

April 3, 2017 – REGULAR SESSION

RECORD OF PROCEEDINGS

Minutes of BOARD OF TRUSTEES – BATAVIA TOWNSHIP –

The Board of Trustees of Batavia Township met in regular session at 6:00 p.m. Monday, April 3, 2017, at the Batavia Township Community Center.

CALL TO ORDER

Following the Pledge of Allegiance, Jennifer Haley gave the roll call for the Board of Trustees. Present were: Mr. Dowdney and Mr. Perry. Mr. Sauls is out of town. Also present were Jennifer Haley, Fiscal Officer, Rex Parsons, Township Administrator, Denise Kelley, Zoning Administrator, Ken Embry, Service Director, and Deputy Dowers, Clermont County Sheriff's Department.

APPROVAL OF AGENDA AND MINUTES

Mr. Dowdney motioned the Batavia Township Board of Trustees approve the April 3, 2017 agenda as presented. Mr. Perry seconded the motion. On the roll being called:

Mr. Perry	yes	
Mr. Dowdney	yes	Motion carried

Mr. Dowdney motioned the Batavia Township Board of Trustees approve the minutes of the March 6th regular meeting and March 22nd special meeting as presented. Mr. Perry seconded the motion. On the roll being called:

Mr. Dowdney	yes	
Mr. Perry	yes	Motion carried

FINANCIAL REPORTS

Ms. Haley gave the March financial reports.

Mr. Dowdney motioned the Batavia Township Board of Trustees approve the March 2017 financial reports as presented. Mr. Perry seconded the motion. On the roll being called:

Mr. Perry	yes	
Mr. Dowdney	yes	Motion carried

Mr. Perry motioned the Batavia Township Board of Trustees approve the 1st quarter cemetery payment of \$3,750.00. Mr. Dowdney seconded the motion. On the roll being called:

Mr. Sauls	yes	
Mr. Dowdney	yes	
Mr. Perry	yes	Motion carried

DEPUTY REPORT

Deputies Brian Dowers and Bill Brewer were present to give the March 2017 report. The top three offenses were down from the previous month.

PUBLIC PARTICIPATION

Present was the Boy Scouts troop 742 at the 1st Presbyterian Church of Batavia.

Mr. Parsons introduced Ernie and Sharon Ramos who spoke about the CAPS (Clermont Advocacy & Protection for Seniors) program. They gave a power point presentation.

PUBLIC HEARING

ZONING CASE B-01-17Z Harkelroad/Humbert

Zoning Administrator, Denise Kelley presented the case and offered a summary. The intent is to place a warehouse and storage building on the site.

Mr. Perry motioned the Batavia Township Board of Trustees approve **Zoning Case B-01-17Z** as presented. Mr. Dowdney seconded the motion. On the roll being called:

Mr. Perry	yes	
Mr. Dowdney	yes	Motion carried

REPORTS OF THE ZONING ADMINISTRATOR

Mrs. Kelley gave the March report. There were 12 home applications this month.

The BZA heard two cases in March.

Two members of the BZA, three members of the Zoning Commission, and Mrs. Kelley attended the Planning and Zoning Workshop in Anderson Township last week.

REPORTS OF THE SERVICE DIRECTOR

Mr. Embry gave the season-end salt use report.

In Olive Branch Cemetery there are several trees that need to be removed.

Mr. Dowdney motioned the Batavia Township Board of Trustees approve contracting with Zinzinnati Tree to remove 5 trees in Olive Branch Cemetery at a cost of \$3,100. Mr. Perry seconded the motion. On the roll being called:

Mr. Perry	yes	
Mr. Dowdney	yes	Motion carried

Mr. Embry spoke about the Carmosino cemetery lots.

Two employees helped with the first clean up day at the Union Cemetery.

The bridge has been completed except for the overlay for the Amelia Oliver Branch, old 74 project.

The Township Clean up days are June 2nd and 3rd, 2017 at both locations.

REPORTS OF THE TOWNSHIP ADMINISTRATOR

Mr. Parsons gave an update for the Olive Branch sidewalk project. It will begin May 1st.

The Eastside Adventure Challenge has 105 registered so far for the Saturday, May 13th event.

The Reds Rookie Success League sponsor day is June 5, 2017.

National Night Out is Tuesday, August 1st. The Clermont County Sheriff's Department will hold their event at the Batavia Township Park.

The lights are repaired for the Humvee Memorial.

The County Commissioners have asked the Townships to present updates on their communities. The meeting will be April 26th at 10:00 a.m. Mr. Parsons will be the presenter for Batavia.

DISCUSSION

Mr. Parsons spoke about the comp time and sick leave requirements.

