



**Hanover Township Board of Trustees  
May 14, 2014 Meeting Minutes**

**Call to Order:** Board President Fred Stitsinger called the meeting to order at 6:00 PM. Mr. Stitsinger then led the pledge of allegiance and gave 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 William Bowling and Project Coordinator Julie Prickett.

Absent: Fire Chief Phil Clark

**Approval of Meeting Minutes:** Motion made by Mr. Miller, seconded by Mr. Johnson to approve the April 9, 2014 Regular 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:** David Brown from the Butler County Auditor's Office provided an update to the Board. Mr. Brown reported that the deadline for Homestead Exemption applications was June 2<sup>nd</sup>. He also reported that the Auditor's Office had completed the 2014 re-appraisal drive-bys and tentative property values should be out to property owners by late summer or early fall. Mr. Brown also reported that the State was increasing agriculture property values. The increase is based on a formula related to crop values.

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

**Administration Reports**

*Law Enforcement:* Deputy Bowling gave the following report for the month of April 2014:

**Butler County Sheriff's Office**  
**District #6**  
**Hanover Township Contract Cars**  
**Monthly Report for April 2014**

<u>Activity Area</u>	<u>Month Totals</u>	<u>YTD</u>
• Dispatched Calls: 140		570
• Felony Reports: 7		24
• Misdemeanor Reports: 20		76
• Non-Injury Crash: 7		48
• Injury Crash: 04		24
<b>Total Reports: 38 .....</b>		<b>172</b>
• Assists/Back Up: 25		130
• Felony Arrests: 0		07
• Misdemeanor Arrests: 00		29
• OMVI Arrests: 0		08
<b>Total Arrests: 00 .....</b>		<b>44</b>
• Traffic Stops: 28		133
• Moving Citations: 14		82
• Warning Citations: 12		60
• FI Cards: 0		00
• Civil Papers Served: 0		00
• Business Alarms: 1		15
• Residential Alarms: 9		35
• Special Details: 1		03
• COPS Times: 3,370 ( <i>Min.</i> )		21,750
• Vacation Checks: 12		80

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Reporting: Deputy Bowling ( April15th forward) and Deputy Lentz/by BEH

**Fire/EMS:** Mr. Henry gave the following report for the month of April 2014 on behalf of Chief Clark who was absent due to a recent surgery:

**Hanover Township Fire Department**  
**Monthly Report for April 2014- Phil Clark Fire Chief**  
**(Presented in May 2014)**

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

• Emergency Medical Operations/Squad Runs:	40
• Motor Vehicle Accidents:	02
• Fire Runs:	15
• Fire Inspections:	00

- Air & Light Truck Call Out: 00
- Knox Box Details 00
- Other 00
- Total for the month: **57 Runs/Operations  
(57 Fire/EMS Runs)**

**Total Year to Date: 263 Runs/Operations**

(April 2013: 53 Runs/Operations)

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Total for 2013	750	<i>Eight Year Average: 685</i>
Total for 2012	693	
Total for 2011	719	
Total for 2010	748	
Total for 2009	676	
Total for 2008:	669	
Total for 2007:	717	
Total for 2006:	505	

**Road/Cemetery:** Mr. Gardner presented the following report for the month of April 2014:

**SUPERINTENDENT'S REPORTS  
(May 14, 2014)**

Millville Cemetery Operations Report April 1 through April 30, 2014

<b>0 Graves sold to Township residents (@ \$610)-----</b>	<b>\$ 0.00</b>
<b>1 Grave sold to nonresident-----</b>	<b>\$ 895.00</b>
<b>0 Old resident graves-----</b>	<b>\$ 0.00</b>
<b>3 Full Interments-----</b>	<b>\$ 2,700.00*</b>
<b>0 Baby interments-----</b>	<b>\$ 0.00</b>
<b>0 Cremations-----</b>	<b>\$ 0.00</b>
<b>Foundation and Marker installation fees-----</b>	<b>\$ 1,543.20</b>
<b>Total: -----</b>	<b>\$ 5,138.20</b>

\*3 @ regular fee of \$900 = \$2700

Other Cemetery activities:

1. Mowed three times
2. Trimmed twice
3. Fixed 20 graves
4. Planted 2 new trees courtesy of a Scot Gardner donation. This replaced the dead trees we had to remove.
5. Cleaned the shop

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

1. Repaired pot holes on Nichols Road, Stahlheber Road, Roundhill Drive and Rafhuse Avenue.
2. Hauled salt to our old salt bin.
3. Service snow plows and snow equipment and put in storage.
4. Rebuilt a 300 gallon fuel tank for the Cemetery.
5. Put gravel on Pearle Lane.
6. Hauled concrete to Nichols Road.
7. Removed and unstopped a toilet at the Community Center.
8. Cleaned the dome drainage grate on Darrtown Road.
9. Replaced shingles on Shelter #1 and Shelter #2.
10. Replaced stop signs hit by cars on San Angelo Drive and on Merle Avenue.
11. Repaired the gang plank on the pirate ship in the playground.
12. Replaced the steps on the gazebo.
13. Picked up a dog carcass on State Route 130.
14. Called in to remove a tree on Lanes Mill Road.
15. Replaced shingles on the Community Center.
16. Put #2 stone on a bad spot of berm on Brunner Road and Martha Lane.
17. Cleaned up a tree that fell on Hogue Road.
18. Replaced the sign posts on the large arrow sign on Darrtown Road that had been run over.
19. Swept Washburn Road and fixed pot holes.
20. Replaced two parking stop posts at the Park.
21. Picked up tree limbs on Decamp Road.
22. Performed monthly truck, park and storm water inspections.

### ***Administrator's Report***

Mr. Henry presented the following report to the Board:

#### **Administrator April 2014 Summary Report** (Presented May 2014)

- **Cemetery Regulations:** Prepared copies and distributed new cemetery regulations that were adopted last month. Sent indigent burial forms for 4 possible requests for burial.
- **Fire/EMS Run Data:** Prepared report for April runs. Prepared and sent pay plan documents and forms to the Fire Department.
- **Drainage Complaints/Citizen Relations:** Spoke with residents and Road Department staff about drainage issues related to Fairy Drive, Reily-Millville Road, Claude Avenue and Krucker Road.
- **Storm Water District:** Attended quarterly meeting at BCEO and obtained grant information for related projects.
- **Board and Financial Reports:** Obtained data from the Fiscal Officer and prepared Township funds analysis for the monthly and special Board meetings. Prepared Trustee packets. Prepared numerous contracts and permits for facility rentals.
- **Workers Comp:** Followed up with BWC on Safety Grant for the Fire Department. Also for the 2013 year, the Township may receive an award for our no lost time record for the year.
- **Community Concert:** Continued work on finalizing details for a Community Concert to be held in the Gazebo area on June 13, 2014. Park Committee planning meetings were

held. Time for the event is 5:00PM to 10:00PM. Next step is to apply for an F-4 Liquor Permit.

- **Adverse Weather Siren:** Participated in testing of Siren which did work as required. Next test set for May 7, 2014.
- **Butler County Elections Board:** Spoke with Board of Elections staff making arrangements for use of the Community Center as a voting location for the May 6, 2014 Primary Election.
- **Items Still Pending/Delayed:** Fuel Card follow up is still pending; Personnel Policy Review with changes still pending.
- **Legal Training:** Attended legal seminar hosted by Frost, Brown & Todd Legal Firm on April 30, 2014 in West Chester.
- **Computer Software Change and Computer Purchase:** Purchased windows software to replace XP software on Township computers. Also purchased a new desktop for the main office computer. Moved the old desktop into the small office which now has all back up files on it.
- **Computer Virus:** Worked with a computer technician to remove viruses that tagged onto two of the computers.
- **Maintenance Issues:** Spoke with residents about yard maintenance issues on Abilene Ct., Millville Avenue, Gardner Road and Old Oxford Road.
- **Building and Zoning:** Worked with Jim Fox from the County on issues related to Hogue Road, Queen Mary, US 27.

### **Personnel Actions and Other Items of Note**

Reviewing employee increases for 2014 and have a recommendation. The recommendation is to grant the Administrator discretion to increase full time and part time/seasonal employees up to 2% to be effective on the pay period beginning May 26, 2014 or later as determined by the Administrator. In addition to approve a 3% increase for Scot Gardner for his work record and dedication to be effective May 26, 2014 pay period- to be approved as part of the overall approval of this report. Other personnel actions may occur within previously approved pay ranges to be reported back to the Board. Note: Approved as part of the overall motion to approve reports.

