

**Crosby Township Board of Trustees**  
**Organizational Meeting**

**DRAFT**

January 3, 2008

The Organizational meeting was called to order at 7:19pm with Mr. Strunk, Mr. Dole and Mr. Niehaus present.

The Board relinquished their positions.

Mr. Strunk made a motion to appoint Mr. Dole for President 2008, second by Mr. Niehaus. All voted yes.

Mr. Strunk made a motion to appoint Mr. Niehaus for Vice President 2008, second by Mr. Dole. All voted yes.

Mr. Dole made a motion, second by Mr. Niehaus to approve Resolution 01-2008 the Bond for Board of Trustee Warren E. Strunk. All voted yes.

Mr. Dole made a motion, second by Mr. Niehaus to approve the payment of the bills as presented. All voted yes.

Mr. Strunk made a motion, second by Mr. Niehaus to approve Resolution 02-2008 for the Temporary Township Annual Appropriations for the year 2008. All voted yes.

Mr. Dole made a motion, second by Mr. Niehaus to approve the 2007 year to date financial management reports prior to the year end submitted by the Denise Sellet, Fiscal Officer. All voted yes.

Mr. Dole made a motion, second by Mr. Strunk to approve the 2008 Board of Trustees regular meeting dates. All voted yes.

- The Township Regular meetings will be held on the following dates;

January 14 & 28    February 11 & 25    March 10 & 31    April 14 & 28  
May 12 & *No meeting on the last Monday of the Month due to the holiday*  
June 9 & 30    July 14 & 28    August 11 & 25    September 8 & 29  
October 13 & 27    November 10 & 24  
December 8 & *No meeting on the last Monday of the Month due to the holidays*

Mr. Dole made a motion, second by Mr. Niehaus to approve payments of all township employees and elected officials while on pre-approved township business or attending a function for the good of the township for the year 2008. All voted yes.

- Registration fees for workshops, conventions, hotels and cab fares
  - ❖ Individuals shall pay expenses and be reimbursed upon submitting receipts. No sales tax will be reimbursed by the Township.
- Mileage
  - ❖ 2007 reimbursement \$.485 per mile or as Federal rate changes throughout the year of 2008.
- Meals

- ❖ Reimbursement will be made for any meal consumed during any single day while on Township business upon submitting receipts.
- ❖ Individuals shall notify the Clerk of the number of days they will be gone prior to the last meeting before leaving on a trip in order to receive the following allotments for food:
  - \$35.00 per day for each full day while out of town.
  - \$45.00 per day for each full day while on a Washington trip.

Mr. Strunk made a motion, second by Mr. Niehaus to approve township cleanup dates to be held on May 3 & 4, 2008. All voted yes.

Mr. Strunk made a motion, second by Mr. Niehaus to hold an Audit Commission meeting after the first quarter of the year. All voted yes.

Mr. Dole made a motion, second by Mr. Niehaus to approve the appointment of the Township Attorney, Donald Meyer for the year 2008 pending his acceptance. All voted yes.

Mr. Dole made a motion, second by Mr. Strunk to approve the appointment of Ed Losekamp to the Zoning Commission for a term of 5 years starting in 2008. All voted yes.

The Board of Trustees will appoint someone new to the Board of Zoning Appeals after interviews for a 5 year term at the Township regular meeting held on January 14, 2008.

Mr. Dole made a motion, second by Mr. Niehaus to approve the appointment of Greg White to the Zoning Commission as an Alternate in 2008 for a term of 1 year. All voted yes.

The Board of Trustees will be interviewing for additional alternates to the Board of Zoning Appeals.

Mr. Dole made a motion, second by Mr. Niehaus to approve the rehire of Rick Espel as Zoning Inspector for the year 2008. All voted yes.

Mr. Niehaus made a motion, second by Mr. Strunk to approve the rehire of Teri Hannon as Zoning Secretary thru January 31, 2008. All voted yes.

The Board of Trustees and Zoning Inspector will be interviewing for the Zoning Secretary position in January 2008.

Mr. Niehaus made a motion, second by Mr. Strunk to approve the rehire of Harry Meyers as Maintenance Supervisor for the year 2008. All voted yes.

Mr. Dole made a motion, second by Mr. Niehaus to hire the part-time maintenance personnel as recommended by Harry Meyers. All voted yes.

Mr. Dole made a motion, second by Mr. Strunk to approve the rehire of Kim Downey as Communications Coordinator for the year 2008. All voted yes.

Mr. Dole made a motion, second by Mr. Niehaus to approve the rehire of Bruce Downard as Chief and Glen Buckley as Asst Chief to the Fire Department for the year 2008. All voted yes.

Mr. Niehaus made a motion, second by Mr. Strunk to hire the part-time Fire Fighters and EMT personnel as recommended by Chief Bruce Downard, Fire Department. All voted yes.

Harry Meyers stated that no report is due in 2008 to approve Annual Reports in relation to the Highways, Bridges and Culverts per the County of Hamilton, William W. Brayshaw, County Engineer's office.

Mr. Dole made a motion, second by Mr. Niehaus to adopt Resolution 03-2008 approving the Annual report in relation to the Maintenance Inventory per the County of Hamilton, William W. Brayshaw, County Engineer. All voted yes.

Mr. Niehaus made a motion, second by Mr. Strunk to adopt Resolution 04-2008 approving the 2007 Annual Township Mileage Certification per the County of Hamilton, William W. Brayshaw, County Engineer. All voted yes.

The 2007 Annual Township Mileage Certification and the Annual Maintenance Inventory will be submitted by Harry Meyers to the County of Hamilton, William W. Brayshaw, County Engineer.

Mr. Strunk made a motion, second by Mr. Niehaus to approve the request from Denise Sellet, Township Fiscal Officer from each Department Head; an Inventory List Report and an Inventory List Report of the Communication equipment and who has possession (Cell Phones - Verizon) which is due by the end of business to the Fiscal Officers Office on January 18, 2008; a Proposed Budget for 2009, due by the end of business to the Fiscal Officers Office on May 23, 2008 and a Wish List from each Department Head, due by the end of business to the Fiscal Officers Office on January 31, 2008. All voted yes.

Mr. Strunk made a motion, second by Mr. Niehaus to decline health insurance for the Board of Trustees. All voted yes.

Mr. Strunk made a motion, second by Mr. Dole to go to executive session to discuss personnel and pay increases. All votes yes. Time: 8:03pm

Mr. Niehaus made a motion, second by Mr. Strunk to reconvene the Organizational meeting. All voted yes. Time: 10:22pm

Mr. Dole made a motion, second by Mr. Strunk to approve payroll increases to the 2008 State Auditors approved amount for the Trustees \$ 56.59 x 200 days, \$11,318.00 per year and the Fiscal Officer \$19,806.00 per year effective on payroll year starting January 1, 2008. All voted yes. The Board did not take the increase offered in 2007 approved by the Auditor of State of Ohio.

Mr. Niehaus made a motion, second by Mr. Strunk to approve a 3% payroll increase to all Township personnel effective on payroll year starting January 1, 2008 as per below. All voted yes.

Zoning Inspector	\$6,653.16 per year
Zoning Secretary	\$4,636.92 per year
Communication Coordinator	\$15.45 per hour
Maintenance Supervisor	\$18,540.00 per year
Maintenance Personnel	\$11.25 per hour
Fire Chief	\$16,311.36 per year
Asst Fire Chief	\$34,588.32 per year
Fire/EMT's	\$12.36 per hour
FD Runs	\$26.23 per run
FD Training	\$26.23 per training/\$32.48 per training for Officers
FD Meetings	\$13.39 per meeting

## Other Business

Mr. Dole made a motion, second by Mr. Strunk to approve the Hamilton County Board of Elections agreement using the Township Senior/Community Center Facility as a Polling location for the upcoming elections. All voted yes. Harry Meyers will send the signed agreement to the Board of Elections.

Fiscal Officer elect, Chuck Heis addressed the Board of Trustees about attending the Ohio Township Association Winter conference in Columbus, Ohio. Mr. Strunk made a motion, second by Mr. Dole to approve the attendance and reimbursement of expenses at the Ohio Township Association Winter conference of Trustee, Chris Dole and Fiscal Officer elect, Chuck Heis. All voted yes.

Mr. Niehaus made a motion, second by Mr. Strunk to adjourn the Organizational Meeting. All voted yes. Time: 10:46 pm