



**Hanover Township Board of Trustees
December 8, 2021 Meeting Minutes**

Call to Order: Board President Douglas L. Johnson called the meeting to order at 6:00 PM. Mr. Johnson led the opening ceremonies and gave the opening invocation.

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

Approval of Meeting Minutes: Motion made by Mr. Miller, seconded by Mr. Johnson, to approve the Regular Meeting Minutes of November 10, 2021 and approve warrants for release/distribution as well as approval of all reports. Upon roll call all three Trustees voted yes to approve all.

Guest Presentation: None were scheduled.

Citizen Participation: No one wished to address the Board.

Administration Reports

**Butler County Sheriff’s Office
District #6
Hanover Township Contract Cars
Monthly Report for November 2021**

<u>Activity Area</u>	<u>Month Totals*</u>	<u>YTD</u>
• Dispatched Calls: 137		2657
• Felony Reports: 04		30
• Misdemeanor Reports: 12		163
• Non-Injury Crash: 10		87
• Injury Crash: 03		25
Total Reports: 16.....		302
• Assists/Back Up: 11		303

- Felony Arrests: 03 09
- Misdemeanor Arrests: 03 69
- OMVI Arrests: 01 02

Total Arrests: 0744

- Traffic Stops: 07 150
- Moving Citations: 06 118
- Warning Citations: 03 46
- Civil Papers Served: 1 01
- Business Alarms: 04 17
- Residential Alarms: 07 74
- Special Details: 10 154
- COPS Times: 2,400 (*Min.*) 52,000 Min
- Vacation Checks: 13 170

*** Deputy Mayer's stats are not included as he was on vacation and then sustained a BCSO work related injury; on leave indefinitely. Reporting for Deputy Tanner. Prepared by BEH.

Hanover Township Fire Department
Monthly Report for November 2021- Phil Clark Fire Chief

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	809
• Motor Vehicle Accidents:	08	76
• Fire Runs:	07	139
• Fire Inspections:	01	53
• Knox Box Details	00	00
• Other	00	00
• Total for the month:	848 Runs/Operations	

(Fire/EMS Runs)

Total Year 2021: 1075 Runs/Operations

(December 2020: 87 Runs/Operations)

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Total for 2020	870	
Total for 2019	879	
Total for 2018	777	
Total for 2017	689	
Total for 2016	705	
Total for 2015	733	
Total for 2014	809	5 year average (2016-2020): 784
Total for 2013	750	Run Increase Since 2006: 374
Total for 2012	693	
Total for 2011	719	
Total for 2010	748	
Total for 2009	676	
Total for 2008:	669	
Total for 2007	717	

Road/Cemetery: Mr. Gardner presented the following report for the month of October 2021:

**SUPERINTENDENT'S REPORTS
(December 8, 2021)**

Millville Cemetery Operations Report December 1 through December 31, 2021

1 Grave sold to Township residents (@ \$710)-----	710.00
7 Graves sold to nonresidents (@ \$995)-----	6,965.00
0 Old resident graves-----	0.00
12 Full Interments-----	12,600.00
0 Baby interments-----	0.00
0 Cremations-----	0.00
Foundation and Marker installation fees-----	1,307.20
Grave Transfer-----	0.00
Donations-----	0.00
Total: -----	\$21,582.20

Other Cemetery activities:

1. fixed graves
2. cleaned office and garage
3. pick up and removed flowers from stones

(Scot Gardner)

1. Performed road check after December 5 storm.
2. Cleaned out ditch pipe on Vizedom Road.
3. Picked up a pile of brush on Timbercreek Drive.
4. Replaced some of the rotted hydraulic piping and hose on Truck 2.
5. Serviced equipment and got it ready for winter.
6. Cold patched potholes.
7. Removed everything from Road Superintendent office to paint and replace flooring.
8. Performed ice and snow control on December 9.
9. 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 **November** Summary Report
(December 2021)

- **Healthy Community Coalition (Talawanda School District):** Worked on finding a volunteer to represent the Township to this coalition. Coordinated issues with Director Amy Macecheko.
- **Insurance Issues:** Worked on Vision Service Plan renewal seeking a two year contract to save money. Sent documentation to the carrier.
- **Park Committee:** Held meetings with the Park Committee to prepare for the Veterans Day Celebration and Luncheon.
- **Fiscal Operations: Ongoing-** We are continuing the process of reviewing all funds and determining fiscal strength of the Township for the balance of 2021. Made recommendations to authorize funding for a third person on station EMS person in the Fire Department.
- **Veterans Day Ceremony and Luncheon (November 11th):** Prepared lay out logistics, purchased product and assisted in the preparation of the program brochure. Lined up speakers and helped to MC the ceremony.
- **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.
- **American Relief Fund Act:** Ongoing: Continued to research and monitor US Treasury updates to this Act to ascertain what projects can be funded. Prepared summary report for legal counsel citing references for funding approval. AS of the writing of this report, no wrod from legal counsel.
- **MS4 NPDES Permit:** Worked with the Ohio EPA and Butler County Engineers Office in providing information and filing an application for a general permit through Ohio EPA MS4 NPDES permit in regard to storm water issues.

