

Walnut Township Trustees Reorganization Meeting

**Date:** January 7, 2020

**Time:** 7:00 p.m.

**Recorder:** Patricia McLoughlin

The Pledge of Allegiance was recited

<b>Attendee</b>	<b>Present</b>	<b>Attendee</b>	<b>Present</b>	<b>Attendee</b>	<b>Present</b>
Bill Yates, Trustee Chairman	<b>X</b>	Tim Morris, Parks & Roads	<b>X</b>	13 guests	<b>X</b>
Terry Horn, Trustee	<b>X</b>	Mike Berry, Zoning Inspector	<b>X</b>		
Doug Leith, Trustee	<b>X</b>	Fiscal Officer Jane Baker	<b>X</b>		

<b>Discussion Summary</b>	<b>Action/Decision/Follow-Up</b>
<p>Fiscal Officer Jane Baker called the meeting to order and asked for nomination for Trustee Chairman.</p> <p>Trustee Chairman Yates moved for nomination of Trustee Vice-Chairman</p>	<p>Trustee Horn nominated Trustee Chairman Bill Yates, second offered by Trustee Doug Leith. <u>Roll call</u> Yates – Yes, Horn – Yes, Leith – Yes. Motion passed with 3 YES votes.</p> <p>Trustee Leith nominated Trustee Terry Horn for Vice-Chairman, second offered by Trustee Chairman Yates. <u>Roll call:</u> Yates – Yes, Horn – Yes, Leith – Yes. Motion passed with 3 YES votes.</p>
Regional Planning position is still open	
Community Development Block Grant (CDBG) – Trustee Leith nominated Trustee Horn to oversee these projects.	<p>Motion by Trustee Leith, second by Trustee Yates. <u>Roll call:</u> Yates – Yes, Horn – Yes, Leith – Yes. Motion passed with 3 YES votes.</p>
Representative for FEMA Program in the event it is ever needed. – Trustee Chairman Yates was nominated by Trustee Leith	<p>Motion by Trustee Leith, second by Trustee Horn. <u>Roll call:</u> Yates – Yes, Horn – Yes, Leith – Yes. Motion passed with 3 Yes votes.</p>

<p>Issue 2 Funding - Trustee Yates suggested Trustee Horn to head up this project.</p>	<p>Motion by Trustee Chairman Yates, second by Trustee Leith.  <u>Roll call:</u> Yates – Yes, Horn – Yes, Leith – Yes.  Motion passed with 3 YES votes.</p>
<p>Motion to hire additional road workers in the event of any emergency and office help at the rate of \$13.00 per hour.</p>	<p>Motion by Yates, second offered by Trustee Horn.  <u>Roll call:</u> Yates – Yes, Horn – Yes, Leith – Yes.  Motion passed with 3 YES votes.</p>
<p>Meetings schedule for 2020 – the Trustees agreed to keep the meetings for the first Tuesday of each month at 7:00 p.m. Fiscal Officer Jane Baker will make the notifications to the newspaper.</p> <p>Special meeting procedures will be to notify the public to those have requested to be notified by email, posting notice on the front door and front lobby bulletin board and placing in the Lancaster Eagle Gazette if time permits.</p>	<p>Motion by Trustee Horn, second by Trustee Leith.  <u>Roll call:</u> Yates – Yes, Horn – Yes, Leith – Yes.  Motion passed with 3 YES votes.</p> <p>Motion by Trustee Horn, second by Trustee Leith.  <u>Roll call:</u> Yates – Yes, Horn – Yes, Leith – Yes.  Motion passed with 3 YES votes.</p>
<p>Emergency meeting procedures to notify the public 24 hour notice by posting notices on the front door and front lobby bulletin board,</p>	<p>Motion by Trustee Horn, second by Trustee Leith  <u>Roll call:</u> Yates – Yes, Horn – Yes, Leith – Yes.  Motion passed with 3 YES votes.</p>
<p>Motion to keep current policy in place for overtime when calling in employees for emergency situations by the Sheriff's Office or any other emergency.</p>	<p>Motion by Trustee Horn, second by Trustee Chairman Yates.  <u>Roll call:</u> Yates – Yes, Horn – Yes, Leith – Yes.  Motion passed with 3 YES votes.</p>
<p>Policy for time cards – overtime requires at least 2 Trustees signatures.</p>	<p>No motion needed.</p>

