



**Hanover Township Board of Trustees**  
**April 8, 2015 Meeting Minutes**

**Call to Order:** Board President Douglas Johnson called the meeting to order at 6:00 PM. Mr. Stitsinger then led the pledge of allegiance and gave the opening invocation.

**Roll Call:** As Fiscal Officer Elizabeth Brosius was absent, Mr. Johnson appointed Julie Prickett as Acting Clerk for the Board meeting. Ms. Prickett took a roll call with Messer's Johnson, Stitsinger and Miller present. Other officials present: Bruce E. Henry, Township Administrator; Road Superintendent Scot Gardner; Fire Chief Phil Clark; and BCSO Deputy William Bowling. Fiscal Officer Betty Brosius was excused absent.

**Approval of Meeting Minutes:** Motion made by Mr. Stitsinger, seconded by Mr. Miller to approve the March 11, 2015 Regular Meeting minutes as submitted and to approve the warrants signed for release. All three Trustees voted yes. Status reports were distributed to the Board for review and were approved.

**Guest Speakers:** Joyce Bradley (3151 Old Oxford Road, Hamilton, Ohio), representing the Hamilton Dog Training Club, along with other members of the Club, presented to the Board a pet oxygen mask to be used by the Hanover Township Fire Department. The Board members and Chief Clark thanked the Club for its generosity.

Dana Prue (6314 Fairfield Road, Oxford, Ohio), representing the Lane Library, addressed the Board. As local chairperson of the May 5 levy for the Lane Library, Ms. Prue explained she was encouraging the public to vote for the 10 year renewal levy. Ms. Prue stated the levy would not result in an increase in property owners' taxes.

Megan Chapman (6715 Ringwood Road, Oxford, Ohio), representing the Three Valley Conservation Trust, addressed the Board. Ms. Chapman explained she was seeking the Board's support for two Hanover Township property owners seeking agricultural easement purchases. Mr. Henry noted there was legislation on the agenda regarding the property owners' request for support. Ms. Chapman explained that Three Valley Conservation Trust helps landowners apply to the State for agricultural easements which ensures that the property cannot be developed and will remain agricultural land. Mr. Stitsinger stated he had a concern regarding future road improvements which might require going outside of the right-of-way. The Board and the Administrator discussed with Ms. Chapman the Township's concern regarding right-of-way issues. The property owners, Ms. Deborah Lacey and Mr. Ed. Ulrich, were present and stated their interests in ensuring their properties would remain as farmland in the future. After some

discussion, the Board decided to make its approval of the agricultural easement purchases contingent upon the Butler County Board of Commissioners' approval of same.

**Resolution No. 27-15 Agricultural Easement Support (Ulreich):** Following discussion of the matter, Mr. Johnson made a **motion** to adopt Resolution No. 27-15 which was seconded by Mr. Miller. Upon roll call, all three Trustees voted yes.

**Resolution No. 27-15**

**Approving Participation in Ohio Local Agricultural Easement Purchase Program as Authorized by the Ohio Revised Code**

*Whereas*, on the 8<sup>th</sup> day of April, 2015 the Board of Trustees of Hanover Township received a request from Edward Ulreich for support of their application to the State of Ohio for purchase of an agricultural easement on the property located at 3051 Stillwell Beckett Road Hamilton, Ohio 45013 consisting of 120.075 acres; and,

*Whereas*, the Board of Trustees of Hanover Township have reviewed this request and determined that the nomination of the property for purchase of an agricultural easement is compatible with the township's goals to preserve and promote agriculture as an important part of the area's economy; and,

*Whereas*, the Board has been informed that the tax structure/revenue is not impacted,

***Be it resolved by the Board of Trustees of Hanover Township Butler County, Ohio***

**Section I.** That this resolution is a requirement of OAC 901-2-04 (F) which is based on ORC 901.22 (A) (1) (a) (ii) which directs the Director of the Ohio Department of Agriculture to adopt rules that allow for the participation by local governments and the public in the process of making matching grants to charitable organizations. OAC 901-1-04 (F) (3) reads: *If the local sponsor is a charitable organization, it must also submit:*

*(3) An ordinance or resolution supporting the agricultural easement from the township and county where the application property is located.*

**Section II.** That the Board of Trustees of Hanover Township supports the above referenced application for 3051 Stillwell Beckett Road Hamilton, Ohio 45013 consisting of 120.075 acres.

