

**RECORD OF PROCEEDINGS**

Minutes of

November 1, 2022 – REGULAR MEETING

Meeting

**RECORD OF PROCEEDINGS**

GOVERNMENT FORMS & SUPPLIES 844-224-3838 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. Tuesday, November 1, 2022, at the Batavia Township Community Center.~~

**CALL TO ORDER**

Following the Pledge of Allegiance led by the Boy Scouts that were present in the Audiance, Jennifer Haley, Fiscal Officer, gave the roll call for the Board of Trustees. Present were: Mr. Perry, Mr. Sauls, and Mr. Parsons. Also present were Jeff Uckotter, Township Administrator, Brad Harris, Zoning Inspector, Cody Smith, Service Director, and Sheriff Deputy Benkelmann.

**APPROVAL OF AGENDA**

Mr. Sauls motioned the Batavia Township Board of Trustees to approve the November 1, 2022 agenda as presented. Mr. Parsons seconded the motion. On the roll being called:

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

**APPROVAL OF MINUTES**

Mr. Parsons motioned the Batavia Township Board of Trustees to approve the October 4, 2022 Regular Meeting Minutes as presented. Mr. Sauls 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 to approve the October 6, 2022 Special Meeting Minutes as presented. Mr. Sauls seconded the motion. On the roll being called:

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

**APPROVAL OF FINANCIALS**

Mr. Sauls motioned the Batavia Township Board of Trustees to approve the October, 2022 Financials as presented. Mr. Parsons seconded the motion. On the roll being called:

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

**SHERIFF’S DEPARTMENT REPORT**

Deputy Erik Benkelmann gave the Batavia Township crime report for the month of October, 2022. They took 156 offense reports, a 9% decrease. There were fewer violent crimes and property crimes. The highest crime type was theft. Business checks were slightly elevated. Traffic warnings and citations were increased in Bristol Lake. The Township Deputies took 88% of the incident reports for the Township and 67% of the offense reports. Property recovered was \$96. Neighborhoods patrolled totaled 291. There were no incidents during Halloween. There were four overdoses in October, and two burglaries were reported.

Deputy Benkelmann and Jeff Uckotter previously discussed the Flock Camera System for the Township property, and the different functions of the cameras were discussed with the Board. These cameras are installed in many local cities and townships, and a viewed as a force multiplier.

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### THE OHIO PLAN PRESENTATION

Mr. Uckotter introduced Ms. Karie Noevesl of Hylant Administrative Services and Mr. Michael Hinnenkamp, Executive Director of The Ohio Plan who gave an overview of what they offer for liability coverage. They write for townships, villages, cities, and other public entities. They are governed by a board of directors. They do inflationary increases every year. It's important to keep appraisal values up to date for the township properties.

As a result of the presentation, the Board directed Jeff Uckotter to send notice to OTARMA that the Township would be investigating competitive rates.

### TOWNSHIP ADMINISTRATOR REPORT

Mr. Uckotter is working with Duke Energy on the former homeless shelter so to rent the facility from February 2023 to February 2024. They requested we look at the pump station, etc. It also needs a new HVAC system and service for the other units.

Mr. Uckotter is working on getting the truck sold from Burnham Woods Farm on GovDeals.

Mr. Uckotter gave an update on the Burnham Woods CDBG. There are electrical, fence and gate, and asphalt aspects that need serviced/repaired.

Concerning the salt building roof replacement, Mr. Justice will reinstall that roof this Friday, November 5<sup>th</sup>. The gutters would be installed thereafter.

The recaulking of the windows started today at the community center. The old caulk was removed.

Mr. Uckotter is waiting to hear from Dan Chumley for a start date and Greg from Plumbtech. Mr. Uckotter is seeking quotes for the remediation of the Community Center floor grout.

Mr. Uckotter gave the 2023 health insurance update for the Township staff and Trustees. There is an 8.9% increase from Anthem, which is below the 2023 trend.

Mr. Uckotter went over the old and new signs/designs for the gateway Corp signs.

One of the police radars needs to be replaced. The price has increased.

The roof damage was not hail damage. There was wind damage. The adjuster gave a quote to repair that part of the roof.

Batavia Schools would like to partner with the Township on the salt. Mr. Uckotter and Cody Smith will discuss with the school superintendent.

The Appalachian Grant money program, HB377, is available through the state. Clermont County is aggregating its response for its entities. The project must meet requirements for infrastructure, healthcare or workforce. We have a month to get a project ready.

### SERVICE DIRECTOR REPORT

Cody Smith, Service Director reported on the 2023 paving project. The list is finalized, and Cody shared this list. The goal amount is \$300,000 worth of paving.

