



Hanover Township Butler County, Ohio

**Board of Township Trustees Special Meeting
February 3, 2016
(3:30PM)**

Larry Miller, Presiding called the special meeting to order at 3:30PM on February 3, 2016 Gregory L. Sullivan, Fiscal Officer, took roll call with Mr. Stitsinger, Mr. Johnson, and Mr. Miller present. Also present was Bruce E. Henry, Township Administrator. The agenda approved the meetings was as follows:

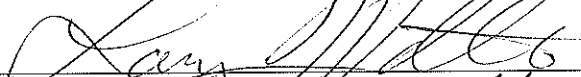
- A) Strategic Planning Report Updated and Presented to the Board: Bruce E. Henry
- B) Certificate of Estimated Resources for 2016 Issues-New One Requested: Greg Sullivan
- C) Fire Levy: Property Valuation Base and Mill Amounts Used last 4 years: Bruce E. Henry
- D) Discussion of Levies/ Needs for future years
- E) Options Revenue Generation
- F) Other

Presentation of reports and financial data were made and discussed by the Board. Mr. Stitsinger asked that the administration check surrounding townships regarding their Fire, EMS and Public Safety Levies. Several levy options were discussed as several areas of township services have been negatively impacted by state cuts and lowered property valuations. It was noted since 2013 the valuation has dropped \$24 million dollars. Through no fault of the township national and state economic factors hurt the township in revenue generation. Currently Hanover Township has one of the lowest tax rates in Butler County. The administration suggested that levy ballot issues especially for Fire/EMs must be placed on the November 2016 ballot. Either in 2016 or 2017 relief is needed for other basic areas of service. Mr. Sullivan and Mr. Henry stated that additional meetings with legal counsel are needed to clarify ballot language and restrictions on use of funds.

All agreed another special meeting is needed to determine the 2016 levy issues and future actions to fund basic services. No other actions were taken.

Mr. Stitsinger made a motion to adjourn which was seconded by Mr. Johnson. Upon roll call, all, three trustees voted yes.

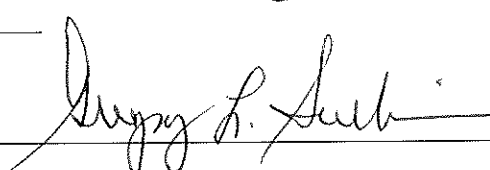
Minutes Approved by the Board of Trustees as Witnessed by their Signatures:

Larry Miller, President: 

Frederick J. Stitsinger, Trustee: 

Douglas L. Johnson, Trustee: 

Date: 3/9/2016

Verified by: Greg Sullivan, Fiscal Officer: 



**Hanover Township Board of Trustees
February 10, 2016 Meeting Minutes**

Call to Order: Board President Larry Miller called the meeting to order at 6:00 PM. Mr. Stitsinger led the opening ceremonies and gave the opening invocation.

Roll Call: Fiscal Officer Greg Sullivan 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 Tanner and Project Coordinator Julie Prickett was absent due to illness.

Approval of Meeting Minutes: Motion made by Mr. Stitsinger, seconded by Mr. Johnson to approve the January 20, 2016 Regular Meeting minutes, warrants for release/distribution and approval of reports. Upon roll call, all three Trustees voted yes to approve all.

Guest Presentation: *Matt Haverkos, Butler County EMA Director* addressed the Board about concerns raised by the Township in regard to the housing and staffing of the Air and Light Truck by the Hanover Township Fire Department. It was noted that space was made specifically for the unit when the fire station addition was built. The Township has provided several drives who usually get called out on an extended basis. The Township has asked for consideration in the past and received none. Concern exists about the Township personnel serving other areas and not available for runs in Hanover Township. Mr. Haverkos indicated the matter was discussed among the County Fire Chiefs and a recommendation was made to consider a reimbursement program offering \$50 per run to be paid quarterly. There was discussion about some consideration for a discount on the annual assessment fee. Mr. Haverkos indicated that was not under consideration but he would discuss the matter with his Board and the Chiefs Association. Mr. Miller and Mr. Stitsinger indicated the Township cannot afford the expenses anymore or to have township personnel tied up outside the township. The Board indicated the Township would continue to house the unit until this matter is reviewed again in March.

