The Trustees presented a Certificate of Congratulations to the team and Coach Kenny Lowe. They had a 20 and 7 season, and won the National Championship. Coach Lowe spoke on behalf of the women's basketball team.

PUBLIC HEARING CASE B-01-23Z MARK KOFALT, STORAGE PLUS LLC, 2239 ST. RT. 125, AMELIA, OH 45102

Jonathon Woche, Zoning Consultant, gave a summary of the case.

Mark Kofalt, 4484 Mt. Carmel-Tobasco Rd., applicant and owner of Storage Plus LLC, spoke on behalf of the zone change on the property.

There was no public input.

RECORD OF PROCEEDINGS

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Mr. Parsons motioned the Batavia Township Board of Trustees approve Case B-01-23Z based on the information presented at this meeting and the notes. Mr. Perry seconded the motion. On the roll being called:

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

Resolution 04-01-2023 Zoning Text Amendments

Jonathon Woche reviewed the proposed text amendments for Batavia Township.

Mr. Parsons motioned the Batavia Township Board of Trustees adopt **Resolution 04-01-2023** to initiate amendments to the Batavia Township Zoning Resolution and to schedule public hearings as required in Ohio Revised Code. Mr. Perry seconded the motion. On the roll being called:

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

APPROVAL OF FINANCIALS

Ms. Haley gave the March report. There was discussion about the ARPA funds.

Mr. Perry motioned the Batavia Township Board of Trustees approve the March, 2023 Financials as presented. Mr. Parsons seconded the motion. On the roll being called:

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

TOWNSHIP ADMINISTRATOR REPORT

Karen Swartz presented pictures of the salt barn damage and the cost of the insurance claim.

The Amelia Olive Branch Sidewalk Stage II project starts June 1st. Some residents have signed temporary easements already. The sidewalks will have curves where there are mailboxes.

Purina reached out to Karen and would like to do an Earth Day event for the dog park. They will purchase and plant ten trees, and eventually water stations, benches, and astroturf.

Karen reached out to Plumb Tech Services concerning the water fountain installation. They have not returned the call.

The 2023 road surfacing project list include: Cabin Ridge, Crooked Nail, Crossridge, Old SR74, Ross Road, Shagbark, Silverwood, Summit Road, Swan Lane, Wilfert Drive, and Woodlands Drive.

We received a grant through the County from the CDBG funds for the Burnham Woods project and improvements to the facility. We received two fencing quotes.

Karen spoke with Dan Chumley about the new siding and changes to the design for the exterior of the Administration Building.

Karen has been working with a resident about passing out petitions for the lighting district on three old Amelia streets. The residents want the lights. Duke removed a damaged light due to a storm. Karen will ask Duke to replace the light. It was suggested to switch out the light to LEDs.

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Intrust increased the software prices by less than 5%. This is the only increase they can do for the year.

Karen is still getting quotes for the security cameras that are compatible with what we currently have.

SERVICE DIRECTOR REPORT

Cody Smith, Service Director gave an update on the berm work. The Service Department used the new equipment on Greenbriar Road and Summit Road.

Mr. Perry asked Cody to post No Parking signs on the grass areas near the baseball fields.

Cody asked about a guardrail on Greenbriar Road. Karen stated there is a grant pending with the County and expressed this project should definitely be funded.

The storm clean-up has kept the Department very busy due to the high winds.

They Department completed the downspout tie-ins for the salt barn down to the driveway. Duke will be running the gas soon.

More ditching was completed on Woodview Lane.

We received a thank you letter from a resident on Lucy Run Cemetery Road.

We unwinterized the concession stand bathrooms and water fountains. There were a few small leaks in the bathrooms and were repaired. One toilet will be repaired as it has caused a large water bill.

Barret's paving will start at the end of June or first of July depending on the weather.

Cody has a spec sheet made so we can order another truck. He spoke with Brian Willis in Fleet Sales at Beechmont Ford. Ford Trucks are practically impossible to purchase right now but can get Ram Trucks. We will need quotes for purchasing 3 trucks.

ZONING ADMINISTRATOR/INSPECTOR REPORT

Karen Swartz gave the Zoning Administrator's report. The single-family permits totaled 16 for March, totaling 38 for this year so far. The total of permits is higher than last year. D.R. Horton brought in 7 permits.

Karen gave Brad Harris' report about violations.

Karen spoke with Paul Schirmer concerning the sidewalk project across the street. It is progressing. An appraisal value first needs to be completed for the bank.

COMMITTEE REPORTS

Mr. Sauls gave an update for Central Joint Fire & EMS District. They did not meet last month.

Mr. Parsons gave the update for Batavia Union Cemetery. There was nothing to report as they meet tomorrow night.

PUBLIC PARTICIPATION

Lee Hucker, 300 University Lane, Batavia, had questions about fire victim tenants being able to get back into their damaged homes. Karen spoke with Pam, the EMA Director (Emergency Management Director), about this issue. The repairs are taking a bit longer and she is seeking housing for Mr. Hucker due to his health issues. Batavia Township is not involved in this

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process. It is through the Clermont County Building Department, Fire Department, and the building owner. Mr. Parsons will call Metropolitan Housing about the situation.

Lonnie Winkler, 1362 Mountain Ash, Amelia, spoke about the Sycamore Creek property. Karen said Brad Harris will visit the property.