NEW BUSINESS

Careworks

Mr. Perry motioned the Batavia Township Board of Trustees approve Careworks as our third-party administrator for Workers Compensation claims for \$710.00. Mr. Dowdney seconded the motion. On the roll being called:

Mr. Dowdney	yes	
Mr. Perry	yes	Motion carried

Resoluton 4-01-2017 Sick Leave

Mr. Dowdney motioned the Batavia Township Board of Trustees revise the Batavia Township Employee Manual to reflect that effective July 1, 2017 to December 31, 2017 each regular employee of the Township accrues 1.538 hours of sick leave per 80 hours of work up to a maximum of 20 hours. For 2018 and beyond employees may accrue no more than 200 hours total. Mr. Perry seconded the motion. On the roll being called:

Mr. Perry	yes	
Mr. Dowdney	yes	Motion carried

Resolution 04-02-2017 Comp Time

Mr. Perry motioned the Batavia Township Board of Trustees revise the Batavia Township Employee Manual to reflect that effective immediately regular employees of the Township may earn no more than 40 hours of comp time per year. The rest will be paid in overtime. Mr. Dowdney seconded the motion. On the roll being called:

Mr. Perry yes
Mr. Dowdney yes Motion carried

Resignation Letter

Mr. Dowdney motioned the Batavia Township Board of Trustees accept the resignation letter of zoning inspector David Sheppard. Per his letter the last day of work will be April 28, 2017. Mr. Perry seconded the motion. On the roll being called:

Mr. Perry yes
Mr. Dowdney yes Motion carried

New Employee

Mr. Perry motioned the Batavia Township Board of Trustees hire Mr. Brad Harris as a part-time probationary employee at the rate of \$17.00 per hour to assist with zoning and administrative duties effective April 24, 2017. Benefits are not included with this position. Mr. Dowdney seconded the motion. On the roll being called:

Mr. Dowdney yes
Mr. Perry yes Motion carried

Donations Received

Mr. Dowdney motioned the Batavia Township Board of Trustees accept donations of \$1,000 from Residential Concepts and \$500 from Anchor Fitness. Mr. Perry seconded the motion. On the roll being called:

Mr. Perry yes
Mr. Dowdney yes Motion carried

Cemetery Lot Donation

Mr. Perry motioned the Batavia Township Board of Trustees accept the donation of 4 lots of graves from the Carmosino Family in exchange for demolishing the Carmosino Mausoleum in Lucy Run Cemetery. Mr. Dowdney seconded the motion. On the roll being called:

Mr. Perry yes
Mr. Dowdney yes Motion carried

Fire Truck Donation

Mr. Perry motioned the Batavia Township Board of Trustees donate the 1985 Sutphen Fire Truck to Franklin Township effective immediately. This fire truck was previously used by the Batavia Township Fire Department and has been declared as surplus equipment. Mr. Dowdney seconded the motion. On the roll being called:

Mr. Dowdney yes
Mr. Perry yes Motion carried

COMMITTEE REPORTS

Mr. Sauls reported on CJFED. There was no meeting this month. There is a new ambulance on order.

Mr. Perry reported on Union Cemetery. They are averaging 54 burials per year. They will be using the Graveyard Groomer again.

Mr. Parsons reported on the Clermont County Developmental Disabilities. Greg Carson was sworn in as the new Chairperson. Three members will be coming off the Board this year so there will be new appointments.

DISCUSSION

Mr. Parsons gave some key points about the potential road exchange. In the 2000 census we had 23,280 residents and ranked 3rd in Clermont County at that time. There are three very high traffic roads in the Township that require much maintenance. Mr. Parsons and Mr. Embry discussed ways to minimize Township maintenance and cost.

NEW BUSINESS

Road Mileage 2016

Mr. Dowdney motioned the Batavia Township Board of Trustees approve the 2016 road mileage changes which total 68,996. Mr. Perry seconded the motion. On the roll being called:

Mr. Perry	yes	
Mr. Sauls	yes	
Mr. Dowdney	yes	Motion carried

Property and Liability Insurance Renewal

Mr. Perry motioned the Batavia Township Board of Trustees approve renewing our property and liability insurance with OTARMA effective 3/23/17 – 3/23/2018 for the amount of \$17,709 and authorize the fiscal officer to pay said premium. Mr. Dowdney seconded the motion. On the roll being called:

Mr. Dowdney	yes	
Mr. Perry	yes	
Mr. Sauls	yes	Motion carried

2017 Permanent Appropriations

Mr. Dowdney motioned the Batavia Township Board of Trustees approve the 2017 Permanent Appropriations as presented for a total appropriation of \$2,367,388. Mr. Perry seconded the motion. On the roll being called:

Mr. Sauls	yes	
Mr. Dowdney	yes	
Mr. Perry	yes	Motion carried

Executive Session

Mr. Perry motioned the Batavia Township Board of Trustees move into executive session to discuss employee applications. Mr. Dowdney seconded the motion at 7:39 p.m. On the roll being called:

Mr. Dowdney	yes	
Mr. Perry	yes	
Mr. Sauls	yes	Motion carried

Regular Session

Mr. Perry motioned the Batavia Township Board of Trustees return to regular session. Mr. Dowdney seconded the motion. On the roll being called:

Mr. Perry	yes	
Mr. Dowdney	yes	
Mr. Sauls	yes	Motion carried

ADJOURNMENT

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

Jim Sauls,
Chairman

Jennifer Haley,
Fiscal Officer