

RECORD OF PROCEEDINGS

Minutes of

December 20, 2022 – SPECIAL MEETING

Meeting

RECORD OF PROCEEDINGS

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held Minutes of BOARD OF TRUSTEES – BATAVIA TOWNSHIP 20

The Board of Trustees of Batavia Township met for the December Special meeting at 1:30 p.m. Tuesday, December 20, 2022, 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. Perry, Mr. Sauls, and Mr. Parsons. Also present was Jeff Uckotter, Township Administrator.

APPROVAL OF AGENDA

Mr. Parsons motioned the Batavia Township Board of Trustees to approve the December 20, 2022, special meeting agenda as presented. Mr. Sauls seconded the motion. On the roll being called:

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

APPROVAL OF FINALIZED FINANCIALS FOR THE MONTH OF NOVEMBER

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

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

BRIEF ADMINISTRATOR CONVERSATION: 1. DIRECTION OF BURNHAM WOODS CDBG PROJECT; 2. BRIEF 2023 CDBG APPLICATION DISCUSSION

Mr. Uckotter's goal for 2023 Burnham Woods CDBG project is to get the scope set and bid out for paving, electrical, fencing, and gait. Work that does not involve labor has to be bid out.

There was nothing funded from the CDBG last year. We applied for the Greenbriar guardrail, and it did not get funded. We are working on phase II on the Amelia Olive Branch sidewalks. We can put in more than one application for CDBG projects. There was discussion about different projects. Mr. Uckotter will move forward with two applications for sidewalks, one for the north side and one for the south side of the Amelia Olive Branch corridor.

NEW BUSINESS

Resolution 12-11-2022

Mr. Sauls motioned the Batavia Township Board of Trustees to adopt **Resolution 12-11-2022** authorizing the Township Administrator to enter into an agreement with the Ohio Department of Transportation for authority to install and maintain the Batavia Township corp/gateway sign at the SR32 EB off-ramp of Olive Branch Stonelick Rd. The sign will be in the exact same location as the previous sign that was hit and destroyed in earlier 2022. (As a reminder of context, the Township recovered insurance dollars to pay for this sign, and the Board previously approved the expenditure in 2022.) Mr. Parsons seconded the motion. On the roll being called:

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

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Resolution 12-12-2022

Mr. Parsons motioned the Batavia Township Board of Trustees to adopt **Resolution 12-12-2022** retroactive to December 12, 2022, authorizing the Township Administrator to enter into a one-year lease with Duke Energy for the facility located at 2403 Old State Route 32. The facility will be used by Duke for its major Clermont County natural gas project: The terms of the lease are as follows and as reviewed by the Law Director:

1. Effective 1-1-2022 to 12-31-2022, with the right of Duke Energy to extend the lease thereafter on a month-to-month basis with a 30-day notice.
2. The monthly lease amount will be \$4,500 base with \$1,480 a month for utilities, for a total monthly lease charge of \$5,980, for a total of \$71,760 for the full term.
3. The Township agrees to maintain all facility infrastructure such as the HVAC and sewer, but Duke Energy has a duty to inform the Township if there is a problem and if a repair is necessary.
4. Duke Energy will account for all incidental housekeeping items such as: interior/janitorial cleaning, interior trash removal, and light bulb and HVAC filter replacement.
5. As accounted for in the lease payment, the Township will pay for all utilities such as water, sewer, electric, propane, internet, and exterior trash removal.

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

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

Resolution 12-13-2022

Mr. Parsons motioned the Batavia Township Board of Trustees to adopt **Resolution 12-13-2022**, for the advancement of payments to the Township Fiscal Officer of 2022 real estate taxes collected by the Clermont County Auditor for both halves in 2023. Mr. Sauls seconded the motion. On the roll being called:

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

Resolution 12-14-2022

Mr. Parsons motioned the Batavia Township Board of Trustees to adopt **Resolution 12-14-2022** setting the 2023 Regular Trustee meeting dates as follows (the first Tuesday of each month unless noted with *):

January Meeting: 1/3/2023
February Meeting: 2/7/2023
March Meeting: 3/7/2023
April Meeting: 4/4/2023
May Meeting: 5/9/2023*
June Meeting: 6/6/2023
July Meeting: 7/11/2023**
August Meeting: 8/1/2023
September Meeting: 9/5/2023
October Meeting: 10/10/2023
November Meeting: 11/2/2023***
December Meeting: 12/5/2023

*May meeting moved to May 9th due to the Primary Election.

**July meeting moved to July 11th due to the observance of July 4th.

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***November meeting moved to November 2nd due to the General Election.

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

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

Resolution 12-15-2022

Mr. Sauls motioned the Batavia Township Board of Trustees to adopt **Resolution 12-15-2022** approving all reasonable expenses for Elected Officials, Administrators, and Department Heads to attend OTA 2023 Annual Winter (and Summer) Conferences. Mr. Parsons seconded the motion. On the roll being called:

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

Resolution 12-16-2022

Mr. Sauls motioned the Batavia Township Board of Trustees to adopt **Resolution 12-16-2022** dispensing the requirement that a resolution is read on two separate days, and hereby authorizes the adoption of further 2023 resolutions upon its first reading. Mr. Parsons seconded the motion. On the roll being called:

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

Resolution 12-17-2022

Mr. Parsons motioned the Batavia Township Board of Trustees to approve **Resolution 12-17-2022** approving the 2023 salary for the Fiscal Officer 2023 in the amount set forth in Ohio Revised Code Section 507.09 for a township with a budget of more than \$6,000,000 but not more than \$10,000,000 which is \$29,286. Mr. Sauls seconded the motion. On the roll being called:

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

Resolution 12-18-2022

Mr. Sauls motioned the Batavia Township Board of Trustees to approve **Resolution 12-18-2022** ensuring the provision of health insurance benefits to the Township Trustees and Township Fiscal Officer. Mr. Parsons seconded the motion. On the roll being called:

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

Resolution 12-19-2022

Mr. Parsons motioned the Batavia Township Board of Trustees to approve **Resolution 12-19-2022** authorizing the adoption of Temporary Appropriations for the year 2023. Mr. Sauls seconded the motion. On the roll being called:

| | | |
|-------------|-----|--|
| Mr. Perry | yes | |
| Mr. Parsons | yes | |

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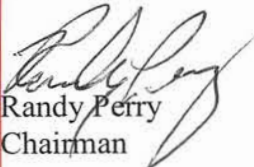
Held Minutes of BOARD OF TRUSTEES – BATAVIA TOWNSHIP 20


Mr. Sauls motioned the Batavia Township Board of Trustees to adopt **Resolution 12-23-2022** to amend appropriations for current expenses for 2022 as follows: To transfer funds of \$3,000.00 from the General Fund 1000-930-930, Contingencies to 1000-110-131, Payment to GF Administrator Salary AND to transfer funds of \$1,300.00 from 2181-130-599, Zoning Fund Other Expenses to 2181-130-111, Zoning Fund Salaries to cover those payroll costs through year-end retroactive to 12/16/2022. Mr. Parsons seconded the motion. On the roll being called:

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

ADJOURNMENT

With no further business to come before the Board, Mr. Perry motioned to adjourn the meeting. Mr. Sauls seconded the motion. Meeting adjourned at 3:29 p.m.


Randy Perry
Chairman


Jennifer Haley,
Fiscal Officer