



**Hanover Township Board of Trustees  
January 16, 2013 Meeting Minutes**

**Call to Order:** Board President Doug Johnson called the meeting to order at 6:00 PM and led the opening ceremonies with Mr. Stitsinger giving the opening invocation.

**Roll Call:** Fiscal Officer Elizabeth Brosius took a roll call with Messer's Johnson, Stitsinger and Miller present. Other officials **present:** Bruce E. Henry, Township Administrator; Road Superintendent Scot Gardner; BCSO Deputy Jason Hatfield and Project Coordinator Julie Prickett. **Absent:** Fire Chief Clark.

**Approval of Meeting Minutes:** Motion made by Mr. Stitsinger, seconded by Mr. Miller to approve the December 12, 2012 Meeting minutes as submitted and to approve the warrants signed for release. All Trustees present voted yes. Status reports were distributed to the Board for review and were approved.

**Guest Presentation: Miami University – ADA Swing Presentation/Photos:** Christian Puckett, 5475 McCoy Road, Oxford, Ohio 45056 addressed the Board on behalf of a group of Miami University students who had been working on a fund-raising project for the purchase of an ADA-compliant swing for the Hanover Township Park. Ms. Christian reported that the group raised a total of \$4,065.53 for the project. Following Ms. Christian's report, the Board of Trustees and Fiscal Officer posed for a group photo with the students.

In order to accommodate a schedule conflict for members of the First Millville Baptist Church, the Board considered Resolution No. 17-13 next.

**Resolution No. 17-13 Special Recognition of First Millville Baptist Church:** Angie Clausen and several other members of the First Millville Baptist Church were in attendance to receive special recognition from the Township for the Church's support of many Township activities and events. Mr. Stitsinger made a **motion** to adopt Resolution No. 17-13 which was seconded by Mr. Johnson. Upon roll call, all three Trustees voted yes.

**Resolution No. 17-13**

**Recognizing the First Millville Baptist Church and its Members for Outstanding Support of  
Hanover Township Community Events**

**Whereas,** Hanover Township has experienced good fortune, enhanced by the contributions of many community organizations, volunteers and employees; and

Whereas, Hanover Township has been very fortunate to have community support for the annual Kids Fest, Car Show, Haunted Harvest and Veterans Day Ceremony/luncheon; and

Whereas, The First Millville Baptist Church and its members have supported Hanover Township events for several years through donations and volunteer service efforts; and

Whereas, through the exceptional support of the First Millville Baptist and its members, Hanover Township special events have been extremely successful and residents of the community have been well served; and

Whereas, it is appropriate at this time to recognize the generous support and volunteer contributions made by the members of the First Millville Baptist Church;

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

Section I. That on behalf of Hanover Township residents and officials, the First Millville Baptist Church and its members are hereby commended and recognized for their efforts for supporting the community and helping Hanover Township with its mission of "Growing Toward the Future".

Section II. That the Board of Trustees, Fiscal Officer, and staff express their deepest appreciation to the First Millville Baptist Church and its members.

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 16<sup>th</sup> day of January 2013.

**Board of Trustees**

Fred J. Stitsinger  
President

Larry Miller  
Vice President

Douglas L. Johnson  
Member

Attest and Authenticate: \_\_\_\_\_  
Elizabeth A. Brosius

A framed copy of the resolution was presented to the Church and a Certificate of Appreciation was awarded to Angie Clausen.

**Reorganization of the Board of Trustees – Election of Board Officers**

**Resolution No. 01-13: (Adjourn Sine & Die) *Be it resolved:***

Mr. Stitsinger made a **motion** that the Board adjourn Sine & Die with a second by Mr. Miller. Upon roll call, Mr. Stitsinger: yes, Mr. Johnson: yes, and Mr. Miller: yes. ***The meeting was turned over to the Fiscal Officer, Elizabeth A. Brosius.*** The Fiscal Officer called for nominations for Officers of the Board. Nominations were made as follows:

**Resolution No. 02-13: (Open Nominations for President) *Be it Resolved:***

Mr. Miller nominated Mr. Fred Stitsinger for President, seconded by Mr. Johnson. Nominations for President were closed with a **motion** by Mr. Johnson and seconded by Mr. Miller. Mr. Johnson, Mr. Stitsinger and Mr. Miller voted yes. Mr. Stitsinger was elected Board President.

