



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

**Call to Order:** Board President Douglas L. Johnson called the regular Board meeting to order at 6:00 PM after the Record Commission Meeting held at 5:45PM. 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 and Phil Clark, Fire Chief.

**Approval of Meeting Minutes:** Motion made by Mr. Buddo, seconded by Mr. Miller, to approve the October 16, 2024 regular meeting minutes and approve warrants for release/distribution as well as approval of reports. Upon roll call Mr. Miller, Mr. Buddo and Mr. Johnson voted yes to approve all.

**Guest Presentation:** None scheduled or requested.

**Citizen Participation:** No one wished to address the Board.

**Administration Reports**

**Law Enforcement:** Mr. Henry speaking for Deputy Tanner gave the following report for the month of October 2024:

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

<b><u>Activity Area</u></b>	<b><u>Month Totals*</u></b>	<b><u>YTD</u></b>
• Dispatched Calls:117		1309
• Felony Reports: 00		19
• Misdemeanor Reports: 03		59
• Non-Injury Crash: 03		41
• Injury Crash: 01		22

**Total Reports: 07.....130**

- Assists/Back Up: 36 286
- Felony Arrests: 00 00
- Misdemeanor Arrests: 01 13
- OMVI Arrests: 00 01

**Total Arrests: 01 .....18**

- Traffic Stops: 02 94
- Moving Citations: 04 69
- Warning Citations: 00 45
- Civil Papers Served: 0 02
- Business Alarms: 0 09
- Residential Alarms: 04 57
- Special Details: 19 128
- COPS Times: 4,800 (*Min.*) 40,720 Min.
- Vacation Checks: 00 59

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

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**Hanover Township Fire Department**  
**Monthly Report for October 2024- Phil Clark Fire Chief**

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

	<u><b>Month</b></u>	<u><b>YTD</b></u>
• Emergency Medical Operations/Squad Runs:	65	541
• Motor Vehicle Accidents:	13	81
• Fire Runs:	13	131
• Fire Inspections:	00	00
• Knox Box Details	00	00
• Other	00	00
• Total for the month:	<b>91 Runs/Operations ( Fire/EMS Runs)</b>	

**Total Year 2024: 763 Runs/Operations**

(October 2023: 92 Runs/Operations

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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	

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### SUPERINTENDENT'S REPORTS (November 2024)

Millville Cemetery Operations Report October 1 through October 31, 2024

3 Graves sold (@ \$1,400)-----	4,200.00
5 Full Interments-----	7,400.00
0 Baby interments-----	0.00
1 Cremations-----	800.00
Foundation and Marker installation fees-----	2,208.00
Grave Transfer-----	0.00
Donations-----	0.00

**Total: ----- 14,608.00**

Other Cemetery activities:

1. Fixed graves
2. Cleaned office and garage
3. Picked up and removed flowers from stones
4. Mowed grass four times
5. Weed eat four times
6. Built, set and poured 10 foundations

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

1. Picked up a deer carcass on Morman Road.
2. Started third round of roadside mowing.
3. Hauled off our tires to Rumpke scrap tire recycling.
4. Hauled off our scrap metal.
5. Chipped up our brush pile.
6. Cut up a tree that fell in the Millville Reilly Cemetery.
7. Removed a tree that fell on the phone lines on Woodbine Avenue.
8. Removed a mattress and boxsprings off Woodbine Avenue.
9. Got everything out and ready for Haunted Harvest.
10. Filled in a sunken area on Hanover Place.
11. Removed a leaking frost-free spigot behind the Road Department.
12. Made a new cover for the underground water valves.
13. Installed a new fuel pump at the Road Department.
14. Cut grass on all Township properties three times.
15. Worked with electrician on Firehouse issues.
16. Performed monthly truck, park, and stormwater inspections.



**Administrator October Summary Report**  
(November 2024)

- **Park Restroom Project:** The sanitary construction work is well underway and will be finished soon except for the mechanical pumping mechanism. Executed a change order on a different product for the exterior of the build that will result in a better look and cost savings. Foundation work is starting which will follow with the basic plumbing. Continued discussion with the consulting architects from Luminant to insure the project is moving along as planned.
- **Community Development Block Grant Program:** As per the Board's authorization, worked on submitting two grant proposals within the census tract eligible for funding. The application are due November 1, 2024.
- **County Land Bank:** Seth Geisler resigned as the County Land Bank Director. No word on who is taking his place. No further action on Shady Nook.

- **Fire Department: Ongoing:** Working on several backgrounds for possible Fire Department employees. Continuing coordination with Lt. Baden regarding grant opportunities for the department. Secured grants through Ohio BWC and State EMS Department.
- **Open Burning: Ongoing-** Ongoing- open burning continues to be a problem in some areas. The Administration fielded a number of phone calls again this month related to complaints and questions regarding the law. Information sheets continue to be made available to the public.
- **Nuisances and General Complaints: Ongoing-** Fielded several calls and visited various properties to ascertain if the property condition violated debris, junk vehicle or dilapidated structure statutes under Township law. Currently trying to resolve with persuasion. Also coordinating to the extent possible with County Zoning. Cases are pending for 857 Woodbine Road and 428 Morman Road.
- **Gov Deals:** Continued coordinating with Rebecca Hobbs to get all the Fire Department equipment sold. As of the end of October we have received \$1,424.94. Road Department equipment is next to be loaded and sold.
- **Fiscal Operations- Ongoing:** Continued monthly analysis of the financial condition of the Township and working in planning of projects identified by the Board for implementation.  
Obtained data from the Fiscal Officer and prepared Township funds analysis for the monthly Board meeting. Prepared Trustee packets and reports.
- **Special Events:** During October worked with the Park Committee preparing for the special events: Wine Tasting, Haunted Harvest, preparation for Halloween handouts, and getting ready for the Veterans Day Ceremony and luncheon.

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- **Road Program through BCEO:** Received some complaints that Isabella Lane has not received finished paving. The process has been held up to allow County Sanitary to determine possible problem underneath the roadway. The update is that finished paving is to be done during the first week of October.
- **Wencella Drive Drainage Issues: Ongoing/No change-** The problem exists outside the right of way. (Still trying to figure out how to deal with the private property and R/W issues and financing- **still pending- no change.**

#### Personnel Actions and Other Items of Note

*October-November 2024:*



### *Fire Department/ Hire Subject to Conditions*

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

**New:** Hire: Anna M. Claire as an EMT-B/ FFII at \$18.00 per hour on station subject to final review of qualifications and subject to the successful completion of the background check by the Township Administrator.

### **Cemetery**

Nothing new to report.

### **Fiscal Year 2020**

Jan- Cash Balance: \$1,665,256.35  
Feb- Cash Balance: \$1,672,757.34  
Mar- Cash Balance: \$2,308,393.51  
Apr- Cash Balance: \$2,230,590.13  
May- Cash Balance: \$2,192,706.20  
June- Cash Balance: \$2,290,353.31  
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

### **Of Note- Budget Information**

#### **Fiscal Year 2023**

**January Cash Balance: \$3,559,160.92**

#### **Fiscal Year 2024**

**Jan- Cash Balance: \$3,483,832.60**

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

Feb- Cash Balance: \$3,459,266.38  
Mar- Cash Balance: \$4,241,433.98  
Apr- Cash Balance: \$4,075,635.16  
May- Cash Balance: \$3,968,743.91  
June- Cash Balance: \$3,838,123.51  
July- Cash Balance: \$3,939,306.18  
Aug - Cash Balance: \$4,836,347.62  
Sept- Cash Balance \$4,399,868.62  
Oct- Cash Balance: \$4,390,868.62

#### **Of Note- Budget Information**

- 1) Total Expenditures all funds for October 31:: \$302,396.78 / Revenue: \$680,282.32
- 2) Total General Fund cash on hand October 31: \$1,672,186.77 (38.06%) of Total funds
- 3) Total Fire/EMS Fund cash on hand October 31: \$660,125.21 (15%) 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**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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## **Old Business**

### **From: Butler County Zoning**

**See attached excel chart from October 16, 2024.**

### ***Park Restroom Project***

Mr. Henry reported that construction had started as all contract documents had been fully executed. The proposed end date of construction was set as January 25, 2025 weather permitting. Septic system was started first as approved by EPA and Board of Health. Luminuat Architects will monitor construction to insure all aspects are built according to approved plans.



## **Morman Road Speed Zone Study**

In response to the request by the Board of Trustees presented to the Butler County Engineer's Office regarding speed zones all along Morman Road, a response was received which in summary that no change was warranted. (Summary Documents attached)

## **Community Development Block Grant Update**

Mr. Henry reported that according to the changed Census tract information, two application were submitted regarding adverse weather siren purchase and cleanup project in the Alamo Heights subdivision. These grant requests are still pending and no word as of this date.

## **Gov Deals Projects- Selling of Equipment**

Phase one and two regarding the Fire Department and Road Department are well underway and checks for sales have been coming into the Township.

## **Compliments**

The Board recognized the efforts of Mr. Henry and the excellent program for the Veterans Day Celebration at Hanover Reserve.

The Board recognized the Cemetery operation and efforts to keep the Millville Cemetery in good condition despite adverse weather conditions.

The Board recognized the efforts of the Hanover Township Fire Department and looked forward to the planned December 21st Open House.

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## **New Business:**

### **Resolution No. 45-24 Temporary Budget and Appropriations for 2025**

#### **. RESOLUTION NO. 45-24**

#### **Approving Temporary Appropriations for Fiscal Year 2025 for Hanover Township Butler County, Ohio**

*Whereas*, the Board of Trustees, Fiscal Officer and Administration have been reviewing the necessary operating fiscal requirements for the first quarter of 2025; and

*Whereas*, there is a need to set temporary funding of activities for all Township Operations until a final appropriation can be prepared and approved during the first quarter of 2025; and

*Whereas*, the Fiscal Officer has prepared said temporary appropriations for all services and set forth the first quarter 2025 anticipated revenues and expenditures in the attached document entitled: **Attachment Resolution No. 45-24 Temporary Appropriations 2025.**

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

***Section I.*** That to promote efficient and sound fiscal operations for the Township, the Board hereby adopts a Temporary Appropriation for 2025 totaling \$1,525,800.00 as reflected in the attachment hereto entitled: ***Attachment Resolution No. 45-24 Temporary Appropriations 2025.***

***Section II.*** That the Fiscal Officer is authorized to process expenditures in accordance with the approved Temporary Appropriation Document for 2025.

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 20<sup>th</sup> day of November 2024.

***Board of Trustees***

***Vote***

***Attest:***

Douglas L. Johnson

Larry Miller

Jeff Buddo

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\_\_\_\_\_  
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\_\_\_\_\_  
Gregory L. Sullivan  
Fiscal Officer/ Clerk

Moved by Mr. Miller, seconded by Mr. Buddo to approve Resolution No. 45-24 setting the 2025 Temporary Appropriation at \$1,525,800.00. After discussion, a roll call vote was taken with the vote as follows: All three Trustees voted yes.

**Approving 2025 Road Program Elements through the Butler County Engineer's Office**

### **Resolution No. 46-24**

#### **Approving the 2025 Road Resurfacing and Retrace Program and Estimates for Hanover Township**

***Whereas,*** Hanover Township works with the County Engineer's Office annually to cooperate with the county in the paving/road program; and

***Whereas,*** the Township Trustees desire to participate in the 2025 Paving, Repair and Retrace Program with estimates provided by the County Engineer and new advice/information presented by BCEO in the fall of 2024; and

***Whereas,*** an attachment has been prepared labeled "Attachment-Resolution No. 46-24 which reflects the roads, special projects and related estimates approved by the Board of Trustees for the 2025 program which shows a reduction of projected improvements due to budget limitations,

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

**Section I.** Resolution No. 46-24 is hereby approved authorizing the participation of Hanover Township in the 2025 Resurfacing and Repair Program through the Butler County Engineer's Office, taking advantage of economies of scale, based upon the estimates provided by the Butler County Engineer's Office and necessary reductions due to budget constraints.

**Section II.** That the roads approved by the township are set forth in the attachment labeled "Attachment Resolution No. 46-24 as well as authorize cooperation with the Butler County Engineer's Office in implementing said program.

**Section III.** That this Resolution and attachment are to be delivered to the Butler County Engineer's Office prior to November 20, 2024.

The foregoing resolution was adopted in an open public meeting and is a reflection of the official action taken by the Board of Trustees of Hanover Township Butler County, Ohio on the 20th day of November 2024.

***Board of Trustees***

***Vote***

***Attest:***

Douglas L. Johnson

Larry Miller

Jeff Buddo

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\_\_\_\_\_  
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Gregory L. Sullivan  
Fiscal Officer/ Clerk

Moved by Mr. Buddo, seconded by Mr. Miller to approve Resolution No. 46-24 setting the 2025 setting forth the 2025 Road Program through the County Engineer's Office. The 2025 program has been scaled back to allow purchasing of need equipment. After discussion, a roll call vote was taken with the vote as follows: All three Trustees voted yes.

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**Resolution No. 47-24**

**Authorizing Contract with Butler County Engineer's Office for AMP/Brine Mix**

***Whereas,*** Hanover Township annually enters into various agreements with the Butler County Engineer's Office for a number of services including purchase of certain materials such as road brine/ beet juice;

***Whereas*** the Butler County Engineer's Office meets all applicable State and local requirements through its bid process for road related services and materials; and

***Whereas,*** in order to save money and expedite the bidding process, it benefits the Township to enter into an agreement with the Butler County Engineer's Office for road AMP/Brine Mix (\$.66 per gallon delivered) to assist with Hanover Township's treatment of roadways in the 2024-2025 winter season,

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

**Section I.** That the Board of Trustees of Hanover Township authorize entering into an agreement to participate with the Butler County Engineer's Office for the purchasing of road AMP/Brine Mix at \$.66 per gallon delivered for the 2024-2025 winter season.

**Section II.** That the Township Administrator and Road Superintendent are hereby authorized to file and sign all documents associated therewith including the forwarding of the estimated brine/beet juice needed as prepared by the Road Superintendent.

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 20<sup>th</sup> day of November 2024.

**Board of Trustees**

**Vote**

**Attest:**

Douglas L. Johnson

Larry Miller

Jeff Buddo

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Gregory L. Sullivan  
Fiscal Officer/ Clerk

Moved by Mr. Buddo, seconded by Mr. Miller to approve Resolution No. 47-24 authorizing the purchase brine mix through the County Engineer's Office. After discussion, a roll call vote was taken with the vote as follows: All three Trustees voted yes.

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In addition to the Federal Minimum Wage requirements, Hanover Township is subject to the minimum wage standard set by the State of Ohio. Effective January 1, 2025 Ohio set forth a higher minimum wage of \$10.70 per hour. As a result, the compensation plans for the Township Departments must be adjusted accordingly. For entry level positions in road and cemetery operations as well as for the "trainee" position in the Fire Department the new lowest rate is required to be at least \$10.70 per hour.

Motion by Buddo, seconded by Mr. Miller, to amend all Hanover Township Classification and Pay Plans to adjust the minimum wage to \$10.70 per hour and authorize the Township Administrator to adjust the plans accordingly with an effective date of January 1, 2025 Upon a roll call vote, the vote was all three Trustees voted yes.

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**Motion: Holiday Recognition**

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

**Section I.** Section VII. HOLIDAYS of Resolution No. 13-08 and Resolution No. 15-94 are hereby amended to read as follows for 2024 only:



## **Section VII. HOLIDAYS**

Full-time employees are eligible for paid holidays upon hire. The employee must be in an approved paid status the day preceding and the day subsequent to the holiday in order to receive holiday pay, unless either day is a Saturday or Sunday.

Full-time employees are entitled to eight (8) hours\* of holiday pay for each of the following holidays, subject to the above. Employees are entitled to holiday pay in addition to any hours they may be required to work on these days:

New Year's Day	Labor Day
Martin Luther King Day	Veterans Day
Presidents' Day	Thanksgiving Day
Memorial Day	Friday after Thanksgiving
Independence Day	Christmas Eve: 4 hours (change to 8 hours)
	Christmas Day 8 hours

In 2024, Christmas Eve falls on a Tuesday and Christmas Day falls on a Wednesday. It is requested that 8 (instead of 4 hours) hours be granted for Christmas Eve.

**Motion** made by Mr. Buddo, seconded by Mr. Miller to approve the amendment to the 2024 Holiday Schedule for employees.

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

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Due to the close proximity to the November 20th Board Meeting followed by Thanksgiving week, there is likely not to be much business for the Board to consider. As we have discussed this meeting can be cancelled. If need be later in the month, if there is "housekeeping business" that needs to be done, a special meeting can be called to handle these matters.

**Motion:** Mr. Miller moved to cancel the December 4th Board meeting which was seconded by Mr. Buddo. After discussion, Mr. Sullivan called for a vote with the result being: all three Trustees voting yes.

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**Motion** made by Mr. Miller, seconded by Mr. Buddo to approve the proposed 2025 Board meeting schedule and proposed special events. After discussion, the Fiscal Officer asked for a Roll Call vote with the following result: all three Trustees voted yes.

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## **Events**

*(Meeting times are at 6:00 PM on the third Wednesday of each month unless changed due to schedule conflicts or unless otherwise publicized or posted. Refer to schedule below)*

- January 22: *Organizational Meeting/ 4th Wednesday*

- February 19
- March 19
- April 16
- May 21
- June 18
- July 16
- August 20
- September 17
- October 15
- November 19
- December 10 Tentative-will be reviewed at later date.

### **Special Events:**

1. **June 28th Saturday:** Kids Fest: 1:00PM To 4:30PM/ Hanover Township Park
2. **September XX TBD Saturday:** Community Event TBD
3. **October 26th Sunday:** Hanover Haunted Harvest 4:30PM to 6:30PM
4. **October 31st Friday:** Halloween Trick or Treat Activities 6:00PM to 8:00PM
5. **November 11th Tuesday:** Veterans Day Ceremony 11:00AM/Luncheon Follows

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### **Other**

**Motion:** Mr. Henry explained the ongoing contract with Luminaut Architects covering the design and construction of the Hanover Park Restroom. The firm was asked to help oversee all construction aspects which was approved by the Township Administrator and is considered an extension of agreements approved through resolution No.28-23 and Resolution No.39-23. Moved by Mr. Buddo seconded by Mr. Miller to affirm the action of the Township Administrator related hereto. After discussion, Mr. Sullivan called the roll with all three Trustees voting yes.

**Motion:** Accept checks and donations from James and Cheryl Rice for \$500.00 and Rice Auto Body, LLC for \$500.00 to be deposited in the General fund for activities.

Moved by: Mr. Johnson    Seconded by: Mr. Miller After discussion, Mr. Sullivan called the roll with the vote being: all three Trustees voted yes to accept.

Fire Chief Clark stated that the department was cooperating with the Dollar General store to promote "Toys for Tots" program and seek contributions.

Chief Clark further reviewed the events to take place on December 21st the open house scheduled to meet and greet Santa Claus.

Pursuant to Ohio Revised Code Section 121.22, Mr. Buddo made a motion to end the public portion of the meeting and move into Executive Session to discuss personnel issues which was seconded by Mr. Miller. Mr. Sullivan called the roll with all three Trustees voting yes.

With the Executive Session complete, Mr. Buddo made a **motion** to reconvene the public portion of the meeting which was seconded by Mr. Miller. Mr. Sullivan called the roll with all three Trustees voting yes.

Mr. Johnson introduced a **motion** to establish new guidelines regarding the 2014 Explorer to save expenses to have said vehicle eliminated from take home use. The motion was not seconded.

**Motion:** Mr. Buddo made a motion which was seconded by Mr. Miller to review the possible purchase of a new vehicle, the matter will be reviewed at a later date in 2025 as well as prior motion in 2023 regarding use of new vehicles. After discussion, Mr. Sullivan called the roll with all three Trustees voting yes.

Question raised about Gov Deals status and that the 2008 Impala be listed for sale as soon as practicable. Checks are continuing to come in.

The Board wants to meet with the top Fire Department Officers in advance of the January 22, 2025 in Executive Session prior to the regular meeting. Mr. Henry stated he would convey this information to Chief Clark.

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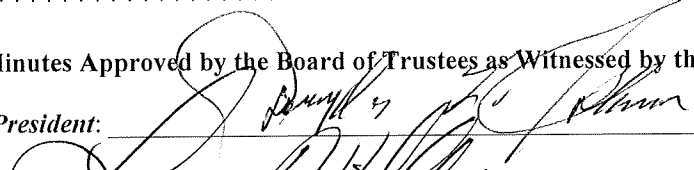
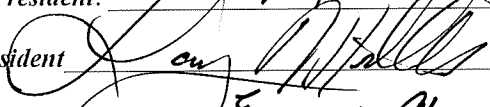
**Items Included in this section for review by the Board of Trustees:**

1. **Butler County Building Permit Reports**
2. **OTA Information**
3. **Medicount Management Report**
4. **Open House/ Santa Meet & Greet Hanover Township Fire Department**
5. **Other**

November 20, 2024 Minutes

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There being no further public business for the Board to take up, Mr. Buddo **moved** to adjourn the Board meeting of November 20, 2024 which was seconded by Mr. Miller. Mr. Sullivan called the roll with Trustees Miller, Buddo and Johnson voting yes.  
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November 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: Excused Absence - Illness

Date: 1-22-2025

Verified by: Greg Sullivan, Fiscal Officer: Bruce & Henry Anthony Clerk

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