



Hanover Township Board of Trustees

November 19, 2025 Meeting Minutes

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, Deputy Fire Fred Stitsinger and Bruce E. Henry, Township Administrator

Approval of Meeting Minutes: Motion made by Mr. Johnson, seconded by Mr. Miller, to approve the October 15, 2025 Minutes and Special Meeting Minutes of November 13, 2025 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: Kendra Young addressed the Board regarding Thanksgiving food baskets that she wishes to contribute to any Hanover Township families. Ms. Young has prepared a number of meals and distributed them to less fortunate families. The Board thanked her for her efforts and asked the Administrator to seek families who may need the help. To forward to Ms. Young.

Administration Reports

Law Enforcement:

Butler County Sheriff's Office

District #18

Hanover Township Contract Cars
Monthly Report for October 2025

Activity Area

Month Totals*

YTD

| | |
|---------------------------|------|
| • Dispatched Calls:159 | 1247 |
| • Felony Reports: 01 | 21 |
| • Misdemeanor Reports: 07 | 65 |
| • Non-Injury Crash: 06 | 45 |
| • Injury Crash: 01 | 23 |

Total Reports: 15.....154

| | |
|---------------------------|-----|
| • Assists/Back Up: 39 | 249 |
| • Felony Arrests: 00 | 07 |
| • Misdemeanor Arrests: 05 | 25 |
| • OMVI Arrests: 00 | 00 |

Total Arrests: 0532

| | |
|-------------------------------------|-------------|
| • Traffic Stops: 09 | 94 |
| • Moving Citations: 08 | 66 |
| • Warning Citations: 01 | 34 |
| • Civil Papers Served: 2 | 03 |
| • Safe School Minutes: 2013 | 3967 |
| • Business Alarms: 1 | 20 |
| • Residential Alarms:06 | 43 |
| • Special Details: 14 | 123 |
| • COPS Times: 5,200 (<i>Min.</i>) | 45,300 Min. |
| Vacation Checks: 10 | 10 |

Prepared by BEH.

Hanover Township Fire Department
Monthly Report for October 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: | 58 | 507 |
| • Motor Vehicle Accidents: | 08 | 73 |
| • Fire Runs: | 12 | 139 |
| • Fire Inspections: | 00 | 00 |
| • Knox Box Details | 00 | 00 |

- Other 00 00
- Total for the month: 78 Runs/Operations
(Fire/EMS Runs)

Total Year 2025: 762 Runs/Operations

(October 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
(November 19, 2025)

Millville Cemetery Operations Report October 1 through October 31, 2025

| | |
|---|--------------------|
| 2 Graves sold to Township residents (@ \$1,400) ----- | 2,800.00 |
| 4 Full Interments----- | 5,600.00 |
| 0 Baby interments----- | 0.00 |
| 3 Cremations----- | 2,900.00 |
| Foundation and Marker installation fees----- | 1,344.00 |
| Grave Transfer----- | 0.00 |
| Donations----- | 0.00 |
| Total: ----- | \$12,644.00 |

Other Cemetery activities:

1. fixed graves
2. cleaned office and garage
3. picked up and removed flowers from stones
4. cut grass and weed eaten four times
5. Built, set and poured 13 foundations

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

1. Restriped the Park parking lot and put up two handicap parking signs.
2. Hauled 30 loads of fill dirt to Martha Lane.
3. Called in to cut up a fallen tree on Vanda.
4. Picked up a deer carcass on Decamp Road.
5. Replaced two boards on picnic table at the Gazebo.
6. Trimmed trees on Fairy Drive.
7. Picked up two loads of topsoil for the Cemetery.
8. Almost finished the third round of roadside mowing.
9. Rented a lift and replaced the flagpole rope at the Community Center.
10. Replaced all the batteries in the Community Center toilets.
11. Changed the light ballast and four fluorescent light tubes in the Community Center office.
12. Picked up supplies and got everything out and set up for Haunted Harvest.
13. Replaced the strobe lights on our TC450 mowing tractor.
14. Performed monthly truck, park, and stormwater inspections.

