



Hanover Township Butler County, Ohio

Board of Township Trustees Special Meeting May 27, 2020 (8:30AM)

Jeff Buddo, Presiding called the special meeting to order at 8:30AM. CIVID-19 protocols for spacing and masks were employed.

Gregory L. Sullivan, Fiscal Officer, took roll call with Mr. Buddo, Mr. Johnson, and Mr. Miller present. Also present was Bruce E. Henry, Township Administrator. The agenda approved the meetings was as follows:

Agenda

1. Call to Order: Jeff Buddo, Presiding
2. Roll Call: Township Fiscal Officer/Clerk- Gregory L. Sullivan
3. Community Center and Park Facility Use (June): Covid-19 Issues
4. Project List/ Projects on Hold:
5. Overview of Township Finances
6. Departmental Requests for Increases
7. Shady Nook Litigation Update
8. Other/Adjournment

Mr. Buddo asked if anyone present wanted to address the Board. (one person present in the audience). No one wished to address the Board.

3. Mr. Henry reviewed with the Board the current CDC Guidelines, Governor's Orders and Board of Health directives related to COVID-19 and their application to as they to Township Facilities. To promote safety, comply with the aforementioned elements and protect employees, the Board reached a consensus to keep the Community Center closed for outside group rentals and meetings through June 30, 2020. As per the Governor's Order, the Hanover Township Park Playground will remain closed until such time as the Governor approves the opening. It was noted that the walking path and Gazebo were still in use. Anyone using the Gazebo would be advised to utilize social distancing and masks. A review of supplies and protocols for employees were briefly reviewed. At this time, there are no major problems.

4. Mr. Henry and Mr. Sullivan presented a listing of Hanover Townships and general cost estimates. At this time it was noted that these projects are hold given the revenue concerns associated with the COVID-19 issue. The Board will be asked at future date to prioritize and identify those projects that can be reasonably be undertaken when revenues level off. In addition, a seasonal/part time hiring freeze was reviewed with the Board with which the Board concurred. Exceptions for hiring are filling resignations in the EMS service part time positions and essential or necessary functions.

5. The Fiscal Officer and Township Administrator provided an overview of the current Township Finances and impact of COVID-19 on revenues. Mr. Henry referred to the Fiscal Charts prepared for the regular May meeting which listed all fund balances and comparison to last year. Prior fiscal year cash balances were analyzed as well the shortfalls in several categories:

- a) Gas Tax: Impacted by COVID-19 issues and no way to project future collections.
- b) State Local Government Fund: Significant reduction so far; possible future cuts.
- c) Facility Rentals: Several refunds made; cancellations continue. Will likely fall short of 2020 projections by \$3000 unless there is a dramatic turnaround regarding the COVID-19 issue.
- d) Fire/EMDS Fund: Runs have decreased due to hesitancy to go to the Hospital. This hesitancy has been affecting our insurance reimbursements possibly as high as \$10,000.00. Continued impact will be determined by COVID-19 issues/responses.
- e) Motor Vehicle License Plate Tax: Expecting a decrease due to lower sales volume of vehicles and delay by BMV on renewal fees for plates.
- f) Cemetery Fund: Revenues are significantly lower compared to last year by up to approximately \$40,000.00.
- g) Road and Bridge Fund: Experienced a slight decrease of \$3700.00 and trend may continue but a large decrease is not expected at this time.
- h) Expenses for law enforcement contract services has increased which is paid out of the General Fund.

Next month we should have a better handle on the full impact of COVID-19 fiscal impacts to report to the Board.

The next two items (7nad 8) involved personnel issues and legal issues. As a consequence Mr. Miller moved and Mr. Johnson seconded a motion to adjourn and the public session and move into executive session as per Section 121.22 of the Ohio Revised Code. After a period of time, the executive session discussions ended. Mr. Miller moved and Mr. Buddo seconded a motion to move out of executive session and reconvene to public session.

Mr. Henry then introduced the Township Pay Plan associated with the ranking officers of the Fire Department. Last year all part time on station employees received pay increases but officer stipends were not increased. The officers that receive a stipend for officer pay have been doing an excellent job as reviewed by the Fire Chief. Therefore it is recommended that the Fire Chief, Assistant Fire Chief, Deputy Chief, and Two Captains receive a 5% increase in the officer's stipend. Personnel Action forms will be prepared for the Fiscal Officer. Mr. Miller moved and Mr. Buddo seconded a motion to approve the aforementioned increases as recommended. After discussion, the Fiscal Officer called the roll and all three Trustees voted yes.

Mr. Henry stated that if any action occurs and other important details regarding the Shady Nook litigation, he will advise the Board. Dan Ferguson with the Butler County Prosecutor's Office is also monitoring the process for the Township.

There being no further business for the Board, Mr. Johnson made a motion to adjourn the meeting; Mr. Buddo seconded the motion. Upon roll call by the Fiscal Officer all three Trustees voted yes.

Minutes Approved for May 27, 2020, Special Meeting by the Board of Trustees as Witnessed by their Signatures:

Jeff Buddo, President: _____

Douglas L. Johnson, Trustee: _____

Larry Miller, Trustee: _____

Date: _____

Verified by: Greg Sullivan, Fiscal Officer: _____

The image contains four handwritten signatures in black ink. The first signature is for Jeff Buddo, the President, and is written over a horizontal line. The second signature is for Douglas L. Johnson, a Trustee, also written over a horizontal line. The third signature is for Larry Miller, another Trustee, written over a horizontal line. The fourth signature is for Greg Sullivan, the Fiscal Officer, written over a horizontal line. The signatures are cursive and somewhat stylized.