



**Hanover Township Board of Trustees  
September 12, 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; Fire Chief Phil Clark; and BCSO Deputy Tanner. Project Coordinator Julie Prickett excused absence.

**Approval of Meeting Minutes:** Motion made by Mr. Buddo, seconded by Mr. Miller, to approve the August 8, 2018 Regular Meeting minutes, approve warrants for release/distribution and approval of reports including personnel actions. Upon roll call, all three Trustees voted yes to approve all.

**Guest Presentation:** There were no guest presentations scheduled for the meeting.

**Citizen Participation:** Mr. Tim Smith of 1001 Boyle Road discussed an easement off of Stahlheber Road running behind/along several private properties which was used as a common access for several of the rear properties. CSX has since abandoned use but the easement still exists and has since 1929. Recently an adjacent owner has locked a gate that blocks this access and has stated the easement no longer exists.

**Administration Reports**

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

**Butler County Sheriff's Office**  
**District #6**  
**Hanover Township Contract Cars**  
**Monthly Report for August 2018\*\***

**Activity Area**

**Month Totals\***

**YTD**

• Dispatched Calls: 159	1216
• Felony Reports: 02	17
• Misdemeanor Reports: 20	92
• Non-Injury Crash: 04	34
• Injury Crash: 03	19

**Total Reports: 29.....162**

• Assists/Back Up: 17	156
• Felony Arrests: 02	07
• Misdemeanor Arrests: 05	25
• OMVI Arrests: 00	00

**Total Arrests: 07 .....28**

• Traffic Stops: 23	115
• Moving Citations: 11	96
• Warning Citations: 11	31
• Civil Papers Served: 3	04
• Business Alarms: 01	19
• Residential Alarms: 06	47
• Special Details: 10	115
• COPS Times: 5,200 ( <i>Min.</i> )	36,800 Min
• Vacation Checks: 12	135

\*\*\*\*\*

Reporting: \*\* Stats are for Deputy Mayer and Deputy Tanner. Prepared by BEH.

**Fire/EMS:** Chief Clark presented the following report for the month of August 2018:

**Hanover Township Fire Department**  
**Monthly Report for ~~August 2018~~- Phil Clark Fire Chief**  
**(Presented in September 2018)**

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

	<b><u>Month</u></b>	<b><u>YTD</u></b>
• Emergency Medical Operations/Squad Runs:	48	300

• Motor Vehicle Accidents:	09	49
• Fire Runs:	04	78
• Fire Inspections:	01	04
• Knox Box Details	00	00
• Other	00	00
• Total for the month:	<b>62 Runs/Operations ( Fire/EMS Runs)</b>	

**Total Year 2018: 461 Runs/Operations**

(August 2017: 61 Runs/Operations)

Total for 2017	689	
Total for 2016	705	
Total for 2015	733	
Total for 2014	809	<i>5 year average: 737</i>
Total for 2013	750	<i>12 Year Average: 701 since 2006</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	
Total for 2006:	505	

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

**SUPERINTENDENT'S REPORTS  
(September 12, 2018)**

Millville Cemetery Operations Report August 1 through August 31, 2018

7 Graves sold to Township residents (@ \$610)-----	\$4,270.00
3 Graves sold to nonresidents (@ \$895)-----	\$2,685.00
0 Old resident graves-----	\$ 0.00
5 Full Interments-----	\$4,500.00
0 Baby interments-----	\$ 0.00
1 Cremations-----	\$ 400.00
Foundation and Marker installation fees-----	\$3,472.80
0 Grave Transfer-----	\$ 0.00

0 Donation-----\$ 0.00  
Total: ----- \$ 15,327.80

Other Cemetery activities:

1. Fixed graves and sink holes
2. Cleaned the office and garage
3. Worked on equipment
4. Cut grass five times and weed-eat five times

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

1. Repaired a catch basin on Sir Martin Drive.
2. Cut and trimmed grass at the apartment building on Vanda Avenue.
3. Cut up and removed one dead tree that fell on Cochran Road and one dead tree that fell on Woodbine.
4. With the help of the Cemetery crew, we performed ditching and erosion control on Stahlheber Road.
5. Cut and trimmed grass on all Township properties three times.
6. Prepared Park for the Cool Cars/Fine Wine/Good Music event, including getting everything set-up and put away. Picked up supplies and picked up and returned the light towers.
7. Continued with cutting back honeysuckle on Township roads.
8. Picked up a deer carcass on Morman Road.
9. Started second round of roadside mowing.
10. Picked up glass on Stillwell Road.
11. 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 August Summary Report**  
**(September 2018)**

- **Fire/EMS Run Data:** Dispatch Log information for August 2018; Prepared summary overview of data.
- **Fire Department:** Continued work with Command Staff on updating SOPs, personnel checklists and examination of any equipment needs. Examining with the Fire Chief necessary equipment for the new fire apparatus equipment and modifications. delivery is anticipated the first week of September.
- **Park:** Ordered repairs of playground equipment; awaiting delivery of parts.

