



**Hanover Township Board of Trustees  
September 9, 2020 Meeting Minutes**

**Call to Order:** Mr. Buddo called the meeting to order at 6:00PM 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 Buddo, Johnson and Miller present. Other officials present: Bruce E. Henry, Township Administrator; Road Superintendent Scot Gardner; Fire Chief Phil Clark; and BCSO Deputy Tanner.

**Approval of Meeting Minutes:** Motion made by Mr. Johnson, seconded by Mr. Miller to approve Regular Meeting minutes of August 12, 2020 and to approve warrants for release/distribution and approval of reports. Upon roll call, all three Trustees voted yes to approve all.

**Guest Presentation:** Christy Quincy of 2451 Salvatore in Hanover Township spoke representing the Council on Aging outlining their services. Christy Quincy, board member of the Butler County Elderly Services Program, addressed the Board explaining that the program is administered through the Council on Aging and provides services which help elderly residents remain independent and live in their own homes. Ms. Quincy also explained that the program is funded by property tax revenue. She spoke to the renewal of the Elderly Services levy, Issue 34, for 1.3 mils and urged all residents to vote for said renewal.

**Citizen Participation:** Judy Miller of 2460 Regina in Hanover Township addressed the Board supporting the services provided through the Elderly Services Levy.

**Administration Reports**

**Law Enforcement:** Deputy Tanner gave the following report for the month of August 2020:

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

| <u>Activity Area</u> | <u>Month Totals*</u> | <u>YTD</u> |
|----------------------|----------------------|------------|
|----------------------|----------------------|------------|

- |                           |  |      |
|---------------------------|--|------|
| • Dispatched Calls: 228   |  | 1872 |
| • Felony Reports: 04      |  | 23   |
| • Misdemeanor Reports: 21 |  | 123  |
| • Non-Injury Crash: 08    |  | 54   |
| • Injury Crash: 04        |  | 22   |

**Total Reports: 37.....223**

- |                           |  |     |
|---------------------------|--|-----|
| • Assists/Back Up: 33     |  | 251 |
| • Felony Arrests: 00      |  | 00  |
| • Misdemeanor Arrests: 06 |  | 24  |
| • OMVI Arrests: 00        |  | 00  |

**Total Arrests: 06 .....24**

- |                                     |  |            |
|-------------------------------------|--|------------|
| • Traffic Stops: 12                 |  | 107        |
| • Moving Citations: 14              |  | 96         |
| • Warning Citations: 02             |  | 35         |
| • Civil Papers Served: 0            |  | 01         |
| • Business Alarms: 3                |  | 14         |
| • Residential Alarms: 04            |  | 50         |
| • Special Details: 15               |  | 98         |
| • COPS Times: 5,200 ( <i>Min.</i> ) |  | 34,400 Min |
| • Vacation Checks: 02               |  | 167        |

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Reporting for Deputies Mayer and Tanner. Prepared by BEH.

*Fire/EMS:* Chief Clark presented the following report for the month of August 2020:

**Hanover Township Fire Department**  
**Monthly Report for August 2020- Phil Clark Fire Chief**  
**(Presented in September 2020)**

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: | 72           | 451        |
| • Motor Vehicle Accidents:                 | 08           | 37         |

- Fire Runs: 14 94
- Fire Inspections: 00 24
- Knox Box Details 00 00
- Other 00 00
- Total for the month: **94 Runs/Operations  
( Fire/EMS Runs)**

**Total Year 2020: 556 Runs/Operations**

(August 2019: 71 Runs/Operations)

|                 |     |  |
|-----------------|-----|--|
| Total for 2019  | 879 |  |
| Total for 2018  | 777 |  |
| Total for 2017  | 689 |  |
| Total for 2016  | 705 |  |
| Total for 2015  | 733 |  |
| Total for 2014  | 809 | <i>5 year average (2015-2019): 757</i> |
| Total for 2013  | 750 | <i>Run Increase Since 2006: 374</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 August 2020:

Millville Cemetery Operations Report August 1 through August 31, 2020

|  |             |
|--|-------------|
| 7 Graves sold to Township residents (@ \$710)----- | \$4,970.00  |
| 1 Graves sold to nonresidents (@ \$995)-----       | \$ 995.00   |
| 0 Old resident graves-----                         | \$ 0.00     |
| 12 Full Interments-----                            | \$12,600.00 |
| 0 Baby interments-----                             | \$ 0.00     |
| 4 Cremations-----                                  | \$1,750.00  |
| Foundation and Marker installation fees-----       | \$3,190.40  |
| 0 Grave Transfer-----                              | \$ 0.00     |

Donations-----\$ 0.00

Total: ----- \$ 23,505.40

Other Cemetery activities:

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

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

1. Cut a tree down on Decamp Road.
2. Cut up two trees in the Decamp Cemetery.
3. Replaced four edges of road markers on Vizedom Road.
4. Finished chipping brush from the Park.
5. Finished third round of roadside mowing.
6. Picked up a bed on Woodbine Road.
7. Cold patched on multiple roads.
8. Picked up a refrigerator on Sir Martin Drive, one on Nichols Road, one on Woodbine Road and one on Hogue Road.
9. Placed #2 stone on the bad spots along the berm on Woodbine.
10. Trimmed trees back in Queen Acres North.
11. Cut down a tree on Cochran Road.
12. Cut up three trees on Woodbine Road.
13. Working on cutting back honeysuckle on all Township roads.
14. Installed a 6 x 6 along the backstop in the Park.
15. Installed concrete pad for porta-johns.
16. Worked on equipment.
17. Cut grass on all Township properties three times.
18. Performed monthly truck, park, and storm water inspections.

***Administrator's Report ( Includes Financials and Personnel Issues for August)***

Mr. Henry presented the following report to the Board:

**Administrator August Summary Report  
(September 2020)**

- **Fire Department:** The Chief and Township Administrator have been reviewing calls and operations to determine possible recommendations to the Board for improved service while keeping in mind considering budget considerations. Discussions and review on this matter are ongoing. Also processed applications for employment within the Fire Department. Also worked on disaster deployment documents for affected Fire Department staff.

\*Update: Fire Department officials were not deployed for the hurricane disaster.

- **Road Department:** Followed up with BCEO and Scot Gardner regarding the 2021 Road Program authorized through the Butler County Engineer's Office and additional work/touch up that is needed on certain streets. Preparing a list for the Board to review and if in agreement approve in September. **Road Operations:** Continuing work on a variety of projects including responding to drainage and catch basin complaints. The park has been kept in great condition as the Township has received numerous compliments.
- **COVID-19 Issues:** Continued follow up on implementing COVID-19 guidelines for use of park and Community Center facilities. Followed up on purchase of special equipment for use by the Township to prevent the spread of the virus. Continued research on allowable expenses to charge to the special COVID-19 fund and provided information to the Fiscal Officer.
- **Nuisance Properties:** Reviewing new complaints in the Ward's Way subdivision, Alamo Heights, Millville Avenue and Hamilton Richmond Road.
- **Fiscal Operations: Ongoing-** We are continuing the process of reviewing the General Obligation Bonds status and possible options for lowering the cost to the Township. As reported in March, the Moody's review of the Township finances was very good. Although hit significantly by the COVID-19 revenue impact on the Township's 8 funds, the cash balance and support of basic programming is stable.
- **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.
- **Township Website:** Continued making updates to the Township website. Exploring ways to improve the website. Sent photos of the Township to be uploaded in the site.
- **Competitive Pricing Program:** Worked with Scott Bressler to get details on joining the program that has the National Fleet Review pricing. The competitive program agency for numerous products is Sourcewell. Prepared paperwork to join and was approved; no fee charged.
- **Catch Basin Repairs:** Still working on how to bid out the work needed for the failing catch basins. Road crew has been making some repairs. Scheduling a partial list for the 2020 construction season. (Placed on hold due to economic issues COVID-19 related)
- **Community Center Rental Policies and Costs:** Due to COVID-19 issues the review of **this** matter has been postponed until later in 2020. (Examining possible contract changes and increased costs for rental of the facilities). **Facility Rentals** are still sporadic due to COVID-19 issues. Every renter is provided with COVID-19 guidelines for use of facilities.
- **Gov Deals:** Finished the software training for loading information into the Gov Deals system. Set up passwords and related information.

