

Madison Township Board of Trustees  
January 17, 2007

The Madison Township Board of Trustees met this day in regular session at 7:00 PM. The meeting was called to order by the President, Alan Daniel, with the pledge of allegiance to the flag.

**ROLL CALL:** Alan Daniel-Present, Dwight Walter-Present, Robert Ward-Present, Amy Schenck-Present.

**ITEM 2007- 015 - MINUTES**

Mr. Walter moved Mr. Ward seconded to approve the minutes as presented. Vote: Ayes: Mr. Ward, Mr. Walter, Mr. Daniel. Nays: None. The motion was declared approved.

**PUBLIC COMMENT**

Fire Chief Kent Hall presented the Board with detailed fire reports for the month of December 2006. Mr. Daniel had met with the Chief prior to the meeting and presented some possible expenditures for the fire department for consideration and discussion by the Board.

**ITEM 2007 - 016 - JACKETS FOR EMERGENCY PERSONNEL**

Mr. Walter moved, Mr. Ward seconded to approve six jackets at a cost of approximately \$80 each. Vote: Ayes: Mr. Ward, Mr. Walter, Mr. Daniel. Nays: None. The motion was declared approved.

**ITEM 2007 - 017 - F.D.I.C.**

After much discussion and debate Mr. Walter moved, Mr. Ward seconded to approve necessary expenses for thirteen emergency personnel to attend F.D.I.C. (Four from the Life Squad, four from the North fire, four from South Fire and the Fire Chief Kent Hall) also to approve four individuals to attend classes the day before. Vote: Ayes: Mr. Ward, Mr. Walter, Mr. Daniel. Nays: None. The motion was declared approved.

**ITEM 2007 - 018 - FISCAL OFFICER REPORT**

The Fiscal Officer presented information on Life Squad billing, year to date expenditures and receipts. Mr. Walter moved, Mr. Ward seconded to approve the Fiscal Officer's reports as presented. Vote: Ayes: Mr. Ward, Mr. Walter, Mr. Daniel. Nays: None. The motion was declared approved.

**OLD BUSINESS**

A) Fire Liaison - Mr. Ward expressed that it was not legal for Mr. Daniel to appoint himself as fire liaison. Mr. Ward stated that the Administrator should be the fire liaison. Mr. Ward also stressed that the fire liaison position was only a communicator position. Mr. Daniel stated that Mr. McGuire may not have the experience to answer specific fire issues. Mr. Ward stated that he would like to be fire liaison. Mr. Walter expressed concern that Mr. Ward being fire liaison may be a conflict of interest. Mr. Ward stated that it would not be a conflict but a benefit. Mr. Ward moved that the Administrator to serve as fire liaison. Mr. Daniel called for a second twice. The motion died for a lack of a second. The issue would be tabled until February.

B) Hours of work - There had been discussion about hours of work at the last meeting. Mr. McGuire provided information that the work day

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is from 7am to 3pm with a 20 minute paid lunch. Mr. Ward stated that he does not agree with paid lunch.

**ITEM 2007 - 019 - ROAD SIGNING INSPECTION**

Mr. Ward moved, Mr. Walter seconded to approve and forward to the County Engineer the road signing for January. Vote: Ayes: Mr. Ward, Mr. Walter, Mr. Daniel. Nays: None. The motion was declared approved.

**ITEM 2007 - 020 - BILLS**

Mr. Ward moved, Mr. Walter seconded to approve the bills for December 2006 of \$222,372.04. Vote: Ayes: Mr. Ward, Mr. Walter, Mr. Daniel. Nays: None. The motion was declared approved.

Mr. Ward initiated discussion and shared information about a proposed amendment to the Personnel Policies and Procedures manual concerning uniform allowances. This topic was tabled until more information was available.

**ITEM 2007 - 021 - ALL BIDS WILL BE OPENED IN PUBLIC FORUM**

There was some discussion on this proposal, Mr. Ward stated that this motion was to enhance the bid process and the public is entitled to be notified. Mr. Daniel stated that he had no trouble with change. Mr. Ward moved, Mr. Walter seconded to approve a policy that all sealed bids whether public or by invitation will be opened in a public forum. All parties in the bid process along with the public media (local newspaper & Madison Township official web site) will be notified of the date, time and place of bid opening. Vote: Ayes: Mr. Ward, Mr. Walter, Mr. Daniel. Nays: None. The motion was declared approved.

**ITEM 2007 - 022 - APPROVE ADVANCE FROM GENERAL FUND TO LIFE SQUAD FUND**

The Fiscal Officer provided information about the current financial condition of the Life Squad fund. Slow collection of billable runs has caused shortfall. Mr. Walter moved, Mr. Ward seconded to approve the necessary advance of \$25,000 from the General Fund to the Life Squad fund to be repaid when funds become available in 2007. Vote: Ayes: Mr. Ward, Mr. Walter, Mr. Daniel. Nays: None. The motion was declared approved.

**ITEM 2007 - 023 - TEMPORARY BUDGET**

Mr. Walter moved, Mr. Ward seconded to approve the following temporary budget:

**GENERAL FUND**

1000-110-111-0000	Salaries - Trustees	\$8,260
1000-110-121-0000	Salary - Clerk	5,000
1000-110-131-0000	Salary - Administrator	6,000
1000-110-211-0000	Public Employ Retirement System	3,000
1000-110-213-0000	Medicare	3,000
1000-110-312-0000	Audit Services	1,000
1000-110-314-0000	Co Auditors & Treas Fees	3,000
1000-110-330-0000	Travel and Meeting Expense	5,000
1000-110-360-0000	Contracted Services	2,000
1000-110-389-0000	Other Insurance	25,000

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1000-110-410-0000	Office Supplies	1,000	
1000-110-599-0000	Other	10,000	
1000-120-190-0000	Salaries - Twp Staff	25,000	
1000-120-323-0000	Repairs & Maint - Twp Bldg	5,000	
1000-120-359-0000	Other Utilities-Twp Bldg	5,000	
1000-120-420-0000	Operating Supplies-Twp Bldg	5,000	
1000-120-599-0000	Other Twp Bldg. Expenses	22,240	
1000-210-370-0000	Sheriff	45,000	
1000-310-360-0000	Contracted Services-Lighting	1,500	
1000-320-160-0000	Salaries-Dumping - Twp Staff	3,500	
1000-320-599-0000	Other-Dumping	500	
1000-610-710-0000	Park Improvements	275,000	
TOTAL GENERAL FUND			460,000

MOTOR VEHICLE LICENSE FUND

2011-330-420-0000	Operating Supplies	6,000	
TOTAL MOTOR VEHICLE			6,000

GASOLINE TAX

2021-330-190-0000	Salaries	50,000	
2021-330-211-0000	OPERS	7,000	
2021-330-323-0000	Repairs and Maintenance	5,000	
2021-330-420-0000	Operating Supplies	10,000	
2021-330-430-0000	Small Tools/Minor Equipment	3,000	
TOTAL GAS TAX			75,000

ROAD AND BRIDGE

2031-110-314-0000	Treas. Fees	2,500	
2031-330-420-0000	Operating Supplies	50,000	
TOTAL ROAD AND BRIDGE			52,500

CEMETERY

2041-410-323-0000	Repairs & Maint	5,000	
2041-410-420-0000	Operating supplies	3,000	
2041-410-599-0000	Other	1,000	
TOTAL CEMETARY			9,000

LIGHTING ASSESSMENT

4501-310-360-0000	Contracted Services	2,000	
TOTAL LIGHTING ASSESSMENTS			2,000

FIRE FUND

2191-110-314-0000	Treas. Fees	1,500	
2191-220-190-0000	Salaries	3,000	
2191-220-323-0000	Repairs & Maintenance	10,000	
2191-220-420-0000	Supplies	10,000	
2191-220-599-0000	Other	18,500	
2191-220-359-0000	Utilities	12,000	
TOTAL FIRE FUND			55,000



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candidates and train the new administrator. The subject was tabled until a later date.

3. Mr. Walter brought up the need for part time help for the Fiscal Officer.

4. Open floor to public discussion on each item of business on agenda.

Mr. Jeffery Poff presented the trustees with petitions to request that a speed study be done on Howe to possibly lower the speed limit.

**ITEM 2007 - 026 - EVALUATIONS AND PAY INCREASES**

Mr. Walter discussed rescinding motion 2006 - 067 and after more discussion decided to make a motion that evaluations would be done and pay increases would be discussed in the December meeting and voted on in the January organizational meeting, Mr. Daniel seconded this motion. Vote: Ayes: Mr. Walter, Mr. Daniel. Nays: Mr. Ward. The motion was approved.

**ITEM 2007 - 027 - WAGE INCREASES**

Mr. Walter moved, Mr. Daniel seconded to award all full time township employees and the Administrator by contract a 3% pay increase retroactive to January 1, 2007. Vote: Ayes: Mr. Walter, Mr. Daniel. Abstain: Mr. Ward, on the basis that it was an illegal motion after passing the previous motion 2007 - 026. The motion was approved.

**Communications**

1. Mr. Ward requested that his name and phone number be on the office answering machine.
2. There was discussion about who contacted who concerning the request for the tazers for the contract Deputies.
3. Mr. Ward presented new, more detailed mileage reimbursement sheets.
4. Mr. Ward requested that the employees provide more detailed time sheets.
5. Mr. Ward requested that the Administrator follow up on all zoning issues. There was discussion about the zoning complaint process.

**ITEM 2007 - 028 - ADJOURNMENT**

Mr. Daniel moved, Mr. Ward seconded to adjourn the meeting. Vote: Ayes: Mr. Ward, Mr. Walter, Mr. Daniel. Nays: None. The meeting was declared adjourned at 8:40pm.

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Attest - Fiscal Officer

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Signed - President