



Hanover Township Board of Trustees

December 3, 2025 Meeting Minutes

Let the Record Show: The Township Records Commission met at 5:45PM

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

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

Approval of Meeting Minutes: Motion made by Mr. Johnson, seconded by Mr. Miller, to approve the November 19, 2025 Minutes and approve warrants for release/distribution as well as approval of all administration reports. Upon roll call by Mr. Sullivan, Mr. Miller, Mr. Johnson and Mr. Buddo voted yes to approve all.

Guest Presentation: No formal guest presentations.

Citizen Participation: None

Administration Reports

Law Enforcement:

Butler County Sheriff's Office

District #18

Hanover Township Contract Cars Monthly Report for November 2025

<u>Activity Area</u>	<u>Month Totals*</u>	<u>YTD</u>
• Dispatched Calls:157		1404
• Felony Reports: 02		23
• Misdemeanor Reports: 03		68
• Non-Injury Crash: 05		50
• Injury Crash: 02		25

Total Reports: 12.....166

- Assists/Back Up: 48 297
- Felony Arrests: 00 07
- Misdemeanor Arrests: 00 25
- OMVI Arrests: 00 00

Total Arrests: 0032

- Traffic Stops: 09 103
- Moving Citations: 07 73
- Warning Citations: 02 36
- Civil Papers Served: 0 03
- Safe School Minutes: 756 Min. 4723 Min.
- Business Alarms: 0 20
- Residential Alarms: 05 48
- Special Details: 33 156
- COPS Times: 5,200 (*Min.*) 50,560 Min.
- Vacation Checks: 04

Prepared by BEH.

Hanover Township Fire Department
Monthly Report for November 2025- 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:	47	554
• Motor Vehicle Accidents:	05	78
• Fire Runs:	06	145
• Fire Inspections:	00	00
• Knox Box Details	00	00
• Other	00	00

- Total for the month: **58 Runs/Operations
(Fire/EMS Runs)**

Total Year 2025: 820 Runs/Operations

(November 2024): 71

Total for 2024	903	
Total for 2023	867	
Total for 2022	1010	5 year average (2020-2024)
Total for 2021	1075	945 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
(December 3, 2025)

Millville Cemetery Operations Report November 1 through November 30, 2025

1 Grave sold to Township residents (@ \$1,400) -----	1,400.00
2 Full Interments-----	2,800.00
0 Baby interments-----	0.00

2 Cremations-----	1,900.00
Foundation and Marker installation fees-----	0.00
Grave Transfer-----	0.00
Donations-----	0.00

Total: ----- \$6,100.00

Other Cemetery activities:

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

Road, Streets and Park (Scot Gardner)

1. Picked up a load of trash left on Vizedom Road.
 2. Repaired potholes.
 3. Finished the third round of roadside mowing.
 4. Got out the winter equipment.
 5. Serviced all our mowing equipment.
 6. Picked up supplies and got everything out and set up for the Veterans Day event.
 7. Put up decorations at the Community Center.
 8. Cleaned the bugs out of the porch lights at the Community Center.
 9. Mulched leaves in the Park.
 10. Installed the new toolbox on T-2.
 11. Installed overhead door locks in salt bin door.
 12. Rebuilt amp brine pumping station.
 13. Performed ice and snow control on November 29.
- Performed monthly truck, park, and stormwater inspections.

Administrator November Summary Report (December 2025)

- **Park Restroom Project:** Had follow up meetings with Architects regarding small items to be addressed in the restroom. Release of Contractor Retainage may come soon. We are to receive operating instructions for the sewer system (covered for 3 years under service warranty) and drinking fountain winterization.
- **Special Events:** Continued working with the Park Committee and citizens on the Haunted Harvest and Veterans Day events. Haunted Harvest was a huge success. Left over candy was used by the Fire Department for Halloween night.
- **Nuisances and Zoning Issues: Ongoing**- Spent time following up on letters/phone calls made by the township to clear up nuisances on properties located on Hamilton Richmond Road and various locations throughout the Township.

- **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. Prepared economic data, cost projections for operations and potential fire levy amounts.

With respect to the Fire Levy, spoke to citizen groups and had interviews with the news media.