- **Wencella Drive Drainage Issues: Ongoing/No change-** 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- no change.**

### Personnel Actions and Other Items of Note

#### *Personnel actions and appointment of new personnel underway for June 2020:*

**Fire Department:** Hire Aidan Matala 2587 Bracebridge Drive Cincinnati, Ohio 45231 as a FF/EMT-B trainee up to \$16.00 per hour dependent upon final review of qualifications and subject to the successful completion of the background check and approval by the Township Administrator.

#### *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- still pending.

**Road Department:** Looking at pick-up truck purchase and possible frame building to house equipment. Sample frame building costs were in the February Meeting packet.

**Strategic Planning Session:** Once the COVID-19 revenue impact is fully realized and the possible savings from cutbacks as well as increasing revenues in certain funds, a strategic planning session will be needed with the Board of Trustees and Administration in the fall or early winter.

### Of Note- Budget Information August 2020

**Cash Balance as of August 31, 2020:** \$2,281,130.53

- 1) **Total Expenditures all funds for August 2020:** \$184,748.07 / **Revenue:** \$79,641.38
- 2) **Total General Fund cash on hand August 31, 2020:** \$698,274.15 (30.61%) of Total funds
- 3) **Total Fire/EMS Fund cash on hand August 31, 2020:** \$520,527.39 (22.82%) of Total funds

4) ***Monthly Revenue and Expenditure Reports by fund for August 2020 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  
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  
July- Cash Balance: \$1,627,758.24  
Aug- Cash Balance: \$1,641,391.20  
Sept- Cash Balance: \$2,153,934.83  
Oct- Cash Balance: \$1,962,350.93  
Nov- Cash Balance: \$1,861,470.50  
Dec- Cash Balance: \$1,764,761.24

### Fiscal Year 2020

Jan- Cash Balance: \$1,665,256.35  
Feb- Cash Balance: \$1,672,757.34  
Mar- Cash Balance: \$2,308,393.51  
Apr- Cash Balance: \$2,230,590.13  
May- Cash Balance: \$2,192,706.20  
June- Cash Balance: \$2,290,353.31  
July- Cash Balance: \$2,185,119.72  
Aug- Cash Balance: \$2,281,130.53

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.

August 2019: The Fire Department Fund has been impacted by equipment purchases and station repairs. With the increased cost of personnel, fund revenues and expenditures must be continuously evaluated to insure that revenues levels are sufficient to maintain at a high level the primary functions of the department. For the Road Department two major pieces of equipment will come on line for scheduled payments impacting the overall available funds.

November 2019: Looking ahead with the Fiscal Officer regarding operational budgets and future levy requirements to insure that Hanover Township remains on a sound financial basis especially in light of capital requests that will be facing the Township.

December 2019: Examining switch over requirements for lowering Fire Dept. BWC premiums. Seeking reclassification to a better premium code.



**February 2020:** Received preliminary approval for reclassification of premium rating code for the Fire Department to lower payments. Awaiting final letter of approval to result in lower payments. Monitoring Fire Department staffing costs and increased payroll as the department seeks to improve response and coverage.

**March/April:** Due to COVID-19 circumstance several Community Center rentals were cancelled and refunds made. Revenue for facility rentals in the General Fund will take a hit in revenue generation. Gas Tax and Local Government revenues have experienced decreases due to COVID-19 issues/economics.

**July/August/September:** Will be evaluating revenue situation when tax settlements are received to determine what projects can be addressed in consultation with the Board of Trustees. Gas Tax and Local Government fund experienced decreases earlier but appear to be on the rebound. Cemetery revenue is increasing as well.

### ***Old Business***

**Reminder:** The Butler County Township Association meeting will be held in the Community Center tomorrow night starting at 6:00PM. Apple Spice will be catering with box lunches and the meal is sponsored by Energy Alliance.

**COVID-19 Issue Update:** The Community Center has posted regulations for use of the room for events which caps attendance at 50 people and sets forth other requirements for setting up tables and chairs as well as cleaning them after use.

Mr. Henry has asked for proposals to replace toilets and sinks in the Community Center and fire station (touchless elements) as discussed and agreed upon to help prevent the spread of COVID-19.