Administrator October Summary Report
(November 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

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: \$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

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

Fiscal Year 2024

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

Of Note- Budget Information

- 1) Total Expenditures all funds for October 31: \$237,709.61 / Revenue: \$776,594.17
- 2) Total General Fund cash on hand October 31: \$1,914,626.79 (43.25%) of Total funds
- 3) Total Fire/EMS Fund cash on hand October 31: \$406,5771.71 (9.18%) 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.

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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 2026. Before installation another informational briefing with departments will take place.

EMS Run Report Data

| 2025 | | | |
|-----------|-------------|---------------|--------------|
| MONTH | TOTAL CALLS | TOTAL MINUTES | AVERAGE TIME |
| JANUARY | 74 | 651 | 8 MINUTES |
| FEBRUARY | 71 | 578 | 8 MINUTES |
| MARCH | 80 | 504 | 6 MINUTES |
| APRIL | 73 | 467 | 6 MINUTES |
| MAY | 69 | 508 | 7 MINUTES |
| JUNE | 73 | 491 | 6 MINUTES |
| JULY | 89 | 588 | 6 MINUTES |
| AUGUST | 83 | 592 | 7 MINUTES |
| SEPTEMBER | 62 | 400 | 6 MINUTES |

The above figures were obtained from the Butler County Communications Center covering January through September 2025.

Veterans Day Ceremony and Luncheon November 11, 2025

The 2025 Veterans Day Ceremony was a great success according to the Veterans in attendance. Approximately 150 people attended the event with over 50 veterans in the audience. Thanks to the supporters listed below, veterans received a medallion, stars from

an American Flag, and lunch from Texas Roadhouse. In addition, a very nice ceremonial cake was presented and veterans signed the 2025 Commemorative poster.

SPONSORS AND IN-KIND SUPPORTERS

Hanover Township Trustees

Hanover Reserve

Stony Run Enterprises

Butler Rural Electric Cooperative

Texas Roadhouse

Dennis and Barbara Phillips

Butler County Sportsmen Rifle & Pistol Club

Reffitt's Garage and Towing

Hanover Ladies Industrial Band

Diana and Charles Ramsey

Kelly's Bakery Jeff Buddo

Terry Moran Scot Gardner Kendra Young

Bruce E. Henry Julie Prickett Ron Sipe

Butler County Sheriff's Office Pipe & Drum Corps

Trumpeters: Logan Murphy and Noah Schaefer

Butler County Sheriff's Office Color Guard

Update: Fire Department Workers Comp Grant- Captain Mark Baden

The workers comp grant that was previously approved by the trustees under resolution number 40-25 in the amount of \$13,873.88. The total payment will be \$16,648.65 which includes our portion of \$2774.77.

The work performed by Hastings air energy control, Inc to update the exhaust ventilation system for the five front vehicles, three ambulances, one rescue truck and one engine has been completed.

Hastings replaced five exhaust hoses with magnetic grabbers and modified the vehicles exhaust pipes to accept the update

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:

Mr. Henry and Mr. Sullivan explained Resolution No. 48-25 provides operating funds for all operations for the first quarter of 2026 until such time as a settlement from the County Auditor's office is received. This action ha to be taken every year to keep the Township functioning. Mr. Buddo made a motion to approve Resolution No. 48-25 with Mr. Miller seconding the motion. After discussion, Mr. Sullivan called the roll with all three Trustees voting yes.

RESOLUTION NO. 48-25

**Approving Temporary Appropriations for Fiscal Year 2026 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 2026; 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 2026; and

Whereas, the Fiscal Officer has prepared said temporary appropriations for all services and set forth the first quarter 2026 anticipated revenues and expenditures in the attached document entitled: **Attachment Resolution No. 48-25 Temporary Appropriations 2026.**

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 2026 totaling \$1,161,050.00 as reflected in the attachment hereto entitled: ***Attachment Resolution No. 48-25 Temporary Appropriations 2026.***

Section II. That the Fiscal Officer is authorized to process expenditures in accordance with the approved Temporary Appropriation Document for 2026.

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 19th day of November 2025.

