

Minutes of Special Meeting

December 30, 2019 7 PM

Baughman Township met in special session December 30, 2019 7 PM at Baughman Township Office, 3470 Mt Eaton Rd Burton City, OH. The purpose of the meeting was to perform year-end check signing, Employee Manual, Fire/EMS contract and 2020 Appropriations. Mike Geiser, Jeff Kaufman and Howard Calame were present. Chairman Geiser called the meeting to order and led the Pledge of Allegiance.

Stoll present the Trustees with the 2020 Appropriations numbers. After reviewing, Kaufman made a motion to adopt the following resolution for 2020:

Be it resolved by the Board of Trustees of Baughman Township that to provide for the current expenses and other expenses of said Board of Trustees during the fiscal year ending December 31, 2020, the following funds be, and the same are, hereby set aside and appropriated for the several purposes for which expenditures are to be made for and during said fiscal year as follows:

<i>General Fund</i>	<i>\$456,107.00</i>
<i>Motor Vehicle Fund</i>	<i>\$10,000.00</i>
<i>Gasoline Fund</i>	<i>\$115,000.00</i>
<i>Road and Bridge Fund</i>	<i>\$144,000.00</i>
<i>Permissive Motor Vehicle Fund</i>	<i>\$10,000.00</i>
<i>Total</i>	<i>\$735,107.00</i>

The resolution was seconded by Calame. Geiser yes, Kaufman-yes, Calame yes.

Stoll presented the Trustees with the P.O.'s and Super BC's for their review. Calame made motion to approve P.O. 1-2020 to 12-2020, BC and Super BC's 1-2020 to 14-2020. Second Geiser. Geiser-yes, Calame-yes, Kaufman-yes.

Trustees review 2020 Employee Manual. Geiser made motion to approve 2020 Employee Manual with these changes. 1-Accumulate one personal day per year served, max up to five personal days. 2-Holiday hours will count toward overtime, comp time, sick days, vacation days and personal days will not count toward overtime pay. 3- Comp time, once accumulate 40 hours of comp time, comp time must be used before any further overtime can be converted into comp time that year. 4- Legal wrote a Medical Marijuana policy that was added to manual for Baughman Township. Second Kaufman. Geiser-yes, Kaufman-yes, Calame-yes.

Kaufman made motion to continue to operate trash collection service and recycling every Saturday from 8am to 4pm. To rehire Troy Horvath for the position of compact operator at a rate of \$15.30 per hour and Dean Jackson at \$14.60 per hour. Disposal rates will remain the same as 2019 subject to change according to disposal costs. Second Calame. Kaufman-yes, Calame-yes, Geiser-yes.

Calame made motion to rehire Josh Rehm as Road Supervisor at a rate of \$23.50 per hour and Scot Manly part time Road Maintenance Tech at a rate of \$19.10 per hour according to Employee Manual. Second Geiser. Calame-yes, Geiser-yes, Kaufman-yes.

Calame made motion to continue Heath Insurance with Wayne County High deductible HSA and dental plan for full time employees and elected officials, with Township paying 100% of the premiums. Second Kaufman. Kaufman-yes, Geiser-yes, Calame-yes.

Calame made motion to reimburse mileage for officials travel outside the county at a rate of .58 cents per mile. Second Geiser. Calame-yes, Geiser-yes, Kaufman-yes.

Geiser made motion for Trustees to be paid on a Per Diem basis for 2020. Monthly reports, in writing of the date and service rendered must be submitted to the Fiscal Officer at the months end. Second Kaufman. Geiser-yes, Kaufman-yes, Calame-yes.

Geiser made motion to continue with Careworks Workers comp group plan for 2020. Second Kaufman. Geiser-yes, Kaufman-yes, Calame-yes.

Kaufman made motion to provide Road Supervisor with a cell phone. Second Calame. Geiser-yes, Calame-yes, Kaufman-yes.

Geiser made motion for Baughman Township to continue Investments with Charles Schwab Investments and Banking with The Commercial and Savings Bank (CSB). Second Kaufman. Kaufman-yes, Geiser-yes, Calame-yes.

Geiser made motion to pay bills. Second Calame. Kaufman-yes, Geiser-yes, Calame –yes.

Geiser made motion to adjourn, second Kaufman. Motion carries. 7:42 PM.

BAUGHMAN TOWNSHIP, WAYNE COUNTY

12/31/2019 11:12:38 AM

Payment Listing

UAN v2020.1

12/16/2019 to 12/31/2019

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
80-2019	12/31/2019	12/29/2019	EW	IRS Department of Treasury	\$1,437.12	○
81-2019	12/31/2019	12/29/2019	EW	Treasurer of State of Ohio	\$307.76	○
82-2019	12/31/2019	12/29/2019	EW	School District Income Tax - Ohio Dept of Tax	\$18.12	○
83-2019	12/31/2019	12/29/2019	EW	PUBLIC EMPLOYEES RETIREMENT SYSTE	\$2,261.33	○
7672	12/16/2019	12/16/2019	PR	Troy A Horvath	\$84.21	○
7673	12/16/2019	12/16/2019	PR	Dean L Jackson	\$105.02	○
7674	12/16/2019	12/16/2019	PR	Scot A Manly	\$501.78	○
7675	12/16/2019	12/16/2019	PR	Josh Rehm	\$1,694.44	○
7676	12/30/2019	12/26/2019	AW	Ohio Edison	\$181.02	○
7677	12/30/2019	12/26/2019	AW	ORRVILLE MUNICIPAL UTILITIES	\$580.09	○
7678	12/30/2019	12/26/2019	AW	WAYNE COUNTY ENGINEER	\$342.00	○
7679	12/30/2019	12/26/2019	AW	CROSS TRUCK EQUIPMENT CO, INC	\$50.64	○
7680	12/30/2019	12/26/2019	AW	LYKINS	\$1,446.51	○
7681	12/30/2019	12/26/2019	AW	US Safety Gear	\$20.00	○
7682	12/30/2019	12/26/2019	AW	DMS Repair Services	\$131.25	○
7683	12/30/2019	12/26/2019	AW	Kimble Recycling and Disposal	\$1,169.55	○
7684	12/30/2019	12/26/2019	AW	Armstrong Utilities	\$90.42	○
7685	12/31/2019	12/29/2019	PR	Howard W Calame	\$57.28	○
7686	12/31/2019	12/29/2019	PR	Michael C Geiser	\$473.30	○
7687	12/31/2019	12/29/2019	PR	Troy A Horvath	\$80.26	○
7688	12/31/2019	12/29/2019	PR	Dean L Jackson	\$103.79	○
7689	12/31/2019	12/29/2019	PR	Jeffrey M Kaufman	\$654.25	○
7690	12/31/2019	12/29/2019	PR	Scot A Manly	\$639.54	○
7691	12/31/2019	12/29/2019	PR	Josh Rehm	\$1,701.50	○
7692	12/31/2019	12/29/2019	PR	TODD E STOLL	\$1,490.35	○
7693	12/30/2019	12/30/2019	AW	Superior Spring, Inc	\$1,475.72	○
7694	12/30/2019	12/30/2019	AW	ORLO AUTO PARTS INC	\$65.49	○
7695	12/30/2019	12/30/2019	AW	TRUCK SALES AND SERVICE, INC	\$810.28	○
7696	12/30/2019	12/30/2019	AW	Commercial & Savings Bank	\$558.93	○
Total Payments:					\$18,531.95	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$18,531.95	

Chairman _____

Fiscal Officer _____