We are in the process of changing our right of way and permits process, as well as bond process for road cuts, anything in the right of way, etc.

We began interviews for service department positions. We have met some great candidates.

The new Kenworth truck will proceed.

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The salt truck #8 is ready for GovDeals.com. The snow plow, spreader, and computerized system was removed. This will also be viewed by auction sites through GovDeals.com.

We completed cleaning up at the Burnham Woods barn. Next will be the inside.

The Service Department performed ditching on Nottingham. Cody finished the ditching work.

The new bathroom project was completed, the downspouts and catch basin, etc. We will sod the back of the building.

The park signs for playground rules and regulations were installed.

Tree trimming on Apple Rd. was completed which will help the salt trucks in the winter.

Cody and Steven discussed the plowing routes. Each route was highlighted out into six routes as there will be six trucks running.

**ZONING ADMINISTRATOR/INSPECTOR REPORT**

Brad Harris reported there is a new home being built on Bauer Rd. We are down on permits for the entire year, 66 this year versus 155 last year. Derby has 34 houses left. Rosewood has quite a few and more on line. There are 27 Estrella condos, only half are sold. Billingsley is doing very well. There were 84 multifamily homes in Billingsley.

Brad went over violations. One home on Clough was repossessed by the bank.

Going over the BZA and Zoning Commission for Mrs. Kelley, Mr. Harris reported they approved a variance for two detached garage and one request was not approved. There are several pending cases. Shaker Meadows HOA requested information about parking on one side only instead of on both sides of their street.

**COMMITTEE REPORTS**

Mr. Perry gave an update for Central Joint Fire & EMS District. There is a meeting tomorrow.

Mr. Parsons gave the update for Batavia Union Cemetery. Year to date there are 46 interments which is a near record, 20 being cremation. There is now double-stacking allowed in the graves. We are getting low on lots.

**PUBLIC PARTICIPATION**

Michele Balside gave an update on the Christmas Parade. The parade date is Sunday, December 11, 2022. Line up is at 12 noon and the parade begins at 2 p.m. The information is on their Facebook page as well as their e-mail address. It will start at the Elementary School, and continue to the Kroger Parking lot.

Dustin Wolford, 3633 N. Heartwood spoke his concerns about the flock camera system. Boy Scout Troop 443 was present with Mr. Wolford as they were interested in learning about the views, different subjects, and operations of the Township. They will earn a citizenship badge for being involved in the community.

There was a five-minute break.

**NEW BUSINESS**

**Resolution 11-01-2022**

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Mr. Sauls motioned the Batavia Township Board of Trustees to adopt **Resolution 11-01-2022** authorizing the abatement, control, or removal of vegetation, garbage, refuse, or debris for the property of 1742 Clough Pike, Batavia, Ohio 45103, -PIN-015706A004. Mr. Parsons seconded the motion. On the roll being called:

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

### Resolution 11-02-2022

Mr. Parsons motioned the Batavia Township Board of Trustees to adopt **Resolution 11-02-2022** directing the Township Fiscal Officer to certify the expenses of removing the junk motor vehicles in the amount of \$958.00 and a description of the land set forth below to the Clermont County Auditor, who shall place the expenses upon the tax duplicate as a lien upon the land to be collected as other taxes and returned to the Township General Fund. The properties and descriptions are as follows:

PROPERTY ADDRESS	PROPERTY OWNER	PARCEL ID	DESCRIPTION OF VEHICLE(S)
Union Chapel Rd Batavia, OH 45103	Edgar Lawson	0320191193.	1997 GMC Sierra truck 1987 Ford LN900 truck 1992 White International truck

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

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

### Resolution 11-03-2022

Mr. Sauls motioned the Batavia Township Board of Trustees to adopt **Resolution 11-03-2022** approving the contract with Hurst Kelly and Company, LLC, to provide supplemental services to the Fiscal Office to prepare annual financial statements for the township for the year ending December 31, 2022, for a fee of \$5,000 according to the terms in the engagement letters dated October 4, 2022. Mr. Parsons seconded the motion. On the roll being called:

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

### Resolution 11-04-2022

Mr. Parsons motioned the Batavia Township Board of Trustees to adopt **Resolution 11-04-2022** authorizing the Township Administrator to enter into a health insurance contract with Anthem Insurance with an 8.9% increase, and a dental insurance contract with Dental Care Plus for a 0% increase, FY 2023. Mr. Sauls seconded the motion. On the roll being called:

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

### Resolution 11-05-2022

Mr. Sauls motioned the Batavia Township Board of Trustees to adopt **Resolution 11-05-2022** awarding the lowest and most responsible bidder, Ford Development Corp, the CDBG Amelia Olive Branch Phase 2 project in the amount of \$172,181. The Resolution also permits the