NEW BUSINESS

Payment for Resurfacing Program Contract

Mr. Perry motioned the Batavia Township Board of Trustees to approve payments to the Clermont County Treasurer in the amount not to exceed \$300,065.60 for the 2023 Resurfacing Program Contract, which is awarded to Barrett Paving, retroactive to March 21, 2023. Mr. Parsons seconded the motion. On the roll being called:

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

Amendment to Resurfacing Agreement

Mr. Parsons motioned the Batavia Township Board of Trustees execute Amendment #1 to the Agreement for Resurfacing previously approved on 11/30/2022 and to authorize payment from the General Fund to the Clermont County Treasurer in the amount of \$57,375.00 for the addition of the Burnham Woods Project, for a revised contract amount not to exceed \$375,000.00, which includes adjusted contingencies of \$17,559.40. Mr. Perry seconded the motion. On the roll being called:

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

Resolution 04-02-2023

Mr. Perry motioned the Batavia Township Board of Trustees adopt **Resolution 04-02-2023** authorizing an expenditure from the American Rescue Plan Act of 2021 fund (ARPA) and to authorize the Township Administrator to enter into an agreement with Ramaker & Associates, Inc. for the purchase of Cemetery Software in the amount of \$8,625.00. Mr. Parsons seconded the motion. On the roll being called:

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

Resolution 04-03-2023

Mr. Perry motioned the Batavia Township Board of Trustees adopt **Resolution 04-03-2023**, declaring a motor vehicle(s) located on public or private property in Batavia Township, Clermont County, Ohio, to be junk motor vehicle(s) under r.c. 505.173 and ordering the removal of such vehicle(s) under **Resolution Number 05-03-2022** and r.c. 505.871. The properties and descriptions are as follows:

PROPERTY ADDRESS	PROPERTY OWNER	PARCEL ID	DESCRIPTION OF VEHICLE(S)
2210 Harmony Court Batavia, OH 45103	Gregory Chenoweth	012010B135.	Mercury Mariner
1359 Gumbert Drive	Daniel Wendy	032023D474.	Dodge Durango

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GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10196

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Hyundai XG350

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

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

Resolution 04-04-2023

Mr. Parsons motioned the Batavia Township Board of Trustees adopt **Resolution 04-04-2023** authorizing the abatement, control, or removal of vegetation, garbage, refuse, or debris for Parcel Identification Number 012010B135., located at 2210 Harmony Court, Batavia, Ohio 45103. Mr. Perry seconded the motion. On the roll being called:

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

Resolution 04-05-2023

Mr. Perry motioned the Batavia Township Board of Trustees adopt **Resolution 04-05-2023** authorizing the use of ARPA funds for the expenditures from the American Rescue Plan Act of 2021 Funds under the Township’s Standard Allowance, for various vendors in the amount of \$323,369.55. These include the roofing projects for the baseball concession stand, the shelters, and the County Engineer’s main contract for \$300,065.60. Mr. Parsons seconded the motion. On the roll being called:

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

Public Records Designee

Mr. Parsons motioned the Batavia Township Board of Trustees appoint Jennifer Haley, Fiscal Officer, to serve as the Public Records Designee as outlined in ORC 109.43, on behalf of James Sauls, Rex Parsons, and Randy Perry, with the Sunshine Laws Training completed on March 27, 2023. Mr. Perry seconded the motion. On the roll being called:

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

There was discussion about heating and cooling quotes. It is not necessary to pursue any quotes at this time.

Resolution 04-06-2023

Mr. Perry motioned the Batavia Township Board of Trustees adopt **Resolution 04-06-2023** authorizing the Service Director to obtain quotes for three full size 4x4 pickup trucks, for a total not to exceed \$225,000.00 taken from ARPA funds, pursuant to the Ohio state bid list or other approved cooperative purchasing organization and to authorize the Administrator to enter into a purchase agreement as outlined. Mr. Parsons seconded the motion. On the roll being called:

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

Cemetery Deed Transfer

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Presented to the Trustees for signatures was a cemetery deed from Barbara Lawrence to Nickolaus Herweh, Lot 279 in Olive Branch Cemetery, Graves 5 & 6.

Contract Execution Authorization

Mr. Perry motioned the Batavia Township Board of Trustees authorize Karen Swartz, Township Administrator, to execute the following contracts for repairs to roofs on the township properties:

Property	Contract Amount	Insurance Claim	Net Cost
Salt Barn	Kanga Roof, \$3,730.99	\$3,730.99	\$0.00

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

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

Quote for Repairs

Mr. Parsons motioned the Batavia Township Board of Trustees proceed with the quote from Santel Electric for the repairs at the Burnham Woods Building at a cost not to exceed \$9,800 as part of the Community Development Block Grant program. This will be taken from the General Fund. Mr. Sauls seconded the motion. On the roll being called:

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

There was discussion about the park activities that have dropped off and the need for increased activity at our park.

EXECUTIVE SESSION


Mr. Parsons motioned the Batavia Township Board of Trustees move into Executive Session pursuant to ORC Section 121.22 (G) (1) and 121.22 (G) (8) to consider the appointment, employment, or compensation of public employees. Time: 8:51 p.m. Mr. Sauls seconded the motion. On the roll being called:


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

The Board returned to regular session at 9:13 p.m. No action was taken.

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 9:13 p.m.


 Jim Sauls,
 Chairman


 Jennifer Haley,
 Fiscal Officer