



# Butler County Planning Commission

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Butler County Administration Building, 6<sup>th</sup> Fl Conference Rm  
130 High Street, Hamilton, Ohio

## Meeting Minutes

**MEETING:** Friday, August 13, 2021, 9:00 a.m.

**ROLL CALL:**

**Present:** Bruce Jones, *Chair*  
Bernard “Buck” Rumpke, *Vice-Chair*  
Beth Surber  
Lonnie Lewis  
Kevin Cooney

**Absent:** Dave Baker  
Amy Updike

**Staff Present:** Peter Z. Acuff, Dept. of Development  
Marcia Rosado, Administrative Secretary

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Mr. Jones called meeting to order with roll call at 9:03 a.m.

Mr. Jones asked Mr. Acuff about what the planning commission can do to supplement the comments by staff. Mr. Acuff stated that he sent an e-mail to Mr. Jones as to what the subdivision regulations state and that for preliminary plats, the commission can approve, deny or approve with modifications and for a final plat they only have the ability to approve or deny. He further stated that zone changes are recommendations for the next body and so it is open for comments from the board.

### **APPROVAL OF MEETING MINUTES**

Mr. Jones made a motion to approve the July 16 Meeting Minutes with one correction. Mr. Cooney seconded the motion. Motion carried 5-0.

**AYES:** Jones, Cooney, Rumpke, Lewis, Surber

**NAYES:** None

**ABSTAIN:** None

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## ZONE CHANGES

### LTZ 21-09, MidPointe Library, R-RE to B-1 *Liberty Township*

Mr. Acuff described this as a parcel on Yankee Road across from Wilhelmena Drive and the YMCA. The current zoning is R-RE and future land use plan calls for neighborhood business use, surrounding properties include existing residential to the east, institutional uses planned for the north and the west and a business corridor leading down to Cincinnati-Dayton Road. No site plan was submitted or required.

Mr. Acuff reviewed staff comments with the board and recommends conditional approval subject to those comments.

Mr. Jones asked that it be noted that Mr. Baker arrived for the meeting during the staff presentation.

#### *Questions:*

Mr. Rumpke asked Mr. Elma about the overlay district as to what uses are allowed. Mr. Elma stated that the following are permitted and that some are not currently B-1 uses: Agricultural, Animal Hospital/Veterinary Clinics, Bed & Breakfasts, Day Care Centers, Financial Institutions, Hotels or Extended Stays, Office Space, Office Park, Personal Improvement Services, Pharmacies, Sit-Down Restaurant, Retail and Service Commercial Sales, Taproom/Wine Bar, Telecommunications Tower, Research and Development, Government/Public Uses, which he stated the library would fall under, Hospital/Medical Center or Outpatient Clinic, Park/Open Space and Religious Places of Worship would all be permitted, and uses with conditions would be 24-Hour Businesses, Recorded Subdivisions, Micro-breweries, and Country Clubs/Other Recreational Facilities.

Mr. Rumpke asked if the applicant is requesting the zone change. Mr. Elma stated that yes they are asking for the zone change. Mr. Rumpke asked if they already own the property. Mr. Elma stated that they do not own the property yet, it will depend on the result of the zone change.

#### *Applicant:*

Ms. Deborah Slater, Fiscal Officer for MidPointe Library System

Ms. Slater stated that they have been working with Liberty Township and looking for property for six years to build an approximate 25,000sf library in Liberty Township. She stated that their district is half of Butler County and Liberty Township is where their last brick and mortar branch needs to go. She further stated that the sale is contingent on this re-zoning and that they are currently in a 2,500sf temporary location in Liberty Center.

*Questions:*

Mr. Rumpke asked if they considered the property that was previously the township administration building. Ms. Slater stated that they had and they toured it about two years ago, but decided that it was unsuitable for the library because of its proximity to the train tracks and the multiple elevations. She further stated that they looked at 15-20 parcels very seriously.

Mr. Jones asked how much the total cost will be. Ms. Slater stated it would be about \$1 million for the property, \$7-10 million for the construction, \$1 million in FF&E and \$400,000 in books and furnishings. She further stated that they may just purchase the property first and hire an architect, but decide whether to put it out to bid or wait and build later.

Mr. Lewis made a motion to approve **LTZ 21-09 MidPointe Library, R-RE to B-1** subject to staff comments. Ms. Surber seconded. Motion carried 6-0.

**AYES:** Lewis, Surber, Cooney, Rumpke, Baker, Jones

**NAYES:** None

**ABSTAIN:** None

**RESOLUTION#:** **21.54**

LTZ 21-10, Kevin Heitz, R-RE to R-1  
*Liberty Township*

Mr. Acuff described this as a property at the corner of Princeton Road and Liberty Fairfield Road, and that Mr. Heitz is looking to purchase a piece of property from the neighbor to the west and the township has asked that it be re-zoned so they do not have to split zoning on the parcel when it is combined.

Mr. Acuff reviewed staff comments with the board and recommends conditional approval subject to those comments.

*Questions:*

Mr. Cooney asked if they were approving the re-plat right now. Mr. Acuff stated that there will be no re-plat, it is an administrative lot combination.

*Applicant:*

Kevin Heitz  
4291 Hamilton-Princeton Road  
Hamilton, Ohio 45011

Mr. Heitz stated he is buying some property from his family that he already maintains and his intent is to build a barn to house all of the equipment required to maintain the property, the historic log cabin and barn. He stated it was a requirement from the township for it to be re-zoned to combine it.

*Questions:*

Mr. Rumpke asked if the cabin was there or was it brought in. Mr. Heitz stated that it originated there and in 1982 his grandfather was uncovering the house that was there and found the cabin below it. He further stated that his grandfather did a little restoration on it in 1983. He stated everything is original except for the fireplace and the front deck and that the cabin dates back to 1803.

Mr. Rumpke asked if this is where the Mail Pouch barn is. Mr. Heitz stated yes that is where it is and that the barn dates back to 1814. He further stated it has been in the family since his grandfather purchased it in the early 1980s and they have been maintaining it since.

*Testimony in favor:* None

*Testimony in opposition:* None

*Neutral testimony:* None

Mr. Rumpke made a motion to recommend approval of **WCTZ 21-10, Kevin Heitz, R-RE to R-1** subject to staff comments. Seconded by Ms. Surber. Motion carried 6-0.

**AYES:** Rumpke, Surber, Lewis, Cooney, Baker, Jones

**NAYES:** None

**ABSTAIN:** None

**RESOLUTION#:** **21.55**

**LTZ 21-11, Liberty Grand Villas, RA-1 & B-PUD to R-PUD**

*Liberty Township*

Mr. Acuff described this parcel being south of SR 129, north of Hamilton-Mason Road in Liberty Township adjacent to the current Liberty Grand Villas subdivision. Current land use plans call for medium density residential and business planned unit development. Mr. Acuff stated that they are proposing 71 units of detached residential lots that make a density of almost 4/acre, and that the adjacent Liberty Grand Villas has a density of 5/acre.

Mr. Acuff reviewed staff comments with the board and recommends conditional approval subject to those comments.

*Questions:*

Mr. Rumpke stated he had a question for Mark Elma. Mr. Rumpke asked if there was a requirement for open space of a certain percentage because it is an R-PUD. Mr. Elma stated that it is 20% for R-PUD. Mr. Elma also wanted to express that the small parcel zoned B-PUD on Hamilton-Mason Road was inadvertently added to it and should be zoned A-1 and that there is a resolution to revert it back and should not be a part of this request.

*Testimony in favor:* None

*Testimony in opposition:*

Roger Reynolds  
6724 Cherry Laurel Drive  
Liberty Township, Ohio 45044

Mr. Reynolds stated that he owns 25 acres to the west of this property and he and the neighbors have similar concerns as when they had another project come before the township. He stated that what the townships are looking for are smart, productive, inclusive development and this is not any of those. He further states the developers want to carve 15-16 acres out of the approximate 60 acres and that their plan hinders future development of the remaining 45 acres. He further stated he is not concerned with the product, but how it works with the area. Mr. Reynolds stated that they want to “band-aid” the street and sewers to bypass and not stub the rest of the property in. He states that there needs to be a master plan. He further stated that they are using retention ponds for green space. Mr. Reynolds asked that the board not recommend this to the township because it does not benefit the county and give road access to the rest of the area.

*Questions:*

Mr. Lewis stated that he thinks Mr. Reynolds has a valid point and asked if the township representative can address this. Mr. Elma stated that their comprehensive plan in the medium density residential in this area requires more of a master plan and that they do note in the staff comments similar concerns; that they are cutting off the properties to the west the way it is laid out. He further stated that they recommended an east-west road get stubbed into the property line where they are just proposing to provide an easement.

