



**Hanover Township Board of Trustees
July 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: Fiscal Officer Elizabeth Brosius 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; BCSO Deputy William Bowling and Project Coordinator Julie Prickett.

Approval of Meeting Minutes: Motion made by Mr. Miller, seconded by Mr. Stitsinger to approve the June 10, 2015 Regular Meeting minutes and the June 24 and June 25 Special 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: Christy Quincy, a representative from the Council on Aging, addressed the Board regarding the Elderly Services Program renewal levy which will be on the ballot this fall. Ms. Quincy explained the program is designed to help seniors continue living in their homes and she stated past levies for this program have received great support from the voters.

Brian Revalee from the United Way addressed the Board regarding the Coalition for Healthy Communities Program. Mr. Revalee explained the United Way would be surveying elected officials such as the Trustees to get input regarding community needs. The United Way will also be conducting listening sessions to collect input from the community to better identify and target community needs. Mr. Revalee also noted the listening sessions would be used to inform residents of program offerings.

Citizen Participation: Monica Streit, 3328 Stillwell-Beckett Road, addressed the Board, informing the members she had submitted a resume for the interim Fiscal Officer position. Ms. Streit asked if interviews would be conducted for the interim position and the Board indicated interviews would be scheduled. Ms. Streit asked the Board members if they had any questions for her and the Trustees indicated they had no questions for her at that time.

Administration Reports

Law Enforcement: Deputy Bowling gave the following report for the month of June 2015:

Butler County Sheriff's Office
District #6
Hanover Township Contract Cars
Monthly Report for June 2015

<u>Activity Area</u>	<u>Month Totals*</u>	<u>YTD</u>
• Dispatched Calls:	175	1075
• Felony Reports:	05	35
• Misdemeanor Reports:	11	55
• Non-Injury Crash:	03	41
• Injury Crash:	03	17
Total Reports: 22.....		150
• Assists/Back Up:	26	138
• Felony Arrests:	03	17
• Misdemeanor Arrests:	05	31
• OMVI Arrests:	0	02
Total Arrests: 08		50
• Traffic Stops:	18	100
• Moving Citations:	16	71
• Warning Citations:	12	50
• FIR Cards:	0	00
• Civil Papers Served:	0	03
• Business Alarms:	4	19
• Residential Alarms:	12	73
• Special Details:	11	51
• COPS Times: 3,420 (<i>Min.</i>)		17,730
• Vacation Checks:	35	152

Reporting: Deputy Bowling and Deputy Mayer/by BEH.

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

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

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

- Emergency Medical Operations/Squad Runs: 53

- Motor Vehicle Accidents: 04
- Fire Runs: 11
- Fire Inspections: 00
- Air & Light Truck Call Out: 03
- Knox Box Details 00
- Other 00
- Total for the month: **71 Runs/Operations
(68 Fire/EMS Runs)**

Total Year to Date: 369 Runs/Operations

(June 2014): 56 Runs/Operations)

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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 June 2015:

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

Millville Cemetery Operations Report June 1 through June 30, 2015

5 Graves sold to Township residents (@ \$610)-----	\$ 3,050.00
2 Grave sold to nonresident-----	\$ 1,790.00
0 Old resident graves-----	\$ 0.00
1 Full Interment-----	\$ 1,000.00
0 Baby interments-----	\$ 0.00
0 Cremations-----	\$ 0.00
Foundation and Marker installation fees-----	\$ 1,986.00
Total: -----	\$ 7,826.00

Other Cemetery activities:

1. Cleaned equipment
2. Walked through entire cemetery and picked up trash
3. Fixed graves
4. Cleaned Shop
5. Mowed five times
6. Trimmed three times
7. Put new red mulch in front flower beds
8. Put gravel in front flower bed

