



Hanover Township Board of Trustees

April 15, 2026 Meeting Minutes

Call to Order: Larry Miller called the meeting to order at 6:00PM. Mr. Johnson gave the opening invocation. Mrs. Ramsey led the audience in the Pledge of Allegiance.

Roll Call: Mr. Sullivan, Fiscal Officer, took a roll call with Mr. Johnson, Mrs. Ramsey and Mr. Miller present. Other officials present: Road Superintendent Scot Gardner, Deputy Sheriff Ted Sensel, Fire Captain Paul Smith (Fire Chief on vacation) and Bruce E. Henry, Township Administrator.

Approval of Meeting Minutes: Motion made by Mr. Johnson, seconded by Mrs. Ramsey to approve the regular meeting minutes of March 18, 2026 and Special Meeting Minutes of April 10, 2026, approve warrants for release/distribution as well as approval of all administration reports. Upon roll call by Mr. Sullivan, Mr. Johnson, Mr. Miller and Mrs. Ramsey voted yes to approve all.

Guest Presentation: There were no guest presentations.

Citizen Participation: None requested.

Administration Reports

Law Enforcement:

Butler County Sheriff's Office

District #18
Hanover Township Contract Cars
Monthly Report for March 2026

<u>Activity Area</u>	<u>Month Totals*</u>	<u>YTD</u>
• Dispatched Calls:190		641
• Felony Reports: 00		03
• Misdemeanor Reports: 08		23
• Non-Injury Crash: 03		12
• Injury Crash: 02		04
Total Reports: 11.....		25
• Assists/Back Up: 09		47
• Felony Arrests: 00		00
• Misdemeanor Arrests: 03		04
• OMVI Arrests: 00		00
Total Arrests: 03		04
• Traffic Stops: 26		47
• Moving Citations: 04		11
• Warning Citations: 02		08
• Civil Papers Served: 0		00
• Business Alarms: 1		08
• Residential Alarms:04		08
• Special Details: 01		15
• COPS Times: 4,300 (<i>Min.</i>)		12,771 Min.
• Vacation Checks: 05		51
• School Safety Checks		280 Min.

Reporting for Deputy Tanner and Deputy Sensel.
 Prepared by BEH.

SUPERINTENDENT'S REPORTS
(April 15, 2026)

Millville Cemetery Operations Report March 1 through March 31, 2026

0 Grave sold to Township residents (@ \$1,400) -----	0.00
2 Full Interments-----	3,800.00
0 Baby interments-----	0.00
2 Cremations-----	1,600.00
Foundation and Marker installation fees-----	4,200.00
Grave Transfer-----	0.00
Donations-----	0.00
Total: -----	\$ 9,600.00

Other Cemetery activities:

1. fixed graves
2. cleaned office and garage
3. picked up and removed flowers from stones
4. cut up and cleaned up tree after storm
5. serviced lawn mowers

Road, Streets and Park
(Scot Gardner)

1. Replaced a School Bus Stop Ahead sign on Stahlheber bent over by high wind.
2. Checked problem catch basin grates before big storm.
3. Replaced a double chevron missing on Nichols Road.
4. Went to Valley Asphalt and picked up 5 tons of cold patch.
5. Replaced our flags damaged by high wind.
6. Called by dispatch to clean up car parts and glass on 129 and Columbus Drive.
7. Called in on the night of a big rain storm to plow gravel off roads.
8. Performed ice control on March 16 due to freezing rain.
9. Cleaned trucks after salt event.
10. Repaired multiple potholes on Stahlheber, Cochran, Decamp and Ward Way.
11. Cleaned catch basin grates and plowed gravel off roads after big rain storm.
12. Repaired sump pump drain line going to the ditch at the firehouse.
13. Performed monthly truck, park, and stormwater inspections.

Administrator **March** Summary Report
(April 15, 2026)