**Section III.** That this approval is based upon existing Township tax revenue is not negatively impacted/reduced and a legal exception to the easement is provided to allow for future roadway improvements within the existing right of way.

**Section IV.** That the Board hereby approves this Resolution subject to approval by the Board of Commissioners of Butler County, Ohio.

The foregoing resolution was adopted in an open public meeting and is a reflection of the official action taken by the Board of Trustees of Hanover Township Butler County, Ohio on the 8<sup>th</sup> day of April 2015.

***Board of Trustees***

***Vote***

***Attest and Authenticate:***

Douglas L. Johnson

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\_\_\_\_\_

Larry Miller  
Fred J. Stitsinger

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\_\_\_\_\_

Elizabeth A. Brosius  
Fiscal Officer/Clerk

**Resolution No. 28-15 Agricultural Easement Support (Lacey):** Following discussion of the matter, Mr. Stitsinger made a **motion** to adopt Resolution No. 28-15 which was seconded by Mr. Miller. Upon roll call, all three Trustees voted yes.

**Resolution No. 28-15**

**Approving Participation in Ohio Local Agricultural Easement Purchase Program as Authorized by the Ohio Revised Code**

*Whereas*, on the 8<sup>th</sup> day of April, 2015 the Board of Trustees of Hanover Township received a request from Dale and Deborah Lacey for support of their application to the State of Ohio for purchase of an agricultural easement on the property located at 2705 Darrtown Road; Hamilton, Ohio 45013 consisting of 73.81 acres; and,

*Whereas*, the Board of Trustees of Hanover Township have reviewed this request and determined that the nomination of the property for purchase of an agricultural easement is compatible with the township's goals to preserve and promote agriculture as an important part of the area's economy; and,

*Whereas*, the Board has been informed that the tax structure/revenue is not impacted,

*Be it resolved by the Board of Trustees of Hanover Township Butler County, Ohio*

**Section I.** That this resolution is a requirement of OAC 901-2-04 (F) which is based on ORC 901.22 (A) (1) (a) (ii) which directs the Director of the Ohio Department of Agriculture to adopt rules that allow for the participation by local governments and the public in the process of making matching grants to charitable organizations. OAC 901-1-04 (F) (3) reads: *If the local sponsor is a charitable organization, it must also submit:*

*(3) An ordinance or resolution supporting the agricultural easement from the township and county where the application property is located.*

**Section II.** That the Board of Trustees of Hanover Township supports the above referenced application for 2705 Darrtown Road Hamilton, Ohio 45013 consisting of 73.81 acres.

**Section III.** That this approval is based upon existing Township tax revenue is not negatively impacted/reduced and a legal exception to the easement is provided to allow for future roadway improvements within the existing right of way.

**Section IV.** That the Board hereby approves this Resolution subject to approval by the Board of Commissioners of Butler County, Ohio.

The foregoing resolution was adopted in an open public meeting and is a reflection of the official action taken by the Board of Trustees of Hanover Township Butler County, Ohio on the 8<sup>th</sup> day of April 2015.

**Board of Trustees**

**Vote**

**Attest and Authenticate:**

Douglas L. Johnson  
Larry Miller

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Elizabeth A. Brosius

**Citizen Participation:** Cindy Ulreich, 2474 Decamp Road, addressed the Board regarding concerns she had with the maintenance of the cemetery property that abuts her property. Mr. Henry explained that in the past, Badin High School students volunteered to help maintain this property; however, currently there were no student volunteers working on this project. Mr. Henry explained that the Township was aware of the condition of the property and noted that maintenance of the Township’s active Cemetery had to take priority.

