



**Hanover Township Board of Trustees
July 13, 2016 Meeting Minutes**

Call to Order: Board President Larry Miller 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 Greg Sullivan took a roll call with Messer's Miller, Stitsinger, and Johnson present. Other officials present: Bruce E. Henry, Township Administrator; Road Superintendent Scot Gardner; Fire Chief Phil Clark; Project Coordinator Julie Prickett; and BCSO Deputy Tanner.

Approval of Meeting Minutes: Motion made by Mr. Stitsinger, seconded by Mr. Johnson, to approve the June 8, 2016 Regular Meeting minutes and the June 27, 2016 Special Meeting minutes, approve warrants for release/distribution and approval of reports. Upon roll call, all three Trustees voted yes to approve all.

Guest Presentations: No guest presentations were scheduled for the meeting.

Citizen Participation: Jeff Buddo, 2436 Morman Road, reported to the Board that there is an opening on the County Rural Zoning Commission of which Mr. Buddo is Chair. Mr. Buddo noted that the vacancy cannot be filled by a Hanover Township resident as two of the Commission members are already currently residents of Hanover Township. Mr. Buddo also reported that St. Clair Township is in fiscal emergency and can no longer administer its own zoning regulations. However, residents must vote on whether to return zoning regulation administration to the County or have no zoning. Mr. Buddo wanted the Board to be aware that a small group of St. Clair residents was in favor of no zoning. Should the no zoning position pass, this could negatively affect the value of adjoining properties in Hanover Township.

Administration Reports

Law Enforcement: Deputy Tanner gave the following report for the month of June 2016:

Butler County Sheriff's Office
District #6

Hanover Township Contract Cars
Monthly Report for June 2016

<u>Activity Area</u>	<u>Month Totals*</u>	<u>YTD</u>
• Dispatched Calls: 153		946
• Felony Reports: 06		33
• Misdemeanor Reports: 16		59
• Non-Injury Crash: 05		42
• Injury Crash: 04		14
Total Reports: 31.....		148
• Assists/Back Up: 20		107
• Felony Arrests: 01		11
• Misdemeanor Arrests: 07		22
• OMVI Arrests: 00		03
Total Arrests: 08		36
• Traffic Stops: 21		86
• Moving Citations: 23		111
• Warning Citations: 05		17
• FIR Cards: 0		00
• Civil Papers Served: 0		00
• Business Alarms: 1		16
• Residential Alarms: 07		59
• Special Details: 19		85
• COPS Times: 3,400 (<i>Min.</i>)		25,600
• Vacation Checks: 17		326

 Reporting: Deputy Tanner and Deputy Mayer/by BEH.

Fire/EMS: Chief Clark presented the following report for the month of June 2016.

Hanover Township Fire Department
Monthly Report for June - Phil Clark Fire Chief

(Presented in July 2016)

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

- Emergency Medical Operations/Squad Runs: 44
- Motor Vehicle Accidents: 05
- Fire Runs: 12
- Fire Inspections: 01
- *Air & Light Truck Call Out: Moved by EMA to Ross Township*
- Knox Box Details 00
- Other 00
- Total for the month: **62 Runs/Operations
(61 Fire/EMS Runs)**

Total Year to Date: 327 Runs/Operations

(June 2015): 71 Runs/Operations

Total for 2015	733	
Total for 2014	809	
Total for 2013	750	<i>Ten Year Average: 702</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 June 2016:

**SUPERINTENDENT'S REPORTS
(July 13, 2016)**

Millville Cemetery Operations Report June 1 through June 30, 2016

15 Graves sold to Township residents (@ \$610)	-----\$ 9,150.00
1 Grave sold to Township residents (@ \$500)	-----\$ 500.00
4 Graves sold to nonresidents	-----\$3,580.00
0 Old resident graves	-----\$ 0.00
9 Full Interments	-----\$ 8,600.00
0 Baby interments	-----\$ 0.00
0 Cremations	-----\$ 0.00
Foundation and Marker installation fees	-----\$ 3,801.60
1 Grave Transfer	-----\$ 25.00
Total:	-----\$ 25,656.60

Other Cemetery activities:

1. Cleaned equipment
2. Walked through entire Cemetery and picked up trash
3. Fixed graves
4. Cleaned Shop
5. Cut grass five times/weed-eated three times
6. Installed one flush mount marker
7. Greased and changed lawn mower
8. Greased hoe and dingo
9. Built 12 foundations
10. Poured 12 foundations

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

1. Installed 30 yards of wood chips in the playground area.
2. Re-striped Park parking lot.
3. Installed three new stop signs in Park parking lot.
4. Replaced chains on tire swing, bolts in the gametime multi-unit, and ropes on the pirate ship.
5. Extended the parking lot drain pipe 80 feet to drainage ditch in the Walking Trail.
6. Replaced shingles blown off by wind on Main Shelter.
7. Cut back honeysuckle and bush-hogged along farm field beside playground and Walking Trail.
8. Trimmed around the trees and the fence around the perimeter of the Walking Trail.
9. Pulled weeds out from the Memorial and the Gazebo.
10. Finished dirt work and seeding at the DeCamp Cemetery.
11. Mowed grass on all Township properties four times.
12. Cleaned Community Center carpet.
13. Picked up brush dumped on Woodbine Road.
14. Worked with KRC Mechanical and Simplex-Grinnell on the Firehouse AC system and fire sprinkler system.
15. Performed monthly park, truck and storm water inspections.

Administrator's Report (Financials and Personnel Issues)

Mr. Henry presented the following report to the Board:

Administrator June Summary Report
(July 13, 2016)

- **Fire/EMS Run Data:** Dispatch Log information for May and June 2016. Prepared summary overview of data.
- **Fire Department:** Continued work with Chief Clark, Greg Sullivan and Jennifer Mason on EMS issues, computerization and clarification of responsibilities. It appears substantial progress has been made and most computerization is up and running according to Jennifer Mason. Training is still continuing to occur.
- **Health Insurance Matters:** Worked with our insurance broker to get all necessary forms completed prior to June 27, 2016. Negotiated and signed agreement for coverage by Aetna Insurance effective July 1, 2016 through June 30, 2017. Sent requests for individual insurance cards.
- **Personnel:** New overall personnel policy book still being worked on. The goal is to have a complete book for approval by end of July 2016 subject to finishing final typing.
- **Park Committee/Veterans Committee and Special Events:** Sent out a mailer with questions to the Park Committee and sponsor packets. Spoke with Committee members individually about event participation. Met on June 25th early to do final prep work for Kids Fest. Worked Kids Fest event. Sent out notices for winery participation of August 27th and worked on speakers for Veterans Day.
- **Kids Fest:** Was successfully held on June 25th. Over 200 kids participated, slightly lower than in 2015. Cash sponsors and prize contributors are outlined in the attached information sheet.
- **Drainage Issues:** Followed up on complaints called in. Meet with BCEO staff and Chenoweth Family reference 2536 Gardner Road flooding on June 9th. Sent follow up questions to the Prosecutor's Office and BCEO.
- **Capital Equipment Planning:** Prepared follow up documents for the Board for examining capital equipment needs 2017 through 2022. A strategic Board Session should be held to determine future funding priorities. Matter is still pending.
- **Open Burning Issues:** Talked with two residents about open burning requirements and laws.
- **Nuisance Properties:** Currently working on over 20 properties. With no staff it is difficult to address all of these. Any properties going through the full statutory process

requires a Title Review which no longer is handled by the Prosecutor's Office for the Township.

- **Memorial Tree Program:** Worked with two families on the selection, purchase and memorial marker under the Memorial Tree program.
- **Finances and Tax Levy Issues:** Prepared a special briefing report for the Board of Trustees special meeting held on June 27th. Sent Mary Ann Nardiello of the Prosecutor's Office the decision by the Board to seek two levies, the proposed time schedule and draft resolutions for review.
- **Electric Aggregation:** Working with Mark Bishop on Resolution language. Sent information to Roger Gates for review. Prepared resolutions for consideration in July.
- **Board, Financial Reports and Payroll 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. Worked with Ms. Prickett on payroll issues and time sheets for staff.

Personnel Actions and Other Items of Note

Appointment of new personnel and Personnel actions:

Fire Department:

Ben Rhodes resigned effective June 8, 2016.

Hire: William Zoz Fire Fighter/EMT 9111 Cobblechase Court Cincinnati 45251
Mathew Estridge Fire Fighter/EMT-B 11 Maple Court Hamilton 45013
Darius Thompson Fire Fighter EMT-B 2123 Stahlheber Road 45013
Jason Bunger Fire Fighter/EMT-B 2222 Wagon Wheel Drive Hamilton 45013
Hayden Roberts Fire Fighter/EMT 5175 Red Bird Lane Hamilton 45011
Blaine Bradley Fire Fighter 3264 Springbrook Drive Hamilton 45011

Road Department:

Caleb Keeler, seasonal Public Works Worker I resigned his position to work for Butler County effective July 11th.

Within the approved Classification/Pay plan, Roger Allen Public Works Worker II pay rate to \$17.38 per hour effective July 18, 2016 consistent with past practice.

Within the approved Classification/Pay Plan, Michael Jackson Public Works Worker I PT pay rate to \$11.00 per hour effective July 18, 2016 consistent with past practice.

Trying to make do with existing personnel for road and cemetery functions. Maya be seeking additional PT/Seasonal help. Still evaluating funds to determine if we can fill the open full time slot.

Cemetery:

Revenues are running well. At this time, no final decision on Cemetery supervisory position. Brian Batdorf continues to oversee the Cemetery operation.

Other General Actions Non Personnel Related: (Still in Progress)

Studying ways to secure records properly and find space as the Township storage is limited at this time. Also still have to finish new formatting of approved Records Retention Schedule to be presented to the state.

Working on Personnel Handbook and consolidation of Township Policies for approval by the Board.

Capital Planning: As reviewed with the Board, working on guidelines for preparation of a 5 year Capital Plan for the Township. Five major requests by department have been submitted. A special meeting is needed to review the list and make decisions in light of budgetary constraints during the last quarter of 2016.

Of Note- Budget Information for June 30, 2016

Cash Balance as of June 30, 2016: \$1,231,659.27

- 1) **Total Expenditures all funds for June 2016:** \$89,414.54 plus debt retirement \$136,580.00
- 2) **Total General Fund cash on hand June 2016:** \$462,701.43 (37.57%) of Total funds
- 3) **Total Fire/EMS Fund cash on hand June 2016:** \$280,874.67 (22.81%) of Total funds
- 4) **Monthly Revenue and Expenditure Reports by fund are attached to this report.**

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

Fiscal Year 2015

Jan: \$1,148,374.71
Feb: \$1,158,413.75
Mar: \$1,551,667.37
Apr: \$1,458,584.04
May: \$1,477,662.73
June: \$1,393,267.44
July: \$1,332,264.37
Aug: \$1,125,949.35
Sept: \$1,449,880.79
Oct: \$1,362,945.99

Nov- Cash Balance: \$1,384,569.72
Dec-Cash Balance: \$1,324,682.90
Fiscal Year 2016

Nov: \$1,194,472.00
Dec: \$1,093,559.61

Jan- Cash Balance: \$1,086,880.70
Feb- Cash Balance: \$ 975,051.11
Mar- Cash Balance: \$ 929,271.02
Apr- Cash Balance: \$1,259,751.18
May- Cash Balance: \$1,256,517.69
June- Cash Balance: \$1,231,659.27

General Note: The Fiscal Officer and Administrator are very concerned about the ongoing significant negative impact of property devaluations and state cuts have had on the budget/revenues as discussed in previous Board briefings. Plans are underway to make any necessary cuts/adjustments especially for fire operations in case the levy does not get approved. Other areas such as road related issues and General Fund problems continue to exist and will need attention as previously discussed. The Tax Budget to be filed in July 2016 may have some significant reductions.

Kids Fest
JUNE 25, 2016

MAJOR EVENT SPONSOR
STONY RUN ENTERPRISES

FITNESS FOR FUN RACE SPONSOR
REFFITT'S GARAGE AND TOWING

CONTRIBUTING SPONSORS

- HANOVER TOWNSHIP BOARD OF TRUSTEES
- BUTLER RURAL ELECTRIC
- FIRST MILLVILLE BAPTIST CHURCH
- KELLY'S BAKERY
- ALLSTATE INSURANCE
- LADIES INDUSTRIAL BAND
- BRUCE E. HENRY
- JULIE PRICKETT

IN KIND SERVICES

HANOVER TOWNSHIP PARK COMMITTEE
HANOVER TOWNSHIP FIRE DEPARTMENT
HANOVER TOWNSHIP ROAD DEPARTMENT
BUTLER COUNTY SHERIFF'S OFFICE
ISAAC WALTON LEAGUE
LANE LIBRARY BOOK MOBILE
METROPARKS BUTLER COUNTY
LT. TERRENCE C. GRAVES DETACHMENT OF THE USMC LEAGUE

Mr. Henry also distributed revenue and expenditure reports. Mr. Henry asked the Board to note the Kids Fest sponsors list and to note the Township funds and cash balance history. Mr. Henry remarked that the Fire fund is down due to decreased property valuations as well as due to a lag in insurance run billings.

Old Business

May and June 2016 Fire/EMS Run Data Summaries: Mr. Henry provided run data summaries for the months of May and June and noted the average response time for the month of June was 10.81 minutes, with the busiest days being Wednesday and Saturday and first shift being the busiest shift. It was also noted that there was an increase in mutual aid in both May and June. Chief Clark stated the dispatch reports show mutual aid responding even when they have been disregarded. Mr. Johnson noted that dispatch is not allowing enough time for the initial department to respond before putting out a call for mutual aid. The Board directed the Township Administrator to contact the County dispatch supervisor to clarify procedure.

Update -- Nuisance Complaints: Mr. Henry presented the following list of complaints/nuisance property issues that he had been working on:

Complaints/Nuisance Property Notes (July 2016)

- **41 Cochran Road:** Junk vehicles, debris and garbage- County Prosecutor has filed a complaint in court, case #CV2016-02-0528; case still pending.
- **1780 Laredo:** Water runoff from sump location impacting street and sidewalk negatively, creating roadway deterioration; asked to address but only did project halfway. Now owner has a pipe above ground running across a sidewalk; water covers the sidewalk and still goes into street. Pursuant to 5589.06 Ohio Revised Code, the Township can take action (Confirmed by Legal Counsel). Beginning steps to address through direct action. Letter to be mailed during the summer.
- **4280 Hamilton Scipio Road:** Asked Prosecutor on April 1st to work with Treasurer's Office to move up this property for foreclosure on back taxes. Advised there is a buyer for the property if an expedited sale can be arranged. No information update.
- **1992 Jesse Drive:** Burned out house- met with the owner and a tentative agreement has been reached to tear down the structure. Will be seeking assistance through the Community Development Block Grant Program.
- **2441 Salvatore-** property vacant, has high weeds and grass. Attempting to get action from a responsible party.
- **2470 Isabella Lane-** property vacant, has high weeds and grass. Attempting to get action from a responsible party which is currently PNC Bank.

- **1936 Vanda and 1912 Vanda-** junk vehicles, tires, carpet, and debris. Referring to County Building and Zoning. No update received from the County.
- **2462 Queen Mary-** being handled by County Building and Zoning. Debris, junk and excessive storage of recreational equipment etc. Case is pending court complaint or mediated resolution.
- **Laredo:** Two properties addressed; both cut.
- **Del Rio:** 1839/1773 High Grass/weeds. Cut and Letters sent.
- **620 Boyle Road:** High grass, weeds, some trash; owner came in and stated he would start mowing and cleaning up. Work is partially complete.

Mr. Henry noted that within the past 24 hours, a tentative agreement had been reached with the 1992 Jesse Drive property owner. The Township will be able to proceed with getting grant money to tear down the structure on this property.

Registration of Vendors – Discussion Only: Mr. Henry distributed a sample resolution and draft Rules and Regulations for vendors to the Board. Mr. Henry asked the Trustees to review the materials and, if there was agreement, he would prepare a resolution for the Prosecutor to review and present it at a future Board meeting.

Other Old Business: Fire Chief Clark reported that the Fire Department received an EMS Public Safety grant and requested a motion from the Board to accept the grant funds. Mr. Henry explained that the grant was awarded through the Ohio Department of Public Safety, Emergency Medical Services Division for contract year 2016-2017 in the amount of \$5,250.00. The program is a reimbursement program and reimbursement requests must be made no later than June 30, 2017 along with a final expenditure report. After discussion, **motion** by Mr. Miller, seconded by Mr. Johnson, to accept said award and authorize expenditures accordingly. After discussion, a roll call taken with all three Trustees voting yes.

Chief Clark requested that Mr. Sullivan research if the funds could be used to purchase new computer tablets. Mr. Henry stated additional review was needed to be done first in order to determine if funds were available (as this grant money is reimbursement money) and to determine what type of tablet would work with the Township's existing equipment.

New Business

Resolution No. 27-16 – Approve Tax Budget for 2017: Mr. Henry explained that Resolution No. 27-16 approves the 2017 Tax Budget which was reviewed in the Public Hearing held prior to the Board meeting. After some discussion, Mr. Stitsinger made a **motion** to adopt Resolution No. 27-16 which was seconded by Mr. Johnson. Upon roll call, all three Trustees voted yes.

Resolution No. 27-16

Approving the Tax Budget for Hanover Township for Fiscal Year 2017 and Authorizing the Submission of the Budget to the County Auditor and Budget Commission

Whereas, the Fiscal Officer prepared the Fiscal Year 2017 Tax Budget, the main components of which were summarily reviewed during public meetings held on June 8, 2016 and Public Hearing held July 13, 2016 at 5:45 PM as advertised; and

Whereas, revenue and expenditure projections were based upon analysis of the last few years and adjusted for special circumstances identified in the current fiscal year (such as economic factors, grants, debt retirement, property evaluations and other reimbursements); and

Whereas, the actual 2017 budget and appropriations will not be adopted until the first quarter of 2017; and

Whereas, Ohio Revised Code requirements mandate the submission of the 2017 Tax Budget to the County Auditor by July 15, 2016,

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

Section I. That the 2017 Tax Budget(totaling \$2,094,000.00 plus Debt Service of \$139,450.00), as attached and presented by the Fiscal Officer, is hereby adopted and authorized for submission to the Butler County Auditor in accordance with requirements of the Ohio Revised Code. The Fiscal Officer is hereby requested to deliver said Tax Budget to the County Auditor as soon as practicable but no later than July 15, 2016.

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 13th day of July 2016.

Board of Trustees

Vote

Attest and Authentication:

Larry Miller
Fred J. Stitsinger
Douglas L. Johnson

Gregory L. Sullivan
Fiscal Officer/Clerk

Resolution No. 28-16 – Approve Resolution of Necessity Fire Tax Levy: Mr. Henry explained that at the June 27, 2016 Special Board meeting, the Board agreed to take a different direction

regarding the levy for the Township. On June 28, 2016, Mr. Henry forwarded the information to Mary Ann Nardiello (Prosecutor's Office) so that she could prepare the legislation necessary for the July 13, 2016 regular Board meeting in order for the Board to proceed. However, Ms. Nardiello had not yet provided the necessary legislation. After some discussion, Mr. Johnson made a **motion** to adopt Resolution No. 28-16 subject to wordsmithing by Ms. Nardiello, which was seconded by Mr. Stitsinger. Upon roll call, all three Trustees voted yes.

RESOLUTION NO. 28-16

**RESOLUTION OF THE BOARD OF TOWNSHIP TRUSTEES OF HANOVER
TOWNSHIP, BUTLER COUNTY, OHIO, DECLARING THE NECESSITY FOR
LEVY OF A TAX**

WHEREAS, the amount of taxes which may be raised within the ten-mill limitation will be insufficient to provide an adequate amount for the necessary requirements of providing and maintaining fire protection and emergency medical services for the Hanover Township Fire District, which includes the unincorporated areas of Hanover Township, Butler County, Ohio; and

WHEREAS, Ohio Revised Code § 5705.03 requires that a resolution declaring the necessity of levying a tax outside the ten-mill limitation must be passed and certified to the county auditor in order to permit a board of township trustees to consider the levy of such a tax and must request that the county auditor certify to the board of township trustees the total current tax valuation in the fire district and the dollar amount that would be generated by the tax;

THEREFORE, BE IT RESOLVED by the Board of Township Trustees of Hanover Township, Butler County, Ohio, at least two-thirds of all members elected thereto concurring, that it is necessary to levy a replacement of a 1.75 mills tax and an increase of 1.75 mills to constitute a tax in excess of the ten-mill limitation for the benefit of the Hanover Township Fire District, for the purpose of providing and maintaining fire apparatus, appliances, buildings, or sites therefor, or sources of water supply and materials therefor, or the establishment and maintenance of lines of fire alarm telegraph, or the payment of permanent, part-time, or volunteer fire fighters or firefighting companies to operate the same, including the payment of the firefighter employers' contribution required under section 742.34 of the Revised Code, or the purchase of ambulance equipment, or the provision of ambulance, paramedic, or other emergency medical services operated by a fire department or firefighting company, as authorized by Ohio Revised Code § 5705.19(I), at a rate not exceeding three and fifty hundredths (3.50) mills for each one dollar of valuation, which amounts to forty five cents (\$0.350) for each one hundred dollars of valuation; and

BE IT FURTHER RESOLVED, that the tax levy is for tax years 2016, 2017, 2018, 2019, and 2020, first due in calendar year 2017, if approved by a majority of the electors voting thereon; and

BE IT FURTHER RESOLVED, that the question of such tax levy shall be submitted to the electors within the Hanover Township Fire District, which includes the unincorporated areas of Hanover Township, Butler County, Ohio, at the election to be held on November 8, 2016; and

BE IT FURTHER RESOLVED, that the Fiscal Officer is hereby directed to certify a copy of this resolution to the county auditor and to the board of elections of Butler County, Ohio; and

BE IT FURTHER RESOLVED, that the Board of Township Trustees of Hanover Township, Butler County, Ohio, hereby requests that the Butler County Auditor certify to this Board the total current tax valuation of the Hanover Township Fire District (the unincorporated area of Hanover Township), Butler County, Ohio, and the dollar amount of revenue that would be generated by the tax levy if approved by the electors.

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

Trustee Miller _____

Trustee Stitsinger _____

Trustee Johnson _____

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 ___th day of July 2016.

Attest: _____
Gregory L. Sullivan

Resolution No. 29-16 – Approve Resolution of Necessity General Operating Levy: After some discussion, Mr. Stitsinger made a **motion** to adopt Resolution No. 27-16 subject to any necessary wordsmithing by Mary Ann Nardiello, which was seconded by Mr. Miller. Upon roll call, all three Trustees voted yes.

RESOLUTION NO. 29-16

RESOLUTION OF THE BOARD OF TOWNSHIP TRUSTEES OF HANOVER TOWNSHIP, BUTLER COUNTY, OHIO, DECLARING THE NECESSITY FOR LEVY OF A TAX

WHEREAS, the amount of taxes which may be raised within the ten-mill limitation will be insufficient to provide an adequate amount for the necessary operating requirements of Hanover Township; and

WHEREAS, Ohio Revised Code § 5705.03 requires that a resolution declaring the necessity of levying a tax outside the ten-mill limitation must be passed and certified to the county auditor in order to permit a board of township trustees to consider the levy of such a tax and must request that the county auditor certify to the board of township trustees the total current tax valuation in the fire district and the dollar amount that would be generated by the tax;

THEREFORE, BE IT RESOLVED by the Board of Township Trustees of Hanover Township, Butler County, Ohio, at least two-thirds of all members elected thereto concurring, that it is necessary to levy an additional tax of a 1.75 mills which constitutes a tax in excess of the ten-mill limitation for the benefit of the Hanover Township, for the purpose of providing the necessary operating expenses for the current expense requirements of Hanover Township as authorized by Ohio Revised Code § 5705.19(A), at a rate not exceeding one and seventy five hundredths (1.75) mills for each one dollar of valuation, which amounts to seventeen and one half cents (\$0.175) for each one hundred dollars of valuation; and

BE IT FURTHER RESOLVED, that the tax levy is for tax years 2016, 2017, 2018, 2019, and 2020, first due in calendar year 2017, if approved by a majority of the electors voting thereon; and

BE IT FURTHER RESOLVED, that the question of such tax levy shall be submitted to the electors within the Hanover Township, which includes the unincorporated areas of Hanover Township, Butler County, Ohio, at the election to be held on November 8, 2016; and

BE IT FURTHER RESOLVED, that the Fiscal Officer is hereby directed to certify a copy of this resolution to the county auditor and to the board of elections of Butler County, Ohio; and

BE IT FURTHER RESOLVED, that the Board of Township Trustees of Hanover Township, Butler County, Ohio, hereby requests that the Butler County Auditor certify to this Board the total current tax valuation of the Hanover Township (the unincorporated area of Hanover Township), Butler County, Ohio, and the dollar amount of revenue that would be generated by the tax levy if approved by the electors.

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

Trustee Miller _____

Trustee Stitsinger _____

Trustee Johnson _____

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 ___th day of July 2016.

Attest: _____

**Gregory L. Sullivan
Fiscal Officer/Clerk**

Motion – Confirmation Health Insurance Contract: Mr. Henry provide the following report to document the steps taken regarding the health insurance contract:

Health Insurance Plan Change History of Action

From the Administrator Report June 2016:

Health Insurance: As you were advised, the Ohio Department of Insurance has taken over the In Health insurance operation. The Department intends to liquidate their assets and shut down the company. Until July 1, 2016 all claims under their plans are guaranteed up to \$500,000 per claim. Hanover Township must change its insurance to another carrier as soon as possible. To effect a somewhat smooth transition and keep employees covered, it is necessary to take action and complete new enrollment forms by June 27, 2016. The Township Administrator is working with Wichert Insurance (broker) to evaluate proposals. A total of 8 proposals from Aetna, Anthem Blue Cross Blue Shield, United Health Care Heritage and Medical Mutual are being examined to keep as close to the current approved benefit as, monthly premiums may increase overall for the group by \$2,000. As of this writing the evaluation is not complete although it appears Aetna is offering the best package. Most of the packages are at the "Gold Level" like our current one except for one at the "Silver Level". The options are to have a Special meeting next week to review or to authorize the Township Administrator to proceed to analyze and select notifying the Board of the proposed action.

