



**Hanover Township Board of Trustees
September 14, 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 Steve Tanner.

Approval of Meeting Minutes: Motion made by Mr. Johnson, seconded by Mr. Buddo, to approve the August 24, 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: State Representative Sara Carruthers 51st Ohio House District

Citizen Participation: None

Administration Reports

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

Butler County Sheriff’s Office
District #6
Hanover Township Contract Cars
Monthly Report for August 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. Deputy Mayer is still on injury leave. Other west side deputies fill in for the contract car spot.

Prepared by BEH.

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

Hanover Township Fire Department
Monthly Report for August 2022- Phil Clark Fire Chief
(Presented in September 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:	74	551
• Motor Vehicle Accidents:	07	59
• Fire Runs:	11	101
• Fire Inspections:	00	03
• Knox Box Details	00	00
• Other	00	00

- Total for the month:

**92 Runs/Operations
(Fire/EMS Runs)**

Total Year 2022: 625 Runs/Operations

(August 2021: 98 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
(September 14, 2022)**

Millville Cemetery Operations Report August 1 through August 31, 2022

1 Graves sold to Township residents (@ \$900)-----	900.00
0 Graves sold to nonresidents (@ \$1200)-----	0.00
0 Old resident graves-----	0.00
3 Full Interments-----	3,600.00
0 Baby interments-----	0.00
3 Cremations-----	2,600.00
Foundation and Marker installation fees-----	2,291.00
Grave Transfer-----	0.00
Donations-----	0.00

Total: ----- \$ 9,391.00

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
6. built, set and poured 14 foundations
7. removed dead tree from E Section

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

1. Called in to cut up a tree on Huston Road.
2. Cut up a tree that fell and was hanging out in the road on Regina.
3. Performed ditching on the dead end of Morman Road.
4. Performed dirt work on a culvert on Rosary Circle.
5. Picked up a deer carcass on Woodridge.
6. Trimmed trees on Cochran and Woodbine.
7. Formed up and poured two bench slabs.
8. Trimmed trees on Huston and Four Mile.
9. Finished putting woodchips in the Playground.
10. Finished second round of roadside mowing.
11. Fixed several potholes.
12. Cut grass on all Township properties.
13. Picked up deer carcass on Morman Road.
14. Performed truck, park, and stormwater inspections.

Administrator's Report (Financials and Personnel Issues)

Mr. Henry presented the following report to the Board:

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

Roofing Projects: As per authorization by the Board of Trustees talked with Roberts Roofing Company top proceed to replace roofs on two park shelters, salt dome, Road Department Garage and Community Center.

- **2022 Road Program(Gene Ave): Ongoing-**Worked with the Butler County Engineer's office to follow up on road program bid price increases and reported the Township's position. Participated in Zoom meetings regarding the Gene Avenue Project. Discussed various road related and drainage issues.
- **Insurance Matters:** Met with Bob Braselton, local OTARMA representative to go over the detailed insurance policy covering liability and property damage. Coverage and costs to be presented August 24, 2022 to the Board.

- **American Relief Fund Act: Ongoing:** Still awaiting word from the County regarding Township's request for County ARF funds. Informed that the Board of Commissioners approved funding through the County Engineer's Office totaling \$262,077.00 for Hanover Township. Instructions on process to follow.
 - **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.
 - **Building and Zoning:** Nothing new to report.
 - **Community Development Grants:** Received notice that the CD project submitted for the Community Center Parking Lot has been approved for \$124,000.00. Follow up occurred on site with engineers from the Butler County Engineer's Office on 8/30/22. Executed an agreement with County Administrator to approve work through BCEO.
 - **Personnel Issues:** Prepared a job description for an Administrative Assistant for the Administration. Seeking qualified applicants to consider.
 - **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:** Signed contracts for two bands for the event. Negotiated with food trucks to serve the event.
- *****
- **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

Theodore R. Sensel 7508 Parliament Court West Chester, Ohio 45069 to work part time on station for \$15.00 per hour as an EMT-B and call in status as an EMT- B at \$18.00 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.

Cemetery

Scottie O'Neill worked a schedule to assist the Cemetery on a limited part time basis and will continue his season employment.

Personnel Actions and Other Items of Note

None to report.

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

Of Note- Budget Information

Cash Balance as of August 31, 2022: \$3,903,052.77 (Includes ARP funds)

- 1) Total Expenditures all funds for August: \$269,957.05 / Revenue: \$355,957.05
- 2) Total General Fund cash on hand August 31: \$1,248,536.21 (31.99%) of Total funds
- 3) Total Fire/EMS Fund cash on hand August 31: \$765,018.49 (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

Roof Repair Status: Roberts Roofing Company completed roof replacements for the Community Center, Shelters #1 and #2, Road Salt Building and Road Department Garage roof for a total of \$49,400.00 as per proposal quotes as being the best and lowest bid. OTARMA Insurance covered the cost minus \$500.00.

