



Hanover Township Butler County, Ohio

Board of Township Trustees Special Meeting
March 11, 2022
(8:30AM)

Jeff Buddo, Vice President of the Board, called the meeting to order at approximately 8:30AM. Gregory L. Sullivan, Fiscal Officer, took roll call with Mr. Buddo, and Mr. Johnson present. Mr. Miller was detained out of the area and could not attend. Also present was Bruce E. Henry, Township Administrator. The agenda approved for the meeting was as follows:

**Board of Township Trustees Special Meeting
March 11, 2022**

- 1. Call to Order: Larry Miller, Presiding
- 2. Roll Call: Township Fiscal Officer/Clerk- Gregory L. Sullivan
- 3. Review/Discussion of Items Related to the Pay Plan
- 4. American Relief Fund Act Allocation: Project Discussion and Updates
- 5. American Relief Fund Act: Possible Follow Up Resolution
- 6. Refinancing of Outstanding Debt: Status
- 7. Other/ Phone System Upgrade
- 8. Adjournment

Reminder: Next Regular Board Meeting is set for March 30, 2022 if needed.

Mr. Henry provided a summary report of the essential worker, premium pay provide to Fire Department employees based upon their working commitment during the pandemic funded under the American Relief Act.

The breakdown is as follows:

- 1) \$2000 Category: 13 = \$26,000.00 / Hours Category 800 hours to 1500 hours
- 2) \$1500 Category: 8 = \$12,000.00 / Hours Category 401 hours to 759 hours
- 3) \$1000 Category: 9 = \$9,000.00 / Hours Category 175 hours to 401 hours
- 4) \$500 Category: 2 = \$1,000.00/ Hours Category 75 hours to 174 hours

Number of Employees Compensated: 31

Total Costs: \$48,000.00

The next item of discussion the provisions of the pay plan approved by the Board on January 28, 2022. Mr. Henry presented three options for increasing salaries and officer's pay in the fire department. According to the plan, Mr. Henry has the authority to make the adjustments but he wanted the Board to understand the underlying logic for the decisions. After review, Mr. Henry set a budget ceiling of under 7% as discussed previously for all expenses. Increases were presented for all personnel of 3% in addition to the essential pay granted. Officer's monthly pay as well as hourly response pay was increased. There were 3 special adjustments made for long term employees in keeping with the approved pay plan. The Board concurred with Mr. Henry's proposed actions under the pay plan. Detailed personnel action forms will be prepared for each employee and will be reviewed with the Fiscal Officer.

The next item of discussion concerned the project listing for possible application of the Township's American Relief Act funds. There were 20 key projects reviewed with some of the projects pending funding from the County. The Trustees were asked to rate the projects and identify their top ten choices and return their suggestions to the Township Administrator. Mr. Henry will prepare a matrix showing the combined ratings. Mr. Johnson and Mr. Buddo asked questions regarding the regarding some of the project listings and which ones had grants pending.

Also once a project proceeds under ARF, a separate resolution must be prepared.

Refinancing debt and lease purchase issues: There have been discussions about collapsing the outstanding issues into one program. No final position has been communicated as of this date.

The current phone system is outdated with some phones quality is less than desired. Robinson Communications is preparing an alternative option. This will be discussed t a later date.

Mr. Buddo made motion to adjourn the meeting; Mr. Johnson seconded the motion. Upon roll call by the Fiscal Officer two of the three Trustees voted yes.

Minutes Approved for March 11, 2022 Special Meeting by the Board of Trustees as Witnessed by their Signatures:

Larry Miller, President: Absent for the meeting.

Jeff Buddo, Vice President: _____

Douglas L. Johnson, Trustee: _____

Date: 4/13/2022

Verified by: Gregory L. Sullivan, Fiscal Officer: _____

Handwritten signatures of Larry Miller, Jeff Buddo, Douglas L. Johnson, and Gregory L. Sullivan are written over horizontal lines. The signature of Larry Miller is at the top, followed by Jeff Buddo, Douglas L. Johnson, and Gregory L. Sullivan at the bottom.