



## **Hanover Township Board of Trustees**

October 15, 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, Fire Chief Clark and Bruce E. Henry, Township Administrator

**Approval of Meeting Minutes:** Motion made by Mr. Johnson, seconded by Mr. Miller, to approve the September 17, 2025 regular meeting 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:** Christine Matacic, former Liberty Township Trustee, addressed the Board regarding the upcoming Senior Service Levy. Ms. Matacic explained the services provided, number of people served and what might happen if the levy failed. Ms. Matacic provided levy campaign signs and literature for distribution.

**Citizen Participation:** Mike Kevelter of 2150 Millville Avenue representing the Butler County Sportsman Rifle and Pistol Club spoke to the Board expressing appreciation for all the Township efforts. He discussed the Club will be bring several veterans to the Veterans Day Ceremony and Luncheon. Mr. Kevelter proceeded to give Mr. Johnson a token recognizing his service to the country.

## **Administration Reports**

*Law Enforcement:*

*Butler County Sheriff's Office*

District #18

Hanover Township Contract Cars  
Monthly Report for September 2025

Activity Area

Month Totals\*

YTD

• Dispatched Calls:183	1088
• Felony Reports: 03	20
• Misdemeanor Reports: 09	58
• Non-Injury Crash: 05	39
• Injury Crash: 02	22

**Total Reports: 19.....139**

• Assists/Back Up: 28	210
• Felony Arrests: 00	07
• Misdemeanor Arrests: 00	20
• OMVI Arrests: 00	00

**Total Arrests: 00 .....27**

• Traffic Stops: 18	85
• Moving Citations: 10	58
• Warning Citations: 11	33
• Civil Papers Served: 0	01
• Safe School Minutes: 1954	1954
• Business Alarms: 4	19
• Residential Alarms:00	37
• Special Details: 16	109
• COPS Times: 5,200 ( <i>Min.</i> )	40,100 Min.
• Vacation Checks: 03	95

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Prepared by BEH.

**Hanover Township Fire Department**  
**Monthly Report for September 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:	42	449
• Motor Vehicle Accidents:	07	65
• Fire Runs:	14	127

- Fire Inspections: 00 00
- Knox Box Details 00 00
- Other 00 00
- Total for the month: **63 Runs/Operations  
(Fire/EMS Runs)**

**Total Year 2025: 684 Runs/Operations**

(September 2024: 77 Runs/Operations)

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**  
**(October 15, 2025)**

**Millville Cemetery Operations Report September 1 through September 30, 2025**

5 Graves sold to Township residents (@ \$1,400) -----	7,000.00
2 Full Interments-----	2,800.00
0 Baby interments-----	0.00
0 Cremations-----	0.00
Foundation and Marker installation fees-----	3,384.00
Grave Transfer-----	0.00
Donations-----	0.00
<b>Total: -----</b>	<b>\$13,184.00</b>

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 three times

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

1. Hand cut low hanging trees on Shank Road.
2. Repaired a sunken spot in the road on Taylor School Road.
3. Repaired a catch basin and filled in the void under the road on Sir Edward Drive.
4. Repaired a sunken spot in the road on Queen Mary.
5. Picked up a deer carcass on Nichols.
6. Cold patched on Ward Way.
7. Went down to Valley Asphalt to pick up a load of cold patch.
8. Pulled weeds and trimmed bushes at the Veterans Memorial.
9. Worked with Overhead Door on the garage door spring at the Firehouse.
10. Picked up three loads of top soil for the Park restroom.
11. Tilled the clay dirt and rocks and hauled it off. Spread out top soil and seed, fertilized and strawed the area and kept it watered.
12. Sprayed weeds in the baseball field and churned up soil.
13. Cut grass on all Township properties two times.
14. Picked up tires dumped on Gene Avenue.
15. Got things out and ready for the Park restroom dedication.
16. Performed monthly truck, park, and stormwater inspections.



Administrator **September** Summary Report  
(October 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. Several sponsorships have been received to date.
- **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.
  - **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.
  - **Personnel:** Ongoing: Examining personnel files to insure all proper forms and related documents are in place. Also reviewing for an update, the Township Rules of Conduct.
- **Computer Issues:** Working with computer analysts examining the computers in the Township that cannot successfully accept Windows 11 due to their age and processors.. Some replacements will be taking place over the next 30 days.
- **Website:** Prepared new front page information easily read describing the Fire Tax Levy of 3.5 Mills. Also working on expanding information available on the website.
- **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:** Articles and photos in preliminary draft were finished in September. Final set up and review of proofs to take place in early October. Newsletter scheduled to get out by mid October.

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- **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

*August - September 2025:*

**Fire Department:** Hire Andrew Dennett 1376 Pierson Road Hamilton, Ohio 45013 as a new trainee at \$15.00 per hour subject to background check. He is currently enrolled in EMT training.

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

**Road Department-** No new hires.

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**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: \$2,290,635.31  
 July- Cash Balance: \$2,185,119.72  
 Aug- Cash Balance: \$2,281,130.53  
 Sept- Cash Balance: \$2,578,948.20  
 Oct- Cash Balance: \$2,32,780.90 (Excludes CARES Funding; If included balance is \$2,859,129.29)  
 Nov- Cash Balance: \$2,446,861.80 (Excludes CARES Funding; If included balance is \$2,728,043.24)  
 Dec- Cash Balance: \$2,436,152.18 (Includes \$35,374.23 CARES Revenue)

#### Fiscal Year 2021

Jan- Cash Balance: \$2,327,500.47  
 Feb- Cash Balance: \$2,555,744.03  
 Mar- Cash Balance: \$2,326,232.58  
 Apr- Cash Balance: \$2,936,429.83  
 May- Cash Balance: \$2,865,179.70  
 June- Cash Balance: \$2,814,391.86

#### 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: \$3,162,801.28  
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

July- Cash Balance: \$3,866,009.07  
Aug- Cash Balance: \$3,903,052.77  
Sept- Cash Balance: \$4,264,684.95  
Oct- Cash Balance: \$4,201,970.71  
Nov- Cash Balance: \$4,092,018.29  
Dec- Cash Balance: \$4,039,299.87

#### Fiscal Year 2023

January Cash Balance: \$3,559,160.92  
February Cash Balance: \$3,475,575.97  
March Cash Balance: \$3,496,580.72  
April Cash Balance: \$4,121,487.83  
May Cash Balance: \$3,861,490.93  
June Cash Balance: \$3,739,555.00  
July Cash Balance: \$3,675,692.32  
August Cash Balance: \$3,496,048.90  
September Cash Balance: \$4,067,959.69  
October Cash Balance: \$3,996,729.39  
November Cash Balance: \$3,722,684.18  
December Cash Balance: 3,673,455.14

#### 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

#### Of Note- Budget Information

- 1) Total Expenditures all funds for September 30: \$155,657.24 / Revenue: \$1,008,963.10
- 2) Total General Fund cash on hand September 30: \$1,198,292.03 (43.29%) of Total funds
- 3) Total Fire/EMS Fund cash on hand September 30: \$476,095.92 (10.39%) 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



## **Hanover Park Restroom Project Update October Meeting Report**

The restroom structure is essentially complete. The budget for this project was set aside using Federal Grant funds required to be used for this project. The restroom was opened the second week of July. The old restroom was removed the week of August 11th. A final inspection by the Architects and Administration was completed on September 15, 2025 and another minor detail review on October 10, 2025

An automated security locking system is still being investigated. A formal proposal is being worked on.

The Restroom Dedication and Community Interaction Event was held Saturday September 27th at 4:30PM. Refreshments were distributed to the visiting public and Park Committee members were on hand volunteering to help with the event. The Fire Department sent over a life squad unit available for visitation by the public.

### **Update: Zoning and Nuisance Issues**

A verbal report was provided by the Township Administrator. There is follow up in progress for several properties regarding nuisance. There has been no update provided regarding zoning issues.

### **Other:**

No other Old Business discussed.

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

### **New Business:**

#### **Motion: Approve Veterans Day Expenses**

Hanover Township sponsors an annual Veterans Day Ceremony and Luncheon on Veterans Day November 11th. In 2025 this day falls on Tuesday. Although there will be several private contributions made to support the event, there may be items not totally covered. Therefore, a motion is in order to ensure expenses are properly covered. Mr. Johnson made a motion to approve expenses for the Veterans Day Ceremony and Luncheon and approve expenses associated therewith not to exceed \$5000.00, which was seconded by Mr. Buddo. After discussion, a roll call vote was taken with the vote as follows: all three Trustees voted yes.

**Motion:** Approve Expenses for Holiday Recognition Program for Volunteers and Employees

The Board of Trustees decides on annual basis whether or not to express appreciation for service by community volunteers and employees for the year. In order to hold such a recognition in 2025, the Board of Trustees chooses not to provide a holiday party with the costs and staff time involved to set up but instead wishes to present a Holiday Greeting with a gift card.

Should the Board decide to proceed with such a recognition in 2025 as described, a motion is needed to provide for a "Thank You" holiday greeting card and gift certificate in an amount of up to \$50.00 with total Township expenses not to exceed \$4,800.00.

**Motion** made by Mr. Buddo seconded by Mr. Miller to approve the employee and volunteer recognition program for gift cards at a cost not to exceed \$4,800.00

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

#### **Resolution No.45-25: FEMA Grant**

##### **Resolution No. 45-25**

##### **Accepting Grant Award from the Federal Emergency Management Agency (FEMA) for Fire Department Personal Protective Gear**

*Whereas*, the Township to promote safety intervention techniques for fire operations is always open to applying for grants related thereto as presented by the Fire Department; and

*Whereas*, Captain Baden working with the Administration applied for and the Township received grant award notification of \$63,975.00 to be matched with local funds of \$3,046.43 for the purchase of Personal Protective gear for Fire Department employees through FEMA; and

*Whereas*, the Township is required to accept the grant award and conditions related thereto,

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

***Section I.*** Resolution No. 45-25 is hereby approved accepting the grant award of \$63,975.00 of which there is a local match of \$3,046.43 from the Federal Emergency Management Agency (Homeland Security Office).

***Section II.*** The Township Fire Officials, Administrator and Fiscal Officer are hereby authorized to execute all documents associated therewith. Further, the Fire Department is responsible for complying with all grant conditions.

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 15th day of October 2025.

**Board of Trustees**

**Vote**

**Attest:**

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

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

**Motion** made by Mr. Buddo seconded by Mr. Johnson to approve Resolution No. 45-25. Fire Captain Baden was present and explained the grant program. During discussion, the Trustees asked several questions which Captain Baden answered. After discussion, Mr. Sullivan called the roll with all three Trustees voting yes.

### **Resolution No. 46-25 Community Development Block Grant Program**

Mr. Henry explained the Community Development Block Grant Process with application due by November 1<sup>st</sup>. One census tract that includes the Alamo Heights subdivision is clearly eligible for project submissions. Two projects were introduced and rated: Repair and pave portions of Amarillo Drive estimated through the Butler County Engineer's Office and will be implemented by BCEO and Neighborhood Cleanup which includes renting several dumpsters and repairing curb decay throughout the Alamo Heights neighborhood to be administered by the Township.

#### **Authorizing the Filing of the 2025 (2026 Allocation) Application(s) for Community Development Block Grant Funding and Prioritizing of Projects for Hanover Township**

*Whereas*, the Board of Trustees and Township Administration have reviewed the requirements for the 2026 Community Development Block Grant Program and determined that census tract information has changed; and

*Whereas*, the Township has projects that merit consideration under the Community Development Block Grant Program as suggested by citizens and the Administration which appears to serve key pockets of low to moderate income families; and

*Whereas*, key projects were discussed in Public Meetings with public input solicited on October 15, 2024; and,

*Whereas*, only projects that serve one census tract are eligible based upon Federal Guidelines. There are many projects that have been recommended but only two appear to qualify; and,

*Whereas*, the Board of Trustees rate two of the qualifying projects as a high priority those being paving Amarillo Drive from San Angelo Drive \$62,825.00 #1 rating and Alamo Heights Clean Up and Curb Repair \$150,000.00 #2 rating.

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

**Section I.** That the Township does hereby authorize the Township Administrator using his discretion to submit up to two project applications for Community Development Block Grant Funding in 2026 if



qualified, identifying and rating these projects as set forth in the attachment hereto labeled "Attachment to Resolution No. 46-25 CD Project Ratings."

**Section II.** That the Board will commit in kind services and/or direct cash contribution of 10% if available in the new fiscal year budget.

**Section III.** That the Township Administrator is hereby authorized to complete the necessary documents and sign the appropriate forms to submit said project applications to the Butler County Community Development Department by November 1, 2025.

**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 October 15, 2025.

**Board of Trustees**

**Vote**

**Attest:**

**Jeff Buddo**

**Larry Miller**

**Douglas L. Johnson**

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**Gregory L. Sullivan**

**Fiscal Officer/ Clerk**

**Motion** made by Mr. Buddo seconded by Mr. Miller to approve Resolution No. 46-25. After discussion, Mr. Sullivan called the roll with all three Trustees voting yes.

#### **Resolution No.47-25 Interim Cyber Security Policy**

The establishment of a Cyber Security Policy is required by Law and by the State Auditor's Office. Since the Township is a smaller agency, an interim policy is recommended to comply with the law until such time as a more detailed program can be set up.

#### **Approving A Township Cyber Security Policy as required by the Ohio Revised Code and the Ohio State Auditor's Office**

*Whereas*, Hanover Township is required to set up a Cyber Security Policy to protect township electronic assets as required by the Ohio Revised Code; and

*Whereas*, as required all officials fall under the policy requirements and assignments of duty are set up and an interim policy is recommended until the matter is more fully investigated; and

*Whereas*, the Township Administrator is working with various IT vendors to assist in the long term monitoring and working on equipment,

***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 hereby approves an interim Cyber Security Policy as attached until further review and investigation are completed.

**Section II.** That all Township Officials shall review said policy to ascertain various responsibilities and obligations.

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 15<sup>th</sup> day of October 2025.

**Board of Trustees**

**Vote**

**Attest:**

**Jeff Buddo**

**Larry Miller**

**Douglas L. Johnson**

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**Gregory L. Sullivan**

**Fiscal Officer/ Clerk**

**Motion** made by Mr. Buddo seconded by Mr. Johnson to approve Resolution No. 46-25. After discussion, Mr. Sullivan called the roll with all three Trustees voting yes.

**For Review:** The proposed Board Meeting schedule and Special Events dates are suggested for adoption in November to allow time to post on the Township's website. Mr. Henry is asking each Trustee to review and comment.

**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

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Reminder: The next Board of Trustees meeting is scheduled for November 19<sup>th</sup> at 6:00PM

### **Other:**

Fire Chief Phil Clark addressed the Board stating he will be retiring from the Fire Department effective December 31<sup>st</sup>. Chief Clark stated he has been with the department since July 1993, most of the time serving as Chief. Chief Clark wishes to travel and looks forward to more free time. Chief Clark's retirement/resignation was accepted. The Board expressed appreciation for his service to the Township.

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Mr. Henry explained the documents included under Miscellaneous Correspondence for the attention of the Board.

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

1. Butler County Building Permit Reports
2. Newspaper Article: Property Tax Issues Ohio House Action
3. Newspaper Article: Change in Ballot Language Appearance
4. Excerpt from Governor's Study Committee- Taxes
5. Fire Tax Levy Information- Presented Again for Reference
6. Other

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There being no further public business for the Board to take up, Mr. Buddo moved to adjourn the public session and to enter into an Executive Session to discuss personnel items in accordance with Section 121.22 of the Ohio Revised Code, which was seconded by Mr. Johnson. Mr. Sullivan called for a roll call vote with all three Trustees voting yes. The Board moved into Executive Session.

Mr. Buddo made a motion to move out of Executive Session and reconvene the public portion of the meeting which was seconded by Mr. Miller. Mr. Sullivan called the roll with all three Trustees voting yes. Public Session was reconvened.

Further public discussion concerned the absence of Brian Batdorf, Cemetery Sexton. Roger Allen, the assistant at the cemetery has requested additional compensation as he fills in for Brian while Brian is off on sick leave. The request is to raise Mr. Allen to Mr. Batdorf's rate of \$27.44 per hour up from his rate of \$24.45. Mr. Johnson made a motion to approve the new rate of \$27.44 until such time as Mr. Batdorf returns to the office, effective the pay period beginning October 13, 2025. Once Mr. Batdorf returns to the office, Mr. Allen's rate is to be returned to \$24.45 per hour. Mr. Johnson made a motion to approve the foregoing with Mr. Miller seconding the motion. After discussion, Mr. Sullivan called the roll with all three Trustees voting yes.

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**Adjournment October 15th 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. Johnson. Mr. Sullivan called the roll with all three Trustees voting yes.

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***October 15, 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:

10/19/25

*Gregory L. Sullivan*