



Hanover Township Board of Trustees

June 17, 2026 Meeting Minutes

Call to Order: Larry Miller called the meeting to order at 6:00PM. The Pledge of Allegiance and Invocation was presented by Trustee Johnson.

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, Fire Captain Smith, Bruce E. Henry, Township Administrator and BCSO Deputy Sensel.

Approval of Meeting Minutes: Motion made by Mr. Johnson, seconded by Mrs. Ramsey to approve the regular meeting minutes of May 20, 2026 and Special Meeting Minutes of June 11, 2026 as well as approve warrants for release/distribution and 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: None

Citizen Participation: Mr. Jeff Buddo 2436 Morman Road, who serves on the Butler County Board of Zoning Appeals, advised the Board of Trustees that David Fehr, County Development Director will be retiring next April. Mr. Fehr has worked well with the Township.

Mr. Steve Fields 1101 Millville Oxford Road Hamilton 45013 presented information to the Board and stating that his issue concerned partition fence law. Mr. Fields did not present a letter or email stating the specific issue, requested remedy and exact location of the fence dispute. Mr. Fields was advised some weeks earlier to provide such documentation. He stated he was not going to provide that as he has been ill. The Board asked Mr. Henry to review the information presented and advise the Board if the information meets the statutory requirements for action by the Board.

Cammie Metrione of 2305 Stahlheber Road Hamilton 45013 asked questions about properties with possible zoning violations and nuisance properties that are subject to Township Statutes. Mr. Henry explained that all future questions and issues regarding zoning matters be presented

directly by the complainant. Therefore, all inquiries should be directed to the County Zoning Office.

Administration Reports

Law Enforcement:

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

Activity Area	Month Totals*	YTD
• Dispatched Calls:134		922
• Felony Reports: 01		05
• Misdemeanor Reports: 03		31
• Non-Injury Crash: 01		13
• Injury Crash: 03		08
Total Reports: 08.....		40
• Assists/Back Up: 19		74
• Felony Arrests: 00		00
• Misdemeanor Arrests: 00		04
• OMVI Arrests: 00		00
Total Arrests: 00		04
• Traffic Stops: 11		73
• Moving Citations: 01		16
• Warning Citations: 01		10
• Civil Papers Served: 1		02
• Business Alarms: 2		11
• Residential Alarms:02		13
• Special Details: 02		26
• COPS Times: 5,200 (Min.)		23,571 Min.
• Vacation Checks: 08		67
• School Safety Checks: 70		403 Min.

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



Hanover Township Fire Department

May 2026 Incident Report

Monthly Fire Department Stats

EMS RUNS		FIRE/MVA RUNS	
Hanover Twp.	45	Hanover Twp.	21
Milford Twp.	1	Milford Twp.	0
Morgan Twp.	0	Morgan Twp.	0
Reily Twp.	0	Reily Twp.	0
Ross Twp.	0	Ross Twp.	1
City of Hamilton	2	City of Hamilton	1
City of Oxford	0	City of Oxford	0
Other	0	St. Clair Twp.	1
Total EMS Incidents	48	Total Fire/MVA Incidents	24

TOTAL EMS AND FIRE INCIDENTS:	May 2026: 70	TOTAL FOR 2026: 3
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PROVIDED MUTUAL AID 6 TIMES:

- M181 responded into Hamilton for a squad call twice
- M181 responded into Milford Twp for a squad call.
- E181 and T181 responded into St. Clair Twp for structure fire.
- Q181 unavailable for structure fire inot Hamilton.
- E181 unavailable for flooding dispatch into Ross Twp.

SIGNIFICANT INCIDENTS FOR THE MONTH:

- No major incidents.

NOTABLE TRAININGS / SPECIAL EVENTS

- E182, M183, B181 participated in Hamilton's Memorial Day Parade.
- Air Care training at Station 181 focused on landing zone safety.

