

RECORD OF PROCEEDINGS

Minutes of

August 12, 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. Wednesday, August 12, 2026, at the Batavia Township Community Center.

CALL TO ORDER

Roll Call

After the Pledge of Allegiance, 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 August 12, 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 July 7, 2026 Regular Meeting Minutes, July 9, 2026 Special Meeting Minutes, and the July 27, 2026 Special 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 July 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 July, 2026.

For the Township the Sheriff’s office took 137 offense reports in July. We had 19 violent crime reports, 27 offense reports, 40 personal reports, 10 drug/alcohol related reports, 37 information reports, and 5 juvenile reports. The highest type report was personal reports.

The Batavia Township Deputies took 24 incident reports. We made 8 traffic arrests, 42 traffic warnings, attempted 115 warrants, and the civil papers served totaled 307. We had 77 assists to other jurisdictions, 27 adult arrests, 8 juvenile arrests, and 163 business checks. We handled 96% of the incident reports in Batavia Township and 91% of the offense reports. We patrolled 323 neighborhoods, 2 vacation checks 16 times. We recovered \$400 in personal property. We had 3 overdoses this month. There were no burglaries this month.

Kiwanis of the East Fork Region

Bob and Judy Raub spoke about their Kiwanis Club and the Fields of Honor Program, as well as the community activities. Bob thanked the Township for the relationship they have with the Kiwanis Club.

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COMMITTEE REPORTS

Chief Short gave his Central Joint Fire & EMS District report for June 2026. The total fire and EMS calls for June was 466. We had 320 hours of training in June.

Mr. Parsons gave the report for Batavia Union Cemetery. There were 41 internments, 17 of which were cremations. We will meet to replace the Sexton on August 13, 2026 at 6:00.

PLANNING AND ZONING DIRECTOR/INSPECTOR REPORT

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

We had 4 single family homes in Kinsdale, zero in the Preserves of Olive Branch, and 1 single family home. We had 16 two-family home permits, zero in Willowgrove and zero in Preserves of Olive Branch. Our total single-family home sales average is \$400,321.00. The average year to date is \$419,102.00. The Village of Batavia has had 101 single family home permits and we are up to 26.

We have 61 units left in Kinsdale, 152 in Olivewood left, 68 units in the Preserves of Olive Branch as well as 31 multifamily units left. There are 42 units left in Willowgrove.

Taylor gave the planning update, including Shawnee Station which is still going through the grading process. The entrance to the subdivision will be right at the intersection of old SR74 and Stonelick-Olive Branch Road.

The Preserves of Olive Branch is coming along slowly.

Kinsdale is our main single family home subdivision by Drees and is actively building.

Willowgrove continues to get permits for their subdivision.

Olivewood is grading its second phase. The multifamily unit is a very nice product.

We are still going through the analysis for our Growth Policy Plan. We handed out QR code cards at National Night Out, asking Batavia Township residents to complete a more detailed survey.

Taylor gave the Zoning Inspector’s report.

There were no agenda items for the Zoning Commission or the BZA.

August 25th the Clermont County Zoning Commission will review a case.

Cooper Steel, Old SR32 will be submitting their site plan. They have rail access but it has not been used for years.

Taylor finished up the site plan review for the 7/11 location on Olive Branch Stonelick.

SERVICE DIRECTOR REPORT

Cody Smith, Service Director, gave his July report.

We continue to make rounds for our roadside mowing.

The ditching and culvert replacements have been completed.

The crews completed the catch basin rebuilds.

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Our crews completed various work orders for ditching throughout the Township.

We replaced an existing plastic pipe on Summit Road. It was falling seven inches in the wrong direction.

We installed a new guardrail between parking spots and a fuel tank to meet fire code.

We spent about five days helping Pierce Township with their storm clean-up. They had extensive damage from a tornado.

We had two full burials, two cremations, and no sales.

I obtained a quote to install a new roof and gutters for the Cemetery Building at Olive Branch. Brianna is applying for a grant for the new metal roof.

We completed white edge lining striping on Greenbriar, and the egress striping on Lexington Run, Olive Branch-Stonelick.