Board of Trustees

Vote

Attest:

Jeff Buddo
Larry Miller
Douglas L. Johnson

Gregory L. Sullivan
Fiscal Officer/ Clerk

11/14/2025 **Hanover Township 2026 Temporary Appropriations**

Attachment to Res. No. 48-25

| Fund Number | Fund Name | Temporary Budget Appropriation 2026 |
|-----------------------------|------------------------------|--|
| | Trustees Salaries | \$23,900.00 |
| | Fiscal Officer Salary | \$12,000.00 |
| | Administrative Salary | \$36,900.00 |
| | OPERS | \$11,000.00 |
| | Medicare | \$5,600.00 |
| | Insurance | \$5,000.00 |
| | UAN | \$1,800.00 |
| | Property Tax Collection | \$250.00 |
| | Travel | \$5,000.00 |
| | Workers Compensation | \$800.00 |
| | Tax Collection | \$7,000.00 |
| | Office Supplies | \$1,500.00 |
| | Contract Services | \$14,000.00 |
| | Other Salaries | \$2,000.00 |
| | Telephone | \$1,700.00 |
| | Electric | \$2,800.00 |
| | Water | \$750.00 |
| | Supplies | \$10,000.00 |
| | Other 2 | \$1,000.00 |
| | Heating Oil | \$10,000.00 |
| | Payment to Other Governments | \$90,000.00 |
| | Other 3 | \$25,000.00 |
| | Contingencies | \$175,000.00 |
| | Transfers | \$0.00 |
| Total General Fund | | \$443,000.00 |
| | Contract Services | \$2,000.00 |
| | Operating Supplies | \$6,800.00 |
| | Repairs and Maintenance | \$1,200.00 |
| Total MV License Tax | | \$10,000.00 |

| | |
|----------------------------|--------------------|
| Repairs / Maintenance | \$1,000.00 |
| Contract Services | \$9,000.00 |
| Capital Outlay | \$22,000.00 |
| Total Gasoline Fund | \$32,000.00 |

| | |
|-----------------------------------|---------------------|
| Salaries | \$75,000.00 |
| OPERS | \$10,500.00 |
| Medicare | \$1,000.00 |
| Repairs | \$1,000.00 |
| Phones | \$1,200.00 |
| Electric | \$1,600.00 |
| Water | \$600.00 |
| Heating Oil | \$3,000.00 |
| Contract Services | \$15,000.00 |
| Other | \$10,000.00 |
| Supplies | \$10,000.00 |
| Insurance | \$30,000.00 |
| Tax Collection Fees | \$3,000.00 |
| Total Rd & Bridge Fund | \$161,900.00 |

| | |
|----------------------------|--------------------|
| Salaries | \$29,000.00 |
| OPERS | \$3,000.00 |
| Medicare | \$800.00 |
| Insurance | \$18,000.00 |
| Other | \$5,000.00 |
| Machinery Equipment | \$2,500.00 |
| Operating Supplies | \$4,500.00 |
| Improvement Site | \$1,000.00 |
| Contract Services | \$2,500.00 |
| Workers Compensation | \$750.00 |
| Total Cemetery Fund | \$67,050.00 |

| | |
|----------------------------|--------------------|
| Salaries | \$40,000.00 |
| OPERS | \$5,500.00 |
| Medicare | \$700.00 |
| Repairs Maintenance | \$5,000.00 |
| Contract Services | \$7,500.00 |
| Operating Supplies | \$5,000.00 |
| Insurance and Bonding | \$12,500.00 |
| Total Road District | \$76,200.00 |

| | |
|--------------------|------------|
| Salaries | \$8,000.00 |
| OPERS | \$900.00 |
| Operating Supplies | \$7,500.00 |
| Equipment | \$4,000.00 |

| | | |
|-----------------------------|-------------------|--------------------|
| | Contract Services | \$15,000.00 |
| | Supplies | \$2,000.00 |
| Total Permissive MVL | | \$37,400.00 |

| | | |
|----------------------------|----------------------|---------------------|
| | Salaries | \$205,000.00 |
| | OPERS | \$0.00 |
| | Social Security | \$13,000.00 |
| | Tax Collection Fees | \$0.00 |
| | Medicare | \$3,000.00 |
| | Workers Compensation | \$5,000.00 |
| | Training | \$2,000.00 |
| | Other | \$5,000.00 |
| | Repairs | \$35,000.00 |
| | Travel | \$2,500.00 |
| | Telephone | \$2,000.00 |
| | Electric | \$4,500.00 |
| | Water | \$500.00 |
| | Heating Oil | \$12,000.00 |
| | Contract Services | \$15,000.00 |
| | Operating Supplies | \$23,000.00 |
| | Supplies | \$2,000.00 |
| | Other | \$2,500.00 |
| | Dues | \$1,500.00 |
| | Repairs Maintenance | \$0.00 |
| | Contingencies | \$0.00 |
| Total Fire/EMS fund | | \$333,500.00 |

| | |
|----------------------------------|---------------|
| Total FIRE HOUSE DEBT | \$0.00 |
|----------------------------------|---------------|

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|-----------------------------------|-----------------------|
| All Funds Report Total: | \$1,161,050.00 |
|-----------------------------------|-----------------------|

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Resolution No. 49-25

Approving the 2026 Road Resurfacing and Retrace Program for Hanover Township to be Submitted to the Butler County Engineer's Office for Bidding Purposes

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 2026 Paving, Repair and Retrace Program with the County Engineer's Office with said proposed Township Program to be submitted to the County Engineer's Office by December 1, 2025; and

Whereas, an attachment has been prepared labeled "Attachment-Resolution No. 49-25 which reflects the roads, special projects and related road projects approved by the Board of Trustees for a determination of cost estimates;

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

Section I. Resolution No. 49-25 and attachment are hereby approved authorizing the participation of Hanover Township in the 2026 Resurfacing and Repair Program through the Butler County Engineer's Office, taking advantage of economies of scale, to be based upon the bidding prices provided by the Butler County Engineer's Office in 2026 and available Township funds. It is hereby noted that the repair and paving of Amarillo Drive has been submitted as a Community Development Block Grant Project.

Section II. That this Resolution and attachment are to be delivered to the Butler County Engineer's Office prior to December 1, 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 19th day of November.

Board of Trustees

Vote

Attest:

**Jeff Buddo
Larry Miller
Douglas L. Johnson**

**Gregory L. Sullivan
Fiscal Officer/ Clerk**

Mr. Johnson made a motion to approve Resolution No. 49-25 with Mr. Buddo seconding the motion. After discussion, Mr. Sullivan called the roll with all three Trustees voting yes.

Resolution No. 50-25

Authorizing the Transfer of Funds to the Fire Fund #2281 and Cemetery Fund #2041 to Cover Anticipated Operational Needs

Whereas, the Board of Trustees and Township Administration have reviewed the requirements for providing services to the residents for the balance of 2025 and first quarter of 2026, especially in light of possible dramatic changes to the tax base of the Township in the future; and

Whereas, the Fire Levy of 3.5 mills was defeated on November 4th which has created a grave concern about the ability of the Fire Department to have sufficient funds to adequately serve residents of Hanover Township; and

Whereas, Cemetery revenue is down and presents a concern for the year and first quarter of 2026; and

Whereas, the Board of Trustees wants to take every precautionary measure to prevent reduction in services in the next 5 months; and

Whereas, the Board of Trustees has determined the need to address the issues raised herein; and

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

Section I. That the Board authorizes the Fiscal Officer to transfer \$250,000.00 to the Fire Fund #2281 from the General Fund #1000.

Section II. That the Board authorizes the Fiscal Officer to transfer \$50,000.00 to the Cemetery Fund #2041 from the General Fund #1000.

Section III. That the Fiscal Officer is to keep the Board advised on the status of these funds to determine if any additional adjustments may be necessary.

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 November 19

Board of Trustees

Vote

Attest:

Jeff Buddo

Larry Miller

Douglas L. Johnson

Gregory L. Sullivan
Fiscal Officer/ Clerk

Mr. Miller made a motion to approve Resolution No. 48-25 with Mr. Johnson seconding the motion. After discussion, Mr. Sullivan called the roll with all three Trustees voting yes.

Resolution No. 51-25

Requesting Assistance from the Ohio Department of Transportation for the Installation of a Crosswalk on Old Oxford Road

Whereas, Hanover Township has witnessed the increased activity in the Hanover Township Memorial Park and Hanover Township Community Center both of which abut Old Oxford; and

Whereas, there is increased concern regarding pedestrians crossing Old Oxford to attend activities at both locations; and

Whereas, the State of Ohio Department of Transportation established a 4 way stop traffic control at the intersection of Mormon Road and Old Oxford Road; and

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

Section I. That a request be presented to the Ohio Department of Transportation to investigate this matter and upon completion, install a crosswalk connecting the Park and Community Center in the interest of public safety.

