

RECORD OF PROCEEDINGS
November 6, 2024 – REGULAR MEETING

Minutes of

Meeting

RECORD OF PROCEEDINGS

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

Held Minutes of BOARD OF TRUSTEES – BATAVIA TOWNSHIP 20

The Board of Trustees of Batavia Township met for their Regular Meeting at 5:00 p.m. Wednesday, November 6, 2024, at the Batavia Township Community Center.

CALL TO ORDER

Following the Pledge of Allegiance lead by Lonnie Winkler, 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, 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 November 6, 2024 agenda as presented. 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 the October 1, 2024 Regular Meeting Minutes, as presented. Mr. Sauls seconded the motion. On the roll being called:

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

Ms. Haley reviewed the Financials. The tax exemption application from Pierce Township is on the incorrect form.

Mr. Sauls motioned the Batavia Township Board of Trustees approve the September and October, 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 Batavia Township crime stats for October, 2024.

The Batavia Township Deputies reported 15 violent crimes, 35 property crimes, 20 personal crimes, 11 drug or alcohol related crimes, 70 informational reports, and 12 juvenile related offenses. Theft was the highest crime type.

For the Township activity, the Deputies conducted 114 of the offense reports, 133 of the incident reports, 17 traffic arrests, 70 traffic warnings, 117 warrant services, 287 civil services, 101 assisting other departments, 31 adult arrests, 2 juvenile arrests, and 183 business checks. We had \$1,400 in recovered property. There were 473 neighborhoods patrolled. The Township Deputies took 81% of the incident reports and 73% of the offense reports. There were two reported overdoses in October. We had one reported burglary. There were three breaking and entering.

Deputy Jason Kellerman will be filling in while Deputy Deimling is on light duty for approximately 6-8 months.

COMMITTEE REPORTS

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Mr. Sauls and Ms. Haley gave the October update for Central Joint Fire & EMS District. They had a total of 405 runs for the month. There were 309 fire runs. There are 3 openings and 1 paramedic. They have two new paramedics.

Mr. Parsons gave the October report for Batavia Union Cemetery. They had a meeting today. They finished the paving project in the cemetery. We will use only small trucks when we treat those roads. It is the village's turn this winter to treat the roads. We've only had 23 burials to date, 9 of which were cremations. This is almost a record low causing revenues to be down.

SERVICE DIRECTOR REPORT

Cody Smith, Service Director, gave the October report.

The first full week of October included cleaning up from the storm damage. There was no real damage to headstones in the cemeteries.

We rebuilt a catch basin in Little Creek.

We cleaned up the curb and gutter on Madison Park Drive as well as trimmed back honeysuckle, limbs, etc.

We installed new dog park equipment.

We received and installed the new parts for the Vac truck.

We inspected and dug up a sinkhole on Glen Park Court.

We completed about 1300 feet of ditching and replaced two driveway culverts on Eiler Lane.

We performed some erosion and berm repair on Greenbriar Road as well as about 600 feet of blacktop repair.

We performed restoration, dirt, seed, and straw for the waterline on Madison Park Drive.

We now have the radios to utilize during snow events and other daily activities.

We completed a demo of the road widener on Summit Road. There were some very large drop offs on Summit. It extends 4 feet.

Cody spoke about the remaining 2024 roads project and reviewed the bids for the 2025 road resurfacing project.

Cody shared the list of the equipment for ARPA Funds.

The salt trucks are ready to go for the season.

PLANNING AND ZONING DIRECTOR/INSPECTOR REPORT

Taylor Corbett, Planning and Zoning Director is at a GIS Training Conference. Karen Swartz, Township Administrator, gave the October report.

Karen spoke about workforce housing projects that are interested in developing in the township.

The Zoning Commission's meeting is on November 14th. They will discuss the Armstead subdivision on SR 222 near Stonegate Farms, and near Chapel Road. They include paired patio homes and single-family lots. This will be on our December meeting.

The BZA met on October 28th. Several permits were granted.

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For the October permits, single family home permits included 2 in Forest Grove, 2 in Billingsley, 4 in Rosewood, zero in Derby Place (which is completed), 3 in Heritage Farms, and no multi-family, which brings a total of 11 single family homes in October. The yearly average is \$388,000. We have had 139 houses so far this year. Forest Grove opened up their new section.

Karen shared the resolved and unresolved zoning complaints. Jim DeCamp is doing an excellent job in enforcing nuisances and complaints.

Karen and Taylor attended a Land Use and Zoning Conference.

TOWNSHIP ADMINISTRATOR REPORT

Karen Swartz, Township Administrator, gave her October report.

We had over 50 residents attend the Community Shred Event. We share the expense with CJFED.

Karen spoke about the history of Batavia Township and Brianna Ramsey is working on compiling a list of Elected Officials and dates served.

Karen and Cody are in communication with the resident who hosts the Christmas Light Show in Pleasant Acres about safety and traffic issues.

Karen shared a spreadsheet about expenses and the Police Levy Contract.

Karen is working on the benefits for 2025. We will also be working on evaluations before the next meeting.

HB47 requires AEDs at our Township Park. We already have two. There will be training in January for the new staff. We also are required to have an emergency plan.

Karen has employee Deferred Comp Training planned next year during the winter.

Karen is still getting quotes for additional cameras by the splash pad, enhanced audio in the rooms with mics, and enhancements to the front doors.

