



**Hanover Township Board of Trustees
March 11, 2015 Meeting Minutes**

Call to Order: Board President Douglas Johnson 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; Fire Chief Phil Clark; Absent- BCSO Deputy William Bowling and Project Coordinator Julie Prickett.

Approval of Meeting Minutes: Motion made by Mr. Miller, seconded by Mr. Stitsinger to approve the February 11, 2015 Regular Meeting minutes as submitted and to approve the warrants signed for release. All Trustees present voted yes. Status departmental reports reports were distributed to the Board for review and were approved.

Guest Speakers: Robert Settles, Mayor Village of Millville (listed under old business on agenda) addressed the Board regarding placing speed limit signs and engine b-raking signs on US 27 before entering the village from the northwest. Mr. Stitsinger explained that US 27 is under the direct jurisdiction of ODOT and the Township legally could not pace these signs. Mr. Miller explained that the engine braking prohibition is difficult to enforce and the Township had no direct authority to pass such a resolution. Mayor Settles the spoke about the Township Law Enforcement contract with the BCSO and if Millville could have the Township's contract cars patrol/run through the village twice per 1st and 2nd shift. After much discussion, it was pointed out that BCSO would have to be contacted to insure there were no contract issues if the Township would entertain such a request, if the Township could spare such time (patrol units) and the cost thereof to do so as well as generally review the merits of the matter within the context of Township operations. The Board will respond to the Mayor at a later date.

Citizen Participation: No citizen requested to be heard.

Administration Reports

Law Enforcement: Bruce E. Henry in temporary absence of Deputy Bowling gave the following report for the month of February 2015:

Butler County Sheriff's Office

District #6
Hanover Township Contract Cars
Monthly Report for February 2015

<u>Activity Area</u>	<u>Month Totals*</u>	<u>YTD</u>
• Dispatched Calls: 198		373
• Felony Reports: 02		10
• Misdemeanor Reports: 10		19
• Non-Injury Crash: 11		16
• Injury Crash: 06		08
Total Reports: 29.....		53
• Assists/Back Up: 27		52
• Felony Arrests: 00		03
• Misdemeanor Arrests: 05		12
• OMVI Arrests: 0		01
Total Arrests: 05		16
• Traffic Stops: 16		29
• Moving Citations:09		21
• Warning Citations: 08		13
• FI Cards: 0		00
• Civil Papers Served: 2		02
• Business Alarms: 1		06
• Residential Alarms: 09		21
• Special Details: 09		18
• COPS Times: 3,600 (Min.)		7,860
• Vacation Checks: 36		74

Reporting: Deputy Bowling and Deputy Mayer/by BEH.

Fire/EMS: Chief Clark presented the following report for the month of February 2015.

Hanover Township Fire Department
Monthly Report for February- Phil Clark Fire Chief
(Presented in March 2015)

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

• Emergency Medical Operations/Squad Runs:	35
• Motor Vehicle Accidents:	10

- Fire Runs: 04
- Fire Inspections: 00
- Air & Light Truck Call Out: 01
- Knox Box Details 00
- Other 00
- Total for the month: **50 Runs/Operations
(49 Fire/EMS Runs)**

Total Year to Date: 121 Runs/Operations

(February 2014): 56

Runs/Operations)

Total for 2014	809	
Total for 2013	750	<i>Nine Year Average: 699</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: Road Superintendent Scot Gardner presented the following report for the month of February 2015:

**SUPERINTENDENT'S REPORTS
(March 11, 2015)**

Millville Cemetery Operations Report February 1 through February 28, 2015

2 Graves sold to Township residents (@ \$610)-----	\$ 1,220.00
0 Graves sold to nonresident-----	\$ 0.00
0 Old resident graves-----	\$ 0.00
05 Full Interments-----	\$ 4,500.00*
0 Baby interments-----	\$ 0.00
0 Cremations-----	\$ 0.00
Foundation and Marker installation fees-----	\$ 69.20
Total: -----	\$ 5,792.20

*05 @ regular fee of \$900 = 4,500

Other Cemetery activities:

1. Cleaned equipment.
2. Plowed snow.
3. Fixed graves and sink holes where practicable due to weather conditions
4. Cleaned the Office.
5. Swept roads when clear of snow.