- **Electric Aggregation:** Worked with Energy Alliance in seeking electrical company proposals. The top four were considered with Direct Energy offering the best overall option for a 19 month period. Energy Alliance recommended locking at 9.76 cents per kilo watt hour which is below Duke's current rate of 10.5 cents per kilo watt hour. Sent information to the County Prosecutor for review. No issues raised. An electrical supplier agreement was signed for the referenced period. Letters from Direct Energy went out to qualified residents in late March and continued through the first part of April. The Board of Trustees was provided with a sample letter and in the form specified by the Public Utilities Commission of Ohio. Spent the latter part of March answering citizen inquiries.
- **Computer Upgrades and IT Security:** Throughout the months in December, January and February upgrades in equipment and software were made in all operations. Security software was installed and future IT security measures were discussed and implemented. There will be additional briefings in the future regarding cyber security.
- **Park Restroom:** During the harsh weather conditions and snow events, the restroom was closed. Follow up work was done by the contractor and the broken pipes were repaired. The restroom was opened the latter part of March.
- **Ballot Issue (Fire Levy):** Worked on summary information and background for the May the Primary Ballot issue. Asked for legal opinion on what if any township funds could be spent on the election. Worked to ensure all proper documents had been reviewed and filed.
- **Township Website:** Continuing to collect ideas for improving the website and citizen access. New sections were added regarding county services available to residents. Laying ground work for new email addresses to be added when the current contract is ends and work out new arrangements.
- **Nuisances and Zoning Issues: Ongoing**- Several properties are on a list to be evaluated in March-April. No information received from County Zoning.
- **Fiscal Operations- Ongoing:** Continued monthly analysis of the financial condition of the Township and working with the Fiscal Officer to make projections of expenses. Obtained data from the Fiscal Officer and prepared Township funds analysis for the monthly Board meeting. Prepared Trustee packets and reports for two meetings in February.
- **Property tax Elimination Issues: Ongoing**- Continue to follow up with OTA materials, newspaper coverage of actions being taken by the General Assembly and local officials. The issues are confusing for local governments and the future of the property tax is

uncertain. The Ohio General Assembly keeps introducing bills to partially address the concerns raised about the property tax. When available, articles covering this information will be included in board packets.

- **Personnel: Ongoing:** Reviewing Township Policies that may need updating. Also conferring with the Prosecutor on certain issues related thereto.
- **Phone System Changes:** Working with Robinson Communications and Oxford Computer Solutions to ascertain best methods for implementing approved changes and determining other measures to save money in the long run. Also examining changes as it relates to switching systems over to a more efficient process. Saving on short term invoicing has already been implemented.

- **Drainage Issues: (Ongoing)** With the heavy rain falls and winds, the Road Department and Administration have fielded several calls/complaints. Many of the issues were clearly private property problems over which the Township has no authority.

Personnel Actions and Other Items of Note

March – April 2026

Fire Department- The following list of applicants may be hired subject to final completion of Required background and drug test/ physical requirements. All have been recommended for hire by the Fire Department, subject to successful completion of required steps and acceptance by the Township which is in process in March – April.

Hire subject to above:

- Justin Mangus 23 Great Horned Drive Oxford, Ohio 45056 as Firefighter/ Medic at \$23.00/ Hr.
- S. Smith 31 Courthouse Green Batavia, Ohio 45103 as Firefighter/ Medic at \$23.00/Hr.
- M. Hall 2134 Bandit Trail Dayton, Ohio 45434 as Firefighter/ EMT at \$19.00/ Hr.
- Ian J. Schomaker 1225 Beissinger Road Hamilton, Ohio 45013 as Firefighter/ Medic \$23.00/Hr.

Cemetery- No new hires. Discussing options with private contractors as back up to current efforts. Seeking three proposals with required insurance coverages.

Road Department- No new hires.

4) *Monthly Revenue and Expenditure Reports by fund for this month of 2026 are attached to this report. See charts of expenditures and revenues.*

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

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
Oct- Cash Balance: \$4,201,970.71
Nov- Cash Balance: \$4,092,018.29
Dec- Cash Balance: \$4,039,299.87

Fiscal Year 2023

January Cash Balance: \$3,559,160.92
February Cash Balance: \$3,475,575.97
March Cash Balance: \$3,496,580.72
April Cash Balance: \$4,121,487.83
May Cash Balance: \$3,861,490.93
June Cash Balance: \$3,739,555.00
July Cash Balance: \$3,675,692.32
August Cash Balance: \$3,496,048.90
September Cash Balance: \$4,067,959.69
October Cash Balance: \$3,996,729.39
November Cash Balance: \$3,722,684.18
December Cash Balance: 3,673,455.14

Cash Balance 2025

January Cash Balance: \$3,858,401.73
February Cash Balance: \$3,696,211.51
March Cash Balance: \$3,650,367.59
April Cash Balance: \$4,461,364.96
May Cash Balance: \$4,389,043.10
June Cash Balance: \$4,301,659.86
July Cash Balance: \$4,197,570.56
August Cash Balance: \$3,757,669.48
September Cash Balance: \$4,583,380.03
October Cash Balance: \$4,427,180.65
November Cash Balance: \$4,182,198.38
December Cash Balance: \$3,953,472.37