The Amelia jointly owned property between Batavia Township and Pierce Township was discussed. Karen will reach out to their Administrator.

The wood chipper usage during major events was discussed.

Mr. Sauls's nephew was elected to the House of Representatives. Mr. Sauls was congratulated.

Mr. Parsons spoke about the Fields of Honor Display being held at the Batavia Township Park in future years. This is a fundraiser for scholarships for the East Fork Kiwanis Club.

Resolution 11-01-2024

Mr. Parsons motioned the Batavia Township Board of Trustees adopt **Resolution 11-01-2024**, setting the Batavia Township Trustees Regular Meeting for calendar year 2025. Mr. Sauls seconded the motion. On the roll being called:

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

Resolution 11-02-2024

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Held

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Mr. Sauls motioned the Batavia Township Board of Trustees adopt ~~Resolution 11-02-2024~~ authorizing the Township Administrator, Karen Swartz, to proceed with executing a three-year contract, starting in the year 2025, for law enforcement services (eight deputies) for Batavia Township, Ohio. Mr. Perry seconded the motion. On the roll being called:

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

Resolution 11-03-2024

Mr. Sauls motioned the Batavia Township Board of Trustees adopt **Resolution 11-03-2024** amending the Streetlight Resolution and Certifying assessment of the Teegarden & Hopkins Subdivisions Lighting District. Mr. Perry seconded the motion. On the roll being called:

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

Resolution 11-04-2024

Mr. Perry motioned the Batavia Township Board of Trustees adopt **Resolution 11-04-2024** authorizing a contract agreement with Clermont County to resurface certain Township roads for the 2025 Road Resurfacing Project for an estimated amount of \$350,000.00. Mr. Sauls seconded the motion. On the roll being called:

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

Resolution 11-05-2024

Mr. Sauls motioned the Batavia Township Board of Trustees adopt **Resolution 11-05-2024** to enter into agreements for snow and ice removal for the following subdivisions for undedicated streets: Forest Grove, Derby Place, Billingsley, Rosewood & Estrella. Mr. Perry seconded the motion. On the roll being called:

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

Resolution 11-06-2024

Mr. Perry motioned the Batavia Township Board of Trustees adopt **Resolution 11-06-2024** 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 PARCEL ID OWNER	DESCRIPTION OF VEHICLE(S)
1328 State Route 125 Amelia, Ohio 45102	Daoud Jeries 032023E030. F ET AL Tenant John Gadberry	Black BMW X5 VIN:5XUFF03529LJ96226 Black Mercedes S500 VIN: WDBNG84J06A470050

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Black BMW 750 LI
VIN:
WBAKC8C50ACY68454

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

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

Resolution 11-07-2024

Mr. Sauls motioned the Batavia Township Board of Trustees adopt **Resolution 11-07-2024** authorizing the abatement, control, or removal of vegetation, garbage, refuse, or debris for the Parcels:

PROPERTY ADDRESS	PROPERTY OWNER	AUDITOR PARCEL ID #
2519 Herold Road Batavia, Ohio 45103	Courtney R. Pemberton (deceased)	022011F063.
2270 Chesterfield Lane Batavia, Ohio 45103	Michael K & Sue Edmonds 2270 Chesterfield Lane Batavia, Ohio 45103	012010B039.

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

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

Payment Authorization

Mr. Perry motioned the Batavia Township Board of Trustees approve the following payments:

VENDOR	\$ AMOUNT	FUND	PURPOSE
Clermont County Treasurer/Clermont County Engineer	\$42,850.37	PO 2-2024- \$14,870.10 PO 63-2024 \$27,980.27 (Gasoline)	Final cost for the 2024 Road Resurfacing Program
Willygoat, LLC	\$19,800.00	PO 54-2024 General	Dog Park Improvements
Playground Equipment Services, LLC	\$66,615.50, which represents ½ of \$133,231.00 Payment	PO 20-2024 General	Playground Improvements as outlined in the contract approved on November 2, 2023.
JDC	\$5,695.00	PO 71-2024	Repairs to Vac Truck
Treasurer, Batavia Union Cemetery	\$7,000.00	PO 30-2024	4 th Quarter Installment of 2024 Funding/General Fund 1000-410-599-00
TOTAL	\$141,960.87		

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

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

Purchase Order Authorization

Mr. Sauls motioned the Batavia Township Board of Trustees authorize the following purchase orders and purchases for ARPA Expenses:


Vendor	\$ Amount	Purchase Order	Purpose
Mills Fence Co. LLC	\$21,820.00	66-2024	515 ft. of Guard Rail on Greenbriar Road
Home Depot	\$3,905.00	64-2024	Concrete Mixer & Accessories
Ohio Machinery Co./ Ohio CAT	\$92,901.00	67-2024	New Caterpillar Model 305 Excavator & Accessories
Baxla Tractor Sales, Inc.	\$17,549.00	68-2024	2024 Zero Turn Kubota
Tadlock Sales/Jerry Tadlock	\$16,650.00	69-2024	24' Trailer, toolbox & hitch
Southeastern Equipment Company	\$57,100.00	72-2024	Road widener
		\$51,954.71	
		ARPA	
		\$5,145.29	
		Road & Bridge	
TOTAL:	\$209,925.00		


Mr. Perry seconded the motion. There was discussion. 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 7:06 p.m.


 Rex A. Parsons,
 Chairman


 Jennifer Haley,
 Fiscal Officer