



**Hanover Township Board of Trustees  
August 24, 2022 Meeting Minutes**

**Call to Order Regular Board Meeting:** Board President Larry Miller called the regular meeting to order at 6:00 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 Johnson, Buddo, and Miller present. Other officials present: Bruce E. Henry, Township Administrator; Fire Chief Phil Clark; Road Superintendent Scot Gardner and BCSO Deputy Tanner.

**Approval of Meeting Minutes:** Motion made by Mr. Johnson, seconded by Mr. Buddo, to approve the July 13 2022 Regular Meeting minutes and approve warrants for release/distribution as well as approval of reports. Upon roll call, all three Trustees voted yes to approve all.

**Guest Presentation: None**

**Citizen Participation: None**

**Administration Reports**

**Law Enforcement:** Deputy Tanner gave the following report for the month of July 2022:

**Butler County Sheriff's Office  
District #6  
Hanover Township Contract Cars  
Monthly Report for July 2022**

<b><u>Activity Area</u></b>	<b><u>Month Totals*</u></b>	<b><u>YTD</u></b>
• Dispatched Calls: 86		1219
• Felony Reports: 00		09
• Misdemeanor Reports: 05		68
• Non-Injury Crash: 05		35
• Injury Crash: 02		20

**Total Reports: 12.....114**

- Assists/Back Up: 05 55
- Felony Arrests: 00 02
- Misdemeanor Arrests: 00 14
- OMVI Arrests: 00 00

**Total Arrests: 00 .....16**

- Traffic Stops: 03 62
- Moving Citations: 02 44
- Warning Citations: 03 26
- Civil Papers Served: 0 00
- Business Alarms: 0 08
- Residential Alarms: 2 20
- Special Details: 01 36
- COPS Times: 2,400 (*Min.*) 39,600 Min
- Vacation Checks: 00 24

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Reporting for Deputy Tanner. Deputy Mayer is still on injury leave. Other west side deputies fill in for the contract car spot. During the month of July Deputy Tanner took vacation leave.  
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**Fire/EMS:** Chief Clark presented the following written report for the month of June 2022:

**Hanover Township Fire Department**  
**Monthly Report for July 2022- Phil Clark Fire Chief**  
**(Presented in August 2022)**

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:	69	477
• Motor Vehicle Accidents:	06	52
• Fire Runs:	10	90
• Fire Inspections:	00	03
• Knox Box Details	00	00
• Other	00	00
• Total for the month:	<b>85 Runs/Operations ( Fire/EMS Runs)</b>	

**Total Year 2022: 533 Runs/Operations**

(July 2021: 76 Runs/Operations)

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Total for 2021	1075	
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	5 year average (2017-2021): 858
Total for 2013	750	Run Increase Since 2007: 358
Total for 2012	693	
Total for 2011	719	
Total for 2010	748	
Total for 2009	676	
Total for 2008:	669	
Total for 2007	717	

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**SUPERINTENDENT'S REPORTS**  
**(August 24, 2022)**

Millville Cemetery Operations Report July 1 through July 31, 2022

<b>0 Graves sold to Township residents (@ \$900)-----</b>	<b>0.00</b>
<b>4 Graves sold to nonresidents (@ \$1200)-----</b>	<b>4,800.00</b>
<b>0 Old resident graves-----</b>	<b>0.00</b>
<b>11 Full Interments-----</b>	<b>13,700.00</b>
<b>0 Baby interments-----</b>	<b>0.00</b>
<b>3 Cremations-----</b>	<b>1,900.00</b>
<b>Foundation and Marker installation fees-----</b>	<b>4,608.00</b>
<b>Grave Transfer-----</b>	<b>0.00</b>
<b>Donations-----</b>	<b>0.00</b>
<b>Total: -----</b>	<b>\$25,008.00</b>

Other Cemetery activities:

1. fixed graves
2. cleaned office and garage
3. pick up and removed flowers from stones
4. cut up and removed tree from storm damage
5. cut grass four times and weed eat four times

