



**Hanover Township Board of Trustees  
August 8, 2018 Meeting Minutes**

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

**Roll Call:** Fiscal Officer Greg Sullivan took a roll call with Messer's Johnson, Miller and Buddo present. Other officials present: Bruce E. Henry, Township Administrator; Road Superintendent Scot Gardner; Fire Chief Phil Clark; Project Coordinator Julie Prickett and BCSO Deputy Tanner.

**Approval of Meeting Minutes:** Motion made by Mr. Buddo, seconded by Mr. Miller, to approve the July 11, 2018 Regular Meeting minutes, approve warrants for release/distribution and approval of reports. Upon roll call, all three Trustees voted yes to approve all.

**Guest Presentation:** There were no guest presentations scheduled for the meeting.

**Citizen Participation:** Mr. Fred Jeffers, 2426 Sir Douglas Drive, addressed the Board regarding questions he had asked at the July meeting regarding a statue located in Section Eight of the Millville Cemetery. Mr. Jeffers stated he had received a letter from the Township dated July 27 but he did not think the letter answered his questions. Mr. Johnson referred Mr. Jeffers to the section of the letter which explained that the Board had grandfathered the statue. Mr. Johnson explained that the Board had made its final decision on the matter.

**Administration Reports**

**Law Enforcement:** Deputy Tanner gave the following report for the month of July 2018:

**Butler County Sheriff's Office**  
**District #6**  
**Hanover Township Contract Cars**  
**Monthly Report for July 2018\*\***

<u>Activity Area</u>	<u>Month Totals*</u>	<u>YTD</u>
• Dispatched Calls: 142		1057
• Felony Reports: 03		15
• Misdemeanor Reports: 14		72
• Non-Injury Crash: 01		30
• Injury Crash: 03		16
<b>Total Reports: 21.....</b>		<b>133</b>
• Assists/Back Up: 14		139
• Felony Arrests: 00		05
• Misdemeanor Arrests: 00		20
• OMVI Arrests: 00		00
<b>Total Arrests: 00 .....</b>		<b>21</b>
• Traffic Stops: 17		92
• Moving Citations: 12		85
• Warning Citations: 05		20
• Civil Papers Served: 1		01
• Business Alarms: 03		18
• Residential Alarms: 05		41
• Special Details: 14		105
• COPS Times: 5,200 ( <i>Min.</i> )		31,600 Min
• Vacation Checks: 08		123

\*\*\*\*\*

Reporting: \*\* Stats are for Deputy Mayer and Deputy Tanner. Prepared by BEH.

**Note:** Deputy Tanner was on vacation for 10 days during this reporting period. Deputy Mayer was also on vacation for 5 days.

**Fire/EMS:** Chief Clark presented the following report for the month of July 2018:

**Hanover Township Fire Department**  
**Monthly Report for July 2018- Phil Clark Fire Chief**  
**(Presented in August 2018)**

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

	<u>Month</u>	<u>YTD</u>
• Emergency Medical Operations/Squad Runs:	27	262
• Motor Vehicle Accidents:	07	40
• Fire Runs:	11	74
• Fire Inspections:	00	03
• Knox Box Details	00	00
• Other	00	00
• Total for the month:	<b>45 Runs/Operations ( Fire/EMS Runs)</b>	

**Total Year 2018: 399 Runs/Operations**

(July 2017: 79 Runs/Operations)

Total for 2017	689	
Total for 2016	705	
Total for 2015	733	
Total for 2014	809	5 year average: 737
Total for 2013 2006	750	12 Year Average: 701 since
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 July 2018:

**SUPERINTENDENT'S REPORTS  
(August 8, 2018)**

Millville Cemetery Operations Report July 1 through July 31, 2018

**0 Graves sold to Township residents (@ \$610)-----\$ 0.00**  
**5 Graves sold to nonresidents (@ \$895)-----\$4,475.00**

0 Old resident graves-----	\$ 0.00
5 Full Interments-----	\$5,100.00
0 Baby interments-----	\$ 0.00
0 Cremations-----	\$ 0.00
Foundation and Marker installation fees-----	\$ 3,047.90
0 Grave Transfer-----	\$ 0.00
0 Donation-----	\$ 0.00
<b>Total: -----</b>	<b>\$ 12,622.90</b>

Other Cemetery activities:

1. Fixed graves and sink holes
2. Cleaned the office and garage
3. Worked on equipment
4. Cut grass five times and weed-eat five times
5. Trimmed tress
6. Built, set and poured 11 foundations
7. Blew grass off all the head stones

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

1. Bush-hogged the grass, trimmed and picked up garbage at 620 Boyle Road.
2. Picked up a truckload of garbage at the end of Washburn Road.
3. Fixed potholes on Decamp and Rosary Circle.
4. Filled in where the road is collapsing due to culvert failure on Stahlheber and Vizedom Roads.
5. Performed daily Park maintenance along with cutting the grass on Township properties three times.
6. Performed multiple room rental set-ups and cleaning.
7. Replaced fluorescent tubes in restrooms and hallways at the Community Center.
8. Trimmed trees hanging over the streets in Queen Acres, Laurel Estates, Sheerin Drive, Ranlyn Drive, Green Acres Drive, Greenlea Drive and Krucker Road.
9. Finished first round of roadside mowing and started cutting back honeysuckle.
10. Performed monthly truck, park, and storm water inspections.

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

Mr. Henry presented the following report to the Board:

#### **Administrator July Summary Report (August 2018)**

- **Fire/EMS Run Data:** Dispatch Log information for July 2018; Prepared summary overview of data.
- **Fire Department:** Continued work with Command Staff on updating SOPs, personnel checklists and examination of any equipment needs. Examining with the Fire Chief



necessary equipment for the new fire apparatus equipment and modifications. delivery is anticipated the first week of September.

- **Baseball Field:** Provided follow up on new baseball field backstop which was completed in July and final payment was released.
- **Nuisance Properties:** Worked on numerous properties in Alamo Heights, Millville Avenue Vanda Avenue and Stahlheber Road.
- **Township 2018 Road Program:** Work has started in certain neighborhood areas that will receive a Black Mat application.
- **Outside Legal Counsel:** Work continuing on issues before the State Personnel Board of Review. Prepared information for a filing required by legal counsel by August 3, 2018.
- **Records and Records Commission:** Have been boxing older records as the Township file storage is at capacity. Still looking for a longer term solution.
- **Property and Liability Insurance:** Received property and legal liability insurance proposal from OTARMA. Analyzing the proposal and costs for a recommendation to the Board of Trustees in August.
- **New Employee Orientation/Checklist Sign Off:** Conducted new employee orientation for the full-time road department position. Had the employee sign off on the checklist. Employee is serving a one-year probationary period (Perkins).
- **Board, Financial Reports and Payroll Reports (ongoing):** 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.
- **Heath Insurance Renewal:** Followed up with the Township Broker, Wichert Insurance Agency, and Anthem Blue Cross Blue Shield to make a coverage transition by July 1, 2018.
- **Park Committee and Wine Tasting/Cruise In:** Held meetings with the Park Committee, sought sponsorships for the Wine Tasting on 8/25.
- **Permits for Events:** Worked on documentation to submit to Liquor Control for an F-4 permit for the Wine Tasting event. Submitted documentation for County Health Department Temporary food service license for the Park Committee to sell product at the Wine Tasting.
- **Open Burning Issues:** Fielded many complaints again regarding illegal open burning. Provided information fliers to residents. Contacted the Southwest Air Quality Agency (EPA) for follow up.

- **BREC Grant:** A grant was received last year to purchase for the Park Committee's use to serve food tables and refrigeration to comply with County Health Department requirements. The compact refrigeration unit and tables were purchased and referenced in the recent Temporary Food Service Permit filed with the County Health Department. The total cost was covered by the grant and a reimbursement check is forthcoming from Butler Rural Electric Cooperative.

### **Personnel Actions and Other Items of Note**

#### ***Appointment of new personnel and Personnel actions:***

##### ***Fire Department:***

None Reported.

##### ***Road Department and Cemetery:***

Hiring Full Time Road Department: Darrell Perkins 2161 Pierson Road Oxford, Ohio 45056 as a Public Works Worker IV at \$17.00 per hour. (Probation period 1 year) Effective July 23, 2018.

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

**Ongoing: 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. Older files have been placed in file cardboard storage boxes. (Still working on these issues). Records storage is a problem as space is very limited.

**Admin Security and Protection of Records:** This issue needs to be addressed as soon as the budget will allow. Proposals have been sought in February. Waiting on possible alternatives.

**For the Fire Department:** No change....Pumper/Tanker order was placed with Sutphen. Financing documents have been initiated and waiting on final approval. Delivery now anticipated for the first week of September 2018.

**Strategic Planning Session Needed:** A working meeting is recommended to assess the direction of the Township and priorities as schedule changes, costs, and settlements of new revenue have been received. This would include discussion of the adjustments made to the 2018 Road Program, the 2019 Road Program issues, equipment purchases, and projections for the future.

## Of Note- Budget Information for July 31, 2018

**Cash Balance as of July 31, 2018: \$1,646,449.31**

- 1) Total Expenditures all funds for July 2018: \$140,718.58 / Revenue: \$163,010.85**
- 2) Total General Fund cash on hand July 2018: \$505,033.91 (30.67%) of Total funds**
- 3) Total Fire/EMS Fund cash on hand July 2018: \$486,618.01 (29.56%) 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  
Feb- Cash Balance: \$ 975,051.11  
Mar- Cash Balance: \$ 929,271.02  
Apr- Cash Balance: \$1,259,751.18  
May- Cash Balance: \$1,256,517.69  
June- Cash Balance: \$1,231,659.27  
July- Cash Balance: \$1,136,203.94  
Aug- Cash Balance: \$1,088,071.02  
Sept- Cash Balance: \$1,231,337.97  
Oct- Cash Balance: \$1,199,176.98  
Nov- Cash Balance: \$1,083,268.01  
Dec- Cash Balance: \$1,046,996.51

#### **Fiscal Year 2017**

**Jan: \$ 888,346.09**  
**Feb: \$ 902,459.77**  
**Mar: \$ 900,176.59**  
**Apr: \$1,471,639.15**  
**May: \$1,413,018.92**  
**June: \$1,359,085.19**  
**July: \$1,321,950.79**  
**Aug: \$1,274,996.15**  
**Sept: \$1,646,935.23**  
**Oct: \$1,511,096.61**  
**Nov: \$1,286,649.51**  
**Dec: \$1,243,274.81**

#### **Fiscal Year 2018**

**Jan- Cash Balance: \$1,163,186.72**  
**Feb- Cash Balance: \$1,073,432.10**  
**Mar- Cash Balance: \$1,074,034.55**

**Apr- Cash Balance: \$1,716,834.06**  
**May- Cash Balance: \$1,692,832.17**  
**June- Cash Balance: \$1,622,292.66**  
**July- Cash Balance: \$1,646,449.31**

**General Notes:** The Fiscal Officer and Administrator are very concerned about the ongoing significant negative impact of property devaluations and state cuts have had on the budget/revenues as discussed in previous Board briefings and reports. Plans are underway to make any necessary adjustments for fire operations until levy revenues are received the first half of 2017. Other areas such as road related issues and General Fund problems continue to exist and will need attention as previously discussed. The Tax Budget filed in July 2016 had some significant reductions. Tax revenue is not rebounding and consideration of an operating levy or other related levy in 2017 is critical to the Township well being.

January 2017: Although expenses were held to essential items in 2016 and the total expenditures for 2016 were below 2015 expenditures showing a reduction of \$52,554.69, the General Fund revenues continue to shrink. The Township cannot continue to provide existing service levels through the General Fund as revenues continue to decrease.

July 2017: The Township has not fully recovered from the State of Ohio cuts in revenue to the Township as well as the decrease property values. AS the lower valuation impacted the tax base, the overall budget and specifically the General Fund has decreased below 2015 levels. Projections for 2018 are slightly better but still below levels prior to 2015. To account for these shortages when faced with increasing costs, staff has been limited and no new maintenance projects have been undertaken in all areas- only absolutely necessary repairs.

