

RECORD OF PROCEEDINGS

Minutes of

July 7, 2026– 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 Board Meeting at 5:00 p.m. Tuesday, July 7, 2026, at the Batavia Township Community Center.

CALL TO ORDER

Pledge of Allegiance

Roll Call

After the Pledge of Allegiance led by Lonnie Winkler, Jennifer Haley, Fiscal Officer, gave the roll call for the Board of Trustees. Present were: Mr. Parsons, Mr. Perry, and Ms. Wessel. Also, present were Karen Swartz, Township Administrator, Taylor Corbett, Planning & Zoning Director, Cody Smith, Service Director, and Sheriff Deputy Kellerman.

APPROVAL OF AGENDA, MINUTES, AND FINANCIALS

Mr. Perry motioned the Batavia Township Board of Trustees approve the July 7, 2026 agenda as presented. Ms. Wessel seconded the motion. On the roll being called:

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

Ms. Wessel motioned the Batavia Township Board of Trustees approve the June 2, 2026 Regular Meeting Minutes as presented. Mr. Perry seconded the motion. On the roll being called:

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

Mr. Perry motioned the Batavia Township Board of Trustees approve the June 2026 Financials as presented. Ms. Wessel seconded the motion. On the roll being called:

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

SHERIFF’S DEPARMENT REPORT

Deputy Kellerman gave the Batavia Township crime stats for June, 2026.

For the Township the Sheriff’s office took 135 offense reports in June. We had 18 violent crime reports, 36 property crimes, 33 personal reports, 11 drug/alcohol related reports, 37 information reports, and zero juvenile reports. The highest type report was information reports.

The Batavia Township Deputies took 33 incident reports. We made 9 traffic arrests, 46 traffic warnings, attempted 74 warrants, and the civil papers served totaled 368. We had 71 assists to other jurisdictions, 32 adult arrests, no juvenile arrests, and 143 business checks. We handled 90% of the reports in Batavia Township, 10% were non-Batavia Township Deputies. We handled 70% of the offense reports. We recovered \$1,541 in property. We patrolled neighborhoods 315 times. We performed two vacation checks, 17 times. There were three overdoses in June. There were zero burglaries for the month of June. There were no breaking and entering reports. Deputy Kellerman went over their services that aided Batavia Village.

Charlotte Clifton MS Group – A Day at the Park Event 7/18/2026

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Charlotte Clifton gave updates on their multiple sclerosis event that will take place at the Park. This is the second year for this event. Many small businesses/vendors are participating to support this event.

COMMITTEE REPORTS

Assistant Chief Brown gave the May report for Central Joint Fire & EMS District. We did 87 total fire calls, 377 EMS calls for a total of 464. We gave mutual aid 17 times and received mutual aid 22 times. We did a total of 208.25 training hours.

Mr. Parsons gave the report for Batavia Union Cemetery. We met on July 1st. We had 9 internments in June, and the total so far to date we have had 28; 12 of those were cremations. We sold 24 graves. Our next workday with the Village is September 17. Our next meeting is August 5th.

PLANNING AND ZONING DIRECTOR/INSPECTOR REPORT

Taylor Corbett, gave the June 2026 report for single and multi-family homes, including the permit stats.

We had 1 single family in Kinsdale, 8 units sold in Olivewood, and 4 units sold in Willowgrove. These are broken down into two pairs.

The average single-family homes in June 2026 is \$414,948. The average year to date is \$422,233 with one single family unit sold in June. Our total year to date is 21 single families.

There are 71 units left in Kinsdale with 12 sold, 168 units in Olivewood with 18 sold, and 42 units left in Willowgrove.

We are at 199 total permits sold this year.

Taylor gave the planning update, sharing aerial updates from the drone. We had our 2nd Growth Policy Plan meeting. Our next public outreach will be on National Night Out on August 4th.

There is no Zoning Commission meeting for July 2026. There is a BZA meeting on July 27th at 5:30 with two cases. One is a variance for the 7/11 gas station off Stonelick Olive Branch Road and SR32, as well as a variance case for signs for 7 Brew on State Route 125.

SERVICE DIRECTOR REPORT

Cody Smith, Service Director, gave the June report.

Crews are making the rounds for the entire Township for mowing and trimming.

All paving prep builds have been completed.

We completed quite a bit of milling and patchwork.

We completed about 425 feet of ditching on Zagar Road to resolve some drainage issues.

