



**Hanover Township Board of Trustees
November 15, 2023 Meeting Minutes**

Call to Order: Board President Jeff Buddo called the meeting to order at 6:00 PM. Mr. Buddo led the opening ceremonies and gave the opening invocation.

Roll Call: Mr. Greg Sullivan, Fiscal officer/Clerk took a roll call with Messer's Johnson and Buddo present. Mr. Miller excused absence. Other officials present: Bruce E. Henry, Township Administrator; Road Superintendent Scot Gardner, BCSO Deputy Tanner and Phil Clark, Fire Chief.

Approval of Meeting Minutes: Motion made by Mr. Johnson, seconded by Mr. Buddo, to approve the September 25th regular meeting minutes and approve warrants for release/distribution as well as approval of reports. Upon roll call Mr. Johnson and Mr. Buddo voted yes to approve all.

Guest Presentation: 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 October 2023: (Mr. Henry presented as Deputy Tanner was responding to a call)

Butler County Sheriff's Office

District #6

**Hanover Township Contract Cars
Monthly Report for October 2023**

<u>Activity Area</u>	<u>Month Totals*</u>	<u>YTD</u>
• Dispatched Calls:120		1416
• Felony Reports: 03		33

- Misdemeanor Reports: 10 59
- Non-Injury Crash: 08 30
- Injury Crash: 03 28

Total Reports: 24.....123

- Assists/Back Up: 18 223
- Felony Arrests: 00 06
- Misdemeanor Arrests: 02 12
- OMVI Arrests: 00 00

Total Arrests: 0217

- Traffic Stops: 16 105
- Moving Citations: 12 62
- Warning Citations: 08 54
- Civil Papers Served: 0 03
- Business Alarms: 1 14
- Residential Alarms:05 45
- Special Details: 14 108
- COPS Times: 5,200 (*Min.*) 40,000 Min.
- Vacation Checks: 00 79

Reporting for Deputy Tanner and Deputy Mayer.
Prepared by BEH.

Fire/EMS: Chief Clark presented the following written report for the month of October 2023:

Hanover Township Fire Department
Monthly Report for October 2023- Phil Clark Fire Chief
(Presented in November 2023)

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:	70	528
• Motor Vehicle Accidents:	06	61
• Fire Runs:	16	135
• Fire Inspections:	00	04
• Knox Box Details	00	00
• Other	00	00

- Total for the month:

**92 Runs/Operations
(Fire/EMS Runs)**

Total Year 2023: 724 Runs/Operations

(October 2022: 90 Runs/Operations)

Total for 2022	1010	
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	<i>5 year average (2017-2021): 858</i>
Total for 2013	750	<i>Run Increase Since 2007: 358</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	



**SUPERINTENDENT'S REPORTS
(November 15, 2023)**

Millville Cemetery Operations Report October 1 through October 31, 2023

4 Graves sold to Township residents (@ \$1,400)-----	5,600.00
0 Graves sold to nonresidents (@ \$1200)-----	0.00
0 Old resident graves-----	0.00
6 Full Interments-----	8,800.00
0 Baby interments-----	0.00
3 Cremations-----	3,300.00
Foundation and Marker installation fees-----	2,400.00
Grave Transfer-----	0.00

Donations----- 0.00

Total: -----\$20,100.00

Other Cemetery activities:

1. fixed graves
2. cleaned office and garage
3. pick up and removed flowers from stones
4. cut grass four times
5. trimmed bushes out front

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

1. Performed the third and final round of roadside mowing.
 2. Picked up a deer carcass on Morman Road.
 3. Cut grass on all Township properties four times.
 4. Took down the Martin birdhouse and built a new one.
 5. Installed flags on the Community Center sign.
 6. Installed a new cable in the stop posts in the Playground parking lot.
 7. Picked up topsoil and filled in ruts around edge of the Community Center parking lot.
 8. Got out everything for Haunted Harvest.
- Performed monthly truck, park, and stormwater inspections.

Administrator's Report (Financials and Personnel Issues)

Administrator **October** Summary Report
(November 15, 2023)

- **Community Center Parking Lot:** During October the Township Administrator met with County Engineer's officials to review the Community Center parking lot project as most of the work was completed in October (cost \$202,622.00). Final review and walk through will take place in November.
- **American Relief Fund Act: ARPA) Ongoing:** Received notification from the Board of Commissioners about the proposed allocation of ARPA Funds for Township projects that serve the underserved population. Hanover Township has registered and a project needs to be developed and submitted to the County.
- **Fiscal Operations- Ongoing:** Continued monthly analysis of the financial condition of the Township and working in planning of projects identified by the Board for implementation. Obtained data from the Fiscal Officer and prepared Township funds analysis for the monthly Board meeting. Prepared Trustee packets and reports.
- **Haunted Harvest:** The event was held on October 29th in the rain. Approximately 190 kids turned out. Thanks to all the volunteers who helped. Major Sponsors included Stony Enterprises, Butler Rural Electric and Board of Trustees.