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

1. Picked up 8 bags of garbage along Gene Avenue.
2. Picked up deer carcasses on Nichols Road.
3. Repaired Stop Sign Ahead on Krucker Road.
4. Repaired pothole on Vizedom Road.
5. Performed ice and snow control on February 2, 14, 16, 17, 18 and 21st.
6. Cleaned trucks and equipment after snow events.
7. Performed maintenance on trucks.
8. Worked with SW Water Association on a water line leak on Vizedom Road creating icy conditions.
9. Picked up trash (carpet) on Vizedom Road and on Santa Maria Drive (Bag of diapers).
10. Cleaned up catch basin areas clogged by snow and debris to prevent flooding.
11. Made road repairs: Berm on Brunner Road and 3 large cross cracks on Jessie Drive.
12. Fire Station: Replaced two flood light bulbs and repaired door closer on the Medical supply room.
13. Prepared truck, park and storm water reports.

Administrator's Report (Financials and Personnel Issues)

Mr. Henry presented the following report to the Board:

Administrator February 2015 Summary Report
(Presented March 11, 2015)

Administrator February 2015 Summary Report
(Presented March 11, 2015)

- **Fire/EMS Run Data:** Prepared report for February runs. Run times are overall better but mutual aid called in 2 times while Hanover provided mutual aid one time. However, the average run time for February the average run time increased to 13.06 minutes from 11.75 in January 2015. Previous averages: 12.42 minutes in November and 11.79 minutes in December 2014.
- **Fire Department:** Continued work on rules regarding social media and personal electronic devices as they pertain to use in the fire service of the Township. A draft copy was reviewed by the Deputy Chief and Fire Chief. Prepared final draft for the Fire Chief for distribution.
- **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.

- **Park Committee/Special Events:** Met with the Park Committee and Hanover Winery to work a new special event for August 29, 2015. The plan is to develop a cruise in- wine tasting and concert for that date. Planning also started for Kids Fest in June.
- **Insurances:** Continued work on Health Care, Life Insurance and related coverages associated with the recent transition. New invoicing procedures were set forth for vision care and life insurance.
- **Road Program:** Continued discussions with BCEO regarding the 2015 Road Program. Eliminated Black Mat application for Alamo Heights streets due to financial constraints and timing.
- **CSX Railroad Issues:** Worked with BCSO to get trains moved that were blocking Darrtown Road. Spoke with Tim Derickson about the issue and requests CSX contact information. Following up with CSX to prevent future problems.
- **Responses:** Prepared "thank you" cards in behalf of the Board for Veterans Memorial contributions and squad contributions.
- **Reports:** Prepared and submitted required SERB survey, Dept of Agriculture survey, Safety Council report and BWC posting form.

Personnel Actions and Other Items of Note

Appointment of new personnel: Fire Department- Approve appointment of Dustin R. Eastham as FF1 subject to final background review. Dustin has previously served with the department.

Road Department- No Changes for February

Other General Actions:

Continuing work on revising records policy to be submitted to the state. Our changes were approved at the Hanover Township Records Commission meeting held in December 2014. Have to revise and reformat the Township policy. Working on new submission for March-April 2015.

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.

Items Still Pending/Delayed: Fuel Card follow up is still pending; Program set up at Marathon and Stephenson Oil. Meijer still pending. Personnel Policy Review with changes still pending.