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

1. Replaced steering wheel on playground train in Park.
2. Replaced missing bolt in little digger at Park playground.
3. Pulled trees out of retention pond.
4. Replaced missing "stop" sign on Huston Road.
5. Picked up a sofa on Leonard Avenue.
6. Picked up a TV on Stillwell Beckett Road.
7. Picked up downed tree limbs along Metro Parks on Hogue Road.
8. Replaced a "stop" sign and post on Caroldon Street.
9. Replaced the street name sign pole and signs on Sir Martin and Sir Edward.
10. Replaced the rope on the Firehouse flag.
11. Core drilled the concrete wall and replaced the sump pump line in the pit at the Firehouse.
12. Used wood sealer on the replaced steps on the gazebo and the bleacher seats.
13. Picked up a load of dumped brush on Decamp Road.
14. Performed crack sealing in Laurel Estates, the walking trail parking lot, Jessie drive, the Woods of Hanover, Ward Way, and Claude Court.
15. Mowed along Route 27 to improve visibility pulling out of Stephenson Road.
16. Mowed around intersection at Boyle Road and Route 129.
17. Performed monthly park, truck and storm water inspections.

Administrator's Report (Financials and Personnel Issues)

Mr. Henry presented the following report to the Board:

Administrator June 2015 Summary Report
(Presented July 8, 2015)

- **Fire/EMS Run Data:** Prepared report for June runs. Run times are overall better; mutual aid called in 3 times. Average run response time dropped to an average 9.41 from May which was 11.5 minutes.
- **Fire Department:** Reviewed personnel issues with the Fire Chief; personnel action form for documentation, and process for handing certain kinds of actions.
- **Pre Disciplinary Conferences:** Presided over two Pre Disciplinary Conferences for Fire Department personnel. Prepared reports accordingly.
- **Ohio BWC:** Finalized discussion with BWC and cleared up improper invoicing by BWC. Hanover Township account is current and rating is fine.

- **Legal Seminar:** Attended legal/personnel training seminar presented by Frost, Brown and Todd on June 10, 2015.
- **Board and Financial Reports:** Obtained data from the Fiscal Officer and prepared Township funds analysis for the monthly Board meeting. Prepared Trustee packets. Prepared numerous contracts and permits for facility rentals. Also worked on a General Fund report making projections for consideration by the Board.
- **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. In working with Julie Prickett collected/purchased prizes and handouts for Kids Fest elements. Prepared schedule of events and checklist for set up. Worked the event on June 27, 2015.
- **August 29, 2015 Special Event:** Continued planning for the "Cool Cars-Fine Wine-Good Music" event lining up entertainment and ordering souvenir wine glasses.
- **Insurances:** Working on documents for Property and Risk Insurance coverages in preparation for renewals.
- **Road Program:** Worked with Scot Gardner and BCEO to fine tune the Curb and Gutter program for the Township. Also met with CD officials about funds for the project and start date. It appears that the start date will be in late August.
- **CSX Railroad Issues:** The Township has not received the promised response from CSX from the May meeting. Reported extended road blockages by trains has decreased.
- **Nuisance Properties:** Working on issues associated with Boyle Road (cited to court), Fatima Place (grass was cut privately), Old Oxford Road, Millville Avenue (3 locations) and Hamilton Scipio Road.
- **GovDeals.Com:** After Board approval, worked with GovDeals to finalize contract documents and complete information needed by them. Waiting on submissions from departments to complete training and get items online.
- **Land Bank:** Attended County Land Bank meeting on June 29th to learn process and briefly discuss potential Hanover Township Projects.

Personnel Actions and Other Items of Note

Appointment of new personnel:

Cemetery/Road: Seasonal Laborer Cemetery (student) Jonathon Munden \$8.15 per hour. ((Was discussed at last meeting)

Road Department: Roger Allen was elevated from part time to full time status as a Public Works Worker II at \$17.00 per hour effective June 29, 2015 as discussed at the last Board meeting.

Other Personnel Actions:

Termination Proceedings: Fire Department Pending

Other General Actions Non Personnel Related:

Studying ways to secure records properly and find space as the Township storage is limited at this time. Also still have to finish new formatting of approved Records Retention Schedule to be presented to the state.

Continuing review of Township Rules of Conduct and Fire Department SOPs that are related for possible changes and follow up based upon evolving departmental needs.

Working with legal counsel on various contracts associated with Township purchases.

Of Note- Budget Information for June 30, 2015

Cash Balance as of June 30, 2015: \$1,393,267.44

- 1) Total Expenditures all funds for June 2015: \$113,315.65**
- 2) Total General Fund cash on Hand June 2015: \$587,682.32 (42.18%) of Total funds)**
- 3) Total Fire/EMS Fund cash on hand June 2015: \$319,705.83 (22.95%) 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: \$1,458,584.04
 May: \$1,477,662.73
 June: \$1,393,267.44
 July:
 Aug:
 Sept:
 Oct:
 Nov:
 Dec:

Mr. Henry noted the next Land Use Committee meeting would be scheduled for September.