**Resolution No. 03-13 (Open Nominations for Vice President) *Be it Resolved:***

Mr. Stitsinger nominated Mr. Larry Miller for Vice President, seconded by Mr. Johnson. Nominations were moved to be closed by Mr. Johnson, seconded by Mr. Stitsinger. Upon roll call, all members voted yes. Mr. Miller was elected Vice President of the Board.

**Resolution No. 04-13 (Out of Sine & Die) *Be it Resolved:***

Mr. Johnson made a **motion** with Mr. Miller seconding for the Board to move out of Sine & Die and resume the regular meeting with Mr. Stitsinger presiding. Upon roll call, Mr. Johnson, Mr. Stitsinger, and Mr. Miller voted yes.

**Citizen Participation:** None of the citizens present had any comments or issues to present to the Board.

**Administration Reports**

**Law Enforcement:** Deputy Hatfield gave the following report for the month of December 2012:

**Butler County Sheriff's Office**  
**District #6**  
**Hanover Township Contract Cars**  
**Monthly Report for December 2012**

<b><u>Activity Area</u></b>	<b><u>Month Totals</u></b>	<b><u>YTD</u></b>
• Dispatched Calls: 135		1709
• Felony Reports: 2		57
• Misdemeanor Reports: 14		158
• Non-Injury Crash: 08		78
• Injury Crash: 5		61
<b>Total Reports: 29</b>		<b>346</b>
• Assists/Back Up: 46		603
• Felony Arrests: 3		23
• Misdemeanor Arrests: 08		78
• OMVI Arrests: 3		21
<b>Total Arrests: 14</b>		<b>122</b>
• Traffic Stops: 41		489

• Moving Citations: 18	273
• Warning Citations: 23	218
• FI Cards: 0	00
• Civil Papers Served: 1	02
• Business Alarms: 5	60
• Residential Alarms: 15	171
• Special Details: 2	19
• COPS Times: 7430 (Min.)	79,315
• Vacation Checks: 40	458

\*\*\*\*\*

Reporting Deputies: T. Lentz and J. Hatfield/ Report prepared by HT Administration

Special Note: Deputy Hatfield was on vacation December 25-31.

*Fire/EMS*: Mr. Henry presented the following written report for the month of December 2012:

**Hanover Township Fire Department**  
**Monthly Report for December 2012**  
**(Presented in January 2013)**

Run and detail activity for the Fire and EMS operations are reflected in the following numbers:

• Emergency Medical Operations/Squad Runs:	54
• Motor Vehicle Accidents:	06
• Fire Runs:	07
• Fire Inspections:	32
• Air & Light Truck Call Out:	02
• Knox Box Details	00
• Other	00
• Total for the month:	<b>101 Runs/Operations</b> <b>(67 Fire/EMS Runs)</b>
<b>Total Year to Date</b>	<b>693 Runs/Operations</b>

(YTD 2011: 719 Runs/Ops)

(December 2011: 54 Runs/Operations)

---

**Total for 2011** **719**

**Total for 2010** **748**

<b>Total for 2009</b>	<b>676</b>
<b>Total for 2008:</b>	<b>669</b>
<b>Total for 2007:</b>	<b>717</b>
<b>Total for 2006:</b>	<b>505</b>
<b>(Six Year Yearly Average):</b>	<b>(672)</b>

**Phil Clark, Fire Chief**

**Road/Cemetery:** Mr. Gardner presented the following report for the month of December 2012:

**SUPERINTENDENT'S REPORTS  
(January 16, 2013)**

Millville Cemetery Operations Report December 1 through December 31, 2012

1 Graves sold to Township residents-----	\$	0.00
0 Graves sold to nonresidents-----	\$	0.00
0 Cremation grave-----	\$	0.00
10 Full Interments-----	\$	9,100.00*
0 Baby interments-----	\$	0.00
0 Cremations-----	\$	0.00
Foundation and Marker installation fees-----	\$	585.60
<b>Total: -----</b>	<b>\$</b>	<b>9,685.60</b>

\*9 @ regular fee of \$900 = \$8100.00; 1 @regular fee of \$900 + 1 hour OT = \$1000

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

1. Replaced lights in Park sign.
2. Picked up a deer carcass on Ross Hanover Road.
3. Performed crack sealing on Nichols Road, dead-end of Morman Road, and the Millville Cemetery.
4. Picked up paneling dumped on Stahlheber Road.
5. Cut up a tree at the Millville Cemetery.
6. Replaced spotlight bulbs on rear of the Firehouse with help from Mark Badin and the ladder truck.
7. Replaced the door entry light on rear of Firehouse.
8. Replaced under porch lights on the Community Center.
9. Replaced broken light fixtures on Community Center sign.
10. Picked up a mattress and box springs on Nichols Road.
11. Cut up dead trees hanging out in the road along MetroPark's on Hogue Road.
12. Cleaned out a fence row on the corner of Lanes Mill and Nichols for better visibility.
13. Performed ice and snow control on December 21, 22, 26, 27, 29, 30 and 31.
14. Performed monthly park, truck and storm water inspections.

