



**Hanover Township Board of Trustees
May 9, 2018 Meeting Minutes**

Call to Order: Board President Douglas L. Johnson 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 Johnson, Miller and Buddo 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. Buddo, seconded by Mr. Miller, to approve the April 11, 2018 Regular Meeting minutes, approve the April 11, 2018 Special Meeting minutes, approve the April 30, 2018 Special 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 street level imaging project was underway. Tyler Technologies had been contracted to perform this work and their vans would be in Hanover Township in the upcoming weeks. Mr. Brown also reported that the Auditor's Office was requesting authority from the State legislature to check the quality of gasoline at gas pumps.

Guest Presentation – Jim Fox, Butler County Zoning Inspector: Mr. Fox was present to address the Board at the invitation of Township Administrator Bruce Henry. Mr. Fox reviewed the County Zoning Department's procedures for handling property complaints. Mr. Fox noted that he was the only zoning inspector for seven townships. Mr. Fox stated that he and Mr. Henry have a very good working relationship and that the two of them frequently work together to resolve property nuisance issues. Mr. Fox suggested that the Township Board pass its own nuisance legislation in order to have the authority to get properties abated. This approach would be faster than the existing process which requires addressing these issues through the Prosecutor's Office and ultimately through Common Pleas Court.

Citizen Participation: Prior to hearing from citizens, Mr. Johnson read the following statement on behalf of the Board:

May 9, 2018

*After re-visiting, and evaluating both programs..Kids Fest and Haunted Harvest, the Board of Trustees have decided that **both programs** will remain, intact, with no changes and will continue as scheduled.*

The levy and Park committee, along with many others, have worked extremely hard and we felt their efforts should be acknowledged by continuing with both the Kids Fest and Haunted Harvest.

Nancy Long, 2328 Krucker Road, thanked the Board for changing its position regarding the two events. Ms. Long noted that it was important to have events that involve younger people in order for the Township to grow.

Bob Krieger, 1907 Krucker Road, thanked the Board for changing its position regarding the two events. Mr. Krieger noted that he would have preferred cutting Veterans Day if an event had to be cut. Mr. Krieger stated that as a veteran, he had served the country for the kids.

Clarence Bullis of 1427 Morman Road and Scot Hoobler of 1443 Morman Road expressed their concern regarding activities of the new owner of the Brindle property as they believed the new owner was operating a landscaping business from this site. Jim Fox indicated that this issue was under review by the County Zoning department.

Next Phil Sackenheim of the Southwest Regional Water District addressed the Board. Mr. Sackenheim reported that the Water District was working with the bonding company to finish the Krucker Road project as the contractor had gone bankrupt. He also reported that the Water District would be implementing a fire hydrant training program for volunteer fire departments. Chief Clark asked about the feasibility of having fire hydrants installed on Millville Road near the school. Mr. Sackenheim indicated it would be possible to install hydrants at this location. He also noted that water main replacements for Woodbine and Stillwell were still several years away from occurring. Mr. Henry asked if the Water District would give the Township any consideration regarding tap-in fees for water needed for the restroom project for the Township's Park. Mr. Sackenheim suggested the Township send a letter to the Water District Board to make this request.

Administration Reports

Law Enforcement: Deputy Tanner gave the following report for the month of April 2018:

Butler County Sheriff's Office
District #6
Hanover Township Contract Cars
Monthly Report for April 2018**

Activity Area

Month Totals*

YTD

- Dispatched Calls: 156 557
- Felony Reports: 04 8
- Misdemeanor Reports: 08 26
- Non-Injury Crash: 04 15
- Injury Crash: 03 05

Total Reports: 19.....054

- Assists/Back Up: 18 078
- Felony Arrests: 02 03
- Misdemeanor Arrests: 08 14
- OMVI Arrests: 00 00

Total Arrests: 1013

- Traffic Stops: 13 50
- Moving Citations: 14 45
- Warning Citations: 01 08
- Civil Papers Served: 0 00
- Business Alarms: 04 10
- Residential Alarms: 05 27
- Special Details: 17 51
- COPS Times: 5,200 (*Min.*) 16,000 Min
- Vacation Checks: 08 92

Reporting: ** Stats are for Deputy Mayer and Deputy Tanner. Prepared by BEH.

Deputy Tanner also reported that none of the deputies can enter the Firehouse as the access codes are not working.

Fire/EMS: Chief Clark presented the following report for the month of April 2018:

Hanover Township Fire Department
Monthly Report for April 2018- Phil Clark Fire Chief
(Presented in May 2018)

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:	45	153
• Motor Vehicle Accidents:	03	18
• Fire Runs:	15	40

- Fire Inspections: 00 00
- Knox Box Details 00 00
- Other 00 00
- Total for the month: **63 Runs/Operations
(Fire/EMS Runs)**

Total Year 2018: 231 Runs/Operations

(April 2017: 50 Runs/Operations)

Total for 2017	689	
Total for 2016	705	
Total for 2015	733	
Total for 2014	809	<i>5 year average: 737</i>
Total for 2013	750	<i>12 Year Average: 701 since 2006</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 April 2018:

**SUPERINTENDENT'S REPORTS
(May 9, 2018)**

Millville Cemetery Operations Report April 1 through April 30, 2018

1 Grave sold to Township residents (@ \$610)	\$ 610.00
2 Graves sold to nonresidents	\$1,790.00
0 Old resident graves	\$ 0.00
7 Full Interments	\$ 6,300.00
0 Baby interments	\$ 0.00
2 Cremation	\$ 0.00
Foundation and Marker installation fees	\$1,482.00
0 Grave Transfer	\$ 0.00
1 Donation	\$ 0.00
Total:	\$10,182.00

Other Cemetery activities:

1. Fixed graves and sink holes
2. Cleaned the office and garage
3. Worked on equipment
4. Cut grass four times
5. Fixed five headstones

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

1. Plowed gravel off roads after big rain event on April 3.
2. Put up seven new street name signs.
3. Pressure washed the black mold off the brick pavers and sidewalks at the Veterans Memorial.
4. Picked a load of limbs out of the Millville Reily and Minton Road Cemetery.
5. Repaired roof trim at the Firehouse.
6. Set up and cleaned up after multiple room rentals.
7. Cut grass and trimmed two times.
8. 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 April Summary Report
(May 2018)**

- **Fire/EMS Run Data:** Dispatch Log information for April 2018; Prepared summary overview of data.
- **Fire Department:** Continued work with Command Staff on updating SOPs, personnel checklists and examination of any equipment needs.
- **BWC:** In working with the Fire Chief, prepared and submitted Township actions/responses to BWC citations.
- **Baseball Field:** New backstop has been ordered; awaiting delivery. Road Crew will likely tear down existing unit.
- **Nuisance Properties:** Pursuing referrals for nuisances at 2020 Stahlheber and US 27.
- **Township 2018 Road Program:** BCEO rejected bids for Chip/Seal and Black Mat which affects the Township plans. Bids were much higher than BCEO's estimate. Revised strategy must be developed and submitted May 10, 2018.
- **Zoning:** Fielded complaints regarding Boyle Road, Stahlheber and Millville- forwarded to Butler County Zoning. Held discussions with Jim Fox to work on ways to reduce the time table necessary to address nuisances. Working on ways to speed up resolution if legally possible.

- **Outside Legal Counsel:** Provided information and direction to Montgomery, Rennie & Jonson as well as Frost Brown & Todd law firms handling select administrative and personnel issues.
- **Records and Records Commission:** Still working on forms and changes to written policy for retention and shredding of documents authorized to be destroyed to be review by the Township records Commission. Also boxing older records as the Township file storage is at capacity.
- **State Employment Relations Board:** Prepared and sent documents to legal counsel reference pending issues before this State Board.
- **Township Pay Plans:** Continued work with the Fiscal Officer to implement the approved pay plan changes for all departments. Revised final wording may require some interpretative direction from the Board of Trustees.
- **County Prosecutor (Roger Gates):** Conferred with Roger Gates on a personnel procedural and payroll calculation questions.
- **Personnel Hearing:** Set up hearing process and executed subpoenas for witness for an April 30th hearing in front of the Board of Trustees. Also presented testimony during this hearing.
- **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.

Personnel Actions and Other Items of Note

Appointment of new personnel and Personnel actions:

Fire Department:

New Pay Plans were implemented where appropriate.

Road Department and Cemetery:

Held interviews Saturday April 28th for full time Road Dept and possible PT for the Cemetery.

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

Ongoing: 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. (Still working on these issues). Records storage is a problem as space is very limited.