Board Action Minutes June 8, 2016

Information – Health Insurance Update/Changes/Special Meeting or Motion: Mr. Henry reported that the Trustees had been advised regarding the Ohio Department of Insurance taking over the In Health insurance operation. The Department intends to liquidate their assets and shut down the company. Until July 1, 2016 all claims under the In Health plans are guaranteed up to \$500,000 per claim. Hanover Township must change its insurance to another carrier as soon as possible. To effect a somewhat smooth transition and keep employees covered, it is necessary to take action and complete new enrollment forms by June 27, 2016. The Township Administrator is working with Wichert Insurance (broker) to evaluate proposals. A total of 8 proposals from Aetna, Anthem Blue Cross Blue Shield, United Health Care Heritage and Medical Mutual are being examined to keep as close to the current approved benefit as possible; however, monthly premiums may increase overall for the group by \$2,000. As of the June Board meeting the evaluation was not yet complete although it appears Aetna is offering the best package. Mr. Henry explained that most of the packages being quoted are at the "Gold Level" (which is equivalent to the Township's current policy) except for one quote at the "Silver Level". Mr. Henry explained the options are for the Board to have a Special Meeting next week to review the proposals and select a new insurance carrier or to authorize the Township Administrator to analyze the proposals and select a carrier and notify the Board of the proposed action.

After some discussion, Mr. Stitsinger made a motion, seconded by Mr. Miller, to authorize the Township Administrator to analyze the proposals and select a carrier and notify the Board of the proposed action. Upon roll call all three Trustees voted yes.

On June 27, 2016 during a Special Meeting of the Board of Trustees, Mr. Henry advised that a contract had been agreed upon with Aetna Insurance for Employee Health Insurance coverage to begin July 1, 2016 and run through June 30, 2017.

To make sure the record is clear; a **motion** was made by Mr. Miller, seconded by Mr. Johnson, to formally approve the action of the Township Administrator in securing Aetna Health Insurance

Plan Gold PPO 1500 80/50 with a group identifier of #227107. Upon roll call, all three Trustees voted yes.

Resolution No. 31-16 – Authorize Documents for Electric Aggregation/Ballot Issue: Mr. Henry reported that he checked references of Energy Alliances and determined that the company was doing a good job for other communities. Mr. Henry explained the purpose of Resolution No. 31-16 was to authorize ballot language for the electorate to vote on a framework for electric aggregation. There is no cost to the Township. After some discussion, Mr. Stitsinger made a **motion** to adopt Resolution No. 31-16 which was seconded by Mr. Miller. Upon roll call, all three Trustees voted yes.

RESOLUTION NO. 31-16

A RESOLUTION AUTHORIZING ALL ACTIONS NECESSARY TO EFFECT A GOVERNMENTAL ELECTRIC TOWNSHIP AGGREGATION PROGRAM WITH OPT-OUT PROVISIONS PURSUANT TO SECTION 4928.20, OHIO REVISED CODE, DIRECTING THE BUTLER COUNTY BOARD OF ELECTION TO SUBMIT A BALLOT QUESTION TO THE ELECTORS.

WHEREAS, the Ohio Legislature has enacted electric deregulation legislation which authorizes the legislative authorities of municipal corporations, townships and counties to aggregate automatically, pursuant to Section 4928.20 of the Ohio Revised Code, subject to opt-out provisions, competitive electric service for the retail electric loads located in the respective jurisdictions and to enter into service agreements to facilitate the sale and purchase of the service for the electricity loads; and

WHEREAS, such legislative authorities may exercise such authority jointly with any other legislative authorities;

WHEREAS, governmental aggregation provides an opportunity for residential and small business customers collectively to participate in the potential benefits of electricity deregulation through lower electric rates which they would not otherwise be able to have individually;

WHEREAS, this Board of Trustees seeks to establish a governmental aggregation program with opt-out provisions pursuant to Section 4928.20, Ohio Revised Code (the “aggregation Program”), for the residents, businesses and other electric consumers in Hanover Township and in conjunction jointly with any other municipal corporation, township, county or other political subdivision of the State of Ohio, as permitted by law.

Now therefore be it resolved by the Board of Trustees of Hanover Township:

SECTION 1. This Board of Trustees finds and determines that it is in the best interest of Hanover Township its residents, businesses and other electric consumers located within the corporate limits of Hanover Township to establish the Aggregation Program in Hanover Township. Provided that this Resolution and the Aggregation Program is approved by the

electors of Hanover Township pursuant to Section 2 of this Resolution, Hanover Township is hereby authorized to aggregate in accordance with Section 4928.20, Ohio Revised Code, the retail electrical loads located within Hanover Township, and, for that purpose, to enter into service agreements to facilitate for those loads the sale and purchase of electricity. Hanover Township may exercise such authority jointly with any other municipal corporation, township or county or other political subdivision of the State of Ohio to the full extent permitted by law. The aggregation will occur automatically for each person owning, occupying, controlling, or using an electric load center proposed to be aggregated and will provide for the opt-out rights described in Section 3 of this Resolution.