- **Covid-19 Issues: Ongoing-** Continued to execute extra precautions to insure the Community Center and other Township facilities are protected as much as possible from the spread of the virus. Also provided for extra cleaning services and total disinfecting of the Center by certified professionals.
- **Building and Zoning:** Ongoing-Worked with County Zoning to obtain information and updates for Court cases regarding violations in Hanover Township. Continued follow up with Jim Fox in reference to some new complaints.
- **Notary Designation:** Received approval and re appointment as a Notary for the State of Ohio through the Ohio Secretary of States Office.
- **Catch Basin Repairs: No Progress.** 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 2021-2022 construction season. **(Placed on hold due to economic issues COVID-19 related)**
- **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.**
- **Ongoing: Gene Avenue Culvert-** The Gene Avenue culvert project received a partial grant award (\$71,000.00) through the Community Development Grant Process. This project is still a priority and will be made part of the 2022 Road Program through the County Engineer's Office with a 2021 estimated cost of \$109,339.00. This may be a possible project for the American Relief Funding Act.

Personnel Actions and Other Items of Note

Ongoing: Due to the pandemic issue period, which resulted in furloughing, not filling or able to fill enough part time and seasonal employees for addressing all of the Township's operational needs as well as not having sufficient funds readily available for certain infrastructure needs, the township staff is having difficulty in meeting all the operational demands. One employee is still recovering from a serious illness and is on extended leave (possibly through mid December). With the possibility of additional support revenues from the State, we are trying to attract the needed workers.

Personnel actions and appointment of new personnel underway for October:

Fire Department:

Hire subject to conditions:

None

The following employees have achieved a higher credential and as per the Township Pay Plan are increased to the level authorized pursuant thereto:

None

Road and Cemetery:

As previously approved, Mark Lange (part time) and Sam Smith (full time effective November 29th) were hired to support Township operations.

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

Ongoing- Studying ways to secure records properly: The Administration has been boxing up records to free file space for current documents. Examining old file boxes in the attic to determine which boxes should be reviewed and documents shredded

Admin Security and Protection of Records: Examining possible building "blind spots" and also the security and protection of key township documents.

Road Department: Examining issues related to the storage of equipment. Looking at pole barns and other related structures.

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 final quarter of 2021.

Of Note- Budget Information November 30, 2021

Cash Balance as of November 30, 2021: \$3,355,784.52 (Includes ARP funds)

1) Total Expenditures all funds for November 2021: \$281,522.56 / **Revenue:** \$131,573.98

2) Total General Fund cash on hand November 30, 2021: \$1,090,025.83 (32.48%) of Total funds

3) Total Fire/EMS Fund cash on hand November 30, 2021: \$774,778.93 (23.09%) of Total funds

4) *Monthly Revenue and Expenditure Reports by fund for November 2021 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

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- Cash Balance: \$1,444,676.89
Nov- Cash Balance: \$1,384,569.72
Dec- Cash Balance: \$1,324,682.90

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
Sept- Cash Balance: \$2,578,948.20
Oct- Cash Balance: \$2,32,780.90 (Excludes CARES Funding; If included balance is \$2,859,129.29)
Nov- Cash Balance: \$2,446,861.80 (Excludes CARES Funding; If included balance is \$2,728,043.24)
Dec- Cash Balance: \$2,436,152.18 (Includes \$35,374.23 CARES Revenue)

Fiscal Year 2021

Jan- Cash Balance: \$2,327,500.47
Feb- Cash Balance: \$2,555,744.03
Mar- Cash Balance: \$2,326,232.58
Apr- Cash Balance: \$2,936,429.83
May- Cash Balance: \$2,865,179.70
June- Cash Balance: \$2,814,391.86
July- Cash Balance: \$3,162,801.28
Aug- Cash Balance: \$3,018,684.99
Sept- Cash Balance: \$3,529,740.57
Oct- Cash Balance: \$3,487,179.01
Nov- Cash Balance: \$3,355,784.52

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.

