

RECORD OF PROCEEDINGS

Minutes of

January 4, 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 January regular meeting at 5:00 p.m. Thursday, January 4, 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.

NOMINATIONS/ELECTIONS OF CHAIR AND VICE CHAIR FOR CALENDAR YEAR 2024

Nominations for Chairperson

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

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

Election of Chairperson

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

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

Nomination of Vice-Chairperson

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

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

Election of Vice-Chairperson

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

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

APPROVAL OF AGENDA, MINUTES, AND FINANCIALS

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

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

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Mr. Perry motioned the Batavia Township Board of Trustees approve the December 5, 2023 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 December, 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 DEPARTMENT REPORT

Deputy Benkelmann gave the crime stats for December 2023. For the Township, the Deputies took 135 offense reports (23 were violent crimes, 17 were property, 11 personal, 9 drug/alcohol related, 72 information reports, and 3 juvenile related). This was a 10.9% increase from last month. The highest crime type was theft, totaling 12.

The Batavia Township Deputies took 170 offense reports, 129 incident reports, 71 assists, 27 adult arrests, 4 juvenile arrests and 159 business checks. We took 93% of the incident reports total and 79% of the offense reports. We recovered \$22,000 in property which included multiple stolen vehicles and miscellaneous items. We patrolled 340 neighborhoods this month. There were two overdoses. There were two burglaries in December. There was one breaking and entering in December.

The Batavia Township Trustees and Fiscal Officer presented a service recognition award to Deputy Travis Blanton for his service to the Township.

Introduced and welcomed to the Township was Deputy Jester.

PLANNING AND ZONING DIRECTOR/INSPECTOR REPORT

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

We completed the Estrella subdivision, multifamily/patio home section.

The total year-to-date is 103 single-family homes with 159 attached.

SERVICE DIRECTOR REPORT

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

The Department completed the berm on Greenbriar Road, which made it about a 6-foot wider, flat area. We also repaired a sinkhole on Greenbriar.

We finished installing the Corporation signs, totaling 22 installed. There are 3 extra posts and 2 spare signs.

Footers were poured at the cemetery. The fence at Odd Fellows was installed/completed.

We repaired a berm on Elmwood Road.

We completed trimming/ditching behind the old Homeless Shelter.

We are repairing two areas on Snider Road.

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We participated in the Amelia Christmas Parade. Our trucks were decorated, complete with a generator for blow-ups, etc. It was a very successful parade.

We are still waiting on a quote for the guardrail on Greenbriar. There are 3 separate sections.

The cross culverts on Summit Road need to be replaced this year. There will be a daytime road closure for the repairs.

Little Creek, Mt. Holly, and Midland have areas that need paving prep, curb replacement, etc.

Motorola Solutions is working on our radio order.

WA Jones has our new truck on hand. They are waiting for the dump body to be delivered, hoping to be finished by the end of February.

Mr. Parsons requested we obtain a map from Duke, of our street lights, to inspect if any need new lights, etc.

Mr. Parsons mentioned that they had 40 interments at Union Cemetery, 15 were cremations. There are 5 cremations this week.

Discussion

Mr. Parsons mentioned that they had 40 interments at Union Cemetery, 15 are cremations. There are 5 cremations this week.

There is an issue of more violations occurring on a particular property. Brad Harris sent out the notice prior to the increase of violations.

Taylor Corbett will get information about the Starlight Motors lot.

There was discussion about the Bethel Marine on SR125. It is currently a collision center. Taylor Corbett will check on the zoning.

Public Hearing 6:00 p.m. Case B-08-23Z Brunner Property 4892 & 4288 Benton Road

Taylor Corbett presented the summary of the case. This is a request for a zoning map amendment, rezoning from R1 Single Family District to A-Agricultural District.

Mr. Sauls motioned the Batavia Township Board of Trustees approve Case B-08-23Z as presented. Mr. Perry seconded the motion. On the roll being called:

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

TOWNSHIP ADMINISTRATOR REPORT

Karen Swartz, Township Administrator, gave the December report.

The stonework, gutters, etc., on the building have been completed.

We received the Purina Grant for the dog park. There was discussion about the uses of the grant.

Karen is working on the water line and easement. She has the quotes and is awaiting the final construction plans.

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Mr. Sauls yes
Mr. Parsons yes Motion carried

Mr. Perry motioned the Batavia Township Board of Trustees appoint Rex Parsons to serve on the Batavia-Union Cemetery Board for 2024. Mr. Sauls seconded the motion. On the roll being called:

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

OLD BUSINESS

Karen has a list of the community events scheduled so far for 2024. Already planned are: Junk Days in April, Fishing Tournament in early June, and the Shred Event with CJFED in October. There was discussion about other events such as concerts, set-up costs, dates, picnic shelters, etc. Karen will have Jenny start working on the Easter Egg Hunt.

Karen spoke about securing uses for the balance of the ARPA funds which could include the balance of the splash pad, water line and permit, or A-Boom mower.