Admin Security and Protection of Records: This issue needs to be addressed as soon as the budget will allow. Proposals have been sought in February. Waiting on possible alternatives.

For the Fire Department: No change....Pumper/Tanker order was placed with Sutphen. Financing documents have been initiated and waiting on final approval. Helped process necessary change orders approved by the Fire Chief.

Strategic Planning Session: A working meeting is recommended to assess the direction of the Township and priorities as schedule changes, costs, and settlements of new revenue have been received. This would include discussion of the adjustments made to the 2018 Road Program and projections for the future.

Of Note- Budget Information for April 30, 2018

Cash Balance as of April 30, 2018: \$1,716,834.06

- 1) Total Expenditures all funds for April 2018: \$174,721.99 / Revenue: \$820,521.50**
- 2) Total General Fund cash on hand April 2018: \$491,251.86 (28.64%) of Total funds**
- 3) Total Fire/EMS Fund cash on hand April 2018: \$672,532.16 (39.17%) of Total funds**
- 4) *Monthly Revenue and Expenditure Reports by fund are attached to this report.***

History of Cash Balances

Fiscal Year 2014	Fiscal Year 2015
Jan-Cash Balance: \$1,380,611.21	Jan: \$1,148,374.71
Feb-Cash Balance: \$1,331,175.05	Feb: \$1,158,413.75
Mar-Cash Balance: \$1,259,054.92	Mar: \$1,551,667.37
April-Cash Balance: \$1,546,929.78	Apr: \$1,458,584.04
May-Cash Balance: \$1,524,373.14	May: \$1,477,662.73
June-Cash Balance: \$1,506,977.71	June: \$1,393,267.44
July-Cash Balance: \$1,517,738.15	July: \$1,332,264.37
Aug-Cash Balance: \$1,286,101.15	Aug: \$1,125,949.35
Sept-Cash Balance: \$1,533,842.91	Sept: \$1,449,880.79
Oct- Cash Balance: \$1,444,676.89	Oct: \$1,362,945.99
Nov- Cash Balance: \$1,384,569.72	Nov: \$1,194,472.00
Dec-Cash Balance: \$1,324,682.90	Dec: \$1,093,559.61
<u>Fiscal Year 2016</u>	<u>Fiscal Year 2017</u>
Jan- Cash Balance: \$1,086,880.70	Jan: \$ 888,346.09
Feb- Cash Balance: \$ 975,051.11	Feb: \$ 902,459.77
Mar- Cash Balance: \$ 929,271.02	Mar: \$ 900,176.59
Apr- Cash Balance: \$1,259,751.18	Apr: \$1,471,639.15
May- Cash Balance: \$1,256,517.69	May: \$1,413,018.92
June- Cash Balance: \$1,231,659.27	June: \$1,359,085.19
July- Cash Balance: \$1,136,203.94	July: \$1,321,950.79
Aug- Cash Balance: \$1,088,071.02	Aug: \$1,274,996.15

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

Sept: \$1,646,935.23
Oct: \$1,511,096.61
Nov: \$1,286,649.51
Dec: \$1,243,274.81

Fiscal Year 2018

Jan- Cash Balance: \$1,163,186.72
Feb- Cash Balance: \$1,073,432.10
Mar- Cash Balance: \$1,074,034.55
Apr- Cash Balance: \$1,716,834.06

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.

September 2017: Questions arise about the Local Government allocation of the General Fund which has been shrinking over time. In 2007 Hanover Township's allocation was \$278,971.00; in 2017 the amount certified by the County Budget Commission is \$128,166.50 or a 54.1% decrease over this period.

December 2017: With the approval of the General Operating Levy, an additional \$368,262.00 is anticipated per year received in Fiscal Years 2018 through 2022 which will ease the strain on the General Fund. Identified projects needing attention over the 5 year period totals over \$1,890,560.00 with total expected revenue of \$1,841,310.00.

April 2018: Settlement from the County Auditor received second week of April. 2018 Road Program may need adjustment. CD Funding cleared for the sink hole problem on Amarillo Drive. Mr. Henry also distributed revenue and expenditure reports. Mr. Henry also noted that file storage was a problem as the Township was running out of storage space.

Mr. Henry also stated that there was a need for the Board to schedule a meeting for strategic planning regarding issues such as prioritizing projects to be financed with new levy funds, road program changes, and Fire Department personnel cost trends as a result of changes in staffing models.

