

**RECORD OF PROCEEDINGS**

GOVERNMENT FORMS &amp; 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. Monday, January 5, 2026, 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. Parsons, and Ms. Wessel. Also present were Karen Swartz, Township Administrator, Taylor Corbett, Planning & Zoning Director, Cody Smith, Service Director, and Sheriff Deputy Kellerman.

**REORGANIZATION AND NOMINATIONS/ELECTIONS OF CHAIRPERSON AND VICE-CHAIRPERSON FOR CALENDAR YEAR 2026****Chairperson Nomination/Election**

Mr. Perry motioned the Batavia Township Board of Trustees nominate and elect Rex Parsons as Chairperson for the year 2026. Ms. Wessel seconded the motion. On the roll being called:

Ms. Wessel	yes
Mr. Perry	yes
Mr. Parsons	yes

Motion carried

**Vice Chairperson Nomination/Election**

Mr. Parsons motioned the Batavia Township Board of Trustees nominate and elect Randy Perry as Vice-Chairperson. Ms. Wessel seconded the motion. On the roll being called:

Mr. Perry	yes
Mr. Parsons	yes
Ms. Wessel	yes

Motion carried

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

Mr. Perry motioned the Batavia Township Board of Trustees approve the January 5, 2026 agenda as presented. Ms. Wessel seconded the motion. On the roll being called:

Mr. Parsons	yes
Ms. Wessel	yes
Mr. Perry	yes

Motion carried

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

Mr. Perry	yes
Mr. Parsons	yes
Ms. Wessel	abstain

Motion carried

Mr. Perry motioned the Batavia Township Board of Trustees approve the December 22, 2025 Special Meeting Minutes as presented. Ms. Wessel seconded the motion. On the roll being called:

Mr. Parsons	yes
Mr. Perry	yes
Ms. Wessel	abstain

Motion carried

Mr. Perry motioned the Batavia Township Board of Trustees approve the December 30, 2025 Special Meeting Minutes as presented. Ms. Wessel seconded the motion. On the roll being called:

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Mr. Parsons	yes
Mr. Perry	yes
Ms. Wessel	abstain

Motion carried

Ms. Wessel motioned the Batavia Township Board of Trustees approve the December 2025 Financials as presented. Mr. Perry seconded the motion. On the roll being called:

Ms. Wessel	abstain
Mr. Perry	yes
Mr. Parsons	yes

Motion carried

## SHERIFF'S DEPARTMENT REPORT

Deputy Kellerman gave the Batavia Township crime stats for December, 2025.

For the Township the Sheriff's office took 122 offense reports in December. We had 32 violent crime reports, 16 property reports, 32 personnel reports, 16 drug/alcohol related reports, 25 information reports, and 1 juvenile report.

The Township Deputies did not recover any stolen property in December. We took 78% of the incident reports (22% were handled by non-Township Deputies), and 84% of the offense reports. We patrolled 207 neighborhoods. We performed two vacation checks 16 times. There were 2 overdoses in December. There were two burglaries. There was no breaking and entering.

Deputy Kellerman summarized the service they provide for vacation checks and senior citizen checks. If any senior citizen resident needs to be checked on, please contact the Sheriff's Office.

## DISC GOLF COURSE UPDATE

Donnie Conrad, helped coordinate developing the disc golf course at the Township Park. Donnie shared information and analytics about the course which was started in 2023. Donnie was recognized by the Board for his service to the Township.

## COMMITTEE REPORTS

Chief Roy Short gave the December update for Central Joint Fire & EMS District.

Mr. Parsons reported there will be a meeting this Wednesday for the Batavia Union Cemetery.

Ms. Wessel motioned the Batavia Township Board of Trustees nominate and appoint (2 Trustees) Randy Perry and Danielle Wessel to serve on the CJFED Board for the year 2026. Mr. Perry seconded the motion. On the roll being called:

Mr. Perry	yes
Mr. Parsons	yes
Ms. Wessel	yes

Motion carried

## SERVICE DIRECTOR REPORT

Cody Smith, Service Director, gave the December report.

We had four burials; three cremations and one full burial. There were no sales.

We had seven snow and ice events in December. So far, we have used 307 tons of salt. We ordered 350 tons of salt to restock the salt bin.

We have cleaned all the trucks and equipment and performed small repairs as required.

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We have completed equipment maintenance for the spring.

We performed berthing on Apple Road and restored areas of erosion. The repairs to the guardrail were completed today.

There were many potholes repaired and will do more permanent repairs as the weather improves.

We have an extensive list of signs and street posts, etc. that need replacing.

We have completed 245 work orders in 2025. This is much higher compared to prior years.

### **PLANNING AND ZONING DIRECTOR/INSPECTOR REPORT**

Taylor Corbett, is on vacation. Karen Swartz, Township Administrator, gave the December report including the permit stats.

We had zero single-family home permits and 5 multi-family home permits.

The average sale price for the year is \$387,000. We issued 123 permits this year for single family homes. We are much lower this year in the last quarter than in year 2024.

We currently have 3 home permits available in Forest Grove and 4 in Heritage Farms. When Kinsdale opens, we will have more home permits available.

We had a total of 386 permits for 2025.

We have 1 unresolved yard complaint, 1 resolved vehicle complaint, and 2 other unresolved complaints.

The total vehicles tagged was 183 since parking regulations were inducted.

### **TOWNSHIP ADMINISTRATOR REPORT**

Karen Swartz, Township Administrator gave her December report.