TOTAL PART TIME HOURS WORKED / HOURS BUDGETED FOR THE MONTH: 2316.75 / 2,232

PARTIAL OR FULL SHIFTS NOT STAFFED:

5

PARTIAL OR FULL SHIFTS NOT STAFFED 2026: 73

SUPERINTENDENT'S REPORTS
(June 17, 2026)

Millville Cemetery Operations Report May 1 through May 31, 2026

3 Grave sold to Township residents (@ \$1,400) -----	4,200.00
2 Full Interments-----	2,800.00
0 Baby interments-----	0.00
2 Cremations-----	2,700.00
Foundation and Marker installation fees-----	588.00
Grave Transfer-----	0.00
Donations-----	0.00

Total: ----- \$10,288.00

Other Cemetery activities:

1. fixed graves
2. cleaned office and garage
3. picked up and removed flowers from stones
4. cut grass four times
5. weed eat two times
6. built, set and poured seven foundations
7. set out flags for Memorial Day
8. picked up dead racoon in front of cemetery
9. flagged for the Road Department

Road, Streets and Park
(Scot Gardner)

1. Cut back honeysuckle for pulling out of Salman off Stahlheber Road.
2. Replaced a missing Stop Ahead sign on Darrtown Road.
3. Completed the first round of roadside mowing.
4. Plowed gravel off Krucker Road, Hogue Road and Darrtown Road due to heavy rain.
5. Picked up sticks and nut shells and put out flags for Memorial Day holiday at Millville Reilly Cemetery.
6. Mowed grass on all Township properties three times.
7. Dug out old grill and installed new grill at Shelter 2.
8. Put a new hydraulic control valve assembly on our new Holland road mowing tractor.
9. Worked with Menard's on a 66 x 40 steel building package.
10. Worked with Double D Blacktop on the walking trail, Firehouse and Road Department estimates.
11. Working with Zimmer Tractor on an estimate for a new mowing tractor.

12. Moved equipment at the Community Center garage and stacked fire levy signs in the rear of the garage.
13. Performed monthly truck, park, and stormwater inspections.

Administrator June Summary Report
(May 20, 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 (the new electrical service supplier, 9.76 cents per kilo watt hour) went out to qualified residents in late March and continued through the first half of April. Fielded several phone calls and in person visits from residents asking questions.
- **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 as we transition to a Microsoft platform with greater email capacity for all operations.
- **Park Restroom:** Has functioned properly for two months after the harsh weather ended
- **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. Fielded phone calls about the levy and handed out information sheets explaining the issue and need. Attended League of Women Voters meeting and Town Hall meeting about the levy.
- **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 were on a list to be evaluated in April- May. No updates on any Hanover Township related complaints 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

April- May 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 April-May.

Hire subject to above:

Braydon Sullivan 4610 Layhigh Road Fairfield, Ohio 45014 as EMT-B at \$18.00/ Hr.
Rylee Miller 2611 Moeller Drive Fairfield, Ohio 45014 as EMT-B at \$18.00/Hr.

Cemetery- No new hires.

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.*

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
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

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 \$4,3999,868.62
Oct- Cash Balance: \$4,390,868.62
Nov- Cash Balance: \$3,984,735.41
Dec- Cash Balance: \$3,799,408.75

Cash Balance 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

Cash Balance 2026

January Cash Balance: \$3,850,743.32
February Cash Balance: \$3,720,825.97
March Cash Balance: \$3,840,195.45
April Cash Balance: \$4,455,588.26
May Cash Balance: \$4,301,993.28

Of Note- Budget Information

1) **Total Expenditures all funds for May 31:** \$347,071.99 / **Revenue:** \$201,834.27

2) **Total General Fund cash on hand May 31:** \$1,250,779.89 (29.08%) of Total funds

3) **Total Fire/EMS Fund cash on hand April 30:** \$771,630.90 (17.94%) 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

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 listed under Old Business.

Old Business Briefs June 17 2026

Adverse Weather Siren Alamo Heights: Originally to be finished and installed by this time, there is a delay in waiting on parts related to the pole and mountings. Installation should take place in the next three weeks. Residents closest to the location on Merle Avenue were notified by the Township. Expected finish should occur first 3 weeks of July.

Property issues and Nuisances: Letters have been sent to 2 properties on Salvatore, 3 properties on Old Oxford and 1 property on Oxford Millville Road for various nuisance issues. Time frames are different in each case. Working to get voluntary compliance.

County Moratorium Update: See notification from the County Commissioner's Office attached.

Computer System, Email and Website Changes: Chris Brucker of Oxford Computer Solutions made a presentation to discuss the matters listed here as part of Guest Presentations as directed by the Board President. Mr. Brucker stated that as discussed at previous Board meetings, the Township has been moving ahead to set up a new email system, Website transfer, setting up process for the new phone system, and converting to a total Microsoft package of applications.

