



**Hanover Township Board of Trustees
May 11, 2022 Meeting Minutes**

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

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

Approval of Meeting Minutes: Motion made by Mr. Johnson, seconded by Mr. Buddo, to approve the April 13, 2022 Regular Meeting minutes and approve warrants for release/distribution as well as approval of reports. Upon roll call, all three Trustees voted yes to approve all.

Guest Presentation: None

Citizen Participation: No one wished to address the Board.

Administration Reports

Law Enforcement: Deputy Tanner gave the following report for the month of April 2022:

Butler County Sheriff's Office
District #6
Hanover Township Contract Cars
Monthly Report for April 2022

<u>Activity Area</u>	<u>Month Totals*</u>	<u>YTD</u>
• Dispatched Calls: 186		678
• Felony Reports: 00		03
• Misdemeanor Reports: 11		46
• Non-Injury Crash: 05		20
• Injury Crash: 02		10

Total Reports: 18.....79

- Assists/Back Up: 02 38
- Felony Arrests: 00 01
- Misdemeanor Arrests: 02 12
- OMVI Arrests: 00 00

Total Arrests: 0213

- Traffic Stops: 10 37
- Moving Citations: 06 30
- Warning Citations: 05 13
- Civil Papers Served: 0 00
- Business Alarms: 0 04
- Residential Alarms: 2 09
- Special Details: 01 23
- COPS Times: 2,400 (*Min.*) 32,400 Min
- Vacation Checks: 00 21

Deputy Mayer's stats are not included as he was still injury leave. Other deputies are filling for the Hanover Township contract slot. Reporting for Deputy Tanner. Prepared by BEH.

Fire/EMS: Chief Clark presented the following written report for the month of March 202:

Hanover Township Fire Department
Monthly Report for April 2022- Phil Clark Fire Chief
(Presented in May 2022)

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:	53	272
• Motor Vehicle Accidents:	05	27
• Fire Runs:	07	48
• Fire Inspections:	00	03
• Knox Box Details	00	00
• Other	00	00
• Total for the month:	65 Runs/Operations	

(Fire/EMS Runs)

Total Year 2022: 346 Runs/Operations

(April 2021: 93 Runs/Operations)

Total for 2021	1075	
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	<i>5 year average (2017-2021): 858</i>
Total for 2013	750	<i>Run Increase Since 2007: 358</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	

Road/Cemetery: Mr. Gardner presented the following report for the month of April 2022

SUPERINTENDENT'S REPORTS
(May 11, 2022)

Millville Cemetery Operations Report April 1 through April 30, 2022

0 Grave sold to Township residents (@ \$900)-----	0.00
4 Graves sold to nonresidents (@ \$1200)-----	4,800.00
0 Old resident graves-----	0.00
6 Full Interments-----	8,200.00
0 Baby interments-----	0.00
2 Cremations-----	1,700.00
Foundation and Marker installation fees-----	2,208.00
Grave Transfer-----	0.00
Donations-----	0.00
Total: -----	\$16,908.00

Other Cemetery activities:

1. fixed graves
2. cleaned office and garage
3. pick up and removed flowers from stones
4. picked up and set five blown over headstones
5. cut grass two times and weed eat one time

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

1. Replaced a catch basin drain frame and lid on Del Rio Drive.
2. Picked up a refrigerator on Taylor School Road.
3. Flushed brine mix out of our trucks and pumping station.
4. Worked on the backhoe.
5. Picked up downed limbs and sticks in the Millville Reily Cemetery.
6. Worked on berms and potholes.
7. Went to Valley and picked up four tons of cold patch.
8. Cut grass on all Township properties twice.
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 **April** Summary Report
(May 11, 2022)

- **2022 Road Program:** Worked with the Butler County Engineer's office to follow up on road program bid price increases and reported the Township's position. At this point, we are proceeding ahead with our stated program.
- **Insurance Matters:** Followed with Mrs. Perkins on insurance filings related to Mr. Perkins and met with her twice to go over matters.
- **Computers:** Worked on removing malware problems with office computers and all are working properly.
- **Newsletter:** Began outlining possible articles for a spring newsletter to reach residents in May or early June. Sent preliminary subject areas to the Board.
- **American Relief Fund Act:** Ongoing: Continued to research and monitor US Treasury updates to this Act to ascertain what projects can be funded .Received an opinion from the County Prosecutor regarding use of these funds for road projects. This use can create several potential problems. The Township did not intend to use these funds for road projects. Still awaiting word from the County regarding Township's request for County ARF funds.
- **Fiscal Operations- Ongoing:** Continued monthly analysis of the financial condition of the Township and working in planning of projects identified by the Board for possible implementation.