### **Other General Actions:**

Continuing review of Township Rules of Conduct and Fire Department SOPs that are related for possible changes and follow up in the next 5 months.

### **Of Note- Budget Information for April 2014**

**Cash Balance as of April 2014:** \$1,546,929.78

**Total Expenditures all funds for April 2014:** \$ 215,743.26

**Total General Fund cash on Hand April 2014:** \$682,531.93 (44.12%) of Total funds)

**Total Fire/EMS Fund cash on hand April 2014:** \$350,449.77 (22.66%) of Total

*(Monthly Revenue and Expenditure Reports are attached.)*

Mr. Henry noted that six of eight funds were running lower than last year.

### ***Old Business***

***Community Concert Update (June 13, 2014):*** Mr. Henry reported that the Community Concert was moving ahead as scheduled for June 13<sup>th</sup>. Mr. Henry noted that the festivities will begin at 5:00PM with acoustical music and the Remains playing from 7:00PM to 10:00PM. A wine garden will be open from 5:00PM to 10:00PM featuring Hanover Winery, Valley Vineyards and Caesar's Creek Winery. Food will be provided by Pit to Plate Barbeque and Damon's Wood Fired Pizza. In addition to wine, the Park Committee will be selling water, pop and kids' drinks.

Mr. Henry reported that he had prepared and submitted the F-4 Ohio Liquor Permit request to the State for the one day event. Mr. Henry also reported that he would be requesting BCSO to provide special deputies for the event. Mr. Henry also reported that the Township could purchase wineglasses with the Township logo for the wine garden.

***Revision of Rental Fee Structure Discussion:*** Mr. Henry provided an update on the suggested revisions to rental rates which were shared with the Board at its April 2014 meeting. After discussion, Mr. Stitsinger made a **motion** to amend the Township's rental fee schedule as proposed by the Administrator, seconded by Mr. Miller. A roll call vote was taken with all three Trustees voting yes. The approved revisions are as follows:

### **Rate Change Consideration – Rental Facilities Hanover Township Spring 2014**

1. **Facilities Affected:** Community Center, Shelter #2 and Gazebo.
2. **Last Rate Increase:** 2007.
3. **Reasons for Suggesting an Increase in Rates:** User activity has dramatically increased, labor and maintenance costs have risen and time involved in scheduling has dramatically increased.
4. **Current Rates:**

***Community Center:*** \$100.00 fee plus a refundable Clean-Up Deposit of \$50.00

***Gazebo:*** \$25.00 for first two hours; plus \$10.00 per hour after two hours with a refundable damage deposit of \$25.00

***Shelter #2:*** \$25.00 for first two hours; plus \$10.00 per hour after two hours with a refundable damage deposit of \$25.00

## 5. Suggested Changes:

**Community Center:** \$150.00 fee plus a refundable Clean-Up Deposit of \$50.00.

**Gazebo:** \$50.00 flat rate for up to three hours; \$75.00 for six hours; \$150 for 7 to 10 hours. No Deposit required.

**Shelter #2:** \$35.00 flat rate for up to three hours; \$60.00 for six hours; \$120 for 7 to 10 hours. No Deposit required.

6. **Elimination of Deposit for Gazebo and Shelter #2:** The Township on rare occasion has kept a clean-up or damage deposit. The administrative burden associated with returning checks either from the Township Treasury or personal checks from the renter kept on file takes a great deal of time to process and mail. There is a risk in eliminating this aspect of the rental policy.

7. **Effective Date:** September 2, 2014 (First day after Labor Day), existing reservations would be grandfathered at the lower cost.

