

RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held January 1, 2010

The Union Township Trustees held their Reorganization Meeting on January 1, 2010, at the Township Hall. The meeting was opened at 9:00 a.m. with the Pledge of Allegiance. All Board Members were present.

Judge James Shriver swore in elected Trustees Robert McGee and Timothy Donnellon.

I. Appointment of Chairperson & Vice-Chairperson

Mr. McGee made a motion to appoint Mr. Donnellon Chairperson of the Board during 2010, seconded by Mr. Beamer. Roll call: Mr. McGee – Yea; Mr. Beamer - Yea. Mr. Donnellon – Yea.

Mr. McGee made a motion to appoint Mr. Beamer Vice-Chairperson of the Board during 2010, seconded by Mr. Donnellon. Roll call: Mr. McGee - Yea; Mr. Donnellon –Yea; Mr. Beamer - Yea.

II. Establish Meeting Date and Time

Mr. Donnellon moved that the regular meeting of the Board be held during calendar year 2010, 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. McGee. Roll call: Mr. Donnellon – Yea; Mr. McGee - Yea; Mr. Beamer -Yea.

III. Tax Advance Resolution (Resolution 2010-01)

See attached Resolution 2010-01

IV. Trustee Insurance (Resolution 2010-02)

See attached Resolution 2010-02

V. 2010 Temporary Appropriation (Resolution 2010-03)

Mr. McGee moved that the Board, in order to provide for current expenses and other expenditures of said Board until a permanent appropriation measure is passed for the fiscal year 2010, or until April 1, 2010, whichever occurs first, appropriate the sums as

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submitted by the Fiscal Officer (attached) for the purposes designated by the Bureau of Inspection. Seconded by Mr. Donnellon. Roll call: Mr. McGee – Yea; Mr. Donnellon – Yea; Mr. Beamer – Yea.

VI. Meeting Room Policy

Mr. McGee moved that all rules and regulations as to meeting rooms remain in force, as established in the *Union Township Facilities Reservation Policy (effective 11/13/2008 and any addendums thereto)*, adopted by the Board of Trustees at the November 13, 2008 Regular Meeting. Seconded by Mr. Beamer. Roll call: Mr. McGee – Yea; Mr. Beamer – Yea; Mr. Donnellon – Yea.

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

Mr. Beamer 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. McGee. Roll call: Mr. Beamer – Yea; Mr. McGee – Yea; Mr. Donnellon – Yea.

VIII. Law Director Compensation

Mr. McGee moved that compensation for the Union Township Law Director be \$ 160.00 per hour. Compensation for partners \$ 150.00 and associates be \$ 130.00 per hour effective January 1, 2010, Seconded by Mr. Donnellon. Roll call: Mr. McGee – Yea; Mr. Donnellon – Yea; Mr. Beamer – Yea.

IX. Payment of Bills

Mr. Donnellon 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. Roll call: Mr. Donnellon – Yea; Mr. Beamer – Yea; Mr. McGee – Yea.

X. 2010 Zoning and Cemetery Fees

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Mr. McGee moved that all zoning fees for fiscal year 2010 be identical to those which were in existence on the last day of December 2009, and that all cemetery fees be as established in the revised Mt. Moriah Fee Schedule, as of December 31, 2009. Seconded by Mr. Beamer. Roll call: Mr. McGee - Yea; Mr. Beamer - Yea; Mr. Donnellon - Yea.

XI. Transfers

Mr. Beamer moved to authorize the Fiscal Officer to make all necessary intra-fund transfers during the fiscal year 2010. Seconded by Mr. McGee. Roll call: Mr. Beamer - Yea; Mr. McGee - Yea; Mr. Donnellon - Yea.

XII. Travel Expenses

Mr. McGee moved to approve the attendance and reimbursement of all seminars, conventions, conferences and training exercises for the Board of Trustees, the Fiscal Officer 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. Beamer. Roll call: Mr. McGee - Yea; Mr. Beamer - Yea; Mr. Donnellon - Yea.

XIII. Mileage Reimbursement

Mr. Beamer moved that the vehicle reimbursement be the maximum IRS allowance rate for the calendar year 2010, not to include township owned vehicles driven by township employees, seconded by Mr. Donnellon. Roll call: Mr. Beamer - Yea; Mr. Donnellon - Yea; Mr. McGee - Yea.

XIV. Township Inventory

Mr. McGee moved to establish an inventory procedure to include only township owned property with a fair market value greater than \$ 1000.00 and not to include titled or registered property, seconded by Mr. Beamer. Roll call: Mr. McGee - Yea; Mr. Beamer - Yea; Mr. Donnellon - Yea.

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XV. Competitive Bidding

Mr. McGee moved that all bids be awarded to the lowest responsive and responsible bidder in accordance with ORC § 9.312. Seconded by Mr. Beamer. Roll call: Mr. McGee – Yea; Mr. Beamer – Yea; Mr. Donnellon – Yea.

XVI. Purchase Order Approval

Mr. McGee moved to authorize the Township Administrator to expend funds for services including meals & incidentals, not to exceed \$1500.00 per incident unless authorized by a Purchase Order, Seconded by Mr. Beamer. Roll call: Mr. McGee – Yea; Mr. Beamer - Yea; Mr. Donnellon - Yea.

XVII. Appointment to Zoning Commission and Board of Zoning Appeals

Mr. McGee moved to appoint Brian Ford to the Board of Zoning Appeals. Seconded by Mr. Beamer. Roll call: Mr. McGee – Yea; Mr. Beamer – Yea; Mr. Donnellon – Yea.

Mr. Donnellon moved to appoint Calvin Aicholtz to the Zoning Commission Board. Seconded by Mr. Beamer. Roll call: Mr. Donnellon – Yea; Mr. Beamer – Yea; Mr. McGee – Yea.

XVIII. Trustee Compensation

Mr. McGee moved to establish that the compensation of the township trustees and fiscal officer shall be the maximum compensation permitted per the Ohio Revised Code, and that the compensation of the township trustees and officer shall be an annual salary to be paid in equal monthly payments. Seconded by Mr. Donnellon. Roll call: Mr. McGee – Yea; Mr. Donnellon – Yea; Mr. Beamer - Yea.

XIX. Appointment of Zoning Director

Mr. Beamer moved to appoint Cory Wright as Union Township Zoning Director. Seconded by Mr. Donnellon. Roll call: Mr. Beamer – Yea; Mr. Donnellon – Yea; Mr. McGee – Yea.

XX. Approval of 2010 Operating Budget

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Mr. McGee moved to approve the 2010 Union Township Operating Budget as prepared by Mr. Duckworth. Seconded by Mr. Beamer. Roll call: Mr. McGee – Yea; Mr. Beamer – Yea, Mr. Donnellon – Yea.

Mr. McGee moved for the meeting to be adjourned at 9:35 AM. Seconded by Mr. Beamer. Roll call: Mr. McGee – Yea; Mr. Beamer – Yea; Mr. Donnellon – Yea.

Respectfully submitted,


Ronald B. Campbell
Union Township Fiscal Officer

Approved