David Brown, Butler County Auditor's Office addressed the Board regarding Senate Bill 10 and the clarification of Veterans Benefits. Mr. Brown discussed the senior citizen credit for 65 and older. The CAUV credit was also reviewed by Mr. Brown. Mr. Sullivan and Mr. Henry presented questions about the property devaluation in Hanover Township and the use of "bench marking" for adjusting the fire tax levy rate downward. Mr. Brown was not aware of this process and was going to check into the matter. The Board thanked Mr. Brown for his attendance and the information presented.

Citizen Participation: Mike Fawns 2695 Stahlheber Road wanted to thank the Road Department, Scot Gardner for providing fill dirt for a piping project along Stahlheber Road in his front yard.

Doug Johnson recognized the members of the Fire Department in attendance and thanked them for their service and attendance.

Administration Reports

Law Enforcement: Deputy Tanner gave the following report for the month of January 2016:

Butler County Sheriff's Office
District #6
Hanover Township Contract Cars
Monthly Report for January 2016

<u>Activity Area</u>	<u>Month Totals*</u>	<u>YTD</u>
• Dispatched Calls: 250		250
• Felony Reports: 07		07
• Misdemeanor Reports: 08		08
• Non-Injury Crash: 07		07
• Injury Crash: 04		04
Total Reports: 26.....		26
• Assists/Back Up: 22		22
• Felony Arrests: 04		04
• Misdemeanor Arrests: 02		02
• OMVI Arrests: 03		03
Total Arrests: 09		09
• Traffic Stops: 15		15
• Moving Citations: 20		20
• Warning Citations: 01		01
• FIR Cards: 0		00
• Civil Papers Served: 0		00
• Business Alarms: 6		06
• Residential Alarms: 07		07
• Special Details: 11		11
• COPS Times: 4,200 (<i>Min.</i>)		4200
• Vacation Checks: 106		106

Reporting: Deputy Tanner and Deputy Mayer/by BEH.

Fire/EMS: Chief Clark presented the following written report for the month of January 2016; Mr. Stitsinger requested that future Fire Dept. reports show categories for grass fires, EMS dispatch but refusal to transport. Mr. Henry indicated this could be added if the information is tracked that way in the department and forwarded for the report.

Hanover Township Fire Department
Monthly Report for January- Phil Clark Fire Chief
(Presented in February 2016)

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

- Emergency Medical Operations/Squad Runs: 35
- Motor Vehicle Accidents: 07
- Fire Runs: 05
- Fire Inspections: 00
- Air & Light Truck Call Out: 00
- Knox Box Details 00
- Other 00
- Total for the month: **47 Runs/Operations**
(47 Fire/EMS Runs)

Total Year to Date: 47 Runs/Operations

(Jan 2015): 61 Runs/Operations

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Total for 2015	733	
Total for 2014	809	
Total for 2013	750	<i>Ten Year Average: 702</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: Mr. Gardner presented the following report for the month of February:

SUPERINTENDENT'S REPORTS
(February 10, 2016)

Millville Cemetery Operations Report January 1 through January 31, 2016

5 Graves sold to Township residents (@ \$610)-----	\$ 3,050.00
0 Graves sold to nonresidents-----	\$ 0.00
0 Old resident graves-----	\$ 0.00
3 Full Interments-----	\$ 3,200.00
0 Baby interments-----	\$ 0.00
2 Cremations-----	\$ 800.00
Foundation and Marker installation fees-----	\$ 0.00
Total: -----	\$ 7,050.00

Other Cemetery activities:

1. Fixed graves and sinkholes
2. Cleaned office
3. Cleaned truck
4. Painted frame and bed of dump truck
5. Buffed and waxed the cab of the dump truck
6. Pushed the huge pile of dirt over the edge of the hill

Road, Streets and Park
(Scot Gardner)

1. Hauled wood chips and old fence out of Decamp Cemetery.
2. Replaced one adjustable chevron run over on Nichols Road.
3. Cleaned out in front of a stopped up driveway pipe on Millville Road.
4. Replaced pot holes on Salman off Stillwell Road.
5. Replaced a "stop ahead" sign that was run over on Gardner Road.
6. Picked up a sofa on Decamp Road.
7. Cut up a tree in the creek on Salman Road.
8. Performed ice and snow removal on January 4, 10, 12, 13, 16 and 20th.
9. Cleaned trucks and equipment after snow events.
10. Performed snow and ice control in the Village of Millville as needed.
11. Pressure washed garage doors in front of the Firehouse to remove salt.
12. Cleaned up trash on Hussey Road by the railroad tracks.
13. Replaced toilet seat, re-installed door vents and replaced air fresheners in Park restroom due to vandalism.
14. Performed truck maintenance including replacing air tank and regulator on Truck One, battery box on Truck Two, and paint work on all trucks. Also replaced left front axle bearings and performed paint work on the backhoe.
15. Performed monthly park, truck and storm water inspections.

Administrator's Report (Financials and Personnel Issues)

Administrator January 2016 Summary Report
(Presented February 10, 2016)

- **Fire/EMS Run Data:** Prepared report for January 2016 runs. Run times continue to be better overall; mutual aid called in 2 times. Average run response time for December 2015 was 9.75, compared to 9.86 minutes in January 2016, both months are very good response times. With the new pay plan and on station scheduling, personnel costs totaled \$123,514.05 through December 2015.
- **Fire Department:** Participated in interviews for the EMS Coordinator position.
- **Personnel:** New overall personnel policy book being worked on. The goal is to have a complete book for approval by May 2016. Worked on Sick Leave Policy clarification as well.
- **Ohio BWC:** Prepared required reporting to BWC and estimated payment schedule of premiums for 2016..
- **Board, Financial Reports and Payroll 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. Worked with Ms. Prickett on payroll issues and time sheets for staff.
- **Park Committee/Veterans Committee and Special Events:** No action; no meetings held in January.
- **Ohio Township Association Conference:** Attended classes in Columbus on January 28th and January 29th. Made up packets for other township officials attending.
- **Insurances:** Continued work with our insurance broker regarding issues associated with our life, disability and cancer policies through Teacher's Protective Mutual which have to be changed and go with other companies. Hope to finish transition by March 1, 2016.
- **Road Program:** Prepared documents with follow up revisions for the 2016 Road Program to BCEO by February 1, 2016.
- **Township Newsletter:** Continued working on articles for the winter newsletter. Publication period is estimated to be in late February/early March 2016.
- **Nuisance Properties:** Continued work on issues associated with US 27 (2 locations), Old Oxford Road, Millville Avenue (2 locations) and Hamilton Scipio Road- nothing new during January 2016.
- **GovDeals.Com:** Continued preparing items from the Road Department and Administration for approval for sale on GovDeals. Estimated date of publication is March 2016.
- **Development:** Working with an attorney and real estate developer for a project in McGonicle.

- **Community Development:** After receiving notice of a \$101,000.00 grant award, began coordination with BCEO and Development officials to implement said program for Alamo Heights.

Personnel Actions and Other Items of Note

Appointment of new personnel:

Fire Department:

Jennifer Mason 5806 McCoy Road Oxford, Ohio 45056 as EMS Coordinator: Effective February 10, 2016 as a volunteer until further notice as presented by the Fire Chief.

Road Department:

None for December/January

Cemetery: As reported in January seasonal/pt employee Elijah Adams is working at the Millville Cemetery.

