

RECORD OF PROCEEDINGS

Minutes of

January 18, 2022 – 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 a regular meeting at 6:00 p.m. Tuesday, January 18, 2022, at the Batavia Township Community Center.

CALL TO ORDER

There was a moment of silence in memory of Greg Carson and Deputy Jim Kirker. Following the Pledge of Allegiance, Jennifer Haley, Fiscal Officer, gave the roll call for the Board of Trustees. Present were: Mr. Parsons and Mr. Sauls. Mr. Perry was absent. Also present were Jeff Uckotter, Township Administrator and Denise Kelley, Zoning Administrator.

2022 NOMINATIONS/ELECTIONS OF CHAIR AND VICE-CHAIR

Mr. Parsons motioned the Batavia Township Board of Trustees nominate Randy Perry as Chairperson. Mr. Sauls seconded the motion. On the roll being called:

Mr. Sauls	yes	
Mr. Parsons	yes	Motion carried

Mr. Parsons motioned the Batavia Township Board of Trustees elect Randy Perry as Chairperson. Mr. Sauls seconded the motion. On the roll being called:

Mr. Sauls	yes	
Mr. Parsons	yes	Motion carried

Mr. Parsons motioned the Batavia Township Board of Trustees nominate Jim Sauls as Vice-Chairperson. Mr. Sauls seconded the motion. On the roll being called:

Mr. Sauls	yes	
Mr. Parsons	yes	Motion carried

Mr. Parsons motioned the Batavia Township Board of Trustees elect Jim Sauls as Vice-Chairperson. Mr. Sauls seconded the motion. On the roll being called:

Mr. Sauls	yes	
Mr. Parsons	yes	Motion carried

APPROVAL OF AGENDA

Mr. Parsons motioned the Batavia Township Board of Trustees approve the January 18, 2021 agenda as presented. Mr. Sauls seconded the motion. On the roll being called:

Mr. Sauls	yes	
Mr. Parsons	yes	Motion carried

Mr. Parsons motioned the Batavia Township Board of Trustees approve the Minutes of the December 7, 2021 Regular Meeting and the December 20, 2021

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Special Meeting as presented. Mr. Sauls seconded the motion. On the roll being called:

Mr. Sauls	yes	
Mr. Parsons	yes	Motion carried

FINANCIAL REPORTS

Ms. Haley gave the December, 2021 financial reports. Payment was received for the cell phone lot.

Mr. Parsons motioned the Batavia Township Board of Trustees approve the December, 2021 financial reports as presented. Mr. Sauls seconded the motion. On the roll being called:

Mr. Sauls	yes	
Mr. Parsons	yes	Motion carried

SECO ELECTRIC ALARM SYSTEM

Mr. Dave Hughes from SECO Electric's Co., Inc. gave a presentation about the Township's alarm system. The system is aging. Mr. Brad Harris did some research about it.

The keypad by the receptionist area is flickering, signs of the main board and processor malfunctioning. The current contractor cannot reprogram it. Mr. Hughes will give a quote to just replace all the main boards and keypads, not all the peripherals. Jeff can reprogram the codes for the employees. Currently we have no camera vendor; Jeff mentioned SECO can also provide service for our cameras without a monthly charge. He can provide a quote for recording on the cameras. Specific users can be delegated to observe the recordings from the cameras. Wireless gateways can be used to transmit to the main system. There is a monthly charge for the security system and fire alarm. This is a monitored system.

LAW ENFORCEMENT MONTHLY REPORT

Deputy Yvonne Sheppard gave the Batavia Township crime report for the month of December, 2021. February 20th is her last day with the Township. There were 167 offense reports, an increase of 5% from November. The highest crime type report was theft offenses. There were 43 adult arrests, 3 juvenile arrests, 154 warrant services, 15 traffic citations issued, 29 traffic warnings, 134 business checks, 38 assist other agencies, and 548 calls for service. There were 291 incident reports and of those, the Township Deputies took 201. There was \$203,800 in stolen property recovered, an ambulance and a car. There was one overdose. There were two burglaries in December. There were 3 breaking and entering.

ZONING ADMINISTRATOR/INSPECTOR REPORT

Denise Kelley gave her report for December, 2021. There were 36 miscellaneous permits issued. We had 12 single family permits, primarily in our active PD

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developments. There was quite a number of multi-family. There were two 8-unit building permits in December. The Grammas property on Amelia Olive Branch will have 12 units per acre. Twin Gates is just about finished. Estrella is completed.

The BZA did not meet in December. There was a total of 18 cases in 2021. They will meet next Monday. There is a property request in Chapel Woods for a variance. Additionally, a house going in on Clough Pike will be requesting for a 15-foot front yard setback.