6. removed six dead pine trees

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

1. Installed new boot on tire swing.
2. Installed 70 pieces of pipe insulation on Park parking lot cables.
3. Cold patched potholes.
4. Repaired the edge of road on Vizedom.
5. Repaired a driveway pipe on Hussey.
6. Started second round of roadside mowing.
7. Placed mulch around Veterans Memorial and trees at Park.
8. Picked up a sofa on Hogue Road.
9. Picked up a junk Sea Doo on Hussey.
10. Cut up a tree that fell on Four Mile.
11. Picked up a deer carcass on Morman Road.
12. Picked up a load of brush dumped on Ross Road.
13. Sprayed the edge and cracks in the road on Darrtown to prepare for black mat.
14. Cut grass on all Township properties four times.
15. Worked on equipment.
16. Pressure washed the black mold off our fuel tanks and containment system.
17. Performed truck, park, and stormwater inspections.

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

Mr. Henry presented the following report to the Board:

- **2022 Road Program**(Gene Ave): Ongoing-Worked with the Butler County Engineer's office to follow up on road program bid price increases and reported the Township's position. Participated in Zoom meetings regarding the Gene Avenue Project.
- **Insurance Matters:** Reviewed liability and property insurance documents with the local OTARMA insurance representative. Will receive final pricing and documents in August.
- **American Relief Fund Act:** Ongoing: Still awaiting word from the County regarding Township's request for County ARF funds.
- **Fiscal Operations- Ongoing:** Continued monthly analysis of the financial condition of the Township and working in planning of projects identified by the Board for possible implementation.
- **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 and reports.
- **Township Project Engineer and/or Architect: Ongoing-** Going through list of recommendations for the hiring of a professional architect and/or engineer to assist with key township projects.

- **Building and Zoning:** Working with Jim Fox on several properties in Alamo Heights and Old Oxford Road areas.
  - **Community Development Grants:** Received notice that the CD project submitted for the Community Center Parking Lot has been approved for \$124,000.00. Follow up with the County will be required.
  - **Personnel Issues:** Prepared background checks, hiring processing and tentative appointment of applicants to the Fire Department. Prepared a job description for an Administrative Assistant for the Administration.
  - **Drainage Concerns:** Ongoing- Fielded numerous questions regarding yard drainage issues and catch basin concerns. Provided suggestions for improving yard drainage.
  - **Park Committee:** Held meetings with the Park Committee to plan Wine Tasting/Cruise In set for September 24, 2022.
  - **Wine Tasting/Cruise In/Concerts:** Worked on contracts related to this event. Preparing documents to secure necessary State Liquor permits.
- \*\*\*\*\*
- **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 2022-2023 construction season. ARF Act funding pending for some of these catch basins.
  - **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 July/August 2022:***

#### ***Fire Department/ Hire Subject to Conditions***

1) Courtney Tuttle, Samuel Proffitt and Mason Newton are still being processed during July as approved last month.

2) Resignations in July: Jake Laney, Caleb Clemons and Ryan Jovonovich

#### **Cemetery**

Scottie O'Neill will be leaving the Cemetery to go back to school in late August.

### **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: \$2,555,744.03  
 Mar- Cash Balance: \$2,326,232.58  
 Apr- Cash Balance: \$2,936,429.83  
 May- Cash Balance: \$2,865,179.70  
 June- Cash Balance: \$2,814,391.86  
 July- Cash Balance: \$3,162,801.28  
 Aug- Cash Balance: \$3,018,684.99  
 Sept- Cash Balance: \$3,529,740.57  
 Oct- Cash Balance: \$3,487,179.01  
 Nov- Cash Balance: \$3,355,784.52  
 Dec- Cash Balance: \$3,269,634.31

**Fiscal Year 2022**

Jan- Cash Balance: \$3,106,359.45  
 Feb- Cash Balance: \$3,061,133.65  
 Mar- Cash Balance: \$3,780,417.05  
 Apr- Cash Balance: \$3,703,934.16  
 May- Cash Balance: \$3,643,272.43  
 June- Cash Balance: \$3,498,499.98  
 July- Cash Balance: \$3,866,009.07

