



**Hanover Township Board of Trustees  
November 10, 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. Buddo, seconded by Mr. Miller, to approve the Regular Meeting Minutes of October 20, 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 October 2021**

| <u>Activity Area</u>          | <u>Month Totals*</u> | <u>YTD</u> |
|-------------------------------|----------------------|------------|
| • Dispatched Calls: 154       |                      | 2403       |
| • Felony Reports: 02          |                      | 26         |
| • Misdemeanor Reports: 06     |                      | 146        |
| • Non-Injury Crash: 07        |                      | 70         |
| • Injury Crash: 00            |                      | 18         |
| <b>Total Reports: 15.....</b> |                      | <b>270</b> |
| • Assists/Back Up: 28         |                      | 289        |
| • Felony Arrests: 00          |                      | 03         |
| • Misdemeanor Arrests: 01     |                      | 61         |

- OMVI Arrests: 00 01

**Total Arrests: 01 .....32**

- Traffic Stops: 10 135
- Moving Citations: 10 108
- Warning Citations: 02 39
- Civil Papers Served: 0 00
- Business Alarms: 0 13
- Residential Alarms: 08 65
- Special Details: 15 141
- COPS Times: 5,200 (*Min.*) 47,200 Min
- Vacation Checks: 05 152

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 \*\*\*Reporting for Deputies Mayer and Tanner. Prepared by BEH.

The Board asked questions about recent criminal activity. Deputy Tanner stated there were some break ins in Hanover Township as well as other areas.

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**Hanover Township Fire Department**  
**Monthly Report for October 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: | 54   | 671        |
| • Motor Vehicle Accidents:                 | 07   | 59         |
| • Fire Runs:                               | 14   | 123        |
| • Fire Inspections:                        | 00   | 52         |
| • Knox Box Details                         | 00   | 00         |
| • Other                                    | 00   | 00         |
| • Total for the month:                     | <b>75 Runs/Operations<br/>( Fire/EMS Runs)</b> |            |

**Total Year 2021: 903 Runs/Operations**

(October 2020: 68 Runs/Operations)



|                 |     |                                 |
|-----------------|-----|---------------------------------|
| 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 |                                 |

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

**SUPERINTENDENT'S REPORTS  
(November 10, 2021)**

**Millville Cemetery Operations Report October 1 through October 31, 2021**

|   |                    |
|---|--------------------|
| 2 Grave sold to Township residents (@ \$710)----- | 1,420.00           |
| 3 Graves sold to nonresidents (@ \$995)-----      | 2,985.00           |
| 0 Old resident graves-----                        | 0.00               |
| 8 Full Interments-----                            | 8,000.00           |
| 0 Baby interments-----                            | 0.00               |
| 2 Cremations-----                                 | 980.00             |
| Foundation and Marker installation fees-----      | 5,254.00           |
| Grave Transfer-----                               | 0.00               |
| Donations-----                                    | 0.00               |
| <b>Total: -----</b>                               | <b>\$18,639.00</b> |

- Other Cemetery activities:
1. fixed graves
  2. cleaned office and garage
  3. pick up and removed flowers from stones
  4. cut grass 4 times

**(Scot Gardner)**

1. Picked up two deer carcasses; one on Stahlheber Road and one on Hogue Road.
2. Picked up a load of brush dumped on Huston Road.
3. Repaired a catch basin on Gardner Road.
4. Cut brush in a ditch and trimmed a tree for better visibility pulling out of Fairy Drive.
5. Reinstalled a Stop Ahead sign on Krucker Road.
6. Hauled away a large dead tree that fell on Krucker Road.
7. Helped Roger Allen with burials and cutting grass.
8. Cut grass on all Township properties four times.
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 October Summary Report**  
(November 2021)

- **Fire Levy Information:** Prepared and produced additional documents to be used for providing the public with information concerning the Fire Levy Renewal and costs to homeowners.
- **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 Haunted Harvest and Veterans Day Celebration.
- **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.
- **Haunted Harvest:** Prepared lay out logistics, purchased product and prepared contest information. Worked the event on Sunday October 24th.
- **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.
- **Newsletter:** Prepared articles, coordinated art work and worked with Quality Publishing to get an informative newsletter with Fire Levy Information in the hands of residents prior to the November 2, 2021 election.
- **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.
- **Schedule of Board Meetings and Events for 2022:** Based upon 2021 history and looking forward for 2022, a preliminary schedule of Board meetings and Special Events was prepared for Board consideration in October. Final schedule with revisions to be presented in November to the Board.
- **Training:** Attended Notary Training sponsor by the Butler County Bar Association and a short legal zoom seminar by FBT.
- **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 October 31, 2021**

**Cash Balance as of October 31, 2021:** \$3,487,179.01 (Includes ARP funds)

- 1) **Total Expenditures all funds for October 2021:** \$281,522.56 / **Revenue:** \$131,573.98
- 2) **Total General Fund cash on hand October 31, 2021:** \$1,101,655.08 (31.59%) of Total funds
- 3) **Total Fire/EMS Fund cash on hand October 31, 2021:** \$812,429.68 (23.30%) of Total funds

4) **Monthly Revenue and Expenditure Reports by fund for October 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

**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-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

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: \$2,2906,35.31  
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

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.

