

RECORD OF PROCEEDINGS
October 7, 2025– REGULAR MEETING
RECORD OF PROCEEDINGS

Minutes of

Meeting

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 Board Meeting at 5:00 p.m. Tuesday, October 7, 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, and Sheriff Deputy Eyre.

APPROVAL OF AGENDA, MINUTES, AND FINANCIALS

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

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

Mr. Parsons motioned the Batavia Township Board of Trustees approve the September 2, 2025 Regular Meeting Minutes as presented. Mr. Sauls seconded the motion. On the roll being called:

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

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

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

SHERIFF’S DEPARMENT REPORT

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

For the Township the Sheriff’s office took 152 offense reports in September. We had 30 violent crime reports, 29 property reports, 16 personnel reports, 12 drug/alcohol related reports, 51 information reports, and 14 juvenile reports. The highest crime type was theft.

The Township Deputies took 79% of the incident reports and 61% of the offense reports. The Deputies alone took 92 offense reports, 92 incident reports, 27 traffic arrests, 85 traffic warnings, and 130 warrant service. We had 325 civils served and 34 assists. We assisted the Village 17 times and handled 7 calls ourselves in the Village. The Sheriff’s office handles the BMV and the Library. We had 30 adult arrests, 2 juvenile arrests, and 137 business checks. We had no property recovered in September. We patrolled 347 neighborhoods and 1 vacation check request and we checked it 13 times. We had one overdose. We had no burglaries or breaking & entering reports.

Clermont Children’s Protective Services Levy

Dorothy Mejer, Director, spoke about levy this November. It is a renewal with a slight increase.

Central Joint Fire and EMS District

Chief Roy Short gave an update on the proposed levy on the November ballot. We have not had a levy since 2010. We average 22-23 fire and EMS calls per day from the minimally staffed 4-person per station (8 people). We are doing the most runs percent in the Greater Cincinnati area.

RECORD OF PROCEEDINGS

October 7, 2025– REGULAR MEETING

Minutes of

Meeting

RECORD OF PROCEEDINGS

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

Held Minutes of BOARD OF TRUSTEES – BATAVIA TOWNSHIP 20

COMMITTEE REPORTS

Ms. Haley gave the September update for Central Joint Fire & EMS District. There were 392 EMS calls and 176 fire calls. We gave automatic aid 16 times and received automatic aid 19 times. Mutual aid was given 5 times and we received mutual aid 12 times. The recruit class training was 160 hours in September. Officer training was 57 hours. Swift water training totaled 320 hours. Arson investigation training was 120 hours. Hazmat training was 5 hours, and general firefighting training totaled 390.5 hours in September.

Mr. Parsons reported on the Batavia Union Cemetery meeting for the month of September. We meet on the first Wednesday of each month at 6:00 p.m. We have had 19 internments this year, 9 of those were cremation.

PLANNING AND ZONING DIRECTOR/INSPECTOR REPORT

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

We had 5 lots sold, 4 in Rosewood and 1 in Heritage Farms. We had zero multi-family lots sold.

The average price for houses sold in September was \$411,741.00 and the year-to-date average is \$386,096.

We have 6 lots left in Rosewood, 3 in Forest Grove, 8 in Heritage Farms, and 6 Billingsley condo lots available.

There were 2 nuisances that were addressed. There were 2 resolved vehicle complaints. There is 1 unresolved issue with no permits.

unresolved yard nuisances, 2 unresolved for vehicles (now being addressed in September), and 1 unresolved for no permits. complaints and 4 unresolved. There was 1 vehicle complaint resolved and 2 unresolved.

We brought in \$3,593.00 for zoning permits.

There have been 170 vehicles tagged for parking regulation violations since July 1, 2024. Eight were tagged in Sept 2025, 6 resolved and 2 still open. Six of these are motor vehicles and two were trailers. No vehicles have been towed in September.

The next Zoning Commission meeting will be October 9th. There will be two cases.

SERVICE DIRECTOR REPORT

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

We had 1 full burial, no cremations, and no cemetery lot sales. Cody spoke about corner stones which are used to measure new graves. We completed a storm line repair project and repaired 2 lids in cemetery vaults in Batavia Union Cemetery.

The Madison Park job was completed with 2 new catch basins, we poured new curb, fixed a manhole lid, etc. This wrapped up our 2025 resurfacing/paving project.

Cody reported there are many sinkhole issues in the Township, resulting in repairing/replacing catch basins, curb work, patching/resealing storm lines/manholes, etc.

We picked up the new F600 from Beechmont Ford.

We replaced signs in Little Creek.

RECORD OF PROCEEDINGS
October 7, 2025– REGULAR MEETING
RECORD OF PROCEEDINGS

Minutes of

Meeting

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

Held Minutes of BOARD OF TRUSTEES – BATAVIA TOWNSHIP 20

We are trimming trees in the roadways flush with curbs as they will be hitting mirrors of the plow trucks.

We will be working on the 4-inch water line for the splash pad next week and then will winterize the park.

Cody gave a list of the proposed roads for paving in 2026.

TOWNSHIP ADMINISTRATOR REPORT

Karen Swartz, Township Administrator, gave her September report.