- **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 and reports.
- **EMS Ambulance Order:** As a follow up to Chief Clark's comments and Board motion passed at the last Board meeting, the Administrator met with Dan Mitsch with Ohio Ambulance Sales/Life Line to go over order of a new ambulance, working to prepare final follow up documents.
- **Covid-19 Issues: Ongoing-** Continued to monitor Board of Health positions regarding COVID and its variants to determine if any adjustments are needed in Township operations.
- **Building and Zoning:** Working on a list of properties for field review with Jim Fox of the County Zoning Department.
- **Community Development Grants:** No word received yet from the County on the three CD grant projects submitted. Starting to look into alternatives for moving ahead.
- **Personnel Issues:** Prepared background checks, hiring processing and tentative appointment of applicants to the Fire Department.
- **Drainage Concerns:** Fielded numerous questions regarding yard drainage issues and catch basin concerns.
- **Back Flow Valve Testing:** Arranged for back flow valve testing as required by law and registration with the Board of Health and Water District. Report prepared and submitted.
- **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 an original estimated cost from BCEO estimated cost of \$109,339.00. Due to economic factors and supply chain issues, this cost may increase depending upon timing of the project.
- **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.**

Personnel Actions and Other Items of Note

Personnel actions and appointment of new personnel underway for April/ May 2022:

Fire Department/ Hire Subject to Conditions

Elizabeth R. Schiel 113 Red Bud Drive Middletown, Ohio 45042 to work part time on station for \$15.45 per hour as an FF/EMT-B and call in status as an EMT- A at \$18.54 per hour subject to final review of qualifications and subject to the successful completion of the background check/physical and approval by the Township Administrator.

Samuel Proffitt 1733 West Elkton Road Hamilton, Ohio 45013 to work as a FF/EMT Trainee at the rate of \$9.30 per hour subject to final background review and approval by the Township Administrator.

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: \$2,290,635.31
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
Dec- Cash Balance: \$3,269,634.31

Fiscal Year 2022

Jan- Cash Balance: \$3,106,359.45
Feb- Cash Balance: \$3,061,133.65
Mar- Cash Balance: \$3,780,417.05
Apr- Cash Balance: \$3,703,934.16

Of Note- Budget Information

Cash Balance as of April 30, 2022: \$3,703,934.16 (Includes ARP funds)

- 1) Total Expenditures all funds for April: \$158,847.62 / Revenue: \$880,944.79
- 2) Total General Fund cash on hand April 30: \$1,215,666.22 (32.82%) of Total funds
- 3) Total Fire/EMS Fund cash on hand April 30: \$908,496.30 (24.53%) of Total funds

4) *Monthly Revenue and Expenditure Reports by fund for 2022 are attached to this report. See charts of expenditures and revenues.*

Apr- Cash Balance: \$2,936,429.83
May- Cash Balance: \$2,865,179.70
June- Cash Balance: \$2,814,391.86

General Notes and Observations

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.

December 2021 through February 2022: Due to illness and furlough, the administration is still operating short-handed.

Township officials will review legal counsel opinions and updated Treasury regulations regarding the use of American Relief Act funding. Priority decisions on key projects and programs to be established by the Board of Trustees.

March/April: Reviewing comprehensive project listing of major projects need for the next 5-7 years. Prioritizing projects for ARF funding for the next two years.

Old Business

Medicount Management Presentation/ Rate Change: Chief Clark began updating the Board on possible rate change related to left assist calls and refusal for transport. Mike Kyzler from Medicount Management spoke regarding this issue. A fee can be set but Medicount would bill the Township \$20.00 per client billing regardless if any money was recovered or reimbursed. The Board decided to continue to review the matter.

Medicount Summary Reports for 2020 and 2021: Mr. Henry presented summary reports from Medicount Management covering fees and revenues for 2020 and 2021.