SECTION 2. The Board of Elections of Butler County is hereby directed to submit the following question to the electors of Hanover Township at the general election on November 8, 2016.

“Shall Hanover Township have the authority to aggregate the retail electric loads located in the Township, and for that purpose, enter into service agreements to facilitate for those loads the sale and purchase of electricity, such aggregation to occur automatically except where any person elects to opt out?”

The Fiscal Officer/Clerk is instructed immediately to file a certified copy of this Resolution and the proposed form of the ballot question with the County Board of Elections not less than ninety (90) days prior to November 8, 2016. The Aggregation Program shall not take effect unless approved by a majority of the electors voting upon this Resolution and the Aggregation Program provided for herein at the election held pursuant to this Section 2 and Section 4928.20 of the Ohio Revised Code.

SECTION 3. Upon the approval of a majority of the electors voting at the election provided for in Section 2 of this Resolution, this Board of Trustees individually or jointly with any other political subdivision, shall develop a plan of operation and governance for the Aggregation Program. Before adopting such plan, this Board of Trustees shall hold at least two public hearings on the plan. Before the first hearing, notice of the hearings shall be published once a week for two consecutive weeks in a newspaper of general circulation in Hanover Township. The notice shall summarize the plan and state the date, time, and location of each hearing. No plan adopted by this Board of Trustees shall aggregate the electrical load of any electric load center within Hanover Township unless it in advance clearly discloses to the person owning, occupying, controlling, or using the load center that the person will be enrolled automatically in the Aggregation Program and will remain so enrolled unless the person affirmatively elects by a stated procedure not to be so enrolled. The disclosure shall state prominently the rates, charges, and other terms and conditions of enrollment. The stated procedure shall allow any person enrolled in the Aggregation Program the opportunity to opt out of the program every three years without paying a switching fee. Any such person that opts out of the Aggregation Program pursuant to the stated procedure shall default to the standard service offer provided under division (a) of Section 4928.14 or division (d) of Section 4928.35, Ohio Revised Code until the person chooses an alternative supplier.

SECTION 4. This Board of Trustees finds and determines that all formal actions of this Board of Trustees concerning and relating to the adoption of this Resolution were taken in an open meeting of this Board of Trustees. 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 13th day of July 2016.

SECTION 5. Notice of the adoption of this Resolution as provided by law which may include publishing once the title of the Resolution in an abstract prepared by the Township Administrator or Fiscal Officer in Hanover Township, Ohio.

Board of Trustees	Vote	Attest and Authentication:
Larry Miller	_____	_____
Fred J. Stitsinger	_____	Gregory L. Sullivan
Douglas L. Johnson	_____	Fiscal Officer/Clerk

Resolution No. 32-16 – Approve Agreement with Energy Alliances Inc.: Mr. Henry explained the purpose of Resolution No. 32-16 was to establish a consulting agreement with Energy Alliances. Mr. Henry explained there would be no fees charged to the Township and that Energy Alliances services include helping to educate the public regarding electric aggregation. Mr. Henry also noted that the contract had been reviewed by the Prosecutor’s Office. After some discussion, Mr. Stitsinger made a **motion** to adopt Resolution No. 32-16 which was seconded by Mr. Johnson. Upon roll call, all three Trustees voted yes.

RESOLUTION NO. 32-16

APPROVING AN AGREEMENT WITH ENERGY ALLIANCES, INC. FOR SERVICES RELATED TO ENERGY CONSULTING ASSOCIATED WITH GAS AND/OR ELECTRIC AGGREGATION ISSUES AND SERVICES

WHEREAS, the Ohio Legislature has enacted electric deregulation legislation which authorizes the legislative authorities of municipal corporations, townships and counties to aggregate automatically, pursuant to Section 4928.20 of the Ohio Revised Code, subject to opt-out provisions, competitive electric service for the retail electric loads located in the respective jurisdictions and to enter into service agreements to facilitate the sale and purchase of the service for the electricity loads; and

WHEREAS, Hanover Township is submitting a ballot question to the electorate for consideration of electric aggregation;

WHEREAS, governmental aggregation provides an opportunity for residential and small business customers collectively to participate in the potential benefits of electricity deregulation through lower electric rates which they would not otherwise be able to have individually;

WHEREAS, this Board of Trustees determines it is in the best interests of the Township to enter into an agreement with Energy Alliances, Inc. located at 8469 Blue Ash Road, Suite 1

Cincinnati, Ohio 45236 to provide energy consulting services for gas and/or electric aggregation services,

Whereas, said proposed agreement has been reviewed by the County Prosecutor's Office,

Now therefore be it resolved by the Board of Trustees of Hanover Township:

SECTION 1. This Board of Trustees finds and determines that it is in the best interest of Hanover Township its residents, businesses and other electric consumers located within the corporate limits of Hanover Township to authorize and approve an agreement with Energy Alliances, Inc. located at 8469 Blue Ash Road, Suite 1 Cincinnati, Ohio 45236 to provide energy consulting services for gas and/or electric aggregation services with no direct fee to the Township or its residents as outlined in the attached agreement.

SECTION 2. The Township Administrator is hereby authorized to execute said agreement on behalf of the Board of Trustees and to work with Energy Alliances, Inc. to implement the referenced services.

effect unless approved by a majority of the electors voting upon this Resolution and the Aggregation Program provided for herein at the election held pursuant to this Section 2 and Section 4928.20 of the Ohio Revised Code.

SECTION 4. This Board of Trustees finds and determines that all formal actions of this Board of Trustees concerning and relating to the adoption of this Resolution were taken in an open meeting of this Board of Trustees. 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 13th day of July 2016.

Board of Trustees

Vote

Attest and Authentication:

Larry Miller
Fred J. Stitsinger
Douglas L. Johnson

Gregory L. Sullivan
Fiscal Officer/Clerk

Motion – Approve Cemetery Lot Sell Back – John Cress: Mr. Henry reported that Mr. John Cress, 3145 Stahlheber Road, Hamilton, Ohio 45013 has requested a refund of \$1,160 minus a transfer fee of \$25.00 for Graves 5 and 6, Lot 21, Section J purchased in July 2010. The Township has received the proper verification including the receipt for the purchase. Based upon past practice and the submission of the appropriate documentation, there is no objection to allowing the refund/ buy back of this site. After review, Mr. Miller made a **motion** to approve the refund \$1,160.00 minus a \$25.00 transfer fee as requested from the Cemetery Fund. Mr.

Johnson seconded the motion. After discussion, a roll call vote was taken and all three Trustees voted yes.

Motion – Approve Cemetery Lot Transfer/Sale – Colwell/Beckman: Let the record of Millville Cemetery show that Sandra L. Colwell, 221 Poplar Street, College Corner, Ohio 45003 is the owner of Graves 3, 4, and 5 Lot 11 Section G in Millville Cemetery and that Ms. Colwell is transferring/ selling burial rights to Nancy Beckman, 2412 Queen Mary Lane, Hamilton, Ohio 45013. A notarized affidavit of transfer/selling has been submitted and is on file. After review, Mr. Stitsinger made a **motion** to let the record of Millville Cemetery reflect changes has outlined above. Mr. Johnson seconded the motion. After discussion, a roll call vote was taken and all three Trustees voted yes.

Motion – Approve Cemetery Lot Transfer/Sale – McCarty/Little: Let the record of Millville Cemetery show that Florence McCarty, 107 Olympus Dive, Hamilton, Ohio 45013 is the owner of graves 1, 2, and 3 Lot 206 Section E in Millville Cemetery and that Ms. McCarty is transferring burial rights to her daughter Sherri K. Little of 2384 Pierson Road, Oxford, Ohio 45056. Ms. McCarty is retaining grave #2 in the referenced location for her own use. An affidavit of transfer and power of attorney documents have been presented to verify said transfer. After review, Mr. Miller made a **motion** to let the record of Millville Cemetery reflect changes has outlined above. Mr. Stitsinger seconded the motion. After discussion, a roll call vote was taken and all three Trustees voted yes.

Other New Business

Under Other New Business, Mr. Henry provided copies of 2015 Total Fire Department expenditures by Major Category to the Trustees. Mr. Henry explained the information could be used to answer questions regarding the proposed levies from the public, firefighters, and other interested parties.

Also under Other New Business, Mr. Henry reported that the 2014/2015 audit had been completed and the official report was pending. Mr. Henry noted that the Township received two minor findings from the audit.

Also under Other New Business, Mr. Henry reported that he and the Fiscal Officer would be preparing revisions and recommendations regarding time sheets and payroll procedures which will be reviewed with Fire Department supervisors and Road Department employees.

Also under Other New Business, Mr. Henry asked the Trustees to note miscellaneous correspondence and general information in their meeting packets which included: Butler County Building Permit Report for June 2016, Ohio Township Association Legislative Update, information from the County Community Development Department regarding Home Assistance programs, Hanover Winery Farmers Market announcement, OTA informational resources sheet, an article from the local paper regarding staffing difficulties encountered by Butler County fire departments, the agenda for the July 14 BCTA meeting, and other miscellaneous information and notices.

Also under Other New Business, Mr. Miller requested that an informational meeting regarding the upcoming levies be scheduled for members of the Fire Department.

Also under Other New Business, Mr. Johnson asked about the status of the Zoll software. Chief Clark reported that the software was “up and running” for both EMS and fire reporting. Captain Andy Wyatt, who was sitting in the audience, explained new State reporting requirements and the difficulties associated with adapting to these new requirements. Additional discussion regarding tablets for the Fire Department followed. Mr. Henry stated that he and Mr. Sullivan had also discussed this issue and they want a recommendation from Jennifer Mason and the Fire Department officers to be submitted regarding purchase of tablets. Mr. Stitsinger stated that the new State requirements are burdensome and some people don’t want to spend two hours preparing a run report, noting this was another reason why fewer people are making squad runs. Andy Wyatt thanked Greg Sullivan for the help he has provided with software and computer issues in the Fire Department. Mr. Sullivan complimented the efforts of Andy Wyatt, Jennifer Mason and the other Fire Department officers as well.

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

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

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

Larry Miller, President: _____

Frederick J. Stitsinger, Trustee: _____

Douglas L. Johnson, Trustee: _____

Date: _____

Verified by: Greg Sullivan, Fiscal Officer: _____