Mr. Henry also noted some funds were tracking lower than last year at the same time.

Old Business

Hearing/Nuisance Consideration Shady Nook Property (Res. No. 34-15): Cheryl Ommert, 2451 Breathstone Drive, Powell, Ohio 43065 and owner of the Shady Nook property, addressed the Board. Ms. Ommert relayed to the Board work she had done on the property to date, including installing new gutters, cleaning out leaves and twigs along the stone wall, working on flower beds and arranging for someone to make repairs. Ms. Ommert stated she planned to finish work on the

exterior and then work on the interior in order to open a restaurant at the location. Ms. Ommert shared photos showing what work had been done. Mr. Henry explained to Ms. Ommert that she still must re-apply to the County to request the property be rezoned and noted this effort would be an uphill battle as the County Commissioners had denied her previous request for re-zoning. Mr. Henry explained the Township had offered to assist with clearing the property to address the nuisance issue with the property. Ms. Ommert stated she planned to have all of the exterior maintenance improvements completed by the Township's September meeting. Mr. Stitsinger asked Ms. Ommert what was different now for the County Commissioners to change their position regarding the zoning change. Ms. Ommert stated she would explain to the neighbors that she plans to open a restaurant and not a bar. Ms. Ommert explained that with the previous re-zoning request, inaccurate rumors were circulated that the establishment would be a bar. Ms. Ommert explained that this time she would speak to all of the neighbors to explain her plans are for a restaurant. Mr. Henry suggested Ms. Ommert meet with the County Planning Department first to determine if it would recommend the rezoning to the County Commissioners. Mr. Henry offered to go with Ms. Ommert to meet with the Planning Department. Mr. Henry also reminded Ms. Ommert that the property exterior had to be cleaned up so that the property would be in compliance with State law. Mr. Henry explained this was the purpose of the Board's Hearing regarding the property, to determine if the property should be declared a nuisance. After some discussion, Mr. Stitsinger made a **motion**, seconded by Mr. Miller, to table Resolution No. 34-15 until the September Board meeting. Upon roll call, all three Trustees voted yes.

Fire/EMS Run Data for June: Mr. Henry presented the run data report for the month of June. He reported the average run time had decreased to 9.41 minutes and that Wednesdays and Sundays were the busiest run days of the week. Mr. Henry also reported an increase in mutual aid for the month of June and noted that the weekend stipend program was working well.

CSX Issue and Follow-Up Report: Mr. Henry distributed copies of a letter he received that afternoon from CSX. The letter recapped the actions CSX officials indicated they were taking to address the road blockage problems. Mr. Henry noted this was the letter CSX representatives promised to send the Township when they met in May with Mr. Stitsinger and Mr. Henry.

Bidding of Equipment GovDeals, Inc. Update – Motion to Declare Surplus: A requirement of GovDeals is to have at least three surplus items identified for new users to be trained on the GovDeals program. Mr. Henry reported that as of the meeting four items had been identified to be declared as surplus: a 1979 Pirsch aerial truck (VIN # 6A0386407), a 2002 Ford E 450 wrecked ambulance (VIN # 1FDXE45FX2HB55157), a Dell Optiplex 740 with monitor, key board, mouse and base speaker (serial # DCNED568DH1) and a SCAG Tiger Cub riding mower (Model # ST61V-25CV-FR, serial #E3300780) After some discussion, Mr. Miller made a **motion**, seconded by Mr. Stitsinger, to declare these four items as surplus and unusable by the Township. Upon roll call, all three Trustees voted yes.

Road Program Update: Mr. Henry reported that chip/seal had already been applied to some streets. Mr. Henry also distributed a revised/updated recap of the 2015 Road Program. The revisions reflected a change in costs associated with a change in the total lineal feet for the program. Mr. Henry noted the figures may be revised again depending on contractor bids to be received by the County.

Kids Fest Report: Mr. Henry reported the event was successful and he thanked Pat Miller for taking photos of the activities. Mr. Henry also stated that the Lane Library reported it had 110 kids visit its mobile unit at the event which was a very good number considering the weather. Mr. Henry noted a list of contributors was included in the Trustees' packets and he noted the Township's costs for the event were less than its costs the previous year.

Other Old Business: Chief Clark reported the hose testing had been completed and he is waiting for the test results to determine what hose will need to be replaced. Chief Clark also reported Know boxes for the gas credit cards were being installed in the Fire Department vehicles.

New Business

Resolution No. 37-15 Approve 2016 Tax Budget: Mr. Henry explained this resolution approves the 2016 Tax Budget which must be submitted annually to the County Auditor. After some discussion, Mr. Miller made a **motion** to adopt Resolution No. 37-15 which was seconded by Mr. Stitsinger. Upon roll call, all three Trustees voted yes.

Resolution No. 37-15

Approving the Tax Budget for Hanover Township for Fiscal Year 2016 and Authorizing the Submission of the Budget to the County Auditor and Budget Commission

Whereas, the Fiscal Officer prepared the Fiscal Year 2016 Tax Budget, the main components of which were summarily reviewed during public meetings held on June 10, 2015 and Public Hearing held July 8, 2015 at 5:45 PM as advertised; and

Whereas, revenue and expenditure projections were based upon analysis of the last few years and adjusted for special circumstances identified in the current fiscal year (such as economic factors, grants, debt retirement, property evaluations and other reimbursements); and

Whereas, the actual 2016 budget and appropriations will not be adopted until the first quarter of 2016; and

Whereas, Ohio Revised Code requirements mandate the submission of the 2016 Tax Budget to the County Auditor by July 15, 2015,

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

Section I. That the 2016 Tax Budget, as attached and presented by the Fiscal Officer, is hereby adopted and authorized for submission to the Butler County Auditor in accordance with requirements of the Ohio Revised Code. The Fiscal Officer is hereby requested to deliver said Tax Budget to the County Auditor as soon as practicable but no later than July 15, 2015.

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 8th day of July 2015.

Board of Trustees

Vote

Attest and Authentication:

Douglas L. Johnson
Larry Miller
Fred J. Stitsinger

Elizabeth A. Brosius
Fiscal Officer/Clerk

Motion: Approve Purchase of Equipment State Bid List (Cemetery): Mr. Henry reported that the Cemetery Sexton was recommending the purchase of a mini-track loader which would perform much more efficiently for work requiring maneuvering between Cemetery headstones. Existing equipment is too large and cumbersome and sometimes creates ruts in the Cemetery grounds. Mr. Henry stated the equipment could be purchased from the State bid list. After some discussion, Mr. Stitsinger made a **motion** to approve the purchase of a Bobcat MT Mini-Track Loader plus attachments from the State bid list for an amount not to exceed \$20,070.40, which was seconded by Mr. Miller. Upon roll call, all three Trustees voted yes.

Resolution No. 38-15 Then and Now Issues: This resolution covers payments to Coordinated Health Mutual and Nancy Nix, Butler County Treasurer. After some discussion, Mr. Stitsinger made a **motion** to adopt Resolution No. 38-15 which was seconded by Mr. Miller. Upon roll call, all three Trustees voted yes.

Resolution No. 38-15

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 and Nancy Nix, Butler County Treasurer: 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)-\$1,559.46; (Fund 2031)- \$2,662.01

B) \$15,531.70 Nancy Nix, Butler County Treasurer: (Fund 1000)- \$15,531.70 Law Enforcement

C) \$16,921.25 Nancy Nix, Butler County Treasurer: (Fund 1000)- \$16,921.25 Law Enforcement

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 8th day of July 2015.

Board of Trustees

Vote

Attest and Authentication:

Douglas L. Johnson
Larry Miller
Fred J. Stitsinger

Elizabeth A. Brosius
Fiscal Officer/Clerk

Resolution No. 39-15 Approve MOU with the County Land Bank: Mr. Henry explained this resolution approves a Memorandum of Understanding with the County Land Bank, which must be in place for the Township to be eligible for funds from the Land Bank. Mr. Henry explained these funds could be used to clear blighted properties in the Township. After some discussion, Mr. Johnson made a **motion** to adopt Resolution No. 39-15 which was seconded by Mr. Miller. Upon roll call, all three Trustees voted yes.

RESOLUTION NO. 39-15

Board of Trustees, Hanover Township
Butler County, Ohio

RESOLUTION TO AUTHORIZE THE TOWNSHIP ADMINISTRATOR TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH THE BUTLER COUNTY LAND REUTILIZATION CORPORATION

WHEREAS, the Hanover Township Administrator, requests the Hanover Township Board of Trustees authorize him to execute a Memorandum of Understanding with the Butler County Land Reutilization Corporation; and

WHEREAS, the Butler County Land Reutilization Corporation ("The Land Bank") has been organized under sections 1724 and 5722 of the Ohio Revised Code to further the goals of strengthening neighborhoods by returning vacant and abandoned property to productive use, strategically acquiring properties to reduce blight, promoting economic development, increasing property values, and thereby improving the quality of life of all Butler County residents, and for additional lawful purposes consistent with these goals, and;

WHEREAS, Hanover Township desires to collaborate and cooperate in furthering the goals of the Land Bank through the reclamation, rehabilitation and reutilization of vacant, abandoned, tax foreclosed or other real property located in Hanover Township, Butler County, Ohio as such needs may arise;

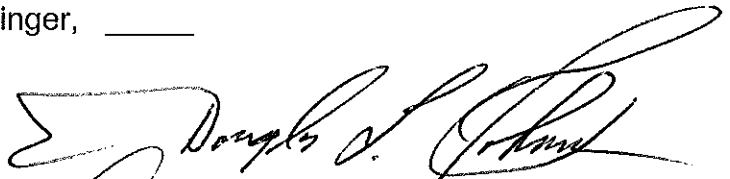
BE IT RESOLVED by the Board of Trustees of Hanover Township, Butler County, Ohio, that

Section I. That the Hanover Township Board of Trustees hereby authorizes the Township Administrator to execute a Memorandum of Understanding with the Butler County Land Reutilization Corporation, and that this resolution is in the best interest of the public health, safety and general welfare of the Township.

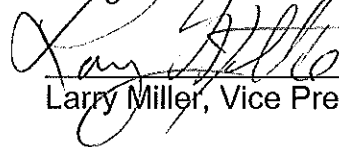
Trustee _____ moved for the adoption of the foregoing resolution.
Trustee _____ seconded the motion and upon call of roll, the vote resulted
as follows:

Trustee Johnson, _____
Trustee Miller, _____
Trustee Stitsinger, _____

Adopted: July 8, 2015



Douglas L. Johnson, President



Larry Miller, Vice President

Fred J. Stitsinger, Trustee

AUTHENTICATION

This is to certify that this resolution was duly passed, and filed with the Hanover Township Fiscal Officer this 8th day of July, 2015.

Elizabeth A. Brosius
Fiscal Officer

Special Event August 29th – Motion to Approve Expenses: Mr. Henry reported that the Hanover Township special event entitled "Cool Cars, Fine Wine and Good Music" was scheduled for August 29, 2015 in Hanover Park and the Park Committee was working on logistical details and seeking sponsorships and donations. Donations would be received up to the day of the event. However, the Township Administrator has to make arrangements for the event for supplies and services (not to exceed \$6,500) which will be partially offset by sponsorship funds. The items listed in the motion are the same as last year. After some discussion, Mr. Miller made a **motion** to authorize the Township Administrator to enter into agreements and authorize expenditures for Alleen Rents, Rumpke, GNS Printing, Magnet Signs, TNT Trophies, SAMS, Meijer, Wal Mart, music groups and Prestige Glassware subject to availability of funds. Mr. Johnson seconded the motion. A roll call vote was taken and all three Trustees voted yeas.

Motion – Change September Board Meeting to September 16, 2015: Mr. Henry requested the September Board meeting date be changed from September 9 to September 16, noting the original date immediately follows the Labor Day weekend and also noting that the September Board meeting is the first meeting to follow the Fiscal Officer's resignation which tentatively is set for August 31, 2015. Mr. Henry explained time would be needed to accommodate both the outgoing Fiscal Officer and incoming interim Fiscal Officer. After some discussion, Mr. Stitsinger made a **motion** to change the September Board meeting date to September 16, 2015 and to instruct the Fiscal Officer to send out the required notifications of a meeting change, which was seconded by Mr. Miller. Upon roll call, all three Trustees voted yes.