Other Personnel Actions: Working on Township Sick Leave Policy Clarification

Other General Actions Non Personnel Related: (Still in Progress)

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.

Working on Personnel Handbook and consolidation of Township Policies for approval by the Board.

Capital Planning: As reviewed with the Board, working on guidelines for preparation of a 5 year Capital Plan for the Township.

Of Note- Budget Information for January 31, 2016

Cash Balance as of January 31, 2016: \$1,086,880.70

- 1) **Total Expenditures all funds for January 2016: \$118,596.61**
- 2) **Total General Fund cash on Hand January 2016: \$ (Not forwarded in time for Mtg) of Total funds**
- 3) **Total Fire/EMS Fund cash on hand January 2016: \$ (Not forwarded in time for the meeting) of Total funds**
- 4) **Monthly Revenue and Expenditure Reports by fund are attached to this report.**

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: \$1,332,264.37
Aug: \$1,125,949.35
Sept: \$1,449,880.79
Oct: \$1,362,945.99
Nov: \$1,194,472.00
Dec: \$1,093,559.61

Fiscal Year 2016

Jan- Cash Balance: \$1,086,880.70

Mr. Henry also distributed revenue and expenditure reports. He also referred the Board to the history of cash balances in his report. Due to property devaluation, inside millage and fire levy fund revenues are down.

Old Business

December 2016 Fire/EMS Run Data Summary: Mr. Henry reported the average run time for the month was 9.86 minutes and that Wednesdays were the busiest run days of the week. Mr. Henry noted that this average run time was one of the best averages time to date and that the stipend scheduling program was working very well.

Month: January 2016

➤ Calls for Service- BCSO Dispatch:

- Total Dispatched Calls: 52
- Actual Response to total calls: 43
- Light and Air Truck Response: 2 (Average Response Time 24.5 Minutes)
- Average Response Time for the Month excluding Light and Air Truck: 9.86 minutes. (December 2015 9.75 Minutes)

➤ Snapshot: Busiest Run Periods

- Busiest Day for Runs: Wednesday/ Saturday 11 calls

- Busiest Shift: 1st Shift & 2nd Shift 22 calls (0700-1500 hours)

➤ **Mutual Aid Used and Provided:**

- Ross Only Responded to Scene: 2
- Hanover Responded into St. Clair: 1
- Hanover Responded into Milford: 1
- Reily only Responded to scene: 1

Road Program 2016/Continued Discussion CD Grant Award

2016 Road Program Costs

(Revised February 9, 2016)

1. Black Mat- Section 1: \$69,580.89
\$17,304.89*

2. Chip Seal- Section 2: \$105,873.50
\$114,465.90*

3. Retrace Rds- Section 3: \$4,820.25

4. Additional Black Mat- Section 4:
\$20,509.56

Sections 1-3 cost: \$180,274.64
\$137,591.04*

Add Section 4: \$20,509.56

**5. Total All Sections: \$200,784.18
\$157,100.60***

***Revised, new numbers- shift Alamo Heights streets to CD Grant.**

CD Grant Award for Alamo Heights: All streets Black Mat application \$101,000.00

Other Old Business: There was no Other Old Business to be reported.

New Business

Resolution No. 18-16 (Revised Certificate of Estimated Resources):

Moved by Mr. Miller, seconded by Mr. Johnson, to approve the revised Certificate of Amended Resources from the County Budget Commission. Upon roll call, all three Trustees voted yes.



Hanover Township Butler County, Ohio

Resolution No. 18-16

Accepting The Amounts, Rates and Projections of Revenue as Determined By The County Budget Commission through The Amended Official Certificate of Estimated Resources for 2016 and Approving 2016 Amended Official Certificate of Estimated Resources

Whereas, the Board of Trustees and Administration have been evaluating Hanover Township's finances and reviewed the proposed tax rates and levies based upon information from the County Budget Commission; and

Whereas, the Board of Trustees in accordance with provisions of the Ohio Revised Code (Sections 5705.34 and 5705.35) had previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1, 2016; and,

Whereas, The County Budget Commission has certified the 2016 of Estimated Resources for Hanover Township totaling \$2,821,355.27, to be used as the basis for establishing Permanent Appropriations,

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

Section I. That the Amended Official Certificate of Resources for Hanover Township for Fiscal Year 2016 totaling \$2,821,355.27 is hereby accepted and approved (Reference ORC 5705.36) as reflected in the attachment herewith labeled "Attachment Resolution No. 18-16".

