

## Walnut Township Trustees Re-Organization Meeting

January 3, 2017

The meeting was called to order by Fiscal Officer Lynn Kraner. The Pledge of Allegiance was recited. Trustees Doug Leith, William Yates and Terry Horn were present.

The Fiscal Officer called for nominations for Chairman for 2017. Trustee Horn nominated Trustee Leith for Chairman. Trustee Leith accepted the nomination. There were no other nominations. Trustee Yates seconded the nomination. Trustee Yates – Y, Trustee Horn – Y, Trustee Leith – abstain. The appointment passed with 2 yes votes.

At this point the Fiscal Officer turned the meeting over to Chairman Leith.

The Chairman called for nominations for Vice Chairman. Trustee Yates nominated Trustee Horn for Vice Chairman. Trustee Horn accepted the nomination. Trustee Leith seconded the nomination. The appointment passed with 3 yes votes.

The Chairman called for nominations for the Representative to RPC. Trustee Leith nominated Larry Neeley, with a second from Trustee Horn. The appointment passed with 3 yes votes.

The Chairman called for nominations for the Representative to Block Grant Board/CDBG. Trustee Yates nominated Trustee Horn, with a second from Trustee Leith. The appointment passed with 3 yes votes.

The Chairman called for nominations for the Representative for FEMA Program. Trustee Horn nominated Trustee Yates, with a second from Trustee Leith. The appointment passed with 3 yes votes.

The Chairman called for nominations for the Representative for Issue II Funding. Trustee Yates nominated Trustee Horn, with a second from Trustee Leith. The appointment passed with 3 yes votes.

Trustee Horn made the motion - If township needs to hire any additional roadworker help in an emergency situation, they will hire them at \$12.00/per hour, if any additional office help at \$9.00/per hour. Trustee Yates seconded the motion. The motion passed with 3 yes votes.

Trustee Leith moved to pass **Resolution 01-17** to set meeting dates for the Walnut Township Trustees for 2017 as the 1st Tuesday of each month at 7:00 PM at the township office, with the third Thursday as a backup if needed. Trustee Yates seconded the motion. The motion passed with 3 yes votes.

Trustee Yates made the motion that the Township Special meetings will be advertised in the Lancaster Eagle Gazette as required by law, in a local paper if time permits, and on the sign. Trustee Horn seconded the motion. The motion passed with 3 yes votes.

Trustee Horn moved to pass **Resolution 02-17** - Emergency Meeting Procedure – If an emergency arises; the trustees can call an emergency meeting with 24 hour notice and will post it on the front sign, the bulletin board and the doors of the township office and garage. Trustee Leith seconded the motion. The motion passed with 3 yes votes.

Trustee Horn moved to pass **Resolution 03-17** - Procedure for calling in employees for overtime will be: the current procedure for the sheriff's office call order is, Morris, Yates, King, Horn, Leith. Tim has authorization to call in Mike K. for emergencies such as high water, down trees, and snow & ice removal. The procedure for calling employees for overtime is any one of the trustees can call an employee in for overtime. If plowing snow and it is 3:30PM and there is more to be done, employees are to continue working. Trustee Yates seconded the motion. The motion passed with 3 yes votes.

Trustee Horn made the motion that the Records Commission will consist of the Fairfield County Auditor, Lynn Kraner, Fiscal Officer and Doug Leith, Trustee. Trustee Yates seconded the motion. The motion passed with 3 yes votes.

Trustee Horn made the motion to allow the IRS rate of \$.535 for travel expenses outside of township, and to pay for all State and National conferences, parking, taxi expense, and for any other expense for training school held for trustees and fiscal officer. Trustee Leith seconded the motion. The motion passed with 3 yes votes.

Trustee Leith made the motion that any records that have exceeded their hold period be destroyed per the Ohio Historical Connection regulations. Trustee Horn seconded the motion. The motion passed with 3 yes votes.

The Chairman called for nominations for the Representative for Health Board for 2017. Trustee Yates nominated Trustee Leith; Trustee Horn seconded the motion. Yates – Y, Horn – Y, Leith – abstain. The motion passed with 2 yes votes.

Trustee Horn made the motion to reimburse Zoning Commission & BZA Members at a rate of \$35.00/per meeting. Trustee Yates seconded the motion. The motion passed with 3 yes votes.

Trustee Leith nominated Trustee Horn as the Website Administrator for the township. Trustee Yates seconded the motion. The motion passed with 3 yes votes.

Trustee Yates nominated Chad Myers as Website Consultant at a rate of \$25/hour. Trustee Leith seconded the motion. The motion passed with 3 yes votes.

Trustee Leith nominated Trustee Yates as the EMS Billing Authorized Official and Primary Contact for Med3000. Trustee Horn seconded the motion. The motion passed with 3 yes votes.

Trustee Yates nominated Trustee Horn as being in charge of information systems. Trustee Leith seconded the motion. The motion passed with 3 yes votes.

Trustee Leith made a motion to re-appoint Mike Berry as Walnut Township Zoning Inspector at the compensation of \$15/hour. Trustee Yates seconded the motion. The motion passed with 3 yes votes.

Trustee Horn made a motion to use Jeannie Downey as a contractor in the position of Zoning and BZA Board Secretary at a rate of \$12/hour for 2017. Trustee Yates seconded the motion. The motion passed with 3 yes votes.

At 7:16 PM, Trustee Yates made the motion to close the Re-Organization Meeting, seconded by Trustee Horn. The motion passed with 3 yes votes.

Respectfully submitted –

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Lynn Kraner, Fiscal Officer

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William Yates, Chairman

Terry Horn

Doug Leith