We tore out dirt and grass, and poured a concrete pad behind the firehouse on 2401 Old SR21.

Cody gave an update on the storm cleanup from the storms.

We completed some work orders for Yelton Lane including ditching, replacing driveway culverts, and cleaning out some culverts.

We had one full burial at Olive Branch and sold one grave.

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On June 16th Cody obtained his Commercial Applicator License by completing two tests for pesticide applications for commercial and industrial applications. These were provided by the Ohio Department of Agriculture. Now our staff can spray and complete the necessary work.

Cody gave an update on the paving project.

TOWNSHIP ADMINISTRATOR REPORT

Karen Swartz, Township Administrator gave her June report.

August 4th is our National Night Out with the Sheriff’s office. No political booths are allowed.

Karen does not have an update on the Capital Grant. She asked the Engineer to revise the scope of the project and we will have to decide whether we accept the grant due to the expense.

The America 250 event was held July 2nd. A poster will be sent as a thank you, to all the vendors.

We returned all the flags to the Kiwanis Club from the America 250 Event.

We received two bids for our waste services. The Republic bid was incomplete. We were unable to compare it to Rumpke’s bid. Karen spoke about the pricing, including Village comparisons. There was discussion about the recycling options/pricing. Karen detailed that the new contract ensures similar services such as large item pick up, set pricing for the next five years with no fuel surcharges and cans provided. Additionally, the new contract will provide for weekly recycling. More information will be published in the upcoming months on the transition.

The development, Sugar Ridge, applied for a permit for site development on April 16th and was denied on May 28th. Karen provided a copy of the letter to the Board. The letter explained the subdivision does not comply, and creates a hazard to an existing airport, due to the proximity of the land to the airport, and does not meet a compatible use for the FAA Advisory. There will possibly be an appeal.

We have a pending type 2 annexation located at SR32, backing up to Trotters Way, north to SR32, connected to Herold Road. This land is owned by one property owner and one developer. Taylor reached out to the developer, and we have not received any follow-up. The property owner was not aware of the pending annexation or the discussions of the annexation.

Karen went over the criteria involved in the preparation of the Township for the potential issue of the Village dissolving. There was discussion. If dissolved, the Village residents will still receive essential services and will be treated like every other Township resident. If the dissolution is on the ballot a Frequently Asked Questions document will be provided on social media and the Batavia Township website.

FIRE LEVY DISCUSSION

Mr. Perry, Fire Board Member, spoke about their meeting and the fire levy. There was discussion. Assistant Chief Matt Brown, also a Batavia Township resident stated we need to do what is best for all the residents of Batavia. We need to pass a levy so we can provide the necessary services to everyone. The trucks are constantly in the repair shop. Ms. Haley commented we need to keep our employees in the Township and include the Village residents. Other comments and opinions were shared.

Dave Frey, Legal Counsel, explained the process of village dissolution. A dissolution causes the Central Joint District to terminate because there would only be one member left. The other way to terminate would be for one of the members to withdraw, leaving only one member. It terminates on January 1st of the following year that the member takes action. When a district terminates, the district board no longer has employees. The County Auditor Statute takes over the finances of the district. The operations cease, no employees, no equipment, etc. The Auditor

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then takes control of the money and determines the claims and debts, etc. We would need to be prepared for a year of finance to cover the debt.

The Board will schedule a Special Meeting to take action on passing a Resolution of Intent for the entire Township Fire & EMS coverage, and then get rates from the Clermont County Auditor to place on the ballot.

PUBLIC PARTICIPATION

Frank Koch, 4769 Silverwood Dr., spoke about the attendance at the Growth Policy Plan Committee Meetings. Taylor Corbett responded about reasons for the low attendance, and some resolutions for this issue.

Bill Albright, Marbe Lane, commented about the basketball hoop in his driveway. Taylor responded with some explanations on the zoning violations.

OLD BUSINESS

Karen went over the Media recording policy. She asked the Board for direction for recording meetings. Mr. Parsons recommended specific types of meetings to be recorded, and that we do not have live streaming. There was discussion amongst the Board. Karen also asked for discussion on recording public discussion comment periods. The Board shared their thoughts and opinions.

Karen presented copies of our records schedules to the Board. We need to set a timeframe how long to keep/maintain records.

