

Minutes of BOARD OF TRUSTEES – BATAVIA TOWNSHIP

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

Held _____ 20 _____

The Board of Trustees of Batavia Township met for their Regular Meeting at 5:00 p.m. Tuesday, December 3, 2024, 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. Parsons, Mr. Perry, and Mr. Sauls. Also present were Karen Swartz, Township Administrator, Taylor Corbett, Planning and Zoning Director, Cody Smith, Service Director, and Sheriff Deputy Benkelmann.

RECOGNITION

The Board recognized and congratulated Coach Kemar Jackson, Athletic Director Brian Sullivan, and the UC Clermont Women’s Soccer Team as the 2024 National Champions – Division II.

APPROVAL OF AGENDA, MINUTES, AND FINANCIALS

Mr. Sauls motioned the Batavia Township Board of Trustees approve the December 3, 2024 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 November 6, 2024 Regular Meeting Minutes, as presented. Mr. Sauls seconded the motion. On the roll being called:

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

Ms. Haley reviewed the Financials for November.

Mr. Sauls motioned the Batavia Township Board of Trustees approve the November 2024 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 DEPARMENT REPORT

Deputy Benkelmann gave the Batavia Township crime stats for November, 2024.

COMMITTEE REPORTS

Mr. Sauls and Ms. Haley gave the November update for Central Joint Fire & EMS District. The next meeting will be December 18, 2024.

Mr. Parsons gave the November report for Batavia Union Cemetery. They will meet tomorrow.

SERVICE DIRECTOR REPORT

Cody Smith, Service Director, gave the November report.

There will be new flags for Veteran’s Day.

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There was a sink hole on Mallard Drive.

The crew performed curb and gutter repair in Batavia Lakes.

Cody gave an update about the poured concrete for the splash pad and sidewalk.

The Service Department used the jet/vac for cleaning out driveway culverts in the Township.

The Department used tar for some patchwork.

We extended the culvert pipe on Greenbriar Road.

Cody spoke about the backhoe repair.

The Service Department repaired the irrigation system near the ballfield.

The snowplows were mounted and tested.

There were two workdays at the Batavia Union Cemetery.

There was discussion about an issue with Mr. Patel and Cover Lane for Benji's Drive-Thru access.

PLANNING AND ZONING DIRECTOR/INSPECTOR REPORT

Taylor Corbett, Planning and Zoning Director gave the November report including the permit stats.

Taylor spoke about having a system upgrade for Zoning applications.

TOWNSHIP ADMINISTRATOR REPORT

Karen Swartz, Township Administrator, gave her November report.

Karen spoke about the building painting and finishes.

The Christmas Lights Display in Pleasant Acres will be competing for ABC's The Great Christmas Light Flight trophy and will be on air Thursday December 12th at 8 p.m.

Karen gave an update on the Capital Grant.

Karen reminded the Board about the OTA Winter Conference.

The Benefits proposal for health, dental, etc. was shared with the Board.

The Farmstead Hearing is reset for December 17th at 6 p.m.

Karen gave an update on aggregation pricing.

PUBLIC PARTICIPATION

Lonnie Winkler gave a Season's Greeting to the Board.

NEW BUSINESS

Resolution 12-01-2024

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Held _____ 20 _____

Mr. Sauls motioned the Batavia Township Board of Trustees adopt **Resolution 12-01-2024**, setting the Baseball Field Rental Rates and Policies effective January 1, 2025. This excludes the Brian Wilson Field. Mr. Perry seconded the motion. On the roll being called:

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

Authorization to Execute Agreement

Mr. Perry motioned the Batavia Township Board of Trustees authorize the Township Administrator, Karen Swartz, to execute the Agreement with the Batavia Baseball Club, to utilize and run the Concession Stand located at the Batavia Township Community Center and Park, Baseball Building for one year. Mr. Sauls seconded the motion. On the roll being called:

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

Resolution 12-02-2024

Mr. Sauls motioned the Batavia Township Board of Trustees adopt **Resolution 12-02-2024** authorizing the transfer of funds for \$10,000.00 from the Tax Collection Fee Funds #1000-110-314 to Other Salaries Fund - #1000-130-190 to pay administrative salaries through the end of the year. Mr. Perry seconded the motion. On the roll being called:

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

Resolution 12-03-2024

Mr. Perry motioned the Batavia Township Board of Trustees adopt **Resolution 12-03-2024** ensuring the provision of health insurance benefits to the Township Trustees and Township Fiscal Officer. Mr. Sauls seconded the motion. On the roll being called:

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

Health Benefits Approval

Mr. Sauls motioned the Batavia Township Board of Trustees approve health insurance benefit contributions of 5% for medical premium costs and offer the Health Reimbursement Account at 80% of the deductible for amounts for 2025 and to authorize the Township Administrator, Karen Swartz, to execute necessary documents relative to medical, dental, vision, disability, and life insurance benefits for 2025. Mr. Perry seconded the motion. On the roll being called:

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

Resolution 12-04-2024

Mr. Perry motioned the Batavia Township Board of Trustees adopt **Resolution 12-04-2024** approving all reasonable expenses for Elected Officials, the Administrator, and Directors to attend OTA 2025 Annual Winter and Summer Conferences. Mr. Sauls seconded the motion. On the roll being called:

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Mr. Sauls motioned the Batavia Township Board of Trustees approve the following payments:

VENDOR	AMOUNT \$	FUND	PURPOSE
Park National Bank	\$71,899.93 Retroactive to 11/16/2024	PO 73-2024	Loan Payment on Community Center
Office Furniture Source	\$ 9,113.57	PO 77-2024	Furniture – 50% Deposit
Ellbar Investments United Carpet	\$ 8,230.00	PO 78-2024	Carpet 25% Deposit
Franks Glass Inc.	\$ 5,000.00	PO 80-2024	Automatic Door Operator Package – 50% Deposit
Ohio Bureau of Workers' Comp	\$ 7,381.00	50% General 50% Road & Bridge	Workers' Comp
TOTAL	\$101,624.50		

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

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

EXECUTIVE SESSION

Mr. Perry motioned the Batavia Township Board of Trustees move into Executive Session pursuant to ORC Section 121.22 (G)(1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of public employee. Mr. Sauls seconded the motion. Time: 7:10 pm. On the roll being called:

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

The Board returned to Regular Session at 8:25 p.m.

ADDITIONAL ITEMS

As a result of Executive Session, there were wage adjustments for Batavia Township staff per the matrix affective the 1st payroll of 2025 per and Brianna Ramsey's probationary period has ended.

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

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ADJOURNMENT

With no further business to come before the Board, Mr. Perry motioned to adjourn the meeting. Mr. Parsons seconded the motion. Meeting adjourned at 8:28 p.m.



Rex A. Parsons,
Chairman



Jennifer Haley
Fiscal Officer