## *Administrator's Report*

### **Administrator December 2012 Summary Report** **(Presented January 2013)**

- **Property Acquisition:** Continued worked on the purchase of 19.5 acres and the structuring of an agreement with Eaton Farm LLC. Reviewed key legal questions with the Prosecutor's Office and awaiting contract from them. Also examined various forms of financing to acquire acreage for the Park.
- **Land Use:** Coordinated flow of information regarding recommended zone changes from the County. Fielded calls from Bill Mense in opposition to the side yard parking of trailers. Land Use Committee of the Township supported the proposal. Presented question to the Board of Trustees as the matter is up for review the first week of January 2013.
- **Fire Department:** With the Chief, continued to receive comments and suggestions for SOPs and updates for policy consideration.
- **Board and Financial Reports:** Obtained data from the Fiscal Officer and prepared Township funds analysis for the monthly Board meeting. Prepared Trustee packets. Prepared numerous contracts and permits for facility rentals.
- **Park:** Pursuant to the Miami University suggestion, developed and executed agreements for David A. Williams and Associates for the purchase and installation of a designated Handicap Swing area in the Park.
- **Park Restroom Damage:** Received insurance compensatory damage check. Awaiting grant response and final contractor estimates.
- **Recognition of Township Volunteers and Employees:** On behalf of the Board, planned and set up Township Holiday function for December 15, 2013.
- **Capital Equipment:** Presented updated financial information to the Board for large capital equipment purchases.
- **Newsletter:** The Township Newsletter was taken to the publisher and mailed out to residents the second week of December
- **Snow Emergency Regulations:** As per statutory provisions, the Township Snow Emergency regulations were published in the newspaper, on the Ohio Public Notice Website, Township Website and 6 conspicuous public places in the Township.
- **EMAC Deployment:** Worked with the State EMA to submit forms and documentation necessary to receive EMA reimbursement for assistance from the Township.
- **Canon Documentation:** Worked on forms and documentation for annual report required to be filed with the US Army in reference to the Park Canons placed at the Veterans memorial.

## **Personnel Actions:**

Mr. Henry explained that in addition to the Federal Minimum Wage requirements, Hanover Township is subject to the minimum wage standard set by the State of Ohio. Effective January 1, 2013 Ohio set forth a higher minimum wage of \$7.85 per hour. As a result, the compensation plans for the Fire and Road Departments must be adjusted accordingly. For entry level positions in road and cemetery operations as well as for the “trainee” position in the Fire Department the new lowest rate should be set at \$7.85.

**Motion** by Larry Miller, seconded by Doug Johnson, was made to amend all Hanover Township Classification and Pay Plans to adjust the minimum wage to \$7.85 and authorize the Township Administrator to adjust the plans accordingly with an effective date of January 1, 2013. Upon a roll call vote, all three Trustees voted yes.

Mr. Henry also reported that in working with the Fire Chief, action will be taken to reduce or terminate employment of members of the Fire Department who fail to meet minimum participation standards. As this process unfolds, names of members to be terminated will be journalized for documentation purposes through approval of the Administrator’s Report. For this meeting, Mr. Henry requested the Board approve a position of Auxiliary Volunteer who supports or sometimes participates in Fire Department activities but does not go on runs to receive compensation. After some discussion, Larry Miller made a **motion**, which was seconded by Doug Johnson, that effective immediately *Debbie Lacey, Utah Bailey, Elliott Rose and Dennis Glen are assigned to Auxiliary Volunteer status*. Upon roll call, all three Trustees voted yes.

Mr. Henry explained that in February, after receiving notice, inactive members will be entered into the record as resigning or terminated.

## **Other:**

Emergency aid was requested through Butler County EMA and Ohio EMA for assistance during Hurricane Sandy as per our resolution of cooperation and documents filed with the State. Hanover Township had one representative available, sent in November. Expenses approved for reimbursement by the State total \$3,702.00, check to be received in the next few weeks.

