



**Hanover Township Board of Trustees
March 20, 2024 Meeting Minutes**

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

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

Approval of Meeting Minutes: Motion made by Mr. Miller, seconded by Mr. Johnson, to approve the February 21, 2024 regular meeting minutes and approve warrants for release/distribution as well as approval of reports. Upon roll call Mr. Miller and Mr. Johnson voted yes to approve all. (Mr. Buddo abstained as he was absent on February 21, 2024)

Guest Presentation: Presentations were made by representatives of the Coalition of Healthy Communities (Amy Macechko) and the Hope Cooperative (Danielle Foulk) as well as from the McCullough-Hyde Memorial Foundation. Main focus was the services related to mental and behavior Health. The Trustees as well as Deputy Tanner had several questions regarding the services available.

Citizen Participation: No one wished to address the Board.

Administration Reports

Law Enforcement: Deputy Tanner gave the following report for the month of February 2024:

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

<u>Activity Area</u>	<u>Month Totals*</u>	<u>YTD</u>
----------------------	----------------------	------------

- | | | |
|---------------------------|--|-----|
| • Dispatched Calls:133 | | 310 |
| • Felony Reports: 02 | | 02 |
| • Misdemeanor Reports: 08 | | 17 |
| • Non-Injury Crash: 05 | | 10 |
| • Injury Crash: 00 | | 04 |

Total Reports: 15.....33

- | | | |
|---------------------------|--|----|
| • Assists/Back Up: 33 | | 63 |
| • Felony Arrests: 00 | | 00 |
| • Misdemeanor Arrests: 01 | | 04 |
| • OMVI Arrests: 01 | | 01 |

Total Arrests: 0204

- | | | |
|-------------------------------------|--|-------------|
| • Traffic Stops: 04 | | 12 |
| • Moving Citations: 04 | | 20 |
| • Warning Citations: 01 | | 02 |
| • Civil Papers Served: 0 | | 00 |
| • Business Alarms: 0 | | 00 |
| • Residential Alarms:07 | | 16 |
| • Special Details: 20 | | 32 |
| • COPS Times: 5,200 (<i>Min.</i>) | | 10,400 Min. |
| • Vacation Checks: 16 | | 38 |

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

Hanover Township Fire Department
Monthly Report for February,2024- Phil Clark Fire Chief

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

- | | <u>Month</u> | <u>YTD</u> |
|--|--------------|------------|
| • Emergency Medical Operations/Squad Runs: | 50 | 112 |
| • Motor Vehicle Accidents: | 06 | 16 |
| • Fire Runs: | 06 | 19 |

- Fire Inspections: 00 00
- Knox Box Details 00 00
- Other 00 00
- Total for the month: **62 Runs/Operations**
(Fire/EMS Runs)

Total Year 2024: 147 Runs/Operations

(February 2023: 67 Runs/Operations)

Total for 2023	867	
Total for 2022	1010	5 year average (2019-2023)
Total for 2021	1075	940 Runs/Operations
Total for 2020	870	
Total for 2019	879	
Total for 2018	777	
Total for 2017	689	
Total for 2016	705	
Total for 2015	733	
Total for 2014	809	5 year average (2017-2021): 858
Total for 2013	750	Run Increase Since 2007: 358
Total for 2012	693	
Total for 2011	719	
Total for 2010	748	
Total for 2009	676	
Total for 2008:	669	
Total for 2007	717	



SUPERINTENDENT'S REPORTS
(March 17, 2024)

Millville Cemetery Operations Report February 1 through February 29, 2024

8 Graves sold to Township residents (@ \$1,400)-----	11,200.00
0 Graves sold to nonresidents (@ \$1200)-----	0.00
0 Old resident graves-----	0.00
5 Full Interments-----	7,200.00
0 Baby interments-----	0.00
0 Cremations-----	0.00
Foundation and Marker installation fees-----	2,568.00
Grave Transfer-----	0.00
Donations-----	0.00

Total: -----\$20,968.00

Other Cemetery activities:

1. fixed graves
2. cleaned office and garage
3. pick up and removed flowers from stones

