**Fiscal Officer**

**Duties**

The fiscal officer is an elected position, serving a four-year term.  The fiscal officer is independent of the township trustees, yet by law, the fiscal officer must work closely with the trustees.

The trustees have the legislative authority in the township and the fiscal officer has legally designated authority over all financial matters.

It is the responsibility of the fiscal officer to keep an accurate record of all township accounts and transactions.

The township fiscal officer has designated duties as specified in the Ohio Revised Code, such as accurately recording proceedings of the board to township trustees, i.e., keeping the minutes and numerous other ministerial duties.

In practice, the fiscal officer and the trustees must work together, particularly in fiscal matters, to remind each other what can legally be done.