Newsletter Proof: Mr. Henry presented the spring/summer proof of the Township Newsletter before final printing and sending to Township residents. There were no comments or suggested changes.

New Business

In past Board meetings, Mr. Henry presented the required steps for a levy renewal and time table. To insure timely filings, Mr. Henry presented Resolution No. 28-22 calling for the renewal of a 1.75 mill operating levy. The Trustees discussed whether or not a new levy should be introduced for a higher amount to cover inflationary expenses associated with services and products. After reaching a consensus to renew the levy rather than increase at this time, Mr. Johnson introduced a **motion** to Approve Resolution No. 28-22 declaring the necessity to renew the levy which was seconded by Mr. Miller.

RESOLUTION NO. 28-22

RESOLUTION OF THE BOARD OF TOWNSHIP TRUSTEES OF HANOVER TOWNSHIP, BUTLER COUNTY, OHIO, DECLARING THE NECESSITY FOR LEVY OF A TAX

WHEREAS, the amount of taxes which may be raised within the ten-mill limitation will be insufficient to provide an adequate amount for the necessary operating requirements of Hanover Township, Butler County, Ohio; and

WHEREAS, Ohio Revised Code § 5705.03 requires that a resolution declaring the necessity of levying a tax outside the ten-mill limitation must be passed and certified to the county auditor in order to permit a board of township trustees to consider the levy of such a tax and must request that the county auditor certify to the board of township trustees the total current tax valuation in the township and the dollar amount that would be generated by the tax;

THEREFORE, BE IT RESOLVED by the Board of Township Trustees of Hanover Township, Butler County, Ohio, at least two-thirds of all members elected thereto concurring, that it is necessary to levy a renewal of an existing tax of one and seventy-five hundredths constituting a tax in excess of the ten-mill limitation for the benefit of Hanover Township, Butler County, Ohio, for the purpose of current expenses, as authorized by Ohio Revised Code § 5705.19(A), at a rate not exceeding one and seventy-five hundredths (1.75) mills for each one dollar of valuation, which amounts to seventeen and five-tenths cents (\$0.175) for each one hundred dollars of valuation; and

BE IT FURTHER RESOLVED, that the tax levy is for tax years 2022, 2023, 2024, 2025, and 2026, first due in calendar year 2023, if approved by a majority of the electors voting thereon; and

BE IT FURTHER RESOLVED, that the question of such tax levy shall be submitted to the electors within the unincorporated areas of Hanover Township, Butler County, Ohio, at the election to be held on November 8, 2022; and

BE IT FURTHER RESOLVED, that the Fiscal Officer is hereby directed to certify a copy of this resolution to the county auditor and to the board of elections of Butler County, Ohio; and

BE IT FURTHER RESOLVED, that the Fiscal Officer is hereby directed to certify a copy of this resolution to the county auditor and to the board of elections of Butler County, Ohio; and

BE IT FURTHER RESOLVED, that the Board of Township Trustees of Hanover Township, Butler County, Ohio, hereby requests that the Butler County Auditor certify to this Board the total current tax valuation of the unincorporated area of Hanover Township, Butler County, Ohio, and the dollar amount of revenue that would be generated by the tax levy if approved by the electors.

Trustee _____ moved for the adoption of the foregoing resolution. Trustee _____ seconded the motion, and upon call of the roll, the vote resulted as follows:

Trustee Miller _____

Trustee Buddo _____

Trustee Johnson _____

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 ___th day of _____ 2022.

Attest: _____

**Gregory L. Sullivan
Fiscal Officer/Clerk**

CERTIFICATE

IT IS HEREBY CERTIFIED that the foregoing Resolution No. 28-22 is taken and copied from the record of proceedings of Hanover Township, Butler County, Ohio, and that it has been compared by me with the resolution on the record and is a true copy.

IN WITNESS WHEREOF, I have hereunto set my hand, this ___th day of _____, 2022.

Gregory L. Sullivan, Fiscal Officer/Clerk
Hanover Township
Butler County, Ohio

After discussion, Mr. Sullivan called the roll with all three Trustees voting yes. A signed copy of this resolution must be forward to the County Auditor.