- Microsoft 365 Business Basic - \$72/user/year
 - I recommend this for most members of the Fire Department, Trustees, or employees that simply need a township email address. This is underway.
 - Features:
 - Email and calendars
 - Get business-class email with Outlook, including a 50 GB mailbox per user, and send attachments of up to 150 MB.
 - Bookings includes a web-based booking calendar and integrates with Outlook to give your customers flexibility to book a time that works best for them. Email and SMS text notifications reduce no-shows and enhance customer satisfaction.
 - Instant messaging and online meetings
 - Chat, meet, and collaborate with Microsoft Teams. Combine messaging, voice calls, video calls, and availability in one app.
 - 1 TB of secure cloud storage per user
 - Get 1 TB of OneDrive cloud storage to edit and share documents, photos, and more from anywhere, on all your devices.
 - Microsoft 365 apps on the web
 - Use always-up-to-date Word, Excel, PowerPoint, OneNote and Outlook on the web. Simultaneously collaborate with others in the same document in real time, across web, mobile, and different devices—no installation required.
- Microsoft 365 Business Standard - \$150/user/year
 - I recommend this for most Township employees, Fire Department Captains or Department Leads that actively create documents using the full Microsoft Office programs installed on their computer where applicable and appropriate.

- Features:
 - Microsoft 365 apps
 - Get monthly updates and the latest features and capabilities with fully installed and always-up-to-date versions of Outlook, Word, Excel, PowerPoint, and OneNote (features vary) for Windows or Mac, and Access and Publisher (PC only).
 - Get the fully installed Microsoft 365 apps on multiple PCs, Macs, tablets, and mobile devices (including Windows, iOS, and Android).
 - Email and calendars
 - Get business-class email with Outlook, including a 50 GB mailbox per user, and send attachments of up to 150 MB.
 - Connection and collaboration
 - Instantly access everything your teams may need including chat, content, tools, and people with Microsoft Teams.
 - 1 TB of secure cloud storage per user
 - Edit and share documents, photos, and more from anywhere, on all your devices with 1 TB of OneDrive cloud storage

Estimated services and pricing each year ~\$2500

- 15 Microsoft 365 Business Basic licenses - \$1080
 - Determine need for various departments and set up- up to 15 licenses.
- 8 Microsoft 365 Business Standard licenses - \$1200
 - Greg - Fiscal Officer
 - Bruce- Administrator
 - Determine need after consultation- up to 8 licenses
- Website Hosting – Completed transfer to me (\$180)
- Domain Name – Completed and protecting the domain (\$23)

Mr. Henry stated the aforementioned work will proceed in steps and the Board will be briefed as progress is made. There will be a request later to approve the final phone system and building links.

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 are in process. Current letters have been sent to properties on Millville Oxford Road, Morman Road and Old Oxford Road.

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 provided the background on amending the Transient Vendors and Solicitors Registration as recommended by Deputy Sensel. Deputy Tanner and Deputy Sensel have been very active regarding follow up with the vendors who did not register.

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Resolution No. 33-26 Amending Section 2 F. of Resolution No. 56-17 For Clarification

WHEREAS, Section 505.94 of the Ohio Revised Code authorizes the Board of Township Trustees to require the registration of all transient vendors within the unincorporated territory of Hanover Township, Butler County, Ohio, and to regulate the time, place, and manner in which these vendors may sell, offer for sale, or solicit orders for future delivery of goods; and,

WHEREAS, the Board of Township Trustees determined that it was in the best interests of the residents of Hanover Township to exercise its authority under Section 505.94 of the Ohio Revised Code; and,

WHEREAS, there is a need to update and clarify Section 2. F by removing the reference “from motor vehicles”; and

NOW, THEREFORE, BE IT RESOLVED, by the Hanover Township Board of Township Trustees that:

Section I. Section 2. F shall read as follows: During the months of May through September, door-to-door solicitation and solicitation from motor vehicles shall only be permitted between 9:00 A.M. and 9:00 P.M. During the months of October through April, door-to-door solicitation and solicitation shall only be permitted between 9:00 A.M. and 6:00 P.M.

Section II. The Township Administrator shall provide Resolution No. 56-17 with the amendment to the Butler County Sheriff’s Office.

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 17th day of June 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.33-26 which was seconded by Mr. Johnson. After discussion, Mr. Sullivan called the roll with all three Trustees voting yes.

Mr. Henry explained the background for the Resolution of Necessity based upon the decision of the Board to seek a 3.5 mill fire levy. Motion made by Mr. Johnson, seconded by Mr. Miller to approve Resolution No. 34-26. After discussion, Mr. Sullivan called for a roll call vote with all three Trustees voting yes.