Mr. Lewis asked about sewer service for the area. Mr. Elma stated that they have not talked to them about the sewer service at this preliminary stage.

Mr. Rumpke asked what the elevation difference would be in the SW corner when the stub street is built. Mr. Elma stated he thought it would be 15 feet. Mr. Rumpke stated that they are expecting the sewer to flow to the east.

Ms. Surber stated that she would like to comment that the sewer comments are putting the cart before the horse, especially when the undeveloped properties may not be developed for 25 years and by then the land use plan could change multiple times. She further stated that the expectation that the sewers of those improvements and investments be made now in anticipation of what might come and may never materialize.

Mr. Reynolds asked that the board consider that if they allow 70 homes in 15 acres to be suitable, would they be receptive to 45 more acres of the same density which would be 200+ homes with the narrowest frontage of anything in the area. He further stated that he thought the answer would be no, so why would 70 homes be okay now.

*Neutral testimony:* None

Mr. Jones made a motion to recommend denial of LTZ 21-11, Liberty Grand Villas, RA-1 & B-PUD to R-PUD. Seconded by Mr. Lewis. Motion carried 4-1-1.

*Discussion:*

Mr. Rumpke asked if the Retirement Community across the street had sewers. Unidentified person replied that it was West Chester across the street. Mr. Reynolds stated that there are sewers to the south of that particular property in West Chester and that is the sewer being utilized by them.

Mr. Rumpke stated that he would like to say that the density is a problem in Liberty Township, and all of the points are valid and for the township to make points in their statements that previously this and that was allowed, it does not create a precedent that has to be followed, we can change the precedent now if we want to.

Mr. Cooney stated that he has a couple of concerns also, first how the township defines greenspace and if the area around the sidewalks is not greenspace does it meet the 20% threshold, he said it seems to be arbitrarily contrived to get over a number. He further stated that he is somewhat concerned with the traffic in the area trying to go underneath the overpass in an area that is already tight with traffic.

Mr. Rumpke asked if anyone knows if there is plans for a roundabout and removal of the mouse hole. Mr. Elma stated that he did not think so that they recently did some improvements to the intersection but there is not enough land to do a roundabout and the mouse hole consideration was very expensive, at least \$20 million.

Ms. Surber commented that she does not disagree with the comments on the sewers and those considerations, her concern is predicating the zone change on those developments seems very limiting to the property owner and their ability to develop.

Mr. Jones stated that he finds the density to be anything but medium and appears as presented to be adversarial to the adjoining property owners and their interest in the future. He further stated that he doesn't know how they could be denied to develop their properties in the future as dense as being suggested here and a very

Mr. Acuff stated that from a planning perspective medium density depends on who is considering it and in reading Liberty Township's land use plan there was not a number figure put on a medium density residential planned area and will be a question to the township as to whether this qualifies as medium density or not.

**AYES:** Jones, Lewis, Baker, Rumpke

**NAYES:** Surber

**ABSTAIN:** Cooney

**RESOLUTION#:** 21.56

WCTZ 21-07, Thornton's, Major Change to C-PUD  
*West Chester Township*

Mr. Acuff described this as a site just north of VOA Park east of Cox Road on Liberty Way and Veterans Blvd. He stated that the same site and the same applicant same request was presented in May of this year. The site plan that came through at the time the medical office was approved on the western parcel was for a hotel and an unspecified retail/restaurant use on the remaining parcels. The proposed use is for a gas station/convenience store and it is not in the list of approved uses for the C-PUD so the request is for a major change to allow this use to be added to the C-PUD. Mr. Acuff stated that the layout is very similar to the previous but there has been some changes to the access on Veterans' Blvd. in accordance with the recommendation from the engineer's office. But the general layout of the site remains largely the same as previous.

Mr. Acuff reviewed staff comments with the board and recommends conditional approval subject to those comments.

*Questions:*

Mr. Jones asked if the application is the same. Mr. Acuff stated that there were some modifications made from the comments we had in May, but it is pretty much the same.

Mr. Jones asked if it was recommended for approval at the time. Mr. Acuff stated that it was.

Mr. Jones compared the comments from May to the current staff comments and asked about the Veterans Blvd access not being listed. Mr. Acuff stated the applicant addressed that comment and corrected on the new application.

Mr. Jones asked about the site not taking into account West Chester Township widening plans for Liberty Way. Mr. Acuff stated that previous application had a much larger splitter island on the right in/right out and has been addressed to the engineer's satisfaction on the current application.

Mr. Rumpke asked if this is in Liberty or West Chester. Mr. Acuff stated it is West Chester. Mr. Rumpke asked if as part of the Costco development is Veterans Blvd. going to be built whether this happens or not. Mr. Acuff stated that the extension of Veterans Blvd up and around to Cox Road is included as part of the Costco PUD development.

Mr. Jones asked how many lanes have to be crossed by eastbound traffic on Liberty Way to access Thornton's on Veterans Blvd. Mr. Acuff stated there are currently two west bound lanes and a projected right turn lane added.

Mr. Baker asked if there is a light there currently. Mr. Acuff stated no. Mr. Baker stated that with all of the development eventually they will have to add a traffic light.

Mr. Rumpke stated he thought with the Costco development there would be a traffic light put in and that with that development traffic would not be able to turn left from Veterans Blvd onto Liberty Way they would have to go up to the roundabout and come out on Cox Road to go east so there may be no light chosen for this intersection. Mr. Jones stated that it is a revelation that is new from the previous application that there would be a light there with the approval of the

Costco development. Mr. Acuff stated that he has not heard yes or no on a traffic light at this intersection and does not know the specifications to warrant a traffic light or speculate when a traffic light would be installed, it would be a question for the engineer's office.

*Applicant:*

Patrick Warnement, The Kleingers Group  
6219 Centre Park Drive  
West Chester, Ohio 45069

Mr. Warnement stated that they believe they have addressed everything with the township and they recommended approval last time. He stated they are working through the tank location but there is nothing indicated that cannot be agreed upon.

*Questions:*

Mr. Rumpke asked if this is being built by Thornton's for Thornton's. Mr. Warnement stated yes, that they own all of their stations, there are no franchises. Mr. Rumpke asked if Thornton's had recently been sold. Mr. Warnement stated that they were acquired by BP and private equity a few years ago and now the private equity is gone and it is BP only.

Mr. Lewis stated that they certainly need a gas station in this location. Mr. Warnement stated there is no station going east and you do not get one going west until you get to Cincinnati-Dayton Road.

*Testimony in favor:* None

*Testimony in opposition:* None

*Neutral testimony:* None

Mr. Lewis made a motion to recommend approval, subject to staff comments, of WCTZ 21-07, Thornton's, Major Change to C-PUD. Seconded by Ms. Surber. Motion carried 6-0.

*Discussion:*

Mr. Jones stated that while he concurs with Mr. Lewis that it is an ideal location for a gas station he has concerns about traffic turning left and crossing three lanes of traffic.

Mr. Acuff stated that eastbound traffic on Liberty Way currently makes the same left turn to get to the medical center.

**AYES:** Lewis, Surber, Baker, Rumpke, Cooney, Jones

**NAYES:** None

**ABSTAIN:** None

**RESOLUTION#:** 21.57



## PRELIMINARY PLAT

### Carriage Meadows, Section Two *Section 3, Town 2 Range 3 Liberty Township*

Mr. Acuff stated that this is 18 residential lots on just under 5 acres with Millikin Road to the South and Princeton- Glendale Road to the west and just north of Carriage Meadows, Section One. He further stated it was a pretty standard layout of lots and one thing to note that there is a proposed temporary emergency access drive from Brogham Lane to allow access to the back part of the subdivision.

Mr. Acuff reviewed staff comments with the board and recommends conditional approval subject to those comments.

Mr. Baker made a motion to recommend approval of the preliminary plat for **Carriage Meadows, Section Two**, subject to staff comments. Mr. Lewis seconded. Motion carried 6-0.

**AYES:** Baker, Lewis, Jones, Cooney, Rumpke, Surber

**NAYES:** None

**ABSTAIN:** None

**RESOLUTION#:** 21.58

### Honerlaw Farm *Section 9, Town 3, Range 2 West Chester Township*

Mr. Acuff stated that this as 85 lots on 39 acres SE corner of West Chester Township off McCauley Road between Dimmick Road and West Chester Road. He further stated this came through as a zone change a few months ago where it was recommended as a residential planned unit development.

Mr. Acuff reviewed staff comments with the board and recommends conditional approval subject to those comments.

Mr. Jones made a motion to recommend approval of the preliminary plat for **Honerlaw Farm**, subject to staff comments. Mr. Rumpke seconded. Motion carried 6-0.

#### *Discussion:*

Mr. Jones noted that this has been very well received by West Chester Township and the finished product is very popular.

**AYES:** Jones, Rumpke, Cooney, Lewis, Baker, Surber

**NAYES:** None

**ABSTAIN:** None

**RESOLUTION#:** 21.59

**Timber Trails**

*Section 15 & 16, Town 2, Range 3  
Fairfield Township*

Mr. Acuff stated that this is a plat that we saw a zone change for in June with 137 lots on 67 acres in Fairfield Township off of Liberty Fairfield Road and SR 4.

Mr. Acuff reviewed staff comments with the board and recommends conditional approval subject to those comments.

Mr. Cooney made a motion to recommend approval of the preliminary plat for **Timber Trails**, subject to staff comments. Mr. Lewis seconded. Motion carried 6-0.

**AYES:** Cooney, Lewis, Jones, Rumpke, Surber, Baker

**NAYES:** None

**ABSTAIN:** None

**RESOLUTION#:** 21.60

**Timber Trails Sidewalk Waiver**

Mr. Acuff stated that the variance request is to waive the requirement for arterial sidewalks on the Liberty Fairfield side of the development as there is currently no sidewalk on Liberty-Fairfield Road to connect to and a general feeling that we do not want to encourage pedestrians there, so staff recommends approval of the sidewalk waiver request.

*Questions:*

Mr. Rumpke asked if this is the back yard of the houses in the development. Mr. Acuff stated that yes, it would be the back of the house and there would be landscaping mounds along to screen from Liberty Fairfield Road.

Mr. Jones asked if anyone knew the speed limit on that section of Liberty Fairfield Road. Mr. Baker stated it is 45 MPH.

Mr. Baker made a motion to recommend approval of the sidewalk waivers for **Timber Trails**, seconded by Mr. Rumpke. Motion carried 6-0.

**AYES:** Baker, Rumpke, Surber, Jones, Lewis, Cooney

**NAYES:** None

**ABSTAIN:** None

**RESOLUTION#:** 21.61

### Walden Springs

Section 21, Town 2, Range 3

Fairfield Township

Mr. Acuff stated that this is a development along SR4 in Fairfield Township at the north end of SR4 Bypass between Creekside Drive and Indian Meadows Drive with 124 residential lots on 37 acres with all private streets and duplex units with each unit on its own lot. Mr. Acuff stated that it will be 62 buildings with 124 units.

Mr. Acuff reviewed staff comments with the board and recommends conditional approval subject to those comments.

#### *Questions:*

Mr. Lewis asked who would be responsible for snow removal. Mr. Acuff stated that they are private streets so whomever did the maintenance for the development would be responsible for snow removal.

Mr. Baker asked that if after so many years the streets get dedicated to the township. Mr. Rumpke stated that no it does not unless they apply and it fits their specifications. Mr. Acuff stated that he does not believe that changing the roads from private is an intention at this point and if in 20 years they decide to change they would have to meet whatever the public standards are.

Mr. Rumpke made a motion to recommend approval of the preliminary plat for **Walden Springs**, subject to staff comments. Mr. Cooney seconded. Motion carried 6-0.

**AYES:** Rumpke, Cooney, Lewis, Jones, Surber, Baker

**NAYES:** None

**ABSTAIN:** None

**RESOLUTION#:** **21.62**

### Walden Springs Sidewalk Waiver

Mr. Acuff stated that the variance request is to waive the requirement for sidewalks on arterial roads and along SR4 there is no sidewalk to connect to nor any reason to encourage pedestrians along SR4 in this area, therefore staff recommends approval of the requested sidewalk variance.

Mr. Rumpke asked if there was a variance for the sidewalks along the other streets. Mr. Acuff stated that they did not require a variance because subdivision regulations state that sidewalks are required for newly dedicated public streets and Creekside Drive and Indian Meadows Drive are not newly dedicated streets.

Mr. Jones asked if they paid when they applied for the waiver. Mr. Acuff stated that there is no fee for sidewalk waivers in the subdivision regulations.

