



**Hanover Township Board of Trustees  
March 13, 2019 Meeting Minutes**

**Call to Order:** Board President Larry Miller 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 Miller, Buddo and Johnson present. Other officials present: Bruce E. Henry, Township Administrator; Fire Chief Phil Clark; Project Coordinator Julie Prickett and BCSO Deputy Tanner. Excused absent: Road Superintendent Scot Gardner.

**Approval of Meeting Minutes:** Motion made by Mr. Buddo, seconded by Mr. Johnson, to approve the February 20, 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.

**Citizen Participation:** None of the citizens in attendance chose to address the Board.

**Administration Reports**

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

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

<b><u>Activity Area</u></b>	<b><u>Month Totals*</u></b>	<b><u>YTD</u></b>
• Dispatched Calls: 184		448

- Felony Reports: 01 03
- Misdemeanor Reports: 16 37
- Non-Injury Crash: 12 26
- Injury Crash: 06 11

**Total Reports: 34.....076**

- Assists/Back Up: 18 44
- Felony Arrests: 00 00
- Misdemeanor Arrests: 05 11
- OMVI Arrests: 00 00

**Total Arrests: 05 .....11**

- Traffic Stops: 16 31
- Moving Citations: 15 33
- Warning Citations: 02 03
- Civil Papers Served: 0 02
- Business Alarms: 1 01
- Residential Alarms: 05 16
- Special Details: 20 20
- COPS Times: 5,200 (*Min.*) 10,400 Min
- Vacation Checks: 21 21

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Reporting: Prepared by BEH.

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

**Hanover Township Fire Department**  
**Monthly Report for February 2019- Phil Clark Fire Chief**  
**(Presented in March 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:	60	114
• Motor Vehicle Accidents:	13	19
• Fire Runs:	06	18
• Fire Inspections:	01	02
• Knox Box Details	00	00

- Other 00 00
- Total for the month: **80 Runs/Operations**  
**( Fire/EMS Runs)**

**Total Year 2019: 153 Runs/Operations**

(Feb 2018: 43 Runs/Operations)

Total for 2018	777	
Total for 2017	689	
Total for 2016	705	
Total for 2015	733	
Total for 2014	809	5 year average: 743
Total for 2013 2006	750	13 Year Average: 707 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:** In the absence of Road Superintendent Scot Gardner, Cemetery Sexton Brian Batdorf presented the following report for the month of February 2019:

**SUPERINTENDENT'S REPORTS**  
**(March 13, 2019)**

Millville Cemetery Operations Report February 1 through February 28, 2019

0 Graves sold to Township residents (@ \$610)-----	\$ 0.00
5 Graves sold to nonresidents (@ \$895)-----	\$4,475.00
0 Old resident graves-----	\$ 0.00
7 Full Interments-----	\$ 6,300.00
0 Baby interments-----	\$ 0.00
0 Cremations-----	\$ 0.00
Foundation and Marker installation fees-----	\$1,123.20
0 Grave Transfer-----	\$ 0.00
Donations-----	\$ 0.00

**Total: ----- \$ 11,898.20**

Other Cemetery activities:

1. Fixed graves and sink holes
2. Cleaned the office and garage
3. Worked on equipment
4. Removed two trees that blew over

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

1. Cleaned out a driveway pipe on Nichols Road.
2. Fixed potholes in the Woods of Hanover and in multiple roads.
3. Ct a tree on Four Mile Road hanging in the roadway.
4. Plowed gravel off roads after heavy rains.
5. Cleaned out catch basin on Woodbine Road.
6. Placed B19 and #2 stone under and along the berm of the road at 4004 Stahlheber Road.
7. Ditched out gravel on both sides of the driveway and cleaned gravel out of pipe that came from 4004 Stahlheber Road.
8. Performed ice and snow control on February 1, 10 and 20.
9. Checked roads after heavy winds and removed downed limbs.
10. Ditched out both sides of a driveway and cleaned out pipe at 3760 Stahlheber Road.
11. Performed ditching on Vizedom Road.
12. Replaced four street name signs.
13. Placed gravel on Pearle Lane.
14. Worked on equipment.
15. Worked with Simplex Grinnell to replace fire sprinkler head at the Firehouse.
16. 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 February Summary Report**  
**(March 2019)**

- **Fire/EMS Run Data:** Dispatch Log information for February 2019; Prepared summary overview of data.
- **Fire Department:** In conjunction with the Fiscal Officer drafted a payroll policy implementing the guidelines set forth by the Board of Trustees regarding time sheets and payroll process. Also worked with the Fire Chief regarding specifications and cost for a Command Vehicle replacement.
- **Nuisance Properties:** Held several phone conversations with Shady Nook attorney. Final donation forms were prepared to enable a meeting with County Land Bank representatives. A date will be set in March to have a preliminary meeting to outline next

steps. Working on properties located along Hamilton Richmond Road, Stahlheber Road and Del Rio.

- **Fiscal Operations:** The Fiscal Officer and Administrator have continued to review the challenges for the Road Department, Fire Department and Cemetery. As we have noted in late 2018 \$50,000.00 was transferred from the General Fund into the Cemetery Fund to balance out due to sales/burials being down. In February 2019 another \$25,000.00 was transferred in from the General Fund to the Cemetery Fund. Projections are being made to determine arrangements for ordering new equipment for the Fire Department and Road Department.
- **Grants:** Worked on grant applications for Butler Rural Electric Cooperative Community Connections program. Two applications were submitted for a Lucas System grant and an AED unit for the Road Department.
- **Records and Records Commission:** 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.
- **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.
- **OTA Conference:** Attended training classes at the OTA Conference in Columbus January 30th through February 1st. Passed on relevant information to the Cemetery and Road Department supervisors.
- **Snow and Ice Control Response:** Reviewed with the Road Department the response to snow and ice events as well as the treating of Fire Station ramps. Added one PT Snow Plow driver to assist regular crews.
- **Building Issues:** Worked with Fire Department personnel to have wiring and speaker upgrades installed by Robinson communications. In conjunction with the Chief met with contractors to determine best method to address water leaks in the Fire Station walls. As discussed last year, added cameras and devises to provide better security for the Community Center.
- **Wencella Drive Drainage Issues:** 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.

- **Strategic Planning Issues and Challenges:** Prepared an outline of strategic planning issues, challenges and equipment needs for the years 2019-2024 for review by the Board of Trustees at a future planning session.

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

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

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

Reviewing Fire Department capital purchases which includes purchasing a new command vehicle. Reviewing specs for final recommendation to the Board.

In consultation with the Fire Department Administration, the Fiscal Officer and Township Administrator developed a payroll/Pay Plan policy which memorializes the directives set forth by the by Board of Trustees.

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

Nothing to Report.

#### **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 card board file boxes stored in the garage area. More permanent solutions need to be determined.

**Road Department Truck:** The unit is in final phases of completion. Should have the unit by the end of April 2019.

**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 February 28, 2019

Cash Balance as of February 28, 2019: \$1,284,662.99

- 1) Total Expenditures all funds for February 2019: \$202,921.25 / Revenue: \$214,232.66
- 2) Total General Fund cash on hand February 2019: \$469,655.35 (35.56%) of Total funds
- 3) Total Fire/EMS Fund cash on hand February 2019: \$376,049.33 (29.27%) 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  
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

**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.

Mr. Henry also distributed revenue and expenditure reports to the Board. Mr. Henry noted that the cash balance was good, and this helps the Township maintain its bond rating.

Mr. Sullivan added that in March the Township received a second tax advance from the County in the amount of \$61,000.

### ***Old Business***

**February 2019 Fire/EMS Run Data Summary:** Mr. Henry provided the run data summary for the month of February and noted the average response time was 8.29 minutes. The busiest days for runs were Thursdays and Sundays and first shift was the busiest shift.

**Final Steps – Shady Nook – Presentation of Information from the Owner:** Mr. Henry reported that Ms. Ommert's attorney was supposed to have provided documents in time for the Board meeting but did not do so. Ms. Ommert plans to donate the property to the Land Bank. Mr. Henry reported he would be meeting with the director of the Land Bank and Ms. Ommert's attorney to finalize the process.

**Other Nuisance Properties:** Mr. Henry provided the following report to the Board:

### **Complaints/Nuisance Property Notes (March Meeting 2019)**

- **1901 Hamilton Richmond Road:** Received complaints about this vacant location for some time. The property is a mess and the nuisance process has begun but the property owner is deceased, and the matter has not been probated yet. The property is in arrears on property taxes.
- **1955 Hamilton Richmond Road:** Anonymous complaints have been left again about the junky nature of the property. The Township is requesting follow up again with County Zoning.
- **1641 Stahlheber Road:** Junk Camper and debris in the front yard; sending to County Zoning for follow up.
- **1719 Del Rio:** Unlicensed truck with debris and junk; debris in driveway. Owner has been contacted with the help of Deputy Mayer. Property will be cleaned up.

***Other Old Business:***

There was no other Old Business.

***New Business:***

***Zoning Variance – 2698 Stahlheber Road, Hearing March 19, 2019 at 7:00PM:*** Mr. Henry referred the Trustees to a hearing notice from the County Board of Zoning Appeals concerning a variance request. No action was required from the Township.

***Resolution No. 27-19 – Approve Vehicle Purchase – Fire Department:*** Mr. Henry explained that Resolution No. 27-19 was legislation to authorize purchase of a new vehicle for the Fire Chief. This vehicle was one of the pieces of equipment identified to voters for replacement with the passage of the fire levy. The current vehicle requires repairs and the cost of these repairs is not worth the investment to maintain the vehicle. The new vehicle would be acquired from the State bid list and will be equipped with a snow plow attachment. After discussion, Mr. Johnson made a **motion** to adopt Resolution No. 27-19, which was seconded by Mr. Buddo. Upon roll call, all three Trustees voted yes.

**Resolution No. 27-19**

**Authorizing Hanover Township's Purchase of a New Fire Department Command Vehicle through Participation in the State of Ohio Cooperative Purchasing Program (Ohio Revised Code 125.04) From Valley Ford Truck Incorporated**

***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

***Whereas,*** when the current Fire Department levy was approved there was a published list of capital items to be purchased which included replacement of a Fire Department Command Vehicle (2008 model),

***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 wishes to participate in a purchase from the State of Ohio contract for vehicles through Valley Ford Truck, Incorporated 5715 Canal Road Cleveland, Ohio 44125, State of Ohio Contract Number 18-201819 for the purchase of a 2019 Ford F250 crew cab pickup truck which includes a snow plow attachment for a price not to exceed \$48,736.00.

**Section III.** That the Fiscal Officer is hereby authorized to make payments to this vendor directly as the result of purchasing any items in the aforementioned State contract.

**Section IV.** That the Fiscal Officer and Township Administrator are hereby authorized to execute any documents related to this purchase as part of 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 13th day of March 2019.

<i>Board of Trustees</i>	<i>Vote</i>	<i>Attest and Authenticate:</i>
Larry Miller	_____	_____
Jeff Buddo	_____	Gregory L. Sullivan
Douglas L. Johnson	_____	Fiscal Officer/Clerk

**Resolution No. 28-19 – Purchase of Roadside Mower – Road Department:** Mr. Henry explained that this legislation authorizes the purchase of a roadside mower to replace the Township’s old model (1994) roadside mower. The need for a new roadside mower was referenced in information shared with the public regarding the general levy. After some discussion, Mr. Miller made a **motion** to adopt Resolution No. 28-19, which was seconded by Mr. Buddo. Upon roll call, all three Trustees voted yes.

**Resolution No. 28-19**

**Authorizing Hanover Township’s Purchase of a New Alamo Machete Boom Mower through Participation in the State of Ohio Cooperative Purchasing Program (Ohio Revised Code 125.04) From Southeastern Equipment Company, Incorporated**

*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

*Whereas*, when the current General Operating Levy was approved there was a published list of capital items to be purchased which included replacement of a Road Department Mower with attachment (1994 Ford Model- New Holland),

***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 wishes to participate in a purchase from the State of Ohio contract for a New Holland Alamo Machete Boom Mower through Southeastern Equipment Company, Incorporated 404 Breadon Road Monroe, Ohio 45050, State of Ohio Contract Number STS515 #800316 for the purchase of a New Holland TS6.110-2 Tractor with a 22' Alamo Machete Boom Flail Axle Mower for a price not to exceed \$122,186.40 with an optional trade in allowance of \$6500.00 for the 1994 unit to be determined by the Administration.

***Section III.*** That the Fiscal Officer is hereby authorized to make payments to this vendor directly as the result of purchasing any items from the aforementioned state contract.

***Section IV.*** That the Fiscal Officer and Township Administrator are hereby authorized to execute any documents related to this purchase as part of 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 13th day of March 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

***Motion – Surplus Equipment – Authorize Sale of Tractor and Vehicle:*** Mr. Henry explained that as the result of the authorized purchase of a new tractor mower with mount for the Road Department and a new Fire Department Command Vehicle, the equipment being replaced can be offered for public sale. As such, there is the opportunity to offer for sale a 2007 Dodge Durango and a 1994 Ford-New Holland tractor mower with mount. In the past the Township has used Gov Deals to sell surplus items. It is the recommendation of the Administration to have the Board of Trustees authorize the sale of the aforementioned equipment through Gov Deals.

***Motion:*** A motion was made by Mr. Buddo, seconded by Mr. Johnson, to declare the 2007 Dodge Durango and 1994 Ford (New Holland) Tractor mower with mount as unneeded surplus property and approve the sale of this equipment through Gov Deals or similar process consistent with Ohio Revised Code provisions. After discussion, the Fiscal Officer called the roll and all three Trustees voted yes.

**Supreme Court Case – Annexation/Tax Revenue – City of Hamilton:** Mr. Henry referred the Trustees to an article from the Journal News regarding a recent Ohio Supreme Court decision which allows St. Clair Township to seek back taxes owed from the City of Hamilton for annexed land. However, an extensive, cost-prohibitive, forensic title search would be required. Mr. Henry noted that Hanover Township could also seek back taxes from the City of Hamilton but, due to the cost involved, and the uncertainty that any additional owed taxes would be identified, he recommended the Board not pursue this course and instead continue to rely upon the existing annexation agreement with the City of Hamilton which has resulted in tax payments from the City to the Township. (This matter had been reviewed a few years ago by legal counsel and consultants) The Board agreed with Mr. Henry’s recommendation. not to pursue any action at this time.

**Other New Business**

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 February 2019; the Butler County Township Association March 14 Meeting agenda; an Ohio Township Association legislative update; an invitation to the April 11 Board of Developmental Disabilities Recognition Dinner; and a Journal News article regarding grant money to fight opioid addition in rural areas.

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

**Motion to Adjourn:** Mr. Johnson moved, seconded by Mr. Buddo, 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:** \_\_\_\_\_  


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


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


Date: 4-10-2019

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