## **Of Note- Budget Information**

Fines from tickets in 2012 totaled \$4,417.52  
Rentals/facilities in 2012 totaled \$8,030.00  
Local Government Distribution: \$154,899.91

Also included with the Administrator’s Report were revenue and expenditure reports and an updated report of General Fund Revenue and Expenditures from FY 2001 through 2012. Mr. Henry noted that the County Auditor’s projections for property tax evaluations were off and will result in a greater decrease of revenues than originally projected. In regard to revenues in 2013, the Township will be impacted by a 7.2% reduction in property values negatively affecting the General Fund and Fire Levy. Mr. Henry stated that with revenues declining and past savings/cost reductions, the Township will be able to deliver the planned services without cuts through 2013 but 2014 may be a leaner budget year.

## **Old Business**

**Road Program 2013/Final Submission:** Mr. Henry reported that last month the Township received the estimates for the work suggested by the Township for the 2013 Road retrace and Pavement Program. Included were pricing options for Chip Seal and Micro Fiber as well as paving. Generally for all road-related expenses and personnel, the Township expends between \$500,000.00 and \$600,000 annually. In 2012, preliminary figures indicate the Township received approximately \$583,744.00 in revenue and expended approximately \$576,184.00. For the BCEO contracts, the Township has tried to stay below \$325,000.00 for contract and some years that figure has been lower. Due to the economic uncertainty and shrinking revenues, Mr. Henry recommended the Township commit to no more than \$300,000.00 for 2013. Mr. Henry also recommended shopping the options when the final contract numbers are determined; however, he recommended the Township stay below the \$300,000.00 regardless.

Mr. Henry provided the Trustees the BCEO estimates. He explained one suggestion would be to place Brunner Road and Shank Road on the final list for Chip Seal and Micro Fiber, eliminating the paving option. The paving for these two roads totals \$83,751.01. Mr. Henry noted the Township's position needed to be approved and given to BCEO by February 1, 2013.

The Board discussed several options and determined to proceed with chip seal and micro fiber for Shank Road (US 27 to dead end), for Brunner Road (Stahlheber to dead end), and for Cochran Road (SR 129 to Reily Millville). Stahlheber Road (SR 129 to Reily Township line) would receive chip seal only and Vizedom Road would receive base repair work only. In 2014, Stahlheber and Vizedom could be paved. Mr. Stitsinger made a **motion** to adopt Resolution No. 18-13 which was seconded by Mr. Miller. Upon roll call, all three Trustees voted yes.

### **Resolution No. 18-13**

#### **Approving the 2013 Revised Resurfacing Program and Estimates for Hanover Township**

**Whereas**, Hanover Township works with the County Engineer's Office annually to cooperate with the county in the paving/road program; and

**Whereas**, the Township Trustees desire to participate in the 2013 Paving, Repair and Retrace Program with estimates provided by the County Engineer and new advice/information presented by the BCEO in February; and

**Whereas**, an attachment has been prepared labeled "Attachment-Resolution No. 18-13 which reflects the roads, special projects and related estimates approved by the Board of Trustees;

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

**Section I.** Resolution No. 18-13 is hereby approved authorizing the participation of Hanover Township in the 2013 Resurfacing and Repair Program through the Butler County Engineer's Office.



**Section II.** That the roads and estimates approved by the township are set forth in the attachment labeled "Attachment Resolution No. 18-13.

**Section III.** That this Resolution and attachment are to be delivered to the Butler County Engineer's Office as soon as possible.

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 16<sup>th</sup> day of January 2013.

***Board of Trustees***

***Vote***

***Attest and Authentication:***

Fred J. Stitsinger  
Larry Miller  
Douglas L. Johnson

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Elizabeth A. Brosius  
Fiscal Officer/Clerk

***Group Retrospective Rating Notice BWC:*** Mr. Henry reported the township received notice from the Bureau of Workers' Compensation that it had been accepted into the Group Retrospective Rating Program for 2013. Mr. Henry stated that participating in this program should reduce the Township's workers' compensation costs.

***Other Old Business:*** There was no Other Old Business to be reported.

**New Business**

**Resolution No. 05-13 (EMA Representative): *Be it Resolved:***

Moved by Mr. Stitsinger, seconded by Mr. Johnson, to approve the appointment of Mr. Larry Miller to the Butler County Emergency Management Agency Advisory Council for calendar year 2013. Upon roll call, all three Trustees voted yes.