November 2020: Finishing up CARES Act purchases and payroll expenses to be completed or encumbered by November 20, 2020. Evaluating project list for 2021 to present to the Board.

December 2020: Evaluating final year expenditures and will be examining balances and outstanding issues as the Township moves into 2021. A number of projects are on hold due to the COVID-19 impact on revenues. In January 2021, fund balances and carry over as well as property valuation numbers will be analyzed. The Township must operate on carry over balances until tax settlements are received in April 2021.

January- March 2021: Fund balances and carry over as well as property valuation numbers will be analyzed the first quarter. The Township must operate on carry over balances until tax settlements are received in April 2021.

Also, the impact of COVID-19 on revenues and expenditures will be evaluated. Examining new COVID-19 Relief Bill for allocations to Townships.

June- July 2021: The Township should review what can be funded through the American Relief Act for Townships and develop a priority list of projects and costs. Need to schedule a work session in August and/or September to develop a project/program list.

August-September 2021: Must review and address rising costs of Fire/EMS operations and revenue that is not increasing at the same rate. Future consideration necessary to address level levy revenue.

October 2021: Analyzing American relief Fund Act regulations and forwarded Township projects for legal review under the Act. Once an opinion is rendered, a special Board meeting will need to be called for review.

November 2021: No word from legal counsel- American Relief Fund Act funds and their use. Administration is still running short. Road and Cemetery slowing getting back to full strength.

Old Business:

Holiday Light Recycling Program

Hanover Township working with the Hanover Township Park Committee is continuing the holiday light recycling Program started last 2019. From December 4, 2021 through January 9, 2022, residents are encouraged to help recycle old lights and strings by dropping them off in identified containers located in Hanover Park by the Rumpke Recycling Dumpsters 1880 Morman Road. The program will operate for 5 weeks. Proceeds from the recycled materials will support park programs.

Publication of this program was in the Hamilton Journal Newspaper on Tuesday December 7, 2021.

**Hanover Township Records Commission Meeting
December 8, 2021 5:45PM**

Presiding: Douglas L. Johnson, Trustee Board President and Records Commission Member

Present: Greg Sullivan, Commission Member; Bruce E. Henry, Township Administration

Approved Agenda

A. Roll Call/Call to Order: Douglas L. Johnson

- B. Current Records Issues Facing The Township/ Update
- C. Review Township Records Retention Policy Update
- D. Records Storage Issues
- E. Other
- F. The Commission had a copy of the current Records Retention Policy. After review except for a few considerations, the policy seemed to be accurate and up to date.
- G. Mr. Henry reviewed the current issues and problems with the system.
- H. Policy needs to be reformatted in accordance with current state guidance.
- I. Email records area and retention needs further review.
- J. Records storage space is very limited. Need to get up to date on shredding. Will look into shredding companies after the first of the year.
- K. More information is needed on the above areas to determine next steps.

Old Business 8c.

Motion: Hanover Township received the official *Certificate of Result of Election* regarding the Fire Levy renewal of 3.5 mills that was on the November 2, 2021 ballot. For the record a motion is recommended to accept the document from the Butler County Board of Elections. Moved by Mr. Buddo, seconded by Mr. Miller to accept the notification from the Board of Elections of the Certificate of Result of Election for the 3.5 mills fire levy. After discussion, Mr. Sullivan called the roll with the vote as follows: All three Trustees voted yes.

Veterans Day Ceremony: Mr. Henry identified the supporters, participants and cash contributors to make the November 11th Veterans Day Ceremony and Luncheon a major success.

New Business:

Resolution No. 46-21

**Approving Temporary Appropriations for Fiscal Year 2022 for Hanover Township
Butler County, Ohio**

Whereas, the Board of Trustees, Fiscal Officer and Administration have been reviewing the necessary operating fiscal requirements for the first quarter of 2022; and

Whereas, there is a need to set temporary funding of activities for all Township Operations until a final appropriation can be prepared and approved during the first quarter of 2022; and

Whereas, the Fiscal Officer has prepared said temporary appropriations for all services and set forth the first quarter 2021 anticipated revenues and expenditures in the attached document entitled: **Attachment Resolution No. 45-21 Temporary Appropriations 2022.**

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

Section I. That to promote efficient and sound fiscal operations for the Township, the Board hereby adopts a Temporary Appropriation for 2022 totaling \$1,494,486.90 as reflected in the attachment hereto entitled: ***Attachment Resolution No. 45-21 Temporary Appropriations 2022.***

Section II. That the Fiscal Officer is authorized to process expenditures in accordance with the approved Temporary Appropriation Document for 2022.

