

RECORD OF PROCEEDINGS

Minutes of

DECEMBER 1, 2020 – REGULAR SESSION

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

RECORD OF PROCEEDINGS

Held

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. Tuesday, December 1, 2020, at the Batavia Township Community Center.

CALL TO ORDER

Following the Pledge of Allegiance, Jennifer Haley gave the roll call for the Board of Trustees. Present were: Mr. Sauls, Mr. Perry, and Mr. Parsons. Also present were Jennifer Haley, Fiscal Officer; Adele Evans, Township Administrator; and Ken Embry, Service Director.

APPROVAL OF AGENDA AND MINUTES

Mr. Parsons motioned the Batavia Township Board of Trustees approve the December 1, 2020 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 minutes of the November 4, 2020 regular meeting and the November 16, 2020 special meeting as presented. Mr. Parsons seconded the motion. On the roll being called:

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

FINANCIAL REPORTS

Ms. Haley gave the November financial reports. There have been a large number of graves sold this year, as well as receipts for zoning permits are at record levels.

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

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

Ms. Haley requested a contract for financial year end reporting. This includes graphs, spreadsheets, reports, basically a synopsis of year-end.

LAW ENFORCEMENT MONTHLY REPORT

Deputy Jesse Kidder was not present due to Covid19 quarantine protocol.

SERVICE DIRECTOR REPORT

Mr. Embry discussed with the Board cemetery fees with surrounding Townships. There has not been an increase in fees since 2012. Mr. Embry will work with Mrs. Evans on a final draft of fees and present to the board at the year end special meeting.

Our first snow event was this morning at 4:00 a.m. There were no major complications.

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ZONING ADMINISTRATOR/INSPECTOR REPORT

Adele gave the November permit activity report for Denise Kelley. There were 17 new single-family permits and 3 attached units. The average home value to date is \$331,000.

The Zoning Commission did not meet last month.

The BZA heard four cases in November.

Neither zoning board will meet in December.

TOWNSHIP ADMINISTRATOR REPORT

Adele gave the Amelia update. Mrs. Evans is waiting on Duke to get a price for updating the streetlights on SR125. Additionally, Ryan Homes has been contacted about the two lots in Amelia Park Subdivision and will let Mrs. Evans know if they are interested in purchasing.

We received additional funds from the CARES Act. They must be used by year-end. The touchless plumbing fixtures should be installed by year-end. Mrs. Evans will get pricing for hand sanitizing stations.

Mrs. Evans gave an update on the 2021 benefit renewals. We have until the end of December to renew. Mrs. Evans expects to have a recommendation at the special year end meeting.

The CVB is bidding for a Quidditch tournament to be held in the summer of 2021 to be held at the Comm We will know in January if the Batavia Township Park site is selected.

Mrs. Evans received a paper application for the Clermont County Park grant. We previously applied for the restroom project. We can possibly reapply for this project.

Mrs. Evans met with Mr. Grammas and his son about donating the permanent sewer easement. He requested a walking trail connected to his property. Adele will follow-up with the Grammases to discuss location of the connection.

There was review of the restroom project drawings/design.

COMMITTEE REPORTS

Ms. Haley reported on Central Joint Fire & EMS District. They will meet on 12/21/20.

Mr. Parsons reported on the Batavia-Union Cemetery. They will meet next week. There is talk of having a tour of the cemetery, the history of it, etc.

PUBLIC PARTICIPATION

Cathy Pollitt, Sperling Drive, spoke about the Amelia tax and thanks Mrs. Evans for her thorough reply to her email.

OLD BUSINESS

The Trustees signed the letter for Ed Humphrey.