- **Nuisance Properties:** Worked on properties in Alamo Heights, Millville Avenue, Vanda Avenue and Stahlheber Road.
- **Township 2019 Road Program:** Work on preliminary ideas for 2019 Road Program.
- **Outside Legal Counsel:** Work continuing on issues before the State Personnel Board of Review. Prepared information for a filing required by legal counsel by September 11, 2018.
- **Records and Records Commission:** Have been boxing older records as the Township file storage is at capacity. Still looking for a longer term solution.
- **Property and Liability Insurance:** Contract approved; executed documents relating thereto for 2018-2019 coverage.
- **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.
- **Heath Insurance Renewal:** Followed up with the Township Broker, Wichert Insurance Agency, and Anthem Blue Cross Blue Shield related prescription program problems.
- **Park Committee and Wine Tasting/Cruise In:** Planned set up and coordinated personnel for the "Cool Cars- Fine Wines- Good Music" event held August 25th despite adverse weather conditions.
- **Permits for Events:** Worked on documentation to submit which was submitted to the County Health Department for a Temporary food service license for the Park Committee to sell product at the August 25th event.
- **Open Burning Issues:** Fielded many complaints again regarding illegal open burning. Provided information fliers to residents.
- **BREC Grants:** Prepared and submitted two grant requests for Community Connections Grant Funding for special event radio communications and employee ID system.

#### **Personnel Actions and Other Items of Note**

##### ***Appointment of new personnel and Personnel actions:***

##### ***Fire Department:***

None Reported.

### ***Road Department and Cemetery:***

Brian Batdorf, Public Works Worker IV (Also Cemetery Sexton) approving new hourly rate of \$20.45 to be effective the current pay period. Also modifying job description to reflect additional responsibilities.

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

**Ongoing: Studying ways to secure records** properly and find space as the Township storage is limited at this time. Also still have to finish new formatting of approved Records Retention Schedule to be presented to the state. Older files have been placed in file cardboard storage boxes. (Still working on these issues). Records storage is a problem as space is very limited.

**Admin Security and Protection of Records:** This issue needs to be addressed as soon as the budget will allow. Proposals have been sought in February. Waiting on possible alternatives.

**For the Fire Department:** No change....Pumper/Tanker order was placed with Sutphen. Financing documents have been initiated and waiting on final approval. Delivery now anticipated in September 2018.

**Strategic Planning Session Needed:** A working meeting is recommended to assess the direction of the Township and priorities as schedule changes, costs, and settlements of new revenue have been received. This would include discussion of the adjustments made to the 2018 Road Program, the 2019 Road Program issues, equipment purchases, and projections for the future.

### **Of Note- Budget Information for August 31, 2018**

**Cash Balance as of August 31, 2018: \$1,584,537.39**

- 1) Total Expenditures all funds for August 2018: \$140,718.58 / Revenue: \$163,010.85**
- 2) Total General Fund cash on hand August 2018: \$525,095.91 (33.14%) of Total funds**
- 3) Total Fire/EMS Fund cash on hand August 2018: \$433,614.78 (27.37%) 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

#### **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-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**

Aug: \$1,125,949.35  
Sept: \$1,449,880.79  
Oct: \$1,362,945.99  
Nov: \$1,194,472.00  
**Dec: \$1,093,559.61**

#### **Fiscal Year 2016**

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

#### **Fiscal Year 2017**

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

#### **Fiscal Year 2018**

Jan- Cash Balance: \$1,163,186.72  
Feb- Cash Balance: \$1,073,432.10  
Mar- Cash Balance: \$1,074,034.55  
Apr- Cash Balance: \$1,716,834.06  
May- Cash Balance: \$1,692,832.17  
June- Cash Balance: \$1,622,292.66  
July- Cash Balance: \$1,646,449.31  
Aug- Cash Balance: \$1,584,537.39

**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.

April 2018: Settlement from the County Auditor received second week of April. 2018 Road Program may need adjustment. CD Funding cleared for the sink hole problem on Amarillo Drive.

July 2018: New vehicles for the Fire Department and Road Department will be arriving the last quarter of the year. Lease Purchase agreements and financing must be set up while protecting the Township's Bond Rating. These costs should be examined when a Township Strategic Planning Session is scheduled by the Board.

Mr. Henry also distributed revenue and expenditure reports to the Board.

### ***Old Business***

***August 2018 Fire/EMS Run Data Summary:*** Mr. Henry provided the run data summary for the month of August and noted the average response time was 8.00 minutes. The busiest day for runs were Fridays and Sundays and second shift was the busiest shift. (See Report)

### ***Shady Nook Update –***

#### **Ref: Shady Nook Update**

**The Township Administrator has held meetings with County Zoning Officials at the Shady Nook site and then a meeting was held with representatives from the Planning Commission, Community Development Department and Land Bank agency on August 22, 2018. Options were outlined. The County will not provide a 100% demolition grant since it is a commercial structure and does not want to possibly enable the property owner to experience a windfall advantage if sold privately. The options were outlined as follows:**

1. The owner ignores order of the Trustees; Township takes action to tear down the structure and places a lien on the property.
2. Property owner agrees to proceed and tears down the structure in a timely manner paying all costs associated therewith.
3. Have the owner donate the land to the Land Bank of Butler County and obtain a certificate of value for tax purposes based upon the current County Auditor's market value. Township applies for a grant and has the structure torn down. No expense to the property owner.

4. Have the owner donate the land to Hanover Township. Township applies for a grant and has the structure torn down. No expense to the property owner.
5. Butler County will not provide a grant to tear down the Shady Nook since it is a commercial structure. Money can be obtained to tear it down but a lien would be placed on the property.

These options were reviewed with Jay Bennett, attorney for Ms. Ommert (Shady Nook) by Mr. Henry on September 5, 2018. The meeting went well and Mr. Bennett will be seeking direction from his client. As of the Board's meeting date, no response has been received.

**Update – Fire Pumper/Tanker Delivery:** Chief Clark reported that the new fire pumper/tanker was scheduled to be completed by the first week of September but now it appears that it will be ready the second week of October. He stated that possibly an open house or special event could be scheduled the week of October 15th. Mr. Henry asked that he be kept informed so as to provide a Community Notice when the open house would be held.

**Other Old Business:** There was no other Old Business.

***New Business:***

**Resolution No. 45-18 – Approve 2019 Amounts/Rates Tax Levies:** Mr. Henry explained that Resolution No. 45-18 was a housekeeping measure required by law for the Board to approve each Fiscal Year. Mr. Henry stated that Mr. Sullivan would explain the figures. Also the Township would be using the format provided by the County for the resolution instead of the traditional resolution style used by the Township in the past. After some discussion, Mr. Miller made a **motion** to adopt Resolution No. 45-18, which was seconded by Mr. Buddo. Upon roll call, all three Trustees voted yes.

Resolution No. 45-18

RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS  
DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING  
THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE  
COUNTY AUDITOR

(Board of Township Trustees)

Rev. code, Secs. 5705.34, 5705.35

The Board of Trustees of HANOVER Township, Butler County, Ohio, met in

REGULAR the 12<sup>TH</sup> day of SEPTEMBER, 2018, at

the office of (regular or special) with the following members present:

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DOUGLAS L. JOHNSON

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LARRY MILLER

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JEFF BUDDO

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moved the adoption of the following Resolution:

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RESOLVED, By the Board of Trustees of HANOVER TOWNSHIP, Butler County, Ohio in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1, 2019; and

WHEREAS, the Budget Commission of Butler County, Ohio has certified its action thereon to the

Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied

by this Board, and what part thereof is without, and what part within the ten mill tax limitation;

therefore, be it

RESOLVED, By the Board of Trustees of HANOVER TOWNSHIP, Butler County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said Township the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

FUND	AMOUNT APPROVED BY BUDGET COMMISSION INSIDE 10 MILL LIMITATION	AMOUNT TO BE DERIVED FROM LEVIES OUTSIDE 10 MILL LIMITATION	COUNTY AUDITORS ESTIMATE OF TAX RATE TO BE LEVIED		
			=====	=====	
			INSIDE 10 MILL LIMIT	OUTSIDE 10 MILL LIMIT	
GENERAL FUND		170,000.00	350,000.00	0.82	1.75
ROAD LEVY		85,000.00		0.40	
ROAD & BRIDGE FUND		320,000.00		1.50	
CEMETERY FUND					
LIGHTING FUND					
GARBAGE & WASTE DISPOSAL DISTRICT FUND					
POLICE DISTRICT FUND					
FIRE & EMS DISTRICT FUND			720,000.00		3.50
PARK LEVY FUND					
ZONING FUND					
MISCELLANEOUS FUNDS					
GENERAL (NOTE) BOND RETIREMENT FUND					
SPECIAL ASSESSMENT BOND FUND					
TRUST FUND					
BOND FUND					
FEDERAL REVENUE FUND					

TOTAL	575,000.00	1,070,000.00	2.72	5.25
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SCHEDULE B

LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT  
LEVIES

COUNTY AUDITOR'S MAXIMUM RATE  
ESTIMATE OF YIELD  
AUTHORIZED

FUND OF LEVY (Carry to TO BE LEVIED Schedule A)

GENERAL FUND:

Current expense levy authorized by voters  
on 120 not to exceed years.

Current expense levy authorized by voters on 11/7, 2017 350,000.00 1.75 not to exceed years.

Current expense levy authorized by voters  
on 20 not to exceed years.

Current expense levy authorized by voters  
on 20 not to exceed years.

TOTAL GENERAL FUND OUTSIDE 10 MILL LIMITATION	350,000.00	1.75
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SPECIAL LEVY FUNDS:

Levy authorized by voters  
on 2 not to exceed years.

Levy authorized by voters on 1 1/8, 2016 (FIRE & EMS) 720,000.00 3.50 not to exceed 5 years  
Expires TY20

Levy authorized by voters on 20  
not to exceed years.

Levy authorized by voters on  
20 not to exceed  
years.

Levy authorized by voters on 20  
Levy authorized by voters on 2 not to exceed years.

Levy authorized by voters on .20  
Levy authorized by voters on, 2not to exceed years.

Levy authorized by voters on .20  
Levy authorized by voters on, 2not to exceed years.

Levy authorized by voters on .20  
Levy authorized by voters on, 2not to exceed years.

Levy authorized by voters on .20  
Levy authorized by voters on, 2not to exceed years.

and be it further

RESOLVED, That the Clerk of this Board be, and he/she is hereby directed to  
certify a copy of this Resolution to the County Auditor of said County.

\_\_\_\_\_ seconded the Resolution and the roll being  
called upon its adoption the vote resulted as follows:

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

Adopted<sup>the</sup> J:CE day of SEPTEMBER, 2018.

*Wm. L. Smith*  
Clerk of the Board of Township Trustees of

9/12/2018

\_\_\_\_ Township

\_\_\_\_ HANOVER \_\_\_\_\_

Butler County, Ohio.

=====

**Resolution No. 45-18**

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CERTIFICATE OF COPY

ORIGINAL ON FILE

The State of Ohio, Butler County, ss.

I, GREGORY L. SULLIVAN, Clerk of the Board of Township  
Trustees of

HANIOEQ Township, in said County, and in whose custody the Files and Records of said  
Board

are required by the Laws of the State of Ohio to be kept, do hereby certify that the  
foregoing is taken and copied from the original

now on file with said Board, that the foregoing has been compared by me with said original  
docur document and that the same is a true and correct copy thereof.

WITNESS my signature, this 4<sup>th</sup> day of SEPTEMBER, 20 10

Gregory L. Sullivan  
Clerk of the Board of Township Trustees of

HANIOEQ Township  
Butler County, Ohio

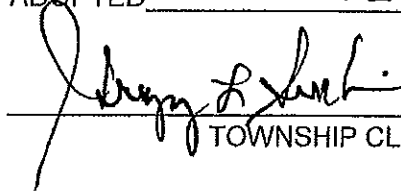
NOTE: A copy of this Resolution must be certified to the County Auditor before the  
first day of

October in each year, or at such later date as may be approved by the Board of Tax Appeals.

RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS  
DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE  
NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY  
AUDITOR. (BOARD OF TOWNSHIP TRUSTEES)

ADOPTED SEPT. 12

, 2012) \_\_\_\_\_ FILE

  
TOWNSHIP CLERK

\_\_\_\_\_  
COUNTY AUDITOR

\_\_\_\_\_  
DEPUTY AUDITOR

***Motion – Approve Agreement for Alamo Heights Drainage Project CDBG 18-5:***

Two years ago the Township received approval for a Community Development Block Grant to address the Sink hole problem as authorized by Township Resolution No. 40-16 working in cooperation with the Butler County Engineer's Office. A grant of \$33,000.00 was awarded through the Community Development Block Grant Fund but held for a year by the County. The County will be proceeding to conduct the work on this project. A motion is needed to authorize an agreement with the County to proceed. The agreement is attached herewith for your signature.

**Motion to Approve** agreement for implementation of CDBG 18-5 Alamo Heights Flood and Drainage Project pursuant to Section 307.15 of the Ohio Revised Code. Mr. Miller made a **motion** to approve the foregoing agreement with Mr. Buddo seconding the measure. Upon roll call, all three Trustees voted yes.

***Motion to Approve Memorandum of Understanding:*** Hanover Township has worked with the Coalition for Health Community out of the Oxford area for the last few years. Amy Macheko of the Talawanda School District representing the Coalition has made presentations to the Board and provided the planting of tulips in the park and at the Community Center. During a meeting in early September Ms. Macheko asked that understandings be reached with the various entities participating in the Talawanda School District with no cost attached to work together in promoting healthy communities. Ms. Macheko also introduced Mary Compton, a Hanover Township resident, who has been participating in the Coalition and wishes to serve as a coordination/communication link between the Township and the Coalition. Ms. Macheko and Ms. Compton want to speak to the Board at the November meeting. They went on to praise the Township efforts in serving youth at the Kids Fest and Haunted Harvest events. The Coalition wishes to participate and support these events in the future. After some discussion, Mr. Buddo made a **motion to approve the Memorandum of Understanding** with the Coalition for a Healthy Community (See attachment) and to authorize the Township Administrator to execute the agreement on behalf of the Township, which was seconded by Mr. Miller. Upon roll call, all three Trustees voted yes.

**For Information:** Mr. Henry presented a hearing notice from the Butler County Board of Zoning Appeals to consider a variance for an accessory building at 2094 Gardner Road on September 18, 2018. After asking a few questions the Board took no position.

***Butler County Engineer's Office Communication – Planning for 2019 Road Program:*** Mr. Henry referred the Board to information in their packets and explained that there is a preliminary

plan to meet with the County prior to the end of September. Mr. Gardner had prepared preliminary suggestions for the 2019 Road Program for the Board to review and modify as the Board deemed appropriate. After discussion, the Board agreed with the proposed summary and Mr. Miller made a **motion** to Approve the proposed 2019 Road Program with Mr. Buddo seconding the motion. After discussion a roll call vote was taken with all three Trustees voting yes. The Program is listed below:

**Proposed 2019 Road Program Considerations (Preliminary)**  
**September 12, 2018**

**Re-Base Work**

- 1) Darrtown Road Dead End: Work to address to 4' by 150'
- 2) Decamp Road: Tow sections 4' by 70' and 5' by 100'
- 3) Cochran Road: 4' by 110'
- 4) Jesse Drive: Repair 22 cross cracks

**Chip Seal**

- 1) Hussey Road: Dead end to US 27
- 2) Brunner Road: Dead end to Stahlheber Road

**Retrace**

- 1) Hogue Road
- 2) Krucker Road
- 3) Darrtown Road: From Nichols to Township Line

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***Resolution No. 46-18 –Motion to Approve:*** Mr. Henry reported that due to assistance being requested to aid victims of Hurricane Florence from various states including Ohio that members from the Fire Department on Search and Rescue teams may be requested to go to the Carolinas to help. The Township has sent members from the Fire Department during past disasters such as in 2011. Deployment of individuals would be set up through FEMA and Ohio EMA. Specific records must be kept and expenses approved. A special deployment pay plan is used for Hanover Township members participating. Mr. Henry explained that this resolution establishes the framework to authorize said deployment and authorizes the special pay plan. Mr. Johnson asked about immunity and Mr. Henry responded citing the ORC Titles under which immunity is extended to emergency personnel responding. Mr. Johnson asked Chief Clark if deployment of

Paul Smith and Clint Nigg occurs, does the Fire Department have adequate personnel and resources to serve its reasonably foreseeable operating needs. Chief Clark responded yes. (It should be noted that Chief Clark may be deployed through the Butler County Sheriff's Office). The Fire Chief is to notify Mr. Henry if such deployments occur. Mr. Miller made a **motion** to approve Resolution No. 46-18 and authorize the Township Administrator to execute any necessary agreements and to implement the Disaster Deployment Pay Plan, which was seconded by Mr. Buddo. After discussion, a roll call vote was taken, and all three Trustees voted yes.

### ***Other New Business***

Mr. Henry mentioned, as in prior meetings, there is a need for the Board to have a work session to discuss goals, strategies and projects for the future covering the next five years. After further discussion, Mr. Miller asked that such a session be held two hours in advance of a regular meeting night.

Chief Clark mentioned contacting the Butler County Health Department to have Hepatitis A vaccinations provided to Fire Department personnel. He is awaiting a call back. Mr. Henry indicated that if Chief Clark gets deployed to the Carolinas that he would follow up with the Health Department.

Mr. Buddo mentioned a property on Minton Road, third house on south side east of Morman Road intersection. Mr. Henry had received no complaints and would check out the property. Action could be taken if noxious weeds are present in addition to the high grass.

Mr. Henry noted that although adverse weather was a factor in keeping attendance lower than expected, the Cool Cars-Fine Wine-Good Music event proved to be successful. The soft costs associated with the wine tasting, food and drink service, trophies and concert bands was covered by sponsors and on-site revenues. The port-o-lets, tents and workers (non-volunteers) were supplied/supported by the Township. The soft costs revenues appear to be about \$277.00 over costs.

Also under Other New Business, Mr. Henry asked the Trustees to note miscellaneous correspondence and general information in their meeting packets which included: Butler County Building Permit Report for August 2018; an Ohio Township Association notice for the annual conference in 2019, a BWC report regarding Medical Marijuana in Ohio, BCTA Notice/Agenda for the September 13th meeting, an ODOT Road Closure Notice for SR 129, a BC Health Department newsletter, a Council on Aging Workshop Notice, and an OTA article on Cemetery law.

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

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

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

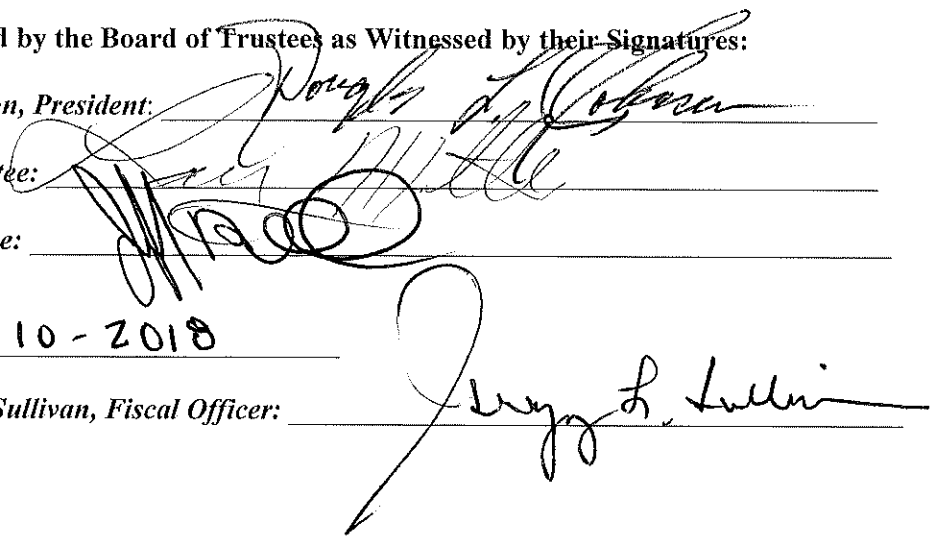
Douglas L. Johnson, President:

Larry Miller, Trustee:

Jeff Buddo, Trustee:

Date: 10 - 10 - 2018

Verified by: Greg Sullivan, Fiscal Officer:

The image contains four handwritten signatures. The first signature, for Douglas L. Johnson, is written over a horizontal line. The second signature, for Larry Miller, is also over a horizontal line. The third signature, for Jeff Buddo, is over a horizontal line. The fourth signature, for Greg Sullivan, is written over a horizontal line and is more stylized than the others.