



**Hanover Township Board of Trustees
August 16, 2017 Meeting Minutes**

Call to Order: Board President Fred Stitsinger called the meeting to order at 6:00 PM and then led the pledge of allegiance and gave the opening invocation.

Roll Call: Fiscal Officer Greg Sullivan took a roll call with Messer's Stitsinger, Miller 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. Johnson, seconded by Mr. Miller, to approve the July 19, 2017 Regular Meeting minutes, approve warrants for release/distribution and approval of reports. Upon roll call, all three Trustees voted yes to approve all.

Guest Presentation – David Brown, Butler County Auditor's Office: Mr. Brown was present to address the Board as part of the Auditor's Office Quarterly Outreach Program. Mr. Brown reported that the Auditor's Office had completed its CAFR and PAFR and he distributed copies of the PAFR. Mr. Brown also reported that each September the Auditor's Office returns any excess fees it collects back to the local jurisdictions. Mr. Brown noted this year will be the tenth consecutive year the Auditor's Office will be returning excess fees. He also noted that the majority of these funds go back to school districts. Mr. Brown also provided an update on illegal skimmers, reporting that five new skimmers had been detected since July.

Citizen Participation: Mike Fawns, 2695 Stahlheber Road, thanked Mr. Henry for posting the meeting minutes online. Mr. Fawns then stated he was following up on the request he made at the May Board meeting for information regarding Fire Department software costs. Mr. Stitsinger stated that he had instructed Mr. Fawns to contact the Township Administrator for this information. Mr. Fawns then stated he wanted information on the cost to operate the Park. Mr. Stitsinger explained it was not possible for the Board to produce this information at a Board meeting and again instructed Mr. Fawns to direct these requests to the Administrator during regular business hours and the information could be obtained. After additional discussion, Mr. Stitsinger dismissed Mr. Fawns and opened the podium to other citizens.

Andrea Anglin, 1938 Vizedom Road, addressed the Board regarding the partition fence dispute she was having with her neighbor, Billie Jo Follick, at 1922 Vizedom Road. Mr. Stitsinger asked Mr. Henry to provide a recap of this issue. Mr. Henry explained that Ms. Anglin had properly signed a notice of rights and responsibilities to request the Board to review the partition fence issue concerning her and her neighbor. Prior to the Board meeting, at 4:00PM the Board inspected the fence. The Board must receive information from the other party, Ms. Follick, before making a determination. Mr. Henry also noted that the Township needs more time to conduct additional research regarding what fence existed prior to 2008. (There was a change in the State statute regarding partition fences in 2008.)

Billie Jo Follick, 1922 Vizedom Road, stated she had received notice of today’s hearing and contacted a lawyer. She requested more time for her and her lawyer to research the matter as well.

It was agreed by both parties and the Board that the matter would be postponed until the October 18th Board meeting. Mr. Stitsinger encouraged both parties to attempt to resolve the issue and come to an agreement prior to the October Board meeting.

Administration Reports

Law Enforcement: Deputy Tanner gave the following report for the month of July 2017:

Butler County Sheriff’s Office
District #6
Hanover Township Contract Cars
Monthly Report for July 2017

<u>Activity Area</u>	<u>Month Totals*</u>	<u>YTD</u>
• Dispatched Calls: 133		1075
• Felony Reports: 03		26
• Misdemeanor Reports: 05		56
• Non-Injury Crash: 06		31
• Injury Crash: 04		25
Total Reports: 18.....		139
• Assists/Back Up: 29		149
• Felony Arrests: 01		09
• Misdemeanor Arrests: 02		24
• OMVI Arrests: 00		00
Total Arrests: 03		29
• Traffic Stops: 11		84
• Moving Citations: 11		93

- Warning Citations: 03 34
- FIR Cards: 0 00
- Civil Papers Served: 1 01
- Business Alarms: 2 14
- Residential Alarms: 10 59
- Special Details: 11 88
- COPS Times: 5,200 (*Min.*) 36,100
- Vacation Checks: 10 112

Reporting: Deputy Tanner and Deputy Mayer/by BEH.

Fire/EMS: Chief Clark presented the following report for the month of July 2017:

Hanover Township Fire Department
Monthly Report for July - Phil Clark Fire Chief
(Presented in August 2017)

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

	<u>Month</u>	<u>YTD</u>
• Emergency Medical Operations/Squad Runs:	57	347
• Motor Vehicle Accidents:	09	45
• Fire Runs:	13	62
• Fire Inspections:	00	08
• Knox Box Details	00	
• Other	00	
• Total for the month:	79	Operations
		(79 Fire/EMS Runs)

Total Year 2017: 459 Runs/Operations

(July 2016: 51 Runs/Operations)

Total for 2016	705	
Total for 2015	733	
Total for 2014	809	<i>5 year average: 738</i>

Total for 2013	750	<i>11 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 July 2017:

**SUPERINTENDENT’S REPORTS
(August 16, 2017)**

Millville Cemetery Operations Report July 1 through July 31, 2017

2 Graves sold to Township residents (@ \$610)	-----\$1,220.00
3 Graves sold to nonresidents	-----\$2,685.00
0 Old resident graves	-----\$ 0.00
8 Full Interments	-----\$ 8,300.00
0 Baby interments	-----\$ 0.00
2 Cremations	-----\$1,200.00
Foundation and Marker installation fees	-----\$2,500.80
0 Grave Transfer	-----\$ 0.00
1 Donation	-----\$ 0.00
Total:	-----\$15,905.80

Other Cemetery activities:

1. Fixed graves and sink holes
2. Cleaned the office and garage
3. Cut grass 4 times
4. Did weed eating 2 times
5. Built, set and poured 19 foundations
6. Built, set and poured 4x18 pad for material behind garage

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

1. Called in July 7 after storm to clean up downed trees.
2. Spent a couple days cleaning up brush along roads.
3. Plowed gravel off multiple roads after heavy rains.

4. Met with K.R.C. Mechanical Service for a down HVAC unit at the Firehouse.
5. Removed a little digger from the playground area at the Park and had it welded.
6. Performed second round of roadside mowing, including trimming road signs and guardrails and cutting back honeysuckle and trees.
7. Changed all HVAC filters at the Firehouse.
8. Cut up and removed debris from trees that fell out of Metro Park on Hogue Road.
9. Trimmed trees along Roundhill Drive.
10. Trimmed trees growing out in the road on Alamo Heights.
11. Went out and photo-documented road damage on Stahlheber by an excavator on Krucker Road where they did not restore the ditches they dug up installing the water main.
12. Cleaned the upper parking lot every Monday and Friday when Rumpke empties the recycling dumpsters.
13. Removed seat assemblies from Park restroom and had tank pumped.
14. Called out on Cochran Road to cut up a tree that fell in the road.
15. Cut grass on all Township properties six times.
16. Picked up a raccoon carcass on Boyle Road.
17. Performed monthly truck, park, and storm water inspections.

Administrator's Report (Financials and Personnel Issues)

Mr. Henry presented the following report to the Board:

Administrator July Summary Report
(August 2017)

- **Fire/EMS Run Data:** Dispatch Log information for July 2017. Prepared summary overview of data.
- **Fire Department:** Worked on internet access issues and security measures for the Fire Station. Prepared documents for liability and equipment insurance coverages.
- **Personnel:** Continued using part time and seasonal employees to provide catch up in the Cemetery and Road/Park operations. Looking ahead to August, by the end of August the Township will lose many of these workers due to school and school employment starting.
- **BWC:** Continued follow up and worked with BWC. It is expected the Township will receive a premium rebate due to a statewide refund formula. Care Works continued follow up with Clint Nigg.
- **Cemetery:** The Township continues to receive compliments about the condition of Millville Cemetery. All issues about grave location or confusion about plots have been worked out.
- **2017 Road Program:** Revisions were made to balance road expense budget and communicated to the Butler County Engineer's Office. The Township Road crew has been performing patch work and repairs to areas that will receive a road covering.

- **Nuisance Properties (ongoing):** Working on issues ref. 2460 Ross Hanover Road, Millville Avenue, 41 Cochran Road, 620 Boyle, 1624 Morman Road, 2463 Millville Oxford Road, 2500 Columbus West, Shady Nook and others. Legal Counsel has been retained to perform lien holder checks to comply with statutory requirements prior to the Township taking final action.
- **Board, Financial Reports and Payroll Reports (ongoing):** 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.
- **Park Committee:** Prepared documents for the committee meetings and outlined planning steps for the August 26th Wine Tasting Event.
- **OTARMA:** Continued work on property and liability insurance renewals set for August. Prepared documents for drug testing and driving record checks for premium credits.
- **F-4 Liquor Permit/Wine Tasting:** Prepared permit forms and documentation for the Ohio Liquor Control Division to obtain an F-4 Permit for the August 26th Event.
- **General Operating Levy:** Prepared final packet for the Board of Elections to certify the General Operating Levy for the November ballot.

Personnel Actions and Other Items of Note

Appointment of new personnel and Personnel actions:

Fire Department: The following individuals have been recommended by the Fire Command Staff for appointment which require a background check, polygraph, drug testing/physical prior to final approval by the Township Administrator to begin on station work.

Harold Moore Firefighter EMT currently also working at Whitewater and Miami Township FD

Alex Bingham Firefighter EMT currently also working at Lincoln Heights and Greendale FD.

Robert Evan Reedy Firefighter EMT-A currently with Kettering Health and Mobile Care in Eaton.

Approve subject to the requirements listed above.

Employment Procedures and Checklist: As stated last month, the Township Administrator put in writing a checklist to be followed by the Fire Department when part time applicants are going through the hiring process. In addition, a slightly revised personnel action form was also sent to

the Command Staff to be used to track employment recommendations, pay and promotion considerations. The Fiscal Officer sent a memo reminding staff of the Affordable Care provisions and Fair Labor Standards Act requirements. These items are necessary to comply with statutory requirements and audit procedures.

Road Department and Cemetery:

Road Department Resignation: Brian Coffey resigned effective August 4, 2017 as a part time Public Works Employee.

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. Older files have been placed in file cardboard storage boxes.

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 2017.

For the Road Department: Equipment purchase put on hold pending finalization of 2017 Road Program costs and revenue generation.

Of Note- Budget Information for July 31, 2017

Cash Balance as of July 31, 2017: \$1,321,950.79

- 1) Total Expenditures all funds for July 2017: \$118,751.63 / Revenue: \$82,610.31**
- 2) Total General Fund cash on hand July 2017: \$317,556.59 (24.02%) of Total funds**
- 3) Total Fire/EMS Fund cash on hand July 2017: \$345,653.73 (26.15%) 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

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-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

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
Nov- Cash Balance: \$1,083,268.01
Dec- Cash Balance: \$1,046,996.51

Fiscal Year 2017

Jan: \$ 888,346.09
Feb: \$ 902,459.77
Mar: \$ 900,176.59
Apr: \$1,471,639.15
May: \$1,413,018.92
June: \$1,359,085.19
July: \$1,321,950.79

General Notes: 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 and reports. Plans are underway to make any necessary adjustments for fire operations until levy revenues are received the first half of 2017. 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 consideration of an operating levy or other related levy in 2017 is critical to the Township well being.

January 2017: Although expenses were held to essential items in 2016 and the total expenditures for 2016 were below 2015 expenditures showing a reduction of \$52,554.69, the General Fund revenues continue to shrink. The Township cannot continue to provide existing service levels through the General Fund as revenues continue to decrease.

July 2017: The Township has not fully recovered from the State of Ohio cuts in revenue to the Township as well as the decrease property values. AS the lower valuation impacted the tax base, the overall budget and specifically the General Fund has decreased below 2015 levels. Projections for 2018 are slightly better but still below levels prior to 2015. To account for these shortages when faced with increasing costs, staff has been limited and no new maintenance projects have been undertaken in all areas- only absolutely necessary repairs.

Mr. Henry also distributed revenue and expenditure reports.

Old Business

July 2017 Fire/EMS Run Data Summary: Mr. Henry provided the run data summary for the month of July and noted the average response time was 7.89 minutes. The busiest days were Sundays and Mondays and second shift was the busiest shift.

Nuisance Updates: Mr. Henry noted the Township funds were being used sparingly and he reported that the lien searches had been completed.

Mr. Henry also provided the following report to the Board:

**Complaints/Nuisance Property Notes
(August Meeting 2017)**

- **41 Cochran Road:** Junk vehicles, debris and garbage- County Prosecutor has filed a complaint in court, case #CV2017 06 1366 to initiate foreclosure on the property to recover delinquent real estate taxes. The Township Administrator met with neighbors and the brother of the deceased property owner. The brother agreed to clean up the front and the Township agreed to cut the side and back yards. Some progress made but awaiting foreclosure action. Lien research has been completed.
- **2001 Hamilton Richmond Road:** Awaiting final tear down date.
- **620 Boyle Road:** The owner attempted to address the vegetation problems; garbage still remains. A lien holder search has been completed. New orders will be issued for September.
- **371 Millville Oxford Road at Fairy Drive:** No update from the County.
- **1624 Morman Road:** Received complaints about lack of mowing. The Structure appears to be vacated and the owner passed away. Orders were sent with no response. The Township had the property mowed. A lien holder search has been completed.
- **3409 Old Oxford Road:** High grass and weeds; orders sent May 30, 2017. Owner has complied.
- **2500 Columbus West:** High Grass and Weeds. Orders sent June 12, 2017. No response from owners. (Vacant) In July some of the yard/weds has been cut but not enough. A lien holder search has been completed; new orders to be issued.
- **2643 Millville Oxford Road:** Owner passed away. Property has high weeds and grass. Orders were sent June 12, 2017. No response- the Township had the yard mowed. A lien holder search has been completed.
- **Shady Nook:** Owner sent letter; met with the owner and stated more had to be done and extended offer for grant assistance to clear the site. A letter was sent stating that the owner had to continue to make improvements and to report to the Board in August 2017 or further legal action would be taken. The owner has been seen the week of August 14th doing outside clean-up work.

- **2460 Ross Hanover Road:** Vacant property; orders sent May 24th to remove debris and cut the weeds/grass. A scheduled visit to ascertain condition in August will be performed. A lien holder search has been completed.

Shady Nook Update: Ms. Cheryl Ommert, owner of the Shady Nook property, addressed the Board. Ms. Ommert reviewed a series of events that had occurred and prevented her from making progress. She stated she needed to find out the cost to make repairs and if the costs are prohibitive she might pursue the option Mr. Henry had previously outlined to her in which funds (grant money) could be provided to assist with the teardown. However, her preference would be to sell the property as a business. Ms. Ommert stated she needed to speak with her attorney, Jay Bennett, to determine what she wants to do. Mr. Stitsinger explained that the Board would be proceeding to take steps to treat the property as a nuisance, noting that the Board had tried to work with Ms. Ommert but there had been no progress for a very long time. Ms. Ommert stated she understood and needed to talk to her attorney. Mr. Stitsinger asked Ms. Ommert to have her attorney contact Mr. Henry.

Other Old Business: Mr. Stitsinger reported the new ambulance cot had been delivered and was expected to be in operation soon.

New Business:

Resolution No. 36-17 – Resolution to Approve Liability and Property Insurance: Mr. Henry explained the current contract for liability and property insurance would expire September 1 and he recommended renewal with the Ohio Township Risk Management Authority. After some discussion, Mr. Johnson made a **motion** to adopt Resolution No. 36-17, which was seconded by Mr. Miller. Upon roll call, all three Trustees voted yes.

Resolution No. 36-17

Approving Property, Vehicle and Liability Insurance Renewals Through a Contract With the Ohio Township Risk Management Authority for Policy Year September 2, 2017 through September 1, 2018

Whereas, it is in the best interest of the Township to provide insurance coverage for Township property, vehicles, and liability; and

Whereas, prices were examined and updated information was filed to determine best pricing;

Whereas, the Ohio Township Risk Management Authority has presented renewal coverage for General Liability (Legal) and Coverage Extensions, Property Insurance and Coverage Extensions, Public Officials Wrongful Acts and Coverage Extensions, Vehicle Insurance Coverage and Umbrella Liability Coverage Extensions as well as credit of \$200.00 for CDL Drug Testing/ \$142.00 for MVR checks for an annual premium cost of \$22,901.00 (reduction of

\$50.00 from last period) with a rebate to be returned totaling \$1,566.83 and \$500.00 loyalty credit resulting in a net cost for the new policy period of \$20,834.17;

Whereas, the OTARMA renewal proposal is the most cost efficient coverage given the Township’s circumstances, past experience and the rate has been relatively level the last few years,

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

Section I. Resolution No. 36-17 is hereby approved authorizing the renewal of the property, vehicle, and liability insurance coverage for the period commencing September 2, 2017 through September 1, 2018 with the Ohio Township Risk Management Authority as represented locally by Lovins Insurance Agency for a cost not to exceed \$22,901.00 (with an anticipated rebates/credits of \$1,630.65 and \$500.00) as outlined in an attachment herewith labeled” Attachment Resolution No.36-17”.

Section II. The Board President and Township Administrator are hereby authorized to execute all contracts and related documents thereto.

The foregoing resolution was adopted in a special public meeting and is a reflection of the official action taken by the Board of Trustees of Hanover Township Butler County, Ohio on the 16th day of August 2017.

Board of Trustees

Vote

Attest and Authentication:

Fred J. Stitsinger
Douglas L. Johnson
Larry Miller

Gregory L. Sullivan
Fiscal Officer/Clerk

Resolution No. 37-17 – Resolution to Approve BREC Grant Application Submissions: Mr. Henry explained the purpose of this resolution was to authorize the filing of August 2017 Applications for the Butler Rural Community Connections Grant Program. After some discussion, Mr. Miller made a **motion** to adopt Resolution No. 37-17, which was seconded by Mr. Johnson. Upon roll call, all three Trustees voted yes.

Resolution No. 37-17

Authorizing the Filing of August 2017 Applications for the Butler Rural Community Connections Grant Program

Whereas, the Board of Trustees has reviewed the requirements for the February 2017 Community Connections Grant program sponsored by the Butler Rural Electric Cooperative; and,

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

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

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

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

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

Section I. That Board authorizes up to two applications to be submitted at the Administrator’s discretion to the Butler Rural Cooperative Community Connections Program by the end of February 2015 as reflected in the attachment labeled: Attachment to Resolution No. 37-17 Grant Projects.

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

Section III. That the Board of Trustees acted upon this matter in an open public meeting on August 16, 2017 with all three Trustees voting in favor of Resolution No. 37-17.

Board of Trustees

Vote

Attest and Authentication:

Fred J. Stitsinger
Douglas L. Johnson
Larry Miller

Gregory L. Sullivan
Fiscal Officer/Clerk

CSX Issue – Road Blockage – Consideration of Resolution No. 38-17: Mr. Henry reported that there have been multiple instances of CSX trains blocking roads in Hanover Township for hours, creating major inconveniences and potentially serious safety issues for residents. After discussion, Mr. Stitsinger made **a motion** to adopt Resolution No. 38-17, which was seconded by Mr. Johnson. Upon roll call, all three Trustees voted yes. Mr. Stitsinger also requested that copies of the resolution be forwarded to the Governor, the State Representative, the media and the CSX representative who previously assured the Township this type of incident would not occur again.

Resolution No. 38-17

**Expressing Concern and Frustration of Citizens in Regard to CSX Trains Blocking Roadways
Creating Substantial Public Safety Issues**

Whereas, the Board of Trustees has received citizen concerns about CSX trains blocking dead end streets of Hussey and Darrtown Road; and,

Whereas, the blockage of these streets for extended periods of time creates a substantial public Safety Hazard to residents living on these streets and was communicated to the Butler County Sheriff, State Representatives and CSX when a train blocked the Hussey Road for over three hours; and,

Whereas, Township representatives communicated concerns to CSX which was also conveyed through news media outlets to CSX; and,

Whereas, CSX took measures in 2015 and 2016 to provide for the breaking of trains and scheduling relief personnel efficiently to prevent extended blockage of the roadways referenced; and,

Whereas, it has been reported to the Board that CSX trains during June and July have blocked these streets for extended periods ranging from two hours to over eight hours or longer with one such blockage occurring on July 23, 2017 when the Hanover Township Emergency Medical Service was dispatched to an emergency at 4106 Hussey Road during which the squad had to wait at least 51 minutes before access could be arranged; and,

Whereas the Board was advised that on August 15, 2017, a CSX train blocked Hussey Road for over an hour,

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

Section I. That on behalf of the residents on Hussey and Darrtown Roads, these street blockages for extended periods of time are outrageous and unacceptable creating public safety response issues.

Section II. That this resolution be sent to CSX officials for immediate attention as well as to Ohio State Representative Candace Keller 53rd House District and the Butler County Sheriff's Office.

Section III. That the Township Administrator is to report back to the Board at the September meeting as to any actions or response presented by CSX Officials.

Board of Trustees

Vote

Attest and Authentication:

Fred J. Stitsinger
Douglas L. Johnson
Larry Miller

Gregory L. Sullivan
Fiscal Officer/Clerk

Discussion – Planning Purchase of Fire Apparatus – Special Session: Mr. Henry distributed a Five Year Capital Purchases Projections Report to the Board and reported that the Fire Department Committee was working with Sutphen to obtain a price proposal for a custom combined pumper/tanker. In addition, Mr. Henry stated he had received various financing proposals. Mr. Henry requested a special work session be scheduled for the Board to review all of this information. The Board members decided to hold a special work session on September 6 at 6:00PM.

Discussion – Fire Station Camera System (BREC Grant)/Motion to Proceed: The Township Administrator, with advice and assistance from departmental personnel, has been examining the need for additional security measures for the Park (including the Recycling Dumpster area), Administration Building and Fire Station. Robinson Communication Company has worked on telephone issues, internet issues and some security measures for the Township in the past. As part of a Butler Rural Electric Community Connections grant, security cameras have been reviewed for the Fire Station. The cost ranges from \$3500.00 to \$5500.00 depending upon number and location. The grant will offset \$1000.00 of the cost. Mr. Henry recommended proceeding to contract with Robinson Communications Company to install a system after final input from the Fire Department. After some discussion, Mr. Miller made **a motion**, seconded by Mr. Johnson, to authorize the Administrator to proceed with contracting with Robinson Communications Company to install a system after final input from the Fire Department at an amount not to exceed \$5500. Upon roll call, all three Trustees voted yes.

Mr. Henry noted that in the future, additional proposals will be studied for the Park and Administration Building. A free camera was provided by the County Recycling Program to monitor the Recycling Dumpster area of the Park which is currently being installed.

BCEO 2018 Road Program Discussion: Mr. Henry reported that the BCEO was requesting a fall planning session for the 2018 Road Program. Mr. Henry stated that he and Mr. Gardner needed to prepare information and would schedule a meeting with BCEO in late September. Mr. Henry also reported he received a request from Mr. Joe Cearley, 1742 Del Rio Drive, for new pavement for all the streets in his neighborhood. Mr. Henry stated he attempted to explain to Mr. Cearley the Township could not afford such an undertaking.

Liquor License Fee Information – Accept Report from the State: Mr. Henry referred the Board to their packets for information from the State which listed the liquor license fees the Township had received.

Other New Business

Under Other New Business, Mr. Stitsinger requested the October meeting date be changed to October 18. Mr. Johnson made **a motion**, seconded by Mr. Stitsinger, to change the October Board meeting date to October 18 at 6:00PM. Upon roll call, all three Trustees voted yes.

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 July 2017; a newspaper article regarding the staffing shortage for police and fire positions in Butler County; a newspaper article regarding cost of new emergency radios; a copy of the Plumbing and/or Private Sewage Disposal Permit issued to the Township by the Health Department; OTA Legislative Update; a copy of correspondence from Dynegy to residents; and a Save the Date notice from Building a Healthier Community by Design.

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

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

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

Frederick J. Stitsinger, President: _____

Douglas L. Johnson, Trustee: _____

Larry Miller, Trustee: _____

Date: _____

Verified by: Greg Sullivan, Fiscal Officer: _____