The Zoning Commission will be reviewing text amendments next month. Big Tex may come in and build a 20,000 sq foot truck terminal on a parcel near the existing IRG plant in the overlay district. The use considered is warehouse.

There was a pre-application meeting about a patio product. Jeff Uckotter gave the model details of the product.

SERVICE DIRECTOR REPORT

Steven Tyminski, Service Director gave the December report.

There was a significant snow event this past weekend. They went out about 7 p.m. Sunday evening and came back in about 5 a.m. Monday morning. There were many issues with cars parking in the cul-de-sac areas. Steven will give this information to Jeff Uckotter for future issues.

Cintas did the annual fire extinguisher inspection.

The hot box is being repaired. The heating oil is being checked and a few other things.

The CAT skid steer is here. Some fittings will be replaced, oil change, etc.

The VAC truck power steering had an issue and is being repaired. There will be a quote given before approval of the repair.

A&A will give us a quote for re-striping Lori Lane.

Jeff gave an update about the ARPA Final Rule.

TOWNSHIP ADMINISTRATOR REPORT

Jeff Uckotter presented his December report.

Karen Swartz started on January 10th. Welcome, Karen!

The Sheriff's Dept. reached out and need a new radar for the new cruiser.

Today was the close-out/dissolution meeting by the auditor for Amelia. There will be questions about what to do with Mayor's Court records, and many other records. Any records request through Mayor's Court will have to go through the

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Pierce Township Police Dept. We are working to get a bid for the appraisal for property at 119 SR125, which has the old Victorian house on it. Jeff has reached out the UDF who showed some interest.

Jeff gave the CDBG update about Chapel and Amelia Olive Branch Phase 1. The box culvert will be extended. This needs to be done by April 25th. On Chapel Rd., Clermont County now says they need an easement. It will go over an existing sanitary easement. The Amelia Olive Branch will have a work agreement. The driveway will go from 9% to 12%. Phase 2 will be more extensive.

The designs for the splash pad were discussed.

Energy Aggregation FAQ, trash pickup will on the Township website. For the natural gas we will need a renewal this year. There will be new pricing, perhaps a new vendor. There will be opt-out letters sent out. Energy Alliance is our vendor. They can take resident’s calls and answer questions.

COMMITTEE APPOINTMENT/REPORTS

Jennifer Haley gave the update for Central Joint Fire & EMS District. There were 22 runs on a Tuesday for Covid and 5 employees were off.

Mr. Parsons reported on Batavia-Union Cemetery. There will be a meeting in two weeks.

Mr. Parsons motioned the Batavia Township Board of Trustees appoint Randy Perry and Jim Sauls to serve on the CJFED Board for 2022. Mr. Sauls seconded the motion. On the roll being called:

Mr. Sauls	yes	
Mr. Parsons	yes	Motion carried

Mr. Sauls motioned the Batavia Township Board of Trustees appoint Rex Parsons to serve on the Batavia-Union Cemetery Board for 2022. Mr. Parsons seconded the motion. On the roll being called:

Mr. Parsons	yes	
Mr. Sauls	yes	Motion carried

NEW BUSINESS

Resolution 1-01-2022

Mr. Parsons motioned the Batavia Township Board of Trustees adopt **Resolution 1-01-2022**, authorizing the Township Administrator, Jeff Uckotter, to proceed with agreeing with SECO Electric Co., Inc. to enter into an agreement to provide month-to-month management services of the Township’s alarm and camera systems, and given its age, to repair/overhaul the Township Community Center’s alarm system for an amount of \$3,722, not to exceed an additional \$6,000.00. Mr. Sauls seconded the motion. On the roll being called:

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Mr. Parsons yes

Mr. Sauls yes

Motion carried

Resolution 1-02-2022

Mr. Sauls motioned the Batavia Township Board of Trustees adopt **Resolution 1-02-2022**, accepting the proposed estimated resources for Calendar Year 2022 and establishing a new cemetery fund No. 2042 for accounting of Amelia Cemetery Funds. Mr. Parsons seconded the motion. On the roll being called:

Mr. Sauls yes

Mr. Parsons yes

Motion carried

Request for a Motion

Mr. Sauls motioned the Batavia Township Board of Trustees pay the final invoice for the Clermont County 2021 road resurfacing program for Batavia Township Streets – the invoice is for \$70,248.87, retroactive to December 29, 2021.

