

Minutes of BOARD OF TRUSTEES – BATAVIA TOWNSHIP

Held \_\_\_\_\_ 20 \_\_\_\_\_

The Board of Trustees of Batavia Township met for their Regular Meeting at 5:00 p.m. Wednesday, August 6, 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. Fiscal Officer, Jennifer Haley was absent. Also present were Karen Swartz, Township Administrator, Taylor Corbett, Planning & Zoning Director, Cody Smith, Service Director, and Sheriff Deputy Eyre.

**APPROVAL OF AGENDA, MINUTES, AND FINANCIALS**

Mr. Sauls motioned the Batavia Township Board of Trustees approve the August 6, 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 July 1, 2025 Regular Meeting Minutes and July 17, 2025 Special 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

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

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

**Ken Stewart, World Fire Games**

Mr. Stewart was a medalist in the World Fire Games. He wanted to thank the Board for their sponsorship. Ken spoke about his experience entering 9 events in Track and Field. He was the oldest person competing. The Board congratulated Mr. Stewart and shared their appreciation.

**SHERIFF’S DEPARMENT REPORT**

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

For the Township the Sheriff’s office took 174 offense reports in July. We had 29 violent crime reports, 37 property reports, 22 personnel reports, 9 drug/alcohol related reports, 65 information reports, and 12 juvenile reports. The highest crime type was theft at 26 reports.

The Township Deputies took 136 offense reports and 158 incident reports. There were 19 traffic arrests, 88 traffic warnings, 140 warrants served, 256 civils, and 102 assists to other departments. We had 43 adult arrests, 2 juvenile arrests, and 213 business checks. The Deputies took 93% of the incident reports, 78% of the offense reports, and we recovered \$386. We had 521 neighborhoods patrolled. We had two vacation checks in July. We checked those residents 18 times. We had one overdose on Chapel Road. We had no burglaries. There were two breaking and entering reports. More storage units are being broken into lately; one was on Taylor Rd. and the second was on 125 Storage.

There was a question about golf carts. They must be licensed/registered to drive on a public road. There is a list on the Ohio BMV website that lists regulations for the carts. Only licensed drivers should operate the golf carts.

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GOVERNMENT FORMS & SUPPLIES 04-921-3005 FORM NO. 16116

Held \_\_\_\_\_ 20 \_\_\_\_\_

**COMMITTEE REPORTS**

Ms. Haley and Mr. Sauls gave the July update for CJFED. Total fire for June was 170, total EMS was 307. There were 6 automatic aids given and 38 automatic aids received. There was one mutual aid given and 1 mutual aid received. There were 143 fire calls made in July and 307 EMS calls. There were 7 automatic aids given and 15 automatic aids received. There was one mutual aid given and 6 mutual aids received. It was voted to put on a Levy for November for the Fire District. The last one was in 2010. The population in the Township has almost doubled.

Mr. Parsons gave the July report for Batavia Union Cemetery. From January thru July, to date we have had 15 burials, 8 of which were cremations. There were none in July. This is about 30% of our income for the cemetery. We have had several trees removed this year, costing around \$9,000.

**PLANNING AND ZONING DIRECTOR/INSPECTOR REPORT**

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

We had 1 lot sold in Forest Grove, 0 in Billingsley, 8 in Rosewood, 1 in Heritage Farms, and 0 individual single family home permits.

For total single-family homes, we had \$386,000 average in July; and year to date average is \$385,884.

The total July single-family homes were 10, and total year-to-date is 96.

We have 12 lots left in Rosewood, 7 in Forest Grove, 14 in Heritage Farms, 9 in Billingsley single family, and 6 condo lots.

There were 8 resolved nuisance complaints and 4 unresolved. There was 1 vehicle complaint resolved and 2 unresolved. There were 3 resolved ‘no permits.’

We brought in \$6,114.75 in zoning permits.

There have been 158 vehicles tagged for parking regulation violations since July 1, 2024.

**SERVICE DIRECTOR REPORT**

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

Footers were completed at Olive Branch Cemetery.

We had 2 cremation burials, 1 burial, and 1 sale at Olive Branch.

There was a misaligned coupling on the storm pipe at a sinkhole on Cedar Trace. There was a reported sink hole yesterday on Whispering Trees and Whispering Winds. We are currently working on it.

We completed sign work orders for missing and damaged street signs.

There was quite a bit of storm clean up in cemeteries, roads, and the park.