Section II. That the Fiscal Officer is authorized to establish 2016 appropriations and budgets based upon said projections of fund balances and anticipated revenues.

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 10th day of February 2016.

Board of Trustees

Vote

Attest and Authentication:

Larry Miller
Fred J. Stitsinger
Douglas L. Johnson

Gregory L. Sullivan
Fiscal Officer/Clerk

Resolution No. 19-16 (Approve Budget and Appropriations 2016):

Moved by Mr. Johnson, seconded by Mr. Miller, to approve Resolution No.19-16 the 2016 Budget and Appropriate \$2,821,355.27 among the various funds as outlined by the Fiscal Officer in the attachment herewith.

Resolution No. 19-16

Approving 2016 Permanent Appropriations and Budget

Whereas, the Board of Trustees and Administration have been evaluating Hanover Township's finances and reviewed the 2016 Certificate of Estimated Resources based upon information from the County Budget Commission; and

Whereas, the Board of Trustees in accordance with provisions of the Ohio Revised Code (Sections 5705.34 and 5705.35) had previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1, 2016; and,

Whereas, The County Budget Commission has certified the 2016 of Estimated Resources for Hanover Township totaling \$2,821,355.27 to be used as the basis for establishing Permanent Appropriations,

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

Section I. That the Appropriations and Budget for Hanover Township for Fiscal Year 2016 totaling \$2,821,355.27 are hereby accepted and approved as presented by the Fiscal Officer in the Attachment labeled "Attachment Resolution No. 19-16".

Section II. That the Fiscal Officer is authorized to establish 2016 appropriations and budgets based upon said projections of fund balances and anticipated revenues.

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 10th day of February 2016.

Board of Trustees

Vote

Attest and Authentication:

Larry Miller
Fred J. Stitsinger
Douglas L. Johnson

Gregory L. Sullivan
Fiscal Officer/Clerk

Upon roll call, all three Trustees voted yes.

Resolution No. 20-16 (Then/Now Actions:

Moved by Mr. Johnson, seconded by Mr. Stitsinger, to approve Then/Now actions through Resolution 20-16. Upon roll call, all three Trustees voted yes.

Resolution No. 20-16

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; 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) \$17,244.23 Nancy Nix, BC Treasurer: (Fund 1000)

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 10th day of February 2016.

Board of Trustees

Vote

Attest and Authentication:

Larry Miller
Fred J. Stitsinger
Douglas L. Johnson

Gregory L. Sullivan
Fiscal Officer/Clerk

Resolution No. 21-16 (Approve BREC Grant Application Submissions):

Moved by Mr. Stitsinger, seconded by Mr. Miller, to authorize the Township Administrator at his discretion to submit two applications on behalf of the Township for the Community Connection Grant Program with a filing date of February 29, 2016. Mr. Henry indicated that one application would be park related and would be fire department related. Upon roll call, all three Trustees voted yes.