Of Note- Budget Information for February 28, 2015

Cash Balance as of February 28, 2015: \$1,158,413.75

1) Total Expenditures all funds for February 2015: \$117,433.13

- 2) **Total General Fund cash on Hand February 28, 2015:** \$545,311.19 (47.08%) of Total funds)
- 3) **Total Fire/EMS Fund cash on hand February 28, 2015:** \$267,732.05 (23.11%) of Total
- 4) **Monthly Revenue and Expenditure Reports are attached.**

History of Cash Balances

Fiscal Year 2014

Jan-Cash Balance: \$1,380,611.21
 Feb-Cash Balance: \$ 1,331,175.05
 Mar-Cash Balance: \$1,259,054.92
 April-Cash Balance: \$1,546,929.78
 May-Cash Balance: \$1,524,373.14
 June-Cash Balance: \$1,506,977.71
 July-Cash Balance: \$1,517,738.15
 Aug-Cash Balance: \$1,286,101.15
 Sept-Cash Balance: \$1,533,842.91
 Oct- Cash Balance: \$1,444,676.89
 Nov- Cash Balance: \$1,384,569.72
 Dec-Cash Balance: \$1,324,682.90

Fiscal Year 2015

Jan: \$1,148,374.71
 Feb: \$1,158,413.75
 Mar:
 Apr:
 May
 June:
 July:
 Aug:
 Sept:
 Oct:
 Nov:
 Dec:

** Monthly Financial Reports attached to Trustee Packets as a supplement.

Mr. Henry also reported on fire and EMS run data for the month of February. He noted that in future reports, data regarding air & light truck call outs will be removed from the reports as this information artificially inflates the figures for average run time.

Report and Personnel Actions approved by the Board as noted above.

Old Business

Update – Fire/EMS Run Data for February: See Administrator’s Report.

Hanover Township Fire Department: Fire and EMS Run Data

Month: February 2015

➤ **Calls for Service- BCSO Dispatch:**

- Total Dispatched Calls: 52
- Actual Response to total calls: 48
- Light and Air Truck Response: 1
- Average Response Time for the Month excluding Light and Air Truck: 13.06 Minutes

➤ **Snapshot: Busiest Run Periods**

- Busiest Day for Runs: Saturday and Sunday- 10 calls
- Busiest Shift: 150000 to 2300 Hours- 25 calls

➤ **Mutual Aid Used and Provided:**

- Ross Only Responded to Scene: 1; Ross also responded with Hanover: 3
- St. Clair also Responded to Scene: 1
- HPD Only Responded to Scene: 1
- Hanover Responded into HPD: 1

Newsletter Update: Mr. Henry reported that due to the lateness in receiving some information/articles important to the Township, a decision had been made to publish the newsletter at the end of March but now has changed until the end of April. The change is due to scheduling conflicts as well as still waiting on promised articles from outside sources. Articles tentative for publication are: Schedule of Events, recap of Veterans Day activities/photos, an article from the Marine Corps League, Legislative Update, 2015 Road Program as revised, New Business information, Ladies Industrial Band information, Special Thanks to groups/individuals who helped the Township in 2014, Cemetery Information and Fee update, crime prevention tips, and Board reorganization/appointments. Space will dictate final editing and publication.

Community Development Block Grant Update: Mr. Henry presented a communication from the Butler County Community Development Department indicating that the Township had been awarded \$176,00.00 (Alamo Heights Curb/Gutter program) as approved by the Butler County Board of Commissioners. The next step is to have HUD final approval. The CD staff will advise as to when the Township can proceed which will be late summer. (See CDBG Notice)

2015 Road Program Update: As discussed at the Board meeting earlier, Mr. Henry noted the Township submitted a road program package that exceeds the Township's available funds based upon the chance of receiving a CDBG allocation for Alamo Heights. Once the Township learned about the CDBG funds, the road program submittal to BCEO was amended accordingly. Also some black mat applications were removed. (Refer to hand out).

