



**Hanover Township Board of Trustees  
July 10, 2019 Meeting Minutes**

**Call to Order:** Board President Larry Miller called the meeting to order at 5:45 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 Miller, Buddo and Johnson 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.

**PUBLIC HEARING – TAX BUDGET FOR FISCAL YEAR 2020**

Mr. Miller made a motion, seconded by Mr. Buddo, to open the Public Hearing regarding the 2020 Tax Budget. Upon roll call, all three Trustees voted yes. Mr. Sullivan explained the annual tax budget process which requires the Township to submit an estimated budget for the upcoming year to the County by July 15. Mr. Sullivan noted that the budget to be submitted is only an estimate and not the final budget for the 2020 fiscal year. There being no further comments or discussion, Mr. Johnson made a motion, seconded by Mr. Buddo, to close the Public Hearing and proceed with the regular Board meeting. Upon roll call, all three Trustees voted yes.

**Approval of Meeting Minutes:** Motion made by Mr. Johnson, seconded by Mr. Buddo, to approve the June 12, 2019 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 this Board meeting.

**Citizen Participation:** Mr. Dave Dingledine, 1304 Morman Road (mailing address PO Box 13074, Hamilton, OH 45013), requested an update regarding resolution of the fence dispute with his neighbor. Mr. Henry stated that this issue was on the agenda and that the Board would schedule a date and time to go to the property and view the fence. Mr. Henry explained that Mr. Dingledine would receive written notification of the date and time.

**Administration Reports**

*Law Enforcement:* Deputy Tanner gave the following report for the month of June 2019:

**Butler County Sheriff's Office**  
**District #6**  
**Hanover Township Contract Cars**  
**Monthly Report for June 2019**

<u>Activity Area</u>	<u>Month Totals*</u>	<u>YTD</u>
• Dispatched Calls: 165		1320
• Felony Reports: 03		14
• Misdemeanor Reports: 20		107
• Non-Injury Crash: 04		64
• Injury Crash: 01		24
<b>Total Reports: 28.....</b>		<b>208</b>
• Assists/Back Up: 23		148
• Felony Arrests: 00		00
• Misdemeanor Arrests: 08		35
• OMVI Arrests: 00		00
<b>Total Arrests: 08 .....</b>		<b>35</b>
• Traffic Stops: 12		87
• Moving Citations: 12		90
• Warning Citations: 03		12
• Civil Papers Served: 1		07
• Business Alarms: 1		04
• Residential Alarms: 09		35
• Special Details: 16		100
• COPS Times: 5,200 ( <i>Min.</i> )		31,200 Min
• Vacation Checks: 12		85

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Reporting: Prepared by BEH.

*Fire/EMS:* Chief Clark presented the following report for the month of June 2019:

**Hanover Township Fire Department**  
**Monthly Report for June 2019- Phil Clark Fire Chief**  
**(Presented in July 2019)**

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:	55	328
• Motor Vehicle Accidents:	03	49
• Fire Runs:	08	69
• Fire Inspections:	00	03
• Knox Box Details	00	00
• Other	00	00
• Total for the month:	<b>66 Runs/Operations (Fire/EMS Runs)</b>	

**Total Year 2019: 449 Runs/Operations**

(June 2018: 48 Runs/Operations)

Total for 2018	777	
Total for 2017	689	
Total for 2016	705	
Total for 2015	733	
Total for 2014	809	<i>5-year average: 743</i>
Total for 2013	750	<i>13 Year Average: 707 since 2006</i>
Total for 2012	693	
Total for 2011	719	
Total for 2010	748	
Total for 2009	676	
Total for 2008:	669	
Total for 2007:	717	
Total for 2006:	505	