## **Old Business**

Mr. Henry reviewed with the Board the final summary of Community Development Projects and costs as listed below:

### **Attachment Resolution No. 43-21 CD Project Rankings Community Development Block Grant Requests November 2021**

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#### **Community Center Parking Lot Drainage/Paving Improvement Project**

##### **Ranking #1**

The Hanover Township Community Center, located across the street from the Township Park, at 2595 Old Oxford Road hosts numerous civic functions, private parties and government meetings/functions as well as serves a District Office for the Butler County Sheriff. On average the facility is used for at least 13 events per month and serves as a site for Township Administrative operations. The facility can seat up to 110 people for a dinner or more for a presentation or classroom training. The facility has been used by the State Auditor for required Public Records training for southwestern Ohio officials. In addition, the Center is the site for the annual Veterans Day luncheon serving over 100 people.

There is severe cracking in the parking lot compounded by drainage problems affecting the building as rain water drains into the garage areas and five times in the last 12

months water as penetrated the office and community meeting room area lobbies. With an insufficient base underneath the lot along with the cracking and drainage issues, this project has become a very high priority. The Butler County Engineer's Office has been asked to provide technical assistance and guidance to address these issues. Complicated by limited funding, state reduction in revenues, pandemic issues, and reduced property values, there has been insufficient funding to address this project. This project would serve to improve drainage, increase parking spaces as the Center sign would be relocated and add to the enhancement of the overall appearance and utility. The structure serves a critical community function and is a great resource for residents in the Township and regional community at large.

## **Project #1 Continued**

**Total Project Estimate: \$137,050.00**

**CD Grant Request: \$124,000.00**

**Township/Local Match:\$13,050.00**

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### **Township Memorial Park General Utility and Safety Improvements Description and Budget Priority Ranking #2**

For some time there have been needs identified for additional water/electric utility access and safety measures to enhance park operations at the Hanover Township Memorial Park. This project includes security lighting for the north parking lot (built in 2008 with CD funds), lighting and electric for shelters #1 and #2 which are adjacent to the children's playground area, lighting for the restrooms adjacent to the children's playground area, lighting for the parking lot/gazebo area and rear of the children's playground and extension of water service to the Walking Path area providing for a drinking fountain as well as a tap for general water supply to maintain the area. The water utility extension is crucial for supporting special events, providing a water source to help with maintaining the park's vegetation and to provide a small water source in the event of a small fire. In addition, a modern safe drinking fountain will be installed to serve the back 14 acres in the walking path area.

General Park Utility and Safety Improvements

**Total Project Estimate: \$80,795.00**

**CD Grant Request: \$72,795.00**

**Township/Local Match:\$8,000.00**

**Priority Ranking: 2**

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**Safety/Sanitary Restroom Replacement  
Priority Ranking: #3**

3) Hanover Township Memorial Park is considered a regional attraction and a valuable asset to local neighborhoods. The Park is heavily used by all age groups, workers taking a lunch break and schools/day care groups. The existing restroom facilities are outdated and very small having unlabeled stalls with no running water creating unsanitary conditions. A constant request from citizens is to provide a sanitary restroom facility with running water. The specific project request includes the demolition of the existing outdated restroom and the construction of new modern ADA approved restrooms with running water and storage area. The location would be south of the existing ball field and on the northern edge of the Children’s Playground area. The existing structure takes up to three parking spaces, and if eliminated, would add to the original parking lot as parking is at a premium during high use times. The design would be consistent architecturally with recent facilities constructed and would provide ADA acceptable restrooms along with limited storage space. This proposed facility addresses resident requests for better and more sanitary restroom facilities and is consistent with the approved Park Master Plan. In addition, the proposed improvements will aid in reducing the threat of COVID-19.

**Park Restroom Project**

**Total Project Estimate: \$302,129.00**

**CD Grant Request: \$271,729.00**

**Township/Local Match:\$30,400.00**

**Priority Ranking: #3**

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**American Relief Fund Act:** No response as of this date in regard to the projects submitted for legal review. We hope to have a reply soon. Mr. Henry then presented a report from the Fire Chief regarding possible use of American Relief Fund Act funds for use in the Fire Department. Copies were provided to the Board.

**Other:** Mr. Johnson recognized Brian Batdorf in the audience and welcomed him back after his COVID-19 recovery.

A complaint was discussed regarding Fairy Drive foliage at the corner property. The Road Superintendent had been out to cut back some of the foliage from US 27. No other action is available at this point.

**New Business:**

**Volunteer and Employee Recognition/Appreciation 2021:**

The Board of Trustees decides on annual basis whether or not to express appreciation for service by community volunteers and employees for the year. In order to hold such a recognition in 2021, the Board has to decided to proceed but not to set up an in person program in light of COVID-19 issues.