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 8th day of December 2021.

Board of Trustees

Vote

Attest:

Douglas L. Johnson
Larry Miller
Jeff Buddo

Gregory L. Sullivan
Fiscal Officer/ Clerk

Resolution No. 46-21: Each year the Township must approve Temporary Appropriations in order to operate during the first half of the new year. Carry Over of balances/funds is the primary revenue source until the 2022 Settlement of revenue is received from the County, estimated to be in April. Mr. Buddo made a motion to approve Resolution No. 43-20 2021 Temporary Appropriations, which was seconded by Mr. Miller. After discussion, Mr. Sullivan called the roll with all three Trustees voting yes.

Veterans Day Appreciation Resolution No. 47-21:

Mr. Henry and the Board discussed the success of the November 11th event. This resolution recognizes all those who helped.

Hanover Township Butler County, Ohio

Resolution No. 47-21

Recognizing the Contributions, Sponsors and Volunteers for an Extremely Successful 2021 Veterans Day Ceremony and Luncheon

Whereas, Hanover Township has been blessed with a supportive and involved citizen base contributing to the well being of the entire area; and

Whereas, Veterans Day Ceremony and Luncheon 2021 held on November 11, 2021 was the 15th annual event and the first full ceremony after the 2020 pandemic year; and

Whereas, the Veterans Day Ceremony and Luncheon 2021 Kids Fest were a huge success with the Township receiving numerous compliments; and,

Whereas, in order to provide a safe and free for recognizing veterans a number of sponsors, contributors and volunteers stepped up to help; and,

Whereas, it is appropriate to express appreciation and to say "Thank You" to all involved; and,

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

Section I. That on behalf of Hanover Township residents and officials, expresses appreciation and "Thank You" to the following:

Cash Contributions: Stony Run Enterprises, Butler Rural Electric Cooperative, Kelly's Bakery, Reffitt's Garage and Towing.

Other Contributions and In Kind Services: Butler County Sheriff's Office Pipe and Drum Corps, Kerusso Baptist Church, Bruce E. Henry, Richard Gonzales and US Air Force ROTC Detachment #640 Miami University

Volunteers Either Prior to the Event or During the Event: Ron Sipe, Mel Derickson, Joe Pyfrin, Diana Ramsey, Charles Ramsey, Angie Clausen, Stephanie Lentz, Julie Prickett, Pat Miller, Terry Moran, John Baumgartner, Clay Calihan, and Bob Krieger.

Section II. It is hereby directed that a copy of this signed Resolution be sent to all contributors and volunteers.

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 8th day of December 2021.

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

Motion was made by Mr. Miller and seconded by Mr. Buddo to approve Resolution No. 47-21. After discussion, Mr. Sullivan called the roll with all three Trustees voting yes.

Amending 2021 December Holiday Schedule:

Resolution No. 48-21

Clarifying and Amending Sections of Resolution No. 15-94 and Resolution No. 13-08 (Employee/Personnel Policy)

Whereas, sound personnel policies and procedures are essential to an efficient and effective organization; and

Whereas, the Board of Trustees recognizes the need to periodically review, clarify and amend the Township's Employee/Personnel Policy; and

Whereas, a certain section of Resolution No. 15-94 and Resolution No. 13-08 (Employee/Personnel Policy) require consideration of an amendment applicable to 2021, to insure proper practical scheduling practice,

Whereas in 2017 the Board of Trustees took a similar one time only action regarding the Christmas Eve and Christmas Day recognized holidays; and

Whereas, 2021 has been a difficult year due t COVID-19 issues and subsequent staff shortages,

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

Section I. Section VII. HOLIDAYS of Resolution No. 15-94 and Resolution No. 13-08 is hereby amended to read as follows for 2021 only:

Section VII. HOLIDAYS

Full-time employees are eligible for paid holidays upon hire. The employee must be in an approved paid status the day preceding and the day subsequent to the holiday in order to receive holiday pay, unless either day is a Saturday or Sunday.

Full-time employees are entitled to eight (8) hours* of holiday pay for each of the following holidays, subject to the above. Employees are entitled to holiday pay in addition to any hours they may be required to work on these days:

- | | |
|------------------------|---------------------------|
| New Year's Day | Labor Day |
| Martin Luther King Day | Veterans Day |
| Presidents' Day | Thanksgiving Day |
| Memorial Day | Friday after Thanksgiving |
| Independence Day | |

Christmas Eve 8 Hours only on December 21 for 2021 only
Christmas Day (Recognized by law on December 24, 2021 only)

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 8th day of December 2021.