- **Property tax Elimination Issues:** Continue to follow up with OTA materials, newspaper coverage of actions being taken by the General Assembly and local officials. The issues are confusing for local governments and the future of the property tax is uncertain. I have spoken to various groups about this issue.
- **Personnel: Ongoing:** Examining personnel files to ensure all proper forms and related documents are in place. Also reviewing for an update, the Township Rules of Conduct.
- **Computer Issues:** All computers are being examined for capability to download Windows 11 and to search for any hidden malware. Also, as per cyber security requirements a consultant is being retained.
- **Website:** Deleted outdated information and in process of loading useful information for Butler County Services.
- **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 has been made available to the public. Information was also published in the recent newsletter. Efforts are continuing to keep residents advised.
- **Newsletter:** Newsletter went out the public in October. Another newsletter is being planned for January or February 2026.

- **Drainage Issues: (Ongoing)** With the heavy rain falls and winds, the Road Department and Administration have fielded several calls/complaints. Many of the issues were clearly private property problems over which the Township has no authority.

Personnel Actions and Other Items of Note

September- October 2025:

Fire Department: Hire Ella Balent 2740 Stone Mill Way Hamilton, Ohio 45011 as an EMT at \$17.00 per hour subject to successful final completion of the background review.

Hire Madison Hall 934 Haverhill Drive Hamilton, Ohio 45013 as an EMT/Firefighter at \$18.00 per hour subject to successful final completion of the background review.

Hire Nathan Tuley 2517 Eastridge Drive Hamilton, Ohio 45011 as an EMT/Firefighter at \$18.00 per hour subject to successful final completion of the background review.

Cemetery- No new hires. Discussing options with private contractors as back up to current efforts.

Road Department- No new hires.

4) Monthly Revenue and Expenditure Reports by fund for this month of 2025 are attached to this report. See charts of expenditures and revenues.

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

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 \$4,3999,868.62
Oct- Cash Balance: \$4,390,868.62
Nov- Cash Balance: \$3,984,735.41
Dec- Cash Balance: \$3,799,408.75

Fiscal Year 2025

January Cash Balance: \$3,858,401.73
February Cash Balance: \$3,696,211.51
March Cash Balance: \$3,650,367.59
April Cash Balance: \$4,461,364.96
May Cash Balance: \$4,389,043.10
June Cash Balance: \$4,301,659.86
July Cash Balance: \$4,197,570.56
August Cash Balance: \$3,757,669.48
September Cash Balance: \$4,583,380.03
October Cash Balance: \$4,427,180.65
November Cash Balance: \$4,182,198.38

Of Note- Budget Information

- 1) Total Expenditures all funds for November 30: \$502,922.83 / Revenue: \$1,070,636.14
- 2) Total General Fund cash on hand November 30: \$1,584,128.15 (37.88%) of Total funds
- 3) Total Fire/EMS Fund cash on hand November 30: \$576,836.38 (13.79%) of Total funds

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 2023: Finalizing work drawings on the Park Restroom and Road Department projects. Trustees to review overall finances and Fire Department future financing.

October/November 2023: 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 through 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.

November 2024 through March 2025: Planning for large expenditures and future direction including consideration of Fire Tax Levy issues and major expenditures for the Road Department.

April through June 2025: Develop information for fire levy decision ballot issue. Need to examine equipment and building needs for the Road Department and Cemetery.

July-August 2025: Continue to set priorities by the Board related to fire operations, road department and cemetery operations and discerning physical plant items to be addressed.

September-October 2025: Need for continued evaluation of capital needs as well as how to keep up for increased costs of operations. Fire Levy is critical for future operation of the Fire Department.

Summarized Financial Reports were presented to the Board.

.....

Old Business

Update: Installation New Phone System

Mr. Henry reported that the installation of the new telephone system by Robinson Communications has been postponed until January- February 2026. Before installation another informational briefing with departments will take place.

Zoning and Nuisances: Nothing new. Not expecting much action until after the holidays.

Other:

No other Old Business discussed.

Mr. Henry gave a brief explanation of resolutions and motions before the Board of Trustees to be voted on, under New Business.

New Business:

Every year the Board of Trustees recognizes the financial, in kind and volunteer efforts by individuals and companies supporting special events throughout the year. Resolution No. 52-25 sets forth this recognition.

RESOLUTION NO. 52-25

Recognition of Volunteer Efforts Supporting Hanover Township in 2025 and Expressing Appreciation

Whereas, Hanover Township is blessed with active volunteers and residents who help make the Township a great place; and

Whereas, in 2025 many individuals and groups stepped forward to assist with many elements including various special events.; and

Whereas, on behalf of Hanover Township the Board of Trustees wish to thank and recognize the individuals and organizations contributing to the successes during the year; and

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

Section I. Thank you for your support as a group: Hanover Ladies Industrial Band, Amy Macechko of Talawanda School District and the Coalition for a Healthy Community, Butler County Sheriff’s Office, Butler Rural Electric Cooperative and Hanover Township Park Committee.