**Of Note- Budget Information**

Cash Balance as of July 31, 2022: \$3,866,009.07 (Includes ARP funds)

- 1) Total Expenditures all funds for July: \$143,520.16 / Revenue: \$296,246.91
- 2) Total General Fund cash on hand July 31: \$1,084,878.29 (28.06%) of Total funds
- 3) Total Fire/EMS Fund cash on hand July 31: \$765,018.49 (19.79%) of Total funds

**4) *Monthly Revenue and Expenditure Reports by fund for this month of 2022 are attached to this report. See charts of expenditures and revenues.***

### **General Notes and Observations**

**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. Examining new COVID-19 Relief Bill for allocations to Townships.

**June- July 2021:** The Township should review what can be funded through the American Relief Act for Townships and develop a priority list of projects and costs. Need to schedule a work session in August and/or September to develop a project/program list.

**August-September 2021:** Must review and address rising costs of Fire/EMS operations and revenue that is not increasing at the same rate. Future consideration necessary to address level levy revenue.

**October 2021:** Analyzing American relief Fund Act regulations and forwarded Township projects for legal review under the Act. Once an opinion is rendered, a special Board meeting will need to be called for review.

**November 2021:** No word from legal counsel- American Relief Fund Act funds and their use. Administration is still running short. Road and Cemetery slowing getting back to full strength.

**December 2021 through February 2022:** Due to illness and furlough, the administration is still operating short-handed.

Township officials will review legal counsel opinions and updated Treasury regulations regarding the use of American Relief Act funding. Priority decisions on key projects and programs to be established by the Board of Trustees.

**March/April:** Reviewing comprehensive project listing of major projects need for the next 5-7 years. Prioritizing projects for ARF funding for the next two years.

**June to September 2022:** Finalize Township project priorities to be funded through ARF Act. Determine means for funding the Gene Avenue Project and begin planning for Community Center Parking lot.

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## **Old Business**



**Gene Avenue Culvert Repair/Replacement Project  
Alamo Heights Subdivision**

**Original Background:** The Gene Avenue major culvert underneath one of the primary roadway access points into the Alamo Heights subdivision has reached a state of disrepair due to stormwater damage. This conclusion was reached after an analysis by the Butler County Engineer's Office. In addition, the Butler County Engineer's Office provided estimates for repair and replacement of this major culvert. The total cost of repair represents about 40-50% of the Road Program project budget for Hanover Township. This repair has already been delayed due to budget issues and lack of grant funding. This project represents a critical infrastructure need. **This project has been in the top infrastructure priorities of the Township for the last 3 years.**

**Alamo Heights Gene Avenue Culvert Repair**

Estimated Price \$109,338.51

**Grant Request: \$100,000.00**

Local Match: \$9,338.51

**Updated Notes for June/ July 2022:**

- CD Grant Approved in 2021: \$71,000.00
- Was scheduled for bidding originally through BCEO in 2022 as part of the overall 2022 Township Road Program.
- May 11, 2022: BCEO advised new cost estimate totals **\$250,000.00**. Box Culverts on are back order.
- Butler CD Grant Officials being contacted by BCEO and Hanover Township to see if any leftover CD money is available to add to this project. Answer- NO.
- June 3, 2022: Zoom conference call involving BCEO Engineers, David Fehr, Director County Department of Development, Susan Ellerhost, County CD Manager, and Hanover Township (Bruce Henry). Options/Discussion to be presented to the Board of Trustees on June 8, 2022.
- Subsequent follow up meetings were held in July and August among the parties involved. It appears the \$71,000.00 CD Grant cannot be carried over into 2023. BCEO wishes to combine this project with another similar project to be constructed in 2023. Also BCE wants to know if any AR Funds would be used to offset the Township's costs. It appears the Township may be paying the whole increase.