**Administration Reports**

**Law Enforcement:** As Deputy Bowling had to leave the meeting to respond to a dispatch, Mr. Henry gave the following report for the month of March 2015:

**Butler County Sheriff’s Office**  
**District #6**  
**Hanover Township Contract Cars**  
**Monthly Report for March 2015**

<b><u>Activity Area</u></b>	<b><u>Month Totals*</u></b>	<b><u>YTD</u></b>
• Dispatched Calls: 208		581
• Felony Reports: 08		18
• Misdemeanor Reports: 05		24
• Non-Injury Crash: 11		27
• Injury Crash: 03		11
<b>Total Reports: 27.....</b>		<b>80</b>
• Assists/Back Up: 13		65
• Felony Arrests: 04		07
• Misdemeanor Arrests: 04		16
• OMVI Arrests: 1		02
<b>Total Arrests: 09 .....</b>		<b>25</b>
• Traffic Stops: 20		49
• Moving Citations: 13		34
• Warning Citations: 10		23
• FI Cards: 0		00
• Civil Papers Served: 0		02
• Business Alarms: 4		10
• Residential Alarms: 09		30
• Special Details: 08		18
• COPS Times: 3,600 ( <i>Min.</i> )		11,450
• Vacation Checks: 39		103

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Reporting: Deputy Bowling and Deputy Mayer/by BEH.

*Fire/EMS:* Chief Clark presented the following report for the month of March 2015.

**Hanover Township Fire Department**  
**Monthly Report for March- Phil Clark Fire Chief**  
**(Presented in March 2015)**

Run and detail activity for the Fire and EMS operations are reflected in the following numbers:

- Emergency Medical Operations/Squad Runs: 37
- Motor Vehicle Accidents: 02
- Fire Runs: 03
- Fire Inspections: 00
- Air & Light Truck Call Out: 01
- Knox Box Details 00
- Other 00
- Total for the month: **43 Runs/Operations**  
**(42 Fire/EMS Runs)**

**Total Year to Date: 164 Runs/Operations**

(March 2014): 52 Runs/Operations)

Total for 2014	809	
Total for 2013	750	<i>Nine Year Average: 699</i>
Total for 2012	693	
Total for 2011	719	
Total for 2010	748	
Total for 2009	676	
Total for 2008:	669	
Total for 2007:	717	
Total for 2006:	505	

*Road/Cemetery:* Road Superintendent Scot Gardner presented the following report for the month of March 2015:

**SUPERINTENDENT'S REPORTS**  
**(April 8, 2015)**

Millville Cemetery Operations Report March 1 through March 31, 2015

0 Graves sold to Township residents (@ \$610)-----	\$ 0.00
3 Grave sold to nonresident-----	2,685.00
0 Old resident graves-----	0.00
3 Full Interments-----	2,700.00*
0 Baby interments-----	0.00
2 Cremations-----	800.00
Foundation and Marker installation fees-----	2,186.40
<b>Total: -----</b>	<b>\$ 8,371.40</b>

\*3 @ regular fee of \$900 = 2,700

Other Cemetery activities:

1. Fixed graves and sink holes
2. Seeded the graves
3. Cleaned office
4. Cleaned truck
5. Did the mulch beds in the front of the cemetery
6. New mulch in the scattering garden
7. Poured all the concrete foundations for headstones
8. Fixed headstones that fell over

**Road, Streets and Park**  
**(Scot Gardner)**

1. Performed ice and snow control on March 1, 3, 4, and 5.
2. Moved snow piles in cul-de-sacs.
3. Fixed pot holes on Four Mile.
4. Replaced door lock on Park restroom.
5. Replaced LED light on Community Center sign.
6. Replaced under porch lights at the Firehouse.
7. Picked up four tires on Four Mile.
8. Installed edge of road markers on Santa Maria & 129. Repaired a pot hole and performed dirt work.
9. Replaced three boards on picnic tables at the Gazebo.
10. Cleaned carpet at the Community Center.
11. Installed a missing R/R sign on Hussey Road.
12. Pressure washed the fuel containment structure and replaced one fuel hose.
13. We had Dale Lacey install a new bed floor in the Cemetery truck.
14. Performed maintenance on the Cemetery truck. Undercoated under-bed and painted frame.
15. Repaired a pot hole on Woodbine Road.
16. Performed dirt work at the Community Center and Firehouse.
17. Replaced missing chevrons on Gardner Road.
18. Performed monthly truck, park and storm water inspections.