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

1. Picked up a fiberglass truck top off of Stahlheber Road.
2. Cleaned leaves out of Community Center ditch pipe.
3. Replaced "Stop Ahead" sign on Gardner Road hit by a car.
4. Repaired potholes.
5. Straightened up road signs.
6. Changed the day of the meeting on the Community Center doors.
7. Replaced big arrow sign on Woodbine Road hit by a car.
8. Picked up limbs and tires on Woodbine Road.
9. Replaced cork on the information board at the Park.
10. Performed road check after big rainstorm on February 22.
11. Picked up dead trees out of ditches on Taylor School, Cochran Road and Stahlheber Road.
12. Performed some ditching in front of a driveway pipe on Stahlheber Road.
13. Cleaned catch basin grates on Darrtown Road, Hogue Road and Columbus Drive South.
14. Performed road check after wind and rainstorm on February 28.
15. Patted down ruts in the ditch at the end of Darrtown Road.
16. Hung all the new birdhouses we built at the walking path.
17. Repaired the end of a driveway on Salvatore Place.
18. Performed ice and snow control on February 16 and 17.
19. Cleaned trucks and snow equipment after snow events.
20. Performed monthly truck, park, and stormwater inspections.

Administrator **February** Summary Report
(March 2024)

Fiscal Year 2020

Jan- Cash Balance: \$1,665,256.35
Feb- Cash Balance: \$1,672,757.34
Mar- Cash Balance: \$2,308,393.51
Apr- Cash Balance: \$2,230,590.13
May- Cash Balance: \$2,192,706.20
June- Cash Balance: \$2,290,635.31
July- Cash Balance: \$2,185,119.72
Aug- Cash Balance: \$2,281,130.53
Sept- Cash Balance: \$2,578,948.20
Oct- Cash Balance: \$2,32,780.90 (Excludes CARES Funding; If included balance is \$2,859,129.29)
Nov- Cash Balance: \$2,446,861.80 (Excludes CARES Funding; If included balance is \$2,728,043.24)
Dec- Cash Balance: \$2,436,152.18 (Includes \$35,374.23 CARES Revenue)

Fiscal Year 2021

Jan- Cash Balance: \$2,327,500.47
Feb- Cash Balance: \$2,555,744.03
Mar- Cash Balance: \$2,326,232.58
Apr- Cash Balance: \$2,936,429.83
May- Cash Balance: \$2,865,179.70
June- Cash Balance: \$2,814,391.86
July- Cash Balance: \$3,162,801.28
Aug- Cash Balance: \$3,018,684.99
Sept- Cash Balance: \$3,529,740.57
Oct- Cash Balance: \$3,487,179.01
Nov- Cash Balance: \$3,355,784.52
Dec- Cash Balance: \$3,269,634.31

Fiscal Year 2022

Jan- Cash Balance: \$3,106,359.45
Feb- Cash Balance: \$3,061,133.65
Mar- Cash Balance: \$3,780,417.05
Apr- Cash Balance: \$3,703,934.16
May- Cash Balance: \$3,643,272.43
June- Cash Balance: \$3,498,499.98
July- Cash Balance: \$3,866,009.07
Aug- Cash Balance: \$3,903,052.77
Sept- Cash Balance: \$4,264,684.95
Oct- Cash Balance: \$4,201,970.71
Nov- Cash Balance: \$4,092,018.29
Dec- Cash Balance: \$4,039,299.87