Resolution No. 21-16

Authorizing the Filing of February 2016 Applications for the Butler Rural Community Connections Grant Program

Whereas, the Board of Trustees has reviewed the requirements for the February 2016 Community Connections Grant program sponsored by the Butler Rural Electric Cooperative; and,

Whereas, the Township has a Hanover Township Memorial Park Master Plan for continuing the development of the Hanover Township Memorial Park and Strategic Planning Objectives including but not limited to use of the Community Center and Fire Station; and,

Whereas, reduction in revenues resulting from property devaluations and funding cuts from the state have reduced the ability of the Township to fund a number of projects and equipment such as those referenced herein; and,

Whereas, the Board of Trustees rates basic services such as those items that relate to serving the emergency needs of the public as a high priority and recognize the need for the continued development of the Hanover Township Memorial Park, Community Center and programming that serves the overall best interests of Township residents; and,

Whereas, the projects submitted for Community Connections Funding have no assigned funding source but the Township will continue to focus on key priorities,

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

Section I. That Board authorizes up to two applications to be submitted at the Administrator's discretion to the Butler Rural Cooperative Community Connections Program by the end of February 2016 as reflected in the attachment labeled: Attachment to Resolution No. 21-16 Grant Projects.

Section II. That the Township Administrator is hereby authorized to complete the necessary documents and sign the appropriate forms to submit one or both applications referenced herein.

Section III. That the Board of Trustees acted upon this matter in an open public meeting on February 10, 2016 with all three Trustees voting in favor of Resolution No. 21-16.

<i>Board of Trustees</i>	<i>Vote</i>	<i>Attest and Authentication:</i>
Larry Miller	_____	_____
Fred J. Stitsinger	_____	Gregory L. Sullivan
Douglas L. Johnson	_____	Fiscal Officer/Clerk

Resolution No. 22-16 (Road Mileage Certification)

Moved by Mr. Johnson, seconded by Mr. Miller, to approve road mileage certification for 2016 Hanover Township Butler County, Ohio to the County Engineer of **35.995** road miles. After discussion, a roll call vote was taken with all three Trustees voting yes.

Resolution No. 22-16

Pursuant to Ohio Revised Code Section 4501.04 Approve Road Mileage and Certify to ODOT the Road Mileage Certification Form as Required for 2016

Whereas, the Township road mileage has not changed little since January 2013; and

Whereas, pursuant to Ohio Revised Code Section 4501.04, Hanover Township must certify the current road mileage reflecting any changes to ODOT by April 1, 2016,

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

Section I. That Hanover Township hereby certifies 35.995 of road miles and authorizes the signing of the Mileage Certification Form to be submitted to the Butler County Engineer and Ohio Department of Transportation by April 1, 2016.

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 10th day of February 2016.

<i>Board of Trustees</i>	<i>Vote</i>	<i>Attest and Authentication:</i>
Larry Miller	_____	_____
Fred J. Stitsinger	_____	Gregory L. Sullivan
Douglas L. Johnson	_____	Fiscal Officer/Clerk

Resolution No. 23-16 (Approve Salt Contract through BCEO):

Moved by Mr. Stitsinger, seconded by Mr. Johnson, to approve Hanover Township Butler County, Ohio 2016 Road Salt Agreement with the Butler County Engineer's Office. After discussion, a roll call vote was taken with all three Trustees voting yes.

Resolution No. 23-16
Authorizing Contract with Butler County Engineer's Office for Road Salt

Whereas, Hanover Township annually enters into an agreement for the purchase of road salt through the Butler County Engineer's Office; and

Whereas the Butler County Engineer's Office meets all applicable State and local requirements through its bid process for road salt; and

Whereas, in order to save money and expedite the bidding process, it benefits the Township to enter into an agreement with the Butler County Engineer's Office for road salt in the 2016-2017 winter season,

Now therefore be it resolved by the Board of Township Trustees of Hanover Township Butler County, Ohio

Section I. That the Board of Trustees of Hanover Township authorize entering into an agreement to participate with the Butler County Engineer's Office for the bidding and purchasing of road salt for the 2016-2017 winter season.

Section II. That the Township Administrator and Road Superintendent are hereby authorized to file and sign all documents associated herewith including the forwarding of the estimated salt needed as prepared by the Road Superintendent (Attachment Resolution No. 23-16)

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 10th day of February 2016.

Board of Trustees

Vote

Attest and Authentication:

Larry Miller
Fred J. Stitsinger
Douglas L. Johnson

Gregory L. Sullivan
Fiscal Officer/Clerk

Reminder County Engineer's Township Seminar: The event is scheduled for February 25, 2016 at 6:30PM at the Engineer's Office 1921 Fairgrove Avenue Hamilton, Ohio.

Notification from Butler County Building and Zoning Regarding Variance Request: Mr. Henry explained that GBT Reality had filed a variance request with Butler County asking that a development proposed for 2600 Millville Oxford Road be granted an exception to allow for more than 10% of the parking be in the front yard and not to require an access to the business to the south. The hearing is set for February 16, 2016 at 7:00PM. After discussion, the Board indicated that the developer needed to speak to the Fire Chief about locating a hydrant nearby. The Board did not have an objection to the development per se but wanted this matter resolved. Mr. Henry was to convey the Board's position to Butler County.

Indigent Burial Request/Motion:

Pursuant to the ORC and Township provisions, a request has been received by Brown-Dawson Flick Funeral Home for the cremation and burial of David W. Gray who passed away on December 31, 2015 with a residence located at 1901 Hamilton Richmond Road in Hanover Township. The Township provisions state:

Pursuant to provision set forth in the Ohio Revised Code Sections 9.15, 1713.34 and 5101.521 Hanover Township has established guidelines and procedures for a determination of indigent burials and for the handling of such matters.

- 1. When the body of a deceased person is found in Hanover Township and such person was not an inmate of a correctional, benevolent or charitable institution of the State of Ohio, and the body is not claimed by any person for private internment or cremation at the person's own expense, or delivered for the purpose of medical, surgical or dissection studies (ORC 1713.34), it shall be handled as follows:**
 - a) If the person was a legal resident of the Township and there is no known next of kin, the deceased shall be buried at the expense of the Township based upon the determination of the legal residence of the deceased.**
 - b) If the deceased has assets on account with a nursing home or similar facility, the Township shall make a claim to said facility for reimbursement of its costs.**
 - c) Hanover Township shall provide a grave or cremation area, a grave marker and the opening/closing costs for the burial of the remains.**
 - d) Indigent deceased veterans shall be provided for under the provisions of 5901.25 of the Ohio Revised Code. The Veterans Service Commission of Butler County shall be contacted to make the proper arrangements.**
 - e) The remains of the deceased shall be buried in an area designated by the Cemetery Sexton in Millville Cemetery.**

- 2. The Hanover Township Indigent Burial Program is not a supplemental program. Funeral Home personnel shall not be entitled to any funds except for the amount of \$800.00 for each indigent service which includes cremation but not any visitation or formal service.**
 - a) Funeral homes shall make an attempt to ascertain if the deceased is a veteran and be aware of the provisions of Ohio Revised Code 5901.25. The Funeral home shall notify the Township if the deceased is determined to be a veteran.**

- 3. In accordance with Section 5101.521 of the Ohio Revised Code, Hanover Township will cooperate with an indigent person who claims the body of a loved one. The Township will consider the preferences and sensibilities of the claimant within appropriate financial limitations. The Township's responsibility to provide for cremation, internment and a plaque.**

Motion: The proper paperwork has been submitted and the Millville Cemetery Sexton has been notified. A motion is requested to approve payment of \$800.00 to the Brown Dawson Flick Funeral Home, Inc. **Motion:** Mr. Miller moved to approve payment of \$800.00 to the Brown Dawson Flick Funeral Home for the indigent burial of David W. Gray, a resident of Hanover Township with said action consistent with state law and Township Policy. Mr. Stitsinger seconded the motion. After discussion, the Fiscal Officer took a roll call vote

and recorded as follows: Mr. Johnson- yes, Mr. Stitsinger- yes and Mr. Miller- yes. Motion approved.