**OTARMA Insurance Roof Analysis and Payment:** The analysis report and insurance checks have been received. Five roofs received storm damaged and needed to be replaced. The OTARMA has worked with two of the three bidders/prospective contractors from which proposals were received. OTARMA sent checks minus a \$500.00 deductible to repair the Road Department, salt bin, Shelter No. 1, Shelter No. 2 and Community Center.

**Motion:** All background information regarding roof proposals and amounts have been reviewed in previous Board meetings. Three companies submitted proposals and each were vetted. Roberts Roofing submitted the lowest and best proposal totaling \$49,400.00. The insurance carrier had worked with Roberts Roofing in the past and believed the company did good work based upon input they received. As the result of funding being available now and the roofs need to be replaced before winter weather, Mr. Buddo made a motion to approve proceeding with Roberts Roofing Company at a cost not to exceed \$49,400.00 to replace roofs as listed above which was seconded by Mr. Miller. After further discussion, Mr. Sullivan called the roll with all three Trustees voting yes.

**Zoning Enforcement Changes:** Mr. Henry provided a memo to the Board regarding the new enforcement posture as recommended by the County Prosecutor's Office. The working relationship with Jim Fox is excellent, it appears there will be more work placed upon townships in regard to addressing nuisances.

**OTARMA Insurance Renewal:**

#### **Resolution No. 35-22**

### **Approving Property, Vehicle and Liability Insurance Renewals Through a Contract With the Ohio Township Risk Management Authority for Policy Year September 2, 2022 through September 1, 2023**

*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; and

*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 as well as Coverage Extensions for new Fire Equipment and Road Department Equipment as well as a rebate of \$967.11 (to be mailed separately) for the new contract period resulting in a net cost for the new policy period of 31,549.89 which includes an additional one million dollars in liability coverage up to four million dollars; and

*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 but has increased by \$2,133.56 this renewal period due to new valuation of buildings and equipment,

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

**Section I.** Resolution No. 35-22 is hereby approved authorizing the renewal of the property, vehicle, and liability insurance coverage for the period commencing September 2, 2022 through September 1, 2023 with the Ohio Township Risk Management Authority as represented locally by Lovins Insurance Agency for a cost not to exceed \$32,517.00 (with an anticipated rebates/credits of \$967.11 to be received at a later date) as outlined in an attachment herewith labeled "Attachment Resolution No.35-22".

**Section II.** The Township Administrator is hereby authorized to execute all contracts and related documents thereto on behalf of the Township.

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 24<sup>th</sup> day of August 2022.

**Board of Trustees**

**Vote**

**Attest and Authentication:**

**Larry Miller**

**Jeff Buddo**

**Douglas L. Johnson**

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**Gregory L. Sullivan**

**Fiscal Officer/ Clerk**

After reviewing the proposal, the Board decided it is in the best interest of the Township to renew with OTARMA due to pricing and service. Mr. Johnson made a motion to approve the renewal of property and liability insurance through Resolution No. 35-22 which was seconded by Mr. Buddo. After further discussion, Mr. Sullivan called the roll with all three Trustees voting yes.

**Road Program BCEO 2023:**

**Resolution No. 36-22**

**Approving the 2023 Road Resurfacing and Retrace Program and Estimates for Hanover Township**

**Whereas**, Hanover Township works with the County Engineer’s Office annually to cooperate with the county in the paving/road program; and

**Whereas**, the Township Trustees desire to participate in the 2023 Paving, Repair and Retrace Program with estimates provided by the County Engineer and new advice/information presented by the BCEO in 2022; and

**Whereas**, an attachment has been prepared labeled “Attachment-Resolution No. 36-22 which reflects the roads, special projects and related estimates approved by the Board of Trustees for the 2023 program;

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

**Section I.** Resolution No. 36-22 is hereby approved authorizing the participation of Hanover Township in the 2022 Resurfacing and Repair Program through the Butler County Engineer’s Office, taking advantage of economies of scale, based upon the estimates to be provided by the Butler County Engineer's Office.

**Section II.** That the roads approved by the township are set forth in the attachment labeled “Attachment Resolution No. 36-22 as well as authorize cooperation with the Butler County Engineer's Office in implementing the Gene Avenue culvert project.