There are two issues on the ballot for Batavia Township for November. One is for the 119 acres with 270 homes approved by the Board in the Spring, as well as a filed petition to remove Article 38, the Planned Zoning Article (36) from the Zoning Resolution.

Karen spoke about the Growth Policy Plan and the future update. Staff will apply for Grants to expedite the funding opportunities. Developing the Growth Policy Plan requires public hearings, input from consultants, data gathering, etc. The plan update costs are approximately \$60,000.00.

Karen reviewed the road funds that maintain the Township roads and those specific funds must be used for road staff and improvements. Staff is working to secure grant funding to make improvements in the Township.

At the Community Shred event (shared with CJFED Fire Dept), we shredded 3,600 pounds of paper. This was shared with the Township and Village residents.

Karen applied for a grant from the State for Old SR222 landslide.

The Township license plates now say Township instead of County.

At the Park Board Meeting last month, it was recommended to have a 4th of July coordinated event for the America 250.

Karen spoke about the Christmas display in Pleasant Acres.

There was discussion about the Capital Grant and additional parking needed at the Park. Karen will apply for the grant in December.

The Township Touch-a-Truck event is October 11th from 10:00 to noon.

A food production company will be creating 240 jobs on Curliss Lane in Batavia Township, and investing in personal property.

Rex reported that some streetlights not working. Karen will have staff check lights and report to Duke or repairs.

PUBLIC PARTICIPATION

John Cooper, Chapel Road, spoke about zoning violations on his property and stated that he is not receiving letters from the Township from 2023. He filed a letter of intent with the Trustees.

Brandon Hicks, 1386 Oaks Trail, Lexington Run, HOA President, addressed concerns with new developments.

Jamie Short, 1560 Creekside Rd., Amelia, had questions about developments if they are not approved. If annexed by the Village, there will be lack of planning, no traffic studies, tax abatements.

RECORD OF PROCEEDINGS

Minutes of

October 7, 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

Bill Albright, Marbe Lane, disagrees with more residential subdivisions.

OLD BUSINESS

Mr. Perry asked the Board to set the November meeting to November 5th as usual, at 4:30 p.m. with the hearings starting after the regular agenda.

There was a five-minute break.

NEW BUSINESS

Resolution 10-01-2025

Mr. Sauls motioned the Batavia Township Board of Trustees adopt Resolution 10-01-2025 initiating Zoning Text Amendments under ORC 519.12. Mr. Parsons seconded the motion. There was discussion. On the roll being called:

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

Resolution 10-02-2025

Mr. Parsons motioned the Batavia Township Board of Trustees adopt Resolution 10-02-2025 approving a policy for the Unmanned Aircraft Systems (Drones) for use by certified and licensed Batavia Township Staff for zoning and marketing purposes. Mr. Sauls seconded the motion. On the roll being called:

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

Resolution 10-03-2025

Mr. Sauls motioned the Batavia Township Board of Trustees adopt Resolution 10-03-2025 establishing New Fund No. 2401 Energy-Special Improvement District (ESID 1). Mr. Parsons seconded the motion. On the roll being called:

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

Resolution 10-04-2025

Mr. Sauls motioned the Batavia Township Board of Trustees adopt Resolution 10-04-2025 establishing New Fund No. 2908 Miscellaneous Shine-A-Light. Mr. Parsons seconded the motion. There was discussion. On the roll being called:

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

Resolution 10-05-2025

Mr. Parsons motioned the Batavia Township Board of Trustees adopt Resolution 10-05-2025 authorizing participation in the New National Opioid Secondary Manufacturers Settlements and to authorize the Township Administrator to execute contracts relative to the settlements. Mr. Sauls seconded the motion. On the roll being called:

RECORD OF PROCEEDINGS

October 7, 2025– REGULAR MEETING

RECORD OF PROCEEDINGS

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

Held

Minutes of BOARD OF TRUSTEES – BATAVIA TOWNSHIP

20

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

Resolution 10-06-2025

Mr. Parsons motioned the Batavia Township Board of Trustees adopt **Resolution 10-06-2025** certifying assessments to the Teegarden and Hopkins Subdivisions Lighting District, at a cost to the affected properties of \$32.91 each for the 2024-2025 billing cycles. Mr. Sauls seconded the motion. On the roll being called:

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

Resolution 10-07-2025

Mr. Sauls motioned the Batavia Township Board of Trustees adopt **Resolution 10-07-2025** appointing Park and Events Advisory Committee terms beginning October 1, 2025, for one year: Jason Petty, Jody Stephens, Granville Jacobs, and Connie O’Conner, with the Township Administrator serving as the Chair. Mr. Parsons seconded the motion. On the roll being called:

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

Resolution 10-08-2025

Mr. Parsons motioned the Batavia Township Board of Trustees adopt **Resolution 10-08-2025** amending Batavia Township Section 5.03, to increase the maximum accumulation of sick leave for a full-time employee from 200 hours to 400 hours and from 25 days to 50 days total accumulation. There was discussion. Mr. Sauls seconded the motion. On the roll being called:

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

Resolution 10-09-2025

Mr. Sauls motioned the Batavia Township Board of Trustees adopt **Resolution 10-09-2025** authorizing Karen Swartz, Township Administrator, to execute contracts with developers/builders to provide snow and ice removal for the undedicated streets within Batavia Township within planned developments (PD). Mr. Parsons seconded the motion. There was discussion. On the roll being called:

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

Resolution 10-10-2025

Mr. Sauls motioned the Batavia Township Board of Trustees adopt **Resolution 10-10-2025** designating December 24 and December 26, 2025, as observed holidays for staff and to be paid 16 hours of additional Holiday Pay for 2025. Mr. Parsons seconded the motion. On the roll being called:

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

RECORD OF PROCEEDINGS

October 7, 2025– REGULAR MEETING

Minutes of

Meeting

RECORD OF PROCEEDINGS

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

Held Minutes of BOARD OF TRUSTEES – BATAVIA TOWNSHIP 20

Resolution 10-11-2025

Mr. Sauls motioned the Batavia Township Board of Trustees adopt Resolution 10-11-2025 a Cyber Security Policy for reporting to the State of Ohio Auditor’s Office. Mr. Parsons seconded the motion. On the roll being called:

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

Resolution 10-12-2025

Mr. Parsons motioned the Batavia Township Board of Trustees adopt Resolution 10-12-2025 initiating the Ransomware Payment Policy. Mr. Sauls 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 engage with USI Insurance Services, 312 Elm Street, 24th Floor, of Cincinnati, Ohio 45202, for Insurance & Broker Services for Employee Benefits for the 2026 Calendar Year and to execute a letter of engagement for said services. Mr. Sauls 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 set Trick or Treat hours for Friday, October 31, 2025 from 6:00 p.m. to 8:00 p.m. in Batavia Township. Mr. Sauls seconded the motion. On the roll being called:

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

Motion

Mr. Sauls motioned the Batavia Township Board of Trustees authorize Karen Swartz, Township Administrator, to facilitate repairs to the 2024 John Deere and to authorize and approve expenses over \$5,000 to expedite repairs to the 2024 John Deere Tractor and A Boom in coordination with the OTARMA (insurance services), with a \$2,500 deductible. Mr. Parsons seconded the motion. There was discussion. On the roll being called:

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

Motion

Mr. Sauls motioned the Batavia Township Board of Trustees approve the change of ownership to Narayan Carry Out Inc. to A Plus Carryout Inc., located at 208 Amelia Olive Branch Road,

RECORD OF PROCEEDINGS

Minutes of

October 7, 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

Amelia, Ohio 45102, and to furthermore not request a hearing with the Ohio Division of Liquor Control. 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 10-13-2025

Mr. Parsons motioned the Batavia Township Board of Trustees adopt Resolution 10-13-2025 establishing an assessment for the abatement of the removal of junk motor vehicles and certifying to the Clermont County Auditor. The property and descriptions are as follows:

PROPERTY ADDRESS	PROPERTY OWNER	AUDITOR PARCEL ID	AMOUNT OF ASSESSMENT
3700 Charter Oak Amelia, Ohio 45102	Samuel R. Bollinger	032023D281.	\$450.00

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

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

Resolution 10-14-2025

Mr. Sauls motioned the Batavia Township Board of Trustees adopt Resolution 10-14-2025 establishing an assessment for the abatement of nuisance and certifying the same to the Clermont County Auditor related to the following property:

PROPERTY ADDRESS	PROPERTY OWNER	AUDITOR PARCEL ID#	AMOUNT OF ASSESSMENT
4302 Gary Lane	Singh Harvinder	014506.005	\$800.00

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

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

Motion

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

Vendor	Amount	Fund/PO	Purpose
Beechmont Ford	\$73,573.00	57-2025	2025 Ford F600
Clermont Chamber of Commerce	\$719.00	General	Annual Membership
Roberts Paving	\$133,849.36	45-2025	Capital Grant – Pickleball Courts
Batavia Union Cemetery	\$7,000.00	3-2025	4th Quarter Payment

RECORD OF PROCEEDINGS

Minutes of

October 7, 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

TOTAL: \$215,141.36

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

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

CEMETERY DEED

There was a purchase of two graves by Mary Stevens for \$1,400.00 in the Olive Branch Cemetery, Section C, Lot 348, Graves 6 & 7.

TRUSTEES DISCUSSION/OTHER ITEMS

Mr. Parsons and the Board discussed a possible grant opportunity for infield upgrades to the Brian Wilson Field. Karen will get pricing on engineering services for the project.

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 employees. Mr. Parsons seconded the motion. Time: 8:10 p.m. On the roll being called:

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

The Board returned to Regular Session at 8:20 p.m.

Motion

Mr. Parsons motioned the Batavia Township Board of Trustees place Alex Simmerman on unpaid leave until cleared for full duty. Mr. Sauls seconded the motion. On the roll being called:

Mr. Sauls yes
Mr. Perry yes
Mr. Parsons 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 8:31 p.m.

Randy Perry,
Chairman

Jennifer Haley,
Fiscal Officer