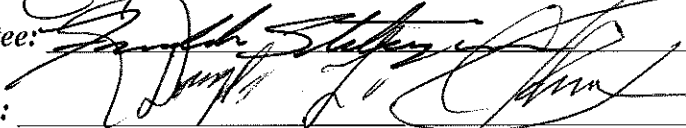
Miscellaneous Correspondence: Mr. Henry asked the Board to review the items under Miscellaneous Correspondence which included: Butler County Building Permit Reports, Taxation Information prepared by the Administrator, Rumpke communication, United Way Information, ODOT Systematic Signage Upgrade Grant eligibility and a letter from History in Your Own Backyard (the Board was not interested in this program at this time).

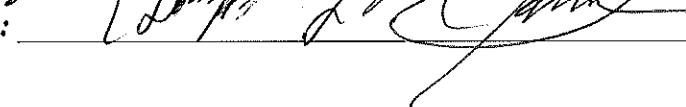
There being no further public business to consider or act upon, a motion to adjourn was in order.

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

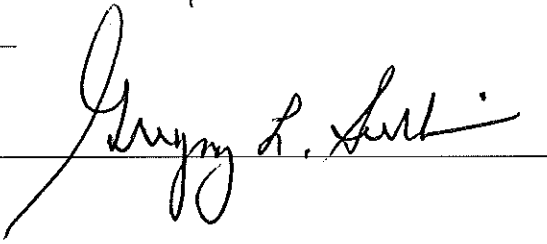
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February 10, 2016 Minutes Approved by the Board of Trustees as Witnessed by their Signatures:

Larry Miller, President: 

Frederick J. Stitsinger, Trustee: 

Douglas L. Johnson, Trustee: 

Date: 3-9-2016

Verified by: Greg Sullivan, Fiscal Officer: 



Hanover Township Butler County, Ohio

**Board of Township Trustees Special Meeting
March 8, 2016
(3:30PM)**

Larry Miller, Presiding called the special meeting to order at 3:30PM on March 8, 2016 Gregory L. Sullivan, Fiscal Officer, took roll call with Mr. Stitsinger, Mr. Johnson, and Mr. Miller present. Also present was Bruce E. Henry, Township Administrator and Phil Clark, Fire Chief. The agenda approved the meetings was as follows:

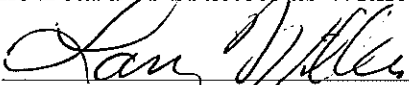
1. Old and New Business
 - A) Strategic Planning Continued: Key Issue Areas/Problems
 - B) Certificate of Estimated Resources for 2016 Update- Greg Sullivan
 - C) Fire Levy Considerations and Current Costs
 - D) Discussion of Levies/ Needs for future years/Options for Revenue Generation
 - E) Next Step: Resolution of Necessity (April)
 - F) Other

Presentation of reports and financial data were made and discussed by the Board. Mr. It was noted since 2013 the property valuation has dropped \$24 million dollars. Through no fault of the township national and state economic factors hurt the township in revenue generation. The State has cut local government funding hurting the township. Currently Hanover Township has one of the lowest tax rates in Butler County. Critical service areas lacking adequate funding were pointed out. A briefing paper was presented outlining possible levy options. A Resolution of Necessity should be passed in either April or May once the Board decides a direction. Considerable discussion took place regarding voter perception and service needs. The Fire Chief was asked to prepare a 5 year capital equipment needs list for the Fire Department and forward to the Administrator. All were to review the briefing materials and be prepared to meet again.

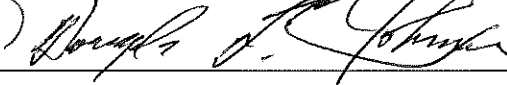
No other actions were taken.

Mr. Stitsinger made a motion to adjourn which was seconded by Mr. Johnson. Upon roll call, all, three trustees voted yes.

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

Larry Miller, President: 

Frederick J. Stitsinger, Trustee: 

Douglas L. Johnson, Trustee: 

Date: 3-8-2016

Verified by: Greg Sullivan, Fiscal Officer: 