

Minutes of the Miami Township Board of Trustees Regular Meeting

February 9, 2016

Trustee President Douglas Barry called the Miami Township Board of Trustees Regular meeting to order on Tuesday, February 9, 2016 at 7:00 pm and led in the reciting of the Pledge of Allegiance. The following were present:

Elected Officials:

Douglas Barry – Trustee President
Robert Matthews Jr. – Trustee Vice President
Andrew Papanek – Trustee
Ann Barhorst – Fiscal Officer

Township Staff:

Greg Rogers – Township Administrator
Ron Hess – Police Chief
Dan Mayberry – Public Works Director
Clay McCord – Finance Director
Chris Snyder – Community Development Director
Kyle Hinkelman – Community Development, Deputy Director

Mukesh Singh, Compliance Director was absent.

CONSENT AGENDA

All matters under the Consent Agenda are considered by the Board of Trustees to be routine and will be enacted by one motion. Any Trustee may remove an item from the Consent Agenda by request. No second is required for removal of an item. Items removed for separate discussion will be considered after the motion to approve the Consent Agenda.

A. Meeting Minutes

- January 26, 2016—Work Session
- January 26, 2016—Regular Meeting

B. Payroll and Bills

- Payroll dated February 5, 2016 total \$191,078.47.
- Regular check run checks 66529 - 66580, totaling \$106,015.16.
- Write on check run checks 66581 – 66605, totaling \$74,281.58.

Mr. Barry motioned and Mr. Papanek seconded the motion to approve the Consent Agenda items.

Mr. Barry - yes
Mr. Matthews - yes
Mr. Papanek- yes

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NEW BUSINESS

Department Reports

Admin- Greg Rogers stated several staff members and elected officials recently participated in the Ohio Township Association Conference last week. The conference was a great and informative event.

Police- Chief Hess introduced Lizzie Norman an intern for the Police Department. She is a senior from Tiffin University studying forensic psychology. She is also a member of the Ohio National Guard. She is currently researching information on Home Rule. Chief Hess also commented on GOBA (Great Ohio Bicycle Adventure) of 2016. Participants in this event will be coming through Miami Township on June 23-25. Approximately 3,000 riders are expected to come through this area.

Public Works- Dan Mayberry had nothing formal for the Board.

Community Development- Chris Snyder discussed adopting a fee schedule for Community Development (Resolution 007-2016) Mr. Snyder stated this resolution is to adopt a fee schedule for the Community Development department. Mr. Snyder said that many of these fees have not been increased in over a decade. The current fee schedule does not cover the township costs, and it's felt that the taxpayer should not be covering these charges.

Community Development/IT- Kyle Hinkelman had nothing formal for the Board.

Finance- Clay McCord discussed creating a Part-Time Financial Analyst position (Resolution 008-2016). The addition of this position will help implement a portion of the Strategic Plan developed by the Board. Funding for the position is included in the 2016 budget. This position will support department activities including monthly reconciliation efforts, doing research and posting of entries. The position will help backup the Finance Specialist and help ensure the Finance office remains open when staff is on vacation or attending training events.

Compliance- Mukesh Singh was not in attendance.

PUBLIC COMMENTS

No one came forward.

VOTING ON RESOLUTIONS

Resolution 007-2016

Mr. Papanek motioned and Mr. Matthews seconded the motion to approve Resolution 007-2016 to adopt a fee schedule for Community Development.

Mr. Barry - yes

Mr. Matthews - yes

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Mr. Papanek- yes

Resolution 008-2016

Mr. Matthews motioned and Mr. Papanek seconded the motion to approve Resolution 008-2016 to create a Part-Time Financial Analyst position within the Finance Department.

Mr. Barry - yes

Mr. Matthews - yes

Mr. Papanek- yes

COMMENTS FROM THE BOARD

Ann Barhorst stated that the 2016 Budget Book will be distributed at the next meeting.

Andrew Papanek thanked the staff for their continued hard work in keeping the township going on a daily basis.

Robert Matthews thanked the road crew for the great job they did on the streets during today's snow.

Douglas Barry recognized the Fiscal Officer Elect, Aaron Newell who was in attendance. Mr. Barry also reminded everyone that Tuesday, February 16th at 8:00 am is the next Breakfast with the Board and is hosted by the Connor Group.

Mr. Barry adjourned the meeting at 7:12 pm.


Douglas Barry, Trustee President


Robert Matthews Jr., Trustee Vice President


Andrew Papanek, Trustee


Ann Barhorst, Fiscal Officer

AMB: pdb