***Administrator's Report (Financials and Personnel Issues)***

Mr. Henry presented the following report to the Board:

Administrator March 2015 Summary Report

(Presented April 8, 2015)

- **Fire/EMS Run Data:** Prepared report for March runs. Run times are overall better but mutual aid called in 2 times while Hanover provided mutual aid one time. However, the average run time for February the average run time increased to 13.06 minutes from 11.75 in January 2015. Previous averages: 12.42 minutes in November and 11.79 minutes in December 2014.
- **Fire Department:** Worked with the Fire Chief on departmental policy changes. Also reviewed personnel actions and suggested follow up.
- **County Commissioners:** Attended Commissioners' meeting at which Community Development projects were approved. Hanover's CD request for \$176,000.00 related to Alamo Heights curb/gutter project was approved. Next step is HUD final sign off and environmental review. Expected implementation is late summer.
- **Board and Financial Reports:** Obtained data from the Fiscal Officer and prepared Township funds analysis for the monthly and special Board meetings. Prepared Trustee packets. Prepared numerous contracts and permits for facility rentals. Implemented rule changes and pricing for use of different facilities.
- **Park Committee/Special Events:** Met with the Park Committee and continued working on details for Kids Fest and the new event scheduled for August 29, 2015. Prepared hand outs for the Park Committee on sponsorships, flier information and action steps for Kids Fest.
- **Insurances:** Followed up with OTARMA on Duke's \$6,000.00 claim for a pole replacement struck by our ambulance. We do not believe we owe this and OTARMA is debating the issue with Duke.
- **Road Program:** Confirmed final 2015 Road Program with BCEO including the curb/gutter project for Alamo Heights.
- **CSX Railroad Issues:** Held conversations with CSX Vice President, Representative Derickson and forwarded our request to change state law. Also spoke with Channel 19 reporters about our concerns.
- **Nuisance Properties:** Renewed efforts to locate owners of 4280 Hamilton Scipio Road and Shady Knook. Sent certified mail warning for 4280. May set a hearing for the May meeting.
- **Website:** Worked with our website manager to update the Township web pages and upload minutes through February 2015.

#### Personnel Actions and Other Items of Note

##### Appointment of new personnel: Fire Department:

- Taylor Dawn- Althammer 2792 Wheatfield Drive Colerain 45251 EMT
- Daniel Gault- 34 Howman Avenue Hamilton 45011 FF/EMT
- Kyle Maggard- 2703 Broshear Drive Hanilton 45013 TRAINEE

- **John Miller- 5157 Winton Road Fairfield 45014** **FF/EMT**
- **Alexander Weiss- 3651 Citation Drive Hamilton 45011** **FF/EMT**
- **Eric Weiss- 3651 Citation Drive Hamilton 45011** **FF/EMT**

**Road Department- No Changes for March/April**

**Other General Actions:**

Continuing work on revising records policy to be submitted to the state. Our changes were approved at the Hanover Township Records Commission meeting held in December 2014. Have to revise and reformat the Township policy. Working on new submission for March-April 2015.

Continuing review of Township Rules of Conduct and Fire Department SOPs that are related for possible changes and follow up in the next 5 months.

**Items Still Pending/Delayed:** Fuel Card follow up is still pending; Program set up at Marathon and Stephenson Oil. Meijer still pending. Personnel Policy Review with changes still pending.

