

**RECORD OF PROCEEDINGS**

Minutes of

November 2, 2023 – 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 November regular meeting at 6:00 p.m. Thursday, November 2, 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, Taylor Corbett, Planning and Zoning Director, Cody Smith, Service Director, and Sheriff Deputy Benkelmann.

**APPROVAL OF AGENDA, MINUTES, AND FINANCIALS**

Mr. Perry motioned the Batavia Township Board of Trustees approve the November 2, 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 October 10, 2023, Regular Meeting Minutes, as presented. Mr. Perry seconded the motion. On the roll being called:

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

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

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

**SHERIFF’S DEPARMENT REPORT**

Deputy Benkelmann gave the crime stats for October, 2023. There were 159 offense reports taken by the Deputies which is an 11% decrease from last month. There were 32 violent offenses, 36 property, 14 personal crimes, 14 drug and alcohol related offenses, 60 informational reports, and 3 juvenile related charges. Domestic violence was the highest crime type.

For the Township, the Deputies took 132 offense reports, 160 incident reports, 12 traffic arrests, 37 traffic warnings, 161 warrant services, 277 civil service, 70 assisting other departments, 40 adult arrests, 9 juvenile arrests and 222 business checks. We took 87% of the incident reports total and 83% of the offense reports. We recovered \$15,678 in property which were stolen vehicles. We patrolled 375 neighborhoods this month. There was only one overdose. There was one burglary in October.

**PES Playground Improvements – Perry Frey**

Perry Frey gave an update on the park improvements and the proposal. He explained the consistency of the playground, splash pad surface, subsurface, turf thickness, the excavation, working around existing equipment, water drainage, warranty information, etc.

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**TOWNSHIP ADMINISTRATOR REPORT**

Karen Swartz, Township Administrator, reviewed the disc golf course. The project cost was under what was expected. Six trees will be planted off the path as a buffer so the discs can be easily retrieved.

Karen went over the community center upgrades and repairs, including the total costs.

The annexation hearing will be November 8, 2023. The public hearing will be at 11:15 a.m. We've secured a financial expert to review the Villages finances and the issues, as well as some public records requests. There will be three large subdivisions that do not pay any taxes to the schools.

Karen spoke about the Township health benefits.

The offices will be closed election day.

Karen has been in communication with Tim Williams from Pierce Township. We will plan a meeting with Pierce Township to discuss updates.

Karen attended one meeting with the Kiwanis Club.

Our maps of the park have been updated.

A resident in Pleasant Acres sets up an amazing Christmas lights show annually. This resident's display will be filmed for the show, The Great Christmas Light Fight on November 6<sup>th</sup> and 7<sup>th</sup>.

Karen spoke about an Adopt a Tree program for the Community Park.

The Capital Bill ideas are due tomorrow. Suggestions mentioned by Karen included the pickleball courts expansion, basketball court enhancements, and a shade structure for the volleyball area which was changed to a sandbox structure. Transportation/safety projects cannot be included in this Bill.

**PLANNING AND ZONING DIRECTOR/INSPECTOR REPORT**

Taylor Corbett, Planning and Zoning Director, gave the October 2023 report.

There were four home permits in Forest Grove, three in Billingsley, and one in Rosewood. There were three multifamily home permits in Billingsley. There was an increase in zoning permits compared to last October 2022.

Taylor listed the violation issues obtained by Brad Harris, Zoning Inspector.

Taylor addressed the Board about the Congress of New Urbanism Legacy Project for Main St. through the Amelia SR125 corridor. It will be on May 15<sup>th</sup> and 18<sup>th</sup>, 2024. We were one of four legacy projects selected. There are a series of pro bono design workshops organized as part of the annual Congress for New Urbanism.

Taylor went over the plans of Mr. Patel at the property located 2640 SR32.

**SERVICE DIRECTOR REPORT**

Cody Smith, Service Director, gave the October report for maintenance activities.

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There was a sinkhole repair that required a full catch basin rebuild. There was some ditching completed on Erion Rd.

There were repairs made to the fencing at the Oddfellows Cemetery.

