



**Hanover Township Board of Trustees
February 24, 2021 Meeting Minutes**

Call to Order: Board Vice President Larry Miller called the meeting to order at 6:05 PM. Mr. Miller led the opening ceremonies and gave the opening invocation.

Roll Call: Fiscal Officer Greg Sullivan took a roll call with Messer's Buddo, and Miller present. Mr. Johnson was running late from out of town travel. Other officials present: Bruce E. Henry, Township Administrator; Fire Chief Phil Clark; BCSO Deputy Tanner and Road Superintendent Scot Gardner.

Approval of Meeting Minutes: Motion made by Mr. Buddo, seconded by Mr. Miller, to approve the January 22, 2021 Regular Meeting minutes and approve warrants for release/distribution as well as approval of reports. Upon roll call, Trustees Buddo and Miller voted yes to approve all. Mr. Johnson was absent.

Guest Presentation: There were no guest presentations.

Citizen Participation: No one wished to address the Board.

Administration Reports

Law Enforcement: Deputy Tanner gave the following report for the month of January 2021:

Butler County Sheriff's Office
District #6
Hanover Township Contract Cars
Monthly Report for January 2021

<u>Activity Area</u>	<u>Month Totals*</u>	<u>YTD</u>
• Dispatched Calls: 297		297
• Felony Reports: 04		04
• Misdemeanor Reports: 18		18
• Non-Injury Crash: 09		09
• Injury Crash: 02		02

Total Reports: 33.....33

- Assists/Back Up: 23 23
- Felony Arrests: 00 00
- Misdemeanor Arrests: 04 37
- OMVI Arrests: 00 00

Total Arrests: 0404

- Traffic Stops: 12 12
- Moving Citations: 14 14
- Warning Citations: 02 02
- Civil Papers Served: 0 00
- Business Alarms: 1 01
- Residential Alarms: 3 03
- Special Details: 24 24
- COPS Times: 5,200 (*Min.*) 5,200 Min
- Vacation Checks: 30 30

Reporting for Deputies Mayer and Tanner. Prepared by BEH.

Fire/EMS: Chief Clark presented the following written report for the month of January 2021:

Hanover Township Fire Department
Monthly Report for January 2021- Phil Clark Fire Chief
(Presented in February 2021)

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:	58	58
• Motor Vehicle Accidents:	01	01
• Fire Runs:	10	10
• Fire Inspections:	00	00
• Knox Box Details	00	00
• Other	00	00
• Total for the month:	69 Runs/Operations (Fire/EMS Runs)	

Total Year 2021: 69 Runs/Operations

(January 2020: 73 Runs/Operations)

Total for 2020	870	
Total for 2019	879	
Total for 2018	777	
Total for 2017	689	
Total for 2016	705	
Total for 2015	733	
Total for 2014	809	<i>5 year average (2016-2020): 784</i>
Total for 2013	750	<i>Run Increase Since 2006: 374</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	

Road/Cemetery: Mr. Gardner presented the following report for the month of January 2021:

**SUPERINTENDENT'S REPORTS
(February 24, 2021)**

Millville Cemetery Operations Report January 1 through January 31, 2021

5 Grave sold to Township residents (@ \$710)-----	\$3,550.00
2 Graves sold to nonresidents (@ \$995)-----	\$1,990.00
0 Old resident graves-----	\$ 0.00
6 Full Interments-----	\$ 6,200.00
0 Baby interments-----	\$ 0.00
1 Cremations-----	\$ 400.00
Foundation and Marker installation fees-----	\$1,331.20
0 Grave Transfer-----	\$ 0.00
Donations-----	\$ 0.00
Total: -----	\$ 13,271.20

Other Cemetery activities:

1. Fixed graves
2. Cleaned the office and garage
3. Picked up and removed flowers from stones

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

1. Picked up one deer carcass on Old Oxford and two on Morman Road.
2. Cleaned out a ditch and driveway pipe on Vizedom Road.
3. Filled out the yearly stormwater report.
4. Filled out the yearly Memorial cannon report.
5. Placed gravel along washed out berm on Vizedom Road.
6. Cleaned out beet juice tank and filled with AMP brine.
7. Performed snow and ice control on January 1, 17, 24, 25, 27, 30 and 31.
8. Cleaned trucks and equipment after monthly snow events.
9. 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 January Summary Report
(February 2021)**