Resolution No: 34-26

Resolution of Necessity for Levying Tax Exceeding Ten-Mill Limitation for Purposes Set Forth in Section 5705.19 (I) of the Ohio Revised Code

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 requirements of providing and maintaining fire protection and emergency medical services for the Hanover Township Fire District, which includes the unincorporated areas of Hanover Township Butler County Ohio; and

Whereas, Ohio Revised Code Section 5705.03 requires a resolution declaring the necessity of levying a tax outside the ten-mill limitation must be passed and certified to the County Auditor of Butler County in order to permit the 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 of the Hanover Township Fire District and the dollar amount to be generated by the tax; and

Be it resolved by the Board of Township Trustees of Hanover Township Butler County, Ohio, two thirds of all members elected thereto concurring,

Section I. That it is necessary to levy an additional tax of three and five-tenths (3.5) mills for each one dollar of taxable value upon the entire territory within the Hanover Fire District to constitute a tax in excess of the ten-mill limitation for the benefit of the Hanover Township Fire District for the purpose of providing and maintaining fire apparatus, mechanical resuscitators, or other fire equipment and appliances, buildings and sites therefor, or sources of water supply and materials therefor, for the establishment and maintenance of lines of fire-alarm communications, for the payment of firefighting companies or permanent, part-time, or volunteer firefighting, emergency medical service, administrative, or communications personnel to operate the same, including the payment of any employer contributions required for such personnel under section 145.48 or 742.34 of the Revised Code, for the purchase of ambulance equipment, for the provision of ambulance, paramedic, or other emergency medical services operated by a fire department or firefighting company, or for the payment of other related costs, as authorized by Ohio Revised Code Section 5705.19(I), at a rate not exceeding three

and five-tenths (3.5) mills for each one dollar of taxable value for a period of 5 years.

Section II. Be it further resolved that the levy be placed upon the tax lists of 2026, 2027, 2028, 2029, and 2030, first due in calendar year 2027, if approved by a majority of the electors voting thereon; and

Section III. Be it further resolved that the question of such tax levy shall be submitted to the electors of the entire territory within the Hanover Township Fire District at the election to be held thereon on November 3, 2026; and

Section IV. Be it further resolved that the Clerk/Fiscal Officer is hereby directed to certify a copy of this resolution to the County Auditor and Board of Elections of Butler County, Ohio.

Section V. Be it further resolved that the Board of Township Trustees of Hanover Township Butler County, Ohio, hereby requests that the County Auditor certify to this Board of Township Trustees the total current tax valuation of the Hanover Township Fire District, Butler County, Ohio, the dollar amount of revenue that would be generated by the levy of three and five-tenths (3.5) mills if approved by the electors; and the rate of the levy expressed in dollars for each one hundred thousand dollars of the County Auditor's market value.

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

Larry Miller _____
Douglas L. Johnson _____
Diana Ramsey _____

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 17th day of June 2026.

Attest:

Gregory L. Sullivan
Township Clerk/Fiscal Officer

CERTIFICATE

IT IS HEREBY CERTIFICAED that the foregoing Resolution No. 34-26 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 17th day June 2026

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

Motion: Tax Budget Hearing

Mr. Miller made a motion to set a brief Tax Budget Hearing for 5:45PM on July 15, 2026 before the start of the regular Board Meeting which was seconded by Mrs. Ramsey. Mr. Sullivan called the role with all three Trustees voting yes.

Mr. Henry provided background information that this coverage is for a small group of five in the Road and Cemetery operations. The overall costs for this plan have been reduced as the result of eligible participants leaving the plan. Concern about the cost of the premium was expressed and future less expensive options will be explored if available.

Resolution No. 35- 26

**Approving Health Insurance Renewal Contract with Anthem Blue Cross Blue Shield
Effective July 1, 2026 through June 30, 2027**

Whereas, it is in the best interest of the Township to provide employee group health insurance that offers satisfactory health care and prescription drug coverage at affordable rates to maintain a competitive work force; and

Whereas, the Township's Broker, Wichert Insurance Agency, Digital One and the Township Administrator have been reviewing options for this insurance due to the current contract expiration date is June 30, 2026 with Anthem Blue Cross Blue Shield and other carriers that may have an interest; and,

Whereas, a general review took place exploring insurance options for which the small group may qualify which resulted in a recommendation from Wichert Insurance Company, the Township's broker agent and Digital One recommending renewal with Anthem for a small group totaling five individuals (Road and Cemetery); and,

Whereas, this plan is based upon the small group and Obama Care criteria to develop a mid-year contract plan; and,