Fiscal Year 2024

Jan- Cash Balance: \$3,483,832.60
Feb- Cash Balance: \$3,459,266.38
Mar- Cash Balance: \$4,241,433.98
Apr- Cash Balance: \$4,075,635.16
May- Cash Balance: \$3,968,743.91
June- Cash Balance: \$3,838,123.51
July- Cash Balance: \$3,939,306.18
Aug - Cash Balance: \$4,836,347.62
Sept- Cash Balance \$4,399,868.62
Oct- Cash Balance: \$4,390,868.62
Nov- Cash Balance: \$3,984,735.41
Dec- Cash Balance: \$3,799,408.75

Cash Balance 2026

January Cash Balance: \$3,850,743.32
February Cash Balance: \$3,720,825.97
March Cash Balance: \$3,840,195.45

Of Note- Budget Information

- 1) Total Expenditures all funds for March 31: \$185,810.50 / Revenue: \$303,183.87
- 2) Total General Fund cash on hand March 31: \$1,698,897.75 (44.24%) of Total funds

3) Total Fire/EMS Fund cash on hand March 31: \$359,178.83 (10.31%) of Total funds

4) *Monthly Revenue and Expenditure Summary Reports by fund for this month of 2026 are attached to this report.*

General Notes and Observations

December 2023: Examining Impact of increased costs associated with all operations and possible strategies to address these issues.

January-February 2024: Evaluating Fund Balances and estimated 2024 Revenue and Expenditures to ascertain which needed projects can move ahead. Need a strategy session with the Board of Trustees.

March through May 2024: There is a need to hold a strategy session regarding future costs of Fire/EMS Operations as the Township looks to the future to keep operations effective in light of inflationary conditions. Also need to examine performance objectives for various operations. Need to examine methods to retain experienced quality personnel.

June through July 2024: Value Engineering associated with the Park Restroom needs to be completed and preparation of new design-build specs for bidding in July. Work with the County Land Bank to secure funds to help eliminate nuisances.

August through October 2024: Park restroom Project Construction. Examine operational costs and make decisions regarding future levies.

November 2024 through March 2025: Planning for large expenditures and future direction including consideration of Fire Tax Levy issues and major expenditures for the Road Department.

April through June 2025: Develop information for fire levy decision ballot issue. Need to examine equipment and building needs for the Road Department and Cemetery.

July-August 2025: Continue to set priorities by the Board related to fire operations, road department and cemetery operations and discerning physical plant items to be addressed.

September-October 2025: Need for continued evaluation of capital needs as well as how to keep up for increased costs of operations. Fire Levy is critical for future operation of the Fire Department.

November-December 2025: Develop long term strategy for the financial operations and leadership of the Fire Department.

January-April 2026: Review operations considering property tax issues/ changes and Fire Department operations/levy discussion to fund needed services in advance of the May Primary election.

Summarized Financial Reports were presented to the Board.

Old Business

Mr. Henry presented the following update reports on electric aggregation, Miami University Contact and Property/Nuisance issues.

Electric Aggregation: The initial letter from Direct Energy went to residents except those served by Butler Rural Electric Cooperative. We are nearing the end of the initial opt out period. The township has fielded many calls from residents with questions. Energy Alliance has also handled some of the inquiries. Most of the reaction of which we are aware was positive after explaining the process. We have no way of knowing how many residents are opting out at this point.

Miami University Update: Proposing a presentation by Patrick J. Haney, Ph.D., who is the Director of the Center for Public Management and Regional Affairs at Miami University, to discuss a future citizens survey and costs as well as time frames. The goal is to have Director Haney speak to the Board in May or June.

Property issues and Nuisances: With a break in the weather and warm days ahead, we are working on complaints brought to Township’s attention. Some inquiries are related to zoning provisions. There are some drainage complaints that are outside of the right of way related to creek overflows. Phone calls and “soft approach” letters will be in process.

Mr. Henry gave a brief explanation of resolutions and motions before the Board of Trustees to be voted on. under New Business.

New Business:

Mr. Henry explained that the system described in the packet is a solar powered system with a battery back up to be placed in the Township’s right of Way on Merle Court. The Township was awarded a Community Development Block Grant (\$32,000.00) for Alamo Heights to place the referenced siren. The Township will be reimbursed after payment is made for the siren and installation.