Fiscal Year 2023

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

October Cash Balance: \$3,996,729.39

November Cash Balance: \$3,722,684.18

December Cash Balance: 3,673,455.14

- **American Relief Fund Act: ARPA) Ongoing- Board of Commissioners Allocation):** Continued working with County and submitted three project proposals for consideration trying to meet the ;public statements made by the County regarding use of the funds. These projects were generally approved for submission by the Board of Trustees at the December 2024 Board meeting. Also prepared follow up documents required by the County. The Township was advised that all three project submissions were approved and the Township would have to decide how to allocate the money.
- **Park Restroom Project:** More detailed sanitary system specifications were worked out. The additional work will result in the extension of the original contract with Luminaut. Will rebid project in April.
- **Community Development Block Grants:** No word from the County as to status- 3 projects pending.
- **Fire Department Grants: Ongoing:** Worked with Lt. Baden on grants for the Fire Department. Grants pending included the State Fire Marshall's Office (Radio related equipment, OTARMA (Piece of repair equipment) and BREC Community Connections.
- **Fiscal Operations- Ongoing:** Continued monthly analysis of the financial condition of the Township and working in planning of projects identified by the Board for implementation. Obtained data from the Fiscal Officer and prepared Township funds analysis for the monthly Board meeting. Prepared Trustee packets and reports.
- **Reviewing Pay Plan and Salary Points:** to determine methods to retain personnel for the long term. Working on ideas to present to the Board.
- **Electric Aggregation Issues:** With a new round of letters going out from Dynegy to residents not currently covered, many inquiries and phone calls started coming into the Township. The Township Administrator met with several residents and fielded many phone calls all which took up considerable time.
- **Open Burning: Ongoing-** Despite the change in weather, open burning continues to be a problem in some areas. The Administration fielded a number of phone calls related to complaints and questions regarding the law. Information is being distributed to the public.
- **Nuisances and General Complaints:** Fielded several calls and visited various properties to ascertain if the property condition violated debris, Junk Vehicle or dilapidated structure statutes under Township law. All orders will be sent in February-March 2024.

**

- **Catch Basin Repairs: No Progress.** Still working on how to bid out the work needed for the failing catch basins. Road crew has been making some repairs. Scheduling a partial list for the 2022-2023 construction season. ARF Act funding pending for some of these catch basins.
- **Wencella Drive Drainage Issues: Ongoing/No change-** The problem exists outside the right of way. (Still trying to figure out how to deal with the private property and R/W issues and financing- **still pending- no change.**

Personnel Actions and Other Items of Note

February - March 2024:

Fire Department/ Hire Subject to Conditions

Hire: Jeffrey D. Shimkus 8210 DeSoto Drive West Chester, Ohio 45069 as a FF/ EMT-B at a rate of \$18.00 per hour on station subject to final review of qualifications and subject to the successful completion of the background check by the Township Administrator.

Hire: Stephen A. Meyer 2132 Crossridge Drive Batavia, Ohio 45103 as Firefighter/ Paramedic at a rate of \$22.00 per hour on station subject to final review of qualifications and subject to the successful completion of the background check by the Township Administrator.

Cemetery

No new hires.

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Oct- Cash Balance: \$4,201,970.71
Nov- Cash Balance: \$4,092,018.29
Dec- Cash Balance: \$4,039,299.87

Fiscal Year 2024

Jan- Cash Balance: \$3,483,832.60
Feb- Cash Balance: \$3,459,266.38
Mar- Cash Balance:

Of Note- Budget Information

- 1) Total Expenditures all funds for February 29:: \$429,633.06 / Revenue: \$240,793.42
- 2) Total General Fund cash on hand February 29: \$1,419,227.11 (41.03%) of Total funds
- 3) Total Fire/EMS Fund cash on hand February 29: \$467,457.54 (13.51%) of Total funds
- 4) *Monthly Revenue and Expenditure Reports by fund for this month of 2024 are attached to this report. See charts of expenditures and revenues.*

General Notes and Observations

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.

August 2019: The Fire Department Fund has been impacted by equipment purchases and station repairs. With the increased cost of personnel, fund revenues and expenditures must be continuously evaluated to insure that revenues levels are sufficient to maintain at a high level the primary functions of the department. For the Road Department two major pieces of equipment will come on line for scheduled payments impacting the overall available funds.

November 2019: Looking ahead with the Fiscal Officer regarding operational budgets and future levy requirements to insure that Hanover Township remains on a sound financial basis especially in light of capital requests that will be facing the Township.

December 2019: Examining switch over requirements for lowering Fire Dept. BWC premiums. Seeking reclassification to a better premium code.

February 2020: Received preliminary approval for reclassification of premium rating code for the Fire Department to lower payments. Awaiting final letter of approval to result in lower payments. Monitoring Fire Department staffing costs and increased payroll as the department seeks to improve response and coverage.

March/April: Due to COVID-19 circumstance several Community Center rentals were cancelled and refunds made. Revenue for facility rentals in the General Fund will take a hit in revenue generation. Gas Tax and Local Government revenues have experienced decreases due to COVID-19 issues/economics.

July/August/September: Will be evaluating revenue situation when tax settlements are received to determine what projects can be addressed in consultation with the Board of Trustees. Gas Tax and Local Government fund experienced decreases earlier but appear to be on the rebound. Cemetery revenue is increasing as well.

November 2020: Finishing up CARES Act purchases and payroll expenses to be completed or encumbered by November 20, 2020. Evaluating project list for 2021 to present to the Board.

December 2020: Evaluating final year expenditures and will be examining balances and outstanding issues as the Township moves into 2021. A number of projects are on hold due to the COVID-19 impact on revenues. In January 2021, fund balances and carry over as well as property valuation numbers will be analyzed. The Township must operate on carry over balances until tax settlements are received in April 2021.

January- March 2021: Fund balances and carry over as well as property valuation numbers will be analyzed the first quarter. The Township must operate on carry over balances until tax settlements are received in April 2021.

Also, the impact of COVID-19 on revenues and expenditures will be evaluated. Examining new COVID-19 Relief Bill for allocations to Townships.

June- July 2021: The Township should review what can be funded through the American Relief Act for Townships and develop a priority list of projects and costs. Need to schedule a work session in August and/or September to develop a project/program list.

August-September 2021: Must review and address rising costs of Fire/EMS operations and revenue that is not increasing at the same rate. Future consideration necessary to address level levy revenue.

October 2021: Analyzing American relief Fund Act regulations and forwarded Township projects for legal review under the Act. Once an opinion is rendered, a special Board meeting will need to be called for review.

November 2021: No word from legal counsel- American Relief Fund Act funds and their use. Administration is still running short. Road and Cemetery slowing getting back to full strength.

December 2021 through February 2022: Due to illness and furlough, the administration is still operating short-handed.

Township officials will review legal counsel opinions and updated Treasury regulations regarding the use of American Relief Act funding. Priority decisions on key projects and programs to be established by the Board of Trustees.

March/April: Reviewing comprehensive project listing of major projects need for the next 5-7 years. Prioritizing projects for ARF funding for the next two years.

June to September 2022: Finalize Township project priorities to be funded through ARF Act. Determine means for funding the Gene Avenue Project and begin planning for Community Center Parking lot.

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

December 2022/April 2023: Once received from various sources, a review of projects and how they will be financed should be prioritized. Payment for the Gene Avenue Culvert Project will be due.

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

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

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

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

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

Old Business

ARPA: Mr. Henry presented an update on the proposed ARPA \$150,000.00 allocation from the County to Hanover Township. Follow up paperwork has been submitted for the money to be for the Park Restroom sanitary system. Legal status approved; a final piece of paperwork from the Commissioner's Office will be sent to be completed.

BCEO Road Paving Bids: Mr. Henry presented the original estimate for paving through BCEO which was set at \$298,966.01. When bids were received for paving, Hanover Township's portion was \$287,756.45 or \$11,209.56 below the estimate. Black Mat and Retrace figures as of this report have not been presented to the Township.

Prospective Murals for the Community Center: In the Board packet mural drawings prepared by Talawanda High School students were submitted. there were some great suggestions which were narrowed down to four by the Park Committee and are now presented to the Board for consideration. The Board members reviewed the drawings and ranked the four presented. The Township Administrator was advised to follow up with Talawanda (Christina Claire) to paint one of the selections on one of the garage doors in front of the Community Center.

Other: Mr. Buddo asked about the work being done along Old Oxford Road. The Contactor, Jurgeson, working at the direction of the ODOT Supervisor to address the mud/grass along the side of the road. It appears that gravel is being put down in the mud spots.

Mr. Johnson brought up the replacement of the tall US Flag at the side of the building. It was noted that the plan from the beginning of the new parking lot project was to reinstall the flag with lighting. The wiring and placement will be done in drier weather.

Resolution No. 24-24

Authorizing Acceptance and Implementation of AFG Ohio Ambulance Transportation Program Retention Grant Award for the Fire Department

WHEREAS, The Township received notification that an AFG Retention Grant was awarded to Hanover Township in the amount of \$20,000.00 for retention of personnel during a particular period to spent by June 30, 2024 and;

WHEREAS, The funds have been received. For audit purposes and to authorize expenditures related thereto, approval is necessary to accept the award and authorize the Township Administrator and Fiscal Officer to implement said program and expenditures.

NOW THEREFORE BE IT RESOLVED:

Section I. : For audit purposes and to authorize expenditures related thereto, the Board hereby accepts the grant award and authorizes the Township Administrator and Fiscal Officer to implement said program and expenditures in compliance with the grant requirements.

Section II. That the Hanover Fire Department Administration is to coordinate with the Fiscal officer to insure compliance with all fire department related requirements.

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 20th day of March 2024.

Board of Trustees

Vote

Attest:

Douglas L. Johnson

Larry Miller

Jeff Buddo

Gregory L. Sullivan
Fiscal Officer/ Clerk

Moved by Mr. Buddo, seconded by Mr. Miller to approve Resolution No. 24-24. After discussion, Mr. Sullivan called the roll with Trustees Miller, Buddo and Johnson voting yes.

Resolution No. 25-24
Authorizing the Purchase of New phones for Township Buildings

WHEREAS, the phones utilized in Township Buildings are over 14 years and some units have deteriorated over time and replacement equipment should be considered; and

WHEREAS, Robinson Communications Services, Inc. has been analyzing the existing system and has made repairs in the past; and

WHEREAS, Robinson Communications has submitted three different proposals covering leasing, purchase and maintenance of new phones and reviewed the elements with the Township Administrator: and

NOW THEREFORE BE IT RESOLVED:

Section I. That the Board of Trustees of Hanover Township approve upgrading the phone system for Township Buildings recognizing the need for effective phone operations.

Section II. That the Board of Trustees of Hanover Township after reviewing options with the Township Administrator, authorizes the Township Administrator to select the best option for the Township reference leasing or purchase and maintenance in the cost range of \$6400.00 annually to purchase cost of \$9,808.00 through Robinson Communication Services, Inc. The Township Administrator shall report back to the Board regarding the final option selection.

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 20th day of March 2024.

Board of Trustees

Vote

Attest:

Douglas L. Johnson
Larry Miller
Jeff Buddo

Gregory L. Sullivan
Fiscal Officer/ Clerk

Moved by Mr. Miller, seconded by Mr. Buddo to approve Resolution No. 25-24. After discussion, Mr. Sullivan called the roll with Trustees Miller, Buddo and Johnson voting yes.

Motion: That the Board of Trustees of Hanover Township hereby accepts the Safety Report (attached) from KLA Risk Consulting representing OTARMA insurance regarding the annual safety inspection and approve response as discussed including an exception asking questions. Most points were addressed.

Moved by: Buddo, seconded by: Mr. Miller to approving the foregoing report and suggested responses. After discussion, Mr. Sullivan called the roll with the vote as follows: All three Trustees voted yes.

Butler Rural Electric Community Connections Grant Award: The Township received notification that a partial grant was awarded to Hanover Township in the amount of \$1500.00 to purchase safety equipment (Gas Detectors) for the Fire Department on a reimbursement basis. For audit purposes and expenditure, a motion is necessary to accept the award and authorize expenditures. Motion made by Buddo, seconded by Miller to accept the Butler Rural Electric Grant #2403039 in the amount of \$1500.00 for Gas Detectors and authorize purchase of the same.

After discussion, the Fiscal Officer asked for a Roll Call vote with the following result: All three Trustees voted yes.

Ohio State Fire Marshall's Office MARCS Grant Award (09012): The Township received notification that an State Fire Marshall's Grant was awarded to Hanover Township in the amount of \$10,000.00 for Fire Department Pagers. For audit purposes and to authorize expenditures related thereto, a motion is necessary to accept the award and authorize the Township Administrator working with the Fire Department Command Staff and Fiscal Officer to implement said program and expenditures.

Motion: For audit purposes and to authorize expenditures related thereto, Mr. Miller moved to adopt said motion which was seconded by Mr. Buddo to accept the award and authorize the Township Administrator working with the Fire Department Command Staff and Fiscal Officer to implement said program and expenditures in compliance with the grant requirements.

After discussion, the Fiscal Officer asked for a Roll Call vote with the following result: All three Trustees voted yes.

Motion: Due to further work requested by Hanover Township and the approval of the current rebid of the Park Restroom Project, an amendment is necessary to the original approved agreement as authorized by Resolution No. 28-23. The amendment authorizes an additional \$12,500.00 which includes the expanded sanitary and electrical specifications. Rebidding will take place in April 2024.

Motion: As a follow up to Resolution No.28-23 and as the results of additional detail work requested by the Township, it is necessary to approve an amendment to the architectural services agreement with the Luminant Company 1100 Sycamore Street Suite 200 Cincinnati, Ohio 45202.

Mr. Buddo moved to adopt said motion which was seconded by Mr. Miller to approve an amendment to the original approved agreement as authorized by Resolution No. 28-23, authorizing an additional \$12,500.00 which includes the expanded sanitary and electrical specifications as well as authorize the Township Administrator to sign the amendment document.

After discussion, the Fiscal Officer asked for a Roll Call vote with the following result: All three Trustees voted yes.

Ref: Memorandum of Understanding Approval/ Butler County Sheriff's Office

Hanover Township has worked with Medcount Management, Verizon and Butler County Sheriff's Office Technology Department to obtain and set up service for the use of I-Pads for use in the Hanover Township Fire Department. The department will be provided access to for the use of filed ops applications and communications. BCSO will provide assistance for the software and related installation.

This is a new set up and will enhance Fire Department operations. A monthly fee of \$132.00 per year for each unit (4 total) to be billed on an annual basis.

Motion: Approve the Memorandum of Understanding as referenced and authorize the Township Administrator to execute said agreement with the Butler County Sheriff's Office.

Moved by: Mr. Miller Seconded By: Mr. Buddo. After discussion, the Fiscal Officer called the roll with the vote being: All three Trustees voting yes.

The Township Administrator and Lieutenant Baden have been evaluating the Fire Department copier and exploring a possible upgrade to assist with departmental printing. Also, consideration was given to having the unit in the Fire Department be a duplicate to the administration copier as a direct back up should the administration copier break down or be unavailable due to a power outage. The current copier has worked well as provided by Modern Office Methods. The replacement unit is priced approximately 40.00 more per month and is a lease arrangement which includes full service, toner and repairs at no additional cost. In order to expedite the process, a motion is requested authorizing the Township Administrator to approve the lease arrangement. The term is usually 3-5 years in length.

Motion: Approve the proposed copier upgrade for the Hanover Township Fire Department with Modern Office Methods and Authorize the Township Administrator to sign documents related thereto. Moved by Mr. Miller seconded by Mr. Buddo to approve the above motion. After discussion, the Fiscal Officer called the roll with the vote being: All three Trustees votes yes.

Other Business

Motion: That the Board hereby approves increasing the contract approved in 2023 contracting with and purchasing crack sealant from D.J.L. Material & Supply, Inc. for road work in Hanover Township for quantities and pricing listed for a total amount not to exceed \$8,865.00 (original estimate \$8,685.00) and authorize the Township Road Superintendent to execute any necessary documents related thereto for the increased quantity.

Moved by Mr. Miller, seconded by Mr. Buddo to approve the foregoing motion.
After discussion, Mr. Sullivan called the roll with the vote as follows: All three Trustees votes
yes.

Resolution No. 26-24

**Recognizing Dan Ferguson, County Prosecutor, for his Outstanding Service and Performance
in serving as Legal Counsel in the County Prosecutor's Office to Hanover Township**

**Whereas, Hanover Township is blessed to have many individuals who provide outstanding service
and professional commitment to serving residents and government officials in the Township; and**

**Whereas, Dan Ferguson received his law degree from the University of Houston in 1980;
licensed to serve in Ohio in 1986 and has served in the Butler County Prosecutor's Office since
2000; and**

**Whereas, Mr. Ferguson has been instrumental in assisting the Township on very difficult
matters and has provided sound advice on a variety of issues facing the Township; and**

**Whereas, Mr. Ferguson has demonstrated exceptional professionalism, commitment and
performance in pursuing his responsibilities and he will be missed as he is retiring from Butler
County effective April 12, 2024; and**

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

**Section I. That on behalf of Hanover Township Elected and Administration Officials, the Board
of Trustees expresses its gratitude and appreciation for Dan Ferguson's service to the Township
and County in general.**

**Section II. That the Board of Trustees and Administration Officials will miss the outstanding
dedication, professionalism, service and commitment to the Township. Further, the Board wishes
Mr. Ferguson the best in his future endeavors.**

**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 20th day
of March 2024.**

Board of Trustees

Vote

Attest:

Douglas L. Johnson

Larry Miller

Jeff Buddo

Gregory L. Sullivan

Fiscal Officer/ Clerk

Moved by Mr. Johnson, seconded by Mr. Miller to approve the Resolution No. 26-24.
After discussion, Mr. Sullivan called the roll with the vote as follows: All three Trustees voting
yes.

Resolution No. 27-24

Authorizing the Publication for Solicitation of Competitive Design-Build Proposals for Construction of the Hanover Township Park Restroom

Whereas, the Township has been conferring with the County Prosecutor's Office regarding utilizing a "Design-Build" performance Specs for the construction of a new Park Restroom consistent with past legal opinions for park construction; and

Whereas, the Township has retained the services of Luminant Architects to develop "Design-Build" performance specs for seeking competitive proposals to construct a new park restroom; and

Whereas, the Township requires the advertizing of said design information and asks Luminant Architects to assist in alerting potential bidders and;;

Whereas, the Board of Trustees wishes to move the proposed construction ahead as soon as possible,

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

Section I. That Board authorizes the Township Administrator and Luminant Architects to proceed as required to solicit competitive proposals.

Section II. That the Township Administrator is hereby to carry out all necessary steps to get the proposed project underway in consultation with Luminant Architects.

Section III. That the Board of Trustees acted upon this matter in an open public meeting on the 20th day of March 2024 and in accordance with applicable statutory requirements.

Board of Trustees

Vote

Attest:

Douglas L. Johnson

Larry Miller

Jeff Buddo

Gregory L. Sullivan
Fiscal Officer/ Clerk

Moved by Mr. Buddo, seconded by Mr. Miller to approve the Resolution No. 26-24.

After discussion, Mr. Sullivan called the roll with the vote as follows: All three Trustees voting yes.

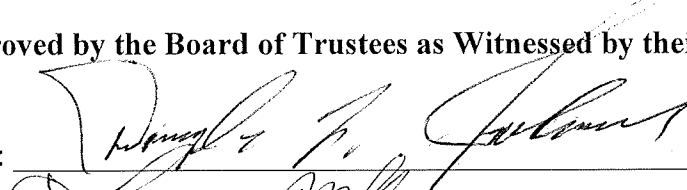
Items Included in this section for review by the Board of Trustees:

- 1. Butler County Building Permit Reports**
- 2. OTA Legislative Update- March 2024**
- 3. Medicount Management Report**
- 4. Butler County Board of Developmental Disabilities Appointment**
- 5. Other**

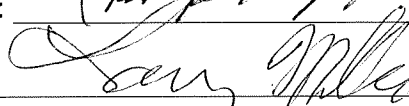
There being no further business for the Board to take up, Mr. Johnson **moved** to adjourn the Board meeting which was seconded by Mr. Miller. Mr. Sullivan called the roll with Trustees Miller, Buddo and Johnson voting yes.

March 20, 2024 Minutes Approved by the Board of Trustees as Witnessed by their Signatures:

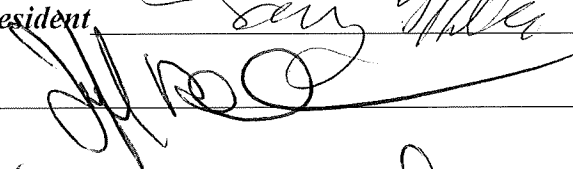
Douglas L. Johnson, President:



Larry Miller, Vice President



Jeff Buddo, Trustee:



Date:

5/17/2024

Verified by: Greg Sullivan, Fiscal Officer:

