



**Hanover Township Board of Trustees
January 20, 2016 Meeting Minutes**

Call to Order: Board President Douglas Johnson 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.

Reorganization of the Board of Trustees – Election of Board Officers

Resolution No. 01-16: (Adjourn Sine & Die) *Be it resolved:*

Mr. Stitsinger made a **motion** that the Board adjourn Sine & Die with a second by Mr. Miller. Upon roll call, Mr. Stitsinger: yes, Mr. Johnson: yes, and Mr. Miller: yes. *The meeting was turned over to the Fiscal Officer, Gregory L. Sullivan.* The Fiscal Officer called for nominations for Officers of the Board. Nominations were made as follows:

Resolution No. 02-16: (Open Nominations for President) *Be it Resolved:*

Mr. Stitsinger nominated Mr. Larry Miller for President, seconded by Mr. Johnson. Nominations for President were closed by the Fiscal Officer. A **motion** by Mr. Stitsinger, seconded by Mr. Johnson, to elect/appoint Mr. Miller Board President. Mr. Johnson, Mr. Stitsinger and Mr. Miller voted yes. Mr. Miller was elected Board President.

Resolution No. 03-16 (Open Nominations for Vice President) *Be it Resolved:*

Mr. Johnson nominated Mr. Stitsinger for Vice President, seconded by Mr. Miller. Nominations were closed by the Fiscal Officer. A **motion** by Mr. Johnson, seconded by Mr. Miller to elect/appoint Mr. Stitsinger Board Vice President. Upon roll call, all members voted yes. Mr. Stitsinger was elected Vice President of the Board.

Resolution No. 04-16 (Out of Sine & Die) *Be it Resolved:*

Mr. Johnson made a **motion** with Mr. Stitsinger seconding for the Board to move out of Sine & Die and resume the regular meeting with Mr. Miller presiding. Upon roll call, Mr. Johnson, Mr. Stitsinger, and Mr. Miller voted yes.

Approval of Meeting Minutes: Motion made by Mr. Stitsinger, seconded by Mr. Johnson to approve the December 2, 2015 Special Meeting minutes, the December 9, 2015 Regular Meeting minutes, warrants for release/distribution and approval of reports. All Trustees voted yes to approve all.

Guest Presentation: Matt Haverkos, Butler County EMA Director, was scheduled to address the Board; however, he was unable to attend the meeting as his wife was in the hospital delivering their baby. Mr. Miller made a **motion**, seconded by Mr. Johnson, to extend the deadline the Board had given the County EMA to remove its equipment from the Township's Fire Station to March 1, 2016. After some discussion, upon roll call all three Trustees voted yes.

Citizen Participation: Jon Leonhardt, 1661 Salman Road, addressed the Board to request the Township abandon a portion of Salman Road so that he would be able to sell a portion of the property to his brother. Mr. Henry referred the Board to Mr. Leonhardt's letter which was in the Trustees' meeting packets. Mr. Henry reported that the Engineer's Office had no objection to this course of action but he also noted that the Board of County Commissioners has the legal authority to take the requested action – not the Township. Mr. Henry noted that the Board could express its support of Mr. Leonhardt's request by resolution. After asking Mr. Leonhardt some questions regarding the property and some additional discussion, Mr. Stitsinger made a **motion** to adopt Resolution No. 16-16 which was seconded by Mr. Miller. Upon roll call, all three Trustees voted yes.

Resolution No. 16-16

Accepting and Supporting Salmon Road Right of Way Vacation Request and Request the Butler County Board of Commissioners to Review and Approve

Whereas, Jon Leonhardt of 1661 Salmon Road Hamilton, Ohio 45013 made a presentation to the Board of Trustees on January 20, 2016 requesting the vacation of unimproved right of way consisting of 925 feet plus to the southeast of 1661 Salmon Road; and

Whereas, the Board was advised that no other property owner is impacted since he owns all of the acreage surrounding the location; and

Whereas, since the right of way is unimproved and not utilized, the Hanover Township Road Superintendent has no objections to the vacation nor does the County Engineer's Office as reviewed by Teresa Barnes, P.E.,

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

Section I. That Hanover Township no objection to the proposed vacation of unimproved right of way extending beyond 1661 Salmon Road as referenced in the attachments herewith.

Section II. That pursuant to Ohio Revised Code provisions, the Board requests the Butler County Board of County Commissioners review said request and vacate said unimproved right of way.

Section III. That the Township Administrator is to forward this resolution and attachments to the Butler county Board of Commissioners.

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 20th day of January 2016.

Board of Trustees

Vote

Attest and Authentication:

Larry Miller
 Fred J. Stitsinger
 Douglas L. Johnson

 Gregory L. Sullivan
 Fiscal Officer/Clerk

Administration Reports

Law Enforcement: Deputy Tanner had to respond to a radio call so Mr. Henry gave the following report for the month of December 2015:

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

<u>Activity Area</u>	<u>Month Totals*</u>	<u>YTD</u>
• Dispatched Calls: 191		1958
• Felony Reports: 05		59
• Misdemeanor Reports: 06		106
• Non-Injury Crash: 07		65
• Injury Crash: 00		28
Total Reports: 18.....		260
• Assists/Back Up: 25		264
• Felony Arrests: 00		26
• Misdemeanor Arrests: 04		50
• OMVI Arrests: 00		03
Total Arrests: 04		86
• Traffic Stops: 32		207
• Moving Citations: 22		149
• Warning Citations: 05		84
• FIR Cards: 0		00
• Civil Papers Served: 0		06
• Business Alarms: 0		28
• Residential Alarms: 11		127
• Special Details: 07		118

- COPS Times: 3,150 (*Min.*) 34,600
- Vacation Checks: 33 266

Reporting: Deputy Tanner and Deputy Mayer/by BEH. Deputy Tanner started direct Hanover Township assignment on September 19, 2015 replacing Deputy Bowling.

Fire/EMS: Chief Clark presented the following written report for the month of December 2015:

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

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

- Emergency Medical Operations/Squad Runs: 44
- Motor Vehicle Accidents: 05
- Fire Runs: 04
- Fire Inspections: 11
- Air & Light Truck Call Out: 02
- Knox Box Details 00
- Other 00
- Total for the month: **66 Runs/Operations**
(55 Fire/EMS Runs)

Total Year to Date: 733 Runs/Operations

(Dec 2014): 57 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 December 2015:

SUPERINTENDENT'S REPORTS
(January 20, 2016)

Millville Cemetery Operations Report December 1 through December 31, 2015

0 Graves sold to Township residents (@ \$610)-----	\$ 0.00
1 Graves sold to nonresidents-----	\$ 895.00
0 Old resident graves-----	\$ 0.00
2 Full Interments-----	\$ 1,800.00
0 Baby interments-----	\$ 0.00
2 Cremations-----	\$ 800.00
Foundation and Marker installation fees-----	\$ 0.00
Total: -----	\$ 3,495.00

Other Cemetery activities:

1. Fixed graves and sinkholes
2. Cleaned office
3. Cleaned truck
4. Cleaned up shop
5. Painted the front fence
6. Trimmed bushes
7. Fixed leaking water line in front of Cemetery
8. Swept roads

Road, Streets and Park
(Scot Gardner)

1. Finished replacing the wood on our big trailer.
2. Cut down and hauled 50 trees and used stump grinder on 40 stumps in the Decamp Cemetery.
3. Replaced three Edge of Road markers on Santa Maria Drive.
4. Installed an air hose reel for the ladder truck at the Firehouse.
5. Cleaned Community Center carpet.
6. Prepared the end of year storm water report.
7. Installed a silt fence around our concrete pile.
8. Completed working on updating our MSDS sheets.
9. Completed working on developing a chemical inventory list.
10. After heavy rains we cleaned out stopped-up catch basins on Gardner Road, Columbus Drive, and Round Hill Drive.
11. Cut up a fallen tree on Hogue Road.
12. After storms, checked Township roads and cleaned up tree limbs and debris.
13. Performed monthly park, truck and storm water inspections.

Mr. Miller thanked the road crew for its work on Decamp Cemetery.

Administrator's Report (Financials and Personnel Issues)

Administrator December 2015 Summary Report (Presented January 20, 2016)

- **Fire/EMS Run Data:** Prepared report for October runs. Run times continue to be better overall; mutual aid called in 3 times. Average run response time for December 2015 was 9.75, compared to 10.07 minutes in November, both months are very good response times. With the new pay plan and on station scheduling, personnel costs totaled \$123,514.05 through December.
- **Fire Department:** Provided copies of Code of Conduct updates to the top officers of the Fire Department. Began working with the Fire Chief on job description for the EMS Coordinator position.
- **Personnel:** New overall personnel policy book being worked on. The goal is to have a complete book for approval during the first quarter.
- **Ohio BWC:** Finished required training of staff and administrator for report to BWC.
- **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.
- **Park Committee/Veterans Committee and Special Events:** Special Events schedule has been published and distributed.
- **Township website:** Started updating of the Township's website and loading 2016 information.
- **Insurances:** Followed up with our insurance broker regarding issues associated with our life, disability and cancer policies through Teacher's Protective Mutual. There are questions as to continuing our existing coverage and how to provide for the new Fiscal Officer.
- **Road Program:** Continued review of BCEO estimates for the 2016 Road Program. Final decision and resolution by the Board must be forwarded to BCEO by February 1, 2016.
- **Township Newsletter:** Continued working on articles for the fall/winter newsletter. Publication period is estimated to be in late January/ February 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 December.
- **GovDeals.Com:** Continued preparing items from the Road Department and Administration for approval for sale on GovDeals.
- **Land Bank:** Continued discussions with Land Bank officials in the event one of our projects moves ahead that qualifies for their assistance.

- **BCEO:** Met with the Engineer's Office staff for reviewing potential 2016 projects and presented the preliminary 2016 Road Program listing. Also met with BCEO on Wencella Drive drainage issues.

Personnel Actions and Other Items of Note

Appointment of new personnel:

Fire Department:

None for December

Road Department:

None for December/January

Cemetery: Proposed return of seasonal/pt employee Elijah Adams in January 2016.

Other Personnel Actions: Held two employee meetings in December covering various issues and working on evaluations for 2016 objectives.

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.

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. Some updates to be considered in December.

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 December 2015

Cash Balance as of December 31, 2015: \$1,093,559.61

- 1) **Total Expenditures all funds for December 2015: \$143,606.30**
- 2) **Total General Fund cash on Hand December 2015: \$510,971.93 (46.72%) of Total funds**
- 3) **Total Fire/EMS Fund cash on hand December 2015: \$246,922.18 (22.58%) 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

Fiscal Year 2015

Jan: \$1,148,374.71
 Feb: \$1,158,413.75
 Mar: \$1,551,667.37
 Apr: \$1,458,584.04

May-Cash Balance: \$1,524,373.14	May: \$1,477,662.73
June-Cash Balance: \$1,506,977.71	June: \$1,393,267.44
July-Cash Balance: \$1,517,738.15	July: \$1,332,264.37
Aug-Cash Balance: \$1,286,101.15	Aug: \$1,125,949.35
Sept-Cash Balance: \$1,533,842.91	Sept: \$1,449,880.79
Oct- Cash Balance: \$1,444,676.89	Oct: \$1,362,945.99
Nov- Cash Balance: \$1,384,569.72	Nov: \$1,194,472.00
Dec-Cash Balance: \$1,324,682.90	Dec: \$1,093,559.61

Mr. Henry also distributed revenue and expenditure reports. He also referred the Board to the history of cash balances in his report and noted the December 2015 cash balance was approximately \$300,000 less than the December 2014 cash balance.

Old Business

December 2015 Fire/EMS Run Data Summary: Mr. Henry reported the average run time for the month was 9.57 minutes and that Wednesdays were the busiest run days of the week. Mr. Henry noted that this average run time was the best average time to date and that the stipend program was working very well.

Road Program 2016/Continued Discussion/Approve Resolution No. 14-16: Mr. Henry recommended that the Board approve 2016 Road Program Costs in the amount of \$200,784.18 and noted that this figure did not include all work for Alamo Heights as the Township was waiting to hear whether CDBG funds for Alamo Heights would be approved. After some discussion, Mr. Stitsinger made a **motion**, seconded by Mr. Johnson, to approve Resolution No. 14-16. Upon roll call, all three Trustees voted yes.

Resolution No. 14-16

Approving the 2016 Revised Resurfacing Program and Estimates for Hanover Township

Whereas, Hanover Township works with the County Engineer's Office annually to cooperate with the county in the paving/road program; and

Whereas, the Township Trustees desire to participate in the 2016 Paving, Repair and Retrace Program with estimates provided by the County Engineer and new advice/information presented by the BCEO in November; and

Whereas, an attachment has been prepared labeled "Attachment-Resolution No. 14-16 which reflects the roads, special projects and related estimates approved by the Board of Trustees;

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

Section I. Resolution No. 14-16 is hereby approved authorizing the participation of Hanover Township in the 2016 Resurfacing and Repair Program through the Butler County Engineer's Office, taking advantage of economies of scale.

Section II. That the roads and estimates approved by the township are set forth in the attachment labeled "Attachment Resolution No. 14-16.

Section III. That this Resolution and attachment are to be delivered to the Butler County Engineer's Office prior to February 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 20th day of January 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

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

New Business

Resolution No. 05-16 (EMA Representative): *Be it Resolved:*

Moved by Mr. Stitsinger, seconded by Mr. Johnson, to approve the appointment of Mr. Larry Miller to the Butler County Emergency Management Agency Advisory Council for calendar year 2016. Upon roll call, all three Trustees voted yes.

Resolution No. 06-16 (Township Meetings and Special Events): *Be it Resolved:*

Moved by Mr. Miller, seconded by Mr. Johnson, to approve Resolution No.06-16 designating the regular monthly Hanover Township meetings to be held on the second Wednesday of each month to start at 6:00 P.M and approving Township Special Events in accordance with the attached schedule. Upon roll call, all three Trustees voted yes.

Resolution No. 07-16 (Blanket Certificates): *Be it Resolved:*

Moved by Mr. Johnson, seconded by Mr. Stitsinger, to allow the Fiscal Officer to open blanket certificates at \$5000.00 each to provide for ongoing Township expenditures in 2016. Upon roll call, all three Trustees voted yes.

Resolution No. 8-16 (Purchase Orders): *Be it Resolved:*

Moved by Mr. Miller, seconded by Mr. Johnson, to allow the Fiscal Officer to open Purchase Orders for Township expenditures in 2016. Upon roll call, all three Trustees voted yes.

Resolution No. 9-16 (Transfer of Funds and Balances): *Be it Resolved:*

Moved by Mr. Stitsinger, seconded by Mr. Johnson, to authorize the Fiscal Officer to transfer funds among line items within major Funds, not affecting total fund balances, to make required expenditures within proper accounting requirements. Upon roll call, all three Trustees voted yes.

Resolution No. 10-16 (Records Commission Committee): *Be it Resolved:*

Moved by Mr. Stitsinger, seconded by Mr. Johnson, to establish a Records Commission Committee consisting of the Fiscal Officer (Gregory L. Sullivan) and the Board President. Upon roll call, all three Trustees voted yes.

Resolution No. 11-16 (Mutual Aid Agreement for Milford Township): *Be it Resolved:*

Moved by Mr. Stitsinger, seconded by Mr. Johnson, to approve a mutual aid agreement with Milford Township and authorize payment in 2016 to Milford Township totaling \$400.00. Upon roll call, all three Trustees voted yes.

Resolution No. 12-16 Volunteer Firefighter Dependents Fund Board Appointments: Mr. Henry explained it was an annual requirement to appoint members to a Volunteer Firefighter Dependents Fund Board and certify the names of the members to the State Fire Marshal. After some discussion, Mr. Miller made a **motion** to adopt Resolution No. 12-16 which was seconded by Mr. Johnson. Upon roll call, all three Trustees voted yes.

Resolution No. 12-16

Complying With ORC Sections 146.03 and 146.04 in Regard to the Volunteer Fire Fighter's Dependent Fund Board Elections and Certification of Form

Whereas, Hanover Township has maintained a Fire Department consisting of volunteer fire fighters as defined under Ohio law; and

Whereas, annually a Volunteer Fire Fighter Board must be duly elected and certified to the State Fire Marshal, whose members serve a one year term commencing January 1, 2016 through December 31, 2016; and

Whereas, the Board consists of five members: two selected by the Board of Trustees, two selected by the Fire Department and one selected by the other four; and

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

Section I. That the Board of Trustees elects Douglas L. Johnson and Gregory L. Sullivan.

Section II. That the Fire Department has elected Pat Miller and Jennifer Goble.

Section III. Recognize that the four previously selected members elect Jeff Buddo to serve as the fifth board member.

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 20th day of January 2016.

Board of Trustees

Vote

Attest and Authenticate:

Larry Miller
Fred J. Stitsinger
Douglas L. Johnson

Gregory L. Sullivan
Fiscal Officer/Clerk

*The Board then noted the designation of Doug Johnson as the Chairperson and Gregory L. Sullivan as the Secretary of the Volunteer Fire Fighter Dependent Fund Board.

Resolution No. 13-16 Cooperative Purchasing Program: Mr. Henry explained that the Township must annually request to participate in the State's Cooperative Purchasing Program. After some discussion, Mr. Stitsinger made a **motion** to adopt Resolution No. 13-16 which was seconded by Mr. Johnson. Upon roll call, all three Trustees voted yes.

Resolution No. 13-16

Authorizing Hanover Township's Continued Annual Participation in the State of Ohio Cooperative Purchasing Program (Ohio Revised Code 125.04)

Whereas, Ohio's Cooperative Purchasing Act (AM. Sub. H.B. No. 100 Eff. March 6, 1986) provides the opportunity for local governmental jurisdictions to participate to participate in contracts distributed by the State of Ohio (DAS) for the purchase of supplies, services, equipment and certain materials; and

Whereas, Hanover Township has been an active participant in the program in achieving tax dollar savings and efficiencies and wishes to continue participation; and

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

Section I. That Hanover Township requests participation in state contracts in which the Department of Administrative Services, Office of State Purchasing has entered into and the Office of Cooperative Purchasing has distributed for the purchase of supplies, services, equipment and certain other materials pursuant to Ohio Revised Code Section 124.04.

Section II. That Hanover Township, through its designated officials, is hereby authorized to participate and agrees to be bound by all contract terms and conditions as the Department of Administrative Services, Office of Cooperative Purchasing, prescribes including payment of reasonable contract participation fees. Further, Hanover Township does hereby agree not to misuse such contracts or make disclosures related thereto for the purpose of avoiding the requirements of Section 125.04 of the Ohio Revised Code.

Section III. That the Fiscal Officer is hereby authorized to make payments to vendors directly as the result of purchasing any items in the aforementioned state contracts.

Section IV. That the Fiscal Officer and Township Administrator are hereby authorized to execute any documents related to the participation in the Cooperative Purchasing Program as specified.

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 20th day of January 2016.

Board of Trustees

Vote

Attest and Authentication:

Larry Miller
Fred J. Stitsinger
Douglas L. Johnson

Gregory L. Sullivan
Fiscal Officer/Clerk

Resolution No. 14-16 Approving 2016 Road Program for BCEO: See Old Business

Resolution No. 15-16 Approve Then/Now Actions: This resolution is routine in nature and covers various expenditures. After some discussion, Mr. Stitsinger made a **motion** to adopt Resolution No. 15-16 which was seconded by Mr. Miller. Upon roll call, all three Trustees voted yes.

Resolution No. 15-16

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) \$20,070.40 Clark Equipment Company \$10,000.00 (Fund 2021); \$5,000.00 (Fund 2031); \$5,070.40 (Fund 2141)

B) \$15,669.94 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 20th day of January 2016.

Board of Trustees

Vote

Attest and Authentication:

Larry Miller
Fred J. Stitsinger
Douglas L. Johnson

Gregory L. Sullivan
Fiscal Officer/Clerk

Update and Question – EMS Coordinator Position: Mr. Henry reported that the Township had received applications for the EMS Coordinator position from three internal candidates. Mr. Stitsinger stated he had concerns about the position description that related to personnel matters and asked that this topic be discussed in Executive Session.

BWC Premium 2016: Mr. Henry reported that with new public sector BWC payment due dates and credits resulting from BWC's new prospective billing, it appears that the Township's workers' compensation premium payments for 2016 will be approximately \$10,000. Mr. Miller noted that this figure has significantly reduced over time and he complimented Mr. Henry on his efforts to reduce the Township's workers' compensation premiums. Mr. Henry noted the Township should be receiving another Safety Council award for zero claims in 2015.

Life, Disability, Cancer Insurance: Mr. Henry provided the Board a report outlining options for disability and cancer insurance policies, noting that current policies could no longer be offered. After some discussion, Mr. Miller made a **motion** to adopt Resolution No. 17-16 which was seconded by Mr. Johnson. Upon roll call, all three Trustees voted yes.

Resolution No. 17-16

Approving Entering Into New Contracts for Disability and Cancer Insurances Recommended by Wichert Insurance Brokers

Whereas, it is in the best interest of the Township to provide employee group health insurance that offers satisfactory health care which includes disability and cancer insurance as provided for many years by the Township at affordable rates to maintain a competitive work force; and

Whereas, the Township's Broker Wichert Insurance Agency and the Township Administrator have reviewed new contract rates for disability and cancer care as part of the overall Township Health Insurance Coverages since the existing plans are being phased out by Teacher's Protective Mutual and have determined the coverage provided through Colonial Life and Accident Insurance Company and Loyal American Life Insurance Company represent the best approach for the Township for the respective coverages; and

Whereas, there will be cost increases associated with the plan including adding additional personnel as required by statute but after thorough discussion the Board believes these coverages are important and should be continued,

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

Section I. Resolution No. 17-16 is hereby approved authorizing the Township Administrator and Fiscal Officer to work with Wichert Insurance Brokers to negotiate and execute all documents required to obtain the coverages referenced as summarized in the attachment herewith. The Township Administrator shall report to the Board in February regarding the implementation of the new contracts.

Section II. The Township Administrator is hereby authorized to execute contract documents in behalf of the Township and the Fiscal Officer is authorized to make premium payments as part of these contracts.


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 20th day of January 2016.

Board of Trustees

Vote

Attest and Authentication:

Larry Miller
Fred J. Stitsinger
Douglas L. Johnson



Gregory I. Sullivan
Fiscal Officer/Clerk

Village of Millville Request: Mr. Henry reported that the Mayor of the Village of Millville had contacted him and Mr. Gardner regarding the possibility of entering into a contract with the Township for snow and ice removal services. After some discussion, the Board directed Mr. Henry to prepare a proposal and contract for its review and consideration. Mr. Henry noted that bad weather was pending and requested that in the meantime, the Board authorize the Township's temporary assistance to the Village of Millville for ice and snow removal. Mr. Stitsinger made the **motion**, seconded by Mr. Johnson, to authorize temporary snow and ice control assistance to the City of Millville. Upon roll call, all three Trustees voted yes.

Right of Way Request: See Citizen Participation

Other New Business

Mr. Henry asked the Trustees to note correspondence in their meeting packets which included: Butler County Building Permit Reports for December 2015; Strategic Issues (Reprinted and Updated); and correspondence from First Financial Bank regarding collateralized public funds.

There being no further regular business to be considered by the Board of Trustees, Mr. Stitsinger made a **motion** to adjourn this part of the meeting and move into Executive Session to discuss personnel issues associated with hiring in the Fire Department, which was seconded by Mr. Johnson. Upon roll call, all three Trustees voted yes.

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. Stitsinger, to adjourn the Board of Trustees meeting. Upon roll call, all three Trustees voted yes.

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

Larry Miller, President: _____

Frederick J. Stitsinger, Trustee: _____

Douglas L. Johnson, Trustee: _____

Date: _____

3/9/16

Verified by: Greg Sullivan, Fiscal Officer: _____