NEW BUSINESS

Resolution 07-01-2026

Mr. Perry motioned the Batavia Township Board of Trustees adopt Resolution 07-01-2026, establishing an assessment for the abatement of nuisance and certifying same to the Clermont County Auditor related to the following properties located in Batavia Township:

Auditor Parcel ID #	Address	Owner	Cost
032022E004W.	23 Hitchcock Lane, Amelia, OH 45102	Mary E. Giwer	\$500.00
032023D281.	3700 Charter Oak, Amelia, OH 45102	Samuel R. Bollinger	\$600.00
014506.005.	4302 Gary Lane, Batavia, OH 45103	Harvinder Singh	\$600.00
014549.007.	4277 Taylor Road, Batavia, OH 45103	Pamela Hamm	\$550.00
034437.009.	23 Donna Drive, Amelia, OH 45102	Beverly A. Garrett	\$550.00

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

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

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Resolution 07-02-2026

Mr. Perry motioned the Batavia Township Board of Trustees adopt Resolution 07-02-2026, appointing members Trustee Rex Parsons and Administrator Karen Swartz to the Tax Incentive Review Council for a term of three years starting in 2026. Ms. Wessel seconded the motion. On the roll being called:

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

Resolution 07-03-2026

Mr. Perry motioned the Batavia Township Board of Trustees adopt Resolution 07-03-2026, authorizing the abatement, control, or removal of vegetation, garbage, refuse, or debris for the following properties:

PROPERTY ADDRESS	PROPERTY OWNER	PARCEL ID
4305 Marbe Lane Batavia, OH 45103	Joe & Danielle Humphries	014521.001.

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

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

Motion

Ms. Wessel motioned the Batavia Township Board of Trustees authorize Brianna Ramsey, Executive Assistant, to participate in the Clermont Chamber Safety Council monthly meetings and to authorize associated travel and training expenses. 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

Ms. Wessel motioned the Batavia Township Board of Trustees approve a revised Table of Organization for Administration and the Service Department. Mr. Perry seconded the motion. On the roll being called:

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

Motion

Mr. Perry motioned the Batavia Township Board of Trustees approve a quote from A&A Safety for Greenbriar Road Edge Line Painting, in the amount of \$7,183.20, and to issue Purchase Order 141-26 from the Road and Bridge Fund. There was discussion. Ms. Wessel seconded the motion. On the roll being called:

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

Motion

Mr. Perry motioned the Batavia Township Board of Trustees approve a quote from A&A Safety for Lexington Run Entrance Line Painting, in the amount of \$3,440.00 and to issue Purchase Order 142-26 from the Road and Bridge Fund and reimbursable with the County RID. Ms. Wessel seconded the motion. On the roll being called:

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

Motion

Ms. Wessel motioned the Batavia Township Board of Trustees award the bid with Rumpke Services and to reject all other bids, for the unincorporated areas of Batavia Township for waste and recycling services, for weekly recycling and waste removal services as outlined in their best and lowest bid opened on June 19, 2026. Mr. Parsons seconded the motion. There was discussion. On the roll being called:

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

Motion

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

Vendor	Amount	Fund/PO	Purpose
Couch Fencing	\$10,448.00	47-2026	Fencing at the Park
Clermont County Engineer	\$541,936.75	3-2026	2026 Road Resurfacing Program
Office of Management & Budget/Clermont County Sheriff	\$564,025.69	140-26	2 nd half payment
Ferguson	\$6,180.38	35-2026	Snow Blowers
Office Furniture Source	\$14,760.00	19-2026	Chairs for Meeting Room
VFW Post 3954	\$500.00	143-26	Memorial Day Services at Batavia Township Cemeteries
TOTAL	\$91,428.04		

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

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

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CEMETERY DEED

A deed was sold to Bill Flick – lot 264 in Olive Branch Cemetery, Grave 2.

TRUSTEES DISCUSSION

Mr. Parsons thanked the Kiwanis Club for the use of their flags for the America 250 Event and thanked all the staff for their help and participation.

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 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. Ms. Wessel seconded the motion. Time: 8:13 p.m. On the roll being called:

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

The Board returned to regular session at 9:09 p.m.

ADDITIONAL ITEMS AS A RESULT OF EXECUTIVE SESSION

Motion

Mr. Perry motioned the Batavia Township Board of Trustees terminate Jennifer Brown’s probation effective July 8, 2026. Ms. Wessel seconded the motion. On the roll being called:

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

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 9:11 p.m.



Rex A. Parsons,
Chairman



Jennifer Haley,
Fiscal Officer

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