

The Union Township Trustees held their Reorganization Meeting on January 3, 2017 at the Union Township Civic Center. The meeting was opened at 7:00 PM with the Pledge of Allegiance. All Board Members were present.

I. Appointment of Chairperson & Vice-Chairperson

Mr. Acres made a motion to appoint Mr. McGraw Chairperson of the Board during 2017.

Secounded by Mr. Beamer.

Mr. Acres – yea; Mr. Beamer – yea; Mr. McGraw – yea.

Mr. Acres made a motion to appoint Mr. Beamer Vice-Chairperson of the Board during 2017, seconded by Mr. McGraw.

Mr. Acres – yea; Mr. McGraw – yea; Mr. Beamer – yea.

II. Establish Meeting Date and Time

Mr. McGraw moved that the regular meeting of the Board be held during calendar year 2017, on the second and fourth Thursday of each month at 7:00 p.m. Subject to the Board meeting in special session as required. Seconded by Mr. Beamer.

Mr. McGraw – yea; Mr. Beamer – yea; Mr. Acres – yea.

III. Tax Advance Resolution (Resolution 2017-01)

Mr. Acres moved that the Board adopt Resolution 2017-01, requesting an advance of taxes collected (see attached). Seconded by Mr. Beamer.

Mr. Acres – yea; Mr. Beamer – yea; Mr. McGraw – yea.

IV. 2017 Permanent Appropriations (Resolution 2017-02)

Mr. Beamer moved that the Board adopt Resolution 2017-02 in order to provide for current expenses and other expenditures of said Board for the fiscal year 2017, appropriating the sums as submitted by the Fiscal Officer (attached) for the purposes designated by the Bureau of Inspection (See attached).

Seconded by Mr. Acres.

Mr. Beamer – yea; Mr. Acres – yea; Mr. McGraw – yea.

V. Meeting Room Policy

Mr. McGraw moved that all rules and regulations as to meeting rooms remain in force, as established in the *Union Township Facilities Reservation Policy (Revised May 12, 2016 and any further addendums thereto)*, adopted by the Board of Trustees at the May 12, 2016 Regular Meeting. Seconded by Mr. Beamer.

Mr. McGraw – yea; Mr. Beamer – yea; Mr. Acres – yea.

VI. Compensation of Rural Zoning Commission of Board of Zoning Appeals

Mr. Acres moved that compensation for the Zoning Commission and Board of Appeals members are compensated \$75.00 per meeting per resolution 2009-09, effective July 14, 2009. Seconded by Mr. Beamer.

Mr. Acres – yea; Mr. Beamer – yea; Mr. McGraw – yea.

VII. Law Director Compensation

Mr. Beamer moved that compensation for the Union Township Law Director be \$180.00 per hour. Compensation for partners \$150.00 and associates be \$130.00 per hour effective January 1, 2017. Seconded by Mr. McGraw.

Mr. Beamer – yea; Mr. McGraw – yea; Mr. Acres – yea.

VIII. Payment of Bills

Mr. Acres moved that the Board to be consistent with accounting procedure require that bills submitted for payment, to be in the Fiscal Officer's mailbox at the Civic Center by 5:00 p.m. of the Thursday preceding the meeting.

Seconded by Mr. Beamer.

Mr. Acres – yea; Mr. Beamer – yea; Mr. McGraw – yea.

IX. 2017 Zoning and Cemetery Fees

Mr. McGraw moved that all zoning fees for fiscal year 2017 be identical to those which were in existence on the last day of December 2016, and that all cemetery fees be as established in the revised Mt. Moriah Fee Schedule that were in existence as of December 31, 2016.

Seconded by Mr. Acres.

Mr. McGraw – yea; Mr. Acres – yea; Mr. Beamer – yea.

X. Transfers

Mr. Acres moved to authorize the Fiscal Officer to make all necessary intra-fund transfers during the fiscal year 2017.

Seconded by Mr. Beamer.

Mr. Acres – yea; Mr. Beamer – yea; Mr. McGraw – yea.

XI. Travel & Meal Expense Reimbursement

Mr. Beamer moved to approve the attendance and reimbursement of all expenses related to seminars, conventions, conferences and training exercises for the Board of Trustees and the Fiscal Officer (including but not limited to the Ohio Township Association Annual and Quarterly Meetings, Accreditation meetings, conferences, award ceremonies for the Police, Fire, Service, Zoning, Fiscal, UTTV or Administrative Divisions) and appointed Zoning Commission & Board of Appeals Members, which (seminars, conventions, conferences and training exercises) are related to the operation of the township, elected or appointed positions, consistent with the Union Township Policy Manual.

Seconded by Mr. McGraw.

Mr. Beamer – yea; Mr. McGraw – yea; Mr. Acres – yea.

Mr. Acres moved that the maximum meal allowance for employees shall be an average of \$65.00 per day of qualifying event unless otherwise authorized by the Township Administrator. Seconded by Mr. Beamer.

Mr. Acres – yea; Mr. Beamer – yea; Mr. McGraw – yea.

XII. Mileage Reimbursement

Mr. Acres moved that the vehicle reimbursement be the maximum IRS allowance rate for the calendar year 2017, not to include township owned vehicles driven by township employees, seconded by Mr. Beamer.

Mr. Acres – yea; Mr. Beamer – yea; Mr. McGraw – yea.