Old Business

April 2018 Fire/EMS Run Data Summary: Mr. Henry provided the run data summary for the month of April and noted the average response time was 7.91 minutes. The busiest day for runs was Tuesdays and first and second shifts were the busiest shifts.

Update – Junk Vehicle 620 Boyle Road and Tire Pick-Up: Mr. Henry reported that the license plate had been attached to the vehicle in question, a battery had been installed and wheels were replaced and therefore the vehicle was no longer a junk vehicle as defined by the ORC. Mr. Henry also reported that old tires were removed from the property. Mr. Henry noted that weeds, high grass and garbage build-up continued to be issues at this property.

Shady Nook Notification: Mr. Henry referred the Board to a copy of an April 26, 2018 letter sent to Ms. Cheryl Ommert, owner of the Shady Nook property. The letter put Ms. Ommert on notice that the Board will be proceeding with legal action to declare the property a nuisance at its June 13, 2018 meeting. The letter also offered assistance with securing grant money to demolish the structure at this address. Mr. Henry asked Chief Clark to inspect the property to determine if the building was safe in his opinion.

Decision – Butler County Township Association Meeting July 12: Mr. Henry noted that 4H Awards will be given at this meeting and that Hanover Township was the designated host. Mr. Henry asked what arrangements the Board wanted for this meeting. It was determined that a catered meal would be served in the Community Center and Hanover Winery would be invited to participate. After some discussion, Mr. Miller made a **motion**, seconded by Mr. Buddo, to authorize the Township Administrator to make arrangements for the July 12, 2018 Butler County Township Association meeting to be hosted by Hanover Township for an amount not to exceed \$2500.00. Upon roll call, all three Trustees voted yes.

Update – Baseball Field Backstop Replacement: Mr. Henry provide the following report:

Baseball Field Backstop Update: Hanover Park

Over the last month a determination was made as reviewed with the Board in a prior meeting that the baseball diamond backstop was not considered safe anymore do to the overhang supports that were rotting showing possible signs of weakness. The area was roped off with signs put up to restrict access under the overhang. The field is used for local baseball team practice and general use by park visitors.

The Board authorized the Administrator to review proposals and select a company for ordering the equipment and installation not to exceed \$10,000.00. David A. Williams & Associates was selected due to their pricing and prior experience in providing service to the park. For purchase of the backstop assembly, freight costs and installation the total is \$8,695.00. A Purchase Order has been issued. Delivery and installation should occur soon.

In the interim, the Road Department crew removed the old backstop and arranged for OUPS to check for any utilities nearby.

2018 Road Program – Motion to Amend Resolution No. 14-18 (If Necessary)

The Township Administrator (Mr. Henry) presented the latest update for the 2018 Road Program that all bids had been rejected (except Retrace) due to costs well over estimates and that said program would be rebid shortly. It appears that new bids would in the range of \$308,000.00

which is a benchmark the Township has tried to stay at or below due to budget constraints. Trustees Miller and Johnson expressed concern that the Township had indicated through the a newsletter last year that the streets listed would receive repair and surface coating, making a promise to residents. Mr. Henry stated that new bids will come in prior to the next meeting and the County needs an answer.

After debate, the Board took the position that the Township would approve new costs not to exceed 5% over the \$300,000.00 benchmark or \$315,000.00. Mr. Henry stated that Resolution No. 14-18 and attachment must be formally amended to reflect this position.

A motion was made by Mr. Miller which was seconded by Mr. Johnson to **amend Resolution No. 14-18** and related attachment to reflect the following: The Township will be responsible for new bid prices up to a ceiling of \$315,000.00 for the Chip Seal Program, Blackmat Program and Retrace Program for 2018. Further, the Township Administrator is authorized to send this motion to the Butler County Engineer's Office if new bids received by BCEO are under the aforementioned ceiling. After discussion, a roll call vote was taken by the Fiscal Officer with Mr. Buddo voting yes, Mr. Miller voting yes and Mr. Johnson voting yes. Resolution No. 14-18 and Attachment are hereby amended.

Other Old Business: Chief Clark reported that the Fire Department Hiring Committee was to meet the following week to interview five candidates.

Mr. Henry added that the services of Personnel Profiles would be used for future hiring processes to help screen and determine the best candidates.