- **Park Restroom Project:** During the month of the October 2023, the Township Administrator met with the Luminaut architects and published bid notices in the Journal News and on the Township Website with bids to be received October 27th. No bids were received and a new solicitation will need to be authorized.
- **Township Meetings:** Prepared materials and held meetings with the Park and Veterans Committee to plan for the November 11th Veterans Day Ceremony and Luncheon2023. Worked on gift cards, veterans certificates and ordered ceremonial cake for the event.
- **Community Development Block Grants:** Based upon the project ratings approved by the Board of Trustees, the Township Administrator met with various contractors to development estimates for grant preparation. Work on the applications was ongoing, getting ready for a November 3rd deadline.
- **Fire Department Grants:** Worked with Lt. Baden on two grants for the Fire Department. one of which was approved and the other pending. Also forwarded information regarding OTARMA grants available.
- **MetroParks:** Worked with MetroParks staff to set up public information meetings in Hanover Township.
- **Open Burning: Ongoing-** Despite the change in weather, open burning continues to be a problem in some areas. The Administration fielded a number of phone calls related to complaints and questions regarding the law. Information is being distributed to the public.
- **Nuisances and General Complaints:** Fielded several calls and visited various properties to ascertain if the property condition violated debris, Junk Vehicle or dilapidated structure statutes under Township law. Working on properties on Old Oxford, Fairy Drive, Millville Oxford and Reily Millville, Queen Mary and Stahlheber.

Personnel Actions and Other Items of Note

October - November:

Fire Department/ Hire Subject to Conditions

Hire: Lexi Krause 5496 Brown Road Oxford, Ohio 45056 as an EMS Trainee on call at a rate of \$15.00 per hour subject to final review of qualifications and subject to the successful completion of the background check by the Township Administrator.

Hire: Jakob Poe 586 Harrison Avenue Hamilton, Ohio 45013 as an EMS Trainee on call at a rate of \$15.00 per hour subject to final review of qualifications and subject to the successful completion of the background check by the Township Administrator.

Hire: Aidan Plogmann 630 Valley Trails Drive Harrison, Ohio 45013 as a Firefighter/ EMT at a rate of \$18.00 per hour on station subject to final review of qualifications and subject to the successful completion of the background check by the Township Administrator.

Hire: Olivia Stenger 12386 Five Points Road Sunman, Indiana 47041 as an EMT-B at a rate of \$17.00 per hour on station subject to final review of qualifications and subject to the successful completion of the background check by the Township Administrator.

Hire: Nathaniel Croley 3372 Sumac Terrace Cincinnati, Ohio 45239 as a Firefighter/ EMT at a rate of \$18.00 per hour on station subject to final review of qualifications and subject to the successful completion of the background check by the Township Administrator.

Hire: Jonathan Von Trotha as an EMT-B at a rate of \$17.00 per hour on station subject to final review of qualifications and subject to the successful completion of the background check by the Township Administrator.

Cemetery

No updates.

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: \$2,2906,35.31
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: \$3,7 03,934.16
May- Cash Balance: \$3,643,272.43
June- Cash Balance: \$3,498,499.98
July- Cash Balance: \$3,866,009.07
Aug- Cash Balance: \$3,903,052.77
Sept- Cash Balance: \$4,264,684.95
Oct- Cash Balance: \$4,201,970.71
Nov- Cash Balance: \$4,092,018.29
Dec- Cash Balance: \$4,039,299.87

Fiscal Year 2023

January Cash Balance: \$3,559,160.92
February Cash Balance: \$3,475,575.97
March Cash Balance: \$3,496,580.72
April Cash Balance: \$4,121,487.83
May Cash Balance: \$3,861,490.93
June Cash Balance: \$3,739,555.00
July Cash Balance: \$3,675,692.32
August Cash Balance: \$3,496,048.90
September Cash Balance: \$4,067,959.69
October Cash Balance: \$3,996,729.39

Of Note- Budget Information

- 1) **Total Expenditures all funds for October: \$159,272.05 / Revenue: \$493,680.04**
- 2) **Total General Fund cash on hand October 31: \$1,446,102.83 (36.18%) of Total funds**
- 3) **Total Fire/EMS Fund cash on hand October 31: \$858,155.07 (21.47%) of Total funds**
- 4) ***Monthly Revenue and Expenditure Reports by fund for this month of 2023 are attached to this report. See charts of expenditures and revenues.***

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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.

October to November 2022: Need to finalize 2023 Road Program and use of county and local ARPA funds.

December 2022/April 2023: Once received from various sources, a review of projects and how they will be financed should be prioritized

May/June 2023: Restroom project a priority and must work with architects to get the project started. Also examining budgets to address road projects and Fire Department issues.

July/August: Finalizing work drawings on the Park Restroom and Road Department projects. Trustees to review overall finances and Fire Department future financing.

October/November: Working on implementing Park Restroom Project, Community Center Parking Lot Construction Project and Road Department Improvements. Developing information for additional County ARPA funds allocation.