NEW BUSINESS

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Resolution 12-01-2020

Mr. Perry motioned the Batavia Township Board of Trustees adopt **Resolution 12-01-2020** to enter into agreements for snow and ice removal for the following subdivisions for undedicated streets: Amelia Park, Woodbury Glen, Twin Gates, Lexington Run/Derby Place, Glenwood Trails, and Forest Glen. Mr. Parsons seconded the motion. On the roll being called:

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

Resolution 12-02-2020

Mr. Parsons motioned the Batavia Township Board of Trustees adopt **Resolution 12-02-2020** to enter a contract with Cincinnati Bell for an internet speed upgrade and 5-year renewal for the Township’s Emerge phone system. Mr. Perry seconded the motion. On the roll being called:

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

Resolution 12-03-2020

Mr. Parsons motioned the Batavia Township Board of Trustees adopt **Resolution 12-03-2020** authorizing the abatement, control or removal of vegetation, garbage, refuse or debris for Parcel Identification Number 012010B135, located at 2210 Harmony Court. Mr. Perry seconded the motion. On the roll being called:

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

Resolution 12-04-2020

Mr. Perry motioned the Batavia Township Board of Trustees adopt **Resolution 12-04-2020** as it relates to Batavia Township’s membership in Coalition of Large Ohio Urban Townships (CLOUT), which is part of the Ohio Township Association, and furthermore approving payment of the 2021 annual dues in the amount of \$200. Mr. Parsons seconded the motion. On the roll being called:

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

Resolution 12-05-2020

Mr. Parsons motioned the Batavia Township Board of Trustees adopt **Resolution 12-05-2020** approving the increase in permanent 2020 appropriations to Fund 2272 in the amount of \$26,558.21, received from redistributed federal CARES Act funding to accommodate additional expenses related to COVID-19, and furthermore acknowledge the total amount of appropriations for Fund 2272 in the amount of \$890,835.14. Mr. Perry seconded the motion. On the roll being called:

Mr. Sauls yes

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Mr. Parsons yes
Mr. Perry yes Motion carried

Invoice Payment

Mr. Perry motioned the Batavia Township Board of Trustees authorize payment of Invoice #11122020A from Central Joint Fire in the amount of \$580,000 related to CARES Act funding Subgrant Agreement 2 previously authorized by **Resolution 11-03-2020** on November 4th, 2020 for reimbursement of COVID related personnel costs. Mr. Parsons seconded the motion. On the roll being called:

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

BWC Payment

Mr. Parsons motioned the Batavia Township Board of Trustees approve payment of the 2021 Workers Comp premium in the amount of \$6,127.00. Mr. Perry seconded the motion. On the roll being called:

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

Salary Increase

Mr. Parsons motioned the Batavia Township Board of Trustees approve employee annual salary increases as described in Exhibit A for calendar year 2021 and effective the first paycheck in the year 2021. Mr. Perry seconded the motion. On the roll being called:

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

Community Center Loan Payment

Mr. Perry motioned the Batavia Township Board of Trustees approve the second half 2020 Community Center loan payment to Park National Bank in the amount of \$70,460.67, retroactive to November 12, 2020. Mr. Parsons seconded the motion. On the roll being called:

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

Year End Meeting

Mr. Perry motioned the Batavia Township Board of Trustees approve December 15, 2020 at 2:00 p.m. for the annual special year end meeting at the Batavia Township Community Center and providing the required public meeting notices. Mr. Parsons seconded the motion. On the roll being called:

Mr. Sauls yes

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Mr. Parsons yes
Mr. Perry yes Motion carried

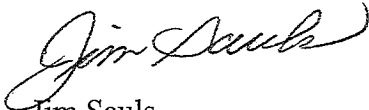
OTHER BUSINESS


The employee luncheon will be December 15, 2020. Mr. Parsons is getting the food set up.

The year end meeting is December 15th at 2:00 p.m. Next year's monthly meetings will be on the first Tuesday each month.

ADJOURNMENT

With no further business to come before the Board, Mr. Perry motioned to adjourn the meeting. Mr. Parsons seconded the motion. Meeting adjourned.


Jim Sauls,
Chairman


Jennifer Haley,
Fiscal Officer