

Minutes of

June 3, 2025– REGULAR 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 their Regular Meeting at 5:00 p.m. Tuesday, June 3, 2025, 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 were Karen Swartz, Township Administrator, Taylor Corbett, Planning & Zoning Director, Cody Smith, Service Director, Dave Frey, Legal Counsel and Sheriff Deputy Eyre.

APPROVAL OF AGENDA, MINUTES, AND FINANCIALS

Mr. Sauls motioned the Batavia Township Board of Trustees approve the June 3, 2025 agenda as presented. Mr. Parsons seconded the motion. On the roll being called:

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

Mr. Parsons motioned the Batavia Township Board of Trustees approve the May 7, 2025 Regular Meeting Minutes as presented. Mr. Sauls seconded the motion. On the roll being called:

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

Ms. Haley gave the update for the financials, including the sale of Victorian property. We no longer have any financial ties to Pierce Township property relative to the Amelia Dissolution. The Township is debt free.

Mr. Parsons motioned the Batavia Township Board of Trustees approve the May 2025 Financials as presented. Mr. Sauls seconded the motion. On the roll being called:

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

SHERIFF’S DEPARMENT REPORT

Deputy Eyre gave the Batavia Township crime stats for May, 2025.

The Sheriff’s office took 188 offense reports in May. We had 34 violent crime reports, 35 property reports, 24 personnel reports, 18 drug/alcohol related reports, 50 information reports, and 27 juvenile reports. The highest crime type was theft at 32 reports.

The Township Deputies took 139 offense reports, 125 incident reports, 27 traffic arrests and 50 traffic warnings. We served 89 warrants with 284 civil papers. We assisted other departments 67 times. We had 78 adult arrests, with 6 juvenile arrests. We performed 176 business checks. The Township Deputies took 87% of the incident reports, and 73% of the offense reports. We recovered \$20,859.00, which included a stolen vehicle. We patrolled 522 neighborhoods. We had 2 overdoses for May. We had one burglary on Lori Lane. There was one breaking and entering report for May.

EXECUTIVE SESSION

Mr. Parsons motioned the Batavia Township Board of Trustees move into Executive Session pursuant to ORC Section 121.22(G)(3) Conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action. Mr. Sauls seconded the motion. Time: 5:15 p.m. On the roll being called:

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

The Board returned to Regular Session at 5:41 p.m.

COMMITTEE REPORTS

Jennifer Haley gave the update for Central Joint Fire & EMS District. For May there were 157 fire calls, 307 EMS calls, for a total of 464 for the month of May. We adopted the strategic plan. We discussed mutual aid.

Mr. Parsons gave the report for Batavia Union Cemetery. They had their May 12th Joint Meeting with the Village. We did have a boy scout troop put flags on the Veterans’ graves. One scout would like to replace broken medallions.

PLANNING AND ZONING DIRECTOR/INSPECTOR REPORT

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

We had 5 single family home permits in Forest Grove, 0 in Billingsley, 7 in Rosewood, 5 in Heritage Farms, and no individual single family home permits and no multi-family home permits. The average price in May for homes is \$374,015. The average year to date is \$390,432, for a total of 17 single-family homes this month and year to date there have been 68. All lots have been sold in Derby Place. There are 26 lots left in Rosewood, 15 left in Forest Grove, 19 left in Heritage Farms, 9 in Billingsley, and 9 left in Billingsley condos.

There were 16 resolved zoning complaints with 3 still pending. We’ve had zero vehicle complaints, and only 2 unresolved no-permits, and one resolved. Taylor gave a list of the zoning certificates to the Board.

Since July 2024, 146 vehicles have been tagged as per our Township Parking Regulations. No vehicles have been towed in May.

Taylor gave notices for high grass and junk nuisances.

The Batavia Township Zoning Commission will meet on June 12, 2025, @ 5:30 PM and will discuss the upcoming Text Amendments at our Zoning Resolution Workshop.

The Batavia Township Board of Zoning Appeals (BZA) will meet on June 23, 2025, @ 5:30 PM, where they will hear three cases.

We approved the final development plan for Kinsdale, Willow Grove, and Olive Wood.

SERVICE DIRECTOR REPORT

Cody Smith, Service Director, gave his May report for the Township.

We performed ditching on Apple Road. It is still closed for the bridge replacement.

We completed dirt work and sod for the splash pad. We cleaned the turf and sidewalk as well.

Multiple trees were removed in the frisbee golf course area.

Pavement project prep work has begun for the 2025 project. Bids came in lower than expected, so additional roads can be added. Cody reviewed options for additions, that put them a year ahead of schedule.

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One of the 550's needs some repairs or possible replaced.

Motion

Mr. Parsons motioned the Batavia Township Board of Trustees approve the addition of Lori Lane and Donna Drive to the 2025 Paving Project, for a cost of \$52,138.32. Mr. Sauls seconded the motion. On the roll being called:

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

TOWNSHIP ADMINISTRATOR REPORT

Karen Swartz, Township Administrator gave her May report.

Today we posted the history of the township officials for display in the Community Center hallway.

We got the performance reports for our electric aggregation. The residents had a savings of almost \$300 since last August and the community as a whole has saved \$1.8 million. Residents were sent letters that include an opt-out program. This was voted in legislation in 2017. Our contracts don't have penalties to withdraw. The contract is for one year with Constellation. We are less than Duke. Karen also shared the gas aggregation information.

Karen has been working with the Park Board about events. June 28th, July 12th and August 2nd are movie nights.

We coordinated with the Crossroads Church for a Work Cincy Day. They planted 4 trees around the playground, spread sand on the volleyball court and put mulch around the playground.

The splash pad opened on May 22nd with a very cold start.

Karen spoke with the Park Board about painting the basketball courts, etc.

We will be meeting with the Office of Economic Development on June 26th to discuss capital grant applications.

The VFW is asking for donations for their cemetery for the Memorial Day Services.

PUBLIC PARTICIPATION

Mike McGaha, 3908 Jefferson Lane, spoke about a parking regulation violations on his work van in the subdivision off of Judd Road.

Joe Matthews, 3911 Jefferson Lane, spoke about a parking violation in the subdivision.

EXECUTIVE SESSION

Mr. Sauls motioned the Batavia Township Board of Trustees move into Executive Session pursuant to ORC Section 121.22(G)(8) to consider confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance, or to negotiations with other political subdivisions respecting requests for economic development assistance. Mr. Parsons seconded the motion. Time: 7:17 p.m. On the roll being called:

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

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The Board returned to Regular Session at 8:07 p.m.

NEW BUSINESS

Resolution 06-01-2025

Mr. Parsons motioned the Batavia Township Board of Trustees adopt Resolution 06-01-2025 authorizing the Township Administrator, Karen Swartz to execute a contract with Roberts Paving, Inc. of Mowrystown, Ohio for the installation of the two pickleball courts, in the amount of \$165,916.00, and to issue a purchase order relative to Capital Grant Funding. Mr. Sauls seconded the motion. There was discussion. On the roll being called:

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

Motion

Mr. Parsons motioned the Batavia Township Board of Trustees execute a contract with Intrust to complete the Network Refresh Project 1979047, for work to be completed at the Service Department to address firewall issues, switches, and network upgrades, in an amount not to exceed \$5,356.23 and to issue a purchase order for services. Mr. Sauls seconded the motion. On the roll being called:

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

Motion

Mr. Parsons motioned the Batavia Township Board of Trustees continuing with Sedgwick as the managed care provider in the amount of \$940.00 per year, with services paid on May 22, 2025, on credit. Mr. Sauls seconded the motion. There was discussion. On the roll being called:

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

Motion

Mr. Sauls motioned the Batavia Township Board of Trustees authorize the Township Administrator, Karen Swartz, to execute and authorize the Quote BT_SP1 PA with Sign Graphics & Design for the replacement of the Jim Bushman Memorial Baseball Complex sign in the total amount of \$9,000.00 and issue a purchase order and 50% deposit payment for said services. Mr. Parsons seconded the motion. There was discussion. On the roll being called:

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

Motion

Mr. Sauls motioned the Batavia Township Board of Trustees authorize the Township Administrator, Karen Swartz, to execute and authorize the estimate No 7855 for improvements to the basketball courts located at the Batavia Township Community Park, as park of the Capital Bill Grant, with Southwestern Ohio Services in the amount of \$17,020.00 and to issue a purchase order for said services. Mr. Parsons seconded the motion. On the roll being called:

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

Resolution 06-02-2025

Mr. Parsons motioned the Batavia Township Board of Trustees adopt **Resolution 06-02-2025** declaring a motor vehicle(s) located on public or private property in Batavia Township, Clermont County, Ohio, to be junk motor vehicle(s) under r.c. 505.173 and ordering the removal of such vehicle(s) under resolution number 05-03-2022 and r.c. 505.871. The properties and descriptions are as follows:

| PROPERTY ADDRESS | PROPERTY OWNER | PARCEL ID | DESCRIPTION OF VEHICLE(S) |
|--|--------------------------|------------|--|
| 1300 Hammann Drive Amelia, Ohio 45102 | Brian & Julie Seibert | 03203A167. | Black Chevrolet Pickup VIN: Unable to see, no visible license plate. |

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

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

Resolution 06-03-2025

Mr. Sauls motioned the Batavia Township Board of Trustees adopt **Resolution 06-03-2025** authorizing the abatement, control, or removal of vegetation, garbage, refuse or debris for the following properties located in Batavia Township.

| PROPERTY ADDRESS | PROPERTY OWNER | AUDITOR PARCEL ID # |
|--|--|---------------------|
| 23 Hitchcock Lane Amelia, Ohio 45103 | Mary E Giwer | 032022E004W. |
| 23 Donna Drive Amelia, Ohio 45102 | Beverly A Garrett | 034437.009. |
| 1308 Hammann Drive Amelia, Ohio 45102 | FKH SFR Propco B-Hld LP C/O First Key Homes LLC | 032023A165. |
| 3262 Yelton Lane Amelia, Ohio 45102 | John C & Danelle C. Smith | 032018A046. |
| 3700 Charter Oak Amelia, Ohio 45102 | Samuel Bollinger | 032023D281. |

Mr. Parsons seconded the motion. There was discussion. On the roll being called:

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

Resolution 06-04-2025

Mr. Parsons motioned the Batavia Township Board of Trustees adopt **Resolution 06-04-2025** to authorize and initiate a Zoning Text Amendment to revise and clarify the language of the

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Batavia Township Zoning to promote orderly development, improve the usability of the Zoning Resolution, and address emerging planning considerations. Mr. Sauls seconded the motion. On the roll being called:

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

MOTION

Mr. Perry motioned the Batavia Township Board of Trustees authorize the following payments:

| Vendor | Amount | Fund/PO | Purpose |
|-------------------------------------|-------------|--------------------|---|
| American Planning Association | \$399.99 | Zoning | Yearly Membership & Ohio Chapter |
| Motz/Grinstead Holding | \$7,150.00 | PO 37-2025 General | Sod for Park |
| Union Cemetery | \$3,795.00 | PO 38-2025 | Fence Installation for Union Cemetery |
| Union Cemetery | \$7,000.00 | PO 03-2025 General | 2 nd Quarter Payment |
| Adams Clermont Solid Waste District | \$4,994.50 | Pending | ½ Repairs to the Fire Alarm at Building at 2403 Old SR 32 |
| JCM Maintenance, LLC | \$5,268.11 | PO 39-2025 Gas Tax | Repairs to F-550 |
| Fun Flicks | \$6,638.76 | PO 40-2025 General | 3 Movie Dates at the Park |
| Team Turf, Team All Sports | \$6,750.00 | PO 12-2025 General | Improvements to Baseball Fields |
| TOTAL: | \$41,996.36 | | |

Mr. Parsons seconded the motion. There was discussion. On the roll being called:

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

MOTION

Mr. Parsons motioned the Batavia Township Board of Trustees authorize Township Administrator, Karen Swartz, to consult with an engineer on the splashpad operations. Mr. Sauls seconded the motion. On the roll being called:

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

MOTION

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Mr. Sauls motioned the Batavia Township Board of Trustees authorize payment to the VFW in the amount of \$500.00 for the Memorial Day Services at the Township Cemeteries. Mr. Parsons seconded the motion. There was discussion. On the roll being called:

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

Motion

Mr. Sauls motioned the Batavia Township Board of Trustees approve the liquor license permit to Aldi's, 1386 SR125. Mr. Parsons seconded the motion. On the roll being called:

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

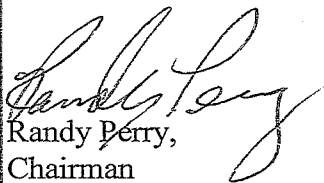
Motion


Mr. Parsons motioned the Batavia Township Board of Trustees to support a 15-year 75% CRA by the County Commissioners for a potential business to move on Curliss Lane, Batavia Township. Mr. Sauls 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 8:08 p.m.


Randy Perry,
Chairman


Jennifer Haley, ~~emp~~
Fiscal Officer