Whereas, the Board of Trustees provided direction to secure at least equal to the current coverage and look for ways to reduce premiums if possible serving the best interests of the Township in order to maintain a competitive work force; and,

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

Section I. Resolution No. 35- 26 is hereby approved authorizing a health insurance contract with RX with Anthem Blue Cross/Blue Shield Gold Access PPO 1000 to cover eligible Hanover Township Employees for contract year July 1, 2026 through June 30, 2027 for an annual premium dependent upon final enrollment of \$19,342.51 monthly premium which represents an increase in annual premium of 28.96% over the current year, which is considered acceptable given comparison with other jurisdictional rates, insurance companies, spiraling costs of insurance, and condition of the economy.

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 this contract.

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 17th day of June 2026.

Board of Trustees

Vote

Attest:

Larry Miller
Douglas L. Johnson
Diana Ramsey

Gregory L. Sullivan
Fiscal Officer/ Clerk

Mrs. Ramsey made a motion to approve Resolution No. 35-26 regarding health insurance which was seconded by Mr. Johnson. After discussion, Mr. Sullivan called the roll with all three Trustees voting yes.

Mr. henry noted minor adjustments resolution numbers to correct typos.

Resolution No. 36-26

Approving Implementation of Required Next Steps to Comply with Ohio Revised Code Requirements and Hanover Township’s Cyber Security Policy

Whereas, Hanover Township established a Cyber Security Policy to protect township electronic assets as required by the Ohio Revised Code through Resolution No. 47-25 in October 2025; and

Whereas, since October 2025 the Board of Trustees have been briefed on necessary steps to meet the referenced policy and state requirements and several key elements of these briefings have been put in place, including hiring an IT advisor and security monitor (Chris Brucker of Oxford Computer Solutions; and

Whereas, the additional steps to be completed and costs associated therewith were reviewed with the Board of Trustees in the May 20, 2026 Board of Trustees meeting; and

Whereas, there are timelines and certain deadlines in July, August and September that need to be addressed to continue implementing the required plan: 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 hereby approves, as required in the Cyber Security Policy, enrollment in the Ohio Persistent Cyber Improvement Program offered at no charge by the state which provides an annual security assessment, tabletop exercises and ongoing mentoring.

Section II. That in accordance with the Cyber Security Policy and state requirements, purchase, and as deemed appropriate, up to 60 email accounts for all Township employees as appropriate, using the Micro Soft 365 Business Basic (\$74.00 use fee per year) purchased through Oxford Computer Solutions (Chris Brucker).

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 17th day of June 2026.

Board of Trustees

Vote

Attest:

Larry Miller
Douglas L. Johnson
Diana Ramsey

Gregory L. Sullivan
Fiscal Officer/ Clerk

Mr. Brucker answered follow up questions from his presentation. Mr. Johnson made a motion to approve Resolution No. 36-26 which was seconded by Mr. Miller. After discussion, Mr. Sullivan called the roll with all three Trustees voting yes.

Next step in the cyber security process to approve amendments to the required state reporting process.

Resolution No. 37-26

Approving Training for employees and staff to Comply with Ohio Revised Code Requirements and Hanover Township's Cyber Security Policy and Amend Reporting Requirements under Section 5.4 of the Cyber Security Policy

Whereas, Hanover Township established a Cyber Security Policy to protect township electronic assets as required by the Ohio Revised Code through Resolution No. 47-25 in October 2025; and

Whereas, since October 2025 the Board of Trustees have been briefed on necessary steps to meet the referenced policy and state requirements and several key elements of these briefings have been put in place; and

Whereas, the additional steps are required to be completed with regard to training of township employees within the next 3 to 6 months; and

Whereas, there are timelines and certain deadlines in July and August that need to be addressed to continue implementing the required plan: 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 hereby approves, as required in the Cyber Security Policy and state requirements, training for employees including conducting phishing simulation, security awareness and incident reporting requirements.

Section II. That Section 5.4 of the Hanover Township Cyber Security Policy is hereby amended to add clarification regarding reporting requirements with regard to the Incident Response Plan as set forth in the 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 17th day of June 2026.

Board of Trustees

Vote

Attest:

Larry Miller
Douglas L. Johnson
Diana Ramsey

Gregory L. Sullivan
Fiscal Officer/ Clerk

Mr. Miller made a motion to approve Resolution No. 37-26 which was seconded by Mr. Johnson. After discussion, Mr. Sullivan called the roll with all three Trustees voting yes.