Records Commission – must include county Auditor and one Trustee Trustee Leith was nominated for this position,	Motion by Trustee Horn, second by Trustee Yates. <u>Roll call:</u> Yates – Yes, Horn – Yes, Leith – Yes. Motion passed with 3 YES votes.
Reimbursement for expenses and any travel expenses that must be for expenses incurred outside of the Township at the current IRS rate of \$_____.	Motion by Trustee Horn, second by Trustee Leith. <u>Roll call:</u> Yates – Yes. Horn – Yes, Leith – Yes. Motion passed with 3 YES votes.
No records shall be destroyed for 2019 without the records commission approval.	Motion by Trustee Horn Second by Trustee Leith <u>Roll call:</u> Yates – Yes, Horn – Yes, Leith – Yes. Motion passed with 3 YES votes.
County Health Board Representative – Trustee Horn nominated Trustee Leith and he agreed to serve.	Motion by Trustee Yates second by Trustee Horn. <u>Roll call:</u> Yates – Yes, Horn – Yes, Leith – ABSTAIN. Motion passed with 2 YES votes.
Zoning Commission and Board of Zoning Appeals and board members - reimbursement of members at the rate of \$40.00 for attended meetings.	Motion by Trustee Horn, second by Trustee Leith. <u>Roll call:</u> Yates – Yes, Horn, Leith – Yes. Motion passed with 3 YES votes.
Website Administrator – Trustee Horn was nominated and he accepted.  Website Consultant – Chad Myers nominated for this position at the rate of \$35.00 per hour, per 8/12/2018.	Motion by Trustee Leith, second by Trustee Yates. <u>Roll call:</u> Yates – Yes, Horn – Yes, Leith – Yes. Motion passed with 3 YES votes.  Motion by Trustee Horn, second by Trustee Yates, <u>Roll call:</u> Yates – Yes, Horn – Yes, Leith – Yes. Motion passed with 3 YES votes.

EMS Billing – Trustee Chairman Yates was nominated for this position and he agreed to serve.	Motion by Trustee Horn, second by Trustee Leith. <u>Roll call:</u> Yates – Yes, Horn – Yes, Leith – Yes. Motion passed with 3 YES votes.
Information Systems – Trustee Horn was nominated to continue in this position and he agreed to serve.	Motion by Trustee Yates, second by Trustee Leith. <u>Roll call:</u> Yates – Yes, Horn – Yes, Leith – Yes. Motion passed with 3 YES votes.
Zoning Inspector – Mike Berry agreed to continue to serve in this position.	Motion by Trustee Yates, second by Trustee Horn. <u>Roll call:</u> Yates – Yes, Horn – Yes, Leith – Yes. Motion passed with 3 YES votes.
Recording Secretary /BZA Board Secretary – Patricia McLoughlin agreed to continue to serve in this position.	Motion by Trustee Yates, second by Trustee Leith. <u>Roll call:</u> Yates – Yes, Horn – Yes, Leith – Yes. Motion passed with 3 YES votes.
Walnut Township Fire Marshal – Millersport Fire Chief Bob Price was nominated for this position and he accepted.	Motion by Trustee Yates, second by Trustee Horn. <u>Roll call:</u> Yates – Yes, Horn – Yes, Leith – Yes. Motion passed with 3 YES votes.
Trustee moved to adjourn the reorganization meeting at 7:14 p.m.	Motion by Trustee Yates, second by Trustee Leith. <u>Roll call:</u> Yates – Yes, Horn – Yes, Leith – Yes. Motion passed with 3 YES votes.

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Trustee Chairman Bill Yates

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Trustee Vice-Chairman Terry Horn

Trustee Doug Leith

Fiscal Officer Jane Baker