Section II. Expressing sincere appreciation and support for events: Stony Run Enterprises, Butler Rural Electric, Hanover Reserve, Rice Auto Body, Reffitt's Garage and Towing, Kelly's Bakery, Dennis and Barbara Phillips, Grey Horse Motors, Charles Ramsey, Hanover Township Ladies Industrial Band. Park Committee Volunteer contributions include Angie Clausen, Terry Moran, John Russo, John Baumgartner, Stephanie Lentz, Diana Ramsey, Julie Prickett, Joe Pyfrin, Bob Krieger, Megan Murphy, Kendra Young and First Baptist Church of Hamilton.

Section III. That the Board extends its gratitude for all supportive efforts.

Section IV. That the Board of Trustees acted upon this matter in an open public session and is a reflection of the action taken on December 3, 2025.

Board of Trustees

Vote

Attest:

Jeff Buddo
Larry Miller
Douglas L. Johnson

Gregory L. Sullivan
Fiscal Officer/ Clerk

Motion made by Mr. Buddo and seconded by Mr. Miller to approve Resolution No. 52-25. After discussion, Mr. Sullivan called the roll with all three Trustees voting yes.

Resolution No. 53-25

Approving The Certificate of Available Resources for Expenditures and Balances in 2025

Whereas, the Board of Trustees and Administration have been evaluating Hanover Township's finances and operational needs; and

Whereas, the Board of Trustees in accordance with provisions of the Ohio Revised Code (Sections 5705.34 and 5705.35) had previously adopted a Tax Budget for the 2025 fiscal year; and,

Whereas, The Fiscal Officer is certifying the 2025 Certificate of Available Resources for the estimated 2025 Expenditures and Balances totaling \$7,130,818.51,

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

Section I. That the Amended Official Certificate of Available Resources for Expenditures and Balances for Hanover Township for Fiscal Year 2025 totaling \$7,130,818.51 is hereby approved as reflected in the attachment herewith labeled "Attachment Resolution No. 53-25".

Section II. That the Fiscal Officer is authorized to execute any necessary fiscal operations related hereto.

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 3rd day of December 2025.

Board of Trustees

Vote

Attest:

Jeff Buddo
Larry Miller
Douglas L. Johnson

Gregory L. Sullivan
Fiscal Officer/ Clerk

**CERTIFICATE OF THE TOTAL AMOUNT FROM ALL SOURCES AVAILABLE FOR
EXPENDITURES, AND BALANCES
Office of HANOVER TOWNSHIP**

BUTLER County, Ohio. December 31,2024

To the County Auditor of said County: BUTLER

The following is the total amount from all available for expenditures from each fund set up in the tax budget, with the balances that exist at the end of the fiscal year, December 31,2024

**Cash Balance as of
FUND TYPE/CLASSIFICATIONS 12/31/2024**

**Reserved for Non-
Spendable Balance**

as of 12/31/2024

**Reserve Balance
Accounts**

**(5705.13(A)(1) &
5705.132)**

**Advances Not
Repaid**

**Reserved for
Encumbrance as of
12/31/2024**

**Carryover
Balances Available
for Appropriations
Total Amount from
all Sources**

**Available for
Expenditures
Total Amount
Available plus
Balances**

GOVERNMENTAL FUND TYPE

General Fund \$1,559,698.97 \$36,414.94 \$1,523,284.03 \$989,400.00 \$2,512,684.03

Special Revenue Funds \$2,154,944.94 \$390,461.41 \$1,764,483.53 \$2,694,296.30
\$4,458,779.83

Debt Service Funds \$0.84 \$0.84 \$126,584.81 \$126,585.65

Capital Projects Funds \$84,956.00 \$84,956.00 \$32,769.00 \$32,769.00

**TOTAL GOVERNMENTAL FUND TYPE \$3,799,600.75 \$511,832.35 \$3,287,768.40
\$3,843,050.11 \$7,130,818.51**

PROPRIETARY FUND TYPE

TOTAL PROPRIETARY FUND TYPE

FIDUCIARY FUND TYPE

TOTAL FIDUCIARY FUND TYPE

**TOTAL ALL FUNDS: \$3,799,600.75 \$511,832.35 \$3,287,768.40 \$3,843,050.11
\$7,130,818.51**

Reserve Balance

Accounts

**(5705.13(A)(1) &
5705.132)**

Advances Not

Repaid
Reserved for
Encumbrance as of
12/31/2024
Carryover
Balances Available
for Appropriations
Total Amount from
all Sources
Available for
Expenditures
Total Amount
Available plus
Balances

GOVERNMENTAL FUND TYPE

General Fund

General \$1,559,698.97 \$36,414.94 \$1,523,284.03 \$989,400.00 \$2,512,684.03

Total General Fund \$1,559,698.97 \$36,414.94 \$1,523,284.03 \$989,400.00

\$2,512,684.03

Special Revenue Funds

Motor Vehicle License Tax \$21,501.46 \$819.18 \$20,682.28 \$16,250.00 \$36,932.28

Gasoline Tax \$300,582.97 \$1,980.00 \$298,602.97 \$174,000.00 \$472,602.97

Road and Bridge \$423,536.13 \$12,037.66 \$411,498.47 \$531,000.00 \$942,498.47

Cemetery \$104,292.90 \$13,929.49 \$90,363.41 \$218,100.00 \$308,463.41

Road District \$241,594.21 \$5,509.10 \$236,085.11 \$142,000.00 \$378,085.11

Permissive Motor Vehicle License Tax \$299,011.24 \$4,000.00 \$295,011.24 \$92,000.00

\$387,011.24

Coronavirus Relief Fund

American Rescue Plan \$347,221.23 \$333,103.23 \$14,118.00 \$322,596.30 \$336,714.30

AARP OH (Ohio Ambulance) \$15.73 \$15.73 \$15.73

Fire/EMS fund \$417,189.07 \$19,082.75 \$398,106.32 \$1,198,350.00 \$1,596,456.32

CDBG

Miscellaneous Special Revenue

Fire Marshall Grant

Miscellaneous Fema grant

Miscellaneous Special Revenue medic

Total Special Revenue Funds \$2,154,944.94 \$390,461.41 \$1,764,483.53 \$2,694,296.30

\$4,458,779.83

Debt Service Funds

General (bond) (note) Retirement

FIRE HOUSE DEBT \$0.84 \$0.84 \$126,584.81 \$126,585.65

Total Debt Service Funds \$0.84 \$0.84 \$126,584.81 \$126,585.65

Capital Projects Funds

Public Works Commission Project

Miscellaneous Capital Projects

Miscellaneous Capital Projects \$84,956.00 \$84,956.00 \$32,769.00 \$32,769.00

Total Capital Projects Funds \$84,956.00 \$84,956.00 \$32,769.00 \$32,769.00

TOTAL GOVERNMENTAL FUND TYPE \$3,799,600.75 \$511,832.35 \$3,287,768.40

\$3,843,050.11 \$7,130,818.51

PROPRIETARY FUND TYPE
TOTAL PROPRIETARY FUND TYPE
FIDUCIARY FUND TYPE
TOTAL FIDUCIARY FUND TYPE
TOTAL ALL FUNDS \$3,799,600.75 \$511,832.35 \$3,287,768.40 \$3,843,050.11
\$7,130,818.51

Mr. Johnson made a motion to approve Resolution No.53-25 and attachment which was seconded by Mr. Miller. Mr. Sullivan and Mr. Henry explained the necessity for this resolution in conformance with ORC requirements. After discussion, Mr. Sullivan called for a roll call vote with all three Trustees voting yes.

Motion- Purchase of LifePak35 for EMS Operations

Daniel Ifft of the Stryker Company presented different option for purchasing 2 LifePak 35 units. As per Captain Goble : I know I have sent over many quotes over the past two years to the Command Staff. I can't stress enough the need for at least two monitors. Our Zoll E-Series is not a FDA approved medical device. It is also not able to be serviced or parts replaced. For purposes of the Board meeting, the Administration and Trustees had not seen nor had the opportunity to analyze the request. However, urgency was stressed by the Fire Department

After much discussion and questions related thereto, the proposal that was best suited for Hanover Township was to purchase 2 LifePak #35 units for the squad units at a net cost counting trade ins of \$134,452.60 to be paid over 5 years at zero percent at \$26,904.12 payment each of the five years. interest if an agreement signed by December 19, 2025. Further a statement from the Stryker that this is sole source product is required.

Please refer to the charts set forth below explain this purchase.

Adjournment December 3, 2026 Board Meeting:

There being no further public business, Mr. Johnson made a motion to adjourn the meeting which was seconded by Mr. Miller. Mr. Sullivan called the roll with all three Trustees voting yes.

.....

**December 3, 2025 Minutes Approved by the Board of Trustees as
Witnessed by their Signatures:**

Larry Miller, President

Douglas L. Johnson, Vice President:

Diana Ramsey, Trustee:

Verified and attested to: Gregory L. Sullivan, Fiscal Officer:

Date:

1/28/2026