Motion – Accept Grant Award Department of Public Safety EMS Grant \$7000.00: Mr. Henry explained that the Board had approved submission of a grant request in March 2015 for \$8,000.00 to the Ohio Department of Public Safety, Division of Medical Services for funds to pay for EMS training and equipment. Mr. Henry reported the Township had been notified that \$7,000.00 has been awarded on a reimbursement basis and a motion is necessary to accept the grant award and approve expenditures accordingly. After some discussion, Mr. Miller made a **motion** to accept the grant award for \$7,000.00 and approve expenditure of said funds, which was seconded by Mr. Stitsinger. A roll call vote was taken and all three Trustees voted yes.

Motion – Approve Cemetery Lot Transfer and Sell Back – Willis Family: Mr. Henry explained that Glen and Pearl Willis purchased Grave #6, Lot 67 Section H for \$200.00 on May 9, 1994. They also purchased Grave #5 Lot 67 Section H, Graves 1 & 2 Lot 88 Section H on July 31, 2002 for \$1500.00. For the record the Township is noting graves 5 & 6 Lot 67 Section H have been sold to Pearl Willis’ brother Mark Thomas of 1613 Oxford Trenton Road Oxford, Ohio 45056. Graves 1 & 2 Lot #88 Section H are being bought back by Hanover Township for \$500.00 each grave. Mr. Miller made a **motion**, seconded by Mr. Johnson, to approve the aforementioned transfer and buy back of Graves 1 & 2 Lot #88 Section H from Glenn and Pearl Willis for a total of \$1,000.00. After discussion, a roll call vote was taken and all three Trustees voted yes.

Group Home Issue – 1898 Millville Avenue – Discussion Only: Mr. Stitsinger explained he had been asked if the Township allowed group homes and that he thought a representative for a group home for recovering alcoholics would be attending the Board meeting that evening. However, no representative was in attendance. Mr. Henry noted the County has authority regarding zoning and these types of questions should be referred to the County.

Other New Business

Under Other New Business, Mr. Henry asked the Trustees to note correspondence in their meeting packets which included: Butler County Building Permit Reports for June 2015, an Ohio Legislative Update from OTA, a future election schedule from the Board of Elections, and an agenda for the July 9 Township Association meeting.

Chief Clark requested authorization to purchase 6 life jackets from Leisure Pro for the water rescue team for a total of \$1109. Mr. Henry clarified no Board motion was needed for this expenditure and explained the Chief should submit a purchase order for the life jackets.

Ms. Brosius gave a financial update.

There being no further regular business to be considered by the Board of Trustees, Mr. Johnson made a **motion** to adjourn this part of the meeting and move into Executive Session to discuss personnel issues, which was seconded by Mr. Miller. Upon roll call, Mr. Johnson and Mr. Miller voted yes and Mr. Stitsinger abstained and was excused from the Executive Session.

The Board reconvened into regular session.

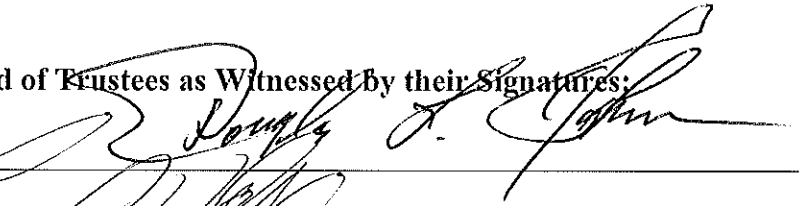
There being no further action or matters to consider, adjournment was in order.

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

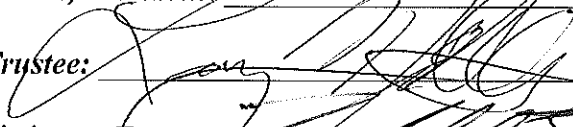


Minutes Approved by the Board of Trustees as Witnessed by their Signatures:

Douglas L. Johnson, President:



Larry Miller, Trustee:



Frederick J. Stitsinger, Trustee:



Date: _____

Verified by: Elizabeth A. Brosius, Fiscal Officer:

