

**Wayne Township Board of Trustees  
First Organizational Meeting  
January 4, 2020**

**Call to Order:** Jason Ritter at 10:05 a.m.

**Roll Call:** Warren Walker, Teresa Hinnners, Carl Ritter, Sandra Borchers

**Guests:** Scott Nause, Chief David Moulden

**Prayer and Pledge:** Chairman, Jason Ritter

**20200104-01:** Warren Walker moved to pay all bills.

2<sup>nd</sup> by Teresa Hinnners

**Vote: WW, TH, JR**

**All Aye**

**Motion Carried**

**20200104-02:** Warren Walker moved to approve Then & Now Certificates as needed.

2<sup>nd</sup> by Teresa Hinnners

**Vote: WW, TH, JR**

**All Aye**

**Motion Carried**

**20200104-03:** Teresa Hinnners moved to nominate Teresa Hinnners as Chairperson for the year 2020.

2<sup>nd</sup> by None

**Motion Dies Due to Lack of Second**

**20200104-04:** Warren Walker moved to nominate Jason Ritter as Chairperson for the year 2020.

2<sup>nd</sup> by Jason Ritter

Discussion – Trustee Hinnners asked why she was not nominated as Chairperson. Discussion ensued.

**Vote: WW, TH-No, JR**

**2/3 Aye**

**Motion Carried**

**20200104-05:** Teresa Hinnners moved to nominate Warren Walker as Vice Chairperson for the year 2020.

2<sup>nd</sup> by Jason Ritter

**Vote: WW, TH, JR**

**All Aye**

**Motion Carried**

**20200104-06:** Warren Walker moved to nominate Jason Ritter as Liaison to the Fire Department for the year 2020.

2<sup>nd</sup> by Jason Ritter

**Vote: WW, TH, JR**

**All Aye**

**Motion Carried**

**20200104-07:** Warren Walker moved to nominate Jason Ritter as Liaison to the Road/Maintenance Department for the year 2020.

2<sup>nd</sup> by Jason Ritter

**Vote: WW, TH, JR**

**All Aye**

**Motion Carried**

**20200104-08:** Warren Walker moved to nominate Teresa Hinnners as Liaison to the Cemetery Department for the year 2020.

2<sup>nd</sup> by Jason Ritter

**Vote: WW, TH, JR**

**All Aye**

**Motion Carried**

**20200104-09:** Jason Ritter moved to nominate Teresa Hinnners as Township Representative to the Woodville Cemetery Joint Maintenance Board for the year 2020.

2<sup>nd</sup> by Warren Walker

**Vote: WW, TH, JR**

**All Aye**

**Motion Carried**

**20200104-10:** Jason Ritter moved to nominate Warren Walker as the Liaison to the Zoning Department for the year 2020

2<sup>nd</sup> by Warren Walker

**Vote: WW, TH, JR**

**All Aye**

**Motion Carried**

**20200104-11:** Jason Ritter moved that Township pay periods for hourly employees will be on a 14 day pay period, including Chief and Deputy Chief. This motion is to include Trustees, Fiscal Officer, Zoning and, Maintenance.

2<sup>nd</sup> by Warren Walker

**Vote: WW, TH, JR**

**All Aye**

**Motion Carried**

**20200104-12:** Jason Ritter moved that completed time cards and sheets have totals turned in by Monday at 10:00 a.m. at the Township Hall following the 14 day pay period. Slide manila envelope under Clerk's office door if clerk is not here.

2<sup>nd</sup> by Warren Walker

**Vote: WW, TH, JR**

**All Aye**

**Motion Carried**

**20200104-13:** Jason Ritter moved that all hourly and salary checks must include hourly breakdown and will be distributed by 12 Noon, Thursday following end of pay period.  
2<sup>nd</sup> by Warren Walker

**Vote: WW, TH, JR                      All Aye                      Motion Carried**

**20200104-14:** Jason Ritter moved to pay all Maintenance, Cemetery and Fire employee checks out of Road and Bridges, Cemetery and General Funds on a pro rate basis.  
2<sup>nd</sup> by Warren Walker

**Vote: WW, TH, JR                      All Aye                      Motion Carried**

- Board discussed the shortfall of \$90,000.00 in the 2nd tax release. Fiscal Officer discussing with County.

**20200104-15:** Jason Ritter moved to schedule all Regular Trustee Meetings each month be on the second Wednesday and fourth Wednesday at 7:00 p.m. Except for January. Next meeting scheduled for 1/29/2020.  
2<sup>nd</sup> by Teresa Hinners

**Vote: WW, TH, JR                      All Aye                      Motion Carried**

**20200104-16:** Jason Ritter moved to authorize and hire on an Emergency basis contract labor: Cemetery at \$15.00/hour, Roads \$15.00/hour when full time employees are not available, or assistance is needed.  
2<sup>nd</sup> by Teresa Hinners

Trustee Walker asked who and how much we used this year for Emergency Service.

**Vote: WW, TH, JR                      All Aye                      Motion Carried**

**20200104-17:** Jason Ritter moved to allow the Fire and Rescue Chief to incur expenses for Repairs and Supplies (per purchase) as necessary without Board approval up to \$2,000.00. New items over \$1,000.00 must have a Board approval, expenses made, to notify the Board at next Regular Meeting.  
2<sup>nd</sup> by Teresa Hinners

**Vote: WW, TH, JR                      All Aye                      Motion Carried**

**20200104-18:** Jason Ritter moved that all monies under \$1,000 received by Township Clerk or any other Trustees or Department Heads be deposited within 48 hours upon receipt per business days. Over \$1,000 shall be deposited within 24 hours per business days by the Fiscal Officer then the Fire Chief, then the Trustee liaison of Cemeteries, then the Zoning liaison.  
2<sup>nd</sup> by Warren Walker

**Vote: WW, TH, JR                      All Aye                      Motion Carried**

**20200104-19:** Jason Ritter moved to establish a Budget Committee comprised of 3 Trustees, 1 Fiscal Officer and at least 3 other residents of the Township to be reviewed on a semi-annual basis.  
2<sup>nd</sup> by Teresa Hinners

Discussion – Need residents with a knowledge of spreadsheets

**Vote: WW, TH, JR                      All Aye                      Motion Carried**

**20200104-20:** Jason Ritter moved that for the year 2020, until 4/1/2020, health insurance premiums will be 80% paid by the Township, 20% paid by the employees.  
2<sup>nd</sup> by Warren Walker

**Vote: WW, TH-NO, JR                      2/3 Aye                      Motion Carried**

**20200104-21:** Jason Ritter moved that as of today, if any supplemental appropriation moves have been missed that we accept and adopt the entire 2019 printout of the entire year's changes for supplemental appropriations.  
2<sup>nd</sup> by Warren Walker

**Vote: WW, TH, JR                      All Aye                      Motion Carried**

Discussion: Trustee Hinners asked why we need to do this since we continue to review appropriations. So Fiscal Officer can move money from one line item in a fund to another in that same fund to cover a bill without the board having to move money down from cash balance. Example was Sandy was short in payroll line in Fire Fund so Chief said take it out of another line in Fire Fund to cover payroll.

**20200104-22:** Jason Ritter moved that we have the flexibility to pull from General Fund Appropriation in Zoning any money needed from the General Fund to cover the Zoning Department for the year 2020.  
2<sup>nd</sup> by Warren Walker

Discussion on wording and intent.

**Vote: WW, TH, JR                      All No                      Motion Failed.**



Bryant, Johnny	\$13.00	POC
Cromer, Virgil	\$11.50	POC
Dietrich, Ted	\$13.00	POC
Dozier, Adam	\$15.50	PT
Dulle, Ben	\$13.00	POC
Durkin, Tiffany	\$12.25	POC
Fuchs, Kathy	\$15.50	POC
Greatorex, Mark	\$55,000.00 Salary	FT
Grosnickle, Harold	\$14.00	POC
Hahn, Ted	\$13.00	POC
Hixson, Mysti	\$13.00	POC
Long, Bryant	\$15.25	PT
Manning, David	\$11.50	POC
Mast, Adam	\$11.50	POC
Mast, Robert	\$11.50	POC
Mast, Romeo	\$15.50	PT
McCarnan, David	\$15.00	POC
McCormick, David	\$15.25	POC
McCormick, Jeremiah	\$11.50	POC
Moulden, Kelli	\$12.50	POC
Nause, Scott	\$11.50	POC
Race, Michelle	\$12.50	POC
Suffridge, Don	\$11.50	POC
Williams, Christopher	\$18.75	FT
Woodward, Jeremy	\$15.50	PT
Wright, Keith	\$15.50	PT
Wright, Tracy	\$15.50	FT
Yazell, Adam	\$12.75	POC

<b>Maintenance Employees</b>	<b>Position</b>	<b>Current Hourly Pay</b>	<b>New Hourly Pay</b>	<b>Total</b>
Jason Browning	Supervisor	\$23.25	\$23.75	--
Scott Nause	Labor	\$13.85	\$18.00	--
<b>Zoning Employees</b>	<b>Position</b>	<b>Current Hourly Pay</b>	<b>New Hourly Pay</b>	<b>Total</b>
	Inspector & Administrator	\$	\$12.00	--

**20200104-29** Jason Ritter moved to accept the pay raises of staff as discussed on the printout.

2<sup>nd</sup> by Warren Walker

**Vote: WW, TH, JR All Aye Motion Carried**

**20200104-30:** Jason Ritter moved to allow full time employees that opted out of Group Health Insurance from the Township to receive up to 80% of their Group Health Insurance Rate of out of pocket expenses of their premium.