**Resolution No. 06-13 (Township Meetings): *Be it Resolved:***

Moved by Mr. Johnson, seconded by Mr. Miller, to approve Resolution No.06-13 designating the regular monthly Hanover Township meetings to be held on the second Wednesday of each month to start at 6:00 P.M. with exception in January 2013 and approve Township Special Events in accordance with the attached schedule. Upon roll call, all three Trustees voted yes.

**Resolution No.07-13 (Payments to Employees): *Be it Resolved:***

Moved by Mr. Miller, seconded by Mr. Johnson, to pay Township employees on a bi-weekly basis (excludes Fire Department). Upon roll call, all three Trustees voted yes.

**Resolution No. 08-13 (Blanket Certificates): *Be it Resolved:***

Moved by Mr. Stitsinger, seconded by Mr. Miller, to allow the Fiscal Officer to open blanket certificates at \$5000.00 each to provide for ongoing Township expenditures in 2013. Upon roll call, all three Trustees voted yes.

**Resolution No. 09-13 (Purchase Orders): *Be it Resolved:***

Moved by Mr. Miller, seconded by Mr. Johnson, to allow the Fiscal Officer to open Purchase Orders for Township expenditures in 2013. Upon roll call, all three Trustees voted yes.

**Resolution No. 10-13 (Supplemental Expenditures): *Be it Resolved:***

Moved by Mr. Johnson, seconded by Mr. Miller, to authorize the Fiscal Officer to move and/or transfer money as needed through supplemental expenditures throughout 2013 to cover Township expenditures. Upon roll call, all three Trustees voted yes.

**Resolution No. 11-13 (Records Commission Committee): *Be it Resolved:***

Moved by Mr. Miller, seconded by Mr. Johnson, to establish a Records Commission Committee consisting of the Fiscal Officer (Elizabeth A. Brosius) and the Board President. Upon roll call, all three Trustees voted yes.

**Resolution No. 12-13 (Mutual Aid Contract for Four Mile Creek): *Be it Resolved:***

Moved by Mr. Miller, seconded by Mr. Johnson, to approve a mutual aid contract with Milford Township and authorize payment in 2013 to Milford Township totaling \$400.00. Upon roll call, all three Trustees voted yes.

**Resolution No. 13-13 (Transfer of Funds and Balances): *Be it Resolved:***

Moved by Mr. Miller, seconded by Mr. Johnson, to authorize the Fiscal Officer to transfer funds among line items within major Funds, not affecting total fund balances, to make required expenditures within proper accounting requirements. Upon roll call, all three Trustees voted yes.

**Resolution No. 14-13 Volunteer Firefighter Dependents Fund Board Appointments:** Mr. Henry explained it was an annual requirement to appoint members to a Volunteer Firefighter Dependents Fund Board and certify the names of the members to the State Fire Marshal. After some discussion, Mr. Miller made a **motion** to adopt Resolution No. 14-13 which was seconded by Mr. Johnson. Upon roll call, all three Trustees voted yes.

**Resolution No. 14-13**

**Complying With ORC Sections 146.03 and 146.04 in Regard to the Volunteer Fire Fighter's Dependent Fund Board Elections and Certification of Form**

*Whereas*, Hanover Township has maintained a Fire Department consisting of volunteer fire fighters as defined under Ohio law; and

*Whereas*, annually a Volunteer Fire Fighter Board must be duly elected and certified to the State Fire Marshal, whose members serve a one year term commencing January 1, 2013 through December 31, 2013; and

*Whereas*, the Board consists of five members: two selected by the Board of Trustees, two selected by the Fire Department and one selected by the other four; and

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

***Section I.*** That the Board of Trustees elects Douglas L. Johnson and Elizabeth A. Brosius.

***Section II.*** That the Fire Department has elected Pat Miller and Laura Weber.

***Section III.*** Recognize that the four previously selected members elect Jeff Buddo to serve as the fifth board member.

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 16<sup>th</sup> day of January 2013.

**Board of Trustees**

**Vote**

**Attest:**

Fred J. Stitsinger  
Larry Miller  
Douglas L. Johnson

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Elizabeth A. Brosius  
Fiscal Officer/Clerk

\*The Board then noted the designation of Doug Johnson as the Chairperson and Elizabeth Brosius as the Secretary of the Volunteer Fire Fighter Dependent Fund Board.

**Resolution No. 15-13 Cooperative Purchasing Program:** Mr. Henry explained that the Township must annually request to participate in the State's Cooperative Purchasing Program. After some discussion, Mr. Miller made a **motion** to adopt Resolution No. 15-13 which was seconded by Mr. Johnson. Upon roll call, all three Trustees voted yes.