**Road/Cemetery:** Road Superintendent Scot Gardner presented the following report for the month of June 2019:

**SUPERINTENDENT'S REPORTS  
(July 10, 2019)**

Millville Cemetery Operations Report June 1 through June 30, 2019

<b>0 Graves sold to Township residents (@ \$610)</b> -----	<b>\$ 0.00</b>
<b>2 Graves sold to nonresidents (@ \$895)</b> -----	<b>\$1,790.00</b>
<b>0 Old resident graves</b> -----	<b>\$ 0.00</b>
<b>8 Full Interments</b> -----	<b>\$ 7,300.00</b>
<b>0 Baby interments</b> -----	<b>\$ 0.00</b>
<b>4 Cremations</b> -----	<b>\$1,925.00</b>
<b>Foundation and Marker installation fees</b> -----	<b>\$1,964.00</b>
<b>0 Grave Transfer</b> -----	<b>\$ 0.00</b>
<b>Donations</b> -----	<b>\$ 0.00</b>
 <b>Total:</b> -----	 <b>\$ 12,979.00</b>

Other Cemetery activities:

1. Fixed graves
2. Cleaned the office and garage
3. Picked up and removed flowers from stones
4. Cut grass four times
5. Weed eat four times

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

1. Cleaned out a driveway pipe on Vizedom Road.
2. Called in to plow mud off Stahlheber Road.
3. Cut grass at 1624 Morman Road.
4. Picked up a microwave oven on Minton Road.
5. Cleaned out a stopped-up storm water pipe that crosses the road on Ranlyn Drive.
6. Cleaned the carpet at the Community Center.
7. Cut the honeysuckle back at 91 South Columbus Drive for a resident complaint regarding inability to see while pulling out of the driveway.
8. Trimmed bushes, pulled weeds, planted flowers and put down new mulch at the Veterans Memorial.
9. Trimmed bushes, planted three new bushes and remulched at the Gazebo.
10. Dug out and placed a concrete slab and a memorial bench at the Park playground.
11. Replaced 100-foot parking lot cable at the Park playground.
12. Trimmed around 200 trees and bushhogged the infield at the walking path.
13. Cut and trimmed grass on all Township properties six times.
14. Finished the first round of roadside mowing, started cutting back honeysuckle and brush, and started the second round of roadside mowing.
15. Trimmed back trees off the road on Stahlheber Road and Shank Road.

16. Replaced a downed road sign on Huston Road and repaired three edge of road markers on Santa Maria Drive.
17. Installed 25 MPH speed limit sign on Wencella Drive.
18. Prepared the Park for Kids Fest, including bringing supplies down from upstairs storage and putting supplies away after the event.
19. Cut back vegetation at State intersections for visibility issues at Vizedom and 177 Stephenson and 27 Fairy and 27 Cochran and 129.
20. Performed monthly truck, park, and storm water inspections.

Mr. Johnson inquired about cemetery grant money available through the Ohio Township Association. Mr. Henry explained that he and Cemetery Sexton Brian Batdorf reviewed the grant program and determined that the Township did not have any cemetery-related issues which would qualify for grant funds.

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

Mr. Henry presented the following report to the Board:

Administrator **June** Summary Report  
(July 2019)

- **Fire/EMS Run Data:** Dispatch Log information for June 2019; Prepared summary overview of data.
- **OHIO BWC:** Working with CareWorks and Ohio BWC officials to obtain a reclassification of the Fire Department rating factor in order to lower premiums as assigned to the 2019 work year. This work is still in progress.
- **Park Playground Rubberized Surface:** Repair and patching to the rubberized playground surface as directed by the administration were completed the last week of June at a cost of \$1200.00.
- **Fire Department:** As authorized by the Board and reviewed by the County Prosecutor's Office, the final Medicount contract was signed with more favorable terms for the Township. The agreement is for three years.
- **Road Department:** Finished financing documents with Mercedes Benz group. Executed documents received and a copy given to the Fiscal Officer.
- **Nuisance Properties:** Working on properties located along Morman Road, Hamilton Richmond Road, Stahlheber Road. Two properties are in foreclosure or Probate; waiting on resolution to forward orders- still pending as in May.
- **Kids Fest Event:** Held meetings among staff and Park Committee to plan details for Kids Fest. Executed alternative set up plan due to wet ground conditions. The event went as scheduled serving about 150 kids and several adults (activities also provided for adults).