**Section III.** That this Resolution and attachment are to be delivered to the Butler County Engineer’s Office prior to September 1, 2022.

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 August 2022.

***Board of Trustees***

***Vote***

***Attest:***

Larry Miller  
 Jeff Buddo  
 Douglas L. Johnson

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\_\_\_\_\_  
 Gregory L. Sullivan

Mr. Buddo made a motion to approve Resolution No. 36-22 and Attachments to forward to the Butler County Engineer's Office which was seconded by Mr. Johnson. After discussion, Mr. Sullivan called the roll with all three Trustees voting yes.

Attachment to Resolution No. 36-22 (Paving, Rebase and Retrace)

**PAVING REQUEST**

PAVEMENT

	<u>FROM</u>	<u>TO</u>	<u>PAVE</u>	<u>REPAIR</u>
SANTA MARIA	ROSS HANOVER	SR 129	YES	YES
ROSARY CIR	MORMAN	SR 129		YES

PROFILE MILL AND PAVE

**REBASE**

Gardner Road 6' X 21'      Ross Road 4' X 150'

Morman Road Dead End 5' X 20', 6' X 10', 5' X 75'

Morman Road Township Section 4' X 60', 4' X 10', 4' X 40', 4' X 90'

**RETRACE**

- 1) Decamp Road from Stillwell Beckett to the Township line with center lines.
- 2) Krucker Road from Stillwell Beckett Road to State Route 130 Center and Edge lines.
- 3) Morman Road from Stillwell Beckett Road to State Route 130 with center and edge lines.

**2023 Special Projects Implemented Through  
Butler County Engineer's Office  
August 24, 2022**

- 1) Gene Avenue Culvert Project Estimate: \$250,000.00  
(Will use local road funds, possible CD Funds and American Relief Act Funds)
  
- 2) Hanover Township Community Center Drainage and Parking Lot Improvements  
Estimated: \$124,000.00/ Community Development Block Grant Award

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**Land Bank Agreement:**

**Resolution No. 37-22**

**Authorizing and Approving the Filing of a Grant Application and Agreement with the  
Butler County Land Bank for Assistance in Dealing with Blighted or Dilapidated Properties  
in Hanover Township**

*Whereas*, Hanover Township has held discussions with the Butler County Land Bank regarding obtaining assistance in addressing blighted or dilapidated properties in the Township; and

*Whereas*, the Board of Township Trustees wishes to work with the Land Bank to assist with addressing blighted or dilapidated properties for which the Township has limited or no funding for the more serious problems in the Township; and

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

***Section I.*** Resolution No. 37-22 is hereby approved authorizing the participation of Hanover Township with the Butler County Land Bank to seek assistance for dealing with blighted or dilapidated properties and approves the filing of grant requests to the Land Bank.

***Section II.*** That the Township Administrator is hereby authorized to prepare and submit grant applications for blighted and dilapidated properties for which the Township has insufficient funding to address.

**Section III.** That the Township Administrator is authorized to execute all documents related hereto in behalf of 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 August 2022.

**Board of Trustees**

**Vote**

**Attest:**

Larry Miller  
Jeff Buddo  
Douglas L. Johnson

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Gregory L. Sullivan  
Fiscal Officer/ Clerk

Mr. Henry reviewed the recent discussions with Seth Geisler of the County Land Bank. There is an opportunity to apply for funds to address the larger nuisance issues for which the Township has no money to address. The is resolution is the first step to get the process moving. Mr. Buddo made a **motion** to approve Resolution No. 37-22 regarding the County Land Bank which was seconded by Mr. Johnson. After discussion, Mr. Sullivan called for a roll call vote with all three Trustees voting yes.

**Motion:** August 24, 2022

Ref: Community Development Block Grant Award  
Community Center Parking Lot Improvements

Hanover Township was notified by the Community Development Department of Butler County that the Township' application for Community Center Parking Lot Improvements for \$124,000.00 was approved and awaiting final HUD sign off. This project will be implemented through Butler County and bid out through the Butler County Engineer's Office.

