

RECORD OF PROCEEDINGS

Minutes of

February 13, 2024 – REGULAR MEETING

Meeting

RECORD OF PROCEEDINGS

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held Minutes of BOARD OF TRUSTEES – BATAVIA TOWNSHIP

The Board of Trustees of Batavia Township met for the February regular meeting at 5:00 p.m. Tuesday, February 13, 2024, 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. Parsons, Mr. Perry, and Mr. Sauls. 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. Sauls motioned the Batavia Township Board of Trustees approve the February 13, 2024 agenda as presented. Mr. Perry seconded the motion. On the roll being called:

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

Mr. Perry motioned the Batavia Township Board of Trustees approve the January 4, 2024 Regular Meeting Minutes, as presented. Mr. Sauls seconded the motion. On the roll being called:

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

Mr. Sauls motioned the Batavia Township Board of Trustees approve the January, 2024 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 DEPARTMENT REPORT

Deputy Benkelmann gave the crime stats for January 2024. For the Township, the Deputies took 135 offense reports (24 were violent crimes, 23 were property, 14 personal, 8 drug/alcohol related, 64 information reports, and 2 juvenile related). The highest crime type was theft.

The Batavia Township Deputies took 97 offense reports, 147 incident reports, 26 traffic arrests, 45 traffic warnings, 110 warrant services, 320 civil services, assisted 40 different calls from other departments, 39 adult arrests, 4 juvenile arrests, and 208 business checks. We took 94% of the incident reports total and 72% of the offense reports. We recovered \$45,000 in property which included 2 stolen vehicles. We patrolled 404 neighborhoods this month. There were no overdoses. There were no burglaries in January. There was no breaking and entering in January.

SERVICE RECOGNITION

The Board honored a Board of Zoning Appeals Member, Kyle Nicolaus for his 11 years of service from 2013 to 2023. He is currently serving his second term on the Batavia School Board and Batavia’s Representative on the Great Oaks Board of Directors.

LETTERS TO LITERACY – Local Non-Profit – Cassie Carter

Mr. Parsons introduced Cassie Carter. Cassie is seeking a building for her proposed non-profit learning center. Cassie spoke about her vision and the 70 students (and growing) who are currently being tutored each week. Cassie Carter is a 4th generation in the Batavia Community.

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Cassie is looking to close the gap in literacy in grades K-5 in our community as the learning crisis increases. Her goal is to give all students an opportunity to be served, even those who cannot afford it. Cassie is seeking a building/space for the learning center. This is not a daycare program. Cassie provided a PowerPoint with the statistics in Batavia Schools showing the need for phonics instruction. She shared her strategic plan. Cassie introduced the teachers and Board involved in Letters to Literacy.

Sam Cribbet who is a member of Cassie’s Board, and works for Arts Way as the VP of finance, spoke about the business aspects of this not-for-profit.

After hours program would be 4-6. There are students Monday thru Friday 4:00 p.m. until 8:30 p.m. They are also open on Saturdays and Sundays.

There was a five-minute break at 6:25 p.m. until 6:30 p.m.

Public Hearing 6:30 p.m. Zoning Change to Dick Property, 597 Chapel Road, Amelia, Ohio, Case B-01-24Z

Taylor Corbett, Planning & Zoning Inspector, gave a summary of the case.

There were no opponents or proponents that spoke regarding the case.

Mr. Sauls motioned the Batavia Township Board of Trustees approve Case B-01-24Z as presented. Mr. Perry seconded the motion. On the roll being called:

Mr. Perry	yes	
Mr. Parsons	yes	
Mr. Sauls	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)(1) to consider a matter related to the personnel of the Township. Mr. Sauls seconded the motion. Time: 6:41 pm. On the roll being called:

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

The Board returned to regular session at 7:24 p.m.

PUBLIC PARTICIPATION

John Cooper, 191 Chapel Rd., spoke about an issue with Resolution 02-01-2024. It is his property and disagrees with the Zoning department’s opinions of his property.

Wayne Porter, 4071 Greenbriar Rd., Batavia, spoke about a nuisance property at the beginning of Greenbriar Rd.

COMMITTEE REPORTS

Mr. Parsons gave the update for Batavia Union Cemetery. The pavement improvements total \$55,000. We are asking the Township and Village to split the cost. This will come before the joint meeting in May. The dedicated road is not included in this project.

Mr. Sauls gave an update for Central Joint Fire & EMS District. We have new Village Board Members, Jason Gibson, and Scott Runck who is Mayor. The Fire Dept had 3900+ EMS runs last year, and 1700 fire runs, totaling about 325 per month.

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SERVICE DIRECTOR REPORT

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

Cody presented some pictures of Snider Road, before and after repairs including bank restoration.

The Burnham Woods Barn is cleaned up and organized. Cody had pictures of the clean-up.

We had some flooding issues, ice damage, catch basins, etc. Some problem areas are cleaned up.

The Service Department cleaned up the debris-filled ditch line near the old homeless shelter so the drainage is flowing nicely.

We've had 4 snow events in the past month. Three required salt, and one required salting and plowing. Cody ordered more salt.

We had one cremation burial at Odd Fellows Cemetery. We had one cremation burial and one full burial at Olive Branch.

There was mud, gravel, and debris 8 to 10 inches deep on Ross Road. Cody cleaned it up and cold-patched the area.

The installation of cemetery software is completed. Jenny is inputting the deeds.

The Service Department attended a pavement preservation class in Butler County. All received 4 hours of continuing professional education.

There is a quote with laser line to get our fleet, including the new trucks, treated with rust preventative. They recommend a two-year rotation.

Cody has one quote from Lake Erie Construction for the guardrail on Greenbriar. He is waiting for a second quote from Security Fence.

Cody and Steven Tyminski participated in a Career Fair at the New Richmond High School. They gave the school an overview of what our Service Department does for Batavia Township.

PLANNING AND ZONING DIRECTOR/INSPECTOR REPORT

Taylor Corbett, Planning and Zoning Director, gave the January 2024 report.

We had five housing permits. Our average single-family home sales are \$480,860.00.

We have 8 single-family homes left to be completed in Derby Place. We still have 97 units in Rosewood, 67 in Forest Grove as well as an entire section to develop. Billingsley has 29 single family left, 27 condos. The circle is almost fully developed. There are 47 units available in Heritage Farms.

The total number of permits is comparable to the past years. Taylor showed the list.

Taylor reported on violations in the Township.

Information is on the website about the Pike with a Purpose which is the new name for the Congress Renew Urbanisms' legacy project in the old village of Amelia.

TOWNSHIP ADMINISTRATOR REPORT

Karen Swartz, Township Administrator, gave the January report.

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The original stormwater permit invoice has a \$2,000 credit bringing the invoice down to \$5,800. Next year we will budget for a higher amount.

The Park Grant will be on next month’s agenda, as well as the insurance quote and the text amendments.

The Easter Egg Hunt is March 30th. Volunteers are lined up. Jenny is helping with this.

Karen discussed changes in contracting for the cleaning of the building.

NEW BUSINESS

Ace Hardware Store is now open in Batavia Township on SR 125.

Mr. Sauls motioned the Batavia Township Board of Trustees retroactively approve from 01/31/2024 Invoice #12031 for a payment in the amount of \$5,500 relative to the contract with Hurst, Kelly & Company, LLC for Financial Services as adopted in **Resolution 12-13-2023**. Mr. Perry seconded the motion. On the roll being called:

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

Mr. Perry motioned the Batavia Township Board of Trustees approve quotes from Office Furniture Source using the State Bid STS#800766 for office furniture and file cabinets for the office in the total amount of \$19,915.72 and to issue a purchase order to allow for minor overages for a total amount of \$20,000 using General Funds with RID Reimbursement. 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 payment to the Clermont County Treasurer relative to the Clermont County Invoice #2024/67/0121651 in the amount of \$5,835.27 for the 2024 Stormwater Permit. This is for the Township’s share of expenses for the Ohio EPA Stormwater Program Phase II for services provided by the Clermont County Soil and Water Conservation District on behalf of the township. Mr. Perry seconded the motion. On the roll being called:

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

Mr. Perry motioned the Batavia Township Board of Trustees approve payment to Morton Salt for the following invoices: Invoice #5402977871 issued on 01/29/2024 in the amount of \$14,710.50 and Invoice #5402976157 issued on 01/26/2024 in the amount of \$8,388.25 relative to the 2023-2024 Road Salt Contract previously adopted in **Resolution 09-06-2023**. Mr. Sauls seconded the motion. On the roll being called:

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

Mr. Sauls motioned the Batavia Township Board of Trustees approve the Membership to the Southwest Ohio Purchasers for Government (SWOP4G) effective April 1, 2024 through March 30, 2025 in the amount of \$35.00. Mr. Perry seconded the motion. On the roll being called:

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

Mr. Perry motioned the Batavia Township Board of Trustees approve payment for the American Public Works Association membership in the amount of \$244.00 for the calendar year 2024. 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 accept the 2023 Ohio Department of Transportation’s Township Highway System Mileage Certification Report, for calendar year 2023 in the amount of 78.792 miles, and furthermore execute said certification and return to ODOT no later than April 1, 2024. Mr. Sauls seconded the motion. On the roll being called:

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

Mr. Sauls motioned the Batavia Township Board of Trustees approve a quote for \$4,390.00 from Laserline, 14557 State Route 119 East, Anna, Ohio 45302 for rust treatment/prevention for all the trucks and equipment in the Fleet on site, and to issue a purchase order for said services from the Permissive Fund. Mr. Perry seconded the motion. On the roll being called:

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

Resolution 02-01-2024

Mr. Perry motioned the Batavia Township Board of Trustees adopt Resolution 02-01-2024, authorizing the abatement, control, or removal of vegetation, garbage, refuse, or debris for the following properties:

Table with 3 columns: PROPERTY ADDRESS, PROPERTY OWNER, AUDITOR PARCEL ID#. Contains two rows of property information.

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

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

Resolution 02-02-2024

Mr. Sauls motioned the Batavia Township Board of Trustees adopt Resolution 02-02-2024 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

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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)
40 Hopkins Avenue Amelia, Ohio 45102	Carol S. Ostenkamp	050103D016. 050103D017.	Chevrolet Truck GMC Truck
39 Main Street Amelia, Ohio 45102	Anton Wottreng III	050104.024.	Red Toyota Prius White X5 BMW Red Cadillac
4561 State Route 276 Batavia, Ohio 45103	Joseph A. Massie	022012E044.	Blue Accura
4771 Olive Branch Stonelick Road Batavia, Ohio 45103	Jake Taylor JR	012005E011.	Chevrolet Truck Chevrolet Van
1328 State Route 125 Amelia, Ohio 45102	JERIES F DAUD ET AL, Ammar N Daoud, Raj T Elfar Faud David	032023E030.	1. Blue BMW Wagon 2. Black and White BMW 3. White BMW with Decal-02 4. BMW 2002 5. Cream BMW 6. Gray BMW 7. Blue BMW 8. White BMW
2556 Old State Route 32 Batavia, Ohio 45103	Carol Y Calkins	014726.001	White Jetta Black Jetta White Volkswagen Passenger Van

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

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

Resolution 02-03-2024

Mr. Sauls motioned the Batavia Township Board of Trustees adopt **Resolution 02-03-2024** to appoint Goshen Township Trustee Bob Hausermann to the Clermont County 9-1-1 Program Review Committee. Mr. Perry 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 authorize the Township Administrator, Karen Swartz, to execute a month-to-month contract with Intrust IT, 9850 Redhill Drive, Cincinnati, Ohio, 45242, with rates and terms effective 01/01/2024 thru 12/31/2024, for managed IT support services. Mr. Perry seconded the motion. On the roll being called:

Mr. Perry	yes
Mr. Parsons	yes

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Mr. Sauls yes Motion carried

Mr. Perry motioned the Batavia Township Board of Trustees authorize the following estimate No 3448 for the installation of a 2-inch waterline from Madison Park Drive to the Bathroom Building located at 1535 Clough Pike, relative to the 2024 Playground Improvements, with Cornerstone Development in the amount of \$14,500 and to issue a purchase order using General Funds and to further authorize the final payment upon completion of the project upon approval by the Service Director and Administrator. Mr. Sauls seconded the motion. On the roll being called:

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

Mr. Sauls motioned the Batavia Township Board of Trustees authorize Karen Swartz, Township Administrator, to apply for permits relative to the extension of the waterline and to authorize the Fiscal Officer further to issue a check payable to the Clermont County Treasurer in an amount not to exceed \$20,000.00, using General Funds for the 1-inch meter and tap in fees with Clermont County Permit Central relative to the 2024 Playground Improvements. Mr. Perry seconded the motion. On the roll being called:

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

Mr. Sauls motioned the Batavia Township Board of Trustees authorize a donation of \$300.00 to the Batavia High School Men’s Golf Team. The Golf Team will assist with the March 30, 2024 Easter Egg Hunt. Mr. Perry seconded the motion. On the roll being called:

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

Cemetery Deed

Cemetery Deed was purchased by Charles McKiddy, 2229 Cleneay Ave., Cincinnati, Ohio, 45212 for Lot 352, Graves 5 & 6 in Olive Branch Cemetery.

Personnel Action

Mr. Sauls motioned the Batavia Township Board of Trustees offer full-time employment to Jim DeCamp as Zoning Inspector on 02/26/2024 at \$25.00 per hour, to include a term of 6 months’ probation. Mr. Perry seconded the motion. On the roll being called:

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

ADJOURNMENT

With no further business to come before the Board, Mr. Sauls motioned to adjourn the meeting. Mr. Perry seconded the motion. Meeting adjourned at 9:23 p.m.

Rex A. Parsons, Chairman

Jennifer Haley, Fiscal Officer