XIII. Township Inventory

Mr. Acres moved to establish an inventory procedure to include only township owned property with a fair market value greater than \$ 1,000.00 and not to include titled or registered property, seconded by Mr. Beamer.

Mr. Acres – yea; Mr. Beamer – yea; Mr. McGraw – yea.

XIV. Competitive Bidding

Mr. Acres moved that all bids be awarded to the lowest responsive and responsible bidder in accordance with ORC § 9.312. Seconded by Mr. McGraw.

Mr. Acres – yea; Mr. McGraw – yea; Mr. Beamer – yea.

XV. Contract Approval

Mr. Beamer moved to authorize the Township Administrator to execute contracts and represent the Board of Trustees as directed by the Board.

Seconded by Mr. McGraw.

Mr. Beamer – yea; Mr. McGraw – yea; Mr. Acres – yea.

XVI. Purchase Order & Contract Approval for amounts of \$ 5,000.00 or less

Mr. Acres moved to authorize the Township Administrator to expend funds and to authorize the Township Administrator to execute contracts and represent the Board of Trustees for services including but not limited to meals & incidentals, not to exceed \$5,000.00 per incident unless otherwise authorized by a Purchase Order.

Seconded by Mr. McGraw.

Mr. Acres – yea; Mr. McGraw – yea; Mr. Beamer – yea.

XVII. Appointment to Zoning Commission and Board of Zoning Appeals

Mr. McGraw moved to appoint Bradley Toft to the Union Township Zoning Commission for the term expiring on 12/31/2021. Seconded by Mr. Acres.

Mr. McGraw – yea; Mr. Acres – yea; Mr. Beamer – yea.

Mr. Beamer moved to appoint Daniel Campbell to the Union Township Zoning Commission to fill the unexpired term of Joseph Rennekamp, rendered vacant by his untimely passing, with said term expiring on 12/31/2019. Seconded by Mr. McGraw.

Mr. Beamer – yea; Mr. McGraw – yea; Mr. Acres – yea.

Mr. Acres moved to appoint Don Grove as an Alternate to the Union Township Zoning Commission for Calendar Year 2017. Seconded by Mr. Beamer.

Mr. Acres – yea; Mr. Beamer – yea; Mr. McGraw – yea.

Mr. Acres moved to appoint Robb Wing as an Alternate to the Union Township Zoning Commission for Calendar Year 2017. Seconded by Mr. McGraw.

Mr. Acres – yea; Mr. McGraw – yea; Mr. Beamer – yea.

Mr. Beamer moved to appoint Rick DePuccio to the Union Township Board of Zoning Appeals for the term expiring 12/31/2021. Seconded by Mr. Acres.

Mr. Beamer – yea; Mr. Acres – yea; Mr. McGraw – yea.

Mr. Acres moved to table the discussion appointment of an Alternate to the Union Township Board of Zoning Appeals for 2017. Seconded by Mr. Beamer.

Mr. Acres – yea; Mr. Beamer – yea; Mr. McGraw – yea.

Mr. Acres moved to table the discussion appointment of an Alternate to the Union Township Board of Zoning Appeals for 2017. Seconded by Mr. Beamer.

Mr. Acres – yea; Mr. Beamer – yea; Mr. McGraw – yea.

XVIII. Appointment of Part Time and/or Co-Op Student Personnel

Mr. Beamer moved to authorize the Township Administrator to hire various part-time co-op students on a continuing, “as-needed” basis, at an hourly rate not to exceed \$10.00 per hour, in order to fill internship positions within Union Township for various departments throughout the Township. Seconded by Mr. Acres.

Mr. Beamer – yea; Mr. Acres – yea; Mr. McGraw – yea.

XIX. Trustee Compensation

Mr. McGraw moved to establish that the annual compensation of the township trustees shall be fixed at \$ 20,568.00 for Mr. McGraw and Mr. Acres and \$ 22,676.00 for Mr. Beamer as provided in Section 505.24, inclusive, of the Ohio Revised Code, and said compensation shall be paid in equal payments.

Seconded by Mr. Acres.

Mr. McGraw – yea; Mr. Acres – yea; Mr. Beamer – abstained.

XX. Fiscal Officer Compensation

Mr. Acres moved to establish that the annual compensation of the township fiscal officer shall be fixed at \$ 31,064.00 as provided in Section 507.09 inclusive, of the Ohio Revised Code, and said compensation shall be paid in equal payments.

Seconded by Mr. Beamer.

Mr. Acres – yea; Mr. Beamer – yea; Mr. McGraw – yea.

XXI. Approval of Purchase Orders

Mr. McGraw moved to approve the purchase orders in excess of \$5000.00 as presented by Mr. Geis, Township Administrator.

Seconded by Mr. Beamer.

Mr. McGraw – yea; Mr. Beamer - yea; Mr. Acres – yea.

XXII. Meeting Adjournment

Mr. Acres moved to adjourn the 2017 Reorganizational Meeting.

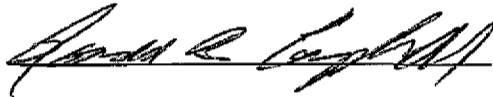
Seconded by Mr. Beamer.

Mr. Acres – yea; Mr. Beamer - yea; Mr. McGraw – yea.

Meeting adjourned at 7:23 PM

Respectfully submitted,

Approved



Ronald B. Campbell
Union Township Fiscal Officer

