



**Hanover Township Board of Trustees
January 22, 2025 Meeting Minutes**

Call to Order: Board President Douglas L. Johnson called the regular Board meeting to order at 6:00 PM. Mr. Johnson led the opening ceremonies and gave the opening invocation.

Special Note/Action: Mr. Johnson explained that the Fiscal Officer, Mr. Sullivan was ill and cannot attend the meeting. Therefore, Mr. Johnson made a motion to appoint Mr. Henry Acting Clerk for the meeting. The motion was seconded by Mr. Miller. After brief discussion, a roll call was taken with Mr. Miller and Mr. Johnson voting yes.

Roll Call: Mr. Bruce Henry, Acting Clerk, took a roll call with Messer's Miller and Johnson present with Jeff Buddo on an excused absence due to illness. Other officials present: Road Superintendent Scot Gardner, Phil Clark, Fire Chief and Deputy Steve Tanner came in later in the meeting.

Reorganization of the Board of Trustees- Election of Board Officers for 2025 (Fiscal Officer Presides)

1. **Resolution No. 01-24:** Adjourn Sine & Die
2. **Resolution No. 02-24:** Nomination/Election of President
3. **Resolution No. 03-24:** Nomination/Election of Vice President
4. **Resolution No. 04-24:** Adjourn Out of Sine & Die

Mr. Johnson stated that until Mr. Buddo is present he moved to table Resolutions 01-25 to 04-25 until further notice. Mr. Miller seconded the motion. Mr. Henry called the roll with Mr. Miller and Mr. Johnson voting yes.

Approval of Meeting Minutes: Motion made by Mr. Miller, seconded by Mr. Johnson, to approve the November 20, 2024 regular meeting minutes (No meeting held in December) and approve warrants for release/distribution as well as approval of reports. Upon roll call Mr. Miller and Mr. Johnson voted yes to approve all.

Guest Presentation: Rich Surace, Chief Operating Officer of Energy Alliance, the Township's electric aggregation consultant wanted discuss electrical market bidding/prices as the Township's agreement with Dynegy is expiring in April 2025. Mr. Surace explained the complications of the market and all energy suppliers were raising their rates including Dynegy. He discussed the importance of being flexible to lock in the best rate with short notice and suggested the Township Administrator be authorized to to lock in the best rate for the Township when notified of the bidding process results as rates move up very quickly. The Trustees asked questions about the process and thanked Energy Alliance for the past work with the Township.

Citizen Participation: No one wished to address the Board.

Administration Reports

Law Enforcement: Board President Johnson delayed this report until Deputy Tanner enter the meeting.

Butler County Sheriff's Office
District #18
Hanover Township Contract Cars
Monthly Report for December 2024

<u>Activity Area</u>	<u>Month Totals*</u>	<u>YTD</u>
• Dispatched Calls:127		1541
• Felony Reports: 02		24
• Misdemeanor Reports: 07		72
• Non-Injury Crash: 02		48
• Injury Crash: 02		24
Total Reports: 13.....		157
• Assists/Back Up: 23		328
• Felony Arrests: 00		00
• Misdemeanor Arrests: 01		14
• OMVI Arrests: 00		01
Total Arrests: 00		19
• Traffic Stops: 12		110
• Moving Citations: 03		76
• Warning Citations: 07		52
• Civil Papers Served: 0		02
• Business Alarms: 1		11
• Residential Alarms:01		61
• Special Details: 07		155
• COPS Times: 2,800 (<i>Min.</i>)		46,320 Min.
• Vacation Checks: 12		83

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

Hanover Township Fire Department

Monthly Report for December 2024- Phil Clark Fire Chief

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:	48	640
• Motor Vehicle Accidents:	07	94
• Fire Runs:	14	159
• Fire Inspections:	00	00
• Knox Box Details	00	00
• Other	00	00
• Total for the month:	69 Runs/Operations	(Fire/EMS Runs)

Total Year 2024: 903 Runs/Operations

(December 2023: 74 Runs/Operations)

Total for 2023	867	
Total for 2022	1010	5 year average (2019-2023)
Total for 2021	1075	940 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	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	

SUPERINTENDENT'S REPORTS
(January 22, 2025)

Millville Cemetery Operations Report December 1 through December 31, 2024

7 Graves sold (@ \$1,400)-----	9,800.00
6 Full Interments-----	7,000.00
0 Baby interments-----	0.00
4 Cremations-----	3,095.00
Foundation and Marker installation fees-----	2,640.00
Grave Transfer-----	0.00
Donations-----	0.00
Total: -----	22,535.00

Other Cemetery activities:

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

Road, Streets and Park
(Scot Gardner)

1. Painted curves on dead-end on Morman Road so school buses can back in off Nichols in the dark.
2. Salted two watermain breaks.
3. Salted roads for ice and snow control one time.
4. Replaced two street name signs.
5. Finished getting the reach mower back together.
6. Worked on GovDeals equipment.
7. Repaired potholes on Stahlheber, Claude Court, and Cochran Road.
8. Cut up a tree that fell on Nichols Road.
9. Put up pieces of the fence behind the Community Center blown down by wind.
10. Moved the recycling dumpsters and swept up broken glass and picked up litter multiple times.
11. Cleaned out bugs from under porch lights on the Community Center.
12. Swept parking lot at the Road Department and cleaned up silt accumulated by the building.
13. Performed monthly truck, park, and stormwater inspections.



- **Park Restroom Project:** Have held discussions with the Architects and contractor about construction progression. Still waiting on final approval from the Southwest Water District. Continued discussion with the consulting architects from Luminaut to insure the project is moving along as planned.
- **Community Development Block Grant Program:** As per the Board's authorization, two grant proposals were submitted by November 1st in accordance with new census tract information. As of December 2024 no word received on status of award or rejection.
- **County Land Bank:** No new update; not sure who is in charge.
- **Fire Department: Ongoing:** Working on grant opportunities to help fund various aspects of the Fire Department operation. Also worked on finishing background reports on Fire Department Candidates.
- **Open Burning: Ongoing-** Ongoing- open burning continues to be a problem in some areas. The Administration fielded a number of phone calls again this month related to complaints and questions regarding the law. Information sheets continue to be made available to the public. These calls slowed down with the adverse weather conditions.
- **Nuisances and General Complaints: Ongoing- Not much change-**Fielded several calls and visited various properties to ascertain if the property condition violated debris, junk vehicle or dilapidated structure statutes under Township law. Currently trying to resolve with persuasion. Also coordinating to the extent possible with County Zoning. Cases are pending for 857 Woodbine Road and 428 Morman Road. Provided follow up information to the County Prosecutor's Office.
- **Gov Deals:** Continued coordinating with Rebecca Hobbs to get all the Fire Department equipment sold and Road Department items sold. As of the end of December we are continuing to receive checks for the sale of items. received \$1,424.94.
- **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.
- **Special Events Calendar for 2025:** Did preliminary work on the the proposed 2025 Township Special Events. Sent a communication to the Park Committee to consider options for the possible September event.
- **Other:** Prepared Holiday message for the Board and worked on certificates for volunteers, committee members and employees.
- **BCEO:** Prepared Board approved documents for the 2025 Road Program to be submitted to the Butler County Engineer's Office.

- **Road Program through BCEO:** Received some complaints that Isabella Lane has not received finished paving. The process has been held up to allow County Sanitary to determine possible problem underneath the roadway. The update is that finished paving is to be done during the first week of October.
- **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

October-November 2024:

Fire Department/ Hire Subject to Conditions

The following were mentioned in last month's report and they are currently finishing up their background investigation requirements.

New: Hire: Anna M. Claire as an EMT-B/ FFII at \$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.

Cemetery

Nothing new to report.

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: \$3,703,934.16
 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
 November Cash Balance: \$3,722,684.18
 December Cash Balance: 3,673,455.14

Fiscal Year 2024

Jan- Cash Balance: \$3,483,832.60
 Feb- Cash Balance: \$3,459,266.38
 Mar- Cash Balance: \$4,241,433.98
 Apr- Cash Balance: \$4,075,635.16
 May- Cash Balance: \$3,968,743.91
 June- Cash Balance: \$3,838,123.51
 July- Cash Balance: \$3,939,306.18
 Aug - Cash Balance: \$4,836,347.62
 Sept- Cash Balance \$4,399,868.62
 Oct- Cash Balance: \$4,390,868.62
 Nov- Cash Balance: \$3,984,735.41
 Dec- Cash Balance: \$3,799,408.75

Of Note- Budget Information

- 1) Total Expenditures all funds for December 31:: \$219,807.38 / Revenue: \$639,483.90
- 2) Total General Fund cash on hand December 31: \$1,559,698.97(41.05%) of Total funds
- 3) Total Fire/EMS Fund cash on hand December 31: \$417,189.07 (10.98%) of Total funds

Monthly Revenue and Expenditure Reports by fund for this month of 2024 are attached to this report. See charts of expenditures and revenues.

General Notes and Observations

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. Payment for the Gene Avenue Culvert Project will be due.

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.

December 2023: Examining Impact of increased costs associated with all operations and possible strategies to address these issues.

January-February 2024: Evaluating Fund Balances and estimated 2024 Revenue and Expenditures to ascertain which needed projects can move ahead. Need a strategy session with the Board of Trustees.

March through May 2024: There is a need to hold a strategy session regarding future costs of Fire/EMS Operations as the Township looks to the future to keep operations effective in light of inflationary conditions. Also need to examine performance objectives for various operations. Need to examine methods to retain experienced quality personnel.

June-July 2024: Value Engineering associated with the Park Restroom needs to be completed and preparation of new design-build specs for bidding in July. Work with the County Land Bank to secure funds to help eliminate nuisances.

August through October 2024: Park restroom Project Construction. Examine operational costs and make decisions regarding future levies.

Old Business

2025 Meeting and Event Schedule Reminder for information. Schedule included in the packet; listed on the website as well.

Park Restroom Project

Mr. Henry reported that applications had been submitted to Duke and Southwest Water District. Mr. Henry completed all application paperwork for the Water District for a 1 inch tap line. to the restroom. Duke is working on reduction of fee and making arrangements for the electric service

Other: Mr. Miller asked about 3999 Stillwell Beckett if we heard anything from the County Prosecutor's office. Mr. Henry stated that he understood there were still negotiations going on to sell and clear the property.

Other: Mr. Stephen Herman of 4308 Stephenson Road Hamilton, Ohio 45056 (Member Zoning Appeals Board) addressed the Board regarding the Zoning Appeal presented by Hanover Reserve. He stated the Board approved the request for Hanover Reserve with certain conditions. Mr. Henry stated that on behalf of the Board a letter of support was presented to the Board of Zoning Appeals as they deliberated.

Mr. Henry gave a brief explanation of resolutions and motions before the Board of Trustees voted upon each item.

New Business:

Resolution No. 05-25 (EMA Representative): *Be it Resolved:*

Moved by Mr. Johnson, seconded by Mr. Miller to approve the appointment of Larry Miller to the Butler County Emergency Management Agency Advisory Council for calendar year 2025. Upon roll call, Trustees Johnson and Miller voted yes.

Resolution No. 06-25 (Blanket Certificates): *Be it Resolved:*

Moved by Mr. Miller, seconded by Mr. Johnson to allow the Fiscal Officer to open blanket certificates at \$5000.00 each to provide for ongoing township expenditures in 2025. Upon roll call, Trustees Johnson and Miller voted yes.

Resolution No. 07-25 (Purchase Orders): *Be it Resolved:*

Moved by Mr. Miller, seconded by Mr. Johnson to allow the Fiscal Officer to open Purchase Orders for Township expenditures in 2025. Upon roll call, Trustees Johnson and Miller voted yes.

Resolution No. 08-25 (Transfer of Funds and Balances): *Be it Resolved:*

Moved by Miller, seconded by Johnson to authorize the Fiscal Officer to transfer funds among line items within major Funds, not affecting total fund balances, to make required expenditures within proper accounting requirements. Upon roll call, Trustees Johnson and Miller voted yes.

Resolution No. 9-25 (Super Purchase Orders) *Be it Resolved:* Authorize the Fiscal Officer to establish super large Purchase Orders for ongoing accumulated and/ or large expenditures up to \$35,000.00 for Fiscal Year 2025. Moved by Mr. Miller, seconded by Mr. Johnson to allow the Fiscal Officer to open Super/Large Purchase Orders for Township expenditures in 2025. Upon roll call, Trustees Johnson and Miller voted yes.

Resolution No. 10-24 (Records Commission Committee): *Be it Resolved:*

Moved by Mr. Miller, seconded by Mr. Johnson to establish a Records Commission Committee consisting of the Fiscal Officer (Gregory L. Sullivan) and the Board President. Upon roll call, Trustees Johnson and Miller voted yes.

Resolution No. 11-25 (Mutual Aid Milford Township): *Be it Resolved:*

Moved by Mr. Miller, seconded by Mr. Johnson to approve a mutual aid agreement with Milford Township and authorize payment in 2025 to Milford Township totaling \$400.00. Upon roll call, Trustees Johnson and Miller voted yes.

Mr. Miller made a motion to approve Resolution 12-25 as presented which was seconded by Mr. Johnson. After discussion, Mr. Henry called the roll with Trustees Johnson and Miller voting yes.

Resolution No. 12-25

Complying With ORC Sections 146.03 and 146.04 in Regard to the Volunteer Fire Fighter's Dependent Fund Board Elections and Certification of Form

Whereas, Hanover Township has maintained a Fire Department consisting of volunteer and part time fire fighters as defined under Ohio law; and

Whereas, annually a Volunteer Fire Fighter Board must be duly elected and certified to the State Fire Marshal, whose members serve a one year term commencing January 1, 2025 through December 31, 2025; and

Whereas, the Board consists of five members: two selected by the Board of Trustees, two selected by the Fire Department and one selected by the other four; and

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

Section I. That the Board of Trustees elects Douglas L. Johnson and Gregory L. Sullivan.

Section II. That the Fire Department has elected Pat Miller and Jennifer Goble.

Section III. Recognize that the four previously selected members elect Bruce E. Henry to serve as the fifth board member.

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 22nd day of January 2025.

Board of Trustees

Vote

Attest:

Douglas L. Johnson
Larry Miller
Jeff Buddo

Gregory L. Sullivan
Fiscal Officer/ Clerk

*The Board then noted the designation of Doug Johnson as the Chairperson and Gregory L. Sullivan as the Secretary of the Volunteer Fire Fighter Dependent Fund Board.

Mr. Miller made a motion to approve Resolution 13-25 as presented which was seconded by Mr. Johnson. After discussion, Mr. Henry called the roll with Trustees Johnson and Miller voting yes.

Resolution No. 13-25

Authorizing Hanover Township's Continued Annual Participation in the State of Ohio Cooperative Purchasing Program (Ohio Revised Code 125.04)

Whereas, Ohio's Cooperative Purchasing Act (AM. Sub. H.B. No. 100 Eff. March 6, 1986) provides the opportunity for local governmental jurisdictions to participate to participate in contracts distributed by the State of Ohio (DAS) for the purchase of supplies, services, equipment and certain materials; and

Whereas, Hanover Township has been an active participant in the program in achieving tax dollar savings and efficiencies and wishes to continue participation; and

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

Section I. That Hanover Township requests participation in state contracts in which the Department of Administrative Services, Office of State Purchasing has entered into and the Office of Cooperative Purchasing has distributed for the purchase of supplies, services, equipment and certain other materials pursuant to Ohio Revised Code Section 124.04.

Section II. That Hanover Township, through its designated officials, is hereby authorized to participate and agrees to be bound by all contract terms and conditions as the Department of Administrative Services, Office of Cooperative Purchasing, prescribes including payment of

reasonable contract participation fees. Further, Hanover Township does hereby agree not to misuse such contracts or make disclosures related thereto for the purpose of avoiding the requirements of Section 125.04 of the Ohio Revised Code.

Section III. That the Fiscal Officer is hereby authorized to make payments to vendors directly as the result of purchasing any items in the aforementioned state contracts and to pay the State of Ohio the participation fee.

Section IV. That the Fiscal Officer and Township Administrator are hereby authorized to execute any documents related to the participation in the Cooperative Purchasing Program as specified.

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 22nd day of January 2025.

Board of Trustees

Vote

Attest:

Douglas L. Johnson

Larry Miller

Jeff Buddo

Gregory L. Sullivan

Fiscal Officer/ Clerk

Mr. Miller made a motion to approve Resolution 14-25 as presented which was seconded by Mr. Johnson. After discussion, Mr. Henry called the roll with Trustees Johnson and Miller voting yes.

Resolution No. 14-25

Accepting and Approving The Certificate of Available Resources for Expenditures in 2025

Whereas, the Board of Trustees and Administration have been evaluating Hanover Township’s finances and reviewed the proposed tax rates and levies based upon information from the County Budget Commission; and

Whereas, the Board of Trustees in accordance with provisions of the Ohio Revised Code (Sections 5705.34 and 5705.35) had previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1, 2025; and,

Whereas, The Fiscal Officer is certifying the 2025 Certificate of Available Resources for the estimated 2025 Expenditures totaling \$6,398,676.40 to be used as the basis for establishing Permanent Appropriations which includes American Relief Act Funds,

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

Section I. That the Amended Official Certificate of Available Resources for Hanover Township for Fiscal Year 2025 totaling \$6,398,676.40 is hereby approved as reflected in the attachment herewith labeled “Attachment Resolution No. 14-25”.

Section II. That the Fiscal Officer is authorized to establish 2025 budgets based upon said projections of fund revenue balances totaling \$6,398,676.40

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 22nd day of January 2025.

Board of Trustees

Vote

Attest:

Douglas L. Johnson
Larry Miller
Jeff Buddo

Gregory L. Sullivan
Fiscal Officer/ Clerk

(Resolution No. 15-25 Unassigned)

Mr. Miller made a motion to approve Resolution 16-25 as presented which was seconded by Mr. Johnson. After discussion, Mr. Henry called the roll with Trustees Johnson and Miller voting yes.

Resolution No. 16-25

Designating a Fire Prevention Officer for Hanover Township as per Ohio Revised Code Section 505.38 (B) for Calendar Year 2025

Whereas, Ohio Revised Code Title V provides for the appointment of Fire Fighting personnel, qualifications and such other elements necessary to operate a fire department; and,

Whereas, Section 505.38 (B) requires the annual appointment of a Fire Prevention Officer with many duties similar to those provided by a Fire Chief; and,

Whereas, it is practicable and operationally effective to designate the Fire Chief as the Fire Prevention Officer as provided for in Section 505.38 (B) of the Ohio revised Code; and

Now therefore be it resolved by the Board of Township Trustees of Hanover Township Butler County, Ohio

Section I. That pursuant to Ohio Revised Code Section 505.38 (B), Hanover Township Fire Chief Phil Clark is hereby designated as the Fire Prevention Officer for Hanover Township for Calendar Year 2025.

Section II. That Fire Chief may designate additional personnel to serve as Deputy Fire Prevention Officers and must submit these designations to the Township Administrator in advance with said documentation to be on file.

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 22nd day of January 2025.

Board of Trustees

Vote

Attest:

Douglas L. Johnson
Larry Miller
Jeff Buddo

Gregory L. Sullivan
Fiscal Officer/ Clerk

Mr. Johnson made a motion to approve Resolution 17-25 as presented which was seconded by Mr. Miller. After discussion, Mr. Henry called the roll with Trustees Johnson and Miller voting yes.

Resolution No. 17-25

Requesting the County Auditor to Provide An Advance of Funds to Hanover Township

Whereas, the Fiscal Officer has reviewed fund balances and has determined a need to request an advance of tax fund settlement payments in accordance with ORC requirements; and

Whereas, the Board of Trustees concurs that such an advance is appropriate and necessary;

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

Section I. Resolution No. 17-25 is hereby approved requesting an advance of settlement tax funds due to Hanover Township prior to receipt of the final first half settlement from the Butler County Auditor.

Section II. That the Fiscal Officer is authorized to proceed with said request in accordance with ORC requirements.

Section III. That this Resolution is to be delivered to the Butler County Auditor’s Office as soon as practicable..

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 22nd day of January 2025.

Board of Trustees

Vote

Attest:

Douglas L. Johnson
Larry Miller
Jeff Buddo

Gregory L. Sullivan
Fiscal Officer/ Clerk

Mr. Miller made a motion to approve Resolution 18-25 as presented which was seconded by Mr. Johnson. After discussion, Mr. Henry called the roll with Trustees Johnson and Miller voting yes.

Resolution No. 18-25

Pursuant to Ohio Revised Code Section 4501.04 Approve Road Mileage and Certify to ODOT the Road Mileage Certification Form as Required for 2025

Whereas, the Township road mileage has changed very little since January 2013; and

Whereas, pursuant to Ohio Revised Code Section 4501.04, Hanover Township must certify the current road mileage reflecting any changes to ODOT by March 1, 2025,

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

Section I. That Hanover Township hereby certifies 35.620 of road miles and authorizes the signing of the Mileage Certification Form to be submitted to the Butler County Engineer and Ohio Department of Transportation before March 1, 2025 or earlier. This number is the same as certified in 2024.

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 22nd day of January 2025.

Board of Trustees

Vote

Attest:

Douglas L. Johnson
Larry Miller
Jeff Buddo

Gregory L. Sullivan
Fiscal Officer/ Clerk

Approving Payment of 2025 EMA Assessment

By state statute the Emergency Management Agency of Counties may execute agreements with political subdivisions which includes a per capita assessment fee (.55 new rate) based upon census information with said fees applied to operational costs. The Assessment for 2025 for Hanover Township is \$4,406.60 for 8012 population as per the 2023 Census data. The per capita rate of .55 is multiplied times the population. A motion is needed to authorize payment of said assessment for 2025.

Motion: Moved by Johnson, seconded by Mr. Miller to approve the per capita assessment to the County EMA of \$3,105.57 as per invoice for 2025.
After discussion, a roll call vote was taken by Mr. Henry with Trustees Miller and Johnson voting yes.

Mr. Miller made a motion to approve Resolution 19-25 as presented which was seconded by Mr. Johnson. After discussion, Mr. Henry called the roll with Trustees Johnson and Miller voting yes.

Resolution No. 19-25

Amend and Approve Changes to the Hanover Township Pay Plan Associated with All Non Fire/ EMS Township Operations

Whereas, The Township Administration has been evaluating the hiring needs of the all the departments as well as the need to retain qualified personnel and update the classification plan/pay plan framework which generally occurs once per year; and

Whereas, there is a need to make adjustments associated with all classifications within the Township system to expand classification categories, offer more flexible pay ranges and rates, update minimum wage requirements, and clarify language to reflect current conditions;

Whereas, to facilitate the quality presentation of services to the public by a well qualified work force, amendments and adjustments are deemed to necessary to the existing Township Classification and Pay Plan as well as to comply with audit requirements; and

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

Section I. That the attached Township Classification and Pay Plan is hereby adopted as it pertains to all non Fire/EMS operations in the Township as reflected in the attachment herewith.

Section II. That the Fiscal Officer and Township Administrator are authorized to take the necessary steps to set up and implement the Township Classification and Pay Plan adopted herewith except those items specifically requiring Board of Trustee approval.

The foregoing resolution was adopted in an open special meeting and is a reflection of the official action taken by the Board of Trustees of Hanover Township Butler County, Ohio on the 22nd day of January 2025.

Board of Trustees

Vote

Attest:

Douglas L. Johnson
Larry Miller
Jeff Buddo

Gregory L. Sullivan
Fiscal Officer/ Clerk

Mr. Miller made a motion to approve Resolution 20-25 as presented which was seconded by Mr. Johnson. After discussion, Mr. Henry called the roll with Trustees Johnson and Miller voting yes.

Resolution No. 20-25

Authorizing and Approving Opening a Star Ohio Banking Account

Whereas, The State Treasury Asset Reserve of Ohio (STAR Ohio) is an investment pool that allows government subdivisions—from municipalities to school districts—to invest in high-grade, short-term securities, while offering safety, penalty-free liquidity and comparatively higher yields.

Whereas, Since 1995, STAR Ohio has maintained Standard & Poor’s highest rating (AAAm), demonstrating a long history of soundness and security. The fund generally offers higher yields than comparable investment vehicles because of the increased earning power of a sizable pool.

Whereas, the Ohio Treasurer's Office administers STAR Ohio. The investment objectives of STAR Ohio are the preservation of capital, the maintenance of liquidity, and the provision of current income.

Now therefore be it resolved by the Board of Township Trustees of Hanover Township Butler County, Ohio

Section I. That a Star Ohio banking account is authorized and approved as recommended by the Fiscal Officer

Section II. That Fiscal Officer Sullivan is hereby authorized to execute said agreement for the investment of funds to increase the revenue base through establishment of a Star Ohio account.

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 22nd day of January 2025.

Board of Trustees

Vote

Attest:

Douglas L. Johnson
Larry Miller
Jeff Buddo

Gregory L. Sullivan
Fiscal Officer/ Clerk

Mr. Miller made a motion to approve Resolution 21-25 as presented which was seconded by Mr. Johnson. After discussion, Mr. Henry called the roll with Trustees Johnson and Miller voting yes.

Resolution No. 21-25

Authorizing and Approving Multi Year Contract with Aladtec

Whereas, the Fire Department staff has been using Aladtec for operational issues related to scheduling, shift assignments and payroll; and,

Whereas, the Fire Administration has been researching multiyear agreements and savings with Aladtec; and,

Whereas, a proposed 5 year agreement totaling \$4,126.78 to \$4,209.73 over the five year plan saving approximately \$2,500.00 over this period is recommended approach by the Fire Department ; and

Now therefore be it resolved by the Board of Township Trustees of Hanover Township Butler County, Ohio

Section I. That a five year agreement with Aladtec for the Fire Department totaling\$16,590.07 over a five year period is hereby approved.

Section II. That Fire Chief Clark is hereby authorized to execute said agreement and a copy is to be forwarded to the Township Administrator.

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 22nd day of January 2025.

Board of Trustees

Vote

Attest:

Douglas L. Johnson
Larry Miller
Jeff Buddo

Gregory L. Sullivan
Fiscal Officer/ Clerk

Electric Aggregation and Energy Bidding under PUCO Guidelines

Hanover Township has worked with Energy Alliance to secure the best options for providing cost efficient electrical services to Hanover Township residents; and

Hanover Township has been approved to provide electrical services aggregation to qualified residents as authorized by the Public Utilities Commission of Ohio through Certificate #17-1132E (1)

The Township Administrator is working with Energy Alliance (Rich Surace - Township consultant) to seek the best bid and contract for electrical services as the market is constantly changing requiring quick action. Based upon the representations and recommendations made by Mr. Surace earlier in the meeting, the following action was considered.

Motion: Authorizing the Township Administrator in Consultation with Energy Alliance and in Accordance with Related PUCO Provisions to Negotiate and lock in the Best Electrical Rate Contracts for Hanover Township.

Moved By: Mr. Miller, seconded by seconded by Mr. Johnson. After discussion a roll call vote was taken: Mr. Johnson and Mr. Miller voted yes.

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

1. **Butler County Building Permit Reports**
2. **OTA Information**
3. **Medicount Management Report**
4. **Qualified Immunity Article**
5. **Major Ohio Legislation Passed- Article**
6. **State Auditor Information**
7. **Other**

January 22, 2025 Minutes

There being no further public business for the Board to take up, Mr. Miller **moved** to adjourn the Board meeting of January 22, 2025 which was seconded by Mr. Miller. Mr. Henry called the roll with Trustees Miller and Johnson voting yes.

January 22, 2025 Minutes Approved by the Board of Trustees as Witnessed by their Signatures:

Douglas L. Johnson, President:

Larry Miller, Vice President

Jeff Buddo, Trustee: Absent for January 22, 2025 Meeting

Date: 2-19-2025

Verified by: *Bruce E. Henry, Acting Clerk*