During the Special Meeting on December 30<sup>th</sup>, we reviewed the new Fire Dept. that will enhance fire and EMS services at a more affordable rate for Batavia Township residents, funding issues, taxes in the Village and Township, etc. There has been a 71% increase in services. New fire stations are needed to improve response times due to geographical challenges. As CJFED ran a November levy that did not pass, an analysis of the cost of another levy was reviewed. The Township and CJFED do not receive income or sales tax revenue, so levies are the only funding sources for fire services.. The County Auditor provides a website that explains the cost to residents for their property. As homes are built in the Township, those residents will help absorb the cost and reduce the cost for current residents. Once we formally withdraw from CJFED, that tax will be removed from the property owners' tax bill; there will be no overlapping of tax bills. Karen updated the information on the Township's website.

Karen met with the Park Board about having an America 250 event.

Karen reviewed having different events throughout the year.

We will wait until April to allow renting/leasing the baseball fields.

### **Public Hearing 6:00 p.m. Case B-1-25ZPD, 7 Lori Lane. Rezone of 0.11 Acre portion of P#050118.177P.**

Jonathon Wocher, Zoning Consultant, gave a summary of the case and provided copies of the staff report. This is a request to rezone the portion of a parcel from R2A Residential Multi-

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Family District to B2 General Business District. The proposed development is for 7-Brew Drive-Thru Coffee/Beverage facility. The Zoning Commission recommended approval at their December meeting.

Allan Wiley, developer, spoke regarding the business. There will be employee parking only.

There was no other input from the public.

## Motion

Mr. Perry motioned the Batavia Township Board of Trustees approve **Case B-1-25ZPD**. Ms. Wessel seconded the motion. On the roll being called:

Ms. Wessel	yes
Mr. Perry	yes
Mr. Parsons	yes
	Motion carried

## PUBLIC PARTICIPATION

Residents of Cedar Grove, in Forest Grove had questions about the fire department.

John Gatchett, Clough Pike, had general questions/comments.

John Gray, 3622 SR222 (Batavia Township property), Union Township resident, 945 Locust Lane, had comments about moving forward.

Bill Albright, Marbe Lane, had comments about zoning and property rights.

Monica Taylor, Ross Rd., questioned the levy costs.

Julie Tolliver, 702 Stonelick Woods Dr., commented about having dialogue about property taxes, community outreach, as well as school, county, state, and village funding, etc.

## NEW BUSINESS

### Resolution 01-01-2026

Mr. Perry motioned the Batavia Township Board of Trustees adopt **Resolution 01-01-2026** to proceed to levy a tax of 9.5 mills for the Batavia Township Fire District, effective for tax year 2026 and to be on the May 2026 election. Ms. Wessel seconded the motion. There was discussion. On the roll being called:

Mr. Parsons	yes
Ms. Wessel	yes
Mr. Perry	yes
	Motion carried

### Resolution 01-02-2026

Mr. Perry motioned the Batavia Township Board of Trustees adopt **Resolution 01-02-2026** initiating a text amendment to the Batavia Township Zoning Resolution to consider the creation of a Coordinated Development District and to prepare draft language for consideration by the Zoning Commission at the February 12, 2026 meeting. Ms. Wessel seconded the motion. There was discussion. On the roll being called:

Ms. Wessel	yes
Mr. Perry	yes
Mr. Parsons	yes
	Motion carried

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### Resolution 01-03-2026

Mr. Perry motioned the Batavia Township Board of Trustees adopt **Resolution 01-03-2026** authorizing a Transfer of Funds, retroactive to 12/31/2025 in the amount of \$2,000.00 from Legal Counsel Salaries Fund #1000-110-312 to Administrator Salary Fund #1000-110-131. Ms. Wessel seconded the motion. On the roll being called:

Mr. Perry	yes
Mr. Parsons	yes
Ms. Wessel	yes
	Motion carried

### Resolution 01-04-2026

Mr. Parsons motioned the Batavia Township Board of Trustees adopt **Resolution 01-04-2026** authorizing Karen Swartz, Township Administrator, to apply for a grant with the Clermont County Port Authority for improvements and enlargement of the parking lot at the Batavia Township Park in the amount of \$734,383.00 with a 10% match of \$73,438.30. Mr. Perry seconded the motion. There was discussion. On the roll being called:

Mr. Perry	yes
Ms. Wessel	yes
Mr. Parsons	yes
	Motion carried

### Motion

Mr. Perry motioned the Batavia Township Board of Trustees approve a Liquor License Permit for DT and Motel, INC. Benjys Drivethru at 2640 Old State Route 32 from OLD 32 DT Inc. as the previous owner. Ms. Wessel seconded the motion. There was discussion. On the roll being called:

Ms. Wessel	yes
Mr. Perry	yes
Mr. Parsons	yes
	Motion carried

### Motion

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

<u>Vendor</u>	<u>Amount</u>	<u>Fund/PO</u>	<u>Purpose</u>
Morton Salt	\$5,968.12	69-2025	Salt for Winter Storms
<b>TOTAL</b>	<b>\$5,968.12</b>		

Ms. Wessel seconded the motion. On the roll being called:

Mr. Perry	yes
Ms. Wessel	yes
Mr. Parsons	yes
	Motion carried

### TRUSTEES DISCUSSION

The Board agreed to change the Meeting of August 4, 2026 to August 11, 2026 at 5:00 p.m.

Ms. Wessel requested Karen update our website and livestream our meetings. Karen will research and present proposals. There was discussion about budget, expenses, IT threats, staffing issues, record retention, policies, etc.

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Karen shared a thank you card received from Mrs. Maupin for the Flags of Honor dedications in Batavia Township.

## ADJOURNMENT

With no further business to come before the Board, Mr. Perry motioned to adjourn the meeting. Ms. Wessel seconded the motion. Meeting adjourned at 8:49 p.m.



Rex A. Parsons,  
Chairman



Jennifer Haley,  
Fiscal Officer