



**Hanover Township Board of Trustees
February 21, 2018 Meeting Minutes**

Call to Order: Board President Douglas L. Johnson called the meeting to order at 6:00 PM and then led the pledge of allegiance and gave the opening invocation.

Roll Call: Fiscal Officer Greg Sullivan took a roll call with Messer's Johnson, Miller and Buddo present. Other officials present: Bruce E. Henry, Township Administrator; Road Superintendent Scot Gardner; Project Coordinator Julie Prickett and BCSO Deputy Tanner. Excused absent: Fire Chief Phil Clark.

Approval of Meeting Minutes: Motion made by Mr. Buddo, seconded by Mr. Miller, to approve the January 17, 2018 Regular Meeting and Work Session Meeting minutes, the January 29, 2018 Special Meeting minutes and the February 7, 2018 Emergency Meeting minutes, approve warrants for release/distribution and approval of reports. Upon roll call, all three Trustees voted yes to approve all.

Guest Presentation – David Brown, Butler County Auditor's Office: Mr. Brown was present to address the Board as part of the Auditor's Office Quarterly Outreach Program. Mr. Brown reported tax bills were due on February 28, the CAUV renewal and filing deadline was March 5, and the Board of Review deadline to appeal property valuations was April 2, 2018. Mr. Brown distributed a chart to the Board and Administrator that showed 2016 and 2017 Hanover Township property valuations compared to 2011 property valuations. Mr. Brown noted that public utilities received an exemption from the State so total property valuations for 2011 were higher than total property valuations in 2017. However, if the public utilities' properties are not included, property values in Hanover Township have increased from 2011 to 2017. Mr. Henry asked if a local government can receive prior notice of benchmarking. Mr. Brown explained benchmarking occurs every three years, when the County conducts full re-valuations. If a levy cycle coincides with the tri-valuation cycle, the levy amount would be impacted by benchmarking.

Citizen Participation: Dave Hibner, representative from Kinstle Western Star Truck Center, reported that he provided specs for a truck purchase to Mr. Henry the previous day and presented copies of the spec to the Board. Mr. Henry noted that the Board passed legislation at its January

29, 2018 meeting to authorize purchase of a truck from a different vendor. Mr. Henry recommended the Board rescind this legislation to allow the Road Superintendent time to review Mr. Hibner’s specs and compare them to the other vendor’s specs in order to make a recommendation for a purchase. Both vendors are on the State’s authorized bid list.

Cammie Mitirone, 2305 Stahlheber Road, addressed the Board regarding a junk auto and garbage at 620 Boyle Road. Ms. Mitirone stated she had reported these matters to Jim Fox and he indicated it could take six months to remove the junk auto and he referred her to the Health Department regarding the garbage complaint. Ms. Mitirone reported she had also spoken with Mr. Henry about the property. Ms. Mitirone suggested Hanover Township adopt its own procedures as some other townships have done so that these matters can be handled by the Township. She cited Ross Township as an example. (Mr. Henry reported that Ross Township operates under the same Zoning Code as Hanover Township) Mr. Henry reported that after speaking with Ms. Mitirone he followed up with Jim Fox and persuaded Mr. Fox to address both the junk auto and debris issues. Mr. Henry reported a Notice of Violation had been issued by Mr. Fox earlier that day. Mr. Henry noted that some areas experienced litigation over procedures that did not work correctly. Mr. Henry also noted that the Township was dealing with a hostile property owner at 620 Boyle Road.

Administration Reports

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

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

<u>Activity Area</u>	<u>Month Totals*</u>	<u>YTD</u>
<ul style="list-style-type: none">• Dispatched Calls: 156• Felony Reports: 00• Misdemeanor Reports: 04• Non-Injury Crash: 03• Injury Crash: 00		
Total Reports: 07.....		007
<ul style="list-style-type: none">• Assists/Back Up: 15• Felony Arrests: 00• Misdemeanor Arrests: 02• OMVI Arrests: 00		
Total Arrests: 02		02

- Traffic Stops: 10
- Moving Citations: 09
- Warning Citations: 01
- Civil Papers Served: 0
- Business Alarms: 1
- Residential Alarms: 06
- Special Details: 12
- COPS Times: 2,800 (*Min.*) 2,800 Min
- Vacation Checks: 22

Reporting: ** Stats are for Deputy Mayer only. Deputy Tanner was injured early in December and could not report for duty until January 31, 2018. Prepared by BEH.

Fire/EMS: In Chief Clark's absence Mr. Henry presented the following report for the month of January 2018:

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

Run and detail activity for the Fire and EMS operations are reflected in the following numbers:

	<u>Month</u>	<u>YTD</u>
• Emergency Medical Operations/Squad Runs:	51	
• Motor Vehicle Accidents:	08	
• Fire Runs:	12	
• Fire Inspections:	00	
• Knox Box Details	00	
• Other	00	
• Total for the month:	71_Runs/Operations	
	(Fire/EMS Runs)	

Total Year 2018: ____Runs/Operations

(January 2017: 73

Runs/Operations)

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Total for 2017

689

Total for 2016	705	
Total for 2015	733	
Total for 2014	809	5 year average: 737
Total for 2013	750	12 Year Average: 701 since 2006
Total for 2012	693	
Total for 2011	719	
Total for 2010	748	
Total for 2009	676	
Total for 2008:	669	
Total for 2007:	717	
Total for 2006:	505	

Road/Cemetery: Road Superintendent Scot Gardner presented the following report for the month of January 2018:

SUPERINTENDENT'S REPORTS (February 21, 2018)

Millville Cemetery Operations Report January 1 through January 31, 2018

0 Grave sold to Township residents (@ \$610)-----	\$ 0.00
0 Graves sold to nonresidents -----	\$ 0.00
1 Old resident graves-----	\$ 895.00
6 Full Interments-----	\$ 6,400.00
0 Baby interments-----	\$ 0.00
1 Cremation-----	\$ 400.00
Foundation and Marker installation fees-----	\$ 624.00
0 Grave Transfer-----	\$ 0.00
0 Donation-----	\$ 0.00
Total: -----	\$ 8,319.00

Other Cemetery activities:

1. Fixed graves and sink holes
2. Cleaned the office and garage
3. Installed one marker

Road, Streets and Park (Scot Gardner)

1. Completed the yearly storm water report.
2. Performed snow and ice control on January 3, 8, 12, 13, 15, and 24.
3. Cleaned trucks after snow events.
4. Plowed gravel off multiple roads after large rain event.
5. Cleaned catch basin grates on Darrtown Road, Gardner Road hill and Sir Martin Drive.
6. Placed gravel on Pearle Lane.

7. Cut up tree limbs that fell on Taylor School Road, Darrtown Road and Four Mile.
8. Changed the fuel and ran all the generators.
9. Performed monthly truck, park, and storm water inspections.

Administrator's Report (Financials and Personnel Issues)

Mr. Henry presented the following report to the Board:

Administrator January Summary Report
(February 2018)

- **Fire/EMS Run Data:** Dispatch Log information for January 2017. Prepared summary overview of data.
- **Fire Department:** Continued work with Command Staff on personnel issues and follow up with employees. Also assisting with reviewing and updating SOPs.
- **Security Camera System:** Finished coordination and set up with Robinson Communications for the installation of a security camera system for the Fire Station. All work was completed. Trainings for personnel are being set up.
- **BWC:** Filed mandatory "True Up" report with BWC for updating premium rating structure. Also continued work with the Fire Department Command Staff and Public Employment Risk Management Officials regarding equipment questions.
- **2018 Road Program:** Prepared final documents for submission to BCEO to estimate and bid out the Township's 2018 Road Program.
- **Nuisance Properties (ongoing and same status):** Still working on priority issues associated with a number of properties. No action or movement in January.
- **Board, Financial Reports and Payroll Reports (ongoing):** Obtained data from the Fiscal Officer and prepared Township funds analysis for the monthly Board meeting. Prepared Trustee packets. Prepared numerous contracts and permits for facility rentals. Worked with Ms. Prickett on payroll issues and time sheets for staff.
- **OTA Conference and Training::** Attended OTA Conference and Township training sessions January 31 through February 2, 2018 in Columbus, Ohio.
- **Township Essential Equipment Needs:** Discussing equipment needs with Department Heads especially in the Road Maintenance function. Also met with outside vendors to assist with certain kinds of maintenance for which we do not have the staff or time to address.
- **Zoning:** Met with or talked to residents from Sir Douglas Drive, Boyle, Morman and Millville. Consulted with Zoning Inspector Jim Fox for direct follow up.

- **Board Special and Emergency Meetings:** Prepared briefing documents, resolutions and related material for special meetings held by the Board.
- **Records Commission:** Working on forms and changes to written policy for retention and shredding of documents authorized to be destroyed to be review by the Township records Commission.
- **Greater Hamilton Safety Council:** Renewed the Township's participation which helps reduce BWC premiums, prepared and filed 2017 2nd Half Report as required by the Council. Forwarded safety training classes to the Road Department and Fire Department.
- **Township Pay Plans:** Continued work with the Fiscal Officer to implement the approved pay plan changes for all departments. Reviewing final wording to determine if any interpretative modifications are needed.
- **County Prosecutor (Roger Gates):** Conferred with Roger Gates on a number of personnel and policy/ procedural issues.

Personnel Actions and Other Items of Note

Appointment of new personnel and Personnel actions:

Fire Department: None

** Subject to Completing All Required Hiring Procedures*

Road Department and Cemetery:

Hired Vernon R. Cecil, Jr. 1301 Campbell Avenue Hamilton, Ohio 45013 Part Time Public Works Worker III part time Initial \$15.00 per hour) effective February 12, 2018. *Update: Mr. Cecil resigned his position February 19, 2018 to take a better paying position full time.*

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

Studying ways to secure records properly and find space as the Township storage is limited at this time. Also, still have to finish new formatting of approved Records Retention Schedule to be presented to the state. Older files have been placed in file cardboard storage boxes.

Admin Security and Protection of Records: This issue needs to be addressed as soon as the budget will allow.

Capital Planning: Need to review needs of the Road Department for equipment considerations. After assessment, determine what needs to be done the next six months.

For the Fire Department: Pumper/Tanker order was placed with Sutphen. Financing documents have been initiated and waiting on final approval.

Of Note- Budget Information for January 31, 2017

Cash Balance as of January 31, 2018: \$1,163,186.72

- 1) Total Expenditures all funds for January 2018: \$143,302.24 / Revenue: \$63,214.15**
- 2) Total General Fund cash on hand January 2018: \$300,306.72 (25.82%) of Total funds**
- 3) Total Fire/EMS Fund cash on hand January 2018: \$448, 510.35 (38.56%) of Total funds**
- 4) *Monthly Revenue and Expenditure Reports by fund are attached to this report.***

History of Cash Balances

Fiscal Year 2014

Jan-Cash Balance: \$1,380,611.21
Feb-Cash Balance: \$ 1,331,175.05
Mar-Cash Balance: \$1,259,054.92
April-Cash Balance: \$1,546,929.78
May-Cash Balance: \$1,524,373.14
June-Cash Balance: \$1,506,977.71
July-Cash Balance: \$1,517,738.15
Aug-Cash Balance: \$1,286,101.15
Sept-Cash Balance: \$1,533,842.91
Oct- Cash Balance: \$1,444,676.89
Nov- Cash Balance: \$1,384,569.72
Dec-Cash Balance: \$1,324,682.90

Fiscal Year 2015

Jan: \$1,148,374.71
Feb: \$1,158,413.75
Mar: \$1,551,667.37
Apr: \$1,458,584.04
May: \$1,477,662.73
June: \$1,393,267.44
July: \$1,332,264.37
Aug: \$1,125,949.35
Sept: \$1,449,880.79
Oct: \$1,362,945.99
Nov: \$1,194,472.00
Dec: \$1,093,559.61

Fiscal Year 2016

Jan- Cash Balance: \$1,086,880.70
Feb- Cash Balance: \$ 975,051.11
Mar- Cash Balance: \$ 929,271.02
Apr- Cash Balance: \$1,259,751.18
May- Cash Balance: \$1,256,517.69
June- Cash Balance: \$1,231,659.27
July- Cash Balance: \$1,136,203.94
Aug- Cash Balance: \$1,088,071.02
Sept- Cash Balance: \$1,231,337.97
Oct- Cash Balance: \$1,199,176.98
Nov- Cash Balance: \$1,083,268.01
Dec- Cash Balance: \$1,046,996.51

Fiscal Year 2017

Jan: \$ 888,346.09
Feb: \$ 902,459.77
Mar: \$ 900,176.59
Apr: \$1,471,639.15
May: \$1,413,018.92
June: \$1,359,085.19
July: \$1,321,950.79
Aug: \$1,274,996.15
Sept: \$1,646,935.23
Oct: \$1,511,096.61
Nov: \$1,286,649.51
Dec: \$1,243,274.81

Fiscal Year 2018

Jan- Cash Balance: \$1,163,186.72

General Notes: The Fiscal Officer and Administrator are very concerned about the ongoing significant negative impact of property devaluations and state cuts have had on the budget/revenues as discussed in previous Board briefings and reports. Plans are underway to make any necessary adjustments for fire operations until levy revenues are received the first half of 2017. Other areas such as road related issues and General Fund problems continue to exist and will need attention as previously discussed. The Tax Budget filed in July 2016 had some significant reductions. Tax revenue is not rebounding and consideration of an operating levy or other related levy in 2017 is critical to the Township well being.

January 2017: Although expenses were held to essential items in 2016 and the total expenditures for 2016 were below 2015 expenditures showing a reduction of \$52,554.69, the General Fund revenues continue to shrink. The Township cannot continue to provide existing service levels through the General Fund as revenues continue to decrease.

July 2017: The Township has not fully recovered from the State of Ohio cuts in revenue to the Township as well as the decrease property values. AS the lower valuation impacted the tax base, the overall budget and specifically the General Fund has decreased below 2015 levels. Projections for 2018 are slightly better but still below levels prior to 2015. To account for these shortages when faced with increasing costs, staff has been limited and no new maintenance projects have been undertaken in all areas- only absolutely necessary repairs.

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

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

Mr. Henry also distributed revenue and expenditure reports. Mr. Henry noted that he did not receive all the data in time to prepare the financials and that this information would be updated for the next Board meeting.

Old Business

January 2018 Fire/EMS Run Data Summary: Mr. Henry provided the run data summary for the month of January and noted the average response time was 7.92 minutes. The busiest day for runs was Mondays and both first and second shifts were tied as the busiest shift.

Update – Nuisances and Zoning Issues: Mr. Henry reported that owners of four nuisance properties had voluntarily complied with regulations. Mr. Henry also recommended that the Board re-start the process of declaring the Shady Nook property a nuisance. The property owner never responded and failed to keep her commitment to the Board. Mr. Henry stated legislation to begin the process would be on the March meeting agenda. Mr. Henry also noted that the County has grant money available to tear down the building on this property.

Deputy Tanner noted that property at 41 Cochran Road recently sold in a Sheriff's sale.

Other Old Business: There was no Other Old Business.

New Business:

Resolution No. 23-18 – Authorizing Filing of BREC Grant Applications (February 28): Mr. Henry explained that although these grants are not large, the Township has had success in the past receiving these types of grants and the purpose of this resolution was to authorize the filing of two new grant applications. After some discussion, Mr. Buddo made a **motion** to adopt Resolution No. 23-18, which was seconded by Mr. Miller. Upon roll call, all three Trustees voted yes.

Resolution No. 23-18

Authorizing the Filing of February 2018 Applications for the Butler Rural Community Connections Grant Program

Whereas, the Board of Trustees has reviewed the requirements for the February 2018 Community Connections Grant program sponsored by the Butler Rural Electric Cooperative; and,

Whereas, the Township has a Hanover Township Memorial Park Master Plan for continuing the development of the Hanover Township Memorial Park and Strategic Planning Objectives includes but not limited to major projects for the Road Department, Fire Department, and Community Center; and,

Whereas, reduction in revenues resulting from property devaluations and funding cuts from the State of Ohio have reduced the ability of the Township to fund a number of projects and equipment such as those referenced herein; 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 Administrator's discretion to the Butler Rural Cooperative Community Connections Program by the end of February 2018 as reflected in the attachment labeled: Attachment to Resolution No. 23-18 Grant Projects.

Section II. That the Township Administrator is hereby authorized to complete the necessary documents and sign the appropriate forms to submit one or both applications referenced herein.

Section III. That the Board of Trustees acted upon this matter in an open public meeting on February 21, 2018 with all three Trustees voting in favor of Resolution No. 23-18.

Board of Trustees

Vote

Attest and Authentication:

Douglas L. Johnson
Larry Miller
Jeff Buddo

Gregory L. Sullivan
Fiscal Officer/Clerk

Resolution No. 24-18 – Approve the 2018 Butler County Solid Waste District Plan: Anne Flaig, representative from the Butler County Solid Waste District, explained that the Ohio EPA had approved the plan and the Board of County Commissioners had approved the plan and now the District was seeking approval from the local governments. Ms. Flaig stated that the plan proposed a modest increase (two cents per month per property owner.) After some discussion, Mr. Miller made a **motion** to adopt Resolution No. 24-18, which was seconded by Mr. Buddo. Upon roll call, all three Trustees voted yes.

**Resolution No. 24-18
Approving Butler County Solid Waste District Plan**

WHEREAS, pursuant to the provisions of Chapter 3734, Ohio Revised Code (the Act), the Butler County Solid Waste Management District Policy Committee (the "Policy Committee") has adopted the 15 year Butler County Solid Waste Management Plan Update (2018-2032) for Butler County Solid Waste Management District (the District); and

WHEREAS, pursuant to the Act, all political subdivisions within the District must approve or disapprove the proposed Plan by ordinance or resolution; and

WHEREAS, successful ratification requires approval of the proposed Solid Waste Management Plan by political subdivisions representing at least 60% of the District's population; and

WHEREAS, the District has provided a compact disc and executive summary of the Draft Solid Waste Management Plan for ratification to each of the legislative authorities of the District.

WHEREAS, the Board of Trustees of Hanover Township must decide whether it approves of said Solid Waste Management Plan within ninety days of receipt of the Draft Plan.

WHEREAS, the Board of Trustees of Hanover Township has reviewed the Plan and has determined that the Butler County Solid Waste Management Plan is in the best interests of its constituents and the citizens of Butler County.

WHEREAS the Plan includes a detailed budget outlining revenues and operational costs, and continues the provision of a solid waste generation fee to fund the Plan. The generation fee is assessed on all waste generated in Butler County and tipped in Ohio landfills; and

WHEREAS the solid waste generation fee is scheduled to increase from \$0.82/ton to \$1.00/ton effective January 1, 2020, and such fee remains among the lowest in the state of Ohio, and will support implementation of programs and services specified in the 2018 Solid Waste Management Plan.

NOW, Therefore, Be It Resolved by the Board of Trustees of Hanover Township:

1. Hanover Township in Butler County, Ohio approves the 2018 Butler County Solid Waste District Management Plan.
2. That it is found and determined that all formal actions of the Board of Hanover Township Trustees concerning and relating to the passage of this resolution/ordinance were adopted in an open meeting of the Board of Hanover Township Trustees and of any of its committees that resulted in such formal actions were in meetings open to the public in compliance with all legal requirements including Sections 121.22 of the Ohio Revised Code.
3. The Fiscal Officer/Clerk is hereby directed to send the District a copy of this resolution to the attention of Anne Fiehrer Flaig, District Coordinator, Butler County Recycling and Solid Waste District, 130 High Street, Hamilton, Ohio 45011.

The foregoing resolution was adopted in an regular meeting of the Board of Trustees and is a reflection of the official action taken by the Board of Township Trustees of Hanover Township Butler County, Ohio on the 21st day of February 2018.

Board of Trustees

Vote

Attest and Authentication:

Douglas L. Johnson
Larry Miller
Jeff Buddo

Gregory L. Sullivan
Fiscal Officer/Clerk

Certificate

IT IS HEREBY CERTIFIED that the foregoing **Resolution No. 24-18** is taken from and copied from the record of proceedings of Hanover Township Butler County, Ohio, and that it has been compared by me with the resolution on the record and is a true copy.

IN WITNESS WHEREOF, I have hereunto set my hand this 21st day of February 2018

Attest and Authenticated By:

Gregory L. Sullivan
Fiscal Officer/ Clerk
Hanover Township

Reference: 2018 Butler County Solid Waste Plan Update

Mr. Henry reported that the Township was experiencing a litter problem with the recycling drop-off locations since the District had stopped monitoring Rumpke's performance emptying the containers. Ms. Flaig asked to be notified when this problem occurred again and stated she would follow-up. She thanked the Township for its support of the recycling program.

Resolution No. 25-18 – Authorizing Legal Services Contracts: Mr. Henry explained the purpose of this resolution was to authorize legal services contracts to assist the Township with various legal matters. Mr. Henry noted this topic was discussed earlier during the Special Board meeting and he also noted that Roger Gates had recommended these law firms to provide assistance to the Township. After some discussion, Mr. Buddo made a **motion** to adopt Resolution No. 25-18, which was seconded by Mr. Miller. Upon roll call, all three Trustees voted yes.

Resolution No. 25-18

Approving Retaining of Legal Counsel to Work with the Butler County Prosecutor's Office (Township's Legal Counsel) and Hanover Township Administration on Various Legal Issues

Whereas, The Township Administration and Board of Trustees have been working with the Butler County Prosecutor's Office in evaluating and responding to a number of legal issues; and,

Whereas, a recommendation has been presented to the Board of Trustees for retaining outside legal counsel to assist Hanover Township on various issues; and,

Whereas, the law firms of Montgomery, Rennie and Johnson and Frost Brown Todd offer the types of services required by the Township and has worked with the Butler County Prosecutor's Office in the past; and

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

Section I. That law firm of Montgomery, Rennie, and Johnson of 36 East Seventh Street Cincinnati, Ohio 45202 be retained as legal counsel to assist Hanover Township.

Section II. That the law firm of Frost Brown and Todd 301 East Fourth Street Suite 300 Cincinnati, Ohio 45202 be retained as legal to assist Hanover Township.

Section III. That the Township Administrator is hereby authorized to negotiate and execute any necessary agreements for said services and to keep the Board of Trustees advised.

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 21st day of February 2018.

Board of Trustees

Vote

Attest and Authentication:

Douglas L. Johnson
Larry Miller
Jeff Buddo

Gregory L. Sullivan
Fiscal Officer/Clerk

Motion to Amend Resolution No. 21-18 – Purchase of Road Equipment: Mr. Henry explained that in light of the submittal of truck specs from Kinstle Western Star Truck Center he requested that this motion be withdrawn and the resolution be rescinded instead. After some discussion, Mr. Buddo made a **motion to rescind Resolution No. 21-18**, which was seconded by Mr. Miller. Upon roll call, all three Trustees voted yes.

Resolution No. 26-18 – Approve Tractor/Bucket Unit for Cemetery Operations: Mr. Henry explained the purpose of this resolution was to authorize the purchase of a tractor/bucket unit for Cemetery operations. Mr. Henry noted the vendor was an authorized supplier under the State of Ohio Cooperative Purchasing Program. After some discussion, Mr. Miller made a **motion** to adopt Resolution No. 26-18, which was seconded by Mr. Buddo. Upon roll call, all three Trustees voted yes.

Resolution No. 26-18

Authorizing the Purchase of a New 2018 New Holland Tractor with Attachments through the State of Ohio Purchase Program (Zimmer Tractor- Monroe Ohio)

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 has continued participation in said program in 2018; and,

Whereas, the Cemetery Sexton recommends replacement of an existing BOBCAT MT55 Bucket Unit and purchase of a 2018 New Holland Tractor and Loader unit with attachments; and

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

Section I. That the purchase of a new tractor (New Holland) to replace an existing unit for use in the Millville Cemetery is necessary and recommended as reviewed with the Board is hereby approved to be purchased through Zimmer Tractor Monroe, Ohio under a State of Ohio purchase

agreement satisfying all Ohio bidding requirements (pursuant to Ohio Revised Code Section 124.04) for an amount not to exceed \$38,276.92 minus a trade in allowance of \$15,000.00 (BOBCAT MT55 Bucket Unit) for a net cost of \$23,276.92. That the BOBCAT MT55 Bucket Unit and attachments are hereby approved for the Trade In Allowance.

Section II. That the Fiscal Officer and Township Administrator are hereby authorized to execute any documents related hereto for entering into a contract with Zimmer Tractor of Monroe, Ohio under the State of Ohio Cooperative Purchasing Program.

Section IV. That the Fiscal Officer is authorized to make payments as necessary for this approved purchase.

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 21st day of February 2018.

Board of Trustees

Vote

Attest and Authenticate:

Douglas L. Johnson
Larry Miller
Jeff Buddo

Gregory L. Sullivan
Fiscal Officer/Clerk

Resolution No. 27-18 – Approve Butler County Sheriff’s Office Contract (three years): Mr. Henry explained that this resolution provided for the contractual services for deputies from the BCSO. After some discussion, Mr. Buddo made a ***motion*** to adopt Resolution No. 27-18, which was seconded by Mr. Miller. Upon roll call, all three Trustees voted yes.

Resolution No. 27-18

Approving a Contract with the Butler County Sheriff’s Office for Additional Police Protection and Law Enforcement Services Pursuant to Ohio Revised Code Section 311.29 Covering the January 1, 2018 through December 31, 2020

Whereas, Hanover Township has provided additional police protection for the Township through a contract with the Butler County Sheriff’s Office for number of years; and

Whereas, the Board of Trustees desires to provide additional law enforcement services to protect Township residents beyond the basic services provided by the Sheriff’s Office as long as Township revenues are sufficient to support said coverage; and

Whereas, the Township Administrator has reviewed the proposed agreement, including clarifying with BCSO staff about overtime charges; and

Whereas, currently services are provided on a month to month basis as directed by Resolution No. 28-17 when the Township was facing budget cuts and a new agreement requires enactment due to changes in salaries of contract deputies,

Be It Resolved by the Board of Trustees of Hanover Township Butler County, Ohio

Section I. That the Board of Trustees pursuant to Section 311.29 of the Ohio Revised Code authorizes and approves the signing of a contract with the Butler County Sheriff's Office for additional police protection covering the period January 1, 2018 through December 31, 2020 as set forth in the attachment hereto labeled "Attachment Resolution No. 27-18" as reviewed and to be approved by the Butler County Prosecutor's Office subject to annual available Township revenue.

Section II. That the Township Administrator is directed to follow up on this matter with the Butler County Prosecutor's Office and provide this resolution and signed contract documents to the Butler County Sheriff's Office.

The foregoing resolution was adopted in an open public special meeting and is a reflection of the official action taken by the Board of Trustees of Hanover Township Butler County, Ohio on the 21st day of February 2018.

Board of Trustees

Vote

Attest and Authentication:

Douglas L. Johnson
Larry Miller
Jeff Buddo

Gregory L. Sullivan
Fiscal Officer/Clerk

Butler County Engineer's Office Annual Township Seminar March 1, 2018: Mr. Henry reported the BCEO would be holding its annual seminar for townships and he asked for a headcount from the Trustees and Road Superintendent as to who planned to attend so that he could RSVP on their behalf.

Other New Business

Under Other New Business, Mr. Henry asked the Trustees to note miscellaneous correspondence and general information in their meeting packets which included: ***Butler County Building Permit Report for January 2018; an OTA Legislative Update; an Ohio EPA Permit Notice (from BCEO); and a newspaper article regarding a proposed bill to allow EMT personnel to carry firearms.***

There being no further regular business to be considered by the Board of Trustees, Mr. Henry requested an Executive Session to discuss personnel matters associated with employee

disciplinary action. Mr. Miller made a **motion** to adjourn this part of the meeting and move into Executive Session, which was seconded by Mr. Buddo. Upon roll call, all three Trustees voted yes.

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

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

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

Douglas L. Johnson, President: _____

Larry Miller, Trustee: _____

Jeff Buddo, Trustee: _____

Date: _____

3-14-18

Verified by: Greg Sullivan, Fiscal Officer: _____

Gregory L. Sullivan