Old Business

Nuisance Update **October- November 2023**

1) Fairy Drive and Millville Avenue: Township orders were sent. No response as of this writing. Inspection early October showed no change. May have to initiate Nuisance provisions later in the year.

2) Other nuisances being worked on include Woodbine (Dumping- referred to the County), Lanes Mill (debris and trash), Old Oxford (Junk Vehicles and weeds- progress made/ looks much better), Millville Avenue (Excessive vegetation and weeds- progress made), Millville Oxford- 3 properties excessive vegetation and noxious weeds- two properties progress made.

3) Progress made on 1660 Millville Oxford Road. The Owner will cut the high grass and noxious weeds.

4) County Zoning Office was sent 7 properties for review, 6 of which involved campers in the front yard. The final one was for junk vehicles. Streets involved included Old Oxford, Boyle, Millville Oxford and Isabella. The Junk Yard at 428 Morman Road was officially referred back to the Zoning Office for follow up. No written report received as of this date.

5) 3999 Stillwell Beckett: Received request from the Prosecutor's Office to allow more time for the responsible parties to address the situation before filing a court action- updated as of October 18th. The matter is being discussed with the Land Bank for site demolition if a court declaration is needed. Still in progress.

6) Shady Nook: Mr. Henry met with Land Bank officials and the applied for a \$65,000.00 grant for acquisition and demolition.

6) Merle and Vanda: Orders were written by the Township for excessive vegetation and junk vehicle. The responsible party has responded and indicated the issues will be addressed within 30 days. The owner called on September 12th and seeking further direction. A of October 18th, most issues have been addressed.

7) 2406 Columbus Drive- Request was sent to listed ownership to finish the work in the front yard. Letter was not accepted and returned to the Township.

Other Old Business

Hanover Park restroom Project

Mr. Henry presented information regarding the plans to replace the Park Restroom. The Park Restroom Project was put out for public bid in this month. Bids are due by 2:00PM Friday October 27th. Notice was also posted on the Township website along with the specifications and advertized in the Journal News. No bids were received and the project will need to be rebid in 2024.

Community Development Project Submittal Update

Three projects were submitted as approved last month. However, the Board authorized the Administrator to update cost estimates presented by various contractors. The new estimates were received and submitted as reflected below:

Attachment Resolution No. 42-23 CD Project Rankings Community Development Block Grant Requests November 2023

**Utility Safety Improvements Project
Hanover Township Memorial Park
Priority Ranking:1**

**Township Memorial Park General Utility and Safety Improvements
Description and Budget
Priority Ranking #1**

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

**General Park Utility and Safety Improvements
Funding requested for CD Grant: \$109,816.00**

(Township match would pay for some site work, tap fees and ground restoration/seeding up to \$10,000.00)

**Priority Ranking #2/Playground Equipment
Hanover Township Memorial Park
Description and Budget**

Hanover Township Memorial Park serves residents from the surrounding areas, particularly those children who do not have neighborhood play areas, especially in eastern Hanover Township and western Hamilton. The playground serves primary children ages 2 through 14 and except for extremely harsh weather is used year round. Major events are held in this park in June and October aimed at kids under age 14 to have a safe place to assemble and have fun. Currently the Township has no money to upgrade nor add new equipment. The money would be used to replace older equipment and purchase new and safe playground equipment to satisfy the interest of the children who use the facility. It is estimated that costs including installation would be \$96,571.00. Community Development Block Grant funds have been used in the past for park upgrades. It is roughly estimated that 12,000 kids use these facilities throughout the year.

Playground Equipment Improvements
Funding Request for CD Grant: \$96,571.00
Local Cash Provided: \$8,700.00

**Hanover Township Community Center Improvements
Priority Ranking #3
Description and Budget**

The Hanover Township Community Center, located across the street from the Township Park, hosts numerous civic functions, private parties and special classes for the community. On average the facility is used for at least 13 events per month. The facility can seat up to 110 people for a dinner or more for a presentation or training. The facility was used by the State Auditor for required Public Records training for southwestern Ohio officials. In addition, the Community Center is used by the Board of Elections for election voting. The Center serves over 100 veterans for the annual Veterans Day luncheon. The facility is used by local residents throughout the year for birthdays, holiday parties and special activities. Again we see many residents from the east side of Hanover Township and west side of Hamilton using the facility. The project calls for the replacement of old worn out floor tiles, upgrade the walls and fixtures of the restrooms and complete upgrade of the kitchen area including wall coverings, floor tile replacement, and cabinet refurbishing and electrical socket upgrades to meet current safety standards.

Funding Requested for CD Grant: \$192,920.00
Local Cash Provided: \$10,000.00

Other:

The Fire Chief and Deputy Tanner described a run recently to a property located across from Shady Nook. The Fire Chief stated that the property is completely surrounded by trees and shrubs. He stated he thought he observed possible building code and zoning code violations not observable from the street. Mr. Henry asked if he had a written report or called the matter into the Building and Zoning Office. The Chief had done neither and Mr. Henry stated that he couldn't call it in since he did not witness the issues or had direct knowledge that the Building and Zoning Office requires regarding these types of complaints.

New Business

Mr. Henry and Mr. Gardner explained the proposed 2024 Road Program, cost estimates and ARPA allocation. Previously the Board reviewed these proposed projects with the staff last month. This resolution is required to officially present the program to the Butler County Engineer's Office. Mr. Buddo made a motion to approve the resolution which was seconded by Mr. Johnson. After discussion, Mr. Sullivan called the roll with Mr. Buddo and Mr. Johnson voting yes. Mr. Miller was absent.



Hanover Township Butler County, Ohio

Resolution No. 45-23

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 2024 Paving, Repair and Retrace Program with estimates provided by the County Engineer and new advice/information presented by BCEO in the fall of 2023; and

Whereas, an attachment has been prepared labeled “Attachment-Resolution No. 45-23 which reflects the roads, special projects and related estimates approved by the Board of Trustees for the 2024 program;

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

Section I. Resolution No. 45-23 is hereby approved authorizing the participation of Hanover Township in the 2024 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. 45-23 as well as authorize cooperation with the Butler County Engineer's Office in implementing said program.

Section III. That this Resolution and attachment are to be delivered to the Butler County Engineer’s Office prior to December 1, 2023.

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 15th day of November 2023.

Board of Trustees

Vote

Attest:

Jeff Buddo
Douglas L. Johnson
Larry Miller

Three horizontal lines for voting.

Gregory L. Sullivan
Fiscal Officer/ Clerk

UNIT PRICE	\$848.00	\$603.00	\$3.64	3.00%	1.00%	1.00%	1.00%	5.00%		
ITEM	642		614		802					
<p>Hanover Township 2024 Retrace Estimate October 19, 2023</p>										
Road	Start	Finish	Mile	LF	LS	LS	LS	LS	COST	
DARRTOWN RD	NICHOLS	TWP. LINE	0.520	1.040	10	33.13	11.04	55.22	\$1,214.93	
			0.000	0.000	0	0.00	0.00	0.00	\$0.00	
			TOTAL	0.520	1.040	10	33.13	11.04	55.22	\$1,214.93

RECEIVED

OCT 19 2023

HANOVER TOWNSHIP

2024 Paving Estimate

UNIT PRICE	533.75	\$152.66	\$2.56	\$231.96	\$388.75	\$1,410.75	\$5,546.20	\$1,138.65	\$1,735.23	4.00%	0.50%	0.50%	5.00%
ITEM	253	754	448	64	64	64	802	64	802	64	802	802	802
Finish	SY	SY	SY	CT	EA	Mile	Mile	Mile	EA	LS	LS	LS	LS
9 MILES NORTH	805	0	11493	479	4	1.800	0.900	1.800	1	7,980.32	997.57	997.57	9,975.65
REGINA PLACE	199	0	2843	119	0	0.000	0.000	0.000	0	3,823.28	227.91	227.91	2,791.10
ONLY 5 LOCATIONS	0	88	0	0	0	0.000	0.000	0.000	0	503.51	62.94	62.94	629.39
ONLY 1 LOCATIONS	0	24	0	0	0	0.000	0.000	0.000	0	145.59	18.20	18.20	181.99
ONLY 1 LOCATIONS	0	45	0	0	0	0.000	0.000	0.000	0	272.99	34.12	34.12	341.24
ONLY 1 LOCATIONS	0	24	0	0	0	0.000	0.000	0.000	0	145.59	18.20	18.20	181.99
TOTAL	1004	176	14836	598	4	1.800	0.900	1.800	1	10871.49	1338.54	1338.54	13389.36
													\$28,946.01

- 1) WARMUP TO Old Oxford
- 2) Isabella Lane TO Columbus Drive
- 3) Claude Court Base Repair
- 4) WARD way Base Repair
- 5) Decamp Road Base Repair
- 6) Strahlheber Road Base Repair

Mr. Henry explained the need to clarify and update Resolution No. 78-02 regarding noise regulation. Mr. Johnson made a motion to approve the resolution which was seconded by Mr. Buddo. After discussion, Mr. Sullivan called the roll with Mr. Buddo and Mr. Johnson voting yes. Mr. Miller was absent.

Resolution No. 46-23 Updating and Approving A Noise Regulation Policy

Whereas, in September 2002 the Hanover Township Board of Trustees adopted Resolution No. 78-02 regulating noise regulation in Hanover Township pursuant to Section 505.172 of the Ohio Revised Code; and,

Whereas, it is necessary to clarify and update the referenced noise regulation policy; and,

Whereas, Section 505.172 of the Ohio Revised Code still provides the authority for Townships to regulate noise pursuant to subsection (B) that is generated within any areas zoned for residential use.

Be it Resolved by the Board of Trustees of Hanover Township:

Section I. It is hereby declared For such purpose, it is hereby declared that, within the unincorporated area of Hanover Township, it shall be unlawful for any person, or entity, to knowingly generate or

knowingly permit to be generated, any unreasonable noise, sound or vibration associated with such noise or loud noise, sound or associated vibration .

A) Audible or perceptible, at a distance which is equal to, or exceeds, the lesser of:

1. 100 feet from the source of the noise, sound or vibrations; or
2. 50 feet from any boundary line of the property from which the noise regulation shall not be applicable to any of the activities exempted under the provisions of R.C. 505.172.

B) No loud noise between the hours of 11:00 PM and 7:00 AM is permitted unless specifically exempted by Ohio Revised Code Provisions.

Section II. The Butler County Sheriff's Office Deputies if contacted to respond to complaints regarding noise that appears not to be in compliance with this resolution may use their discretion in advising the violator to cease and desist.

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 15th day of November 2023.

Board of Trustees

Vote

Attest:

Jeff Buddo
Douglas L. Johnson
Larry Miller

Gregory L. Sullivan
Fiscal Officer/ Clerk

Volunteer and Employee Recognition/Appreciation 2023:

The Board of Trustees decides on annual basis whether or not to express appreciation for service by community volunteers and employees for the year. In order to hold such a recognition in 2023, the Board has to decided to proceed but not to set up an in person program in light of COVID-19 issues and Flu issues.

Should the Board decide to proceed with such a recognition in 2023, a motion is needed to provide for a "Thank You" holiday greeting card and gift certificate in a minimum amount of \$25.00 to \$50.00 with total Township expenses not to exceed \$3,500.00.

Motion made by Mr. Buddo, seconded by Mr. Johnson to approve the employee and volunteer recognition program for gift cards at a cost not to exceed \$3500.00

After discussion, the Fiscal Officer asked for a Roll Call vote with the following result: Trustees Buddo and Johnson voting yes. Mr. Miller was absent.

New Business: Cemetery Lot Buy Back

Ronnie and Shirley Davis 6050 Layhigh Road Okeana, Ohio 45053 wishes to sell back to Hanover Township four cemetery plots in Millville Cemetery located in Section K Lot #128, graves 4 and 5 valued at the time for \$1100.00.. A written request to sell back the lots for \$1100.00 minus the Township's \$25.00 transfer fee has been presented with the proper documentation.

Motion: Moved by Buddo, seconded by Johnson to approve the aforementioned buy back of Graves for a net total of \$1075.00.(Documentation on file).

After discussion, the Fiscal Officer asked for a Roll Call vote with the following result: Trustees Buddo and Johnson voting yes. Mr. Miller was absent.

For the Record: On December 6th at 5:45PM, in accordance with Ohio Revised Code Provisions, the Township Records Commission consisting of the Board President and Fiscal Officer. The Township Administrator will serve as the staff person.

Reminder: The Board of Trustees organizational meeting is scheduled for Wednesday January 24, 2024.

New Business: Marijuana Issue

Mr. Miller had requested that the Township reaffirm and add to its position regarding prohibiting the establishment and operation of Medical Marijuana Cultivation, Processing, and Retail Dispensaries in Hanover Township as the result of the passage of State Issue 2. Trustees Buddo and Johnson expressed concern as well and supported reintroduction of this resolution with additional provision relating to retail sales that may be accessed by minors and concerns associated with recreational use. Therefore, this resolution is amended to reflect those changes.

Motion made by Mr. Johnson, seconded by Mr. Buddo reconfirm and approve Resolution No. 47-23. After discussion, the Fiscal Officer asked for a Roll Call vote with the following result: Trustees Buddo and Johnson voting yes. Mr. Miller was absent.

RESOLUTION NO. 47-23

A Resolution to Reaffirm the Strong Stance of Hanover Township Regarding Marijuana Prohibiting the Establishment and Operation of Medical Marijuana Cultivation, Processing, and Retail Dispensaries in Hanover Township

Whereas, The Board of Trustees approved Resolution No. 30-17 in May 2017 prohibiting the establishment and operation of medical marijuana cultivation, processing, and retail dispensaries in Hanover Township; and,

Whereas, concerns have been raised regarding minors accessing potential retail establishments to obtain marijuana related items as well as recreational use; and,

WHEREAS, Ohio Revised Code Section 3796.29 provides that a board of township trustees may adopt a resolution to prohibit or limit the number of medical marijuana cultivators, processors, and dispensaries within the limits of the township; and

WHEREAS, the Board of Township Trustees of Hanover Township takes legislative notice that the use, possession, cultivation, distribution, and sale of marijuana, whether for medical or recreational use, remains illegal under the Controlled Substances Act, codified at 21 U.S.C. Section 841.

NOW, THEREFORE, BE IT RESOLVED by the Board of Township Trustees of Hanover Township, Butler County, Ohio, that:

SECTION 1. For the protection of the health, safety, and welfare of the residents of Hanover Township, the cultivation, the processing, and the dispensing at retail of medical and recreational marijuana

shall not be permitted at any location within the limits of the unincorporated area of Hanover Township, Butler County, Ohio, and

SECTION 2. For the protection of the health, safety, and welfare of the residents of Hanover Township, the cultivation, the processing, and the dispensing at retail of medical and recreational marijuana are each prohibited within the limits of the unincorporated area of Hanover Township, Butler County, Ohio.

SECTION 3. The Board finds and determines that all formal actions of this Board concerning and relating to the passage of this Resolution were adopted in open meetings of this Board and that the deliberations of this Board were in meetings open to the public in compliance with all legal requirements including section 121.22 of the Ohio Revised Code.

SECTION 4. 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 15th day of November 2023.

Board of Trustees

Jeff Buddo

Douglas L. Johnson

Larry Miller

Vote

Attest:

Gregory L. Sullivan
Fiscal Officer/ Clerk

Backhoe Issue

Mr. Gardner and Mr. Henry reviewed with Board regarding the difficulties and costs encounter in trying to repair the Road Department 2000 Caterpillar backhoe. Cots are exceeding \$19,000.00 and if possible it is time to consider purchasing a new backhoe instead of spending more money with no quarantine that the old unit will work correctly and last longer. We have stopped the work to discuss the matter with the Board. Not sure what the final repair invoice would be but short of \$30,000.00? New unit cost range is \$120,000 to \$160,000.

After much discussion, Mr. Buddo made a **motion** to stop the work and explore the purchase of a new backhoe unit as well asking the Fiscal Officer and Township Administrator how such a purchase could be accomplished. After much discussion, Mr. Buddo made a motion to stop the work and explore the purchase of a new backhoe unit as well asking the Fiscal Officer and Township Administrator how such a purchase could be accomplished. Said motion was seconded by Mr. Johnson.

After discussion, the Fiscal Officer asked for a Roll Call vote with the following result: Trustees Buddo and Johnson voting yes. Mr. Miller was absent. Mr. Sullivan stated he would check with the Township's depository bank to determine if we can finance the proposed purchase for a decent rate.

Board of Commissioners ARPA Allocation Discussion (\$150,000)

Mr. Henry provided the background article from the Journal News regarding the County Commission objectives for serving the less fortunate and the steps to go through to qualify for the allocation. The Township has registered for the program and indicated a desire to submit a project for consideration by the County. Mr. Henry suggested a few ideas but will present projects for consideration in December. The Board of Trustees discussed some ideas and asked questions for clarification. (Ideas such as project clean up for Alamo Heights, Park Shelters, walking path improvements etc). A final determination/clarification from the County will be needed to see if any ideas fit the objectives by the County.

Other Business:

The Board asked about the Fire Department Open House for December. The Chief stated it set for December 16th and asked Lt. Rhodus (who was in the audience) for the times. Unless changed the suggested time was 4:00PM to 8:00PM. Mr. Henry asked for details and would help publicize the event. (Later in November it was determined that the time of the Holiday Open House was set at 2:00PM to 6:00PM)

Chief Clark discussed cooperating with "Toys for Tots" by collecting items at the Fire Station. The Chief also discussed some of the classes in Columbus regarding OPERS and Fire Department personnel. He stated that the Fiscal officer should attend and also another Command Officer from the Fire Department. Mr. Sullivan and Mr. Henry asked that that person be identified so arrangements can be made for the OTA Conference.

Miscellaneous Correspondence:

Items Included in this section for review by the Board of Trustees:

1. Butler County Building Permit Report for August 2023
2. OTA Legislative Update
3. Medicount Management Report for July 2023
4. Article: Property Valuation Issues Butler County/ Tax Hikes
5. Chart: ODOT Repair and Paving Project Old Oxford Road
6. Other

No other business presented at this time. Mr. Henry asked for a brief Executive Session to discuss personnel issues in accordance with Section 121.22 of the Ohio revised Code.

Motion: Mr. Buddo moved to adjourn the public portion of the meeting and move into Executive Session which was seconded by Mr. Johnson. Mr. Sullivan called the roll with Trustees Johnson and Buddo voting yes. Trustee Miller was absent.

Motion: Mr. Johnson made a motion to reconvene to public session which was seconded by Mr. Buddo. Mr. Sullivan called the roll with Trustees Johnson and Buddo voting yes. Trustee Miller was absent.

Mr. Henry presented the suggestion about compensating the Fire Department Command Officers now and look at the Department's finances after 2023 is closed out. There was some concern about having sufficient carry over to run the department for the first quarter of 2024 and the subsequent impact of the new pay scale implemented for the department. Motion: Mr. Buddo made a **motion** to approve a 5% increase in the Captains, Deputy Chief and Chief's monthly salary (not the hourly rate for runs) to be effective the November 27th pay period which was seconded by Mr. Johnson. After discussion, Mr. Sullivan called the roll with Trustees Johnson and Buddo voting yes. Trustee Miller was absent.

Mr. Henry mentioned that a corollary resolution (Res. No. 48-23) that was attached to Resolution No. 45-23 did not get copied. Therefore, at the request of the Butler County Engineer's Office Resolution No. 48-23 requires passage to qualify for the ARPA road funds provided by the Board

of County Commissioners. A similar resolution was passed last year with the same wording to qualify for the ARPA funds.

WHEREAS, the Board of Trustees of **Hanover** Township is responsible for maintaining all roads within its township pursuant to Ohio Revised Code Section 5535.01; and

WHEREAS, the Board of Commissioners of Butler County, Ohio received federal funds pursuant to the American Rescue Plan Act of 2021 (“ARPA”) and has allocated part of those funds for the repair and resurfacing of roads within each Butler County township to offset part of the cost of maintaining township roads (see attached Exhibit “A”); and

WHEREAS, the board of trustees of **Hanover** Township is a “political subdivision having authority to construct, reconstruct, resurface, improve, repair, and maintain roads or streets...” (R.C. 5535.08(C)); and

WHEREAS, the board of trustees of **Hanover** Township, has identified and provided to the Butler County Engineer, the specific streets and approximate mileage that **Hanover** Township is requesting to be included in the invitation to bid for construction, reconstruction, resurfacing, or repair contract which is attached as Exhibit “E”; and

WHEREAS, the Board of Trustees of **Hanover** Township and the Board of Commissioners of Butler County, Ohio may “...enter into an agreement with ...township... whereby the board undertakes, and is authorized by the contracting subdivision, to exercise any power, perform any function, or render any services, on behalf of the contracting subdivision or its legislative authority, that such subdivision or legislative authority may exercise, perform, or render...” (R.C. 307.15); and

WHEREAS, the Board of Trustees of **Hanover** Township desires to approve reciprocal resolutions with the Board of Commissioners of Butler County, Ohio and on behalf of the Butler County Engineer to construct, reconstruct, resurface, improve, and repair roads or streets; and

WHEREAS, the Board of Trustees of **Hanover** Township delegates its authority pursuant to R.C. 5535.01 and R.C. 5535.08 to, and specifically authorizes, the Board of Commissioners of Butler County, Ohio and the Butler County Engineer, in accordance with R.C. 307.15, to: exercise any power, perform any function, or render any services; to prepare all plans, specifications, details, and estimates of cost for the construction, reconstruction, resurfacing, improvement or repair of roads; to take all actions necessary for the construction, reconstruction, resurfacing, improvement, or repair of roads; to prepare invitations to bid and award all contracts in the manner provided by law; and to ensure that all actions necessary and proper to complete the project are in compliance with the Federal requirements pursuant to 2 C.F.R. 200 which includes internal controls (2 CFR 200.303), a procurement policy (2 CFR 200.318(a)), affirmative steps to assure that minority business, women’s business enterprises, and labor surplus area firms are used when possible (2 CFR 200.321) and standards of conduct (2 CFR 200.318(b)); and

WHEREAS, the Board of Trustees of **Hanover** Township, pursuant to R.C. 5535.08(C)(1), delegates its authority to, and specifically authorizes, the Butler County Engineer to pay contractors who have been awarded contracts through the Butler County Engineer’s Office, with the ARPA funds that have been allocated to **Hanover** Township by the Board of Commissioners of Butler County, Ohio (see attached Exhibit “A”), until the allocated ARPA funds are exhausted; and

WHEREAS, the Board of Commissioners of Butler County, Ohio shall be responsible for any and all reporting requirements for the ARPA funds received and subsequently allocated by the Board of Commissioners of Butler County, Ohio to offset the cost of maintaining township; and

WHEREAS, the Board of Trustees of **Hanover Township**, upon receipt of an invoice, shall pay directly to the contractors who have been awarded contracts through the Butler County Engineer’s Office, any and all additional funds for work required to complete **Hanover Township’s** road repair project, once the county ARPA funds allocated to the Township in the attached Exhibit “A” are expended; and

WHEREAS, the Board of Trustees of **Hanover** Township shall be responsible for any and all reporting requirements for any ARPA funds for which Township was a direct recipient and which will be paid by the ; Board of Trustees and

Resolution No. 48-23

WHEREAS, the Board of Trustees of **Hanover** Township are required, prior to expenditure of funds, to adopt internal controls (2 CFR 200.303), a procurement policy (2 CFR 200.318(a)), and standards of conduct (2 CFR 200.318(b)); and

WHEREAS, the Board of Commissioners of Butler County Ohio have adopted the Butler County Uniform Guidance Policies which is in compliance with the Federal requirements pursuant to 2 C.F.R. 200 which includes internal controls (2 CFR 200.303), a procurement policy (2 CFR 200.318(a)), and standards of conduct (2 CFR 200.318(b)); and

WHEREAS, the Board of Trustees of **Hanover** Township, in order to be in compliance with the Federal requirements pursuant to 2 C.F.R. 200, including internal controls (2 CFR 200.303), a procurement policy (2 CFR 200.318(a)), and standards of conduct (2 CFR 200.318(b)), will adopt the Butler County Uniform Guidance Policies in its entirety which is attached as Exhibit “B”; and

WHEREAS, the Board of Trustees of **Hanover** Township has attached as Exhibit “C” the proposed reciprocal resolution from the Board of County Commissioners of Butler County Ohio.

NOW THEREFORE BE IT:

RESOLVED, that the Board of Trustees of **Hanover** Township, has identified and provided to the Butler County Engineer, the specific streets and approximate mileage that **Hanover** Township is requesting to be included in the invitation to bid for construction, reconstruction, resurfacing, or repair contract which will be attached as Exhibit “E”; and

RESOLVED, that the Board of Trustees of **Hanover** Township, pursuant to Ohio Revised Code Sections 5535.01 and 5535.08, and in accordance with Ohio Revised Code Section 307.15, approve reciprocal resolutions with the Board of County Commissioners of Butler County Ohio and the Butler County Engineer for the construction, reconstruction, resurfacing, improvement, or repair of roads to be located in **Hanover** Township, but only to the extent of the current projects identified herein; and

RESOLVED, that the Board of Trustees of **Hanover** Township, upon receiving the executed reciprocal resolution from the Board of County Commissioners of Butler County Ohio, delegates its authority pursuant to R.C. 5535.01 and R.C. 5535.08 to, and specifically authorizes, the Board of Commissioners of Butler County, Ohio and the Butler County Engineer, in accordance with R.C. 307.15, to: exercise any power, perform any function, or render any services; to prepare all plans, specifications, details, and estimates of cost for the construction, reconstruction, resurfacing, improvement or repair of roads; to take all actions necessary for the construction, reconstruction, resurfacing, improvement, or repair of roads; to prepare invitations to bid and award all contracts in the manner provided by law; and to ensure that all actions necessary and proper to complete the project are in compliance with the Federal requirements pursuant to 2 C.F.R. 200 which includes internal controls (2 CFR 200.303), a procurement policy (2 CFR 200.318(a)), affirmative steps to assure that minority business, women’s business enterprises, and labor surplus area firms are used when possible (2 CFR 200.321) and standards of conduct (2 CFR 200.318(b)) (the county adopted reciprocal resolution to be attached as Exhibit “D”).

RESOLVED, that the Board of Trustees of **Hanover** Township, upon receiving the executed reciprocal resolution from the Board of County Commissioners of Butler County Ohio, delegates its authority pursuant to R.C. 5535.01 and R.C. 5535.08 to, and specifically authorizes, the Board of Commissioners of Butler County, Ohio and the Butler County Engineer, to pay contractors who have been awarded contracts through the Butler County Engineer’s Office, with the ARPA funds that have been allocated to **Hanover** Township by the Board of Commissioners of Butler County, Ohio (see attached Exhibit “A”), until the County allocated ARPA funds are exhausted.

RESOLVED, the board of trustees of **Hanover** Township, shall pay directly to contractors who have been awarded contracts through the Butler County Engineer’s Office, invoices received for work required to complete the Township’s road repair project, after the county allocated ARPA funds for **Hanover** Township have been exhausted.

RESOLVED, the Board of Trustees of **Hanover** Township, will complete the reporting requirement for the use of any ARPA funds received directly by **Hanover** Township, and paid by **Hanover** Township to contractors who have been awarded contracts through the Butler County Engineer’s Office, for any and all additional amount of funds required to complete the Township’s road repair project, as required by the American Rescue Plan Act of 2021.

RESOLVED, the Board of Trustees **Hanover** Township, after reviewing the Butler County Uniform Guidance Policies in their entirety, hereby accepts, approves and adopts the Butler County Uniform Guidance Policies in its entirety which is attached as Exhibit “B”.

RESOLVED, the Board of Trustees of **Hanover** Township hereby finds and determines that all formal actions relative to the adoption of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board, which resulted in those formal actions, were in meetings open to the public in compliance with the law.

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 15th day of November 2023.

Board of Trustees

Jeff Buddo
Douglas L. Johnson
Larry Miller

Vote

Attest:

Gregory L. Sullivan
Fiscal Officer/ Clerk

CERTIFICATE/ AUTHENTICATION:

State of Ohio, Butler County

I, Gregory L. Sullivan the fiscal officer of **Hanover** Township, Butler County, Ohio, certify that the foregoing Resolution No. 48-23 is taken and copied from the record of proceedings of the Township, and that it has been compared by me with the resolution on the record and is a true copy.

Signature of Fiscal Officer: _____

Date: _____

November 15th Meeting

Motion to Adjourn

There being no further business to be considered by the Board, Mr. Buddo moved, seconded by Mr. Johnson to adjourn the Board of Trustees November 15th meeting. Upon roll call, Trustees Buddo and Johnson voted yes. Trustee Miller was absent.

November 15, 2023 Minutes Approved by the Board of Trustees as Witnessed by their Signatures:

Jeff Buddo, President: _____

Douglas L. Johnson, Vice President _____

Larry Miller, Trustee: _____

Date: _____

Verified by: Greg Sullivan, Fiscal Officer: _____