**Update Fire/EMS Run Data for April:** Mr. Henry reported that as directed and approved by the Board, a new volunteer fire pay plan and run schedule was initiated in April 2014 to provide better service to the residents. It appears that the initial object of addressing the busiest time based upon past analysis worked for April. Although we were short for a few shifts, the new scheduling seems to be working. Of the 57 calls responded to during April, 37 or 65% of the calls fell between the hours of 6:00AM and 6:00PM. Average response time to the scene dropped to 11.74 minutes for these runs. Hanover Fire Department provided mutual aid 8 times but did not use mutual aid for the Township runs. Ross Township responded to a scene with Hanover one time. The cost for covering April for the on station stipend totaled \$2,326.00. Mr. Henry provided run summaries to the Board for its review.

**Motion – Fire Department Uniforms/Follow-up:** Mr. Henry noted that as part of the discussion analyzing the Fire and EMS responses for the last two years and in addition to pay and schedule changes, the Board believed the Township should have on-station personnel dressed in more professional attire. The Fire Chief has been researching options and recommended clothing/minimum uniform apparel for 20 responders who are or will be participating in the on-station assignment/schedule. Mr. Henry reported that the Chief recommended purchasing through Gall's setting aside \$150.00 for each volunteer. The total estimate is up to \$3,000.00. The Township already has an account with Gall's. A purchase order will be required. Mr. Miller made **a motion** to approve and authorize the purchase of uniform apparel from Gall's for the Fire Department as described for an amount not to exceed \$3,000.00 which was seconded by Mr. Johnson. After discussion, a roll call vote was taken with all three Trustees voting yes.

**Other Old Business:** There was none.

## **New Business**

**Resolution No. 34-14 Expressing Appreciation for Service (Bill Fulmer):** Mr. Henry explained the purpose of this resolution was to express appreciation to Mr. Fulmer for his service to the Township as a firefighter and fire inspector upon his retirement from the volunteer service. After

some discussion, Mr. Stitsinger made a **motion** to adopt Resolution No. 34-14 which was seconded by Mr. Johnson. Upon roll call, all three Trustees voted yes.

**Resolution No. 34-14**

**Recognizing the Outstanding Dedication and Service of Fire Fighter/Fire Inspector William J. Fulmer to Hanover Township and Expressing Appreciation**

**Whereas**, Hanover Township has been blessed with good fortune and enhanced by the contributions of many volunteers and employees; and

**Whereas**, William J. Fulmer has served Hanover Township as an active member of the Hanover Township Fire Department since August of 1997 in the capacity of Fire Fighter/Fire Inspector; and

**Whereas**, Mr. Fulmer's tenure has been marked by service and dedication to the Department and residents of Hanover Township helping to make the Township a safer place to live, work and play; and

**Whereas**, Mr. Fulmer is retiring to pursue other interests; and

**Whereas**, it is appropriate at this time to recognize his outstanding service and dedication;

**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, William J. Fulmer is hereby recognized by the Township for his professional contributions, service and dedication to the community in helping Hanover Township "Growing Toward the Future" through his 17 years of service to the Hanover Township Fire Department

**Section II.** That the Board of Trustees, Fiscal Officer, Administration and Fire Department members express their appreciation to William J. Fulmer and wish him the best in his retirement.

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 14<sup>th</sup> day of May 2014.

**Board of Trustees**

Fred J. Stitsinger  
Douglas L. Johnson  
Larry Miller

**Attest:**

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

**Motions – Indigent Burials:** Mr. Henry reported that payments to funeral homes for indigent burials were pending Board approval. Mr. Henry reported that pursuant to the ORC and Township provisions, a request has been received for several indigent burials:

A) By Brown-Dawson Flick Funeral Home for the cremation and burial of Angelo Burns who passed away on March 27, 2014 who resided at 112 Island Lake Drive



B) By Weigel Funeral Home for the cremation of Karyn L. Fuller of 840 Woodbine Road who passed away on April 29, 2014.

C) By Webb Noonan funeral Home for the cremation of Charles R. King of 1843 Stahlheber Road who passed away on April 25, 2014.

**Policy/Regulations Summary:**

**Pursuant to provision set forth in the Ohio Revised Code Sections 9.15, 1713.34 and 5101.521 Hanover Township has established guidelines and procedures for a determination of indigent burials and for the handling of such matters.**

- 1. When the body of a deceased person is found in Hanover Township and such person was not an inmate of a correctional, benevolent or charitable institution of the State of Ohio, and the body is not claimed by any person for private internment or cremation at the person's own expense, or delivered for the purpose of medical, surgical or dissection studies (ORC 1713.34), it shall be handled as follows:**
  - a) If the person was a legal resident of the Township and there is no known next of kin, the deceased shall be buried at the expense of the Township based upon the determination of the legal residence of the deceased.**
  - b) If the deceased has assets on account with a nursing home or similar facility, the Township shall make a claim to said facility for reimbursement of its costs.**
  - c) Hanover Township shall provide a grave or cremation area, a grave marker and the opening/closing costs for the burial of the remains.**
  - d) Indigent deceased veterans shall be provided for under the provisions of 5901.25 of the Ohio Revised Code. The Veterans Service Commission of Butler County shall be contacted to make the proper arrangements.**
  - e) The remains of the deceased shall be buried in an area designated by the Cemetery Sexton in Millville Cemetery.**
- 2. The Hanover Township Indigent Burial Program is not a supplemental program. Funeral Home personnel shall not be entitled to any funds except for the amount of \$800.00 for each indigent service which includes cremation but not any visitation or formal service.**
  - a) Funeral homes shall make an attempt to ascertain if the deceased is a veteran and be aware of the provisions of Ohio Revised Code 5901.25. The Funeral home shall notify the Township if the deceased is determined to be a veteran.**
- 3. In accordance with Section 5101.521 of the Ohio Revised Code, Hanover Township will cooperate with an indigent person who claims the body of a loved one. The Township will consider the preferences and sensibilities of the claimant within appropriate financial limitations. The Township's responsibility to provide for cremation, internment and a plaque.**

The proper paperwork has been submitted and the Millville Cemetery Sexton has been notified. A motion is requested to approve payment of \$800.00 to the Brown-Dawson-Flick Funeral Home for Angelo Burns.

**Motion:** Mr. Stitsinger moved to approve payment of \$800.00 to the Brown-Dawson-Flick Funeral Home for the indigent burial of Angelo Burns, a resident of the McGonigle area

with said action consistent with state law and Township Policy. Mr. Miller seconded the motion. After discussion, the Fiscal Officer took a roll vote with all three Trustees voting yes.

The proper paperwork has been submitted and the Millville Cemetery Sexton has been notified. A motion is requested to approve payment of \$800.00 to the Weigel Funeral Home for Karyn L. Fuller.

**Motion:** Mr. Stitsinger moved to approve payment of \$800.00 to the Weigel Funeral Home for the indigent burial of Karyn L. Fuller, a resident of the McGonigle area with said action consistent with state law and Township Policy. Mr. Miller seconded the motion. After discussion, the Fiscal Officer took a roll vote with all three Trustees voting yes.

**Recommendation:** The proper paperwork has been submitted and the Millville Cemetery Sexton has been notified. Based upon review it appears that Mr. King has relatives in the Township and he owns a portion of a property asset. Based upon the Township regulations, the Township Administrator reported that this request does not comply and therefore he did not recommend approval of payment in this instance.

**Resolution No. 35-14 Approve Milford Township Fire Contract:** Mr. Henry explained this resolution provides for the annual contract with Milford Township for fire services in remote areas of Hanover Township more efficiently serviced by Milford Township. After some discussion, Mr. Miller made a **motion** to adopt Resolution No. 35-14 which was seconded by Mr. Johnson. Upon roll call, all three Trustees voted yes.

#### **Resolution No. 35-14**

##### **Approving Agreement With the Milford Township Board of Trustees for Additional Fire Protection Services for Certain Areas of Hanover Township**

**Whereas**, Hanover Township Fire Department has cooperated with the Milford Township Fire Department for many years in providing fire protection services to certain more remote areas of the Township pursuant to authority through the Ohio Revised Code Section 505.37: and

**Whereas**, the Fire Chief and Township Administrator recommend an updated agreement with Milford Township for providing additional fire services; and

**Whereas**, the Board of Trustees concurs with the recommendation,

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

**Section I.** That to promote effective fire protection services for more remote areas of Hanover Township, the Board hereby approves a contract for additional fire protection services for Taylor School Road, Huston Road and Four Mile Creek Road for \$400.00 annually as authorized by Section 505.37 of the Ohio Revised Code and as set forth in the attachment herewith labeled 'Attachment Resolution No. 35-14'.

**Section II.** That the Fiscal Officer is authorized to take all necessary steps to process said expenditure 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 14<sup>th</sup> day of May 2014.

<b>Board of Trustees</b>	<b>Vote</b>	<b>Attest and Authentication:</b>
Fred J. Stitsinger	_____	_____
Douglas L. Johnson	_____	Elizabeth A. Brosius
Larry Miller	_____	Fiscal Officer/Clerk

**Resolution No. 36-14 Request BCEO Technical Assistance – Drainage Issue:** Mr. Henry explained there are several areas in the Township with drainage/sink hole issues that are beyond the expertise of the Township. Mr. Henry shared photos of the problem areas on Decamp Road, Claude Court and Nichols Road. This resolution would request technical assistance from the County Engineer’s Office regarding these problem areas. After some discussion, Mr. Miller made a **motion** to adopt Resolution No. 36-14 which was seconded by Mr. Johnson. Upon roll call, Mr. Johnson voted yes, Mr. Miller voted yes and Mr. Stitsinger abstained. Motion carried.

**Resolution No. 36-14**

**Requesting Technical Assistance from the Butler County Engineer’s Office to Assist the Township in Evaluating the Best Response/Repair Actions for Deteriorating Drainage Facilities on Decamp Road, Fairy Drive, Claude Court and Nichols Road**

**Whereas**, several storm water drainage problems have been identified along Decamp Road, Fairy Drive, Claude Court and Nichols Road that have special issues that that appear to limit the Township action in addressing concerns in these areas due to unique terrain and drainage course situations; and,

**Whereas**, Hanover Township is requesting technical assistance to determine the best and most affordable response to each of the situations described as expertise is needed beyond the Township's capability; and,

**Whereas**, the evaluation and work involves sediment problems and lack of fall for proper drainage along Decamp Road; lack of proper drainage flow in the right of way- underground pipe needs to be scoped for determination on Fairy Drive; lack of fall and proper drainage flow along residential lots and a flat easement area that does not flow properly to a detention basin and deteriorating culvert pipe, road sink hole and creek problems on Nichols Road,

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

**Section I.** Resolution No. 36-14 is hereby approved requesting the Butler County Engineer’s Office to provide technical assistance and if deemed appropriate construction services to the Township for the recommended BCEO engineering solutions for the aforementioned problems and as outlined in the attachment.

**Section II.** The Road Superintendent is hereby directed to contact and work with the Butler County Engineer's Office as soon as practicable to address these issues.

The foregoing resolution was adopted in a special public meeting and is a reflection of the official action taken by the Board of Trustees of Hanover Township Butler County, Ohio on the 14<sup>th</sup> day of May 2014.

<b>Board of Trustees</b>	<b>Vote</b>	<b>Attest and Authentication:</b>
Fred J. Stitsinger	_____	_____
Douglas L. Johnson	_____	Elizabeth A. Brosius
Larry Miller	_____	Fiscal Officer/Clerk

**Resolution No. 37-14 Request Amended Certificate of Estimated Resources (BREC and BWC Grants):** Ms. Brosius explained this resolution authorizes the amendment of revenue and appropriations documents to reflect the recently received BREC and BWC grant funds. After some discussion, Mr. Stitsinger made a **motion** to adopt Resolution No. 37-14 which was seconded by Mr. Johnson. Upon roll call, all three Trustees voted yes.

### **Resolution No. 37-14**

#### **Amending the Certificate of Resources for Hanover Township and Adjusting Permanent Appropriations for the Balance of Fiscal Year 2014 To Reflect Additional Revenue for the Fire/EMS Funds**

**Whereas**, the Fiscal Officer reported on recent revenue adjustments as the result of revenues derived from grant awards received for the Fire/EMS Fund 2281 as reflected in the April minutes; and

**Whereas**, the Fiscal Officers recommends acknowledgement of the foregoing and amending the Revenue and Appropriation documents as well as establish the necessary accounting structure to accurately reflect the acceptance and expenditure of these additional funds; 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 Certificate of Estimated Resources and Permanent Appropriations for Fiscal Year 2014 are hereby amended subject to the County Budget Commission approval reflecting the receipt of additional revenue for the Fire/EMS Fund 2281 as recommended by the Fiscal Officer to reflect grant awards from the Ohio Bureau of Workers' Compensation (\$23,315.72) and Butler Rural Electric Cooperative ( \$800.00) and as set forth in the attachment herewith.

**Section II.** That the Fiscal Officer is authorized to take all necessary steps to implement said 2014 Revenue and Expenditure adjustments for the Permanent Appropriations and make payments 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 14<sup>th</sup> day of May 2014.

**Board of Trustees**

**Vote**

**Attest and Authenticate:**

Fred J. Stitsinger  
Larry Miller  
Douglas J. Johnson

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

**Zoning Appeals Notice – 1271 Millville Oxford Road – Accessory Structure:** Mr. Henry reported the Township received notice from the County regarding a zoning hearing for a variance to build an accessory structure larger than zoning allows. Mr. Henry stated he was not aware of any objections to this variance. There were no objections from the Board.

**Safety Award – Safety Award Banquet May 22, 2014:** Mr. Henry noted the Township would be receiving a safety award from the Greater Hamilton Safety Council and asked the Trustees to let him know who wanted to attend the banquet.

**Closed Point of Dispensing – Board of Health:** Mr. Henry reported he met with Sarah Moore, Butler County Health Department, regarding the Township being designated as a Closed Point of Dispensing. In the event of a major outbreak of a contagious disease, instead of going to a general point of dispensing (POD), residents could get vaccinated at a closer location (e.g. local fire department) if designated as a Closed Point of Dispensing. The Health Department would provide training for the Township to become as a Closed Point of Dispensing. Mr. Henry asked the Board if it would be interested in the Township becoming a designated Closed Point of Dispensing. After some discussion, Mr. Miller made a **motion** to authorize the Administrator to take the necessary steps for the Township to become a Closed Point of Dispensing, which was seconded by Mr. Johnson. Upon roll call, all three Trustees voted yes.

**Administrator Report – Revenue Issue:** Mr. Henry reported that the revenue issue involving TIF monies from the City of Hamilton was coming to a conclusion as both parties’ attorneys have been meeting and negotiating. It appears the Township is owed \$62,035.93. It could be argued that the Township is entitled to additional funds; however, the Township’s attorneys believe this point is debatable and subject to additional legal research and interpretation. The City of Hamilton is seeking a total release from the Township for payment of the \$62,035.93. Mr. Henry stated that neither he nor Roger Gates of the Prosecutor’s Office recommend the Township sign such a release.

**Other New Business**

Road Superintendent Scot Gardner reported the bed of one of the older trucks was beyond repair and needed to be replaced. Mr. Gardner reported he had a quote from Kaffenbarger to furnish and install a new Galion bed. Mr. Stitsinger requested the Road Superintendent to get quotes from some additional vendors.

Also under other New Business, Ms. Brosius reported that she had received the first half of 2014 property taxes.

Also under other New Business, Mr. Henry distributed to the Board copies of his memo to the Fire Chief which provided a general management blueprint of steps to be implemented in the Fire Department.

Also under other New Business, Mr. Henry asked the Trustees to note correspondence in their meeting packets which included: Butler County Building Permit Reports for April 2014, correspondence from Butler County Recycling and solid Waste District regarding Hanover Township's recycling efforts in 2013 resulting in an incentive award of \$1542.24, an invitation from the Ohio State University Extension to its Open House and Awards Ceremony, and a copy of a notice of a zoning violation issued by Butler County to a property owner on Hogue Road.

There being no further regular business to be considered by the Board of Trustees, Mr. Miller made a **motion** to adjourn this part of the meeting and move into Executive Session to discuss payroll issues, which was seconded by Mr. Johnson. 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.

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**Minutes Approved by the Board of Trustees as Witnessed by their Signatures:**

*Fred S. Stitsinger, President:* \_\_\_\_\_

*Douglas L. Johnson, Trustee:* \_\_\_\_\_

*Larry Miller, Trustee:* \_\_\_\_\_

Date: \_\_\_\_\_

*Verified by: Elizabeth A. Brosius, Fiscal Officer:* \_\_\_\_\_