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

Other: Fire Chief Phil Clark stated the delivery of the new ambulance may be as early as in December 2022. He indicated he added a few minor items to the final manufacture of the box unit.

New Business

Mr. Henry and Mr. Sullivan explained the basis for the next two resolutions entitled "Then and Now" which covers audit "housekeeping" for items that are large amounts with approved purchase orders.

Resolution No. 38-22

Approving Purchase Order and Subsequent Expenditures Provided Under the "Then and Now" Process as Recommended by the Fiscal Officer

Whereas, the Fiscal Officer reported on recent "Then and Now" activity and in particular actions associated with payments; and

Whereas, the Fiscal Officer recommends that payment associated therewith be authorized through a "Then and Now" Purchase Order (amounts over \$3,000.00) officially approved by the Board and payments made accordingly; and

Whereas, the Board of Trustees concurs with the recommendation of the Fiscal Officer,

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

Section I. That to promote sound and efficient fiscal operations for the Township, the following items are hereby approved:

PO Number 83-22

A) \$71,118.20 Strawser Construction Company (Road Related Funds 2022 Road Program through the Butler County Engineer's Office.

Section II. That the Fiscal Officer is authorized to take all necessary steps to process said expenditures and provide payment accordingly.

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 14th day of September 2022.

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. 38-22 which was seconded by Mr. Buddo. After discussion, Mr. Sullivan called the roll with all three Trustees voting yes.

Resolution No. 39-22

Approving Purchase Order and Subsequent Expenditures Provided Under the “Then and Now” Process as Recommended by the Fiscal Officer

Whereas, the Fiscal Officer reported on recent “Then and Now” activity and in particular actions associated with payments; and

Whereas, the Fiscal Officer recommends that payment associated therewith be authorized through a “Then and Now” Purchase Order (amounts over \$3,000.00) officially approved by the Board and payments made accordingly; and

Whereas, the Board of Trustees concurs with the recommendation of the Fiscal Officer,

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

Section I. That to promote sound and efficient fiscal operations for the Township, the following items are hereby approved:

PO Number 82-22

A) \$32,517.00 Ohio Township Association Risk Management Authority for Liability and Property Insurance Coverage

Section II. That the Fiscal Officer is authorized to take all necessary steps to process said expenditures and provide payment accordingly.

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 14th day of September 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. 39-22 which was seconded by Mr. Johnson. After discussion, Mr. Sullivan called the roll with all three Trustees voting yes.

Motion: Hanover Township was notified on August 30, 2022 by the Board of County Commissioners Office through Judi Boyko, Township Administrator, that the Township would be eligible for \$262,077.00 allocated from the ARPA_SLFRF for Townships through the Butler County Engineer's Office for road/paving work for 2023. Hanover Township must complete an organizational information form to be sent to the County.

Moved by Mr. Miller seconded by Mr. Buddo to accept the notice of eligibility for the Township to be credited with \$262,077.00 for road related work to be completed in 2023 through the Butler County Engineer's Office. Further, that the Township Administrator is authorized to file applicable forms on behalf of Hanover Township and to notify the Butler County Engineer's Office that the Township wishes to apply said funds to the Gene Avenue Culvert Project to be constructed in 2023 if eligible. BCEO will follow up with the Township.

After discussion, Mr. Sullivan called for a roll call vote, the result of which is all three Trustees voted yes.

Motion: In accordance with the Affordable Care ACT 80/20 provision related to insurance carriers, Anthem was identified has not meeting the 80/20 rule for Hanover Township's plan in 2021 and therefore required to issue a rebate check for the amount short of the required threshold. The rebate check totaled \$2,457.16. For the record and tracking purposes, a motion is order. Therefore, Mr. Buddo moved to accept the Anthem rebate check of \$2,457.16 based upon the foregoing which was seconded by Mr. Miller. After discussion, Mr. Sullivan called the roll with following result: all three Trustees voted yes.

Motion: The Ohio General Assembly approved House Bill 377 amending Ohio Revised Code 505.60 defining part time employment regarding the total annual hours to be worked without offering health insurance to 1976 hours from the current 1500 hours effective September 27, 2022 for first responders only through the Township Fire Department as long as the Township is not classified as a large employer under the Affordable Care Act. Mr. Henry requested a legal opinion from the County Prosecutor's Office to verify that said provisions would apply to Hanover Township assuming the Township is not classified as a "large employer". The County Prosecutor's Office stated that the foregoing was true and did apply.

Motion: Moved by Mr. Mr. Buddo, seconded by Mr. Miller to request that the Fiscal Officer review payroll records for the Fire Department for Fiscal Year 2021 to determine that no more

than 50 full time equivalents (part time employees) worked 30 or more hours per week. Further, that the Township Administrator subject to budgetary constraints is authorized to institute the 1976 hours worked for Fire Department part time first responders effective the first payroll in October 2022 if the Township is not considered "large employer" based upon the Fiscal Officer's Report.

After discussion, Mr. Sullivan called the roll with the following results: all three Trustees voted yes.

Metro Parks: Mr. Henry has been having discussions with Metro Parks officials and their consultants to review the relationship between Metro Parks and Hanover Township. In addition, suggestions for future planning and cooperation were discussed. Mr. Henry is optimistic that the two entities will work closer together in serving the residents of Hanover Township.

Motion: Back Up Generator for the Community Center: Mr. Henry reviewed with the Board the number of power outages to the Community Center which has hampered day to day operations. The Center is a back up community shelter for emergencies but nothing works when the power is disrupted. Mr. Henry reviewed the recommendation from Riverside Electric for the purchase and installation of a Generac generator unit for a cost not to exceed \$11,661.39. Members of the Board indicated this quote was very competitive/good price.

Mr. Miller made a motion to approve said proposal and authorize the Township Administrator to proceed with installation for an amount not to exceed \$11,661.69 which was seconded by Mr. Johnson. After discussion, Mr. Sullivan called the roll with all three Trustees voting yes.

Levy Priorities: The Board discussed the Current Expense Levy renewal of 1.75 mills which is on the ballot for November 8th. To keep the public informed, the Board discussed priorities for the use of the levy funds knowing the proposed expenditures would exceed the amount available which is locked into the residential property evaluations from 2017 as per state law.

Motion: Mr. Miller moved to approve the listing of priority expenditures outlined below which was seconded by Mr. Buddo. After review and discussion, Mr. Sullivan called for a roll call vote with all three Trustees voting yes.

General Operating Levy Priorities 2022-2026

- **Law Enforcement Services: Butler County Sheriff's contract units that specifically serve Hanover Township: range \$211,200,00 to \$255,000.00 annually.**
- **Safety and Sanitary Park Improvements: Replace Restrooms with new sanitary facilities; Provide electric and water access; improve safety measures.**
- **Road Department Issues: Provide additional structure to house equipment sitting outside and pay off equipment balances. not covered by road funds.**
- **Community Center Parking Lot and Drainage Improvements. (estimated range: \$124,000.00 to \$150,000.00). Scheduled for 2023. Additional funds from operating levy will be used over inflationary costs. A grant has been obtained to fund the base amount of \$124,000.00.**

- **Park Walking Path: Repair and repave the .55 mile walking path in Hanover park.**
- **Provide additional drainage measures near the ball field and front walking path areas.**
- **Provide matching funds to secure federal and state grants for various operations.**
- **Provide funds to offset the costs of eliminating nuisances in the Township.**

Motion: Propane Contract: Mr. Henry reviewed the history of entering into a contract guarantee for propane gas for Township facilities. Mr. Gardner and Mr. Henry recommend approving a contract for October 1, 2022 to March 31, 2023 for 13,000 gallons at the rate of \$2.099 per gallon. Mr. Buddo made a motion to approve said agreement with the Co-Alliance Company and authorize the Township Administrator to execute said agreement which was seconded by Mr. Miller. After discussion, Mr. Sullivan called the roll with all three Trustees voting yes.

Miscellaneous Correspondence: Mr. Henry outlined to the Board the items in their packet under Miscellaneous Correspondence.

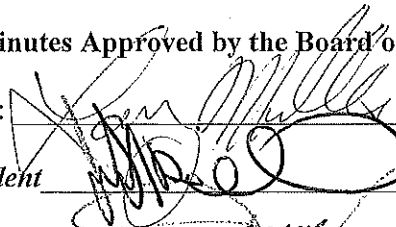
1. **Butler County Building Permit Report for August 2022**
2. **OTA Legislative Update (No August Report; September 2nd Report)**
3. **Medicount Management Report for July 2022**
4. **See You at the Pole Program: Joyce Ann Leyrer**
5. **Other**

There was no further business to come before the Board

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.

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 September 14, 2022 Minutes Approved by the Board of Trustees as Witnessed by their Signatures:

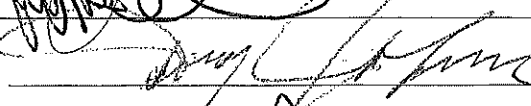
Larry Miller, President:



Jeff Buddo, Vice President



Douglas L. Johnson, Trustee:



Date: 10/19/2022

Verified by: Greg Sullivan, Fiscal Officer:

