



**Hanover Township Board of Trustees
August 14, 2019 Meeting Minutes**

Call to Order: Board President Larry Miller 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 Miller, Buddo and Johnson present. Other officials present: Bruce E. Henry, Township Administrator; Road Superintendent Scot Gardner; Fire Chief Phil Clark; Project Coordinator Julie Prickett and BCSO Deputy Mayer.

Approval of Meeting Minutes: Motion made by Mr. Buddo, seconded by Mr. Johnson, to approve the July 10, 2019 Regular 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 from the Butler County Auditor's Office addressed the Board. He distributed copies of the State Auditor's Office 2018 PAFR. Mr. Brown reported that the second round of tax payments had been made to the local jurisdictions and Mr. Sullivan confirmed that the Township had received its second payment. Mr. Brown also reported that the proposed fuel quality testing legislation was supported by multiple organizations, including the Ohio Township Association. Mr. Brown also reported that it was unknown when proceeds from the new State gas tax of 10.5 cents per gallon would start to be received by local jurisdictions as the tax just went into effect in July.

Citizen Participation: No citizens requested to address the Board.

Administration Reports

Law Enforcement: Deputy Mayer gave the following report for the month of July 2019:

Butler County Sheriff's Office
District #6
Hanover Township Contract Cars

Monthly Report for July 2019

<u>Activity Area</u>	<u>Month Totals*</u>	<u>YTD</u>
• Dispatched Calls: 203		1523
• Felony Reports: 00		14
• Misdemeanor Reports: 16		123
• Non-Injury Crash: 09		73
• Injury Crash: 03		27
Total Reports: 28.....		236
• Assists/Back Up: 22		170
• Felony Arrests: 00		00
• Misdemeanor Arrests: 03		38
• OMVI Arrests: 00		00
Total Arrests: 03		38
• Traffic Stops: 16		103
• Moving Citations: 17		107
• Warning Citations: 03		15
• Civil Papers Served: 0		07
• Business Alarms: 4		08
• Residential Alarms: 04		39
• Special Details: 07		107
• COPS Times: 5,200 (<i>Min.</i>)		36,400 Min
• Vacation Checks: 18		103

Reporting: Prepared by BEH.

Fire/EMS: Chief Clark presented the following report for the month of July 2019:

Hanover Township Fire Department
Monthly Report for July 2019- Phil Clark Fire Chief
(Presented in August 2019)

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:	62	390
• Motor Vehicle Accidents:	07	56
• Fire Runs:	18	87
• Fire Inspections:	00	03
• Knox Box Details	00	00
• Other	00	00
• Total for the month:	87 Runs/Operations (Fire/EMS Runs)	

Total Year 2019: 536 Runs/Operations

		(July 2018: 45 Runs/Operations)

Total for 2018	777	
Total for 2017	689	
Total for 2016	705	
Total for 2015	733	
Total for 2014	809	<i>5-year average: 743</i>
Total for 2013	750	<i>13 Year Average: 707 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 July 2019:

**SUPERINTENDENT'S REPORTS
(August 14, 2019)**

Millville Cemetery Operations Report July 1 through July 31, 2019

1 Graves sold to Township residents (@ \$610)-----	\$ 610.00
4 Graves sold to nonresidents (@ \$895)-----	\$3,580.00
0 Old resident graves-----	\$ 0.00
7 Full Interments-----	\$ 6,300.00
0 Baby interments-----	\$ 0.00
0 Cremations-----	\$ 0.00
Foundation and Marker installation fees-----	\$2,344.80
0 Grave Transfer-----	\$ 0.00
Donations-----	\$ 100.00
Total: -----	\$ 12,934.80

Other Cemetery activities:

1. Fixed graves
2. Cleaned the office and garage
3. Picked up and removed flowers from stones
4. Cut grass four times
5. Weed eat four times
6. Trimmed bushes out front and pulled weeds from flower beds
7. Built 10 forms for foundations

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

1. Cut back honeysuckle at 129 and Columbus Drive, 129 and Sir Martin Drive, 27 and Stephenson Road, 129 and Cochran Road, 177 and Hogue Road, and 177 and Vizedom.
2. Straightened up some leaning road signs.
3. Cut grass at 1624 Morman Road.
4. Placed B19 along some washed out berm on Salman off Stillwell Road.
5. Cold patched the end of a driveway on Krucker Road.
6. Picked up a dump truck load of furniture dumped on Hussey Road.
7. Completed second round of roadside mowing.
8. Continued to work on cutting back trees and honeysuckle on all Township roads.
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 July Summary Report
(August 2019)

- **Fire/EMS Run Data:** Dispatch Log information for July 2019; Prepared summary overview of data.

- **OHIO BWC:** Working with CareWorks and Ohio BWC officials to obtain a reclassification of the Fire Department rating factor in order to lower premiums as assigned to the 2019 work year. This work is still in progress.
- **Park Playground Rubberized Surface:** Repair and patching to the rubberized playground surface as directed by the administration were completed the last week of June at a cost of \$1,200.00.
- **Fire Department:** Worked on background checks for possible new hires. Also worked on a BWC claim for medical for an incident on July 8th.
- **Road Department:** Finished financing documents with Mercedes Benz group. Executed documents received and a copy given to the Fiscal Officer.
- **Nuisance Properties:** Working with Jim Fox, County Zoning Department to resolve nuisance issue on Hamilton Richmond Road. 1901 Hamilton Richmond Road has been purchased and as of July 29th, clean-up of the property is underway.
- **Cruise In-Wine Tasting- Concert Event:** Held meetings among staff and Park Committee to plan details for the August 24th event. Seeking sponsorships and vendors for the event. Secured entertainment for the event. Ordered new supply of souvenir wine glasses.
- **Permits for Wine Tasting:** Prepared documents for the State F-4 Liquor permit for the wine tasting and the necessary documents for the Temporary Food Sale permit through the County Board of Health.
- **Fiscal Operations:** We are continuing the process of reviewing the General Obligation Bonds status and possible options for lowering the cost to the Township.
- **Newsletter:** Planning another newsletter for September covering various Township issues and events.
- **Open Burning:** Mailed brochures to certain properties requesting procedures/requirements for open burning. Also fielded phone calls covering the guidelines.
- **Records and Records Commission:** Ongoing- A Records Commission meeting was held December 12, 2018. New Records Commission was formed in January. Working on changes approved by the Records Commission in regard to the existing retention schedule. Still need space for new records. Purchased more storage boxes.
- **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.

- **Butler County Engineer's Office:** Followed up with the County Engineer's Office on 4004 Stahlheber and 2433 Krucker. Met on site at 2433 Krucker on July 25th to resolve drainage problems. Property owner has to address the issues to prevent further drainage problems in the right of way.
- **Decamp Road Drainage Issue:** Reily Township has completed new ditching and haul off of material as agreed upon.
- **Wencella Drive Drainage Issues: Ongoing/No change-** In January and February began investigation into sink hole problems in and out of the right of way as presented to the Board in January. Will be working on information and documents to seek help from the County Engineer's Office. Road Department did some initial repair work in the right of way. Still need to determine what to do in the long run. There is no good solution as much of 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.
- **Liability and Property Insurance Renewal:** All documents were completed for the 2019-2020 coverage year. Renewal rates will be presented to the Board in August for review and approval.
- **Cemetery:** Working with Brian Batdorf in reviewing possible fee adjustments for the Millville Cemetery. A recommendation will likely be made in August or September.
- **Community Center Flooring:** Working on flooring types and estimates for Board review in September.

Personnel Actions and Other Items of Note

Personnel actions and appointment of new personnel:

Fire Department:

Road Department and Cemetery: Cemetery seasonal workers Noll and O'Neill have returned to school and no longer working at the Cemetery.

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

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: Additional security measures were installed for the administration offices and entry ways. Continuing to box older records in temporary cardboard file boxes stored in the garage area. More permanent solutions need to be determined- still pending.

Road Department Mower: Road Department tractor mower ordered; delivery is scheduled for mid-August.

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. Date was set for February 5, 2019. Broad overview objectives were set. Follow up is needed for the balance of 2019

Of Note- Budget Information for July 31, 2019

Cash Balance as of July 31, 2019: \$1,627,758.24

- 1) **Total Expenditures all funds for July 2019: \$151,910.38 / Revenue: \$89,544.59**
- 2) **Total General Fund cash on hand July 2019: \$551,193.67 (33.86%) of Total funds**
- 3) **Total Fire/EMS Fund cash on hand July 2019: \$466,957.29 (28.69%) 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

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- 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

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
Sept- Cash Balance: \$1,913,802.96
Oct- Cash Balance: \$1,598,162.43
Nov- Cash Balance: \$1,510,806.10
Dec- Cash Balance: \$1,415,972.54

Fiscal Year 2019

Jan- Cash Balance: \$1,285,186.49
Feb- Cash Balance: \$1,284,662.00
Mar- Cash Balance: \$1,282,053.24
Apr- Cash Balance: \$1,876,385.79
May- Cash Balance: \$1,863,302.50
June- Cash Balance: \$1,689,602.11
July- Cash Balance: \$1,627,758.24

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.

November 2018: The Township strategy and goal session should be scheduled by the Board in January 2019 after close out of the 2018 fiscal year.

February 2019: Strategic Planning Session to be scheduled.

June 2019: The General Fund and Fire/EMS funds are holding consistent and moderately strong. Payments for equipment will hit these funds later in the year. General Obligation Bonds/Requirements being reviewed for possible changes more favorable to the Township. Goals for major purchases approved by the Board are being completed.

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

Old Business

July 2019 Fire/EMS Run Data Summary: Mr. Henry provided the run data summary for the month of July and noted the average response time was 7.29 minutes. The busiest day for runs was Mondays and second shift was the busiest shift. Mr. Henry also noted that 21 of the 88 dispatched calls were calls with no transport (mostly calls for lift assists.)

Partition Fence Issue Presentations: Mr. Miller asked Mr. Henry to outline the procedures and introduce the parties regarding the partition fence issue. Mr. Henry stated that:

A notice of rights and responsibilities under the Ohio partition fence law had been provided to and acknowledged by Mr. Dingleline;

A notice of the issues raised by Mr. Dingleline had been sent to Mr. and Mrs. Verigood;

A notice of the date and time (8:30AM on August 12, 2019) for the partition fence viewing by the Board of Trustees and the date and time of the Board meeting (6:00PM on August 14) was sent to both parties to provide; and

A copy of Chapter 971 of the Ohio Revised Code had been provided to both parties.

Mr. Henry outlined the procedure to be followed which consisted of:

1. Mr. Dingleline to present his case by explaining why he believed the fence was a partition fence and stating what remedy he sought, including cost of the remedy;
2. Mr. And Mrs. Verigood to present their side of the issue.

Mr. Henry explained the Board would not render a decision that evening. Both parties would be notified as to the date and time of the Board meeting when the decision would be issued.

Mr. David Dingledine, 1820 Millville Oxford Road, stated he erected the fence in the early 1990's when he had livestock on his property. He stated he no longer keeps livestock on the property; however, he wanted the fence to prevent his neighbor from going on his property to cut grass and to provide safety from his neighbor's dogs. Mr. Buddo asked how long ago Mr. Dingledine kept animals on the property. Mr. Dingledine indicated it was about 10 years ago. Mr. Johnson asked if Mr. Dingledine intended to keep animals on his property in the future and Mr. Dingledine indicated perhaps in about one to two years he would have animals on his property. Mr. Dingledine stated he was requesting the Verigoods to replace 570 feet of fence that had been crushed by horses kept by the Verigoods.

Mr. Stan Verigood, 1832 Millville Oxford Road, stated he maintains no livestock on his property, that he has no intention to maintain livestock on his property and that he does not want a fence. Mr. Verigood stated he had horses on his property from approximately 2005 to 2016. He acknowledged the horses damaged the fence and he repaired the damage. Mr. Verigood also stated he did not believe Chapter 971 applied to this dispute. He noted that neither he nor Mr. Dingledine were a farm operator and neither were grazing livestock on the property. He stated the intent of the law was for both property owners to bear the cost of a partition fence when both parties owned livestock. Mr. Miller asked if Mr. Verigood's horses damaged the fence. Mr. Verigood acknowledged his horses damaged the fence and the fence was repaired. Mr. Verigood stated he didn't want a fence; the fence was in disrepair and he would be willing to help take it down and clean-up the area.

Mr. Dingledine provided photos to the Board which depicted the property before and after the Verigoods moved to the property adjacent to his. Mr. Dingledine could not provide dates when the photos were taken. Mr. Dingledine stated the photos showed that Mr. Verigood buried his dog on Mr. Dingledine's property.

Mr. Verigood disputed that the dog was buried on Mr. Dingledine's property and stated it was buried on his own property. Mr. Dingledine stated he had his property surveyed about three or four months ago. He then provided a copy of the survey to Mr. Henry.

Mr. Buddo asked about the alignment of the fence. Mr. Dingledine stated the fence was on Mr. Verigood's property – approximately 4 inches inside the property line at the front of the property and approximately 30 inches inside the property line at the rear of the property. Mr. Dingledine stated he wanted the older part of the fence replaced and would install the new fence on the property line.

Mr. Henry showed Mr. Dingledine a copy of County records provided by Mr. Dingledine which showed the properties as part of a subdivision plat. Mr. Henry explained it would be necessary to determine if the properties were part of a subdivision plat registered with the County. If so, the Board would not have jurisdiction over the fence dispute. Instead, the issue would be a private matter that could be contested in civil court.

Drainage Issues – Krucker and Stahlheber Roads: Mr. Buddo made a **motion**, seconded by Mr. Miller, to request the County Engineer to review the property at 2433 Krucker Road and 4004 Stahlheber Road as the Road Superintendent believes the measures taken so far will not solve the problem and the Township will continue to experience problems. Upon roll call, all the Trustees voted yes.

Other Old Business: There was no other Old Business.

New Business:

Resolution No. 39-19 – Approve Renewal with OTARMA/Legal and Liability Property Insurance: Mr. Henry explained the current policy period would expire September 1 and he recommended renewing with OTARMA. Mr. Henry stated OTARMA has provided good service and noted the proposed premium increase was due to the addition of new equipment. Mr. Henry also noted potential pending litigation made it imprudent to change carriers at this time. Mr. Buddo made a **motion**, seconded by Mr. Johnson, to adopt Resolution No. 39-19. Upon roll call, all three Trustees voted yes.

Resolution No. 39-19

Approving Property, Vehicle and Liability Insurance Renewals Through a Contract With the Ohio Township Risk Management Authority for Policy Year September 2, 2019 through September 1, 2020

Whereas, it is in the best interest of the Township to provide insurance coverage for Township property, vehicles, and liability; and

Whereas, prices were examined and updated information was filed to determine best pricing;

Whereas, the Ohio Township Risk Management Authority has presented renewal coverage for General Liability (Legal) and Coverage Extensions, Property Insurance and Coverage Extensions, Public Officials Wrongful Acts and Coverage Extensions, Vehicle Insurance Coverage and Umbrella Liability as well as Coverage Extensions for new Fire Equipment and Road Department Equipment as well as a rebate of \$1997.04 (to be mailed separately) for the new contract period resulting in a net cost for the new policy period of 26,512.96; and

Whereas, the OTARMA renewal proposal is the most cost efficient coverage given the Township's circumstances, past experience and the rate has been relatively level the last few years,

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

Section I. Resolution No. 39-19 is hereby approved authorizing the renewal of the property, vehicle, and liability insurance coverage for the period commencing September 2, 2019 through September 1, 2020 with the Ohio Township Risk Management Authority as represented locally

by Lovins Insurance Agency for a cost not to exceed \$28,510.00 (with an anticipated rebates/credits of \$1,997.04 to be received at a later date) as outlined in an attachment herewith labeled” Attachment Resolution No.39-19”.

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

The foregoing resolution was adopted in a special public meeting and is a reflection of the official action taken by the Board of Trustees of Hanover Township Butler County, Ohio on the 14th day of August 2019.

<i>Board of Trustees</i>	<i>Vote</i>	<i>Attest and Authentication:</i>
Larry Miller	_____	_____ Gregory L. Sullivan
Jeff Buddo	_____	Fiscal Officer/Clerk
Douglas L. Johnson	_____	

Motion – Approve Cemetery Lot “Sell Back” (Campbell): Mr. Henry explained that Shawna Campbell of Hamilton, Ohio purchased Graves #1 and #2, Lot 94 Section K for \$550.00 each (\$1,100.00 total) on December 26, 2009 for her sister and brother-in-law. Ms. Campbell has made a written request to sell back the lots for \$1,100.00 and requests the check be made out to her sister and brother-in-law Sharon & James Shope, Jr., 538 Bazzie Dock Road, Big Rock, Tennessee 37023 (original receipt was produced.) **Motion** by Mr. Buddo, seconded by Mr. Johnson, to approve the aforementioned transfer and buy back of Graves 1 & 2, Lot #94, Section K from Ms. Campbell for a total of \$1,100.00 (less a \$25 processing fee) made out to her sister. After discussion, a roll call vote was taken, and all three Trustees voted yes.

2020 Road Program – BCEO Request/Preliminary Proposal: Mr. Henry reported that the annual planning meeting with the BCEO for the Township’s road program was scheduled for September 12. Mr. Henry asked the Board to review the proposed project list which would be presented to the Board for approval at the September Board meeting.

Resolution No. 40-19 – Approve 2020 Amounts and Rates (Tax Levies) to the Budget Commission: Mr. Sullivan explained that this resolution accepts the amounts and rates determined by the Budget Commission and authorizes and certifies the amounts to the County Auditor for tax collections for the next fiscal year. After some discussion, Mr. Johnson made a **motion**, seconded by Mr. Buddo, to adopt Resolution No. 40-19. Upon roll call, all three Trustees voted yes.

PDF Insert: Form sent by the County Auditor's Office.

Resolution No. 40-19

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

HANOVER TOWNSHIP the 14TH day of AUGUST, 2019, at the office of
(regular or special)
_____ with the following members present:

LARRY MILLER

DOUG JOHNSON

JEFF BUDDO

TRUSTEE JOHNSON moved the adoption of the following Resolution:

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, 2020; 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:

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SCHEDULE A

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SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET
COMMISSION, AND COUNTY AUDITOR'S ESTIMATED TAX RATES

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FUND	AMOUNT APPROVED BY BUDGET COMMISSION INSIDE 10 MILL LIMITATION	AMOUNT TO BE DERIVED FROM LEVIES OUTSIDE 10 MILL LIMITATION	COUNTY AUDITOR'S ESTIMATE OF TAX RATE TO BE LEVIED	
			INSIDE 10 MILL LIMIT	OUTSIDE 10 MILL LIMIT
GENERAL FUND	177,000.00	360,000.00	0.82	1.75
ROAD LEVY	86,000.00		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	583,000.00	1,080,000.00	2.72	5.25

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SCHEDULE B
LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES

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FUND	COUNTY AUDITOR'S ESTIMATE OF YIELD OF LEVY (Carry to Schedule A)	MAXIMUM RATE AUTHORIZED TO BE LEVIED
GENERAL FUND:		
Current expense levy authorized by voters on _____,20 not to exceed _____ years.		
Current expense levy authorized by voters on 11/7 ,2017 not to exceed _____ years.	360,000.00	1.75
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	360,000.00	1.75
SPECIAL LEVY FUNDS:		
Levy authorized by voters on _____,20 not to exceed _____ years.		
Levy authorized by voters on 11/8,2016 (FIRE & EMS) not to exceed 5 years Expires TY20	720,000.00	3.50
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 not to exceed _____ years.		
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 not to exceed _____ years.		
Levy authorized by voters on _____,20 not 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.

TRUSTEE BUDDO seconded the Resolution and the roll being called upon its adoption the vote resulted as follows:

LARRY MILLER . YES

DOUG JOHNSON . YES

JEFF BUDDO . YES

Adopted the 14TH day of AUGUST, 2019.

[Signature]
Clerk of the Board of Township Trustees of

8/14/2019

HANOVER

HANOVER

Township

Butler County, Ohio.

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 HANOVER 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 RESOLUTION ACCEPTING THE AMOUNT AND RATES

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

WITNESS my signature, this 14TH day of AUGUST, 2019

Gregory L. Sullivan
Clerk of the Board of Township Trustees of
HANOVER 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 AUGUST 14, 2019

FILED AUGUST 15, 2019

Gregory L. Sullivan
TOWNSHIP CLERK

COUNTY AUDITOR

DEPUTY AUDITOR

Motion – Participant Access Agreement/Medicount Management Recommended: Mr. Henry provided the following information to the Board:

Medicount and CliniSync Partner to Share Patient Demographic Information for Your Patient Transports

CliniSync is a leading HIE (Health Information Exchange) with connections to over 100 hospitals in Northern Ohio and the Midwest. Medicount and CliniSync have partnered together for several years providing patient demographic information for many of our clients. We are taking our partnership to the next level by implementing an electronic data exchange process that automatically transfers patient demographic information from the hospitals to Medicount for all our clients who transport to hospitals CliniSync partners with. This allows Medicount to collect patient insurance information quicker and thus submit claims faster and more efficiently.

"We need your help in order to continue receiving patient data information directly from CliniSync. CliniSync is changing their data platform and requires their "Participant Access Agreement" to be completed by the EMS Provider/Agency. Without this signed agreement, Medicount's ability to obtain important insurance information to efficiently bill the claims for your patients will be affected."

Mr. Henry explained that, as recommended by Medicount management and reviewed by Jennifer Mason, Hanover Township EMS Coordinator, this motion is necessary to authorize the EMS operation to work with Medicount Management and CliniSync. Agreement attached herewith.

Mr. Buddo made a **motion**, seconded by Mr. Johnson, to approve the use and cooperation with CliniSync regarding sharing of EMS Data for billing purposes as outlined in the attached agreement. After discussion a roll call vote was taken, and all three Trustees voted yes.

Resolution No. 41-19 – Approve Amended Certificate of Resources: Mr. Henry explained that Cemetery revenues were exceeding projections and therefore it was necessary to raise budget expenditure levels. In order to appropriate and spend the additional revenues, the Certificate of Estimated Resources and Permanent Appropriations for Fiscal Year 2019 had to be amended. After some discussion, Mr. Johnson made a **motion**, seconded by Mr. Buddo, to adopt Resolution No. 41-19. Upon roll call, all three Trustees voted yes.

Resolution No. 41-19

Amending the Certificate of Available Resources for Hanover Township and Adjusting Permanent Appropriations for the Balance of Fiscal Year 2019 To Reflect Additional Revenue Received and Adjust Appropriations Accordingly

Whereas, the Fiscal Officer reported on recent revenue adjustments as the result of additional revenue received and specifically in the Cemetery Fund 2041; and

Whereas, the Fiscal Officers recommends acknowledgement of the foregoing and amending the Revenue and Appropriation documents as well as establish the necessary accounting structure to accurately reflect the acceptance of the additional revenue and proposed expenditure of these additional funds; and

Whereas, the Board of Trustees concurs with the recommendation of the Fiscal Officer.

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

Section I. That to promote sound and efficient fiscal operations for the Township, the Certificate of Estimated Resources and Permanent Appropriations for Fiscal Year 2019 are hereby amended for use in 2019 subject to the County Budget Commission approval reflecting the receipt of additional revenue as reflected in the attachment hereto and appropriating said amounts to the various funds as outlined in the referenced attachment herewith (Totaling \$3,758,012.95).

Section II. That approval is granted to transfer \$35,000.00 from the General Fund 1000 to the Cemetery Fund 2041 which is reflected in the approved attachment herewith. Further, the Fiscal Officer is authorized to take all necessary steps to implement said 2019 Revenue and Expenditure adjustments for the Permanent Appropriations and make payments accordingly.

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 14th of August 2019.

Board of Trustees

Vote

Attest and Authentication:

Larry Miller
Jeff Buddo
Douglas L. Johnson

Gregory L. Sullivan
Fiscal Officer/Clerk

Accept for the Record – Liquor License Listing/Fees for Hanover Township (State of Ohio):

Mr. Henry requested that the licensing fee distribution report from the Ohio Division of Liquor Control be accepted for the record. Mr. Miller made a **motion**, seconded by Mr. Johnson, to accept the licensing fee distribution report from the Ohio Division of Liquor Control indicating a total of \$3404.10 in fees distributed to Hanover Township. Upon roll call, all three Trustees voted yes.

Donation – Butler Rural Electric Cooperative Contribution to the Fire Department: Mr.

Henry reported that the Butler County Electric Cooperative contributed \$250.00 as a thank you for the Fire Department’s participation at the Butler Rural Family Day event. Mr. Buddo made a **motion**, seconded by Mr. Johnson, to record receipt of \$250 from the Butler Rural Electric Cooperative. Upon roll call, all three Trustees voted yes.

Other New Business

Under Other New Business, Chief Clark requested authorization for expenses associated with preparations for National Fire Prevention Week. After some discussion, Mr. Miller made a **motion**, seconded by Mr. Buddo, to authorize expenditures not to exceed \$1500 for expenses associated with preparations for National Fire Prevention Week. Upon roll call, all three Trustees voted yes.

Also under Other New Business, Chief Clark gave an update on repairs to damage caused by leaks being made at the Fire House. Mr. Buddo asked when the Fire Department planned to hold an Open House. Mr. Henry stated this event would be scheduled after repairs to the Fire House were completed.

Also under Other New Business, Deputy Mayer reported that the annual motorcycle Ride for Heroes was scheduled for August 17 and the route would come through Hanover Township. He requested assistance from the Fire Department with blocking intersections.

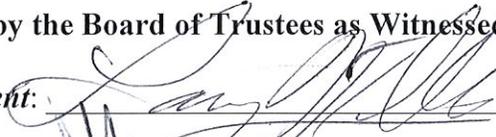
Also under Other New Business, Mr. Henry asked the Trustees to note miscellaneous correspondence and general information in their meeting packets which included: Butler County Building Permit Report for July 2019; an Ohio Township Association legislative update; Butler County Township Association notice of annual education banquet on October 10; a notice regarding Ohio primary election date change; a Journal News article regarding the County EMA; and a flyer for the August 24 Wine tasting Event.

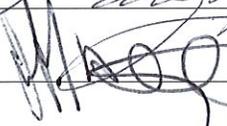
There being no further regular business to be considered by the Board of Trustees, Mr. Buddo made a **motion** to adjourn this part of the meeting and move into Executive Session to discuss potential litigation, which was seconded by Mr. Miller. Upon roll call, all three Trustees voted yes.

The Board reconvened the regular meeting. 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, all three Trustees voted yes.

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

Larry Miller, President: _____


Jeff Buddo, Trustee: _____


Douglas L. Johnson, Trustee: _____


Date: 9-11-19

Verified by: Greg Sullivan, Fiscal Officer: _____