- a. Context: The original agreement was for \$247,810.05, but the actual costs were \$318,058.92. Accounting for much of the final invoice, after the original agreement was struck, River Birch Road was added to the program at an estimated cost of \$52,050.64. Less the estimated cost of the addition of River Birch Road, there were cost overruns of \$18,198.21 – likely a result of inflation.

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

Mr. Sauls yes

Mr. Parsons yes

Motion carried

Request for a Motion

Mr. Parsons motioned the Batavia Township Board of Trustees initiate a limited text change for Article 36 related to PD process revisions. Once initiated, the Zoning Commission will review Case B-01-22Z at their February meeting. Mr. Sauls seconded the motion. On the roll being called:

Mr. Parsons yes

Mr. Sauls yes

Motion carried

Request for a Motion

It is recommended the Board authorize Township Administrator, Jeff Uckotter enter into an agreement with McBride Dale Clarion for planning services, not to exceed \$9,500.00. A p.o. is needed. This will be tabled for now and presented at the next meeting when there is a full Board present.

Request for a Motion

Mr. Sauls motioned the Batavia Township Board of Trustees authorize the first half payment of the 2022 contract with the Clermont County Sheriff for law

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enforcement per our three-year contract in the amount of \$ 467,000.70. Mr. Parsons seconded the motion. On the roll being called:

Mr. Parsons	yes	
Mr. Sauls	yes	Motion carried

Request for a Motion

Mr. Parsons motioned the Batavia Township Board of Trustees accept the 2021 Ohio Department of Transportation’s Township Highway System Mileage Certification Report, effective 12/31/2021, in the amount of 77.681 miles, and execute the certification and return to ODOT no later than March 1, 2022. Mr. Sauls seconded the motion. On the roll being called:

Mr. Parsons	yes	
Mr. Sauls	yes	Motion carried

Request for a Motion

Mr. Sauls motioned the Batavia Township Board of Trustees authorize the first quarterly payment to the Batavia-Union Cemetery Board in the amount of \$7,000.00, which represents ¼ of the yearly invoiced amount of \$28,000. Mr. Parsons seconded the motion. On the roll being called:

Mr. Parsons	yes	
Mr. Sauls	yes	Motion carried

Request for a Motion

Mr. Sauls motioned the Batavia Township Board of Trustees authorize Batavia Township’s 35% stake of the sales commission of \$2,457 to Everest Commercial Real Estate Services. Everest provided the real estate services to Batavia Township and Pierce Township. This is related to the recent sale of 46 Oak Street. Mr. Parsons seconded the motion. On the roll being called:

Mr. Sauls	yes	
Mr. Parsons	yes	Motion carried

Cemetery Deed

Presented to the Trustees for signature were two graves to Ronald D. Hill and two graves to Jane and Russell Mockbee. These will be held for Mr. Perry’s signature at the next meeting.

BRIEF DISCUSSION ITEMS

The Clermont Park District’s Grant process may be available to the Township. Each application can be up to \$20,000. Mr. Uckotter asked if there are any items the Trustees would be interested in. The application is due Thursday, March 31st at 4 p.m.

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The guidelines for the Township Community Center room rentals and shelter rentals were discussed. Regulations about specific usage and fees may need some changes.

The streetlights on SR125 may need upgraded which could save on costs. Pierce Township is in agreement. These SR125 lights can possibly be taken over by ODOT. Mr. Uckotter will put this on the agenda in February.

Mr. Uckotter did a very high-end review of what it might cost to replace the street blades. There are roughly 435-450 streets in the township. Each street has about 1.6 signs. There are roughly 750-780. To replace all the street blades it could be roughly \$43,000. It could be completed over a number of years. Mr. Parsons suggested upgrading the plain green Welcome To Batavia Township signs as well.

There was a 5-minute break.

EXECUTIVE SESSION

Mr. Parsons motioned the Batavia Township Board of Trustees move into executive session pursuant to ORC Section 121.22 (G) (1) to consider the appointment, employment, or compensation of a public employee. Mr. Sauls seconded the motion. Time: 7:55 pm. On the roll being called:

Mr. Sauls	yes	
Mr. Parsons	yes	Motion carried

The Board returned to regular session at 8:04 p.m.

Request for a Motion

Mr. Sauls motioned the Batavia Township Board of Trustees remove the limits from the comp time accumulation limit effective immediately for all employees. Mr. Parsons seconded the motion. On the roll being called:

Mr. Parsons	yes	
Mr. Sauls	yes	Motion carried

ADJOURNMENT

With no further business to come before the Board, Mr. Parsons motioned to adjourn the meeting. Mr. Sauls seconded the motion. Meeting adjourned at 8:08 p.m.



Jim Sauls
Vice-Chairman



Jennifer Haley,
Fiscal Officer