We completed the edge line striping on Summit Road.

We cleaned up a landslide on Snider Rd.

Cody reviewed the curb replacement and repairs throughout the Township.

Cody gave an update on the 2025 paving. It’s looking like it will be completed in October.



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Cody summarized the status of the CME pipeline installation.

**TOWNSHIP ADMINISTRATOR REPORT**

Karen Swartz, Township Administrator gave her July report.

Karen gave an update on the 2 ballot issues and their impact. There was a referendum filed on the Farmstead subdivision. This will be on the ballot in November. Also filed was a petition initiative to remove Article 38, our planned zoning from our Zoning Resolution. The Batavia Township Trustees have to pay for the election expenses and costs.

Karen spoke about Energy Alliance for our Township Aggregation. Many residents complaining about higher bills are not in the aggregation program. Our gas aggregation current rate is fifty cents and will go up to sixty-five cents. The current rate with Duke is seventy-four cents. Karen shows quarterly updates on our website about activity and savings the residents receive with aggregation.

Karen gave a breakdown and categorized ARPA expenses.

We finished out our movie nights which included three events. There will be discussion with the park board whether or not to continue the event next year.

National Night Out last night was well attended despite the rainfall.

Next week is Batavia Cross Country Team’s Batavia Bulldog Run being in it’s tenth year, held at the Park.

When the splashpad closes this season, it will need turf repair.

Grading is in process for the two new pickleball courts. The basketball courts are in the process of being painted and installing new hoops.

Karen spoke about the Capital Bill Grant. The deadline for application is next month.

The TIRC meeting was last week.

**PUBLIC PARTICIPATION**

Susan Kramer, 19 Letitia Ave. has issues with a neighbor’s recent yard overgrowth. Taylor Corbett shared photos with the Board.

Tony Case, Millstream Drive in Forest Glen, near Autumnview, addressed issues with the traffic and safety concerns in his neighborhood. He stated that vehicles of all kinds, personal and business vehicles, are speeding through the neighborhood.

Bill Albright, Marbe Lane, has issues with the tax abated homes, too many houses, and the growth plan.

**EXECUTIVE SESSION**

Mr. Sauls 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, and 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: 7:06 p.m. On the roll being called:

Minutes of BOARD OF TRUSTEES - BATAVIA TOWNSHIP

GOVERNMENT FORMS & SUPPLIES 847-227-3558 FORM NO. 10140

Held \_\_\_\_\_ 20 \_\_\_\_\_

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

The Board returned to Regular Session at 8:39 p.m.

**NEW BUSINESS**

**Resolution 08-01-2025**

Mr. Sauls motioned the Batavia Township Board of Trustees adopt **Resolution 08-01-2025** appointing Special Counsel with the law firm of Frost Brown Todd, LLC. Mr. Parsons seconded the motion. On the roll being called:

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

**Resolution 08-02-2025**

Mr. Parsons motioned the Batavia Township Board of Trustees adopt **Resolution 08-02-2025** authorizing expenditures from the American Rescue Plan Act of 2021 for funds under the Township’s Standard Allowance. Mr. Sauls seconded the motion. On the roll being called:

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

**Resolution 08-03-2025**

Mr. Sauls motioned the Batavia Township Board of Trustees adopt **Resolution 08-03-2025** amending the Cemetery Fees for Batavia Township, adding a fee for the concrete urn. Mr. Parsons seconded the motion. On the roll being called:

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

**Motion**

Mr. Sauls motioned the Batavia Township Board of Trustees award an extension to the 2025-2026 price agreement for rock salt with Morton Salt under the Southwest Ohio Purchasing for Government Bid. No. 24-034SWOP4G under the same rates. Mr. Parsons seconded the motion. There was discussion. 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 to authorize the Township Administrator, Karen Swartz to execute a software maintenance agreement and authorize payment for the road safety sign program with MasterMind, LLC, 6530 Dublin Road, Delaware, Ohio 43015, in the amount of \$1,475.00, effective September 1, 2025, through August 31, 2026. Mr. Sauls seconded the motion. On the roll being called:

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



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Held \_\_\_\_\_ 20 \_\_\_\_\_

**Resolution 08-04-2025**

Mr. Sauls motioned the Batavia Township Board of Trustees adopt **Resolution 08-04-2025** 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
39 East Main Street Amelia, Ohio 45102	Anton Wottreng III 4124 Forsythia Drive Cincinnati, Ohio 45245	050104.024.
376 Judd Road Amelia, Ohio 45102	Dallas P. Coning 376 Judd Road Amelia, Ohio 45102	032023D216.
3687 Charter Oak Amelia, Ohio 45102	Conrex Residential SMA I 2018-01 Operating Company LLC 1505 King St. Suite 100 N. Charleston, S.C. 29405	032023D291.

