



Hanover Township Butler County, Ohio

Board of Township Trustees Special Meeting
August 26, 2015

The Board of Trustees met in Special Session on August 5, 2015 and adopted the following agenda:

Agenda

- 1. Call to Order: Douglas L. Johnson, Presiding
 - 2. Roll Call: Elizabeth A. Brosius, Fiscal Officer
Swearing In Ceremony: Greg Sullivan
 - 3. New Business
 - A) Resolution No.44-15 Communications (Recognition of Elizabeth A. Broisus)
 - B) Resolution No. 45-15 Approve System Changes for New Fiscal Officer/Sign Letter
 - C) Resolution No. 46-15 Approve BREC Grant Applications/Documents
 - D) Motion: Transfer of Funds
 - E) Resolution No. 47-15 Amend Certificates of Estimated Resources
 - F) Other
- Old Business: Reminder the September Board Meeting is scheduled for September 16th

The meeting was called to order by Mr. Johnson at 4:00PM. The Fiscal Officer Elizabeth A. Brosius then took the roll with Mr. Stitsinger, Mr. Miller and Mr. Johnson present. Also present Bruce E. Henry and Deputy William Bowling.

Swearing In Ceremony: Judge Randy Rogers swore in Gregory L. Sullivan to fill the unexpired term of Elizabeth A. Brosius September 1, 2015 through March 31, 2016 as Ms. Brosius is retiring.

The Board then recognized Betty Broisus for her 25 years of dedicated service to the Township. Mr. Miller made a motion to adopt Resolution No. 44-15 which was seconded by Mr. Stitsinger. After discussion and thanking Betty, a roll call vote was taken with all three Trustees voting yes.



Hanover Township Butler County, Ohio

Resolution No. 44-15

Recognizing the Outstanding Dedication and Service of Elizabeth A. Brosius to Hanover Township and Expressing Appreciation

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

Whereas, Elizabeth A. Brosius has served Hanover Township as Fiscal Officer/Clerk since October 1990 and plans to retire August 31, 2015; and

Whereas, Ms. Brosius has worked with several Boards of Trustees over the years providing services related to accounting, record keeping and recording of minutes; and

Whereas, Ms. Brosius (Betty) has always been willing to help in any way possible to work with all officials of the Township ; and

Whereas, it is appropriate at this time to recognize Betty's outstanding service and dedication to the community and wish her well in retirement;

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, Elizabeth A. Brosius AKA "Betty" is hereby recognized by the Township for her professional contributions and dedication to the community in helping Hanover Township continue "Growing Toward the Future".

Section II. That the Board of Trustees, Township Administrator and staff express their appreciation to Betty and a sincere "Thank You" for everything, wishing her well in her future endeavors.

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 28th day of August 2015.

Board of Trustees

Attest:

Douglas L. Johnson _____

Larry Miller _____

Fred J. Stitsinger _____

Bruce E. Henry

Township Administrator

Resolution No. 45-15 Approving Changes Related to Fiscal Officer Transition: The Board discussed organizational items that required change and/or approval. To confirm and approve these changes, Mr. Miller made a motion which was seconded by Mr. Stitsinger to adopt Resolution No. 45-15. A roll call vote was taken with all three Trustees voting yes. The Board and Staff presented Ms. Brosius with a floral arrangement.

Hanover Township Butler County, Ohio

Resolution No. 45-15

Approving Accounts, Accounting System Changes, Document Changes, Bonding and Health Insurance Changes Associated with the Retirement of Fiscal Officer Elizabeth A. Brosius and the Appointment of Gregory L. Sullivan

Whereas, the Fiscal Officer Elizabeth A. Brosius reported to the Board tending her resignation as Fiscal Officer of Hanover Township effective at the end of the day August 31, 2015; and

Whereas, according to the Ohio Revised Code, the Board of Trustees appointed a qualified candidate Gregory L. Sullivan as authorized through Resolution No.42-15 approved August 12, 2015 to fill the unexpired portion of the Fiscal Officer's term which runs through March 31, 2016; and

Whereas, for purposes of a smooth transition and to maintain efficient operations it is necessary to authorize a number of changes related to accounting systems, bank accounts, official documents and authorize insurance coverages,

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

Section I. That Gregory L. Sullivan in his capacity as Fiscal Officer is hereby designated the official contact and signatory for Hanover Township banking accounts through First Financial.

Section II. That Gregory L. Sullivan is hereby authorized as an official user of the State of Ohio UAN Computer, UAN Network Support and UAN Software representing Hanover Township.

Section III. That Gregory L. Sullivan is hereby approved for insurance coverages as authorized for all employees under the Hanover Township insurance contracts.

Section IV: That Gregory L Sullivan is approved for insurance bonding for his position as well as authorizing changes in all related township documents that require the name of the Fiscal Officer.

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 26th day of August 2015.

Board of Trustees

Vote

Attest and Authentication:

Douglas L. Johnson
Larry Miller
Fred J. Stitsinger

Elizabeth A. Brosius
Fiscal Officer/Clerk

Approve Butler Rural Electric Grant Applications: The Township Administrator requested that the Board authorize the filing of two Butler Rural Electric Cooperative Community Connections grants. As such, Mr. Stitsinger made a motion which was seconded by Mr. Miller to approve Resolution No.46-15. A roll call vote was taken with all three Trustees voting yes.

Resolution No. 46-15

Authorizing the Filing of August 2015 Applications for the Butler Rural Community Connections Grant Program

Whereas, the Board of Trustees has reviewed the requirements for the August 2015 Community Connections Grant program sponsored by the Butler Rural Electric Cooperative; and,

Whereas, the Township has a Hanover Township Memorial Park Master Plan for continuing the development of the Hanover Township Memorial Park and identified Strategic Planning Objectives including but not limited to use of the Community Center, Road Department and Fire Department; and,

Whereas, reduction in revenues resulting from property devaluations and continued funding cuts from the state have reduced the ability of the Township to fund a number of projects and equipment such as those referenced herein; and,

Whereas, the Board of Trustees rates basic services such as those items that relate to serving the emergency needs of the public as a high priority and recognize the need for the continued development of the Hanover Township Memorial Park, Community Center, Safety Services, Road Maintenance operations and programming that serves the overall best interests of Township residents; and,

Whereas, the projects submitted for Community Connections Funding have no assigned funding source but the Township will continue to focus on key priorities in the aforementioned areas,

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

Section I. That Board authorizes up to two applications to be submitted at the Administrator’s discretion to the Rural Cooperative Community Connections Program by the end August 2015 as reflected in the attachment 1a1 Attachment to Resolution No. 46-15 Grant Projects.

Section II. That the Township Administrator is hereby authorized to complete the necessary documents and sign the appropriate forms to submit one or both applications referenced herein.

Section III. That the Board of Trustees acted upon this matter in an open public meeting on August 26, 2015 with a majority of the Board of Trustees voting in favor of Resolution No. 46-15.

Board of Trustees

Vote

Attest and Authentication:

Douglas L. Johnson
Larry Miller
Fred J. Stitsinger

Elizabeth A. Brosius
Fiscal Officer/Clerk

Amend Certificate of Estimated Resources:

To reflect the receipt of revenue for a memorial to be placed in the park (\$480.00) it is necessary to provide for the acceptance and appropriation of said contribution. Mr. Stitsinger made a motion which was seconded by Mr. miller to approve Resolution No. 47-15. After discussion, a roll call vote was taken with all three Trustees voting yes.

Resolution No. 47-15

Amending the Certificate of Resources for Hanover Township and Adjusting Permanent Appropriations for the Balance of Fiscal Year 2015 To Reflect Additional Revenue for the General Fund

Whereas, the Fiscal Officer reported on recent revenue adjustments as the result of revenue derived from a memorial donation of \$480.00; 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 totaling \$480.00; 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 Estimate Resources and Permanent Appropriations for Fiscal Year 2015 are hereby amended subject to the County Budget Commission approval reflecting the receipt of additional revenue for General Fund 1000 of \$480.00 and appropriating said amount to fund to the General fund for use as a memorial project in the park.

Section II. That the Fiscal Officer is authorized to take all necessary steps to implement said 2015 Revenue & 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 26th of August 2015.

Board of Trustees

Vote

Attest and Authenticate:

Douglas L. Johnson
Larry Miller
Fred J. Stitsinger

Elizabeth A. Brosius
Fiscal Officer/Clerk

There being no further business to discuss, Mr. Miller made a motion to adjourn which was seconded by Mr. Johnson. A roll call vote was taken with Mr. Johnson, Mr. Miller and Mr. Stitsinger voting yes.

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

Douglas L. Johnson, President: _____

Larry Miller, Trustee: _____

Frederick J. Stitsinger, Trustee: _____

Date: _____

Verified by: Elizabeth A. Brosius, Fiscal Officer: _____