

First Organizational Meeting
Wayne Township Board of Trustees
Monday, January 3, 2011

Call to order: Chairman Don Wilson called the meeting to order on Monday January 3, 2011 at 11:10 a.m.

Roll call: Paul Ritchey, Don Wilson, Harold Grosnickle, Sandra Borchers

Guests: Chief David Moulden, Sue Allen

Prayer and Pledge: Waived

010311-1: Don Wilson moved to nominate Harold Grosnickle as Chairman for the year 2011

2nd by Paul Ritchey

Vote: HG, DW, PR All Aye Motion Carried

Don Wilson then turned the floor over to Harold Grosnickle, the new Chair.

010311-2: Harold Grosnickle moved to nominate Paul Ritchey as Vice Chairman for the year 2011

2nd by Don Wilson

Vote: HG, DW, PR All Aye Motion Carried

010311-3: Don Wilson moved to nominate Harold Grosnickle to oversee and maintain roads for 2011.

2nd by Paul Ritchey

Vote: HG, DW, PR All Aye Motion Carried

010311-4: Harold Grosnickle moved to nominate Don Wilson to oversee the Zoning Department for 2011.

2nd by Paul Ritchey

Vote: HG, DW, PR All Aye Motion Carried

010311-5: Don Wilson moved to nominate Paul Ritchey to oversee and act as sexton for the cemeteries for the year 2011.

2nd by Harold Grosnickle

Vote: HG, DW, PR All Aye Motion Carried

010311-6: Don Wilson moved to nominate Paul Ritchey to oversee and act as Trustee to serve on the Woodville Cemetery Joint Maintenance Board for 2011.

2nd by Harold Grosnickle

Vote: HG, DW, PR All Aye Motion Carried

010311-7: Don Wilson moved to nominate Harold Grosnickle to bid out roads, patching and gravel as needed in the first ½ of 2011.

2nd by Paul Ritchey

Vote: HG, DW, PR All Aye Motion Carried

010311-8: Harold Grosnickle moved to nominate Don Wilson to serve as liaison to the WTF&R.

2nd by Paul Ritchey

Vote: HG, DW, PR All Aye Motion Carried

010311-9: Harold Grosnickle moved to have all mileage reimbursement for Board Officials outside of the Township limits for Township business. Zoning mileage includes inside the Township limits on business. Rate conforms to IRS rate of .50 cents per mile.

2nd by Don Wilson

Vote: HG, DW, PR All Aye Motion Carried

010311-10: Don Wilson moved that Township pay periods for hourly employees will be on a 14 day pay period, including Chief and Deputy Chief.

2nd Harold Grosnickle

Vote: HG, DW, PR All Aye Motion Carried

010311-11: Harold Grosnickle moved that the completed time cards and sheets have totals turned in by Monday at 10:00 a.m. at the Township Hall following the 14 day pay period. Slide manila envelope under Clerk's office door, if Clerk is not in.

2nd by Don Wilson

Vote: HG, DW, PR All Aye Motion Carried

010311-12: Don Wilson moved that all hourly and salary checks must include hourly breakdown and will be distributed by 12 noon, Thursday following end of pay period.

****Note:** Clerk will have checks to sign each Wednesday after 4:00 p.m. for wages and payments of bills.

2nd by Paul Ritchey

Vote: HG, DW, PR All Aye Motion Carried

010311-13: Harold Grosnickle moved that all monthly Regular Meetings will be held on the 1st Monday of each month, January through December. The meetings will be held at 6320 State Route 133, (The Township Hall) at 7:00 p.m. Our Work Sessions will be held every other month on the third Monday starting in the month of January. In January 2011 only the meeting will be on the 4th Monday because of the National Holiday. The Township Zoning Commission will be held every other month at the Township Hall at 7:30 p.m. starting in the Month of February. Emergency Meetings and Special Meetings will be scheduled as needed.

2nd by Don Wilson

Vote: HG, DW, PR All Aye Motion Carried

010311-14: Don Wilson moved to authorize and hire on an Emergency basis contract labor: Cemetery at \$10.50/hr, Roads \$10.50/hr when full time employees are not available or need assistance.

2nd by Harold Grosnickle

Vote: HG, DW, PR All Aye Motion Carried

010311-15: Harold Grosnickle moved to approve Temporary Appropriations as follows:

General Fund:	\$35,000
Fire Fund:	\$35,000
Motor Vehicle License:	\$10,000
Gasoline Tax:	\$ 5,000
Road and Bridges:	\$15,000
Perm. Motor Vehicle License:	\$ 5,000
Ambulance and EMS:	\$10,000
Cemetery:	\$ 5,000
Zoning:	\$ 3,000
Sp. Levy Squad:	\$10,000

2nd Don Wilson

Vote: HG, DW, PR All Aye Motion Carried

010311-16: Don Wilson moved to allow the Fire and Rescue Chief to incur expenses for Repairs and Supplies (per purchase) as necessary without Board approval up to \$2,000. New items over \$2500 must have a Board approval, expenses made, to notify the Board at next Regular Meeting.

(Note: This motion died for lack of 2nd. Item amount was in error.)

010311-16A: Don Wilson moved to allow the Fire and Rescue Chief to incur expenses for Repairs and Supplies (per purchase) as necessary without Board approval up to \$2,000. New items over \$500 must have a Board approval, expenses made, to notify the Board at next Regular Meeting.

2nd Harold Grosnickle

Discussion: The last motion died for lack of a second.

Vote: HG, DW, PR All Aye Motion Carried

010311-17: Paul Ritchey moved that the members of the WTF&R be allowed to attend the following conference during the 2011 Expo. The cost is not to exceed \$3,000 which is vehicle rental plus fuel, 3-7 members \$150 room allowance, double occupancy in hotel, members to pay their own meals.

2nd by Don Wilson

Vote: HG (abstained), DW, PR 2/3 Aye Motion Carried

010311-18: Don Wilson moved that the members of the WTF&R attend the following Fire Expo in Indianapolis not to exceed \$500. One day trip, one vehicle gas included \$35 /meals per day.

2nd Paul Ritchey

Vote: HG (abstained), DW, PR 2/3 Aye Motion Carried

010311-19: Harold Grosnickle moved that the reviews and pay raises that were implemented in the Last Organization Meeting of December 31, 2010 be acknowledged and accepted for the year 2011 effective January 1 beginning of the New Year.

2nd Don Wilson

Vote: HG, DW, PR All Aye Motion Carried

010311-20: Harold Grosnickle moved to adopt the usage of call logs for ALL departments: Fire, Zoning, Maintenance and Cemetery. All logs shall have the original call log from booklet attached with the call, date, time and purpose. All to be turned in to the department head and liaison within 5 business days upon receipt of the call. Then they can file an updated copy every 30 days to the department head or liaison upon the completed resolution.

2nd by Don Wilson

Vote: HG, DW, PR All Aye Motion Carried

010311-21: Harold Grosnickle moved to permit the Clerk to pre-register 2 Trustees, up to two employees and the Clerk for the Winter Conference attendance.

2nd by Don Wilson

Vote: HG, DW, PR All Aye Motion Carried

010311-22: Don Wilson moved to authorize the Clerk to make room reservations, (2) for one evening for Winter Conference 2011. If necessary.

2nd by Paul Ritchey

Vote: HG, DW, PR All Aye Motion Carried

010311-23: Don Wilson moved that all monies under \$1,000 received by Township Clerk be deposited within 48 hours upon receipt per business days. Over \$1,000 shall be deposited within 24 hours per business days by the Fiscal Officer then the Fire Chief, then the Trustee liaison of Cemeteries, then the Zoning liaison.

2nd by Paul Ritchey

Vote: HG, DW, PR All Aye Motion Carried

010311-24: Don Wilson moved that the Zoning truck be used by any Township employee for Township business.

2nd by Paul Ritchey

Vote: HG, DW, PR All Aye Motion Carried

010311-25: Paul Ritchey moved to form a committee to interview any open position for Zoning or otherwise consist of 3 Trustees and 2 senior members of the Board for a total of 5 people.

2nd by Don Wilson

Vote: HG, DW, PR All Aye Motion Carried

010311-26: Harold Grosnickle moved to establish a Budget Committee compromised of 3 Trustees, the Fiscal Officer, and three residents of the Township, Sue Allen, Mr. Grant and Mrs. Cornett for the year 2011 to be reviewed on a semi-annual basis.

2nd by Don Wilson

Vote: HG, DW, PR All Aye Motion Carried

010311-27: Harold Grosnickle moved to have two public portions at each of the Regular Meetings on the first Monday of the month either at the beginning or the end to give the public the opportunity to speak and that the meetings that contain the Work Sessions on the third Monday be contained to Township business with no public portion.

2nd by Don Wilson

Vote: HG, DW, PR All Aye Motion Carried

010311-28: Harold Grosnickle moved for the Then and Now Certification for any bills needed.

2nd Don Wilson

Vote: HG, DW, PR All Aye Motion Carried

010311-29: Harold Grosnickle moved that all bill are to have approval stamped or written before signatures for 2011 from Department Head and/or Trustee, Fiscal Consultant or Fiscal Officer.

2nd by Don Wilson

Discussion: Fax all road bills to Harold Grosnickle for bill approval.

Vote: HG, DW, PR All Aye Motion Carried

010311-30: Harold Grosnickle moved to allow the Fire and Rescue Chief to incur expenses for Repairs and Supplies (per purchase) as necessary without Board approval up to \$1,000. New items over \$250 must have a Board approval, expenses made, to notify the Board at next Regular Meeting.

2nd by Don Wilson

Vote: HG, DW, PR All Aye Motion Carried

010311-31: Harold Grosnickle moved that money transfers between line items are only done after the Board of Trustees approval. If necessary for a bill to be paid on time, we call an emergency meeting in order to authorize the line item transfer from all departments and all funds.

2nd by Don Wilson.

Vote: HG, DW, PR All Aye Motion Carried

010311-32: Harold Grosnickle moved to provide up to \$35/month for the Fiscal Officer or Trustees to have a Township phone and the Maintenance Supervisor and Chief pay 25% of their bill for personal use.

2nd Paul Ritchey

Vote: HG, DW (abstain), PR 2/3 Aye Motion Carried

Don Wilson clarified to the public that the Zoning YTD was \$6,286.00.

010311-33: Harold Grosnickle moved that we take a one year CD with National Bank and Trust in the amount of \$240,401.31 at .5% interest rate for the year 2011.

2nd by Don Wilson

Vote: HG, DW, PR All Aye Motion Carried

010311-34: Harold Grosnickle moved to appoint Sue Allen and Kathy Cromer for the year 2011 for the Volunteers Fire Fighter's Dependents Fund Board.

2nd by Don Wilson.

Vote: HG, DW, PR All Aye Motion Carried

Chief Dave Moulden read from an email he received from Dianna Cornett and asked that it be attached to the Minutes.

Chief also read his reply to Mrs. Cornett's concerns. This reply is also attached to the Minutes.

Harold Grosnickle asked that it goes on record that he had forgotten he had an email address at the Township. He provided his personal email address to be hlg@cinci.rr.com. He also asked the Chief to change this email address to the official Township Website.

Kathy Cromer presented the Zoning Report for 2010.

Paul Ritchey presented to the Board the estimate of \$195 repair estimate for Plainview fence damage.

Harold Grosnickle announced the next scheduled meeting will be the 24th which will be a meeting for a Public Hearing on the Budget at 7:00 p.m. The public can speak on the Budget. A Work Session will follow at 7:30 p.m.

Sandy reminded that the rescheduled Christmas dinner is scheduled for Monday, January 10, at 7 p.m.

010311-35: Harold Grosnickle moved to adjourn at 12:25 p.m.

2nd by Don Wilson.

Vote: HG, DW, PR All Aye Motion Carried

Don Wilson, Chairman

Harold Grosnickle, Vice Chairman

Paul Ritchey, Trustee

Sandy Borchers, Fiscal Officer