**Court Rulings:** Mr. Henry

**Butler County Township Association Meeting scheduled for Hanover Township Update:** Mr. Henry presented the menu and options offered by Apple Spice, the restaurant supplying the food for the meeting. The Apple Spice proposal was acceptable to the Board. Energy Alliance will be sponsoring the dinner. The Township will be providing drinks.

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

There was no Other Old Business to discuss.

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

#### **Resolution No. 32-20**

#### **Requesting the Butler County Engineer's Office to Conduct a Traffic Study of Vizedom Road in Hanover Township**

**Whereas,** the Hanover Township Board of Trustees received a request from Vizedom Road residents on August 14, 2020; and

**Whereas,** the petitioner requested a reduction in the speed limit from 45 MPH to 35 MPH on the length of Vizedom Road; and

*Whereas*, Vizedom Road has become a "cut through" for commercial trucks, a track for vehicles operating at high speeds and pedestrian traffic has increased; and

Whereas, Vizedom Road is 20' wide with little berm area creating issues for traffic passing each dependent upon vehicle size; and

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

***Section I.*** Resolution No. 32-20 is hereby approved requesting the Butler County Engineer's Office to conduct a study of Vizedom Road traffic issues to assess the need for a lower speed limit for safety purposes.

***Section II.*** That the Hanover Township Board of Trustees instructs the Township Administrator to forward a copy of the Vizedom Road citizens' request along with a copy of this resolution to the Butler County Engineer's Office.

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 9<sup>th</sup> day of September 2020.

***Board of Trustees***

***Vote***

***Attest and Authentication:***

Jeff Buddo  
Douglas L. Johnson  
Larry Miller

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

**Resolution No. 33-20**

**RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE BUTLER COUNTY AUDITOR**

**Whereas**, the Board of Trustees of Hanover Township, Butler County, Ohio in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1, 2021; and

**Whereas**, the Budget Commission of Butler County, Ohio has certified its action thereon to the Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within the ten mill tax limitation;

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

**Section I.** That the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and

**Section II.** that there be and is hereby levied on the tax duplicate of said Township the rate of each tax necessary to be levied within and without the ten-mill limitation as follows: as the attached Schedule A and Schedule B; and

**Section III.** That the Clerk of this Board be, and he is hereby directed to certify a copy of this Resolution with Attachments A and B to the County Auditor of said County.

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 9<sup>th</sup> day of September 2020.

*Board of Trustees*

*Vote*

*Attest and Authentication:*

Jeff Buddo  
Douglas L. Johnson  
Larry Miller

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

**New Business: September 9, 2020 Board Meeting**

**Ref: Proposed 2021 Road Program/ Present to BCEO for Estimates**

**Proposed 2020 Road Program Considerations (Preliminary)**

**Motion:** Approve the attached preliminary proposed road improvement program for 2021 to be submitted to the Butler County Engineer's Office for engineering estimates and incorporation into their annual collective jurisdiction bidding program. Motion made by: Larry Miller, seconded by: Jeff Buddo to approve the above motion for the 2021 Road Program. After discussion, the Fiscal Officer called the roll with the vote as follows: All three Trustees voted yes..

**New Business Item D.**

**Harvest Land Propane Contract Renewal**

**Background:** For the last several years we have worked with the Harvest Land Coop Company in Hanover Township to supply propane to our facilities. This supplier has served as well and we have been able to secure sufficient propane by entering into annual pre supply contract guaranteeing price and quantity. Our estimates show a total volume of 11,500 gallons priced to be 1.199 per gallon. As the result of good service, local contacts and reasonable price as well as availability, we recommend renewal.

**Motion:** A motion was made by Jeff Buddo, seconded by Larry Miller to approve a renewal agreement for propane gas during the term October 1, 2020 through March 31, 2021 with the Harvest Land Coop Company for the volume and price specified above. After discussion, a roll call vote was taken with all three Trustees voting yes.

**New Business Item e.**

Motion to Accept and acknowledge donations for Hanover Memorial Park in the memory of Jim Wells from the following parties:

- 1) Robert Niederman \$50.00
- 2) Daniel and Lisa Rowlands \$25.00
- 3) Kevin and Anita Blakely \$40.00
- 4) Robert and Gloria Hoelle \$100.00
- 5) Blain and Joan Bowling \$50.00
- 6) Glen and Carole Ballinger \$25.00
- 7) Steve and Judith Bartels \$50.00

Moved by: Mr. Johnson, seconded by: Mr. Miller.

