

**ELIZABETH TOWNSHIP BOARD OF TRUSTEES  
MIAMI COUNTY, OHIO  
REGULAR MEETING MINUTES OF DECEMBER 31, 2018**

The Elizabeth Township Board of Trustees held a Special Year End Meeting on December 31, 2018 at 5710 E. Walnut Grove Road, Troy, Ohio at 9:00 a.m. John R. Ryman, President, called the meeting to order and the Fiscal Officer called the roll. The following members were present:

President	John R. Ryman
Vice Pres.	Greg D. Dilts
Trustee	William D. Sutherly
Fiscal Officer	Mary Ann Mumford

- ITEM # 1      Payment of Bills
- ITEM # 2      Approval of 2019 Insurance Reimbursement
- ITEM # 3      Fiscal Officer's Report-Approval to Amend Certificate
- ITEM # 4      Any other business to be transacted
- ITEM # 5      ADJOURNMENT

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**ITEM # 1**      Bills submitted for payment totaled \$65,921.05. A Motion by Greg D. Dilts, Seconded by William D. Sutherly to approve the bills submitted for payment, in the amount of \$65,921.05, per attachment. VOTE: Mr. Sutherly-yes, Mr. Dilts-yes, Mr. Ryman-yes. John R. Ryman, President, declared the Motion carried.

**ITEM # 2**      A Motion by Greg D. Dilts, Seconded by William D. Sutherly, to pass **RESOLUTION NUMBER 2018-010** for the approval of participating in Insurance Premium Reimbursement following ORC section 505.601, for individual plan reimbursement up to \$5,150.00 and a family plan reimbursement up to \$10,450.00 for 2019 per QSEHRA. VOTE: Mr. Sutherly-yes, Mr. Dilts-yes, Mr. Ryman-yes. John R. Ryman, President, declared **RESOLUTION NUMBER 2018-010** passed. A copy of this Resolution can be found in the Elizabeth Township Book of Resolutions.

**ITEM # 3**      Mary Ann asked board permission to transfer \$100,000.00 from both the usbank investment account and the Minster Bank investment account to the General Fund checking account at Minster Bank. A Motion by Greg D. Dilts, Seconded by William D. Sutherly, to allow Mary Ann to request a transfer from both the usbank investment account and the Minster Bank investment account in the amount of \$100,000.00 each to the General Fund Minster Bank checking account. VOTE: Mr. Sutherly-yes, Mr. Dilts-yes, Mr. Ryman-yes. John R. Ryman, President, declared the Motion carried.

Mary Ann shared year-end reports with the board, including those to Amend our Certificate with the Auditor's office. A Motion by John R. Ryman, Seconded by William D. Sutherly to allow Mary Ann to Amend the township Certificate with the Miami County Auditor's Office, per financial documentation. VOTE: Mr. Sutherly-yes, Mr. Dilts-yes, Mr. Ryman-yes. John R. Ryman, President, declared the Motion carried.

A Motion by John R. Ryman, Seconded by Greg D. Dilts to increase the hourly minimum wage rate to \$8.55 per hour for ETCC employees, who are not currently at the rate of \$8.55 per hour as of January 1, 2019, per new state minimum wage requirements. Those employees include Connie Cadwell and Rebekah Eidemiller. VOTE: Mr. Sutherly-yes, Mr. Dilts-yes, Mr. Ryman-yes. John R. Ryman, President, declared the Motion carried.

**ELIZABETH TOWNSHIP MEETING MINUTES OF DECEMBER 31, 2018, CONTINUED**

**ITEM # 4** A Motion by John R. Ryman, Seconded by Greg D. Dilts to hire Sam O’Neal as the new Elizabeth Township Zoning Inspector at a rate of \$400.00 per month, providing his background check comes back clean. VOTE: Mr. Sutherly-yes, Mr. Dilts-yes, Mr. Ryman-yes. John R. Ryman, President, declared the Motion carried.

A Motion by John R. Ryman, Seconded by Greg D. Dilts to hire Nicholas Rice as the ETCC director, on a part time basis at a rate of \$17.00 per hour, providing his background check comes back clean. VOTE: Mr. Sutherly-yes, Mr. Dilts-yes, Mr. Ryman-yes. John R. Ryman, President, declared the Motion carried.

The board discussed using a time clock versus using employee time sheets. A Motion by John R. Ryman, Seconded by William D. Sutherly to pass **RESOLUTION NUMBER 2018-011** to have ETCC employees start using a time clock versus using employee time sheets, and each employee will be responsible for punching their own time cards. VOTE: Mr. Sutherly-yes,-Mr. Dilts-yes, Mr. Ryman-yes. John R. Ryman, President, declared **RESOLUTION NUMBER 2018-011** passed. A copy of this Resolution can be found in the Elizabeth Township Book of Resolutions.

A Motion by Greg D. Dilts, Seconded by William D. Sutherly to allow John Ryman to purchase a time clock, time cards, and a time card holder from Staples up to \$400.00, with the time clock usage beginning once the time clock and supplies are in place. VOTE: Mr. Sutherly-yes, Mr. Dilts-yes, Mr. Ryman-yes. John R. Ryman, President, declared the Motion carried.

**ITEM # 5** Mr. Sutherly said the cattle are still at the Children’s Home property and the commissioners need called to have the cattle removed. Mr. Sutherly said he turned the hydrant off, due to it overflowing. Mr. Sutherly said the cattle have water from the creek to drink.

Mr. Sutherly said Ted McDowell has added a lean to on his barn and did not request a Declaration of Intent from Mr. Hershberger. Mr. Dilts will contact Mr. McDowell to have a Declaration of Intent completed.

The board discussed the quote from Orkin, and will be getting additional quotes for price comparison.

Mr. Ryman said the commissioners have a set of plans of the Children’s Home that is approximately 40 pages. The board discussed that the township should receive the plans at closing.

**ITEM # 11** With no other business to be transacted a Motion by John R. Ryman, Seconded by Greg D. Dilts was made to adjourn. The meeting adjourned at 9:41 a.m.

**APPROVED: JANUARY 14, 2019**

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John R. Ryman, President

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Greg D. Dilts, Vice President

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William D. Sutherly, Trustee

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Mary Ann Mumford, Fiscal Officer