September 2017: Questions arise about the Local Government allocation of the General Fund which has been shrinking over time. In 2007 Hanover Township's allocation was \$278,971.00; in 2017 the amount certified by the County Budget Commission is \$128,166.50 or a 54.1% decrease over this period.

December 2017: With the approval of the General Operating Levy, an additional \$368,262.00 is anticipated per year received in Fiscal Years 2018 through 2022 which will ease the strain on the General Fund. Identified projects needing attention over the 5 year period totals over \$1,890,560.00 with total expected revenue of \$1,841,310.00.

April 2018: Settlement from the County Auditor received second week of April. 2018 Road Program may need adjustment. CD Funding cleared for the sink hole problem on Amarillo Drive.

July 2018: New vehicles for the Fire Department and Road Department will be arriving the last quarter of the year. Lease Purchase agreements and financing must be set up while protecting the Township's Bond Rating. These costs should be examined when a Township Strategic Planning Session is scheduled by the Board.

Mr. Henry also distributed revenue and expenditure reports to the Board.

### ***Old Business***

***July 2018 Fire/EMS Run Data Summary:*** Mr. Henry provided the run data summary for the month of July and noted the average response time was 6.77 minutes. The busiest day for runs was Sundays and second shift was the busiest shift.



***Shady Nook Response – To Proceed as a Nuisance/Resolution No. 41-18 Approved 7/11/18:***

Ms. Ommert, the property owner, and her attorney, Mr. Jay Bennett, were in attendance. Mr. Henry noted that the Township had not received a formal response from Ms. Ommert since the Board passed Resolution No. 41-18 at its July meeting. Mr. Henry stated that the August Board meeting was an opportunity for Ms. Ommert to respond and he invited Ms. Ommert and Mr. Bennett to do so. Mr. Bennett addressed the Board on behalf of Ms. Ommert. Mr. Bennett explained that the value of the property was probably less than the amount Ms. Ommert had invested in the property. Mr. Bennett also invited Mr. Coe Potter to address the Board on behalf of Ms. Ommert. Mr. Potter introduced himself as a real estate broker, developer, builder, and former member of the County Planning Commission and County Zoning Board. Mr. Potter stated it was his professional opinion that the structure on the property had no value and should be demolished. Mr. Bennett noted that if CDBG grant money were available for this purpose, Ms. Ommert would be most appreciative to receive this type of assistance. Mr. Henry stated that the Township required an affirmative statement from Ms. Ommert that she agrees to work with the County and will authorize the necessary work to proceed with demolition. Mr. Bennett stated that his client was resigned to the fact that this was the best way to proceed.

Mr. Henry recommended that the Board pass a motion to amend Resolution No. 41-18 to extend the effective date an additional 90 days to allow Ms. Ommert additional time to have the structure removed and the property cleaned up.

After some discussion, Mr. Miller made a **motion** to amend Resolution No. 41-18 to allow for an additional 90 days for Ms. Ommert to have the structure removed and the property at 897 Millville Oxford Road cleaned up, which was seconded by Mr. Buddo. Upon roll call, all three Trustees voted yes.

Mr. Bennett asked what would happen if the County wouldn't make CDBG funds available. Mr. Henry stated that another possibility would be to try to work with the Land Bank. Mr. Henry noted that the Board had taken its action and the property owner must comply or go to Commons Pleas Court. Mr. Bennett stated that he and his client appreciate the efforts made by the Board and Mr. Henry to help secure CDBG funds as well as Mr. Henry's help throughout this process.

***Update – Fire Pumper/Tanker Delivery:*** Chief Clark reported that the new fire pumper/tanker was scheduled to be completed by the first week of September and he was scheduling a date to go to New York to inspect it. Chief Clark noted that plans were being made to hold a community event during the first week of October, which is Fire Prevention Week, to display the new tanker.

***Other Old Business:*** There was no other Old Business.

***New Business:***

***Resolution No. 43-18 – Approve 2018 - 2019 Contract for Property/Liability Insurance:*** Mr. Henry explained that Resolution No. 43-18 was the enabling legislation to approve a contract with OTARMA for the Township's property and liability insurance. After some discussion, Mr.