Resolution No. 27-26

Approve Purchase of Adverse Weather Siren through C and K Early Warning Systems Utilizing Community Development Block Grant Funds

Whereas, as discussed at prior Board of Trustees meetings Hanover Township applied for and received a grant to purchase adverse weather siren to serve the census tract which included Alamo Heights neighborhood; and

Whereas, the location for the placement of the siren had to be determined to clearly serve Alamo Heights; and

Whereas, three proposals were sought, reviewed by Community Development officials and Hanover Township, all three of which were below the state bidding threshold; and

Whereas, C and K Early Warning Systems of Litchfield Ohio provide the lowest and best proposal as well as installed the siren located in McGonicle behind Butler Rural Electric Cooperative with said system compatible with the early alert system provided by Butler County Communications; and

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 approves the purchase and installation of a multidirectional adverse weather siren through C and K Early Warning Systems for a cost of \$37,882.00 which includes installation and

Section II. That the Board of Trustees authorize the use of Hanover Township right of way at the end of Merle Avenue in Alamo Heights.

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 15th day of April 2026.

Board of Trustees

Vote

Attest:

Larry Miller
Douglas L. Johnson
Diana Ramsey

Gregory L. Sullivan
Fiscal Officer/ Clerk

Motion made by Mr. Johnson to approve Resolution No. 27-26 which was seconded by Mrs. Ramsey. After discussion, Mr. Sullivan called the roll with all Trustees Ramsey, Miller and Johnson voting yes voting yes.

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Resolution No. 28-26

Authorizing the Transfer of Funds to the Fire Fund #2281 and Cemetery Fund #2041 to Cover Anticipated Operational Needs

Whereas, the Board of Trustees, Fiscal Officer and Township Administration have reviewed the requirements for providing quality services to the residents for the balance of 2026, especially in light of possible dramatic changes to the tax base of the Township in the future; and

Whereas, the Fiscal Officer has recommended transferring \$300,000.00 to Fire and EMS Fund 2281 from the General Fund 1000; and

Whereas, Cemetery revenue is down and presents a concern for the year, the Fiscal Officer is recommending transferring \$100,000.00 to Cemetery Fund 2041 from the General fund 1000; and

Whereas, the Board of Trustees has determined the need to address the issues raised herein; and

Be it Resolved by the Board of Trustees of Hanover Township, Ohio

Section I. That the Board authorizes the Fiscal Officer to transfer \$300,000.00 to the Fire and EMS Fund 2281 from the General Fund 1000.

Section II. That the Board authorizes the Fiscal Officer to transfer \$100,000.00 to the Cemetery Fund 2041 from the General Fund 1000.

Section III. That the Fiscal Officer is to keep the Board advised on the status of these funds to determine if any additional adjustments may be necessary.

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 15th day of April 2026.

Board of Trustees

Vote

Attest:

Larry Miller
Douglas L. Johnson
Diana Ramsey

Gregory L. Sullivan
Fiscal Officer/ Clerk

Motion made by Mrs. Ramsey to approve Resolution No. 28-26 regarding the transfer of funds which was seconded by Mr. Johnson. After discussion, Mr. Sullivan called the roll with all Trustees Miller, Johnson and Ramsey voting yes.

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Resolution No. 29-26

Approving Purchase of Replacement Backhoe for the Road Department from Ohio CAT

Whereas, as discussed at prior Board of Trustees meetings, the current year 2000 backhoe is inoperable and needs replacement; and

Whereas the Road Superintendent has been researching this replacement through the public bidding sources of Sourcewell and State Bid list; and

Whereas, with uncertainty of future economic issues, the Fiscal Offer has recommended that purchase be made through Road Department related funds instead of any extended financing; and

Whereas, the unit gross cost is \$233,538.00 but the Township is taking advantage of the Sourcewell listing discounted price along with an Ohio CAT discount reducing the total due to \$166,504.72,

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 approves the purchase of a 2026 new Caterpillar Backhoe that meets the specific needs of Hanover Township from the Sourcewell listing discount pricing and as stated herein for a net price of \$166,504.72 for the Road Department.

Section II. That the Township Administrator and Fiscal Officer are hereby authorized to complete any necessary documents for the purchase. Furthermore, the Fiscal officer is authorized to pay in full the purchase price.

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 15th day of April 2026.

Board of Trustees

Vote

Attest:

Larry Miller
Douglas L. Johnson
Diana Ramsey

Gregory L. Sullivan
Fiscal Officer/ Clerk

After explanations were made based upon previous information provided to the Board of Trustees, a motion was made by Mr. Miller to approve Resolution No. 29-26 regarding the purchase of a new backhoe for the Road Department which was seconded by Mr. Johnson. After discussion, Mr. Sullivan called the roll with all Trustees Ramsey, Johnson and Miller voting yes.

Millville Cemetery Motion

With the break in weather conditions, Millville Cemetery staff, in addition to burial work and after care, is beginning mowing, trimming and related maintenance activities at the cemetery. In the past various landscape/ mowing companies have been used to support staff especially for weed eating/trim work. So far there is no summer help available. Preparations are underway to ensure the cemetery is in the best possible condition for Memorial Day weekend.

Brian, the Cemetery Sexton, has been reviewing services and companies to provide the maintenance support. After review, the company most responsive with all proper insurances and available personnel, is Butler County Construction Services, LLC located in Hamilton. The recommended services would start at the direction of cemetery staff in April. The cost is \$2,250.00 per onsite service which may occur twice per month as long as needed.

Motion: Mr. Miller made a motion to approve the use of Butler County Construction Services, LLC. At a cost of \$2,250.00 per onsite service as needed which was seconded by Mr. Johnson. Discussion and questions took place. Brian Batdorf and Mr. Henry provided background information as three companies were contacted. Mr. Sullivan called the roll with all three Trustees voting yes.

Letter to the Board from Greg Wilkens Butler County Engineer
Expedited Annexation Information

Hamilton Township
2595 Old Oxford Road
45013

Subject: Expedited Type 2 Annexation Process and Township Responsibilities

Dear Township Trustees,

I am writing to provide clarification regarding the expedited Type 2 annexation process as established under Sections 709.021 and 709.023 of the Ohio Revised Code, and to emphasize the Township's role in that process—particularly as it relates to preserving the opportunity for review and negotiation of a road maintenance agreement.

Under ORC 709.021, property owners may petition for annexation through an expedited process when all owners of the territory sign the petition. ORC 709.023 further establishes the procedure for what is commonly referred to as a "Type 2" annexation. This process is designed to streamline annexations by limiting discretionary review by the Board of County Commissioners when statutory conditions are met.

Importantly, if the petition satisfies all requirements outlined in ORC 709.023—including contiguity, signatures of all property owners, and compliance with municipal consent, the Board of County Commissioners is required to grant the annexation without hearing, unless a timely objection is filed by the Township.

As such, the Township's ability to influence the outcome or secure conditions—such as a road maintenance agreement—is directly tied to whether it formally objects to the annexation petition within twenty-five days from the date the petition was filed. The objection, documented as a township resolution, must be filed with the Board of County Commissioners within the statutory timeframe.

If the Township does not file an objection:

- The annexation proceeds administratively.
- No hearing is held.
- There is no opportunity to negotiate terms or raise concerns, including roadway jurisdiction, maintenance responsibilities, or infrastructure impacts.

Conversely, if the Township does file a formal objection:

- The annexation is subject to further review.
- A hearing process is triggered before the Board of County Commissioners.
- The Township retains the ability to present concerns and negotiate agreements, including provisions related to road maintenance and service responsibilities.

Given these statutory constraints, it is critical that the Township carefully evaluate each annexation petition and, when appropriate, file a timely objection to preserve its interests. Failure to do so effectively waives the Township's opportunity to participate in the decision-making process and to secure protections for public infrastructure.

In summary, filing an objection is not necessarily opposition to annexation itself, but rather a procedural step necessary to ensure due consideration of Township concerns and the establishment of a road maintenance agreement.

If you have any questions or would like to discuss this process further, please do not hesitate to reach out.

Sincerely,

Gregory J. Wilkens, P.E., P.S.
Butler County Engineer

\ejp
cc: file

Other


Mrs. Ramsey asked about setting up an Endowment Fund for contributions to be made. Mr. Henry stated that he had contacted legal counsel for follow up and would present that information to the Board next week.

There being no further public business and no request for an Executive Session, Mr. Johnson made a motion to adjourn the meeting with Mrs. Ramsey seconding the motion. After discussion, Mr. Sullivan called the roll with Trustees Johnson and Ramsey voting yes. Meeting adjourned at 6:30 PM.

April 15, 2026 Minutes Approved by the Board of Trustees as Witnessed by their Signatures:

Larry Miller, President: 

Douglas L. Johnson, Vice President: 

Diana Ramsey, Trustee: 

Verified and attested to: Gregory L. Sullivan, Fiscal Officer: 

Date: 5/20/26