Section II. That the Township Administrator and Road Superintendent are hereby authorized to work with the Ohio Department of Transportation to facilitate this request.

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 18th day of November 2025.

Board of Trustees

Vote

Attest:

Jeff Buddo
Larry Miller
Douglas L. Johnson

Gregory L. Sullivan
Fiscal Officer/ Clerk

Mr. Johnson made a motion to approve Resolution No. 51-25 with Mr. Miller seconding the motion. After discussion, Mr. Sullivan called the roll with all three Trustees voting yes.

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Motion: Approve 2026 Board Meeting Schedule and Special Events

The attached dates are set forth for Board of Trustee Meetings and Special events for 2026 with Board meetings schedule for the Third Wednesday of each month except January and December. To make these dates available to public, a motion is in order now approving the attached schedule.

2026 Board of Trustees Regular Meeting Schedule
And Special 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 28: *Organizational Meeting/ 4th Wednesday*
- February 18
- March 18
- April 15
- May 20
- June 17
- July 15
- August 19
- September 16
- October 21
- November 18
- December 9 Tentative-will be reviewed at later date.

Special Events:

1. ***June 27th Saturday:*** Kids Fest: 1:00PM To 4:30PM/ Hanover Township Park
2. ***September-October:*** Community Event TBD
3. ***October 25th Sunday:*** Hanover Haunted Harvest 4:30PM to 6:30PM
4. ***October 31st Saturday:*** Halloween Trick or Treat Activities 6:00PM to 8:00PM
5. ***November 11th Wednesday:*** Veterans Day Ceremony 11:00AM/Luncheon Follows

Motion made by Mr. Miller seconded by Mr. Johnson to approve 2026 Board Meeting Schedule and Special Events. After discussion, Mr. Sullivan called the roll with all three Trustees voting yes.

Reminder: The next Board of Trustees meeting is scheduled for December 3, 2025 at 6:00PM with the Records Commission meeting at 5:45PM.

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Miscellaneous Correspondence:

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

- 1. **Butler County Building Permit Reports**
- 2. **Article: Abolishment Qualified Immunity for Public Officials**
- 3. **Newspaper Article: Property Tax Issue: Homestead Exemption**
- 4. **Ohio Township Association: Legislative Update**
- 5. **Newspaper Article: Fire Levy Fails**
- 6. **Other**

The Board of Trustees through a motion made by Mr. Miller and seconded by Mr. Johnson to adjourn form the public meeting and move into Executive Session to discuss personnel as per Section 121.22 of the Ohio Revied Code. Mr. Sullivan called the roll with all three Trustees voting yes.

Moving out of Executive Session, Mr. Johnson made a motion to reconvene to the public session of the Board meeting. Which was seconded by Mr. Miller. Mr. Sullivan called the roll with all three Trustees voting yes.

The public session included a discussion of the Fire Chief Phil Clark retiring December 31, 2025 and questions posed to Deputy Fire Chief Fred Stistingr about the future.

The wording for a motion was introduced.

Whereas, the Hanover Township Fire Chief Phil Clark is retiring from the Fire Department December 31, 2025

Whereas, until such time as the new Board of Trustees in 2026 have the opportunity to determine a long-term strategy and long-term leadership of the Department, especially in light of the Fire Levy failure in 2025 putting a strain on Fire Department operations for the next year

Whereas, until such time as next steps and funding are determined, the Board of Trustees wishes to provide continued leadership after Fiore Chief Phil Clark leaves the position December 31, 2025.

Moved by: Mr. Johnson, seconded by Mr. Miller. After discussion, Mr. Sullivan called the roll with all three Trustees voting yes.

Adjournment November 19th Board Meeting:

There being no further public business, Mr. Buddo made a motion to adjourn the meeting at 8:00PM which was seconded by Mr. Miller. Mr. Sullivan called the roll with all three Trustees voting yes.

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***November 19, 2025 Minutes Approved by the Board of Trustees as
Witnessed by their Signatures:***

Jeff Buddo, President: _____

Larry Miller, Vice President _____

Douglas L. Johnson Trustee: _____

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

Date: 12/3/25