Batavia Township is responsible for a very short section of Possum Hollow Road. Some flooding on the road required repairs.

Cody gave the paving project update.

There will be a road closure at Judd and Apple Roads for ditching, and then just Apple Road for a pipe/culvert replacement.

TOWNSHIP ADMINISTRATOR REPORT

Karen Swartz, Township Administrator gave her July report.

The National Night Out was a great event with the Sheriff’s office.

We should be able to record next month’s meeting.

We awarded the trash bid to Rumpke which starts November 1st. The monthly service will reduce from \$24.70 to \$21.50 which includes weekly recycling and they allow one large item pickup per week. This is billed quarterly with no fuel charge. Additional cans are \$2.00. Carryout service is available for an additional fee. This has to be approved by the Township and Rumpke. Rumpke will be providing more information to residents in the upcoming months through the mail.

Karen gave an update on the RID reimbursement with the County Commissioners.

Karen submitted the information to the Board of Elections for placement on the ballot for the additional levy for fire services. This will be for all Township residents including the Village of Batavia and residents currently being served by CJFED. If it passes, this will allow the Township Trustees to put these services under the Township’s control and ensure the services regardless of the outcome of any potential dissolution of the Village of Batavia. The new levy is at the same millage rate as the current CJFED levy. The Auditor will have information on their website about what it will cost each resident once this is certified and uploaded.

We did get new backboards installed with new rims on the Basketball Courts.

The audio/video will be installed this week.

The benches at the front of the building and Veteran’s Memorial were sandblasted and recoated.

Our Shred event is scheduled for October 10th, open to Batavia Township and Village residents.

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Karen gave an update on the issues with the Village dissolution. Karen has sent a Public Records Request to the Village Administrator for the annexation agreement for the property on Harold Road, and has not received the records. Karen reached out to the property owners and had not heard back.

We have a YouTube page where our audios/videos will stream when it’s up and running. Website updates are pending as well.

Karen signed up for the free 30-day membership with Constant Contact. The goal is to have a resident newsletter to keep residents updated on what is happening in Batavia Township. Karen will work on drafting and setting up in the upcoming months.

Due to storm damage last night, we have damage to our roof and some siding. Karen has a call in to get the repairs completed.

Our new hire, Jaime Brannock, starts Monday.

Our walking path will be seal-coated in a couple of weeks.

Taylor Corbett obtained the Shine-A-Light clean up grant from the State but the clean up was already completed. He has reached out to the State of Ohio for guidance.

PUBLIC PARTICIPATION

Chris Hicks, 444 Woodwick Ct., a non-resident of Batavia Township, had comments about a photo of Batavia resident, Mr. Parsons, being at a Batavia Village meeting. He had comments about distributing lists like Constant Contact. He spoke in favor of “Hubspot”.

Joe Fischer, 4232 Trail Overlook, spoke about the Fire Levy promotion and TIF funds the Township will receive with the new Township Fire Department.

OLD BUSINESS

Karen will give an update on our records schedule next month.

NEW BUSINESS

Resolution 08-01-2026

Mr. Perry moved that the Batavia Township Board of Trustees TABLE this item for future discussion and postpone it until the September meeting, Resolution 08-01-2026, to adopt and establish Rules of Procedure relative to the recording of meetings, as outlined in Exhibit A. Mr. Parsons seconded the motion. On the roll being called:

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

Resolution 08-02-2026

Mr. Perry motioned the Batavia Township Board of Trustees adopt Resolution 08-02-2026, to amend appropriations for current expenses for 2026 and to authorize the transfer of funds in the amount of \$340.59 from the General Fund #1000-910-910 and \$148.60 from the Road and Bridge Fund #2031-910-910 to the Unclaimed Funds fund 2905 in the amount of \$579.19, retroactive to 7/25/2026. Ms. Wessel seconded the motion. On the roll being called:

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

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Held Minutes of BOARD OF TRUSTEES – BATAVIA TOWNSHIP 26

Resolution 08-03-2026

Ms. Wessel motioned the Batavia Township Board of Trustees adopt Resolution 08-03-2026, authorizing the abatement, control, or removal of vegetation, garbage, refuse, or debris for the following properties:

PROPERTY ADDRESS	PROPERTY OWNER	PARCEL ID
1308 Hammann Drive Amelia, Ohio 45102	FKH SFR Propcob-HLD LP c/o First Key Homes LLC 600 Calleria Pkwy SE, Ste 300 Atlanta, GA 30339-8146	032023A165.
3915 Greentree Terrace Amelia, Ohio 45102	CVG Home Buyers LLC 720 E. Pete Rose Way Ste. 355, Cincinnati, Ohio 45202	032023C238.

Mr. Perry seconded the motion. 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 appoint Jeff Buschard to serve on the Batavia Township Parks and Events Advisory Committee for the remaining term of Connie O’Conner through September 30, 2026. Mr. Parsons seconded the motion. 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 award the bid for the 2026-2027 season to Champion Landscape Supply for the delivered rate of \$119.00 per ton, under the Southwest Ohio Purchasing for Government Bid No. 26-010SWOP4G for rock salt and to authorize Service Director, Cody Smith to purchase salt as necessary for operations. 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 payment to the Clermont County Township Association, in the amount of \$455.00 for annual membership dues for Elected Officials and Staff. Mr. Perry seconded the motion. On the roll being called:

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

Motion

Ms. Wessel motioned the Batavia Township Board of Trustees authorize payment to the Kiwanis Club of East Fork Region in the amount of \$150.00 for annual membership dues for Batavia Township. 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 AGRO CHEM EAST of Wilmington, Ohio for the purchase of a truck sprayer in the amount of \$5,309.00, and to issue a purchase order from Road and Bridge Fund. Ms. Wessel seconded the motion. 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 a quote from A&A Safety of Cincinnati, Ohio for the restriping of Judd Road and striping on Apple Road in the amount of \$13,070.13, and to issue a purchase order from Road and Bridge Fund. Mr. Parsons seconded the motion. On the roll being called:

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

Motion

Ms. Wessel motioned the Batavia Township Board of Trustees execute the contract with Rumpke Services 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, with services beginning November 1, 2026 through October 31, 2031. Mr. Parsons seconded the motion. On the roll being called:

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

Motion

Ms. Wessel motioned the Batavia Township Board of Trustees set Trick or Treat hours for Batavia Township Residents at Saturday, October 31, 2026, from 6:00 pm to 8:00 pm. Mr. Perry seconded the motion. On the roll being called:

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

Motion

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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>
Clermont County Engineer iWorQ	\$25,000.00 \$6,500.00	54-2026 Pending Zoning Fund	Elmwood Road Realignment Zoning Software Program Annual Fee
Mastermind, LLC	\$1,475.00	Pending Road Road & Bridge	Sign Software Annual Fee
Batavia Union Cemetery	\$8,500.00	18-2026	3 rd Quarter Payment
Baxla Tractor	\$5,850.00	34-2026	Kubota Snow Blade
Neyra Paving	\$5,197.61	37-2026	Seal Coating for 2401 Old SR32
Above and Beyond Carpentry	\$6,000.00	52-2026	Deposit for Quote on repairs to doors on the Baseball Building
TOTAL	\$57,047.61		

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

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

CEMETERY DEED

There were no Cemetery Deed transfers or purchases this month.

EXECUTIVE SESSION

Mr. Perry 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 and ORC Section 121.22(G)(1) to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of public employee. Ms. Wessel seconded the motion. Time: 7:21 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 8:26 p.m.

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ADDITIONAL ITEMS AS A RESULT OF EXECUTIVE SESSION

No decisions were made as a result of the executive session.

Additional Discussion

The Cemetery Board received the resignation of Wayne Smith, Sexton as of 9/1/2026. For continuity of care of the cemetery, etc., it was the consensus of the Board of Trustees to have Cody Smith spend time, as a township employee, with Wayne Smith to learn more about the management of the cemetery until Wayne leaves.

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 8:28 pm.

Rex A. Parsons

Rex A. Parsons,
Chairman

Jennifer Haley

Jennifer Haley,
Fiscal Officer