- **Personnel and Health Insurance Issues:** Worked extensively with the Prosecutor's Office and Frost, Brown & Todd law firm examining personnel questions and new health care coverage issues.
- **Healthy Communities Coalition:** Represented Hanover Township in discussion related to building assets for youth and programming opportunities.
- **Fire Department Replacement Radios:** Worked on Motorola Financing Agreement for the Lease Purchase of replacement radios. The document consisted of 16 pages which required our internal review as well as that of the Prosecutor's Office. All work was completed and filed in time to receive the Motorola discount that was expiring on January 29, 2021.
- **COVID-19 Issues:** Continued working with the Fire Chief to insure all possible steps are taken to protect the work force.
- **Personnel/Scheduling Issues:** Worked on lining up alternative CDL drivers in the event of extended snow fall series due to possible expected shortages in available manpower.
- **Background Reviews and Evaluations:** Processed 5 employment backgrounds and scheduled testing for each. Conditional employment letters were prepared and sent to the potential employees.
- **Unemployment Compensation Issues:** Worked on review of two unemployment claims. One was ruled in our favor, the other one is under appeal as the person never worked for the Township.

- **Fiscal Operations: Ongoing-** We are continuing the process of reviewing all funds and awaiting settlement revenue from the County. We also prepared information and satisfied the current Moody's request as the firm evaluates our credit standing and the Fire Station Bond Issue.
- **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.
- **Public Employee Risk Reduction Program:** Prepared and filed required PERRP Report with the State of Ohio by February 1, 2021.
- **State Employee Relations Board:** Updated the Township's information form and completed comprehensive benefit analysis report required by SERB and filed. website including posting of the 2021 schedule.
- **Ohio Bureau of Workers Compensation- "True Up Report":** In preparing the True Up report for BWC, it appeared they had listed a rating premium factor that no longer applied and was more expensive. After asking for a review and appealing this matter, a determination was made that we could use the lower premium rating factor you were briefed on one year ago. Originally, we would have owed \$23,000.00, immediately due. After this review and appeal, we received a \$1432.00 rebate check.
- **Catch Basin Repairs: No Progress.** Still working on how to bid out the work needed for the failing catch basins. Road crew has been making some repairs. Scheduling a partial list for the 2020 construction season. **(Placed on hold due to economic issues COVID-19 related)**
- **Gene Avenue Culvert:** Ongoing- The Gene Avenue culvert project is still a priority and needs to be addressed in the near future. A Community Development Block grant application was submitted for this project and if funded, may be completed in 2021. No update for January from the County about awarding this project.
- **Wencella Drive Drainage Issues: Ongoing/No change-** The problem exists outside the right of way. (Still trying to figure out how to deal with the private property and R/W issues and financing- **still pending- no change.**

Personnel Actions and Other Items of Note

Personnel actions and appointment of new personnel underway for December 2020/January 2021:

Fire Department:

Hire subject to conditions:

Mr. Caleb J. Clemons 438 Charlberth Drive Hamilton, Ohio 45013 47025 as a FF/EMT-B at \$15.00 per hour for part time on station shift duty and \$18.00 per hour call in pay subject to final

review of qualifications and subject to the successful completion of the background check and approval by the Township Administrator.

Resignation: Cori Tobin FF/EMT-B Resigned from the Fire Department effective February 22, 2021

The following employees have achieved a higher credential and as per the Township Pay Plan are increased to the level authorized pursuant thereto.

Chad Wilson FF/EMT-B \$15.00 per hour part time on station effective 2/2/21, completed additional certification for Fire and background steps.

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

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: Additional security measures were installed for the administration offices and entry ways. Continuing to box older records in temporary card board file boxes stored in the garage area. More permanent solutions need to be determined- still pending.

Road Department: Working on finishing decal and light attachments for the new pick up truck.