Amendments to Cemetery and Park Rules

Mr. Henry explained the need to provide amendments to the Cemetery and Park Rules after consultation with the Butler County Prosecutor's Office. The suggested amendments clarifies the prohibitions on unruly and offensive conduct at both locations and actions that can be taken by Township Officials. The types of changes were discussed with the Board. The consensus was to move ahead and incorporate the suggested changes. Mr. Buddo made a motion to approve the suggested changes/amendments through Resolution No. 29-22 which was seconded by Mr. Johnson. After discussion, Mr. Sullivan called the roll with all three Trustees voting yes.

Resolution No. 29-22

Approving Amendments to the Cemetery Regulations and Hanover Memorial Park Regulations to Reflect Recent Legal Opinions and Advice

Whereas, from time to time certain questions arise regarding the published regulations/rules related to Cemetery and Park Operations and use; and

Whereas, the Township Administrator has been working with legal counsel covering questions associated with unruly conduct and use of Township property; and

Whereas, the Board of Trustees wishes to provide for the safety, security of employees and visitors to public facilities as well as to promote efficient operations in better serving the public,

Now Therefore Be It Resolved by the Board of Township Trustees of Hanover Township Butler County, Ohio

Section I. That the Board of Trustees of Hanover Township approve Resolution No.29-22 authorizing amendments to the regulations, policies, and operations of Millville Cemetery and Hanover Memorial Park for the preservation, safety and security of visitors and employees. as set forth in the attachment hereto labeled "Attachment to Resolution No. 29-22.

Section II. Millville Cemetery Regulations and Rules, *Section N. Graves, Cemetery Rules and Visitor Conduct* is hereby amended as set forth in the attachment hereto labeled Attachment to Resolution No. 29-22.

Section III. *Hanover Township Memorial Park Regulations* is hereby amended as set forth in the attachment hereto labeled Attachment to Resolution No. 29-22.

Section IV. That the Township Administrator and designated supervisors are hereby authorized to implement the amended rules and regulations as set forth through this resolution and its attachment.

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 11th day of April 2022.

Board of Trustees

Vote

Attest and Authentication:

Larry Miller
Jeff Buddo
Douglas L. Johnson

Gregory L. Sullivan
Fiscal Officer/ Clerk

Attachment to Resolution No. 29-22

Cemetery Regulations Amended Sections

Section N. Graves, Cemetery Rules and Visitor Conduct

13. It is important for the Township to provide for the safety of all visitors and employees. Visitors to the Cemetery shall obey the rules of the cemetery. Visitors to the Cemetery that become abusive with cemetery personnel or exhibit unruly conduct that threatens the public or employees or otherwise interferes with cemetery operations may be asked to leave the property and may be banned from entering the property in the future. The Township Administrator or other specifically designated employees authorized by the Board of Trustees may enforce this provision. Any visitor banned from future access to the cemetery may appeal such an order to the Hanover Township Board of Trustees with 15 days of receipt of such an order. (References: ORC 517.12 and 517.411)

24. Any person found on the Cemetery grounds without permission except for legitimate visitors will be considered a trespasser.

F. SUPERVISION OF CEMETERY

1. The Township communicating through the Cemetery Sexton and/or Township Administrator reserves the right to compel all persons coming into the Cemetery to obey all rules and regulations adopted for the Cemetery by the Board of Trustees and as interpreted by the Township Administrator. No foul language, obscene or abusive behavior toward other visitors or employees is prohibited. No person shall behave in a threatening manner or exhibit disorderly conduct.

The Cemetery Sexton/Cemetery Supervisor shall be responsible for the enforcement of these regulations.

2. These rules and regulations may be changed, without notice to any owner by the Board of Trustees as communicated by or through the designated Cemetery Sexton or Township Administrator.

Attachment to Resolution No. 29-22

Regulations

Hanover Township Memorial Park

Hanover Township's goal is to provide a safe environment for adults, children and employees as they visit Hanover Township Memorial Park. The following regulations are designed to meet that goal. Visitors to the park renting facilities or using other amenities in the park are required to follow all park regulations.