Corrected numbering for Resolution No. 38-26 regarding Endowment Fund establishment as requested by the Board.

Authorizing the Establishment of Endowment Funds and Criteria Related Thereto

Whereas, the Board of Trustees has been discussing and reviewing options for greater citizen support and involvement in activities of the Township: and

Whereas, legal consul was consulted regarding the use of Endowment Funds to expand the interest and involvement of citizens: and

Whereas, Endowment Funds are the most flexible and easiest method to accomplish the foregoing; and

Whereas, donors may designate area of interest and the rules governing Endowment Funds allow for such designation to be recognized and used accordingly: and

Now therefore be it resolved by the Board of Township Trustees of Hanover Township Butler County, Ohio

Section I. Pursuant to R.C. 9.20 the township may receive “by gift, devise, or bequest moneys, lands, or other properties, for their benefit or the benefit of any of those under the Board’s charge

and may hold and apply the moneys, lands, or properties according to the terms of the gift, devise, or bequest. All gifts and expenditures of those gifts must comply with the statutory restriction that it be used “for their benefit or the benefit of any of those under their charge”.

Section II. That Endowment Funds are hereby established for Fire and EMS Operations, General Operations which includes Hanover Memorial Park, Millville Cemetery and Road Department Operations.

Section III. That the Fiscal Officer is authorized to establish and manage the funds outlined in Section I above and to handle such funds in accordance with Ohio Revised Code provisions.

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 17th day of June 2026.

Board of Trustees

Larry Miller
Douglas L. Johnson
Diana Ramsey

Vote

Attest:

Gregory L. Sullivan
Fiscal Officer/ Clerk

Motion made by Mrs. Ramsey to approve Resolution No. 38-26 which was seconded by Mr. Miller. After discussion, Mr. Sullivan called the roll with all three Trustees voting yes.

Motion: Accepting resignation/ retirement of Fred Stitsinger, Fire Chief

Accept the notice presented by Fred Stitsinger, Fire Chief, Hanover Township Fire Department regarding his retirement /resignation from the Hanover Township Fire Department effective June 8, 2026.

Moved By: Mr. Miller Seconded by: Mrs. Ramsey

Roll call vote by Mr. Sullivan with all three Trustees voting yes.

Mr. Henry stated the Board Packet has miscellaneous information to be brought to the Board’s attention.

Mr. Johnson then made a motion to adjourn the public session of the meeting and move into Executive regarding personnel issues pursuant to Section 121.22 of the Ohio Revised Code which was seconded by Mr. Miller. Mr. Sullivan called the roll with all three Trustees voting yes.

Mrs. Ramsey made motion to move out of Executive Session and resume the public session which was seconded by Mr. Johnson. Mr. Sullivan called the roll with all three Trustees voting yes.

The following motions were introduced after deliberations in Executive Session.

Motion made by Mrs. Ramsey to approve a 3.5% Cost of Living Adjustment for Employees S. Gardner, S. Smith, M. Jackson, B. Batdorf, B. Henry, R. O’neill and R. Allen to be effective June 22, 2026 which was seconded by Mr. Johnson. Mr. Sullivan called the roll with all three Trustees voting yes.

Motion: Butler County Sheriff's Office contract for Township assigned deputies.

Hanover Township is experiencing challenging economic and budget issues impacting township operations. The Board of Trustees has decided that the current contract must be terminated immediately in light of budgetary considerations in accordance with contract provisions. Motion made by Mr. Johnson and seconded by Mrs. Ramsey to approve the foregoing. Mr. Sullivan called the roll with Trustees Johnson and Ramsey voting yes and Trustee Miller voting no. Further discussion, the Board requested the Township Administrator to prepare a letter for the Trustees' signatures to the Butler County Sheriff to terminate the contract as approved above. Once signed the Township Administrator is to had deliver the letter to BCSO.

Motion: Fire Department Leadership.

Due to the resignation of Chief Stitsinger, the Board believes continuity of leadership is essential to continue to provide the best possible Fire and EMS services to the residents. Therefore, a motion was made by Mrs. Ramsey which seconded by Mr. Miller to appoint Paul Smith Fire Chief and Jeff Goble, Deputy Fire Chief effective June 18, 2026. After discussion, Mr. Sullivan called the roll with all three Trustees voting yes.

There being no further public business, Mr. Miller made a motion to adjourn the meeting with Mrs. Ramsey seconding the motion. After discussion, Mr. Sullivan called the roll with all three Trustees voting yes. Adjournment at 8:30PM.

June 17, 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:

7/15/26