Mr. Jones made a motion to recommend approval the sidewalk waivers for **Walden Springs**, seconded by Mr. Lewis. Motion carried 6-0.

**AYES:** Jones, Lewis, Baker, Rumpke, Surber, Cooney

**NAYES:** None

**ABSTAIN:** None

**RESOLUTION#:** **21.63**

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## SUBDIVISION REPLAT

Liberty Run, Replat of Part Lot 10, Monrovia on the Dixie  
*Section 16, Town 3, Range 3*  
*Liberty Township*

Mr. Acuff stated that this is in NE Liberty Township near Cincinnati Dayton Road and Linn Road and is in the old subdivision called Monrovia on the Dixie. He states that it would be three building lots all owned by Mr. Handermann. Mr. Acuff stated that the proposal is to split that into three lots and create building lots for himself and his family. Mr. Acuff stated that in order to create the lots it would require an extension of the public road to get the necessary frontage which makes it a subdivision replat. Mr. Acuff stated that because it is a subdivision replat it would also require a stub into the property to the north.

Mr. Acuff reviewed staff comments with the board and recommends conditional approval subject to those comments.

***Questions:***

Mr. Jones asked about the staff comment that Liberty Township comments pending. Mr. Elma stated that they have no comments to add.

***Applicant:***

Paul Handermann  
1383 Golf Club Drive  
Lebanon, Ohio 45036

Mr. Handermann stated that they have two daughters and they would like to split the two lots for them to build. He further stated he started working with an engineer and he indicated that to build the cul-de-sac would cost about \$125k to \$175k and about the same for the stub street. Mr. Handermann stated he hadn't planned on the required stub, and can afford to build only the cul-de-sac. Mr. Handermann states the road is currently a dead end and no way to turn around without using a driveway. Mr. Handermann stated that they would like to ask for approval to plan the right of way but not actually build it.

*Questions:*

Mr. Jones asked Mr. Acuff what his thoughts are about this request. Mr. Acuff stated that his recommendation would be to table the consideration of the replat and let him talk to the engineers' office to see if this is possible and what the procedure is. Mr. Jones asked Mr. Handermann if he was in agreement with tabling this until the next meeting. Mrs. Handermann stated that their daughter is wanting to build as soon as possible, and wanted to know if they could accomplish this by getting a waiver for the frontage, she states they are 14 feet short of the requirement. Mr. Elma stated the requirements for the township is why they requested the cul-de-sac.

Mr. Jones made a motion to postpone the replat of **Liberty Run, Part of Lot 10** to the next meeting. Mr. Baker seconded. Motion carried 6-0.

**AYES:** Jones, Baker, Rumpke, Surber, Lewis, Cooney

**NAYES:** None

**ABSTAIN:** None

**RESOLUTION#:** **21.64**

**Grey Stone, Replat of Lots 35 and 69**

*Section 7, Town 2, Range 3*

*Liberty Township*

Mr. Acuff stated that this is a combination of two subdivision lots. He states that the property owner owns both lots and the house is erected very close to the lot line.

Mr. Acuff reviewed staff comments with the board and recommends conditional approval subject to those comments.

Mr. Jones made a motion to recommend approval of **Grey Stone, Replat of Lots 35 and 69**, subject to staff comments. Mr. Baker seconded. Motion carried 6-0.

**AYES:** Jones, Baker, Lewis, Cooney, Rumpke, Surber

**NAYES:** None

**ABSTAIN:** None

**RESOLUTION#:** **21.65**

**Comments:**

Mr. Jones stated that had today's meeting been at the original location it would have been better and perhaps we need to eliminate morning meetings when we have such a full agenda.

Mr. Jones asked Mr. Acuff to send the options that were presented at the beginning of the meeting to all the members so they have uniform information.

## ADJOURNMENT

Mr. Lewis made a motion to adjourn, seconded by Mr. Rumpke. Motion carries 6-0. Meeting adjourned 11:00 AM.

**AYES:** Lewis, Rumpke, Baker, Cooney, Surber, Jones

**NAYES:** None

**ABSTAIN:** None

These minutes represent a summary of these proceedings and do not purport to be the entire record. A complete transcription of these proceedings was taken from an audio tape under supervision of the Secretary and may be obtained upon written request. Any charges associated with preparing such transcript shall be borne by the person requesting.

Hamilton, Ohio  
August 13, 2021

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Chair

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Secretary