1. **Park Hours: Daylight to dawn/dark. All facilities are closed at dark.**
2. **Children under 13 must be accompanied by an adult.**
3. **No alcohol permitted in park.**
4. **No fireworks permitted.**
5. **Fires permitted only in designated grill areas.**
6. **Bicycles, skateboards, and roller blades are permitted on the walking path but prohibited in the children's playground area.**
7. **No foul language or obscene behavior permitted. No person shall use threatening, abusive, insulting or indecent language, nor behave in an excessive boisterous manner or exhibiting disorderly conduct. The Township Administrator his designated supervisor as well as Butler County Sheriff's Deputies may temporarily ban or ban permanently individuals for exhibiting the referenced improper behaviors. Any visitor banned from future access to the Park may appeal such order to the Hanover Township Board of Trustees within 15 days of receiving said order.**
8. **Vehicle parking only in designated areas. No vehicles may be parked overnight without permission o the Township.**
9. **No person or business is permitted to use park facilities for commercial purposes.**
10. **No person shall mar or deface any buildings, equipment, grounds or park facilities. No climbing on military canons or memorials.**
11. **No person shall misuse, damage, cut, carve, transplant or remove any tree, shrub, flower, turf, ground cover or rocks.**
12. **No person shall molest, harm, chase or tease any animal, reptile or bird, except to protect persons or property.**
13. **No littering. No dumping of home garbage or animal remains. Persons using the facilities shall dispose of any trash or garbage in proper containers. Large groups gathering on weekends or evenings must bag and remove all trash or party items.**

14. No person shall operate an automobile, motorcycle, motor scooter or any other motorized vehicle off defined roadways **or paved parking lot areas.**
15. No person shall bring any domestic animal to any facility except the walking path 14 acre area and unless on a leash and under his/her full control. Clean-up of feces material is required.
16. No dogs or pets are allowed on playing fields or children's playground areas, unless for a Township-sponsored activity.
17. There shall be no livestock brought to the park unless approved for a Township sanctioned event.
18. No person shall sell any food, beverage, novelty or other commodity without written permission of the Township.
19. No person shall use the park for fund-raising activities, except with written permission of the Township.
20. **Any special program or use of the aprk which may draw large crowds and may tax parking facilities requires permission of the Township.**
21. There shall be no overnight camping in the Township Park unless for a special event authorized by the Township.
22. No glass containers, cans, food, bikes, skate boards, motorized toys, sticks or other sharp objects are permitted on the rubberized playground surfaces or **ground surfaces surrounding other playground equipment.**
23. **On behalf of the Township, the Township Administrator or other designated Township official are authorized to issue permits for use of park facilities including shelters and may specify use conditions as part of the permit process in order to promote safety and protect the Park property.**

By Order of the Hanover Township Board of Trustees
Bruce E. Henry, Township Administrator
Questions: 513-896-9059

Emergencies: Dial 911
Butler County Sheriff's Office Dispatch 785-1300

Motion To Accept: Taser Report

Sergeant Jeff Schuster of the Butler County Sheriff's Office sent a letter indicating that two X26 tasers purchased by the Township for the two contract deputies were over ten years old and needed to be removed from service (serial numbers X00-450108 and X00-450133). BCSO will provide proper destruction and disposal of said tasers. Moved by Mr. Johnson and seconded by Mr. Miller to accept said report and authorized disposal of said units. After discussion, Mr. Sullivan called for a roll call vote with all three Trustees voting yes.

Kids Fest Motion: This the 14th year for holding Kids Fest (2020 skipped due to the pandemic) which serves approximately 300 kids for the various activities. The Township spends between \$2000.00 and \$4000.00 each year for the kid's games, advertising, port-o-lets, music, food, booths and displays. This amount is generally offset by sponsorships and in-kind contributions. The Park Committee members are in the process of seeking sponsorships. For 2022, staff is requesting a motion to approve expenses for Kids Fest at an amount not to exceed \$5,000.00. It is hoped this amount will be significantly reduced by sponsorships.

A **motion** was made by Mr. Miller seconded by Mr. Johnson to approve expenses for the 2022 Kids Fest event at an amount not to exceed \$5,000.00. After discussion, a roll call vote was taken with all three Trustees voting yes.

Health Insurance:

Mr. Henry reviewed the information from the Township's health insurance broker regarding health insurance coverage for the period July 1, 2022 through June 30, 2023. Various alternatives were discussed regarding our group's experience and what can be obtained under the ACA. Any alternative would result in some type of substantial increase. The Township's insurance broker recommended renewal with Anthem even with a 16% increase. Many area are experiencing 18%-21% increases. In order to provide continuous coverage, a consensus was reached to renew with Anthem. Mr. Henry will provide an approving resolution for the June 8th meeting.