Mr. Henry also reported that the Cemetery grounds had been mowed by a contractor and the contractor would be submitting a quote to perform gutter work on the Firehouse.

New Business:

Resolution No. 35-18 – Then and Now – Legal Services: Mr. Henry explained that this resolution was for payments to Frost Brown Todd, LLC and Montgomery Rennie and Jonson. After some discussion, Mr. Miller made a **motion** to adopt Resolution No. 35-18, which was seconded by Mr. Johnson. Upon roll call, all three Trustees voted yes.

Resolution No. 35-18

Approving Purchase Orders and Subsequent Expenditures Provided Under the “Then and Now” Process as Recommended by the Fiscal Officer

Whereas, the Fiscal Officer reported on recent “Then and Now” activity and in particular actions associated with payments; and

Whereas, the Fiscal Officer recommends that payment associated therewith be authorized through a "Then and Now" Purchase Order (amounts over \$3,000.00) officially approved by the Board and payment made accordingly; and

Whereas, the Board of Trustees concurs with the recommendation of the Fiscal Officer,

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

Section I. That to promote sound and efficient fiscal operations for the Township, the following items are hereby approved:

- A) \$4,749.50: (Fund 2281) For Frost Brown Todd: Legal Services
- B) \$4,178.53: (Fund 2281) For Montgomery Rennie & Jonson: Legal Services

Section II. That the Fiscal Officer is authorized to take all necessary steps to process said expenditures and provide payment accordingly.

The foregoing resolution was adopted in an open public meeting and is a reflection of the official action taken by the Board of Trustees of Hanover Township Butler County, Ohio on the 9th day of May 2018.

<i>Board of Trustees</i>	<i>Vote</i>	<i>Attest and Authentication:</i>
Douglas L. Johnson	_____	_____ Gregory L. Sullivan
Larry Miller	_____	Fiscal Officer/Clerk
Jeff Buddo	_____	

Resolution No. 36-18 – Nuisance Abatement 2020 Stahlheber Road: Mr. Henry explained that this resolution would begin the legal process to declare the property at 2020 Stahlheber Road a nuisance. The property owner was not accepting service. Zoning Inspector Jim Fox had also been working on this property but had gotten no response from the owner. After some discussion, Mr. Buddo made a **motion** to adopt Resolution No. 36-18, which was seconded by Mr. Miller. Upon roll call, all three Trustees voted yes.

Resolution No. 36-18

**A Resolution Declaring the Property Owned by Preston Dewey
Located at 2020 Stahlheber Road in Hanover Township, A Nuisance**

Whereas, the Board of Trustees of Hanover Township has determined by a records search that Preston Dewey is the property owner of 2020 Stahlheber Road Hamilton, Ohio 45013 Tax Parcel Number B1020082000010 and said property has uncontrolled vegetation, and related debris; and

Whereas, pursuant to Section 505.87 of the Ohio Revised Code, the Board is authorized to determine that uncontrolled vegetation and weeds on a property constitutes a nuisance and order the property owner to remove such vegetation and related debris within seven days, and if the owner fails to remove the

nuisance or make arrangements therefore within the allotted time period, the Board may proceed to make provision to remove the nuisance and enter the entire cost of such removal on the tax duplicate for the property; and

Whereas, to address community complaints and prevent further deterioration of the neighborhood it is in the best interests of the Township to proceed under Section 505.87 of the Ohio Revised Code in order to remove the nuisance consisting of uncontrolled vegetation from the property.

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

Section I. That the Board has found that the property owned by Preston Dewey located at 2020 Stahlheber Road, Tax Parcel Number B1020082000010 is littered with uncontrolled vegetation constituting as nuisance under Ohio Revised Code Section 505.87 and orders the following actions:

A. The Owner of the referenced property is hereby ordered to remove the uncontrolled vegetation or make arrangements for removal within seven (7) days after receipt of notice of this resolution.

B. The Board authorizes the Township Administrator or his designee to make the notifications provided for under Section 505.87(B) of the Ohio Revised Code or to post said notice given the possible abandonment of the property.

C. If the owner of record does not remove the uncontrolled vegetation or make arrangements for the removal within seven (7) days after receipt of notice hereof, the Township Administrator is authorized to use Township resources including personnel or a subcontractor to remove the nuisance has described herein with all costs incurred to be documented and reported to the Fiscal Officer.