**The motion** is to accept the Community Development Block Grant award of \$124,000.00 and authorize the Township Administrator to sign all implementation and contract documents with Butler County to move the project ahead as soon as possible. Mr. Miller made a motion to approve the foregoing which was seconded by Mr. Buddo. After discussion, Mr. Sullivan called the roll with all three Trustees voting yes.

**Railroad Crossing Issue:**

**Railroad Crossings:**

Mr. Miller, Mr. Henry and Mr. Gardner met with CSX and PUCO officials at the Darrtown Road, Hussey Road and Decamp Road Crossings (8/2/22). Evaluation and discussions occurred regarding each location. Recommendations for 100% funding for these locations to install the below listed facilities:

CSX Transportation, DOT  
#154070R, TR 207 / Decamp  
Road -AFLS/Gates both  
quads  
-1 Bell  
-Bungalow SW quad

CSX Transportation, DOT  
#154069W, TR 228 / Hussey  
Road -AFLS/Gates both  
quads  
-2 Bells  
-Bungalow NW quad  
-Illumination (1) at crossing

CSX Transportation, DOT #154065U, TR 227 Darrrtown Road  
-AFLS/Gates both quads  
-2 Bells  
-Bungalow NW quad platform  
-LHA to trim back vegetation NW quad  
-NW quad to have retaining wall for maintainers to access bungalow  
safely

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**Resolution No. 38-22**

**Authorizing the Filing of August 2022 Applications for the Butler Rural Community Connections Grant Program**

Whereas, the Township Administrator has reviewed the requirements for the August 2022 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 August 2022.

**Section II.** That the Township Administrator is hereby authorized to complete the necessary documents and sign the appropriate forms to submit up to two applications referenced herein that address Township priorities.

**Section III.** That the Board of Trustees acted upon this matter in an open public meeting on August 24, 2022 and in accordance with applicable statutory requirements.

***Board of Trustees***

***Vote***

***Attest:***

Larry Miller  
Jeff Buddo  
Douglas L. Johnson

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

Mr. Henry asked for this authorization in case there is time to come up with acceptable projects from any of the department heads in the audience. A motion was made by Mr. Miller seconded by Mr. Johnson to approve Resolution No. 38-22. After discussion, Mr. Sullivan called the roll with all three Trustees voting yes.

**Change in December Meeting:**

Mr. Henry reviewed some concerns about holding the December meeting on the 14th which is later than in past years. As such he requested the Board to change the December Board meeting to December 7, 2022. After discussing the issues, Mr. Buddo made a motion to change the December Board meeting to December 7th. Mr. Miller seconded the motion. Mr. Sullivan took a roll call vote with all three Trustees voting yes.

Mr. Henry asked the Board to review the information under Miscellaneous Correspondence in their packets:

- 1. Butler County Building Permit Report for July 2022**
- 2. OTA Legislative Update July**
- 3. Medicount Management Report for June 2022**
- 4. Newspaper Article: Annexation Award S. Clair Township**
- 5. Newspaper Article: CSX Road Blockage- Ohio Supreme Court Ruling**
- 6. Newspaper Article: New Programs Internet Access**
- 7. Other**

The Board requested an Executive Session to discuss personnel issues pursuant to Section 121.22 of the Ohio Revised Code. Mr. Miller made a motion to adjourn the regular meeting and move into Executive Session which was seconded by Mr. Buddo. Mr. Sullivan called the roll with all three Trustees voting yes.



Mr. Miller made a motion to move out of Executive Session and reconvene the public meeting.  
Mr. Sullivan called the roll with all three Trustees voting yes.

There was no further business to come before the Board

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

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**August 24, 2022 Minutes Approved by the Board of Trustees as Witnessed by their Signatures:**

*Larry Miller, President:* \_\_\_\_\_

*Jeff Buddo, Vice President* \_\_\_\_\_

*Douglas L. Johnson, Trustee:* \_\_\_\_\_

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

*Verified by: Greg Sullivan, Fiscal Officer:* \_\_\_\_\_