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

Motion was made by Mr. Buddo and seconded by Mr. Miller to approve Resolution No. 48-21. After discussion, Mr. Sullivan called the roll with all three Trustees voting yes.

Playground Surface Repairs:

New Business 9d.

The rubberized surface at the playground in Hanover Memorial Park has spots that need attention and repair. Also there is some separation from the concrete curb portion allowing moisture to seep underneath the surface. Both of these issues will lead to more serious damage of the surface if not repaired. Unfortunately, we did not receive this proposal when the weather was warmer. We want to proceed and authorize the repairs although the weather has to be 50 degrees and rising. The repairs take 72 hours to cure. for the repairs is \$9,350.00. DWA Associates did the initial installation.

Motion: Mr. Buddo made a motion to approve the repair of the rubberized playground surface in the Hanover Park by GameTime working through DWA Associates and authorize the Township Administrator to execute documents associated therewith accordingly for a base amount of \$9,350.00 plus an additional 5% contingency if the cost of product rises before the work can done which was seconded by Mr. Miller. After discussion, Mr. Sullivan called the roll with the vote as follows: all three Trustees voted yes.

Motion to Accept: Joyce Leyrer Resignation:

New Business December 8, 2021 9e.

Motion: Accept the resignation letter from Joyce Leyrer who was appointed to represent Hanover Township to the Talawanda Healthy Communities Coalition and thank Mrs. Leyrer for her support of Hanover Township. Moved by Mr. Miller seconded by Mr. Buddo. After discussion, Mr. Sullivan called the roll with the vote as follows: all three Trustees voted yes.

Semi Truck Traffic Issues: Resident complaints have increased regarding semi truck traffic on Morman Road, Krucker Road and Vizedom Road. There is concern over speeding, narrowness of some streets and turning radius issues. Board members remarked about their observations of the increased traffic cut through. Uncertain as to what can be done but perhaps a resolution requesting assistance through the County Engineer can be considered in the future.

New Business 9f. Various Township Roof Issues

Except for the Fire Station other Township structures have had some storm and wind damage to their roofs which also includes park shelters. Recently Precision Roofing representatives were in the area and noticed that our structures were missing shingles and had some limited damage. Scot Gardner coordinated getting information from the Company. Attached are proposals for the Community Center (\$27,100.00), Road Department (\$18,810.00), Shelter #2 and Gazebo (\$5,350.00), and Salt Bin (\$10,015.00). Total for all facilities is \$61,275.00. This total price is based upon this company doing all the work at the same time. This matter is brought to the Board for review and discussion.

After discussion, Mr. Miller made a motion seconded by Mr. Buddo to approve contract negotiations by the Township Administrator to repair the Community Center roof as well as seek other proposals and to execute a contract therefore. Mr. Sullivan called the roll with all three Trustees voting yes.

Miscellaneous Correspondence:

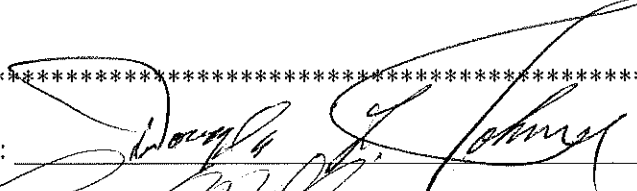
Mr. Henry reviewed the following items with the Board which were included in their packets:

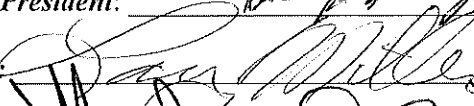
1. **Butler County Building Permit Report for November 2021**
2. **OTA Legislative Update**
3. **Medicount Management Report For October 2021**
4. **Energy Alliance Holiday Party Invitation/ December 17th**
5. **Duke Energy: Request for Rate Adjustments**
6. **Other**

There being no further business to conduct, a motion to adjourn the December meeting was in order.

Motion to Adjourn:

There being no further business to be brought before the Board, a motion to adjourn was made by Mr. Buddo which was seconded by Mr. Johnson. After discussion, Mr. Sullivan called the roll with all three Trustees voting yes.

Douglas L. Johnson, President: 

Larry Miller, Trustee: 

Jeff Buddo, Trustee: 

Date: 1-19-2022

Verified by: Gregory L. Sullivan, Fiscal Officer: 