There was a complaint about a clogged catch basin. There was a root wall from a maple tree that grew into the catch basin which we cleaned out and rebuilt.

A load of salt was delivered for the year, about 188 tons, to replace what was used last year. The salt trucks are set up and ready to go for this winter.

The first Corporation sign was installed on Clough by the school.

We repaired a curb due to a large sinkhole.

Tree trimming was completed on Church Street.

The bank of the pond at the Community Park was reshaped due to erosion and weed barrier was installed.

Everything is winterized, all irrigation systems, and removed the backflow. The concession stand was not yet done as they will be laying sod.

There was one full burial at the Olive Branch Cemetery.

Cody reviewed the 2024 paving project. There was discussion.

Cody met with Chief Riley about the radios. Chief will assist Cody in getting quotes for hand held radios.

Next Wednesday and Thursday are workdays at the Batavia Union Cemetery. Mr. Parsons commented there were some major repairs on the newer section. There is discussion about a major paving project. Wayne Smith is researching pricing.

### COMMITTEE REPORTS

Mr. Sauls gave an update for Central Joint Fire & EMS District. There will be a meeting Monday. They will be hiring two more employees. They are running about 320-330 runs each month. They will be getting a new life squad in January and another later. The first was ordered three years ago.

Mr. Parsons gave the update for Batavia Union Cemetery. We are up to 40 burials so far this year, 15 of those were cremations. We have 5 cremations this week. There are some lot ownership issues. Cathy Turner, who was a Board member, recently lost her husband.

### OLD BUSINESS

Mr. Parsons and Ms. Haley attended the ribbon cutting for the Batavia Schools and presented and signed the proclamation. The buildings are very nice. There is a rotary dinner this Saturday night at the elementary building. The buildings can only be built ahead for 5% over in school student population.

### Resolution 11-01-2023

Mr. Parsons motioned the Batavia Township Board of Trustees adopt **Resolution 11-01-2023** for the Transfer of Funds of \$5,000 from the General Fund Fiscal Officer Staff #100-110-122 to

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Other Salaries Fund #1000-130-190 to fund payments set forth in the 2023 budget retroactive to 10/26/2023. Mr. Perry seconded the motion. On the roll being called:

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

### Resolution 11-02-2023

Mr. Perry motioned the Batavia Township Board of Trustees adopt **Resolution 11-02-2023** authorizing the Township Administrator to enter into contracts for health insurance benefits with Anthem Insurance, dental insurance contract with Dental Care Plus, and the vision insurance for FY 2024. Mr. Parsons seconded the motion. On the roll being called:

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

### Resolution 11-03-2023

Mr. Parsons motioned the Batavia Township Board of Trustees adopt **Resolution 11-03-2023** authorizing the Township Administrator to execute winter snow removal and salting contracts with developers for undedicated streets in Batavia Township in the following subdivisions: Billingsley, Derby Place, Estrella, Rosewood, Forest Grove, and Heritage Farms. Mr. Perry seconded the motion. On the roll being called:

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

### Administrator Authorization for Contract Execution

Mr. Perry motioned the Batavia Township Board of Trustees authorize the Township Administrator to execute a contract with Playground Equipment Services, LLC (PES) in the total amount of \$666,156.00 and issue a purchase order from ARPA funds for enhancements to the Community Park in 2024 as outlined in the contract and authorize the payment of the material deposit in the amount of \$133,231.00, with equipment to be purchased thru Sourcewell. Mr. Parsons seconded the motion. On the roll being called:

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

### Administrator Authorization

Mr. Perry motioned the Batavia Township Board of Trustees authorize the Township Administrator to execute a Participation Agreement, after review by legal counsel, with the Cincinnati Congress for New Urbanism for the Legacy Project entitled Amelia SR 125 Corridor Project in an amount not to exceed \$3,750.00 to be taken from the General Fund. Mr. Parsons seconded the motion. On the roll being called:

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

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**Resolution 11-04-2023**

Mr. Parsons motioned the Batavia Township Board of Trustees adopt **Resolution 11-04-2023**, establishing assessment for abatement of nuisance and certifying same to the Clermont County Auditor related to previously adopted Resolutions 05-04-2023, 08-03-2023, and 09-04-2023 for parcel identification numbers listed below:

PROPERTY ADDRESS	PROPERTY OWNER	PARCEL ID	ASSESSMENT AMOUNT
1580 Creekside Road Amelia, Ohio 45102	John McDonald Elizabeth McDonald	032022B461.	\$195.00
3262 Yelton Lane Amelia, Ohio 45102	John & Danielle Smith c/o Antoinette Smith	032018A046.	\$2,077.41
2519 Herold Road Batavia, Ohio 45103	Courtney R. Pemberton	022011F063.	\$750.00

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

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

**Resolution 11-05-2023**

Mr. Perry motioned the Batavia Township Board of Trustees adopt **Resolution 11-05-2023** which declares 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)
73 Main Street Amelia, Ohio 45102	M & J Properties of Ohio LLC	050104.015.	Ford -F Series
1513 Spruce Amelia, Ohio 45102	Gregory A. & Blanca A. Salguero	032023A172.	Honda Odyssey Toyota T100
4242 Brookside Dr Batavia, Ohio 45103	Daniel Howard Okeefe	014401.003. 014401.004.	Honda Civic DelSol S Ford F150 Honda CRV Jeep Cherokee Laredo
2250 State Route 125 Amelia, Ohio 45102	Gilbert E. Jester	032018034. 032018025.	Black Ram 1500 White GMC Pickup Dodge Stratus Chevrolet Silverado Pontiac G6 3 - Semi Trailers

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

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

### Resolution 11-06-2023

Mr. Parsons motioned the Batavia Township Board of Trustees adopt **Resolution 11-06-2023**, authorizing the abatement, control, or removal of vegetation, garbage, refuse, or debris for the following properties:

PROPERTY ADDRESS	PROPERTY OWNER	PARCEL ID
2250 State Route 125 Amelia, Ohio 45103	Gilbert E. Jester	032018A034. 032018A025.

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

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

### BZA Appointment

Mr. Parsons motioned the Batavia Township Board of Trustees appoint Thomas Hanrahan to serve as a Member on the Board of Zoning Appeals replacing Hearsel Gorman, with a term to complete the remaining term of Mr. Gorman through 12/31/23 and to formally serve his first five-year term January 1, 2024, through December 31, 2028. Mr. Perry seconded the motion. On the roll being called:

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

### BZA Appointment

Mr. Perry motioned the Batavia Township Board of Trustees appoint Scott Colvin to serve as a Member on the Board of Zoning Appeals replacing Sharon Strickland, with a term to complete the remaining term of Ms. Strickland thru 12/31/23, and to formally serve his first five-year term January 1, 2024 through December 31, 2028. Mr. Parsons seconded the motion. On the roll being called:

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

### BZA Appointment

Mr. Parsons motioned the Batavia Township Board of Trustees appoint Zachary McGlone to serve as an Alternate on the Board of Zoning Appeals with no term limit. 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 2023

### Payment Authorization

Mr. Perry motioned the Batavia Township Board of Trustees authorize the payment of \$10,963.00 to Above and Beyond Carpentry for repairs to the Administration Building, Invoice Dated 10/30/2023. Mr. Parsons seconded the motion. On the roll being called:

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

### Membership Authorization

Mr. Parsons motioned the Batavia Township Board of Trustees authorize the membership of the Goshen Area Chamber of Commerce for 2024 in the amount of \$100.00. Mr. Perry seconded the motion. On the roll being called:

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

### EXECUTIVE SESSION

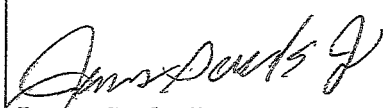
Mr. Perry motioned the Batavia Township Board of Trustees move into executive session pursuant to ORC Section 121.22 (G) (3) Economic Development and ORC Section 121.22 (G) (2) Property to discuss matters related to Property and Economic Development. Mr. Parsons seconded the motion. Time: 8:17 pm. On the roll being called:


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

The Board returned to regular session at 8:58 p.m.

### 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 8:58 p.m.

  
James Sauls, Jr.,  
Chairman

  
Jennifer Haley,  
Fiscal Officer