Professional Engineer/Architect:

Mr. Henry reviewed the number of projects under consideration by the Board that requires expertise beyond what staff can provide. On the park restroom and road department building addition requires professional services t successfully provide for the detail and permits required. The Board concurred and directed the Administrator to seek out professional services and advise the Board. Mr. Miller made a motion to authorize the Township Administrator to seek either professional engineering and/or architectural services for Township projects which was seconded by Mr. Johnson. After discussion, Mr. Sullivan called the roll with all three Trustees voting yes.

Gene Avenue Culvert:

Gene Avenue Culvert Repair/Replacement Project Alamo Heights Subdivision

The Gene Avenue major culvert underneath one of the primary roadway access points into the Alamo Heights subdivision has reached a state of disrepair due to stormwater damage. This conclusion was reached after an analysis by the Butler County Engineer's Office. In addition, the Butler County Engineer's Office provided estimates for repair and replacement of this major culvert. The total cost of repair represents about 40-50% of the Road Program project budget for Hanover Township. This repair has already been delayed due to budget issues and lack of grant funding. This project represents a critical infrastructure need. **This project has been in the top infrastructure priorities of the Township for the last 3 years.**

Alamo Heights Gene Avenue Culvert Repair

Estimated Price \$109,338.51

Grant Request: \$100,000.00

Local Match: \$9,338.51

Updated Notes:

- CD Grant Approved in 2021: \$71,000.00
- Was scheduled for bidding originally through BCEO in 2022 as part of the overall 2022 Township Road Program.
- **May 11, 2022:** BCEO advised new cost estimate totals \$250,000.00. See 5/11/22 Email.
- Butler CD Grant Officials being contacted by BCEO and Hanover Township to see if any leftover CD money is available to add to this project.

Zoning:

In the Trustee packets was a summary sheet outlining the final proposed changes to the Zoning Code to be discussed with the Board of County Commissioners. Some suggested forward from Hanover Township were included. The Board had no objections to the summary.

CDBG Program:

The County has not made any award announcements as of this date. The Township has three projects pending.

Wind and Solar Farm Siting Facility Hearing:

Butler County Zoning notified the Township that a public hearing will be held June 13, 2022 at 9:30AM to discuss a resolution to designate a portion of the unincorporated area of Butler County as a restricted area prohibiting the construction of said referenced utilities.

Fire/EMS Grant:

Fire Chief Clark brought up a discussion about a large public safety grant of up to \$350,00.00 may be available to Hanover Township if an application is filed. He stated that it would be in the Township's best interest to retain a professional consultant to prepare said application. The Board agreed initially and asked the Chief to bring back to the Board a specific proposal for approval.


Mr. Henry briefly reviewed with the Board the following Miscellaneous Correspondence:

1. **Butler County Building Permit Report for April 2022**
2. **OTA Legislative Update**
3. **BC Township Association Minutes**
4. **Invitation: Greater Hamilton Chamber of Commerce May 19th Event**
5. **Correspondence Regarding Internet Grant/Coverage BREC**
6. **Other**

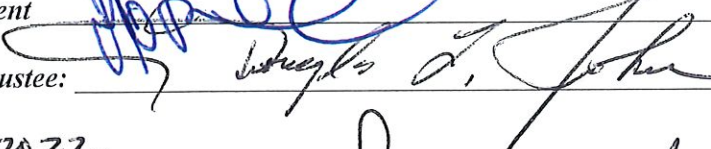
There being no further action or matters to consider, adjournment was in order.

Motion to Adjourn: Mr. Buddo moved, seconded by Mr. Johnson, to adjourn the Board of Trustees meeting. Upon roll call, all three Trustees voted yes.


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May 11, 2022 Minutes Approved by the Board of Trustees as Witnessed by their Signatures:

Larry Miller, President:  _____

Jeff Buddo, Vice President  _____

Douglas L. Johnson, Trustee:  _____

Date: 6/8/2022

Verified by: Greg Sullivan, Fiscal Officer:  _____