After discussion, the Fiscal Officer called the roll. The vote was: all three Trustees voted yes.

### **New Business: Cemetery Lot Buy Back**

Mr. Calvin Ray Yordy of Butler County, Ohio two cemetery lots in Millville Cemetery located in Section F Lot 52 graves #1 and #2 valued at the time for \$250.00 each. Mr. Yordy has made a written request to sell back the lots for \$500.00 minus the Township's \$25.00 transfer fee.

**Motion:** Moved by Mr. Miller, seconded by Mr. Buddo to approve the aforementioned buy back of Graves for a net total of \$475.00. (Letter attached)

After discussion, a roll call vote was taken: All three Trustees voted yes.

### **New Business: Community Development Block Grant Project Discussion and Input**

#### Suggested Ideas for Community Development Block Grant Funds Citizen Input, Park Committee and Administration Suggestions September-October 2020

#### General Projects Various Locations

1. *Bridge Repair Work: Gene Avenue (\$127,685.00) (Needs Updating)*
2. *Park Restroom Replacement- High Priority from the Park Committee(Est \$239,475.00)*
3. *Extend Water/Electric Utilities (safety issue) to other parts of the Park- High Priority from the Park Committee.(Est. \$42,302.00)*
4. Community Center- Grind out old pavement, provide for drainage and repave parking lot and relocate Community Center sign. (October 2018 estimate is \$\$138,000.00
5. Drainage Improvements Park ball field/parking lot areas; no current estimates
6. Seek funding to install adverse weather sirens for placement in the Park Area & Alamo Heights, estimated \$30,000.00.
7. Add playground equipment.
8. Expand Veterans Memorial to include Flag Stanchions for all services

#### Existing Park Area

1. Add more picnic tables and grills throughout the site

2. Upgrade existing ball field; reorient the back stop area and replace with new.
3. Build a combination concession stand, storage facility and modern restroom building.
4. Construct a Nature Preserve area in the rear area of walking path section.
5. Build a sizable community fire ring not too far away from the gazebo area
6. Add a small fountain/sculpture piece near the gazebo area or cascading fountain design.
7. Provide electric to all shelters and add security lighting for extended park use.
8. Add new, smaller shelters at appropriate locations.
9. Add basketball area to existing park.
10. Outdoor Fountain Spray Fun Area for kids.
- 11. Construct Sand Volley Ball Court. Recommended by the Park Committee**
- 12. Construct an area for Frizbee Golf. Recommended by the Park Committee**
- 13. Construct a "Ga Ga Ball Court". Reviewed by the Park Committee as an easy addition.**

**Citizen Input:** Based upon input received and Park Committee and Land Use Committee meetings over time. Ranking of projects and formal approval by the Board of Trustees will take place during the October 14, 2020 meeting.

**Due Date of Grant application(s): November 6, 2020 4:00PM**

**New Business: Road Department Truck Purchase:** The State Bid list was checked and the National Auto Review was printed out to get the lowest and best bid amount. This amount was presented to McCluskey Chevrolet and this dealership submitted a lower bid. The Road Superintendent recommends proceeding with the lowest and best bid.

#### **Resolution No. 34-20**

**Authorizing Hanover Township's Purchase of a New Road Department Multi Purpose Pick Up Truck through Participation in the Municipal Discount Pricing Program Through McCluskey Chevrolet**

*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 but the prices for the available pickup trucks exceeded the budget range; and

*Whereas*, Hanover Township joined Sourcewell competitively solicited contracts which includes the National Auto Fleet Group pricing comparisons used by the Butler County Engineer's Office; and

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

**Section I.** That Hanover Township checked with the listed competitive pricing organizations as well as shopped the best pricing with area vendors to obtain the best competitive pricing for a Chevrolet Colorado 4 X 4 Crew Cab pickup truck which resulted in McCluskey Chevrolet offering the best price under the listed competitive sources.