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

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

**Resolution 08-05-2025**

Mr. Perry motioned the Batavia Township Board of Trustees adopt **Resolution 08-05-2025** declaring 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	AUDITOR PARCEL ID#	DESCRIPTION OF VEHICLE(S)
3700 Charter Oak Amelia, Ohio 45102	Samuel R. Bollinger	032023D281.	White Ford Taurus VIN: 1FALP54P1SA181992
2210 Harmony Court Batavia, Ohio 45103	Gregory D. & Tijuanna M. Chenoweth	012010B135.	White Mercy Mariner VIN: Not visible Ohio Plate: KBM3651 (expired)

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

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

**Resolution 08-06-2025**

Minutes of

August 6, 2025 - REGULAR MEETING  
RECORD OF PROCEEDINGS

Meeting

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Held\_\_\_\_\_20\_\_\_\_\_

Mr. Sauls motioned the Batavia Township Board of Trustees adopt **Resolution 08-06-2025** establishing assessment for abatement of nuisance and certifying same to the Clermont County Auditor related to following properties:

PROPERTY ADDRESS	PROPERTY OWNER	AUDITOR PARCEL ID#	AMOUNT OF ASSESSMENT
39 East Main Street Amelia, Ohio 45102	Anton Wottreng III 4124 Forsythia Drive Cincinnati, Ohio 45245	050104.024.	\$750.00

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

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

**Motion**

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

Vendor	Amount	Fund/PO	Purpose
Clermont County Office of Management	\$515,619.98	16-2025	2 <sup>nd</sup> Half Payment for Deputy Services
Sign Graphics & Design	\$4,500.00	42-2025 General/ Capital Improvement	Replacement Sign at Baseball Fields
State of Ohio, Ohio Penal Industries	\$7,069.96	33-2025 General	Picnic Tables for Community Park
Kiwanis Club Membership	\$150.00	General	Membership Dues 2025-2026
<b>TOTAL:</b>	<b>\$527,339.94</b>		

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

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

**CEMETERY DEED**

There was a Cemetery Deed purchased for Vicki Schneider, Olive Branch Cemetery, Section C, Lot 292, Grave 1.

**PERSONNEL ACTION**

**Motion**

Mr. Parsons motioned the Batavia Township Board of Trustees hire Frank Verdin, as a 6-month probationary employee, date to be determined, full-time, at a rate of \$25.00, contingent on a physical and drug test. Mr. Sauls seconded the motion. On the roll being called:

Mr. Parsons	yes	
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# Minutes of BOARD OF TRUSTEES – BATAVIA TOWNSHIP

GOVERNMENT FORMS & SUPPLIES 844-224-5338 FORM NO. 10148

Held \_\_\_\_\_ 20 \_\_\_\_\_

Mr. Sauls	yes	
Mr. Perry	yes	Motion carried

## Motion

Mr. Sauls motioned the Batavia Township Board of Trustees hire Alex Simmermon, as a 6-month probationary employee, at a rate of \$25.00/hour contingent on a physical and drug test, and seeking his CDL. The start date will be within the next 30 days. date to be determined, full-time, at a rate of \$25.00/hour. Mr. Parsons seconded the motion. On the roll being called:

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


## TRUSTEES DISCUSSION/OTHER ITEMS


Mr. Parsons questioned closing Herold Road at SR 32. Karen has been involved in the ODOT meetings. ODOT indicated they wanted to shut down all right turns immediately, permanently. The Village advocated for getting the turn lane from Bauer Road to North on Herold. Mr. Parsons explained traveling on West Bound SR32, turning right on Herold, or Eastbound SR32, turning left on Herold, there are no deceleration lanes to turn onto Herold Rd. Karen will follow-up with ODOT about the Board's concerns.

Mr. Parsons suggested a Touch a Truck event and an event with the Airport next year.

## ADJOURNMENT

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

  
Randy Perry,  
Chairman

  
Jennifer Haley,  
Fiscal Officer