- **Fiscal Operations:** WE are in the process of reviewing the General Obligation Bonds status and possible options for lowering the cost to the Township.
- **Newsletter:** Articles were finished and sent to quality Publishing. Mailed to all Hanover addresses and received by June 19th.
- **Open Burning:** Continued answering calls and making referrals. Also an article was placed in the newsletter.
- **Records and Records Commission:** Ongoing- A Records Commission meeting was held December 12, 2018. New Records Commission was formed in January. Working on changes approved by the Records Commission in regard to the existing retention schedule. Still need space for new records. Purchased more storage boxes.
- **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.
- **Butler County Engineer's Office:** Continue to seek updates and assistance from BCEO for Stahlheber Road 4040 and 2433 Vizedom. No final resolution as of July meeting.
- **Decamp Road Drainage Issue:** Cooperation continues with Reily Township in resolving drainage issues and runoff problems.
- **Wencella Drive Drainage Issues: Ongoing/No change-** In January and February began investigation into sink hole problems in and out of the right of way as presented to the Board in January. Will be working on information and documents to seek help from the County Engineer's Office. Road Department did some initial repair work in the right of way. Still need to determine what to do in the long run. There is no good solution as much of the problem exists outside the right of way. (Still trying to figure out how to deal with the private property and R/W issues and financing- still pending.
- **Liability and Property Insurance Renewal:** All documents were completed for the 2019-2020 coverage year. Renewal rates will be presented to the Board in August for review and approval.
- **Cemetery:** Working with Brian Batdorf in reviewing possible fee adjustments for the Millville Cemetery. A recommendation will likely be made in August.

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

*Personnel actions and appointment of new personnel:*

***Fire Department:***

**Hire:** Brian J. Habermehl 5612 Rooster Road Apt. 519 west Chester, Ohio 45069 as an EMT-P part time at the rate of \$17.50 per hour subject to successfully completing background check and physical.

**Hire:** Dustin Siders 1779 Stillwell Beckett Road Hamilton, Ohio 45013 as a volunteer Fire Fighter up to \$18.00 per hour subject to successfully completing the Background check

***Road Department and Cemetery:***

**Reinstate** Cody Marlow Public Works Worker II \$11.85 per hour (Cemetery) effective July 15, 2019

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

**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:** Additional security measures were installed for the administration offices and entry ways. Continuing to box older records in temporary cardboard file boxes stored in the garage area. More permanent solutions need to be determined- still pending.

**Road Department Truck:** Road Department tractor mower ordered; no update as to delivery.

**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. Date was set for February 5, 2019. Broad overview objectives were set. Follow up is needed.

**Of Note- Budget Information for June 30, 2019**

**Cash Balance as of June 30, 2019: \$1,689,602.11**

- 1) Total Expenditures all funds for June 2019: \$229,907.30 / Revenue: \$56,206.91**
- 2) Total General Fund cash on hand June 2019: \$551,270.47 (32.63%) of Total funds**
- 3) Total Fire/EMS Fund cash on hand June 2019: \$610,176.51 (29.14%) of Total funds**
- 4) *Monthly Revenue and Expenditure Reports by fund are attached to this report.***

**History of Cash Balances**

**Fiscal Year 2014**

**Fiscal Year 2015**

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**

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  
Aug- Cash Balance: \$1,584,537.39  
Sept- Cash Balance: \$1,913,802.96  
Oct- Cash Balance: \$1,598,162.43  
Nov- Cash Balance: \$1,510,806.10  
Dec- Cash Balance: \$1,415,972.54

### Fiscal Year 2019

**Jan- Cash Balance: \$1,285,186.49**  
**Feb- Cash Balance: \$1,284,662.00**



**Mar- Cash Balance: \$1,282,053.24**  
**Apr- Cash Balance: \$1,876,385.79**  
**May- Cash Balance: \$1,863,302.50**  
**June- Cash Balance: \$1,689,602.11**

**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.

November 2018: The Township strategy and goal session should be scheduled by the Board in January 2019 after close out of the 2018 fiscal year.

February 2019: Strategic Planning Session to be scheduled.

June 2019: The General Fund and Fire/EMS funds are holding consistent and moderately strong. Payments for equipment will hit these funds later in the year. General Obligation Bonds/Requirements being reviewed for possible changes more favorable to the Township. Goals for major purchases approved by the Board are being completed.

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

Mr. Henry asked if the Board wanted the Township to cut the grass at 1624 Morman Road since the property is still going the Sheriff's Sale Process and neighbors complain about the lack of maintenance. Mr. Henry noted that the Board had authorized cutting the grass at this property in the past. The Board authorized cutting the grass one more time at this location.

Mr. Henry also reported that the damaged rubberized surface at the Park playground had been repaired/replaced.

***Old Business***

***June 2019 Fire/EMS Run Data Summary:*** Mr. Henry provided the run data summary for the month of June and noted the average response time was 7.80 minutes. The busiest day for runs was Wednesdays and second shift was the busiest shift.

***Partition Fence Issue – Update/Question:*** Mr. Henry explained that the fence issue raised by Mr. Dingedine would be considered at the August Board meeting. The Trustees decided to inspect the fence on August 12 at 8:30AM. Mr. Henry stated that both property owners would receive written notification of the date and time that had been set for the Board's inspection of the fence.

***Phone System Issues:*** Mr. Henry reported that he had been contacted by Cincinnati Bell's Fraud Unit regarding unauthorized use of the Township's phone lines to place calls to Liberia and the Philippines. New system passwords were set, and international calls are now blocked from the phone system. Mr. Henry also reported that he requested the phone system vendor quote the cost of a new phone system that would be more difficult to hack. Mr. Henry also reported that Cincinnati Bell indicated that the Township would not be charged for the unauthorized calls.

***Kids Fest Report and Sponsors:*** Mr. Henry provided the following report and sponsorship list regarding Kids Fest:

**Kids Fest 2019 Results**  
**(Held June 22, 2019)**

**Estimated kid attendance: 175 to 200 \*Rainy Weather ground conditions limited turn out**

**Start up cash and coins: \$470.00.00**

**Food given away; drinks and chips were sold**

**Cash contributions and drink sales: \$265.00 net profit above start up cash.**

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**Sponsorship Development: Angie Clausen, Joe Pyfrin, Bruce Henry**

**Egg and Prize Assembly: Angie Clausen, Roland-Grace-Gabrielle Clausen, Joe Pyfrin, Bob Krieger, Stephanie Lentz, John Baumgartner, Terry Moran, Julie Prickett.**

Event Layout and Set Up: Bruce Henry and Julie Prickett.

Event workers: Julie Prickett, Bruce Henry, Jeff Buddo, Joe Pyfrin, Stephanie Lentz, Clay Calihan, Angie Clausen, Bob Krieger, Terry Moran

Employee Workers: Scot Gardner, Sam Smith, Roger Allen, Darrell Perkins

Hay Wagon: Isaac Walton League (Lined up by John Baumgartner)

Port-O-Lets: 3 units plus 10 trash boxes and 1 hand washing station.

Deputies: Damon Mayer, Ken Smith, Doug Willis

Groups: Lane Library, Ladies Industrial Band, Balloon Artist, Face Painting, Kids Tattoos- CrossRoads Talent Agency, Ice Cream provided by Flub's, Dog Warden Display, Kid Giveaways- BCSO, Hanover Township EMS display and handouts and First Millville Baptist Church.

Sponsorship Cash Totals: \$1,250.00 (Part of BREC Contribution assigned to future events)

## **Kids Fest**

**JUNE 22, 2019**

### **MAJOR EVENT SPONSOR**

**STONY RUN ENTERPRISES**

### **TREASURE HUNT SPONSOR**

**BUTLER RURAL ELECTRIC COOPERATIVE**

**RICE AUTO BODY**

### **FOOD BOOTH SPONSOR AND SNO CONES**

**FIRST MILLVILLE BAPTIST CHURCH**

### **FITNESS FOR FUN RACE SPONSOR**

**REFFITT'S GARAGE AND TOWING**

**GOLD FISH SWIM CLUB**

## **CONTRIBUTING SPONSORS**

- HANOVER TOWNSHIP BOARD OF TRUSTEES
- LADIES INDUSTRIAL BAND
- BRUCE E. HENRY
- JULIE PRICKETT
- BOB KRIEGER
- TERRY MORAN

### **IN KIND SERVICES**

- HANOVER TOWNSHIP PARK COMMITTEE MEMBERS
- HANOVER TOWNSHIP FIRE DEPARTMENT
- HANOVER TOWNSHIP ROAD DEPARTMENT
- BUTLER COUNTY SHERIFF'S OFFICE
- ISAAC WALTON LEAGUE
- LANE LIBRARY BOOK MOBILE
- METROPARKS BUTLER COUNTY

### ***Other Old Business:***

Mr. Henry reported it was recently learned that the County had cut all the Township's 2019 roadwork projects. While disappointing, Mr. Henry noted it frees up some Township funds that can be used to address much needed culvert and catch basin work. Road Superintendent Scot Gardner stated some of the locations were classified as poor and others were classified as critical. Mr. Gardner provided the Trustees photos of some of the locations in need of repairs. Mr. Henry noted there were 24 critical locations and suggested obtaining bids from contractors to perform the work. Mr. Miller made a **motion**, seconded by Mr. Johnson, to authorize the Administrator to prepare a spec sheet and obtain bids to perform the culvert/catch basin work. Upon roll call, all three Trustees voted yes.

Also under Other Old Business, Mr. Miller requested to schedule a special Board meeting to review the equipment purchase list.

### ***New Business:***

**2020 Tax Budget Resolution No. 38-19 – Approve 2020 Tax Budget:** Based on discussion from the Budget Hearing held prior to the start of the Board meeting, Mr. Buddo made a **motion**, seconded by Mr. Johnson, to adopt Resolution No. 38-19. Upon roll call, all three Trustees voted yes.

**Resolution No. 38-19**

**Approving the Tax Budget for Hanover Township for Fiscal Year 2020 and Authorizing  
the Submission of the Budget to the County Auditor and Budget Commission**

*Whereas*, the Fiscal Officer prepared the Fiscal Year 2020 Tax Budget, the main components of which were summarily reviewed during public meetings held on June 12, 2019 and Public Hearing held July 10, 2019 at 5:45 PM as advertised; and

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

*Whereas*, the actual 2020 budget and appropriations will not be adopted until the first quarter of 2020; and

*Whereas*, Ohio Revised Code requirements mandate the submission of the 2020 Tax Budget to the County Auditor by July 15, 2019,

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

***Section I.*** That the 2020 Tax Budget (totaling \$3,675,077.45 plus Debt Service of \$136,990.00), as attached and presented by the Fiscal Officer, is hereby adopted and authorized for submission to the Butler County Auditor in accordance with requirements of the Ohio Revised Code. The Fiscal Officer is hereby requested to deliver said Tax Budget to the County Auditor as soon as practicable but no later than July 15, 2019.

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 July 2019.

***Board of Trustees***

***Vote***

***Attest and Authenticate:***

Larry Miller

Jeff Buddo

Douglas L. Johnson

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

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

***Zoning Variance – 1099 Morman Road Automotive Business:*** Mr. Henry reported that the Township had received notice of a public hearing for an appeal for a variance to be approved to operate an automotive business at 1099 Morman Road. The Trustees discussed the matter and expressed their concerns regarding this variance request. After some additional discussion, a **motion** was made by Mr. Johnson, seconded by Mr. Miller, to authorize the Administrator to forward to the Butler County Board of Zoning Appeals a list of the Board’s concerns without stating a position regarding the variance request for the property located at 1099 Morman Road. A roll call vote was taken, and all three Trustees voted yes.

**Zoning Variance – 1789 Vizedom Road Accessory Building:** Mr. Henry reported that the Township had received notice of a public hearing for an appeal for a variance to be approved to permit an accessory structure at 1789 Vizedom Road. The Board decided to take no position regarding this request.

**Cemetery Donation – Pat and Mary Massarelli – Motion to Accept:** Mr. Henry reported that the Township had received a \$100.00 donation for the cemetery from Mr. And Mrs. Massarelli. Mr. Henry noted that the Massarelli's have made a donation to the cemetery for the past several years. To provide for proper recording and accounting of this donation, a motion was needed. Mr. Buddo made a **motion**, seconded by Mr. Miller, to make record of receipt of the \$100.00 donation from Pat and Mary Massarelli and directed the Administrator to extend the Township's thanks to the Massarelli's. A roll call vote was taken, and all three Trustees voted yes.

**Road Department – Tractor Delivery Mid-August:** Mr. Henry reported he received an email from Southeastern Equipment Company that the delivery date for the new Road Department truck had been changed from October to mid-August.

**Motion to Approve Memorandum of Understanding Butler County Fire/EMS Agencies:** Mr. Henry explained that all fire/EMS agencies within the County were being asked to sign a memorandum of understanding (MOU) regarding acquisition of a new radio communications system. Chief Clark stated that federal grant money would be used to purchase radios for agencies that signed the MOU. He noted that with the grant money, Hanover Township would pay \$21,661.20 for radios for the new system. Without benefit of the grant money, the cost to the Township would be \$197,802.00. After some additional discussion, Mr. Buddo made a **motion**, seconded by Mr. Miller, that the Township enter into the Memorandum of Understanding with Butler County Fire/EMS Agencies for the new radio system. A roll call vote was taken, and all three Trustees voted yes.

### ***Other New Business***

Under Other New Business, Mr. Henry reported that a Hanover Township resident wanted to rent the Community Center room to hold a fundraiser for the family of a recent shooting victim. The resident was requesting that the rental fee be waived. After some discussion the Board unanimously agreed to not waive the rental fee.

Also under Other New Business, Mr. Henry asked if the Board wanted to schedule a special meeting to discuss flooring options for the Community Center meeting room. The Board asked Mr. Henry to research various types of flooring materials and costs for the Board to consider at a future date.

Also under Other New Business, Mr. Henry asked the Trustees to note miscellaneous correspondence and general information in their meeting packets which included: area cemetery rates comparisons; Butler County Building Permit Report for June 2019; an Ohio Township Association legislative update; Butler County Township Association May meeting minutes and July 11 meeting agenda; and a notice regarding Butler Rural Electric Cooperative's July 12 Family Day event.

Also under Other New Business, Chief Clark reported that the recently acquired Lucas system equipment was used on a squad run that occurred during Kids Fest. One of the local TV stations expressed interest in doing a story on the incident.

Also under Other New Business, Mr. Henry reported that ceiling tiles in the Fire Department would be replaced after the area had time to dry out. Chief Clark noted the new tiles would be installed in 8 to 10 days assuming there was no rain. Mr. Buddo asked about other areas in the Firehouse that appeared to be water damaged. Chief Clark explained repairs would be done after it could be determined that the leak was fixed. Mr. Henry noted that a contractor had been hired to repair the air conditioner which was contributing to the water damage.

Also under Other New Business, Mr. Buddo asked about negative comments posted on the Fire Department Facebook page. Mr. Henry explained the Township has no Facebook page; the Facebook page Mr. Buddo referenced was set up by a private individual. Chief Clark also noted that the Fire Department has a social media policy which employees must follow.

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

The Board reconvened the regular meeting. There being no further action or matters to consider, adjournment was in order.

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

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

*Larry Miller, President:* \_\_\_\_\_  


*Jeff Buddo, Trustee:* \_\_\_\_\_  


*Douglas L. Johnson, Trustee:* \_\_\_\_\_  


Date: 8-14-19

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