Should the Board decide to proceed with such a recognition in 2021, a motion is needed to provide for a "Thank You" holiday greeting card and gift certificate in a minimum amount of \$30.00 to \$50.00 with total Township expenses not to exceed \$2,000.00.

**Motion** made by Mr. Buddo, seconded by Mr. Miller to approve the employee and volunteer recognition program for gift cards at a cost not to exceed \$1800.00

After discussion, the Fiscal Officer asked for a Roll Call vote with the following result: All three Trustees voted yes.

**Motion to Approve Meeting and Event Schedule for 2022**

Mr. Henry proposed a meeting schedule based upon the schedules of all officials involved and changes that were made in 2021. All dates are subject to change dependent upon circumstances and scheduling conflicts. In addition, Special Events will be reviewed in the context of any COVID-19 issues and related Board of Health instructions at that time. This schedule was presented to the Board last month.

**2022 Board of Trustees Regular Meeting Schedule  
And Special Events**

*(Meeting times are at 6:00 PM on the second Wednesday of each month unless changed due to schedule conflicts or unless otherwise publicized or posted.)*

- January 19: *Organizational Meeting/ 3rd Wednesday*
- February 23: 4th Wednesday
- March 16: 3rd Wednesday
- April 13:
- May 11:
- June 8:
- July 13:
- August 24: 4th Wednesday
- September 14:

- October 19: 3rd Wednesday
- November 9:
- December 14:

### **Special Events:**

1. **June 25th Saturday** Kids Fest: 1:00PM To 4:30PM/ Hanover Township Park
2. **September 24th Saturday:** Concert-Cruise In-Wine Tasting: 4:00PM to 10:00PM
3. **October 30th Sunday:** Hanover Haunted Harvest 4:30PM to 6:30PM
4. **October 31st Monday:** Halloween Trick or Treat Activities 6:00PM to 8:00PM
5. **November 11th Friday:** Veterans Day Ceremony 11:00AM/Luncheon Follows/ TBD

**Motion:** Mr. Miller made a motion to approve the proposed 2022 Meeting and Special Event Schedule which was seconded by Mr. Buddo. After discussion, Mr. Sullivan called the roll with the following vote: All three Trustees voted yes.

### **Reminder: December 8, 2021 Regular Township Meeting at 6:00PM**

- **Records Commission Brief Meeting at 5:45PM on December 8th.**

### **Attendees: Board President, Fiscal Officer and Township Administrator**

**ODOT Letter:** Mr. Henry presented an ODOT communication that outlined culvert repairs scheduled for 2022-2023. Each Trustee was given a copy.

**Zoning Appeals Case:** Mr. Henry briefly reviewed a Board of Zoning Appeals case regarding constructing an accessory building larger than zoning allows at 1925 Roberta Drive. There were no comments or objections.

### **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.

### **Reminder:**

Mr. Henry reviewed the Veterans Day Ceremony program with the Board. The ceremony starts at 11:00AM with a luncheon to follow in the Community Center.

**Other New Business:**

The Administration is recommending that Joyce Ann Leyrer 2149 Millville Oxford Road Hamilton, Ohio 45013 be appointed by the Board of Trustees to represent Hanover Township to the Coalition of Healthy Communities Talawanda School District comprised of the City of Oxford, Hanover Township, Milford Township, Oxford Township, Reily Township and the Talawanda School District.

**Motion:** Moved by Mr. Johnson, seconded by Mr. Miller too approve the appointment of Joyce Ann Leyrer as referenced above to the Coalition of Health Communities representing Hanover Township. After discussion, Mr. Sullivan called for a roll call vote with the vote as follows: All three Trustees voted yes.

**Other New Business:** Mr. Henry presented a report from the Fire Chief to Board in which a new ambulance was requested and a staffing increase on the EMS side for on station personnel. Some of these items are under legal review for use of the American Relief Fund Act monies. The Board took the report under advisement.

**Miscellaneous Correspondence:**

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

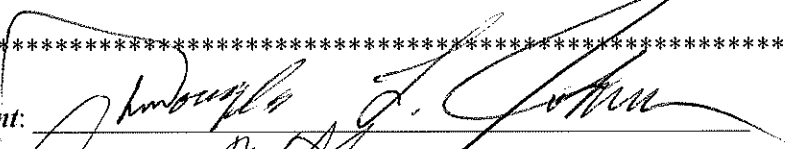
1. **Butler County Building Permit Report for October 2021 (Did not receive in time for the meeting).**
2. **OTA Legislative Update**
3. **Medicount Management Report For September 2021**
4. **Other- Notice for "Funk N Soul" show at the Fitton Center November 13, 2021.**

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**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.

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Douglas L. Johnson, President: 

Larry Miller, Trustee: 

Jeff Buddo, Trustee: 

Date:  12/8/2021

Verified by: Gregory J. Sullivan, Fiscal Officer: \_\_\_\_\_