**Of Note- Budget Information for March 31, 2015**

**Cash Balance as of March 31, 2015: \$1,551,667.37**

- 1) **Total Expenditures all funds for March 2015: \$101,988.71**
- 2) **Total General Fund cash on Hand March 31, 2015: \$607,391.60 (39.15%) of Total funds)**
- 3) **Total Fire/EMS Fund cash on hand March 31, 2015: \$423,550.31 (27.30%) of Total**
- 4) ***Monthly Revenue and Expenditure Reports are attached.***

**History of Cash Balances**

**Fiscal Year 2014**

Jan-Cash Balance: \$1,380,611.21  
 Feb-Cash Balance: \$ 1,331,175.05  
 Mar-Cash Balance: \$1,259,054.92  
 April-Cash Balance: \$1,546,929.78  
 May-Cash Balance: \$1,524,373.14  
 June-Cash Balance: \$1,506,977.71  
 July-Cash Balance: \$1,517,738.15  
 Aug-Cash Balance: \$1,286,101.15  
 Sept-Cash Balance: \$1,533,842.91  
 Oct- Cash Balance: \$1,444,676.89  
 Nov- Cash Balance: \$1,384,569.72  
 Dec-Cash Balance: \$1,324,682.90

**Fiscal Year 2015**

Jan: \$1,148,374.71  
 Feb: \$1,158,413.75  
 Mar: \$1,551,667.37  
 Apr:  
 May  
 June:  
 July:  
 Aug:  
 Sept:  
 Oct:  
 Nov:  
 Dec:

Mr. Henry also introduced new Fire Department appointees who were in attendance at the meeting.

Mr. Henry also noted that the cash balance amount in the financial reports included the deposit of an insurance settlement payment.

***Old Business***



**March Fire/EMS Run Data Report/Proposed Review of Responses:** Mr. Henry noted that the monthly report no longer includes run times for the light and air truck which had been artificially inflated the average run time. Mr. Henry reported that the March report shows an increase in mutual aid (multiple calls came in at the same time) and the average response time was 10.35 minutes. Mr. Henry reported this was the best (lowest) average to date.

**Community Development Block Grant Award/Road Program 2015:** Mr. Henry shared a report from the County showing all the projects to be funded, including the Alamo Heights curb and gutter project. Mr. Henry explained that consequently, it would be necessary to amend Resolution No. 55-14.

**Motion to Amend Resolution No. 55-14 and Related Attachments Submitted to BCEO**

Moved by: Mr. Johnson; seconded by: Mr. Miller.

Based upon information provided to the Township after submissions were made to the Butler County Engineer's Office for the 2015 Road Improvement Program, it is cost effective and necessary to amend Resolution No. 55-14 and Related Attachments submitted to the Butler County Engineers Office to reflect the following: To non perform Green Acres Subdivision curb replacement as part of the BCEO Black Mat contract; To add the curb replacement items associated with the Green Acres Subdivision at \$70.28 per linear foot to the BCEO Asphalt contract.

After discussion, a roll call vote was taken with Mr. Johnson and Mr. Miller voting yes and Mr. Stitsinger abstaining.

**CSX Issue and Follow-Up:** Mr. Henry reviewed with the Board a letter from CSX which the Township had received in response to the Township expressing concern over CSX trains blocking roads for lengthy periods of time. Mr. Henry stated he was discussing possible solutions with CSX, including the possibility of building a longer spur and/or creating emergency accesses. Mr. Henry also reported that the State legislature was considering amending the ORC to give townships greater authority to issue citations when trains blocked roadways. Mr. Henry also noted that Fox 19 News was doing a story on the issue.

**Medicount Management Merger/MBI Status:** Mr. Henry reported that Medicount Management and MBI merged effective April 1, 2015. Mr. Henry noted that at its last meeting, the Board had approved revising the Medicount contract in anticipation of the merger.

**BREC Grant Submissions:** Mr. Henry reported that Hanover Township applied for two grants for park and Community Center equipment in February 2015. The full requests were not awarded but \$1000.00 was granted for park picnic tables and \$900.00 was granted for Community Center all weather tables. Mr. Henry explained that for tracking and audit purposes, a motion was needed to accept. **Motion:** Moved by Mr. Stitsinger, seconded by Mr. Miller to accept \$1,000.00 for Park Enhancements and \$900.00 for Community Center equipment upgrades from the Butler Rural Electric Cooperative Community Connections program as well as authorize expenditures associated therewith. After discussion, a roll call vote was taken with the vote being as follows: Mr. Stitsinger, Mr. Miller and Mr. Johnson all voted yes.