D. The Fiscal Officer shall report all expenses that the Township incurs for the removal of the uncontrolled vegetation to the Board of Trustees and prepare the necessary documentation to present to the Butler County Auditor for entry upon the tax duplicate as a lien upon the property for collection and reimbursement to the Township.

E. For the record it is noted that the Butler County Building and Zoning Department has issued orders for clean up with no action taken by the property owner.

Section II. That all deliberations and actions by the Board that resulted in formal actions have been open to the public and in compliance with all legal requirements including but not limited to Ohio revised Code Section 121.22 except as otherwise permitted thereby.

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 9thth day of May 2018.

Board of Trustees

Vote

Attest and Authentication:

Douglas L. Johnson
Larry Miller
Jeff Buddo

Gregory L. Sullivan
Fiscal Officer/Clerk

Motion – Continue with Care Works Managed Care Organization for BWC Issues: Mr. Henry requested the Board pass a motion confirming Care Works as the Township’s managed care

organization (MCO) for BWC related matters. After some discussion, Mr. Miller made a **motion**, seconded by Mr. Buddo, to confirm Care Works as the Township's managed care organization (MCO) for BWC related matters. Upon roll call, all three Trustees voted yes.

Motion – Approve Cincinnati Bell Contract – Business Phones: Mr. Henry explained that the Township has several accounts with Cincinnati Bell covering the operations in each building. Service contracts are expiring and through negotiations there is an opportunity upon renewal to save \$180.00 or more per year on different accounts. Mr. Henry requested a motion to authorize the Township Administrator to work on new service agreements with Cincinnati Bell for as many accounts as possible to realize cost savings to the Township. It appears the new agreements will cover a three-year period. After some discussion, Mr. Miller made a **motion**, seconded by Mr. Buddo, to authorize the Township Administrator to negotiate new service agreements for Cincinnati Bell Township accounts and to execute agreements in which savings can occur. Upon roll call, all three Trustees voted yes.

Motion – Approve Cemetery Lot Sell Back: Mr. Henry explained that Kenneth D. Dean owns grave site #1 Section K, Lot 10 and has since passed away. Probate Court has appointed David Ross Dean as the Executor of Kenneth Dean's estate and the Executor has determined the estate no longer needs said grave site valued at \$610.00. Mr. David Ross Dean is requesting a "buy back" by the Township. Proper documentation has been received to buy back this referenced grave for a total of \$610.00 minus a \$25.00 transfer fee. **Motion** by Mr. Miller, seconded by Mr. Buddo, to approve the aforementioned transfer and buy back of Grave 1 Lot 10 Section K from the estate of Kenneth D. Dean for \$610.00 minus a \$25.00 transfer fee. After discussion, a roll call vote was taken, and all three Trustees voted yes.

Zoning Appeal Notice – 2475 Morman Road Variance Accessory Structure: Mr. Henry referred the Trustees to a Notice of Public Hearing from the County regarding a request for a variance for an accessory structure at 2475 Morman Road. No other information was available, and no action was required by the Board.

Other New Business

Under Other New Business, Mr. Henry reported that information regarding levy fund expenditures was posted on the Township website.

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 April 2018; a thank you note from Delta Kappa Gamma; an article regarding Butler County block grant awards; a request for nominations for the Public Works Integrating Committee; the agenda for the May 10, 208 Butler County Township Association meeting; and an article regarding firearms discharge in townships.

Also under Other New Business, Mr. Henry reported that a special meeting may be needed to review group health care proposals.

Also under Other New Business, Chief Clark reported that the Queen of Peace festival was scheduled for June 1, 2, and 3. Chief Clark asked the Board for direction regarding assigning a life squad crew at this event. Mr. Henry noted that paid part-time employees could not exceed a

set number of hours each week and part-time pay status was different from stipend pay. The Board indicated it wanted a squad assigned to cover the event.

Also under Other New Business, Mr. Henry reported that the Township was to receive another Safety Award from the Hamilton Safety Council. The Township has received an annual safety award 10 out of the past 11 years. The award banquet was scheduled for May 17. Mr. Buddo and Mr. Gardner indicated they would attend to represent the Township.

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

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

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

Douglas L. Johnson, President: _____

Larry Miller, Trustee: _____

Jeff Buddo, Trustee: _____

Date: _____

6-13-18

Verified by: Greg Sullivan, Fiscal Officer: _____