

Allen Township Trustees

January 5, 2016

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 Stacy be chairman with Huffman seconding. Roll call - all yes. Huffman moved that Flanagan be vice-chairman with Stacy seconding. Roll call - all yes. Stacy appointed himself as chairman of finance & roads; Huffman as chairman of safety & cemetery; and Flanagan as chairman of building & maintenance.

Flanagan moved that regular meetings be held February 2nd and monthly thereafter on the first Tuesday of March 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 28, 2015 were read and approved as read.

The Fiscal Officer presented a list of warrants and electronic payments totaling \$16,815.53 for outstanding bills. Flanagan moved to pay these bills with Huffman seconding. Roll call - all yes.

Schimmoeller passed out the Allen Township equipment inventories requesting that they be reviewed for accuracy and returned accordingly.

Hickman presented a quote for a portable generator and lighting system from QDCIP Fire, LLC in the amount of \$3,663.45. Flanagan moved that the quote be accepted with Huffman seconding the motion. Roll call - all yes.

Schimmoeller presented a Resolution to establish the three trustees as the 2016 audit committee. Flanagan moved to adopt the resolution with Huffman seconding. Roll call - all yes.

Huffman moved that the Trustees annual salary for 2016 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. Flanagan seconded the motion. Roll call - all yes.

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

Stacy moved that the 2016 snowplow driver hourly rate be \$18.00. Huffman seconded the motion. Roll call - all yes.

Flanagan moved that Margaret Potteiger continue to be a part-time janitor for 2016 at a rate of \$13.25 per hour. Stacy seconded the motion. Roll call – Flanagan and Stacy yes, Huffman abstained.

Stacy moved that Tony Humphrey continue to be a part-time maintenance worker for 2016 at a rate of \$740 per month effective 1/1/2016 with Flanagan seconding the motion. Roll call - all yes.

Flanagan moved that Dustin Humphrey continue to be a part-time maintenance worker for 2016 at a rate of \$1,875 per month effective 1/1/2016. Huffman seconded the motion. Roll call – all yes.

Flanagan moved that the 2016 Firemen administrative monthly salaries be as follows: Chief - \$720; One Assistant Chief - \$360; 4 – Captains at \$80 each. In addition, the motion established the “fire-run” rate at \$13.00 per fireman per run. The motion was seconded by Huffman. 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 2016 Annexation Matters. The motion was seconded by Huffman. Roll call - all yes. A retainer agreement was also executed establishing rates should legal counsel become necessary in 2016.

The firemen’s breakfast will be held on 2/27/16 at 8:00 a.m. in the Allen Twp Center.

The next regular meeting will be February 2, 2016 at 7:00 p.m.

Meeting adjourned at 8:20 p.m.

Approved,

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

Michael Stacy, Chairman