



**Hanover Township Board of Trustees
October 19, 2022 Meeting Minutes**

Call to Order Regular Board Meeting: Board President Larry Miller called the regular 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 Chase Stewart.

Approval of Meeting Minutes: Motion made by Mr. Buddo, seconded by Mr. Johnson, to approve the September 14, 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: Mr. Kevin Imfeld from Milford Township but runs the Imfeld Nursery in Hanover Township. Discussed the need for a wastewater treatment plant in the Mcgonicle area to serve the business community. The Board supports such a development but has no control over the process.

Citizen Participation: None

Administration Reports

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

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

<u>Activity Area</u>	<u>Month Totals*</u>	<u>YTD</u>
• Dispatched Calls: 86		1305
• Felony Reports: 00		09
• Misdemeanor Reports: 11		79

- Non-Injury Crash: 05 40
- Injury Crash: 02 22

Total Reports: 18.....132

- Assists/Back Up: 02 57
- Felony Arrests: 00 02
- Misdemeanor Arrests: 02 16
- OMVI Arrests: 00 00

Total Arrests: 0218

- Traffic Stops: 06 68
- Moving Citations: 07 51
- Warning Citations: 03 29
- Civil Papers Served: 0 00
- Business Alarms: 0 08
- Residential Alarms: 2 22
- Special Details: 01 37
- COPS Times: 2,400 (*Min.*) 44,400 Min
- Vacation Checks: 00 24

Reporting for Deputy Tanner and Deputy Chase. Deputy Mayer is still on injury leave.

Prepared by BEH.

Fire/EMS: Chief Clark presented the following written report for the month of September 2022:

Hanover Township Fire Department
Monthly Report for October 2022- Phil Clark Fire Chief
(Presented in November 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:	72	623
• Motor Vehicle Accidents:	09	68
• Fire Runs:	19	120

- Fire Inspections: 00 03
- Knox Box Details 00 00
- Other 00 00
- Total for the month: **100 Runs/Operations**
(Fire/EMS Runs)

Total Year 2022: 725 Runs/Operations

(September 2021: 111 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	



SUPERINTENDENT'S REPORTS
(October 19, 2022)

Millville Cemetery Operations Report September 1 through September 30, 2022

2 Graves sold to Township residents (@ \$900)-----	1,800.00
2 Graves sold to nonresidents (@ \$1200)-----	1,505.00
(1 grave traded in for purchase of two. Net cost is reduced.)	
0 Old resident graves-----	0.00
4 Full Interments-----	4,800.00
0 Baby interments-----	0.00
1 Cremations-----	800.00

Foundation and Marker installation fees-----	2,902.00
Grave Transfer-----	0.00
Donations-----	0.00

Total: -----\$11,807.00

Other Cemetery activities:

1. fixed graves
2. cleaned office and garage
3. pick up and removed flowers from stones
4. cut up and removed tree from storm damage
5. cut grass four times and weed eat four times

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

1. Cleaned out domed culvert on Darrtown Road.
2. Plowed gravel off roads after heavy rains.
3. Cleaned up a downed tree on Decamp Road.
4. Finished the third round of roadside mowing.
5. Cut grass and trimmed on all Township property four times.
6. Tore the gazebo apart and replaced the bridge.
7. Performed monthly truck, park, and stormwater inspections.

Administrator's Report (Financials and Personnel Issues)

Mr. Henry presented the following report to the Board:

**Administrator September Summary Report
(October 2022)**

- **2023 Road Program(Gene Ave): Ongoing-**Worked with the Butler County Engineer's office to follow up on road program bid price increases, Gene Avenue Project and use of ARPA allocation 262,077.0000 and reported the Township's position. Discussed various road related and drainage issues.
- **Community Center Parking Lot:** Talked with and met with BCEO Engineer's regarding design and layout of the drainage improvements and paving for the Community Center Parking lot. Project to be bid this fall and constructed in the next construction season.
- **American Relief Fund Act: ARPA) Ongoing:** Worked with the County Prosecutor and BCEO to prepare documents to be passed by Hanover Township for County ARPA road paving funds. Forwarded approved documents to BCEO.
- **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.
- **Township Project Engineer and/or Architect: Ongoing-** Going through list of recommendations for the hiring of a professional architect and/or engineer to assist with key township projects. No luck in September.
- **Building and Zoning:** Nothing new to report.
- **Drainage Concerns:** Ongoing- Fielded numerous questions regarding yard drainage issues and catch basin concerns. Provided suggestions for improving yard drainage.
- **Park Committee:** Held meetings with the Park Committee to plan Wine Tasting/Cruise In set for September 24, 2022. Meetings will continue in September to finalize plans and staffing.
- **Wine Tasting/Cruise In/Concerts:** The event was held on Saturday September 24th and coordinated the layout and operation.
- **Veterans Day Ceremony and Luncheon:** Worked on ceremony elements and luncheon. Requested the Hanover Ladies Industrial Band Club to serve the luncheon.
- **International City Management Association:** Mr. Henry was recently recognized by ICMA through the national PM Magazine for 45 years of public service having worked in county government, city government and township government.
- **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 2022-2023 construction season. ARF Act funding pending for some of these catch basins.
- **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 August/September 2022:

Fire Department/ Hire Subject to Conditions

No updates available.

Cemetery

No updates

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
May- Cash Balance: \$3,643,272.43
June- Cash Balance: \$3,498,499.98
July- Cash Balance: \$3,866,009.07
Aug- Cash Balance: \$3,903,052.77
Sept- Cash Balance: \$4,264,684.95

Of Note- Budget Information

Cash Balance as of September 30, 2022: \$4,264,684.95 (Includes ARP funds)

1) Total Expenditures all funds for September: \$304,240.01 / Revenue: \$666,077.42

2) Total General Fund cash on hand September 30: \$1,271,391.55 (29.81%) of Total funds

3) Total Fire/EMS Fund cash on hand September 30: \$908,807.99 (17.82%) of Total funds

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

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.

June to September 2022: Finalize Township project priorities to be funded through ARF Act. Determine means for funding the Gene Avenue Project and begin planning for Community Center Parking lot.

Old Business

Road Program 2023: Mr. Henry outlined the request from the Butler County Engineer's Office to confirm or make changes to the 2023 Road Program approved by the Board. The consensus was to stay with the approved plan which included Gene Avenue Culvert Project and the Community Center Parking Lot projects. BCEO informed the Board that paving costs in 2022 for one mile of road, 20 feet wide with base repair costs \$181,000.00. Road repair and paving costs keep escalating. Previous report reprinted outlining the elements was presented to the Board. An update was received on 10/19/22 showing the following: Paving estimates includes part of Morman Road and Vizedom Road totaling: \$473,205.16; Pavement repair for 6 roads totaling:\$142,820.67; Retrace estimates for 3 roads totaling: \$7,504.64. Total: \$616,025.83 of which \$267,000.00 is covered by an ARPA county grant.

Newsletter Update: Mr. Henry is working to get a newsletter out before November 8th to explain the operations levy renewal and publish the Veterans Day Ceremony.

New Ambulance Order: The new unit is to be coming off the assembly portion on December 6th.

New Business

Mr. Henry proposed an ARPA resolution to govern local ARPA fund expenditures as required and advised to do so by legal counsel.

RESOLUTION NO. 42-22

**Authorizing Increase in Micro-Purchase Threshold
and Adopt Uniform Guidance Procurement Policy**

WHEREAS, the Township has received a distribution of monies (the “ARPA Funds”) from the American Rescue Plan Act of 2021 (“ARPA” or the “Act”); and

WHEREAS, Congress passed the Act effective March 11, 2021; and

WHEREAS, Section 603 created the Coronavirus Local Fiscal Recovery Fund which, among other things, appropriated money to cities, non entitlement units of local government, and counties to mitigate the fiscal effects stemming from the public health emergency with respect to the Coronavirus Disease (Covid-19); and

Whereas, as a non entitlement governmental unit, Hanover Township approved Resolution No. 20-22 on January 28, 2022 Designating Funds Received through the American Rescue Plan Act of 2021 (Coronavirus State and Local Relief Fund) As a Standard Allowance under the Act (Less than \$10 Million Dollars) Allowing funds to be used for Government Services; and

WHEREAS, expenditure of ARPA funds is subject to the federal Uniform Guidance requirements set forth in 2 C.F.R. 200; and

WHEREAS, the Township is a non-Federal entity under the definition set forth in 2 C.F.R. § 200.1; and

WHEREAS, 2 C.F.R. 200.318 requires all recipients of federal funds to maintain documented procurement standards and policies; and

WHEREAS, pursuant to 2 C.F.R. 200.320(a)(1)(ii), a non-Federal entity may award micro-purchases without soliciting competitive price or rate quotations if the non-Federal entity considers the price to be reasonable based on research, experience, purchase history or other information and documents that the non-Federal entity files accordingly; and

WHEREAS, pursuant to 2 C.F.R. 200.320(a)(1)(iii), a non-Federal entity is responsible for determining and documenting an appropriate micro-purchase threshold based on internal controls, an evaluation of risk, and its documented procurement procedures; and

WHEREAS, pursuant to 2 C.F.R. § 200.320(a)(1)(iv), a non-Federal entity may self-certify on an annual basis a micro-purchase threshold not to exceed \$50,000 and maintain documentation to be made available to a Federal awarding agency and auditors in accordance with 2 C.F.R. § 200.334; and

WHEREAS, pursuant to 2 C.F.R. § 200.320(a)(1)(iv), such self-certification must include (1) a justification for the threshold, (2) a clear identification of the threshold, and (3) supporting documentation, which, for public institutions, may be a “higher threshold consistent with State law”; and

WHEREAS, under Ohio law, Townships are required to conduct competitive bidding purchases and contracts if such purchases and contracts exceed the following threshold:

1. Purchase of materials, machinery, and tools to be used in constructing, maintaining and repairing roads and culverts, where the amount involved exceeds \$50,000. R.C. 5549.21.
2. Contracts for the maintenance or repair of roads, where the amount involved exceeds \$45,000. The board must advertise once, not later than two weeks prior to the letting of the contract, in a newspaper of general circulation in the township. The award must be to the lowest responsible bidder. R.C 5575.01.

3. Contracts for the construction and erection of a memorial building or monument when the amount involved exceeds \$50,000. R.C. 511.12(B).
4. Contracts for equipment for fire protection, mechanical resuscitation, underwater rescue and recovery, and communication estimated to exceed \$50,000. R.C. 505.37 and 505.376.
5. Contracts for street lighting systems where the cost exceeds \$50,000. R.C. 515.01.
6. Contracts for street lighting improvements where the cost exceeds \$50,000. The board shall accept the lowest and best bid, if the successful bidder meets the requirements of section 153.54 of the Revised Code. The board may reject all bids. R.C. 515.07.
7. Contracts for building modifications for energy savings pursuant to R.C. 505.264, where the estimated cost exceeds \$50,000 (with certain exceptions). Award must be to the lowest and best bidder in accordance with the provisions of R.C. 307.86 to 307.92.
8. Contracts for private sewage collection tiles where the cost exceeds \$50,000. R.C. 521.05. The successful bidder must meet the requirements of R.C. 153.54.
9. Legal Counsel has advised that the State of Ohio Cooperative Purchasing Program satisfies the procurement requirements or are essential equal to the required federal standards.

WHEREAS, pursuant to 2 C.F.R. 200.320(a)(1)(iv), the Township desires to adopt higher micro-purchase thresholds than those identified in 2 C.F.R. §§200.67, 200.321(a), and 48 C.F.R. § 2.101.

NOW THEREFORE, it is hereby RESOLVED by the Board of Trustees that:

1. In compliance with the Uniform Guidance, and specifically 2 C.F.R. 200.318, the Township adopts the attached Uniform Guidance Procurement Policy to be used for all expenditures of ARPA funds.
2. In accordance with 2 C.F.R. § 200.320(a)(1)(iv) and the applicable provisions of Ohio law, the Township hereby self-certifies the following micro-purchase thresholds, each of which is a “higher threshold consistent with State law” under 2 C.F.R. §200.320(a)(1)(iv)(C) for the reasons set forth in the recitals to this resolution:
 - A. \$50,000 for the purchase of materials, machinery and tools to be used in constructing, maintaining and repairing roads and culverts;
 - B. \$45,000 for contracts for the maintenance or repair of roads;
 - C. \$50,000 for contracts for the construction and erection of a memorial building or monument;
 - D. \$50,000 for contracts for equipment for fire protection, mechanical resuscitation, underwater rescue and recovery, and communication;
 - E. \$50,000 for contracts for street lighting systems;
 - F. \$50,000 for contracts for street lighting improvements;
 - G. \$50,000 for contracts for building modifications for energy savings, subjects to the exceptions set forth in R.C. 307.86 to 307.92; and

H. \$50,000 for contracts for private sewage collection tiles.

2. The self-certification made herein shall be effective as of the date hereof and shall be applicable until for Fiscal Years 2020 and 2023 of the Township.

3. In the event that the Township receives funding from a federal grantor agency that adopts a threshold more restrictive than those contained herein, the Township shall comply with the more restrictive threshold when expending such funds.

4. The Township shall maintain documentation to be made available to a Federal awarding agency, any pass-through entity, and auditors in accordance with 2 C.F.R. § 200.334.

BE IT FURTHER RESOLVED: that it is hereby found and determined that all formal actions of this Township concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Township Trustees, and that all deliberations of the Township Trustees and any of its committees that resulted in such formal action, were in a meeting open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Board of Trustees

Vote

Attest:

Larry Miller

Jeff Buddo

Douglas L. Johnson

Gregory L. Sullivan
Fiscal Officer/ Clerk

Mr. Johnson made a **motion** to approve Resolution No. 42-22 which was seconded by Mr. Buddo. After discussion, Mr. Sullivan call the roll with all three Trustees voting yes.

The next item recommended by the administration is the renewal of the Vision Service Plan program for employees.

Resolution No. 43-22

Approving Renewal of the Vision Service Plan for Hanover Township as Part of the Overall Health Care Plan

Whereas, it is in the best interest of the Township to provide employee group health insurance that offers satisfactory health care which includes vision care and dental services at affordable rates to maintain a competitive work force; and

Whereas, the Township’s Broker Wichert Insurance Agency and the Township Administrator have reviewed renewal rates for vision as part of the overall Township Health Insurance Coverages, previously authorizing renewal of Delta Dental and for vision care services have determined the coverage provided through Vision Service Plan for a two year period represents the best approach for the Township as part of the overall health care plan for the Township; and

Whereas, for the new contract year premiums charged by Vision Service Plan during the last two year contract period were increased 2% but the current recommended contract remains at the same level for which the Township has been satisfied with the services provided,

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

Section I. Resolution No. 43-22 is hereby approved authorizing the renewal of the group Vision Service Plan for optical insurance at a single rate of \$12.20 monthly and family rate of \$27.61 monthly for the contract period January 1, 2023 through December 31, 2023.

Section II. The Township Administrator is hereby authorized to execute contract documents in behalf of the Township and the Fiscal Officer is authorized to make premium payments as part of these contracts.

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 19th day of October 2022

Board of Trustees

Vote

Attest:

Larry Miller
Jeff Buddo
Douglas L. Johnson

Gregory L. Sullivan
Fiscal Officer/ Clerk

Mr. Buddo made a **motion** to approve Resolution No. 43-22 which was seconded by Mr. Johnson. After discussion, Mr. Sullivan called the roll with all the Trustees voting yes.

Mr. Henry recommended the passage of the next resolution setting the time a and date for Halloween activities.

Resolution No. 44-22

Designating 6:00 p.m. to 8:00 p.m. on Monday, October 31, 2022 as the Time Period for Halloween Trick or Treat Activities in Hanover Township

Whereas, the Township promotes a safe and family-friendly environment for the community throughout the year; and

Whereas, the Township recognizes that Trick or Treat Halloween activities for children occur every October 31st; and

Whereas, the Township desires to designate a safe and reasonable time period for Trick or Treat activities for children that is consistent with time periods observed by most surrounding jurisdictions,

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

Section I. Resolution No. 44-22 is hereby approved designating 6:00 p.m. to 8:00 p.m. on Sunday October 31, 2022 as the time period for Halloween Trick or Treat activities for children in Hanover Township.

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 19h day of October 2022.

Board of Trustees

Vote

Attest:

Larry Miller
Jeff Buddo
Douglas L. Johnson

Gregory L. Sullivan
Fiscal Officer/ Clerk

Mr. Miller made a **motion** to approve Resolution No. 44-22 setting the date and time for Halloween activities which was seconded by Mr. Buddo. After discussion, Mr. Sullivan called the roll with all three Trustees voting yes.

The next resolution concerns the annual purchase of Amp/Brine mix through the Butler County Engineer's Office.

**Resolution No. 45-22
Authorizing Contract with Butler County Engineer's Office for AMP/Brine Mix**

Whereas, Hanover Township annually enters into various agreements with the Butler County Engineer's Office for a number of services including purchase of certain materials such as road brine/ beet juice;

Whereas the Butler County Engineer's Office meets all applicable State and local requirements through its bid process for road related services and materials; and

Whereas, in order to save money and expedite the bidding process, it benefits the Township to enter into an agreement with the Butler County Engineer's Office for road AMP/Brine Mix (\$.64 per gallon delivered) to assist with Hanover Township's treatment of roadways in the 2022-2023 winter season,

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 authorize entering into an agreement to participate with the Butler County Engineer's Office for the purchasing of road AMP/Brine Mix at \$.64 per gallon delivered for the 2022-2023 winter season.

Section II. That the Township Administrator and Road Superintendent are hereby authorized to file and sign all documents associated therewith including the forwarding of the estimated brine/beet juice needed as prepared by the Road Superintendent.

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 19th day of October 2022.

Board of Trustees

Vote

Attest:

Larry Miller
Jeff Buddo
Douglas L. Johnson

Gregory L. Sullivan
Fiscal Officer/ Clerk

Mr. Buddo made a **motion** to approve Resolution No. 45-22 regarding AMP/Brine purchase which was seconded by Mr. Johnson. After discussion, Mr. Sullivan called the roll with all three Trustees voting yes.

Support of Proposed Zoning Changes

Resolution No. 46-22

Supporting The Proposed Rural Zoning Code Changes and Encouraging Approval by the Butler County Board of Commissioners

Whereas, it is in the best interest of the Township to work with Butler County officials related to zoning matters and to support changes to the Rural Zoning Code that enhances properties in Hanover Township; and

Whereas, Hanover Township Officials have been working with and communicating with Butler County officials in reviewing proposed changes to the Rural Zoning Code; and

Whereas, Hanover Township supports the recent recommended changes to the Rural Zoning Code,

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

Section I. Resolution No. 46-22 is hereby approved expressing support of the proposed Rural Zoning Code changes and urges the Butler County Board of County Commissioners to approve and authorize the changes as recommended.

Section II. The Township Administrator is hereby directed to present a copy of this resolution to Butler County Officials.

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 19th day of October 2022

Board of Trustees

Vote

Attest:

Larry Miller
Jeff Buddo
Douglas L. Johnson

Gregory L. Sullivan
Fiscal Officer/ Clerk

Mr. Buddo made a **motion** to approve Resolution No. 46-22 which was seconded by Mr. Miller. After discussion, Mr. Sullivan called the roll with all the Trustees voting yes.

Motion: Approve Haunted Harvest Expenses

For several years Hanover Township has sponsored "Hanover Haunted Harvest" for kids as recommended by the Park Committee in order to provide a safe place to "trick or treat" with community involvement serving up to 350 kids. Sponsorships are sought each year and currently over \$900.00 in cash and in kind product has been provided. However, in case expenses would exceed donations, a motion is in order to approve the expenses. Moved by Mr. Buddo, seconded by Mr. Miller to approve the Township's sponsorship of the Haunted Harvest and approve expenses associated therewith not to exceed \$2500.00. After discussion, a roll call vote was taken with the vote as follows: all three Trustees voted yes.

Motion: Approve Veterans Day Expenses

Hanover Township sponsors an annual Veterans Day Ceremony and Luncheon on Veterans Day November 11th. In 2022 this day falls on Friday. Although there will be several private contributions made to support the event, there may be items not totally covered. Therefore a motion is in order. Moved by Mr. Miller, seconded by Mr. Johnson to approve the Township's sponsorship of the Veterans Day Ceremony and Veterans Luncheon and approve expenses associated therewith not to exceed \$4500.00. After discussion, a roll call vote was taken with the vote as follows: all three Trustees voted yes.

2023 Schedule

Mr. Henry reviewed the preliminary schedule of Board meetings and events for 2023. He asked Board members to review the vacation and travel plans in order that a final schedule can be approved.



Hanover Township Butler County, Ohio

2023 Board of Trustees Regular Meeting Schedule
And Special Events (Revised)

(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. Refer to schedule below)

- January 18: *Organizational Meeting/ 3rd Wednesday*
- February 1: 1st Wednesday; Changed for scheduling Issue

- March 8: 2nd Wednesday
- April 12: 2nd Wednesday
- May 10: 2nd Wednesday
- June 14: 2nd Wednesday
- July 12: 2nd Wednesday
- August 9: 2nd Wednesday
- September 13: 2nd Wednesday
- October 11: 2nd Wednesday
- November 8: 2nd Wednesday
- December 6: Changed to first Wednesday

Special Events:

1. **June 24th Saturday Kids Fest: 1:00PM To 4:30PM/ Hanover Township Park**
2. **September 30th Saturday: Concert-Cruise In-Wine Tasting: 4:00PM to 10:00PM**
3. **October 29th Sunday: Hanover Haunted Harvest 4:30PM to 6:30PM**
4. **October 31st Tuesday: Halloween Trick or Treat Activities 6:00PM to 8:00PM**
5. **November 11th Saturday: Veterans Day Ceremony 11:00AM/Luncheon Follows**

Miscellaneous Correspondence:

Items Included in this section for review by the Board of Trustees:

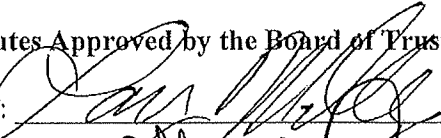
1. **Butler County Building Permit Report for September 2022**
2. **OTA Legislative Update October 14, 2022**
3. **Medicount Management Report for August 2022**
4. **Tire Recycling Event**
5. **Haunted Harvest Flyer: October 30th 4:30PM to 6:30PM**
6. **Newspaper Article: Reorganize CD Block Grant Review Committee**
7. **Other**


There was no further business to come before the Board on October 19, 2022.


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



October 19, 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: 11/9/2022

Verified by: Greg Sullivan, Fiscal Officer: 