Retroactive Invoice Approval

Mr. Sauls motioned the Batavia Township Board of Trustees retroactively approve from 12/28/2023 Invoice #210418098 for services provided by Frost Brown Todd Attorneys, P.O. Box 5716, Cincinnati, Ohio 45201-5716 for special counsel services in the amount of \$8,187.50. Mr. Perry seconded the amended motion. On the roll being called:

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

Retroactive Final Invoice Approval

Mr. Perry motioned the Batavia Township Board of Trustees retroactively approve from 12/20/2023 Final Invoice #250122 and payment in the amount of \$6,102.00 relative to the contract with Albert Miller of Gutt-R-Done, 11029 Hudson Road, Greenfield, Ohio 45123 for gutters and leaf guard installation for the Community Center. Mr. Sauls seconded the amended motion. On the roll being called:

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

Payment Approval

Mr. Sauls motioned the Batavia Township Board of Trustees approve the payment of \$2,006.55 for Batavia Township's portion of the insurance for real estate acquired from the former Village of Amelia to Pierce Township. This represents the 35% portion of the insurance invoice; Pierce Township will pay the 65%. Mr. Perry seconded the amended motion. On the roll being called:

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

Resolution 1-02-2024

Mr. Perry motioned the Batavia Township Board of Trustees adopt Resolution 1-02-2024

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authorizing the use of ARPA funds for the expenditure from the American Rescue Plan Act of 2021 Funds under the Township’s Standard Allowance for various vendors as outlined in the resolution in the amount of \$499,140.75. Mr. Sauls seconded the motion. On the roll being called:

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

BZA Appointment Approval

Mr. Sauls motioned the Batavia Township Board of Trustees approve the appointment of Zachary McGlone, who currently serves as an alternate, to serve on the Batavia Township Board of Zoning Appeals for the remainder of Mr. Kyle Nicholas’ term until December 31, 2028. Mr. Nicholas has served on the Board since 2013. Mr. Perry seconded the amended motion. On the roll being called:

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

Resolution 1-03-2024

Mr. Sauls motioned the Batavia Township Board of Trustees adopt Resolution 1-03-2024 to establish an assessment for abatement of nuisance and certifying same to the Clermont County Auditor related to previously adopted Resolution 11-05-2023 for parcel identification number 032018A025., and 032018A034., located at 2250 State Route 125. Mr. Perry seconded the motion. On the roll being called:

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

Personnel Action

Mr. Perry motioned the Batavia Township Board of Trustees accept the resignation/retirement of Brad Harris, Zoning Inspector effective 3/31/2024. Mr. Sauls seconded the motion. On the roll being called:

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

Position Posting

Mr. Perry motioned the Batavia Township Board of Trustees approve the posting of the full-time Zoning Inspector position and begin the interview process. Mr. Sauls seconded the motion. On the roll being called:

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

Observed Holiday

Mr. Sauls motioned the Batavia Township Board of Trustees designate December 26, 2023, as an observed holiday for the staff and to be paid 8 hours of additional Holiday Pay. 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

Cemetery Deed

Cemetery Deeds were purchased by Timothy Rohling, 3701 State Route 132, Batavia, Ohio, for Lot 7 – Graves 1, 2, 3, 4 and Lot 18 – Grave 5 in Lucy Run Cemetery.

Program Adoption

Mr. Sauls motioned the Batavia Township Board of Trustees adopt a program entitled Park Adoption Program for residents to purchase/adopt trees and benches at the park with the noted changes. Mr. Perry seconded the motion. On the roll being called:

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

Mileage Reimbursement Rate

Mr. Perry motioned the Batavia Township Board of Trustees approve setting the mileage reimbursement rate at 67.0¢ per mile in 2024 per the IRS guidelines effective January 1, 2024. Mr. Sauls seconded the motion. On the roll being called:

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

EXECUTIVE SESSION

Mr. Sauls 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, and ORC Section 121.22G(2) to consider the sale or other disposition of unneeded, obsolete, or unfit-for-use property. Mr. Perry seconded the motion. Time: 7:31 pm. On the roll being called:

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

The Board returned to regular session at 8:24 p.m.

Resolution 1-01-2024

Mr. Sauls motioned the Batavia Township Board of Trustees adopt Resolution 1-01-2024 declaring the property that does not have any governmental need or purpose and to authorize the transfer and conveyance by deed of Batavia Township’s 35% interest in real estate of 0.435 acres located at 40 Oak Street, Parcel Identification 290108.060., in the former Village of Amelia to Adam and Courtney Huber pursuant to the contract to purchase, and furthermore authorize Karen Swartz, Township Administrator to sign the deed conveying the property to the buyer and all other documents necessary to close the sale of the subject real estate. Mr. Perry seconded the motion. On the roll being called:

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

Agreement of Sale Execution

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Mr. Perry motioned the Batavia Township Board of Trustees execute the Agreement of Sale between the Batavia Township Trustees and Pierce Township Trustees with Adam and Courtney Huber in the amount of \$25,000 for property located at 40 Oak Street, Parcel Identification 290108.060., located in the former Village of Amelia. Mr. Sauls seconded the motion. On the roll being called:

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

Administrator Authorization

Mr. Perry motioned the Batavia Township Board of Trustees authorize Karen Swartz, Township Administrator, to send a sales agreement to Pierce Township for the transfer of property located on the north side of State Route 125 in Batavia Township. Mr. Sauls seconded the motion. On the roll being called:

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


Resolution 1-04-2024 Sick Pay

Mr. Perry motioned the Batavia Township Board of Trustees to adopt Resolution 01-04-2024 authorizing the increase of all employees' sick pay by 8 hours each, effective immediately. Mr. Sauls seconded the motion. On the roll being called:

Mr. Parsons	yes	
Mr. Sauls	yes	
Mr. Perry	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 8:32 p.m.


Rex A. Parsons,
Chairman


Jennifer Haley,
Fiscal Officer