**Resolution No. 15-13**

**Authorizing Hanover Township's Continued Annual Participation in the State of Ohio Cooperative Purchasing Program (Ohio Revised Code 125.04)**

**Whereas**, Ohio's Cooperative Purchasing Act (AM. Sub. H.B. No. 100 Eff. March 6, 1986) provides the opportunity for local governmental jurisdictions to participate to participate in contracts distributed by the State of Ohio (DAS) for the purchase of supplies, services, equipment and certain materials; and

**Whereas**, Hanover Township has been an active participant in the program in achieving tax dollar savings and efficiencies and wishes to continue participation; and

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

**Section I.** That Hanover Township requests participation in state contracts in which the Department of Administrative Services, Office of State Purchasing has entered into and the Office of Cooperative Purchasing has distributed for the purchase of supplies, services, equipment and certain other materials pursuant to Ohio Revised Code Section 124.04.

**Section II.** That Hanover Township, through its designated officials, is hereby authorized to participate and agrees to be bound by all contract terms and conditions as the Department of Administrative Services, Office of Cooperative Purchasing, prescribes including payment of reasonable contract participation fees. Further, Hanover Township does hereby agree not to misuse such contracts or make disclosures related thereto for the purpose of avoiding the requirements of Section 125.04 of the Ohio Revised Code.

**Section III.** That the Fiscal Officer is hereby authorized to make payments to vendors directly as the result of purchasing any items in the aforementioned state contracts.

**Section IV.** That the Fiscal Officer and Township Administrator are hereby authorized to execute any documents related to the participation in the Cooperative Purchasing Program as specified.

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 16<sup>th</sup> day of January 2013.

***Board of Trustees***

***Vote***

***Attest and Authentication:***

Fred J. Stitsinger  
Larry Miller  
Douglas L. Johnson

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Elizabeth A. Brosius  
Fiscal Officer/Clerk

***Resolution No. 16-13 Then and Now Issues:*** Mr. Henry explained the routine “house-keeping” nature of this resolution. . This resolution covers payments to Nancy Nix, Butler County Treasurer, Stephenson Oil Company and Speciality Truck Repair Company. After some discussion, Mr. Johnson made a **motion** to adopt Resolution No. 16-13 which was seconded by Mr. Miller. Upon roll call, all three Trustees voted yes.

**Resolution No. 16-13**

**Approving Purchase Orders 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” purchase of products and services from Nancy Nix, Butler County Treasurer, Stephenson Oil Company and Speciality Truck Repair Company; 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 payment 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: \$16,788.51 and \$16,000.00 respectively to Nancy Nix, Treasurer Butler County Fund 1000; \$3,312.58 Stephenson Oil Company Fund 2021; and \$3,577.51 Speciality Truck Repair Company Fund 2281.

***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 16<sup>th</sup> day of January 2013.

***Board of Trustees***

***Vote***

***Attest and Authentication:***

Fred J. Stitsinger  
Larry Miller  
Douglas L. Johnson

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Elizabeth A. Brosius  
Fiscal Officer/Clerk

***Motion – Repair of Pumper:*** Mr. Henry reported that some unanticipated repair work was needed for the fire department pumper. After some discussion, Mr. Miller made a **motion** to approve repair work for the pumper not to exceed \$8000, seconded by Mr. Johnson. Upon roll call, all three Trustees voted yes.

***Motion -- EMA Form (reference Resolution No. 53-11):*** Mr. Henry explained that in 2011, the Board passed a resolution authorizing intergovernmental agreements for emergency management and interstate mutual aid. There is now a new requirement from Butler County for the All Hazards Incident Management Team that participating employers file a memorandum of understanding which identifies employees in advance. After some discussion, Mr. Stitsinger made a **motion** to authorize the Township Administrator to file the required form with the County, seconded by Mr. Miller. Upon roll call, all three Trustees voted yes.

***Other New Business***

Mr. Henry informed the Board that he would provide the Trustees with information packets for the Ohio Township Association Annual Conference prior to the conference. Mr. Henry also noted that Scot Gardner and Jon Goldsberry would be attending some of the conference training this year.

There being no further regular business to be considered by the Board of Trustees, Mr. Johnson made a **motion** to adjourn this part of the meeting and move into Executive Session to discuss property acquisition negotiations, which was seconded by Mr. Miller. Upon roll call, all three Trustees voted yes.

The Board reconvened into regular session.

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

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