**Fire Chief/Bidding of Equipment Issue:** Chief Clark reported that he had checked with other fire departments that use an online auction service to dispose of excess/surplus property and equipment. Chief Clark recommended that the Township utilize such a service and recommended

GovDeals. Mr. Henry stated the Chief would need to get a contract document from GovDeals and then the Board could pass a resolution approving such a contract. Mr. Henry also noted that surplus property to be disposed would have to be formally identified for the record.

***Village of Millville Law Enforcement Request:*** Mr. Henry reported that he met with the Patrol Division of the Sheriff's Office regarding Mayor Settles' request to have the Township's contract car drive through Millville on each shift with Millville reimbursing the Township for this service. The Sheriff's Office indicated this arrangement would be acceptable but unnecessary as the Sheriff already patrols the Village regularly. Mr. Henry stated he did not think such a practice would be beneficial to the Township. The Board concurred with the Administrator's recommendation, taking the position that the contract car should stay in the Township.

***Other Old Business:***

Mr. Henry requested the Board pass a motion to set a hearing on nuisance properties (4280 Hamilton Scipio Road and the Shady Nook property) at its May Board meeting. Following some discussion, a **motion** was made by Mr. Stitsinger, seconded by Mr. Johnson, to hold a hearing on these two properties at its May 13, 2015 regular meeting. Upon roll call, all three Trustees voted yes.

***New Business***

***Resolution No. 26-15 Then and Now Issues:*** This resolution covers payments to Coordinated Health Mutual, Butler County Emergency Management Agency and Vogelpohl Fire Equipment Company. After some discussion, Mr. Miller made a **motion** to adopt Resolution No. 26-15 which was seconded by Mr. Stitsinger. Upon roll call, all three Trustees voted yes.

**Resolution No. 26-15**

**Approving Purchase Orders and Subsequent Expenditures Provided Under the "Then and Now" Process as Recommended by the Fiscal Officer**

*Whereas*, the Fiscal Officer reported on recent "Then and Now" activity and in particular actions associated with payments to Coordinated Health Mutual, Butler County Emergency Management Agency and Vogelpohl Fire Equipment Company: and

*Whereas*, the Fiscal Officer recommends that payment associated therewith be authorized through a "Then and Now" Purchase Order (amounts over \$3,000.00) officially approved by the Board and payment made accordingly; and

*Whereas*, the Board of Trustees concurs with the recommendation of the Fiscal Officer,

***Be it resolved by the Board of Trustees of Hanover Township Butler County, Ohio***

***Section I.*** That to promote sound and efficient fiscal operations for the Township, the following items are hereby approved:

**A) \$11,201.46 Coordinated Health Mutual ( Fund 1000)-\$6,979.99; (Fund 2041)-\$213.64; (Fund 2031)- \$4,007.83.**

**C) \$3,193.71 Butler County Emergency Management Agency (Fund 2281)**

**D) \$22,800.00 Vogelpohl Fire Equipment Company (Fund 2281)**

**Section II.** That the Fiscal Officer is authorized to take all necessary steps to process said expenditures and provide payment accordingly.

The foregoing resolution was adopted in an open public meeting and is a reflection of the official action taken by the Board of Trustees of Hanover Township Butler County, Ohio on the 8<sup>th</sup> day of April 2015.

**Board of Trustees**

**Vote**

**Attest and Authentication:**

Douglas L. Johnson  
Larry Miller  
Fred J. Stitsinger

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Elizabeth A. Brosius  
Fiscal Officer/Clerk

**Motion -- Authorize Transfer of Funds/Bond Payment Fire Station:** Mr. Henry explained that based upon the Township's bond payment schedule for the Fire Station Project, it was time to make a payment of up to \$36,675.00 to the Deutsche Bank Trust Company. To make said payment, the Township must transfer funds from Fund 2281 to Fund 3102. Mr. Henry noted that he and the Fiscal Officer recommended the passing of a motion to provide for proper accounting.