Miller made a **motion** to adopt Resolution No. 43-18, which was seconded by Mr. Buddo. Upon roll call, all three Trustees voted yes.

**Resolution No. 43-18**

**Approving Property, Vehicle and Liability Insurance Renewals Through a Contract With  
the Ohio Township Risk Management Authority for Policy Year September 2, 2018  
through September 1, 2019**

*Whereas*, it is in the best interest of the Township to provide insurance coverage for Township property, vehicles, and liability; and

*Whereas*, prices were examined and updated information was filed to determine best pricing;

*Whereas*, the Ohio Township Risk Management Authority has presented renewal coverage for General Liability (Legal) and Coverage Extensions, Property Insurance and Coverage Extensions, Public Officials Wrongful Acts and Coverage Extensions, Vehicle Insurance Coverage and Umbrella Liability Coverage Extensions as well as credit of \$100.00 for CDL Drug Testing/ \$144.50 for MVR checks for an annual net premium cost of \$22,541.00 (reduction of \$360.00 from last contract period) with a rebate to be returned totaling \$1,529.89 resulting in a net cost for the new policy period of \$21,010.61; and

*Whereas*, the OTARMA renewal proposal is the most cost efficient coverage given the Township's circumstances, past experience and the rate has been relatively level the last few years,

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

***Section I.*** Resolution No. 43-18 is hereby approved authorizing the renewal of the property, vehicle, and liability insurance coverage for the period commencing September 2, 2018 through September 1, 2019 with the Ohio Township Risk Management Authority as represented locally by Lovins Insurance Agency for a cost not to exceed \$22,541.00 (with an anticipated rebates/credits of \$1,529.89 to be received at a later date) as outlined in an attachment herewith labeled" Attachment Resolution No.43-18".

***Section II.*** The Township Administrator is hereby authorized to execute all contracts and related documents thereto on behalf of the Township.

The foregoing resolution was adopted in a special public meeting and is a reflection of the official action taken by the Board of Trustees of Hanover Township Butler County, Ohio on the 8<sup>th</sup> day of August 2018.

***Board of Trustees***

***Vote***

***Attest and Authentication:***

Douglas L. Johnson

\_\_\_\_\_

\_\_\_\_\_  
Gregory L. Sullivan

Larry Miller  
Jeff Buddo

\_\_\_\_\_  
\_\_\_\_\_  
Fiscal Officer/Clerk

***Motion – Approve Expenses to Support August 25<sup>th</sup> Event:*** Mr. Henry reported that the special event entitled "Cool Cars, Fine Wine and Good Music" was scheduled for August 25, 2018 in Hanover Park. Mr. Henry noted that the Park Committee was working on logistical details and seeking sponsorships and donations. These donations would be received up to the day of the event. Mr. Henry stated he must make arrangements for the event for supplies and services (not to exceed \$6,500) which will be partially offset by sponsorship funds and he requested a motion to authorize these expenditures. Mr. Buddo made a **motion** to authorize the Township Administrator to enter into agreements and to authorize expenditures for Coldiron Events, Rumpke, GNC Printing, Magnet Signs, TNT Trophies, SAMS, Meijer, Wal Mart, music groups and Prestige Glassware subject to availability of funds. Mr. Miller seconded the motion. After discussion, a roll call vote was taken and all three Trustees voted yes.

***Resolution No. 44-18 – Approve Submission for BREC Grants:*** Mr. Henry explained that Resolution No. 44-18 authorizes the Administrator to submit up to two applications for Butler Rural Cooperative Community Connections Program grant funds. Mr. Henry noted that the Township regularly participates in this program and has received grants in the past for a variety of projects. After some discussion, Mr. Buddo made a **motion** to adopt Resolution No. 44-18, which was seconded by Mr. Miller. Upon roll call, all three Trustees voted yes.

#### **Resolution No. 44-18**

##### **Authorizing the Filing of August 2018 Applications for the Butler Rural Community Connections Grant Program**

Whereas, the Board of Trustees has reviewed the requirements for the August 2018 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, Road Department and Fire Station; and,

Whereas, reduction in revenues resulting from property devaluations and funding cuts from the State of Ohio 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 August 2018 as reflected in the attachment labeled: Attachment to Resolution No. 44-18 Grant Projects.

**Section II.** That the Township Administrator is hereby authorized to complete the necessary documents and sign the appropriate forms to submit up to two applications referenced herein.

**Section III.** That the Board of Trustees acted upon this matter in an open public meeting on August 8, 2018 with all three Trustees voting in favor of Resolution No. 44-18.

***Board of Trustees***

***Vote***

***Attest and Authentication:***

Douglas L. Johnson  
Larry Miller  
Jeff Buddo

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

\_\_\_\_\_  
Gregory L. Sullivan  
Fiscal Officer/Clerk

***Liquor Permits Hanover Township – Listing of Permits and Fees:*** Mr. Henry referred the Trustees to a list of liquor permits and fees received from the Ohio Division of Liquor Control and requested a motion accepting this report of licensing fees into the record. After some discussion, Mr. Buddo made a **motion** to accept the list of liquor license fees received from the State Division of Liquor Control for audit purposes, which was seconded by Mr. Miller. Upon roll call, all three Trustees voted yes.

***Butler County Engineer's Office Communication – Planning for 2019 Road Program:*** Mr. Henry referred the Board to information in their packets and explained that there is a preliminary plan to meet with the County prior to the end of September. Mr. Henry stated that he and Mr. Gardner would prepare suggestions for the 2019 Road Program for the Board to review for submittal to the County in time to meet the end of September deadline.

***Park Equipment Repair –Motion to Approve:*** Mr. Henry reported that recently the Township Administration had to rope off and shut down a portion of the playground equipment known as the Cable Climb Across as it was dangerous for kids to continue to use as one of the main cables broke and other cables were fraying. The Cable Climb Across net and supporting ends/pieces sells as a package and costs \$4,162.38. The Township is awaiting an installation estimate as there are factors related to the repair that our staff does not have the expertise to address. The Administration recommends authorizing the repair as this piece is a critical portion of the playground equipment and is necessary to eliminate the exposed cable break as well as other frayed pieces to prevent any injury. With purchase of parts and labor to install as well as make any necessary adjustments to the playground surface, Mr. Henry recommended that the Board approve up to \$10,000.00 for the aforementioned repairs and authorize the Township Administrator to proceed. After some discussion, Mr. Miller made a **motion** to approve up to \$10,000.00 for the playground Cable Climb Across repairs and authorize the Township Administrator to proceed. Mr. Johnson seconded the motion. After discussion, a roll call vote was taken, and all three Trustees voted yes.

***Other New Business***



Under Other New Business, Mr. Henry reported he received a request from Derek Brensen, 2013 Krucker Road, for the Township to ditch the pipe on his property. Mr. Henry noted that the request did not meet Township policy requirements to perform this work. The Board instructed Mr. Henry to respond to Mr. Brensen in writing, denying this request.

Also under Other New Business, Mr. Henry reported the Township received a request to assist with a drainage problem occurring on private property on Morman Road. Mr. Henry noted that the Township could not perform work on private property.

Also under Other New Business, Mr. Henry reported on cement pillars located at the end of Four Mile and Huston Road which create difficulties for large trucks to maneuver. The property owner had requested the Township remove the pillars for him and negotiate with Duke to relocate guide wires at this location. Mr. Henry noted these issues are not in the right-of-way and the Township cannot perform work on private property.

Also under Other New Business, Mr. Henry asked the Trustees to note miscellaneous correspondence and general information in their meeting packets which included: Butler County Building Permit Report for July 2018; an Ohio Township Association legislative update; an article regarding Butler County fire departments considering less expensive radios; and a photo of the Kids Fest pie eating contest that appeared in the Journal News.

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

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

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

**Douglas L. Johnson, President:**

**Larry Miller, Trustee:**

**Jeff Buddo, Trustee:**

Date: 9-12-2018

**Verified by: Greg Sullivan, Fiscal Officer:**