2<sup>nd</sup> by Warren Walker

**Vote: WW, TH, JR All Aye Motion Carried**

**20200104-31:** Jason Ritter moved to accept pay increase to \$80,250.00 for Chief Moulden.

2<sup>nd</sup> by Warren Walker

**Vote: WW, TH, JR All Aye Motion Carried**

**20200104-32:** Jason Ritter moved to accept the pay increase to \$20.00 per hour for Mark Greatorex.

2<sup>nd</sup> by Teresa Hinners

**Vote: WW, TH, JR All Aye Motion Carried**

**20200104-33:** Jason Ritter moved to accept the pay increase of \$23.75/hour for Jason Browning.

2<sup>nd</sup> by Warren Walker

**Vote: WW, TH, JR All Aye Motion Carried**

**20200104-34:** Jason Ritter moved to accept the pay increase of \$18.00 Scott Nause.

2<sup>nd</sup> by Warren Walker

**Vote: WW, TH, JR All Aye Motion Carried**

**20200104-35:** Jason Ritter moved to hold a Public Portion at the beginning of Regular Meetings. To be addressed the individual must sign in, stand, state name and address, then state your comment or concern.

2<sup>nd</sup> by Teresa Hinnners

**Vote: WW, TH, JR                      All Aye                      Motion Carried**

**20200104-36:** Jason Ritter moved to have the Public Portion participation guidelines on all agendas.

2<sup>nd</sup> by Warren Walker

Discussion – This motion does not need voted on because the guidelines are already on the agenda.

**Vote: NONE                      0 Aye                      Motion Fails**

**20200104-37:** Jason Ritter moved to have POA Call Officer Stipend removed.

2<sup>nd</sup> by Teresa Hinnners

**Vote: WW, TH, JR                      All Aye                      Motion Carried**

**20200104-38:** Jason Ritter moved to allow Trustees and Fiscal Officer to attend hearings, seminars and conventions with reimbursements of \$50.00 per day for meals, mileage at the 2020 IRS rate of \$0.58 mile, and hotel.

2<sup>nd</sup> by Teresa Hinnners

**Vote: WW, TH, JR                      All Aye                      Motion Carried**

**20200104-39:** Jason Ritter moved to approve State and County Twp. Association membership fees for 2020.

2<sup>nd</sup> by Teresa Hinnners

**Vote: WW, TH, JR                      All Aye                      Motion Carried**

**20200104-40:** Jason Ritter moved that Wayne Township will provide the Maintenance, Administrative, Zoning, Cemetery Departments, Zoning Commission each a Christmas Dinner not to exceed \$1,000.00, to include a guest with each employee for 2020.

2<sup>nd</sup> by Teresa Hinnners

**Vote: WW, TH, JR                      All Aye                      Motion Carried**

**20200104-41:** Jason Ritter moved to provide a Veterans Day Recognition not to exceed \$500.00 including food and any other miscellaneous expense.

2<sup>nd</sup> by Warren Walker

**Vote: WW, TH, JR                      All Aye                      Motion Carried**

**20200104-42:** Jason Ritter moved to approve the Resolution that members of the WTF&R be allowed to attend the Fire Department Instructors Conference in Indianapolis, Indiana on 04/24/2020. Cost not to exceed \$500.00, which is fuel, one meal and registration.

2<sup>nd</sup> by Teresa Hinnners

**Vote: WW, TH, JR                      All Aye                      Motion Carried**

**20200104-43:** Jason Ritter moved that Wayne Township will provide the WTF&R with an annual Summer Picnic and Christmas Dinner and awards per the following: \$2,500.00 for picnic, dinner and awards.

2<sup>nd</sup> by Warren Walker

**Vote: WW, TH, JR                      All Aye                      Motion Carried**

**20200104-44:** Jason Ritter moved that the Township reimburse mileage for Township business at the IRS rate of \$0.58 per mile.

2<sup>nd</sup> by Teresa Hinnners

**Vote: WW, TH, JR                      All Aye                      Motion Carried**

**20200104-45:** Jason Ritter moved to pay 100% of the cell phone bill for Fiscal Officer, Fire Chief, and Maintenance Supervisor.

2<sup>nd</sup> by Teresa Hinnners

**Vote: WW, TH, JR                      All Aye                      Motion Carried**

**20200104-46:** Jason Ritter moved to pay up to \$40.00/month for the cell phone of Scott Nause and Al Carrier.

2<sup>nd</sup> by Teresa Hinnners

**Vote: WW, TH, JR                      All Aye                      Motion Carried**

**20200104-47:** Jason Ritter moved to pay up to \$40.00/month for the cell phone of Mark Greatorex.

2<sup>nd</sup> by Teresa Hinners

**Vote: WW, TH, JR**

**All Aye**

**Motion Carried**

**20200104-48:** Jason Ritter moved to pay \$50.00 of the internet bill at the Fiscal Officer's residence.

2<sup>nd</sup> by Warren Walker

**Vote: WW, TH, JR**

**All Aye**

**Motion Carried**

**Fire Department**

- Chief would like to keep his phone number when he leaves, switch over in July.

**20200104-49:** Jason Ritter moved to adjourn at 3:05 p.m.

2<sup>nd</sup> by Warren Walker

**Vote: WW, TH, JR**

**All Aye**

**Motion Carried**

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**Jason Ritter, Chairperson**

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**Warren Walker, Vice Chairperson**

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**Teresa Hinners, Trustee**

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**Sandra Borchers, Fiscal Officer**