**Motion:** Moved by Mr. Stitsinger, seconded by Mr. Miller, to approve the transfer of up to 36,675.00 from Fund 2281 to Fund 3102 and approve payment to Deutsche Bank Trust Company in the same amount. After discussion, a roll call vote was taken with Mr. Stitsinger, Mr. Miller and Mr. Johnson all voting yes.

**Resolution No. 27-15 and Resolution No. 28-15:** These agenda items were addressed under the Guest Speakers portion of the meeting.

**BWC Info/Motion to Approve CareWorksComp:** Mr. Henry reported that the Township continues to develop programs and methods to reduce the BWC premiums owed by the Township. Over the last 6 years significant progress has been made to improve safety practices, reduce claims and work with the Frank Gates Company to improve the Township's classification. These efforts have resulted in significant savings and led to the receipt of several safety awards through BWC and the Greater Hamilton Safety Council. Last year, the Township's record had improved to a point at which the Township was invited to participate in group rating pooling efforts in partnership with the Ohio Township Association. Recently Frank Gates Company and CareWorks combined to form one company. After review, it is the recommendation of the Administration to agree to a renewal with the Frank Gates Service Company now known as CareWorksComp, 5500 Glendon Court, Dublin, Ohio 43016 for BWC consulting efforts (\$2,044.00) and to participate in the group rating program through the CareWorksComp and the Ohio Township Association for 2016.

**Motion:** Moved by Mr. Miller, seconded by Mr. Johnson to approve a renewal contract with CareWorksComp and to approve the re-enrollment in the January 1, 2016 Workers' Compensation Group Rating Program through CareWorksComp and the Ohio Township Association including authorizing the Township Administrator to execute all documents related thereto. After discussion, a roll call vote was taken with Mr. Miller, Mr. Johnson, and Mr. Stitsinger voting yes.

**Butler Rural Electric Cooperative Annual Meeting April 30, 2015:** Mr. Henry asked the Board which Trustee would represent the Township and attend the meeting and Mr. Miller stated he would do so.

**Other New Business**

Under Other New Business, Mr. Henry reported that he would be meeting with the Land Bank Director to determine if the Township has any projects eligible for the Port Authority's program for vacant properties.

Also under Other New Business, Mr. Henry requested the Board pass a motion to confirm the new rates for shelter and Community Center room rentals. After some discussion, Mr. Miller made a **motion**, seconded by Mr. Johnson, to confirm the rental rates for 2015. A roll call vote was taken with Mr. Miller, Mr. Johnson, and Mr. Stitsinger voting yes.

Also under Other Old Business, Mr. Henry reported that he was reviewing the Township's classification plan and may be recommending a change regarding the Fire Department teaching classification. Mr. Henry reported he was getting guidance from Roger Gates and would present a recommendation at a future Board meeting.

Also under Other Old Business, Mr. Henry asked the Trustees to note correspondence in their meeting packets which included: Butler County Building Permit Reports for March 2015, Butler County Housing Report News, a thank you note for the use of the Community Center room, the Butler County Recycling – Hanover Township Report and copy of check, and an OTA Legislative Alert/Report.

Also under Other Old Business, Mr. Henry asked the Board to review/consider draft guidelines for conducting public meetings.

There being no further action or matters to consider, adjournment was in order.

**Motion to Adjourn:** Mr. Johnson moved, seconded by Mr. Miller, to adjourn the Board of Trustees meeting. Upon roll call, both Trustees voted yes.

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**Minutes Approved by the Board of Trustees as Witnessed by their Signatures:**

**Douglas L. Johnson, President:**

**Larry Miller, Trustee:**

**Frederick J. Stitsinger, Trustee:**

Date:

5-7-15

**Verified by: Elizabeth A. Brosius, Fiscal Officer:**

Elizabeth Brosius