Strategic Planning Session: Once the COVID-19 revenue impact is fully realized and the possible savings from cutbacks as well as increasing revenues in certain funds, a strategic planning session will be needed with the Board of Trustees and Administration in the first six months of 2021.

Of Note- Budget Information January 2021

Cash Balance as of January 31, 2021: \$2,327,500.47 (Includes CARES Act Revenue of \$35,374.23).

- 1) **Total Expenditures all funds for January 2021:** \$155,068.64 / **Revenue:** \$56,815.74
- 2) **Total General Fund cash on hand January 31, 2021:** \$859,831.68 (36.94%) of Total funds
- 3) **Total Fire/EMS Fund cash on hand January 31, 2021:** \$639,062.25 (27.46%) of Total funds

4) ***Monthly Revenue and Expenditure Reports by fund for January 2021 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

Fiscal Year 2015

Jan: \$1,148,374.71
Feb: \$1,158,413.75
Mar: \$1,551,667.37
Apr: \$1,458,584.04

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

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
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
Aug: \$1,274,996.15
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
May- Cash Balance: \$1,692,832.17
June- Cash Balance: \$1,622,292.66
July- Cash Balance: \$1,646,449.31
Aug- Cash Balance: \$1,584,537.39
Sept- Cash Balance: \$1,913,802.96
Oct- Cash Balance: \$1,598,162.43
Nov- Cash Balance: \$1,510,806.10
Dec- Cash Balance: \$1,415,972.54

Fiscal Year 2019

Jan- Cash Balance: \$1,285,186.49
Feb- Cash Balance: \$1,284,662.00
Mar- Cash Balance: \$1,282,053.24
Apr- Cash Balance: \$1,876,385.79
May- Cash Balance: \$1,863,302.50
June- Cash Balance: \$1,689,602.11
July- Cash Balance: \$1,627,758.24
Aug- Cash Balance: \$1,641,391.20
Sept- Cash Balance: \$2,153,934.83
Oct- Cash Balance: \$1,962,350.93
Nov- Cash Balance: \$1,861,470.50

_ Dec- Cash Balance: \$1,764,761.24

Fiscal Year 2020

Jan- Cash Balance: \$1,665,256.35

Feb- Cash Balance: \$1,672,757.34

Mar- Cash Balance: \$2,308,393.51

Apr- Cash Balance: \$2,230,590.13

May- Cash Balance: \$2,192,706.20

June- Cash Balance: \$2,290,635.31

July- Cash Balance: \$2,185,119.72

Aug- Cash Balance: \$2,281,130.53

Sept- Cash Balance: \$2,578,948.20

Oct- Cash Balance: \$2,32,780.90 (Excludes CARES Funding; If included balance is \$2,859,129.29

Nov- Cash Balance: \$2,446,861.80 (Excludes CARES Funding; If included balance is \$2,728,043.24

Dec- Cash Balance: \$2,436,152.18 (Includes \$35,374.23 CARES Revenue)

Fiscal Year 2021

Jan- Cash Balance: \$2,327,500.47

Feb- Cash Balance:

June 2019: The General Fund and Fire/EMS funds are holding consistent and moderately strong. Payments for equipment will hit these funds later in the year. General Obligation Bonds/Requirements being reviewed for possible changes more favorable to the Township. Goals for major purchases approved by the Board are being completed.

August 2019: The Fire Department Fund has been impacted by equipment purchases and station repairs. With the increased cost of personnel, fund revenues and expenditures must be continuously evaluated to insure that revenues levels are sufficient to maintain at a high level the primary functions of the department. For the Road Department two major pieces of equipment will come on line for scheduled payments impacting the overall available funds.

November 2019: Looking ahead with the Fiscal Officer regarding operational budgets and future levy requirements to insure that Hanover Township remains on a sound financial basis especially in light of capital requests that will be facing the Township.

December 2019: Examining switch over requirements for lowering Fire Dept. BWC premiums. Seeking reclassification to a better premium code.

February 2020: Received preliminary approval for reclassification of premium rating code for the Fire Department to lower payments. Awaiting final letter of approval to result in lower payments. Monitoring Fire Department staffing costs and increased payroll as the department seeks to improve response and coverage.

March/April: Due to COVID-19 circumstance several Community Center rentals were cancelled and refunds made. Revenue for facility rentals in the General Fund will take a hit in revenue generation. Gas Tax and Local Government revenues have experienced decreases due to COVID-19 issues/economics.

July/August/September: Will be evaluating revenue situation when tax settlements are received to determine what projects can be addressed in consultation with the Board of Trustees. Gas Tax and Local Government fund experienced decreases earlier but appear to be on the rebound. Cemetery revenue is increasing as well.

November 2020: Finishing up CARES Act purchases and payroll expenses to be completed or encumbered by November 20, 2020. Evaluating project list for 2021 to present to the Board.

December 2020: Evaluating final year expenditures and will be examining balances and outstanding issues as the Township moves into 2021. A number of projects are on hold due to the COVID-19 impact on revenues. In January 2021, fund balances and carry over as well as property valuation numbers will be analyzed. The Township must operate on carry over balances until tax settlements are received in April 2021.

January- March 2021: Fund balances and carry over as well as property valuation numbers will be analyzed the first quarter. The Township must operate on carry over balances until tax settlements are received in April 2021.

Also, the impact of COVID-19 on revenues and expenditures will be evaluated.

Old Business

Board Meeting Reminder

Mr. Henry reviewed the Board meeting schedule and reminded the Board that the March meetings was rescheduled for March 17, 2021. Media will be notified.

Old Business 8.b. BWC

Ohio Bureau of Workers Compensation- "True Up Report": Mr. Henry reported the following: In preparing the True Up report for BWC, it appeared they had listed a rating premium factor that no longer applied and was more expensive. After asking for a review and appealing this matter, a determination was made that we could use the lower premium rating factor the Board was briefed on one year ago. Originally, we would have owed \$23,000.00, immediately due. However, after this review and appeal, we received a \$1432.00 rebate check instead.

Motion: For the record, moved by Mr. Miller, seconded by Buddo to accept a rebate check totaling \$1,432.00 as part of the "True Up" report for salaries paid in 2020 for the Ohio Bureau of Workers Compensation. After discussion, the Fiscal officer called the role. The vote was: Mr. Buddo- yes, Mr. Miller- yes. Mr. Johnson absent. Motion approved.

Property Tax Issue: Mr. Henry provided the Board with an article from the Journal News dated February 5, 2021 which listed the percentage increases in property values which impacts property taxation. Hanover Township property valuation was listed at \$609,476,310.00 or a 11.5% increase over the current valuation.

New Business

Resolution No. 19-21 Approving 2021 Amended Certificate of Resources for the Township:

Mr. Henry and Mr. Sullivan explained this type of legislation was adopted annually to certify the total amount of revenue to be generated in 2021. It was noted the total available amount is less than the amount to be appropriated for 2021. In case of some problem during the continuing pandemic, there will be a cushion to protect the Township.

Resolution No. 19-21

Accepting The Final Amounts, Rates and Projections of Revenue and Expenditures as Determined By The County Budget Commission and Fiscal Officer through The Amended Official Certificate of Estimated Resources for 2021 By Fund

Whereas, the Fiscal Officer has continued to review fund balances and information from the County Budget Commission; and

Whereas, the Board of Trustees in accordance with provisions of the Ohio Revised Code had previously adopted a 2021 Final Appropriation in January 2021; and,

Whereas, The Fiscal Officer is certifying to the County Budget Commission the 2021 Final Amended Certificate of Resources for Hanover Township totaling \$4,849,319.60 available revenue to the Township for Fiscal Year 2021,

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

Section I. That the Amended Official Certificate of Resources for Hanover Township as prepared by the Fiscal Officer for Fiscal Year 2021 totaling \$4,849,319.60 is hereby approved (Reference ORC 5705.36) as reflected in the attachment herewith labeled “Attachment Resolution No. 19-21” for submission to the County Budget Commission.

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 24th day of February 2021.

Board of Trustees

Vote

Attest:

Douglas L. Johnson
Larry Miller
Jeff Buddo

Gregory L. Sullivan
Fiscal Officer/ Clerk

After some discussion, Mr. Buddo made a **motion** to adopt Resolution No. 19-21, which was seconded by Mr. Miller. Upon roll call, Mr. Buddo and Mr. Miller voted yes. Mr. Johnson absent. Motion and resolution approved.

It is the recommendation by Mr. Sullivan and Mr. Henry to amend Resolution no. 14-21 to reflect a practical adjustment to the Township's A final appropriations to reflect a more effective, safe approach for the 2021 available funds for expenditure.

Resolution No. 20-21

Amending Resolution No. 14-21 Reflecting Changes to the 2021 Budget and Appropriations for Hanover Township

Whereas, Resolution No. 14-21 was approved by the Board of Trustees on January 22, 2021 establishing the 2021 Budget and Appropriations for Hanover Township; and

Whereas, since the passage of this document, the Fiscal Officer conducted another review and has suggested some updates to the budget and appropriations; and

Whereas, an attachment has been prepared labeled “Attachment-Resolution No. 20-21 which reflects the updates/changes ass referenced above;

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

Section I. Resolution No. 14-21 is hereby amended reflecting revised total funds allocated (\$4,077,249.90) and the fund line items related thereto.

Section II. That the Fiscal Officer is authorized to make all adjustments related thereto for the 2021 Budget and Appropriations for Hanover Township.

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 24th day of February 2021.

Board of Trustees

Vote

Attest:

Douglas L. Johnson

Larry Miller

Jeff Buddo

Gregory L. Sullivan

Fiscal Officer/ Clerk

After some discussion, Mr. Buddo made a **motion** to adopt Resolution No. 20-21, which was seconded by Mr. Miller. Upon roll call, Mr. Buddo and Mr. Miller voted yes. Mr. Johnson absent. Motion and resolution approved.

Mr. Henry reviewed the Butler Rural Electric Community Connections Grant Program deadline was approaching February 28, 2021. Many times the Township has applied and received grant awards. Mr. Henry asked for the authority to submit requests for funding if project information can be identified that would be appropriate for consideration under this program. Mr. Henry indicated it is possible that no request would be submitted.

Resolution No. 21-21

Authorizing the Filing of February 2021 Applications for the Butler Rural Community Connections Grant Program

Whereas, the Township Administrator has reviewed the requirements for the February 2021 Community Connections Grant program sponsored by the Butler Rural Electric Cooperative; and,

Whereas, the Township has established priorities to serve the residents of the Township the cost of which exceeds available revenues especially in the areas of Fire/EMS Operations, Road department functions, Community Center Operations and Cemetery functions; 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 Township Administrator’s discretion to the Butler Rural Cooperative Community Connections Program by the end of February 2021 as reflected in the attachment labeled: Attachment to Resolution No. 21-21 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 February 24, 2021 and in accordance with applicable statutory requirements.

Board of Trustees

Vote

Attest:

Douglas L. Johnson
Larry Miller
Jeff Buddo

Gregory L. Sullivan
Fiscal Officer/ Clerk

After some discussion, Mr. Buddo made a **motion** to adopt Resolution No. 21-21, which was seconded by Mr. Miller. Upon roll call, Mr. Buddo and Mr. Miller voted yes. Mr. Johnson absent. Motion and resolution approved.

**Resolution No. 22-21
Authorizing Action Taken to Secure Contract with Butler County Engineer’s Office for
Road Salt**

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

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

Whereas, in order to save money and expedite the bidding process, it benefits the Township to enter into an agreement with the Butler County Engineer’s Office for road salt in the 2021-2022 winter season; and

Whereas, in order to meet deadlines established by the Butler County Engineer's Office for bidding, the Township Administrator forwarded the quantity estimate for Hanover Township prior to the Township Meeting,

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 approves the action taken by the Township Administrator entering into an agreement to participate with the Butler County Engineer’s Office for the bidding and purchasing of road salt for the 2021-2022 winter season.