**Section II.** That Hanover Township authorizes the purchase of a 2021 Chevrolet Colorado 4X4 Crew Cab LT Model pickup truck from McCluskey Chevrolet 9673 Kings Automall Road Cincinnati, Ohio 45249

for an amount of \$31,609.00 for the base unit plus up to an additional amount not to exceed \$34,000.00 for optional add-ons.

**Section III.** 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 Municipal Discount Pricing Program.

**Section IV.** That the Fiscal Officer is hereby authorized to make payments to this vendor directly after successful delivery of said vehicle.

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 9th day of September 2020.

***Board of Trustees***

***Vote***

***Attest and Authentication:***

Jeff Buddo  
Douglas L. Johnson  
Larry Miller

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

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**Other New Business**

There was a follow up discussion regarding the pending court decision and implementation of cleanup efforts for the 1955 Hamilton Richmond Road property. Mr. Henry explained the discussions he had with the County Prosecutor's Office. The prosecutor intends to pursue contempt of court order to get a response from the owner. The next step if this doesn't work is for the Township to initiate proceedings outlined in ORC 505.87. A motion was made by Mr. Buddo and seconded by Mr. Johnson to authorize the Township Administrator to initiate steps pursuant to ORC 505.87 if necessary to clean up the property.

The Fire Chief and Administrator discussed different options for purchasing equipment that would be CARES Funding eligible. Additional interpretations are due to be issued from the State later this month. Options will be presented in October. However, the COVID-19 plumbing projects are proceeding for the Community Center and Fire Station. Touchless faucets and toilet mechanisms are being proposed. John Baumgartner will be asked for advice on type of fixtures and contractor. Moved by Mr. Buddo, seconded by Mr. Miller to authorize the Township Administrator to proceed with these COVID-19 upgrades. After discussion, the Fiscal Officer called the roll with all three Trustees voting yes.

The Chief discussed the need for PPE such as turn out gear. Until a final determination is made if the expenditure qualifies under the CARES Act, the Chief proposes purchasing 3 sets of turn out gear at a cost of \$7,096.00 from Vogelpohl Fire Company. Moved by Mr. Buddo, seconded by Mr. Miller to purchase three sets of PPE Turn out gear for the Fire Department with Vogelpohl Fire Equipment Company at a cost of \$7096.00. After discussion, the Fiscal Officer called for a roll call vote with all three Trustees voting yes.

The Fire Department had a recent hose testing process and inspection. As such a number of varying size of hose is outdated and needs to be replaced as described by the Fire Chief. Needed hose replacement is as follows: 1000' of 5"; 500' of 2 1/2"; 500' of 1 3/4". Mr. Miller mad a

motion to purchase fire hose from Vogelpohl Fire Equipment Company for a cost of \$10,800.00 which was seconded by Mr. Johnson. After discussion and information provided by the Fire Chief, the Fiscal Officer called the roll with all three Trustees voting yes.

As was mentioned to the Board last month, the Chief and Administrator have been examining the possibility of adding a third person to the on station staff to better serve the residents. Chief Clark reviewed the advantages of such a position. Mr. Sullivan and Mr. Henry explained that specific costs have not been identified. Mr. Henry stated that a modified schedule (not 24/7 365 coverage) might be possible to set up for the balance of 2020. After listening to the discussion, Mr. Buddo made a motion to approve the concept of adding a third shift person dependent upon budget constraints and final review by the Fiscal Officer and Administrator. This motion was seconded by Mr. Miller. The Fiscal Officer called the roll with all three Trustees voting yes.

The Road Superintendent discussed a repair to a snowplow blade that may cost in the vicinity of \$6,000.00. A proposal estimate is being prepared.

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**In the Board's packet under miscellaneous correspondence, the following items were included:**

- 1. **Butler County Building Permit Report for August 2020**
- 2. **OTA Legislative Update**
- 3. **Electric Aggregation Performance Report**
- 4. **Medicount Management Report of Activity for July 2020**
- 5. **Tim Derickson New Job Article**
- 6. **Sourcewell Agency Participation (Includes National Fleet Pricing Review)**
- 7. **Other**

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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, all three Trustees voted yes.

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

*Jeff Buddo, President:* \_\_\_\_\_

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

*Larry Miller, Trustee:* \_\_\_\_\_

Date: 10-14-2020

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