

## Allen Township Trustees

**January 3, 2012**

The Allen Township Trustees met in reorganizational session with all members present. The Fiscal Officer called the meeting to order and opened nominations for chairman. Flanagan moved that Huffman be chairman with Stacy seconding. Roll call - all yes. Huffman moved that Flanagan be vice-chairman with Stacy seconding. Roll call - all yes. Chairman Huffman appointed himself as chairman of finance & roads; Flanagan as chairman of safety & cemetery; and Stacy as chairman of building & maintenance.

Flanagan moved that regular meetings be held monthly on the first Tuesday of February through December. All meetings will begin at 7:00 p.m. in the Allen Township Center. Huffman seconded the motion. Roll call - all yes.

The minutes of December 6, 2011 were read and approved as read.

The Fiscal Officer presented a list of warrants (4123 - 4136) totaling \$11,282.93 for outstanding bills. Flanagan moved to pay these bills with Huffman seconding. Roll call - all yes.

Schimmoeller presented a Resolution to establish the three trustees as the 2012 audit committee. Stacy moved to adopt the resolution with Flanagan seconding. Roll call - all yes.

Flanagan moved that the Trustees annual salary for 2012 be paid in equal monthly installments with the Trustees providing the Fiscal Officer with monthly payroll certifications allocating their time spent between roads and general administration activities for that month. Huffman seconded the motion. Roll call - all yes.

The Fiscal Officer advised he will take his full salary on a monthly basis.

Flanagan moved that the 2012 snowplow driver hourly rate be \$16.00. Stacy seconded the motion. Roll call - all yes.

Flanagan moved that Magaret Potteiger continue to be a part-time janitor for 2012 at a rate of \$12.00 per hour. Stacy seconded the motion. Roll call – Flanagan- yes, Stacy-yes, Huffman abstained.

Flanagan moved that the 2012 Firemen administrative salaries be as follows: Chief - \$7,600 (paid monthly); Assistant Chief - \$3,800 (paid annually); 4 – Captains at \$815 each (paid annually). In addition, the motion established the “fire-run” rate at \$11.00 per firemen per run. The motion was seconded by Stacy. Roll call - all yes.

Flanagan moved that Tony Humphrey continue to be a part-time maintenance worker for 2012 at a rate of \$655 per month and Dustin Humphrey also continue to be a part-time maintenance worker for 2012 at a rate of \$1,700 per month effective 1/1/2012. Stacy seconded the motion. Roll call – all yes.

Bonds for Trustee Mike Stacy and Fiscal Officer Mark Schimmoeller were approved.

The Trustees presented and discussed their respective monthly road inspections. The documented observations were reviewed with action plans being developed where appropriate and noted on the inspection forms.

Kandy and Jerry Smith were in attendance to get a progress report on the TR-108 outlet replacement. There was nothing new to report from the last meeting. The weather will determine when the project may be completed.

The repairs to Fire Station #1 will be made when the weather permits.

Flanagan moved that Allen Township pay for half of the cost to repave CR-216 with the County paying the other half of the estimated total \$100,000 cost. Huffman seconded the motion. Roll call - all yes.

Flanagan moved to adopt a Resolution Retaining Elizabeth M. Stanton and The Firm of Taft, Stettinius & Hollister, LLP as Legal Counsel to Advise and Represent the Township in 2012 Annexation Matters. The motion was seconded by Stacy. Roll call - all yes. A retainer agreement was also executed establishing rates should legal council become necessary in 2012.

Schimmoeller presented a revised Safety Policy that reflects Michael Stacy replacing Tom Recker as Trustee. Stacy moved to approve the revised Safety Policy. Flanagan seconded the motion. Roll call – all yes.

The firemen’s breakfast will be held on 3/3/2012 at 8:00 a.m. in the Allen Twp Center.

Meeting adjourned at 9:15 p.m.

The next regular meeting will be February 7, 2012 at 7:00 p.m.

Approved,

Mark J. Schimmoeller, Fiscal Officer  
(Proper notice given by publishing & posting with agenda.)

Edward Huffman, Chairman