



ROSS TOWNSHIP RESOLUTION NUMBER 2017-002

ANNUAL HOUSEKEEPING RESOLUTION ESTABLISHING THE SCHEDULE FOR MEETINGS OF THE BOARD OF TRUSTEES; CONFIRMING APPOINTMENTS TO VARIOUS BOARDS OR COMMITTEES; ESTABLISHING HOLIDAYS; AND ADOPTING AN ELECTED OFFICIAL'S TRAVEL EXPENSE POLICY FOR FISCAL YEAR 2017

WHEREAS, THE Ross Township Board of Trustees desires to establish meeting schedule dates, confirm appointments to various boards and committees and adopt policy to cover travel expenses for elected officials during fiscal year 2016.

BE IT RESOLVED, by the Trustees of Ross Township, Butler County, Ohio, pursuant to applicable provisions of the Ohio Revised Code, as follows:

SECTION 1-A:

That the Board hereby establishes the first and the third Thursday of each month as the date for regularly scheduled meetings of the Board of Trustees during fiscal year 2017. These meetings are to be held at the Ross Township Government Center (4500 Hamilton Cleves Road) and commence promptly at 6:00pm unless otherwise noted.

SECTION 1-B:

That the Board hereby appoint Trustee Raymond Wurzelbacher to serve as its representative to the Executive Board of the Butler County Emergency Management Agency; and the Board separately appoint Trustee Raymond Wurzelbacher and Trustee Thomas Willsey to serve as its representatives to the Volunteer Fire Fighters' Dependent's Fund Board; and the Board separately appoint Trustee Raymond Wurzelbacher as Chair and Police Chief Darryl Haussler as Secretary; Trustee Thomas Willsey, Police Captain Jack Tremain and citizen Georgia Horgan as members to serve as its representatives to the Volunteer Peace Officers' Dependent's Fund Board during fiscal year 2017.

SECTION 1-C:

That the Board hereby adopts a schedule for the observance of 2017 holidays as summarized in Exhibit "A" as attached and hereby incorporated into this resolution.

SECTION 1-D:

That the Board hereby adopts policy to establish travel expense rates and payment allowances for the Township's elected officials as summarized in Exhibit "B" as attached and hereby incorporated into this resolution.

SECTION 2:

This resolution shall take effect retro-actively on January 1, 2017 following the filing of this resolution with the Ross Township Fiscal Officer.

SECTION 3:

It is hereby determined that all formal actions of the Board of Trustees relating to the adoption of this Resolution were taken in an open meeting of the Board of Township Trustees and that all deliberations of such Board of Trustees were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

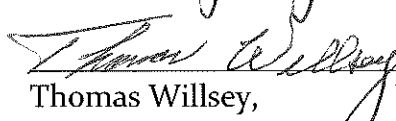
INTRODUCTION AND VOTE RECORD:

Trustee Yordy introduced the foregoing Resolution and moved its adoption, Trustee Willsey seconded the Motion. The roll being called upon the question of adoption of the Resolution by the Township Fiscal Officer, the vote resulted as follows:

Trustees: Willsey AYE Wurzelbacher AYE Yordy AYE

Adopted at the meeting of the Ross Township Board of Trustees this 4th day of January, 2017.

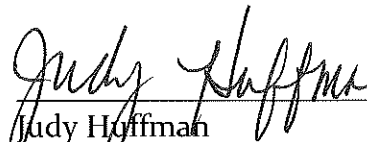

Ellen Yordy, President


Thomas Willsey, Vice President


Raymond Wurzelbacher, Trustee

AUTHENTICATION

This is to certify that this resolution was duly adopted by the Board of Trustees, and filed with the Ross Township Fiscal Officer, this 4th day of January, 2017.


Judy Hoffman
Ross Township Fiscal Officer

Housekeeping Resolution 2017-002
Exhibit "A"

2017 Holidays

Holiday	Holiday Date	Date Observed
New Year's Day	January 1 st	January 2 nd
Martin Luther King Day	January 16 th	January 16 th
Presidents Day	February 20 th	February 20 th
Memorial Day	May 29 th	May 29 th
Independence Day	July 4 th	July 4 th
Labor Day	September 4 th	September 4 th
Columbus Day	October 9 th	October 9 th
Veterans Day	November 13 th	November 13 th
Thanksgiving Day	November 23 rd	November 23 rd
Christmas Day	December 25 th	December 25 th

ELECTED OFFICIAL TRAVEL EXPENSES

Approved Costs and Functions

Approved travel expense reimbursement for the current fiscal year to include the expenditure of dollars from General Fund for registration, transportation, lodging, and food allowance for the elected officials of Ross Township while attending the Ohio Township Association's Winter Conference, the Ohio Township Association's Summer Conference, the Ohio State Auditor's Local Government Official's Conference, and the National Association of Towns & Townships Conference in Washington, D. C. or any other conference or training of the Boards choosing. Detailed receipts must accompany all requests for out of pocket reimbursements pertaining to registration, transportation and lodging.

Expense Establishment:

Ross Township Elected Officials travel expense reimbursement rates are computed as follows:

1. Registration - all actual expenses relating to the application cost of the conference, seminar or event.
2. Transportation
 - a. Automobile Transportation – all actual expenses incurred for parking at the approved destination and the maximum amount allowable for automobile transportation mileage as determined by the Internal Revenue Service.
 - b. Air, Rail or Marine Transportation – all actual expenses incurred including taxi service at the point of departure and destination.
3. Lodging – all actual lodging expenses pertaining to an overnight stay exclusive of personal services and tips for such services.
4. Food Allowance – all actual food expenses with a per diem maximum of \$100.00 for the annual conference of the National Association of Towns and Townships in Washington D.C. and \$75.00 for all other allowable out of town conferences or training.

NOTE: Special discounts associated with a layover are permissible only if it is financially beneficial to the Township.