Section II. That the Township Administrator and Road Superintendent are hereby authorized to file and sign all documents associated herewith for finalization of the contract.

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 24th day of February 2021.

Board of Trustees

Vote

Attest:

Douglas L. Johnson

Larry Miller

Jeff Buddo

Gregory L. Sullivan

Fiscal Officer/ Clerk

After some discussion, Mr. Buddo made a **motion** to adopt Resolution No. 22-21, which was seconded by Mr. Miller. Mr. Johnson entered the meeting at this point. Upon roll call, Mr. Buddo Mr. Miller and Mr. Johnson voted yes. Motion and resolution approved.

Barbara Stitsinger Recognition: Mr. Henry explained that Barbara Stitsinger submitted her resignation from service in the Fire Department effective February 2, 2021 after serving 22 years. It is appropriate to recognize such a dedicated long term volunteer and employee. Mr. Henry found out that she could not attend the meeting this evening.

Resolution No. 23-21

Recognizing Barbara Stitsinger for her Commitment to Public Service and Dedication to the Hanover Township Fire Department

Whereas, Hanover Township is blessed to have many individuals who provide outstanding service and professional commitment in serving residents of the Township; and

Whereas, Barbara Stitsinger has served the Hanover Township Emergency Medical Service and Fire Operations in the capacity of EMS Coordinator, EMT-I and Firefighter I; and

Whereas, Barbara Stitsinger over the years has assisted in upgrading the level of EMS services provided through the Fire Department: and

Whereas, Barbara Stitsinger has served with the Fire Department since February 2, 1999 resigning her position on February 2, 2021 completing 27 years of service; and

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

Section I. That on behalf of Hanover Township Fire Department and Township Administration Officials, expresses its gratitude and appreciation for Barbara Stitsinger's service to the Township.

Section II. That the Board of Trustees, Fiscal Officer, Fire Department and staff will miss the dedication and commitment to the Township. Further, the Board wishes her the best in her future endeavors.

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 24th day of February 2021.

Board of Trustees

Vote

Attest:

Douglas L. Johnson
Larry Miller
Jeff Buddo

Gregory L. Sullivan
Fiscal Officer/ Clerk

After some discussion, Mr. Buddo made a **motion** to adopt Resolution No. 23-21, which was seconded by Mr. Miller. Mr. Johnson entered the meeting at this point. Upon roll call, Mr. Buddo, Mr. Miller and Mr. Johnson voted yes. Motion and resolution approved.

Other:

Mr. Henry reviewed a request from Marshall Elementary regarding the acceptance of old Hanover School photographs and trophies. There are a number of photographs and many trophies that the school is asking if the Township can store and/or display these items. Mr. Henry is to have another follow up conversation with the Principal. After much discussion with viewpoints expressed by staff and all Board members, Mr. Buddo made a **motion** to work with Marshall Elementary to obtain and store the items referenced above, which was seconded by Mr. Miller. Upon roll call, Mr. Buddo, Mr. Miller and Mr. Johnson voted yes. Motion approved.

Mr. Henry briefly discussed the report provided to the Board regarding Health Insurance Issues and Questions. Mr. Henry asked the Board to review. It is perhaps appropriate to call a special meeting to discuss this matter in detail. The Board concurred.

Road Department Truck: Mr. Buddo asked about the status of the lights and additional equipment to be placed on the new Road Department Pick Up Truck. Mr. Gardner and Mr. Henry explained that the credit cards from the Township were not being accepted by the Company providing the parts. The matter along with ordering was given to the Fiscal Officer for follow up. Mr. Sullivan stated he was working on the matter.

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 January 2021, Ohio Township Association Legislative Update, Medicount Management Annual Activity Report, Hanover Reserve Zoning Appeal information (said appeal was approved) and Annual Meeting and Voting Notice from the Southwest Regional Water District.

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

Motion to Adjourn: Mr. Buddo 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:

Douglas L. Johnson, President: _____

Larry Miller, Trustee: _____

Jeff Buddo, Trustee: _____

Date: _____

Verified by: Greg Sullivan, Fiscal Officer: _____