

Madison Township Board of Trustees
Organizational Meeting

January 3, 2007

The Madison Township Board of Trustees met this day, January 3, 2007, at 7:00pm for the purpose of reorganization for 2007. The meeting was called to order With the Pledge of Allegiance, by the President, Dwight Walter.

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

ITEM 2006 - 182 - MINUTES

Mr. Ward moved, Mr. Daniel seconded to approve the December 20, 2006 minutes as presented. Ayes: Mr. Ward, Mr. Daniel, Mr. Walter. Nays: None. The motion was declared approved.

ITEM 2007 - 183 - ADJOURN AND APPOINT PRESIDENT PRO-TEM

Mr. Ward moved, Mr. Daniel seconded that the Board adjourn sine and die and appoint Amy Schenck, Fiscal Officer, to preside over the election of Board President for 2007. Ayes: Mr. Ward, Mr. Daniel, Mr. Walter. Nays: None. The motion was declared approved.

ITEM 2007 - 001 - ELECTION OF PRESIDENT FOR 2007

Mr. Ward nominated Alan Daniel to serve as President for 2007. Mr. Walter seconded the nomination. Vote: Ayes: Mr. Ward, Mr. Walter. Abstain: Mr. Daniel. Nays: None. The motion was declared approved. Mr. Daniel, newly elected board president, presided over the remainder of the meeting.

ITEM 2007 - 002 - ELECTION OF VICE-PRESIDENT FOR 2007

Mr. Daniel asked Mr. Ward if it would be alright if Mr. Walter served as Vice President. Mr. Ward said "No." Mr. Ward stated that he felt that last year he was left out of the loop. He also stated that the Administrator had told him that the Administrator reports only to the President and Vice president. Mr. Daniel assured Mr. Ward that he would certainly be informed and should be more involved. Mr. Ward said that he felt that he should serve as Vice President this year in preparation to serve as President in 2008. Mr. Daniel made comment that Mr. Ward was working full time and that the time commitment could be an issue. Mr. Daniel moved to nominate Mr. Walter as Vice President for 2007, Mr. Walter seconded. Vote: Ayes: Mr. Walter, Mr. Daniel. Nays: Mr. Ward. The motion was declared approved.

ITEM 2007 - 003 - ESTABLISHING MEETINGS FOR 2007

Mr. Walter moved, Mr. Ward seconded that regular meetings shall be held on the third Wednesday of each month at 7:00 PM. Vote: Ayes: Mr. Ward, Mr. Walter, Mr. Daniel. Nays: None. The motion was declared approved.

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ITEM 2007 - 004 - EXPENSE POLICY FOR 2007

After much discussion about methods of payment and possible policies, Mr. Ward moved, Mr. Walter seconded to approve the following policy for reimbursement of expenses for 2007.

- 1) Parking - maximum of \$10 daily without receipt/ fully paid with receipt
- 2) Cab fares - fully paid with receipt
- 3) Meals - fully paid with receipt
- 4) Hotel - fully paid with receipt
- 5) Bus/train/air/automobile transportation paid in full with receipts to meetings and events
- 6) Educational Conference registrations paid in full with receipt.
- 7) "Super Saver packages"- that include an extended stay with a substantial discount may be utilized if it is financially beneficial to the township.

Vote: Ayes: Mr. Ward, Mr. Walter, Mr. Daniel. Nays: None. The motion was declared approved.

FIREMAN LIAISON

There was discussion as to which of the trustees would serve as fire liaison. Mr. Ward stated "Bill is the Administrator, Bill does a good job. Kent should report to the Administrator, not the liaison." Mr. Walter explained that the past year there had been some problems. Mr. Ward questioned if, as a fireman, he could be a good liaison. Mr. Daniel appointed himself the Fire Liaison.

WAGE INCREASES:

Mr. Ward reminded the Board that Item no 2006-067 states that the Board must discuss wage increases one month and vote on them the following month. Mr. Ward questioned the time sheets and the normal work hours. He pointed out that a paid lunch is a benefit to the full time employees. He also stated that the cost of living adjustment was 1.7% not the 3% that is proposed. He claimed that Madison Township pays wages in Butler County and maybe highest in the State.

Mr. Daniel stated that many of the larger township farm out a lot of work. Our equipment operators complete many projects that other entities do not. He also stated that the township is saving a lot of money, thousands of dollars, by doing the work in house.

Administrator, Bill McGuire provided information from the Ohio Township Association that similar size townships are receiving 3.4% wage increases.

Mr. Walter stated that any increases would be retroactive to January 1, 2007.

Vote on this subject will be in February 2007.

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ITEM 2007 - 005 - CEMETERY RATES

After much discussion and debate, Mr. Ward moved, Mr. Walter seconded to approve an increase to the rates charged as follows:

**MADISON TOWNSHIP
ELK CREEK CEMETERY / PLEASANT HILL CEMETERY
RATES - RULES - REGULATIONS**

**ADULT -----Price of Grave - \$300 resident/ \$650 non resident
Grave Open and Close - \$500
(Saturday/Sunday/Holiday - \$600)
Disinterment - \$750**

**INFANT ----- Price of Grave (1/2 of lot) - \$150 resident/ \$225 non resident
Grave Open and Close - \$150
Disinterment - \$250**

**ASHES ----- Ashes in Box or Urn - \$150
Disinterment - \$150**

No more than two boxes or urns may be buried on a lot of another interment if the name can be cut on the existing stone or no name is requested. A separate grave must be used if a marker is requested.

**GRAVE SIZES -- Size of Lots - 6 graves - 24' x 12'
Size of Grave - 4' x 12'**

**FOUNDATION --- \$.40 per square inch (4 inch border around marker) with a \$100 minimum.
Veteran foundation is free if foundation is for veteran marker only. Foundations will be installed quarterly or at the discretion of the Trustees.**

FLOWERS ---Fresh and artificial flowers will be taken off after seven days. No trees or bushes are to be placed on lot. The Trustees assume no liability for vandalism of flowers or removal.

MONUMENTS ---- The trustees assume no liability for damaged monuments. All upright monuments face the road and are placed to the rear of the grave. All flat marker stones are placed to the front of the grave (referred to as the head of the grave).

INDIGENTS ---- If indigent residency is established inside of the township, Madison Township is responsible for preparation and interment of indigent, at a minimum cost to Madison Township while still adhering to accepted minimum terms of interment.

These rules, rates, and regulations are subject to change by the Madison Township Board of Trustees. Revised January 3, 2007.

Vote: Ayes: Mr. Ward, Mr. Walter, Mr. Daniel. Nays: None. The motion was declared approved.

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ITEM 2007 - 006 - ELIMINATE FIRE ADMINISTRATOR POSITION

Mr. Walter moved, Mr. Ward seconded to eliminate the fire administrator position and have the duties performed by the fire chief. Vote: Ayes: Mr. Ward, Mr. Walter, Mr. Daniel. Nays: None. The motion was declared approved.

ITEM 2007 - 007 - ADVANCES ON PROPERTY TAXES

Mr. Walter moved, Mr. Ward seconded to authorize the clerk to secure advance payments from the County Auditor when funds from property taxes are available and payable to the township. Vote: Ayes: Mr. Ward, Mr. Walter, Mr. Daniel. Nays: None. The motion was declared approved.

ITEM 2007 - 008 - INVESTMENT OF FUNDS

Mr. Walter moved, Mr. Ward seconded to authorize the clerk to invest active, interim and inactive funds in permissible investments by law. Vote: Ayes: Mr. Ward, Mr. Walter, Mr. Daniel. Nays: None. The motion was declared approved.

ITEM 2007 - 009 - INTRAFUND TRANSFERS-APPROPRIATION MODIFICATIONS

Mr. Walter moved, Mr. Ward seconded to authorize the clerk to make all intrafund transfers and appropriation modifications with a listing to be presented at the next regular meeting for approval. Vote: Ayes: Mr. Ward, Mr. Walter, Mr. Daniel. Nays: None. The motion was declared approved.

ITEM 2007 - 010 - PAYMENT OF BILLS

Mr. Walter moved, Mr. Ward seconded to authorize the clerk to pay all bills as received securing at least two signatures or a stamped signature facsimile of board of trustees and report a listing of those bills for board approval at the next regular meeting. Ayes: Mr. Ward, Mr. Walter, Mr. Daniel. Nays: None. The motion was declared approved.

WAGE INCREASES/ DECREASES

There was much discussion with regard to the following items:

- a. increase annual fire chief pay to \$10,000
- b. Life Squad compensation as follows:
 1. Deputy Chief annual comp \$4,000
 2. Deputy Chief \$15.00 per hour
 3. Paramedic officer \$14 per hour
 4. Paramedic \$13 per hour
 5. Basic \$10 per hour
 6. Volunteers \$10 per run \$1 per hour on call
 7. Per hour rates or per run rates to be paid at 1.5 times the regular rates for hours worked or runs made on the following holidays:
 - New Years Eve
 - New Years Day
 - Easter
 - Memorial Day
 - July 4th
 - Labor Day
 - Thanksgiving
 - Christmas Eve
 - Christmas Day

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Mr. Daniel asked the Fiscal Officer to present a forecast of what impact the proposed increases would have on the current budget. Vote on this subject will be in February.

ITEM 2007 - 011 - RESCIND 2006 - 170

Mr. Walter moved, Mr. Ward seconded to rescind 2006-170, noting that Mr. Daniel is the President of the Board. Ayes: Mr. Ward, Mr. Walter, Mr. Daniel. Nays: None. The motion was declared approved. Mr. Daniel appointed Mr. Walter serve as the Emergency Management Agency Council Representative.

ITEM 2007 - 012 - APPROVE TRAINING FOR EQUIPMENT OPERATORS

Mr. Walter moved, Mr. Wards seconded to approve necessary expenses for the equipment operators to attend training. The cost is \$30 each. Ayes: Mr. Ward, Mr. Walter, Mr. Daniel. Nays: None. The motion was declared approved.

VACATION BENEFIT

There was discussion about increasing Mr. Alley's vacation benefits from three weeks to four weeks with consideration of being a longtime employee of Butler County and Madison Township. Item to be on February agenda.

Fiscal Officer reminded the Board that the membership forms for the Life Squad need to be finalized and mailed to assure residents benefits and to subsidize the life squad budget.

Mr. Daniel approved the purchase of textured flashlights for the fire department for a total \$1,422.00.

ITEM 2007 - 014 - ADJOURNMENT

Mr. Walter moved, Mr. Ward seconded to adjourn. Ayes: Mr. Ward, Mr. Walter, Mr. Daniel. Nays: None. The motion was declared approved and the meeting was closed at 10:39am.

Attest - Fiscal Officer

Signed - President