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Administrator the authority to execute the contract. Mr. Parsons seconded the motion. On the roll being called:

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

**Resolution 11-06-2022**

Mr. Parsons motioned the Batavia Township Board of Trustees to adopt **Resolution 11-06-2022** 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 (Drees Homes), Fischer (Derby Place), and Estrella (MI Homes). Mr. Sauls seconded the motion. On the roll being called:

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

**Resolution 11-07-2022**

Mr. Sauls motioned the Batavia Township Board of Trustees to adopt **Resolution 11-07-2022** setting the 2023 rates for baseball rentals and new rental guidelines. There was discussion. There has not been an issue so far. Teams with 50% or more ballplayers from Batavia Township (not 45103 zip code) per event: \$25.If a team does not meet the 50% Batavia Township threshold per event: \$40

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

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

**Request For a Motion**

Mr. Sauls motioned the Batavia Township Board of Trustees to approve the final invoice for the 2022 Road Resurfacing Program in the amount of \$15,297.07. The final cost for the 2022 paving is \$343,325.18. Mr. Parsons seconded the motion. On the roll being called:

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

**Request For a Motion**

Mr. Parsons motioned the Batavia Township Board of Trustees to approve the invoice from the Clermont Chamber of Commerce for 2023 Dual Chamber Membership Dues (including membership with the Cincinnati Regional Chamber). It should be noted that \$123 of these dues goes directly toward the Chamber’s Economic Development activities. The total is \$738.00. Mr. Sauls seconded the motion. On the roll being called:

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

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**Request For a Motion**

Mr. Sauls motioned the Batavia Township Board of Trustees to authorize the Township Administrator to enter into a contract with Beckman Environmental to service the pump station at the former homeless shelter located at 2403 Old SR 32 and the pump station at the Batavia Township Park located at 1535 Clough Pike. This motion also allows the contracts to be renewed by the Administrator in future years if the contract costs are competitive. The total is \$137.50 per visit and will be three times per year. Mr. Parsons seconded the motion. On the roll being called:

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

**Request For a Motion**

Mr. Sauls motioned the Batavia Township Board of Trustees to authorize the Township Administrator to enter into a contract with Adams Heating & Cooling to replace an HVAC unit at the former homeless shelter for an amount not to exceed \$11,930.84. This approval also approves expenses for necessary parts to service the other two HVAC units at the site. There was discussion. Mr. Parsons seconded the motion. On the roll being called:

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

**Request For a Motion**

Mr. Parsons motioned the Batavia Township Board of Trustees to approve the Ohio Division of Liquor Control application for OBS C Store Inc. DBA Grab N Go OBS, 4428 Olive Branch Stonelick Rd., Batavia Township, Ohio 45103. Mr. Sauls seconded the motion. On the roll being called:

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

**Request For a Motion**

Mr. Sauls motioned the Batavia Township Board of Trustees to approve the Ohio Division of Liquor Control application for Chipotle Mexican Grill of Colorado LLC DBA Chipotle Mexican Grill #4281, 2029 Hospital Drive, Batavia Township, Ohio 45103. Mr. Parsons seconded the motion. On the roll being called:

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

**Request For a Motion**

Mr. Parsons motioned the Batavia Township Board of Trustees to approve the Batavia Union Cemetery invoice of \$7,000 for the fourth quarter 2022 installment. The total Batavia Township commitment for 2022 is \$28,000 retroactive to October 20, 2022. There were comments and discussion. Mr. Sauls seconded the motion. On the roll being called:

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

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**Cemetery Transfers**

Grave transfers include: Transfer from Teramberla Jefferson to Michael Ernst, Lot 67 in Lucy Run Cemetery, grave 2. Steve Ernst transferred to Michael Ernst, Lot 67 in Lucy Run Cemetery, grave 6.

**ADDITIONAL ITEMS BROUGHT BEFORE THE BOARD**

The Board will direct Jeff Uckotter to obtain a quote from The Ohio Plan for the Township.


**Request For a Motion**

Mr. Parsons motioned the Batavia Township Board of Trustees to approve up to \$5,000 for the cost of sod around the new restroom facility. Mr. Sauls seconded the motion. On the roll being called:

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

**ADJOURNMENT**

With no further business to come before the Board, Mr. Sauls motioned to adjourn the meeting. Mr. Parsons seconded the motion. Meeting adjourned at 8:32 p.m.

  
 Randy Perry  
 Chairman

  
 Jennifer Haley,  
 Fiscal Officer