

# RECORD OF PROCEEDINGS

Minutes of

Meeting

February 3, 2020- REGULAR SESSION

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held RECORD OF PROCEEDINGS 20  
Minutes of BOARD OF TRUSTEES - BATAVIA TOWNSHIP -

The Board of Trustees of Batavia Township met for a regular session at 6:00 p.m. Monday, February 3, 2020, at the Batavia Township Community Center.

## CALL TO ORDER

Following the Pledge of Allegiance, Mr. Sauls asked for a moment of silence for former trustee Archie Wilson who passed away. Jennifer Haley then gave the roll call for the Board of Trustees. Present were: Mr. Perry, Mr. Sauls, and Mr. Parsons. Also present were Jennifer Haley, Fiscal Officer, Adele Evans, Township Administrator, Denise Kelley, Zoning Administrator, Ken Embry, Service Dept. Director, and Deputy Kidder, Clermont County Sheriff's Department.

## APPROVAL OF AGENDA AND MINUTES

Mr. Perry motioned the Batavia Township Board of Trustees approve the February 3, 2020 agenda as presented. Mr. Parsons seconded the motion. On the roll being called:

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

Mr. Perry motioned the Batavia Township Board of Trustees approve the minutes of the December 31, 2019 special meeting; January 6, 2020 regular meeting; January 9, 2020 special meeting; and January 15, 2020 special meeting as presented. Mr. Parsons seconded the motion. On the roll being called:

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

## FINANCIAL REPORTS

Ms. Haley gave the January financial reports.

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

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

## LAW ENFORCEMENT REPORT

Deputy Jesse Kidder gave the January 2020 Batavia Township Crime Report. Batavia Township deputies took 160 offense reports which is a 2% decrease. The highest crime offense has been theft. Drug offenses dropped to nearly half. The deputies answered 437 calls for service and checked on 126 businesses through the month. For January there were three overdoses. For the two full months of coverage of the former Amelia Village this year, 37 of the 399 reports were from Amelia, which is about a 10% increase for the deputies.

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## ZONING ADMINISTRATOR/INSPECTOR REPORT

Denise Kelley, Zoning Administrator, gave the January permit activity report. Denise thanked Brad Harris, zoning inspector, for compiling the report. There were 16 single family home permits. There were 3 commercial permits. The only application for the alternate appointment on the Board of Zoning Appeals was Nancy Cutler.

### BZA Appointment

Mr. Parsons motioned the Batavia Township Board of Trustees appoint Nancy Cutler as the alternate for the Board of Zoning Appeals. Mr. Perry seconded the motion. On the roll being called:

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

## SERVICE DIRECTOR REPORT

Ken Embry reported on the Brian Wilson field scoreboard. It is currently not functioning properly. A new one will be installed at the cost of UC Clermont.

The Whispering Trees HOA requested the Board pass a resolution for No Parking signs on the fire hydrant side of the streets in the development.

## TOWNSHIP ADMINISTRATOR REPORT

Adele Evans gave an update on the CDBG grant. The total amount requested for the maintenance facility improvements was \$76,679.00.

Adele provided an update on Amelia. Batavia and Pierce Township Administrators are working with their OTARMA representatives about jointly owned buildings and property. A joint policy is being discussed. Regarding the Amelia employee lawsuits, there was a motion filed to dismiss.

Pierce and Batavia Townships had a working meeting with ODOT concerning the SR125 corridor. The County Commissioners took action on accepting the streets in the dissolved village as public roads. Additionally vehicle titles are being obtained for the Amelia vehicles and equipment in order to begin the process of disposing property.

The 2019 road mileage for Batavia Township totals 70.954 miles which is an increase of 1.068 miles from 2018. This does not include the former Amelia streets, which will be included in the 2020 report.

Adele gave an update on IT services, including equipment replacement, moving equipment, IT network and help desk services, etc.

The Salute to Leaders dinner will be held on April 21 at the Oasis.

The Family Fun Adventure Challenge will be held May 9 at the Batavia Township Park.

The Storm Water Permit Fee has increased this year due to the absorption of Amelia. This is an annual fee.

Adele gave an update on the Reds Rookie Success League. The Reds would like to do a paid camp July 6-10.

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## PUBLIC HEARING – 6:42 P.M.

### SummerWood PD – Case #B-03-19Z-PD

Jonathan Woche provided an updated staff report from the last meeting, including changes. There was a reduction in the number of lots, from 60 single-family to 53 single-family lots.

Greg Pelphrey, 1320 Woodburn Ct., asked about the existing tree line.

Doris Tafaro, 4203 Meadowfield Ct., asked about a pond on the PD.

Nancy Huber, 4200 Meadowfield Ct., spoke about water retention problem.

Pat Manger, with Brookstone Homes, spoke on behalf of the applicant.

Mark Walker, engineer for the project, spoke about the water run-off, detention basin, and storms.

Mr. Perry motioned the Batavia Township Board of Trustees approve **Case # B-03-19-PD** as 53 lots and all conditions as discussed. Mr. Parsons seconded the motion. On the roll being called:

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

There was a 5 minute recess.

## PUBLIC PARTICIPATION

Renee Gerber, 30 Hummingbird Way, was concerned about the maintenance building value. Adele Evans, Township Administrator, provided an explanation.

Holly Baker, Church Street, spoke about the dissolving of the Amelia Village.

## OLD BUSINESS

### IT Equipment Proposal

Mr. Parsons motioned the Batavia Township Board of Trustees accept the proposal from Donohoo Consulting for IT equipment upgrades which will include replacement of the server, router, and network switch, as well as setup and installation in the amount of \$15,500.00. Mr. Perry seconded the motion. On the roll being called:

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

### IT Network Services

Mr. Perry motioned the Batavia Township Board of Trustees accept the proposal from Donohoo Consulting to continue providing IT network services in the amount of \$385 per month, which includes monthly management and antivirus software subscription. Mr. Parsons seconded the motion. On the roll being called:

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

## NEW BUSINESS

### Mileage Report

Mr. Parsons motioned the Batavia Township Board of Trustees accept the 2019 Ohio Department of Transportation's Township Highway System Mileage Certification Report, effective 12/31/2019, in the amount of 70.954 miles, and furthermore execute said certification and return to ODOT no later than April 1, 2020. Mr. Perry seconded the motion. On the roll being called:

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

### No Parking Signs

Mr. Perry motioned the Batavia Township Board of Trustees authorize No Parking signs on the fire hydrant side of the following streets in the Whispering Trees subdivision per the January 13, 2020 request of the Whispering Trees Homeowners Association: Whispering Woods Drive, Whispering Trees Drive, Ponderosa Pine Court, Whispering Willow Lane, Sunset View Lane, Whispering Wind Lane, and River Birch Drive. Mr. Parsons seconded the motion. On the roll being called:

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

### Membership Dues

Mr. Parsons motioned the Batavia Township Board of Trustees authorize payment of membership dues for Adele Evans, Township Administrator for the Ohio Economic Development Association for calendar year 2020 in the amount of \$299.00. Mr. Perry seconded the motion. On the roll being called:

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

### Stormwater Permit

Mr. Parsons motioned the Batavia Township Board of Trustees approve payment of our 2020 Stormwater MS4 Permit fee in the amount of \$7,897.09. Mr. Perry seconded the motion. On the roll being called:

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

## EXECUTIVE SESSION

Mr. Perry motioned the Batavia Township Board of Trustees move into Executive Session to discuss personnel performance and salary adjustments. Mr. Parsons seconded the motion at 7:51 p.m. On the roll being called:

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Mr. Perry                    yes

Mr. Parsons                yes

Mr. Sauls                    yes

Motion carried

The Board of Trustees returned to Regular Session at 8:13 p.m.

## Salary Adjustments

Mr. Perry motioned the Batavia Township Board of Trustees increase Steven Tyminski's hourly rate by \$0.74 per hour, and Chris Mullins' hourly rate by \$2.00 per hour from his starting rate. Mr. Sauls seconded the motion. On the roll being called:

Mr. Sauls                    yes

Mr. Parsons                yes

Mr. Perry                    yes

Motion carried

## OTHER BUSINESS

### Dinsmore & Shohl Reimbursement

Mr. Parsons motioned the Batavia Township Board of Trustees reimburse Pierce Township for a portion of the Dinsmore Shohl invoice. The reimbursement is 35% of the invoice; consistent with the ORC determination of 65/35. Mr. Perry seconded the motion with discussion. On the roll being called:

Mr. Perry                    yes

Mr. Parsons                yes

Mr. Sauls                    yes

Motion carried

### Salute to Leaders

Mr. Perry motioned the Batavia Township Board of Trustees purchase a table at the Salute to Leaders Banquet for the amount of \$700.00. Mr. Parsons seconded the motion. On the roll being called:

Mr. Perry                    yes

Mr. Parsons                yes

Mr. Sauls                    yes

Motion carried

It was the consensus of the Board to nominate Charlotte Clifton for the Township Salute to Leaders nomination.

### Family Fun Challenge

Mr. Parsons motioned the Batavia Township Board of Trustees continue the Family Fun Challenge contribution of \$2000.00 for the May 9 event at the township, in concert with Clermont County Public Health. After discussion Mr. Sauls seconded the motion. On the roll being called:

Mr. Sauls                    yes

Mr. Parsons                yes

Mr. Perry                    yes

Motion carried

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Reds Camp

Mr. Perry motioned the Batavia Township Board of Trustees set the rental fee of the Batavia Township Sports Complex at \$1500.00 for a week camp on July 6 thru July 10, 2020. Mr. Sauls seconded the motion. On the roll being called:

Mr. Perry	yes	
Mr. Sauls	yes	
Mr. Parsons	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.



Jim Sauls,  
Chairman



Jennifer Haley,  
Fiscal Officer