



**Hanover Township Board of Trustees  
November 9, 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 waive the reading of the minutes from the October 12, 2016 Regular Meeting and the October 29, 2016 Special Meeting and approve both sets of minutes as well as approve all warrants for release/distribution and departmental reports. Upon roll call, all three Trustees voted yes to approve all.

**Guest Presentations:** There were no guest presentations scheduled for the meeting.

**Citizen Participation:** No citizens chose to address the Board.

**Administration Reports**

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

**Butler County Sheriff's Office**  
**District #18**  
**Hanover Township Contract Cars**  
**Monthly Report for October 2016**

| <b><u>Activity Area</u></b> | <b><u>Month Totals*</u></b> | <b><u>YTD</u></b> |
|-----------------------------|-----------------------------|-------------------|
| • Dispatched Calls: 98      |                             | 1528              |
| • Felony Reports: 03        |                             | 46                |

- Misdemeanor Reports: 11 122
- Non-Injury Crash: 03 56
- Injury Crash: 02 26

**Total Reports: 19.....240**

- Assists/Back Up: 11 181
- Felony Arrests: 02 17
- Misdemeanor Arrests: 02 40
- OMVI Arrests: 00 03

**Total Arrests: 04 .....61**

- Traffic Stops: 18 182
- Moving Citations:12 195
- Warning Citations: 05 49
- FIR Cards: 0 00
- Civil Papers Served: 0 01
- Business Alarms: 1 25
- Residential Alarms: 07 92
- Special Details: 11 138
- COPS Times: 4,300 (*Min.*) 44,300
- Vacation Checks: 02 344

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Reporting: Deputy Tanner and Deputy Mayer/by BEH.

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

**Hanover Township Fire Department**  
**Monthly Report for October - Phil Clark Fire Chief**  
**(Presented in November 2016)**

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

- Emergency Medical Operations/Squad Runs: 47
- Motor Vehicle Accidents: 10
- Fire Runs: 08
- Fire Inspections: 01

- Knox Box Details 00
- Other 00
- Total for the month: **66 Runs/Operations  
(65 Fire/EMS Runs)**

**Total Year to Date: 558 Runs/Operations**

(October 2015): 52

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 October 2016:

**SUPERINTENDENT'S REPORTS  
(November 9, 2016)**

Millville Cemetery Operations Report October 1 through October 31, 2016

|  |                     |
|--|---------------------|
| 4 Graves sold to Township residents (@ \$610)----- | \$ 2,440.00         |
| 0 Graves sold to nonresidents-----                 | \$ 0.00             |
| 0 Old resident graves-----                         | \$ 0.00             |
| 6 Full Interments-----                             | \$ 5,900.00         |
| 0 Baby interments-----                             | \$ 0.00             |
| 1 Cremations-----                                  | \$ 400.00           |
| Foundation and Marker installation fees-----       | \$ 3,393.60         |
| 0 Grave Transfer-----                              | \$ 0.00             |
| <b>Total: -----</b>                                | <b>\$ 12,133.60</b> |

Other Cemetery activities:

1. Fixed graves
2. Cleaned and picked up debris in Cemetery
3. Cut grass four times and trimmed twice
4. Cleaned garage and office
5. Picked up one load of topsoil
6. Poured 15 foundations and placed top soil around new foundations
7. Tore down and put away forms
8. Fixed three headstones

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

1. Repaired a bad spot in the curb on Sir Douglas Drive.
2. Finished the third round of roadside mowing including cutting back brush.
3. Removed and welded grill at the Park.
4. Helped Cemetery crew lay out and pour headstone foundations.
5. Pushed dead trees over into the woods on Four Mile Road.
6. Replaced dirt in the ditch washed out on Stahlheber Road.
7. Placed dirt in a ditch on Shank to fill in a huge rut in the ditch.
8. Picked up a deer carcass in a front yard on Hamilton Scipio Road.
9. Ran the sweeper over the back half of Salman off Stillwell and placed two tons of cold patch.
10. Trimmed a tree on Millville Road for better visibility pulling out of the Cemetery.
11. Pressure washed offensive graffiti off the railroad crossing post on Hussey Road.
12. Picked up one deer carcass on Stahlheber Road, one on Decamp and one on Beissinger Road.
13. Installed 23 feet of 12-inch ditch pipe to support the road on Gardner Road.
14. Removed two small dead trees leaning towards the road on Woodbine and four trees on Cochran Road.
15. Worked on sealing the joints in the gutters on the Firehouse.
16. Worked on placing guardrail in ditch and pouring concrete in the ditch to support where portion of roadway is breaking off on Garner Road hill.
17. Installed bricks in the Veterans Memorial.
18. Installed a No Outlet 25 MPH sign on Ward Way and a 25 MPH sign on Claude Court.
19. Got Park ready and set up for Haunted Harvest.
20. Cut grass on all Township properties four times.
21. Worked on the big trucks, preparing them for winter.
22. Performed truck, Park and storm water inspections.

***Administrator's Report (Financials and Personnel Issues)***

Mr. Henry presented the following report to the Board:

**Administrator October Summary Report**  
**(November 2016)**

- **Fire/EMS Run Data:** Dispatch Log information for October 2016. Prepared summary overview of data.

- **Fire Department:** Worked on providing hand out information for use by the Fire Department for Open Houses and public visits. Picked up food items etc for the Open Houses.
- **Levy Information:** Met with several residents about the levies and township finances. Met with citizens committee supporting the levies. Provided handout information pieces, prepared news releases. Set up and organized "Coffee with the Trustees" and "Public Forum" sessions.
- **Personnel:** New overall personnel policy book still being worked on. The Trustees were given an outline for review and comment. No additional action as of this date.
- **Park Committee/Veterans Committee and Special Events:** Prepared sponsorship packets for the Haunted Harvest, met with the Park Committee and secured sponsorships. Prepared outline of Veterans Day Ceremony and Luncheon. Made arrangements for the keynote speaker.
- **Haunted Harvest:** Planned and set up administration of Haunted Harvest event held on Sunday October 30th. It was estimated that between 350 and 389 kids showed up. See attached sheet for financial and product contributors.
- **Cemetery:** Assisted with paperwork to transfer grave sites and sell back sites. Prepared items for Trustees approval. Reviewed cemetery maintenance issues. Purchased and delivered new computer to the cemetery.
- **Drainage Issues:** Fielded several drainage complaints from residents and provided technical information. Met with CD officials and BCEO staff seeking assistance.
- **Park Issues:** Ordered replacement parts for damage digger equipment. Sought repair services to patch holes in rubberized surface before winter sets in.
- **Nuisance Properties:** Still working on over 20 properties. With no staff it is difficult to address all of these. Reached agreement with SR 177 property burned down location; working with Community development to get grant funds to tear down. Received favorable court ruling to address 41 Cochran Road issues.
- **Memorial Tree Program:** Worked with two residents on purchasing trees as a Memorial to be placed in the Park.
- **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.
- **Public Meeting Schedule:** Established schedules for Township functions for October and November. Made contacts with the local media. Had signs printed up for display.

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

*Appointment of new personnel and Personnel actions:*

*Fire Department:*

*Hire: Billy Ray Spoonamore, 1428 Tuley Road Hamilton, Ohio 45015 as EMT-B/Firefighter*

*Road Department and Cemetery: Randy Rhodus resigned effective November 4, 2016.*

*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. Finished table of contents and first draft. Provided draft outline to the Board for any suggested changes.

**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.

**For the Road Department,** the 2002 International 4900 Dump Truck/Snow Plow Unit may not be road worthy for the winter operations. Scot Gardner is working to keep the plow unit in service but may require installation of CO2 detectors to protect drivers.

## **Of Note- Budget Information for October, 2016**

**Cash Balance as of October 31, 2016: \$1,199,176.98**

- 1) Total Expenditures all funds for October 2016: \$171,735.60**
- 2) Total General Fund cash on hand October 2016: \$437,946.72 (36.52%) of Total funds**
- 3) Total Fire/EMS Fund cash on hand October 2016: \$354,871.31 (29.59%) 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  
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: \$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: \$1,194,472.00  
**Dec: \$1,093,559.61**

**Fiscal Year 2016**

**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**  
**July- Cash Balance: \$1,136,203.94**  
**Aug- Cash Balance: \$1,088,071.02**  
**Sept- Cash Balance: \$1,231,337.97**  
**Oct- Cash Balance: \$1,199,176.98**

**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 filed in July 2016 had some significant reductions. Tax revenue is not rebounding and passage of suggested levies is critical to the Township well being.

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Mr. Henry also distributed revenue and expenditure reports. Mr. Henry noted that funds continue to track lower. Mr. Henry also noted that the Fire Fund is due to expire December 31, 2016. Expenses will be covered by carry-over funds until funds from the new levy begin to come in.

**Old Business**

**October 2016 Fire/EMS Run Data Summary:** Mr. Henry provided the run data summary for the month of October and noted the average response time for the month of October was 9.43 minutes, which represented possibly the lowest average response time since beginning the stipend program. The busiest days were Thursday and Saturday and second shift was the busiest shift. There were six instances when the squad did not respond when the tone dropped. Chief Clark will compare these dispatch figures with the Fire Department's records as dispatch may be recording these instances incorrectly.

**Community Development Grant Applications Submissions:** Mr. Henry reported that the Community Development Grant Applications had been submitted for the three projects ranked in priority order as determined by the Board at its October meetings. The Park restroom project was ranked first, park utilities (water and electric) project was ranked second and the Amarillo Road pipe and sink hole repair project was ranked third.

**Attachment Resolution No. 40-16 CD Project Rankings  
Community Development Block Grant Requests (2017)  
November 2016**

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**Safety/Sanitary Restroom Replacement  
Priority Ranking:1**

- 1) Hanover Township Memorial Park is considered a regional attraction and a valuable asset to local neighborhoods. The Park is heavily used by all age groups, workers taking a lunch break and schools/day care groups. The existing restroom facilities are outdated and very small having unlabeled stalls with no running water creating unsanitary conditions. A constant request from citizens is to provide a sanitary restroom facility with running water. The specific project request includes the demolition of the existing outdated restroom and the construction of new modern ADA approved restrooms with running water and storage area. The location would be south of the existing ball field and on the northern edge of the Children's Playground area. The existing structure takes up to three parking spaces, and if eliminated, would add to the original parking lot as parking is at a premium during high use times. The design would be consistent architecturally with recent facilities constructed and would provide ADA acceptable restrooms along with limited storage space. This proposed facility addresses resident requests for better and more sanitary restroom facilities and is consistent with the approved Park Master Plan.

**Park Restroom Project**

Funding requested for CD Grant: \$209,000.00  
Township would pay balance of \$15,000.00



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**Township Memorial Park General Utility and Safety Improvements  
Priority Ranking: 2**

2) For some time there have been needs indentified for additional water/electric utility access and safety measures to enhance park operations at the Hanover Township Memorial Park. This project includes security lighting for the north parking lot (built in 2008 with CD funds), lighting and electric for shelters #1 and #2 which are adjacent to the children’s playground area, lighting for the restrooms adjacent to the children’s playground area, and rear of the children’s playground and extension of water service to the Walking Path area providing for a drinking fountain as well as a tap for general water supply to maintain the area. The water utility extension is crucial for supporting special events, providing a water source to help with maintaining the park's vegetation and to provide a small water source in the event of a small fire.

General Park Utility Improvements  
Funding requested for CD Grant: \$25,000.00  
(Township would pay balance of \$3,027.00 for top soil and seeding)

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**Amarillo Pipe Repair/Sink Hole Vacant Lot  
Priority Ranking:3**

3) A major storm water drainage pipe was placed outside of the right of way which carried storm water runoff to a creek nearby at the rear of the lot. This pipe has since broken down and is clogged causing runoff to go down the road and eventually impacts a culvert and roadway on Gene Avenue. The project is bigger than one private land owner can handle and is affecting the right of way since the pipe does not work as originally intended.

The project calls for the removal 40' of collapsed 36" pipe, replacing said pipe with 40' of class I dual wall HDPE pipe, associated collars and connect to the existing. Provide replacement soil to fill in 16' deep sink hole. Clean existing pipes as necessary.

Pipe Repair Project  
Funding requested for CD Block Grant: \$30,525.00

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**Confirm Dates for 2017 Meetings and Events:** Mr. Henry referred the Board to the proposed schedule for 2017 meetings and events which was distributed at the October Board meeting. After some discussion, Mr. Miller made a **motion**, seconded by Mr. Stitsinger, to approve the proposed schedule for 2017 Board meetings and Township special events. Upon roll call, all three Trustees voted yes.

**Other Old Business:** Mr. Henry noted that with the passage of the electric aggregation issue, a public meeting was required in order to proceed. In addition, certain legal documents must be filed and the Board must approve a plan of operation. Mr. Henry recommended addressing these requirements at the December Board meeting and the Trustees concurred with this recommendation.

***New Business:***

**Resolution No. 42-16 – Brine/Beet Juice Purchase/Butler County Engineer’s Office:** Mr. Henry explained that this resolution authorizes the annual contract with the County for road salt and beet juice. Mr. Henry noted last year was the first year the Township used a beet juice solution to treat roadways. After some discussion, Mr. Johnson made a **motion** to adopt Resolution No. 42-16, which was seconded by Mr. Stitsinger. Upon roll call, all three Trustees voted yes.

**Resolution No. 42-16**

**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 ( for 2017 cost is \$68.42 per ton) and now is offering purchase of brine/beet juice at \$0.50 per gallon delivered; and

**Whereas** the Butler County Engineer’s Office meets all applicable State and local requirements through its bid process for road salt and related materials; 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 brine/beet juice to assist with Hanover Township's clearing of roadways in the 2016-2017 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 purchasing of road brine/beet juice at \$0.50 per gallon delivered for the 2016-2017 winter season.

**Section II.** That the Township Administrator and Road Superintendent are hereby authorized to file and sign all documents associated therewith including the forwarding of the estimated brine/beet juice 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 9<sup>th</sup> day of November 2016.

**Board of Trustees**

**Vote**

**Attest and Authentication:**

Larry Miller  
Fred J. Stitsinger  
Douglas L. Johnson

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\_\_\_\_\_  
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\_\_\_\_\_  
Gregory L. Sullivan  
Fiscal Officer/Clerk

**Resolution No. 43-16 – Approve Renewal Contracts with VSP and Delta Dental:** Mr. Henry explained that this resolution authorized renewal of contracts for group vision and dental insurance coverages with current carriers VSP and Delta Dental. Mr. Henry reported that both vendors quoted competitive rates and have a history of providing good service to the Township. Mr. Henry recommended the resolution be approved. After some discussion, Mr. Johnson made a **motion** to adopt Resolution No. 43-16, which was seconded by Mr. Stitsinger. Upon roll call, all three Trustees voted yes.

**Resolution No. 43-16**

**Approving Renewal of the Vision Service Plan and Delta Dental Plan as Part of the Overall Health Insurance Plan for the Township for 2016-2017**

**Whereas**, it is in the best interest of the Township to provide employee group health insurance that offers satisfactory health care which includes vision care and dental services at affordable rates to maintain a competitive work force; and

**Whereas**, the Township’s Broker Wichert Insurance Agency and the Township Administrator have reviewed renewal rates for vision and dental care as part of the overall Township Health Insurance Coverages and have determined the coverage provided through Vision Service Plan and Delta Dental represent the best approach for the Township as part of the overall health care plan for the Township; and

**Whereas**, for the new contract year premiums charged by Vision Service Plan have been reduced by 29.9% covering contract periods 2010 through 2013 with the total premium increase for the entire package in 2014 was \$78.00 with no increase in 2015 or 2017 and Delta Dental premiums for 2017 are set with no increase complying in all aspects with the Affordable Care Act,

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

**Section I.** Resolution No. 43-16 is hereby approved authorizing the renewal of the group Vision Service Plan for optical insurance at a single rate of \$11.19 monthly and family rate of \$25.33 monthly for the contract period January 1, 2017 through December 31, 2017. In addition, dental service insurance renewal is hereby approved through Delta Dental at the rate of \$28.27 monthly for a single and \$88.09 monthly for a family for the period December 1, 2016 through November 30, 2017 (0% increase).

**Section II.** The Township Administrator is hereby authorized to execute contract documents in behalf of the Township and the Fiscal Officer is authorized to make premium payments as part of these contracts.

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 9th day of November 2016.

**Board of Trustees**

**Vote**

**Attest and Authentication:**

Larry Miller  
Fred J. Stitsinger  
Douglas L. Johnson

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\_\_\_\_\_  
Gregory L. Sullivan  
Fiscal Officer/Clerk

**Motion – Approve Holiday Function Expenses (December 10<sup>th</sup>):** Mr. Henry explained that the annual holiday function designed to thank volunteers and employees for their efforts throughout the 2016 year had been tentatively scheduled for Saturday, December 10, 2016 at the Community Center. Expenses would include food, recognition items, soft drinks and miscellaneous items (such as table cloths) for the event as well as to suspend the policy for the Community Center regarding alcohol for that date only. Mr. Henry noted costs would total about the same as the 2015 function. Mr. Henry requested a motion of approval for the record. After some discussion, Mr. Miller made a **motion**, seconded by Mr. Johnson, to approve payment for expenses associated with the 2016 Holiday Function to thank volunteers and employees at an amount not to exceed \$1,200.00 as well as to suspend the policy for the Community Center regarding alcohol for the same date. Upon roll call, all three Trustees voted yes.

**For the Record – Accept and Recognize Park and EMS Contributions (Midge Brosius Memorials):** Mr. Henry reported that to date, donations totaling \$1145 for the Park and \$100 for EMS had been received in memory of Midge Brosius. Mr. Henry noted additional donations were forthcoming and final tallies would be reported at the December Board meeting.

**Motion – Cemetery Lot Transfer (Pendergrass):** Mr. Henry explained that Janet C. Pendergrass, 6654 River Road, Fairfield, Ohio 45014 has been determined to be the sole heir to

Lot 83, Section D, Grave #5 (Maurice Huffman and Ben Lang deceased). Ms. Pendergrass no longer needs Grave #5 and is requesting a "buy back" by the Township. Proper documentation has been received to buy back this referenced grave for a total of \$80.00 minus a \$25.00 transfer fee. **Motion:** Moved by Mr. Johnson, seconded by Mr. Stitsinger, to approve the aforementioned transfer and buy back of Grave #5, Lot 83 Section D from Janet C. Pendergrass for \$80.00 minus a \$25.00 transfer fee (\$65.00). After discussion, a roll call vote was taken with all three Trustees voting yes.

**Veterans Day Ceremony – Friday, November 11<sup>th</sup> at 11:00AM:** Mr. Henry provided a reminder to the Board regarding the Township's Veteran's Day Ceremony to be held in the Park on Friday, November 11<sup>th</sup> at 11:00AM. Retired Major Marc Messerschmitt had been scheduled as the key note speaker and the First Millville Baptist Church would be providing food for the luncheon to follow. Mr. Henry also noted that an article publicizing the event appeared in the local newspaper.

**OTA Conference/Training Columbus – January 25 – 28, 2017:** As a reminder, Mr. Henry noted the dates for the annual OTA Training/Conference and asked the Board members to let him know if they were interested in attending so that reservations could be made.

**Liquor Permit – Dollar General Store:** Mr. Henry reported the Township received notice that the Dollar General Store had applied for a liquor permit and the Board was to notify the Ohio Division of Liquor Control if it had any objection to this application and would want to request a hearing on the matter. The Board indicated it had no objection and did not want to request a hearing.

### ***Other New Business***

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 October 2016, Ohio Township Association Legislative Update, 2017 Schedule of Fiscal Officer Salaries, newspaper article regarding the Butler County Road Crew Rodeo, Ohio Department of Liquor Control Licensing Fee Schedule Payment to Hanover Township, Ohio Bureau of Workers' Compensation rebate to the Township, and a list of contributors to the Hanover Haunted Harvest event.

Also under Other New Business, Mr. Henry reported that he and Fiscal Officer Greg Sullivan were working on preparing a budget based on only one of the levies passing and this budget would be presented to the Board at a Special Board meeting to be scheduled before the end of the year.

Also under Other New Business, Mr. Stitsinger thanked the Levy Committee for its work on publicizing/promoting the Township's levy ballot issues.

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

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

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**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:* \_\_\_\_\_