CSX Issue and Follow-Up: Mr. Henry reported that on Saturday January 31, 2015 a CSX train blocked Darrown Road for over 3 hours. The CSX crew left the train due to federal work time restrictions. Mr. Henry notified Deputy Bowling who was going to issue citations based upon ORC 5589.21. Mr. Henry also informed Tim Derickson of the situation and Mr. Derickson provided a name to contact with CSX. Mr. Henry eventually made contact with Mr. Rusty Orben, a Vice president with CSX- office based in Columbus, and Mr. Henry voiced the Township's concerns and complaint. Mr. Henry also reviewed the history of the Township's problems with CSX crews. Mr. Orben was very apologetic and said there was a policy directive being circulated for this area to insure that no dead-end street in the Township would be blocked for more than just a few minutes. Mr. Henry plans to contact Mr. Orben to discuss the matter again next week to review what has happened since. Pursuant to the Board's directive, Mr. Henry sent a letter Mr. to CSX dated January 31, 2015 outlining concerns but problems continued to occur (see email note

from Mrs. Pelligreni of Darrtown Road). There was great deal of discussion of the inequities of Section 5589.21 of the Ohio Revised Code as it pertains to township. Mr. Henry had prepared a general resolution to be presented to State Representative Tim Derickson requesting review and changes to the statute. Mr. Miller made a **motion**, seconded by Mr. Stitsinger to adopt Resolution No. 25-15 urging action by the Ohio General Assembly. After further discussion, a roll call vote was taken with all three Trustees voting yes.

Resolution No. 25-15

Expressing Concern Regarding the Safety of Residents and Urging Action by the Ohio General Assembly Associated With Extended Blockage of Roadways by Trains

Whereas, there has been growing concern in the community about CSX trains blocking roadways in Hanover Township for extended periods of time; and

Whereas, the extended blockage of roadways associated with Hussey, Darrtown and Morman Roads has impacted emergency responses and calls for service as indicated on two recent dates January 31st and March 3rd when a CSX train blocked roadways for over three hours with residents unable to receive service or access their homes; and

Whereas, the Board appreciates the response of the Butler County Sheriff's Office to address calls by residents by trying to have the trains moved as well as issuing citations in accordance with Section 5589.21 of the Ohio Revised Code; and

Whereas, the Township through the Township Administrator has expressed the concerns and citizen 's cries for assistance to CSX but the blockages continue to occur; and

Whereas, the Board finds that Section 5589.21 of the Ohio Revised Code limits the ability of the Sheriff's Office to issue citations and seems to allow more flexibility to cities in addressing this type of problem, therefore requiring assistance from the Ohio General Assembly to provide a remedy for the unincorporated areas of the state to respond to these types of problems which threaten public safety,

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

Section I. A finding is made that the public safety of residents in Hanover Township is significantly impacted by the blockage of roadways for extended periods of time by CSX trains

Section II. A finding is made that Section 5589.21 is inadequate for unincorporated areas to address these concerns and that Townships should have equal provisions to take action to protect township residents as afforded cities. Further, the Board requests State Representative Derickson's assistance in reviewing and amending said ORC 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 11th day of March 2015.

Board of Trustees

Vote

Attest and Authenticate:

Douglas L. Johnson
Larry Miller
Fred J. Stitsinger

Elizabeth A. Brosius
Fiscal Officer/Clerk

Other Old Business: Special event- Mr. Henry briefed the Board regarding the Park Committee planning and recommendations for an August 29, 2015 event.

Cruise In- Wine Tasting- Concert at Hanover Memorial Park

- August 29, 2015 4:00PM to 9:30PM
- Suggested Branding Name: "Cool Cars-Fine Wine-Nice Music"
- Wineries: 3-4 includes Hanover Winery
- Cruise In: 4-5 trophies awarded by Major Sponsors, crowd selection, Trustees selection etc.
- Music: Concert based upon hits from the 50s, 60, 70s.
- Food: Food booths will be present.
- Atmosphere: Family friendly and low key.

The Board concurred with the proposed activity and asked the Administrator to proceed with planning.

Other Old Business: In accordance with Board authorization, the Township Administrator submitted two grant request to the Butler Rural Electric Cooperative Community Connections Program for the following:

Community Connections Grant Request
Hanover Township Park enhancement
Equipment Purchase

Line Item Breakdown*

- 1. Heavy Duty picnic tables 2@\$1,092.00.....\$ 2,184.00
- 2. One Heavy Duty park bench 1@\$1,637.00.00.....\$ 1,637.00

Total: \$3,821.00*

***Minus \$200.00 set aside from the Township.**

Community Connections Grant Request
Hanover Township Community Center
Equipment Replacement

Line Item Breakdown*

1. Lightweight indoor/outdoor folding tables 6@\$119.95.....\$ 719.70
2. Steel folding chairs with pads 20@\$72.00.....\$ 360.00

Total: \$1,079.70

Old Business: On Street Parking Resolution No. 66-01: Prohibits parking on streets with no curb or gutter, passed on 2001 but not enforced. Question to the Board: Does the Board want this enforced now? The Board asked the Township Administrator to check the required signage and report back before a decision is made.

New Business

Resolution No. 22-15 Approve 2015-2016 Salt Contract through BCEO: Mr. Henry explained this legislation is prepared annually and this resolution addresses the need for salt supplies for snow and ice events for the 2015-2016 season. This authority allows the township to work with other jurisdictions through the County Engineer's Office which enables the township to get a better price per ton. After some discussion, Mr. Miller made a motion to adopt Resolution No. 22-15 which was seconded by Mr. Johnson. Upon roll call, Mr. Miller and Mr. Johnson voted yes. Mr. Stitsinger abstained.

**Resolution No. 22-15
Authorizing Contract with Butler County Engineer's Office for Road Salt**

Whereas, Hanover Township annually enters into an agreement for the purchase of road salt through the Butler County Engineer's Office; and

Whereas the Butler County Engineer's Office meets all applicable State and local requirements through its bid process for road salt; and

Whereas, in order to save money and expedite the bidding process, it benefits the Township to enter into an agreement with the Butler County Engineer's Office for road salt in the 2015-2016 winter season,

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 authorize entering into an agreement to participate with the Butler County Engineer's Office for the bidding and purchasing of road salt for the 2015-2016 winter season (900 Tons)..

Section II. That the Township Administrator and Road Superintendent are hereby authorized to file and sign all documents associated herewith including the forwarding of the estimated salt needed as prepared by the Road Superintendent.

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 11th day of March 2015.

Board of Trustees

Vote

Attest and Authentication:

Douglas L. Johnson
Larry Miller
Fred J. Stitsinger

Elizabeth A. Brosius
Fiscal Officer/Clerk

Resolution No. 23-15 Approve Filing Community Connections Grants: This resolution covers payments to Coordinated Health Mutual; Harvest Land Co-op; Butler County Sheriff's Office; and Stephenson Oil Company. After some discussion, Mr. Stitsinger made a **motion** to adopt Resolution No. 23-15 which was seconded by Mr. Miller. Upon roll call, all three Trustees voted yes.

Resolution No. 23-15

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" activity and in particular actions associated with payments to Coordinated Health Mutual, Harvest Land Coop, Butler County Sheriff's Office and Stephenson Oil 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:

A) \$11,201.46 Coordinated Health Mutual (Fund 1000)-\$6,979.99; (Fund 2041)-\$213.64; (Fund 2141)- \$4,007.83.

B) \$5,177.06 Harvest Land Coop (Fund 2281)- \$3,438.52 (Fund 2011)- \$825.12(Fund 1000)-\$913.42)

C) \$5,173.71 Butler County Sheriff's Office (Fund 2281)- \$4,593.71, (Fund 2021)- \$580.00

D) \$3,675.76 Stephenson Oil Company (Fund 2281)- \$325.13, (Fund 2021)- \$3,350.63

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 11th day of March 2015.

Board of Trustees

Vote

Attest and Authentication:

Douglas L. Johnson
Larry Miller
Fred J. Stitsinger

Elizabeth A. Brosius
Fiscal Officer/Clerk

Resolution No. 24-15 Amend Certificate of Estimated Resources and Adjusting Permanent Appropriations: This resolution provides the approval for amending the Certificate of Estimated Resources for the receipt of an insurance reimbursement from OTSARMA for a damage to an EMS Squad unit in the amount of \$71,077.52. The Fiscal Officer 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. Mr. Miller made a motion to approve Resolution No. 24-15 which was seconded by Mr. Johnson. After discussion, a roll call vote was taken with all three Trustees voting yes.

Resolution No. 24-15

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 revenues derived from proceeds received from an OTARMA insurance adjustment for damages associated with a life squad accident in 2014; 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 \$71,077.52; 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 2015 are hereby amended subject to the County Budget Commission approval reflecting the receipt of additional revenue for the Fire and EMS Fund 2281 of \$71,077.52 and appropriating said amount to fund 2281 Fire/EMS..

Section II. That the Fiscal Officer is authorized to take all necessary steps to implement said 2015 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 11th day of March 2015.

Board of Trustees

Vote

Attest and Authenticate:

Douglas L. Johnson
Larry Miller
Fred J. Stitsinger

Elizabeth A. Brosius
Fiscal Officer/Clerk

Motion MBI Solutions and Medicount Management: Mr. Henry provided letters of explanation regarding MBI Solutions (currently under contract with Hanover Township) and Medicount Management merging under the Medicount Management Company structure. Mr. Henry requested authority for the Township Administrator and Fire Chief to execute any necessary transfer documents and/or forms. After some discussion, Mr. Miller made a **motion** to adopt the motion which was seconded by Mr. Johnson. Upon roll call, all three Trustees voted yes. (See letters on file).

Other New Business

Chief Clark reported on efforts to comply with NFPA 1851 regarding Turn Out Gear there a number gear units that are expired or will be outdated needing to be replaced. Chief Clark requested that 10 sets of Turn Out Gear be purchased through the state bid list (Vogelpohl Fire Equipment Company) at a cost not to exceed \$22,000.00. The Board asked Mr. Henry if there was sufficient funds in the budget to cover this item to which he replied there was enough allocated funds . After some discussion, Mr. Miller made a **motion** to approve which was seconded by Mr. Johnson. Upon roll call, all three Trustees voted yes. (See documentation on file).

Chief Clark reported on the need to replace defibrillators in the EMS Squad units at the cost of \$31,000.00 to \$33,000.00 per unit. Chief Clark priced one unit through Zoll. The Board asked Mr. Henry about available funds and stated this would need further study of revenue and expenditure status. The Board deferred consideration of this matter until a later date after the fund status is reviewed.

Chief Clark discussed selling the ladder truck obtained from the City of Oxford as well as selling the wrecked ambulance. He mentioned working with other departments to have a combined auction and/or sale. Also discussed GovDeals.com and Municipal Bidding auction sites. The Board requested the Chief get more information about this matter and report back to the Board.

Motion to Approve Grant Application: The Fire Department is applying online for a State EMS grant of \$8,000.00 which can be used to purchase Turn Out Gear. After some discussion, Mr. Johnson made a **motion** to approve the application for the grant submission which was seconded by Mr. Miller. Upon roll call, all three Trustees voted yes. (See documentation in Fire Dept.).

Under Other New Business, Mr. Henry asked the Trustees to note correspondence in their meeting packets which included:

Butler County Building Permit Reports for February 2015
Water District Invitation: Reminder Annual Meeting March 21st/Township Rep.
Water District Work Update Letter
Legislative Update: OTA

Mr. Henry advised the Board he did not have anything for an Executive Session. Mr. Stitsinger said there was a personnel issue that the Board and Administrator should discuss.

Mr. Miller made a motion to adjourn to Executive Session to discuss personnel matters which was seconded by Mr. Johnson. A roll call vote was taken with all three Trustees voting yes.

The Board reconvened the public meeting. After limited discussion, it was determined there was other business to consider.

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

Motion to Adjourn: Mr. Johnson moved, seconded by Mr. Miller, 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:

Douglas L. Johnson, President:

Larry Miller, Trustee:

Frederick J. Stitsinger, Trustee:

Date: June 10, 2015

Verified by: Elizabeth A. Brosius, Fiscal Officer: