

## Eden Township Board of Trustees Meeting Minutes

Organizational Meeting – 7:00 p.m., January 3, 2011

The organizational meeting of the Eden Township trustees was called to order and the pledge of allegiance was recited by all, at 10:00 a.m. in the Eden Community Center by Eden Township Fiscal Officer, Steve Little. Trustees, Don Glover, Ken Hall and Trustee Ryan Bagent were present. The first order of business was to elect a Chairman for the 2011 calendar year. The floor was opened for nominations and Ryan Bagent nominated Don Glover for chairman. Ken Hall seconded the motion. There were no other nominations for Chairman. With no other nominations being made, nominations were declared closed and a unanimous vote was cast for Mr. Glover to be the Chairman of the Eden Township Trustees for 2010. A motion was made by Ken Hall and seconded by Ryan Bagent to set the following policies and approve the following actions for Eden Township in the 2011 calendar year:

1. The meeting times will remain at 8:00 p.m. on the last Monday of each calendar month at the Eden Community Center, unless advertised in a newspaper in general circulation within the township. Special meetings shall be called in accordance with applicable standards and statutes.
2. The Trustees and the Fiscal Officer shall remain on salary to be paid the maximum allowed by law for the year 2011.
3. Reimbursement for mileage to township officials who use their personal vehicle to perform township business outside the township shall be at the rate of fifty (.50) cents per mile. Mileage shall be paid from the general fund and shall include parking and travel to and from home while attending conventions and meetings and other business related to their positions.
4. Wages for Eden Township Road Maintenance Supervisor Dan Baker shall be \$19.50 per hour with the mileage reimbursement at fifty (.50) cents per mile while using his personal vehicle for township business. He shall receive twenty (20) days of vacation and ten (10) sick days for calendar year 2011. He may cash in 40 hours of vacation leave one time per year and will be paid for any unused vacation at the end of the calendar year as well. The sick leave may be carried over from year to year with a maximum not to exceed 320 hours or forty (40) days if unused. Mr. Baker shall also receive a \$350 clothing allowance. Mr. Baker shall also be required to carry a township owned cell phone at all times while off duty as well as while on duty. The township will pay for all costs of the cell phone and the associated plan. In return Mr. Baker shall be permitted to make a reasonable number of personal calls. In the event Mr. Baker exceeds the maximum minutes allowed under the plan he shall reimburse the township for personal minutes used in excess of the plan.
5. The township shall continue to provide drug screening/testing for all CDL drivers as required by statute as well as dental, hospitalization, and life insurance coverage for all employees and elected officials also as authorized by statute.
6. Where a culvert is needed by a landowner, whether new, or damaged and needing replacement, the landowner shall furnish the culvert according to township specifications and the township will install it. In no case will the township approve a culvert less than twelve inches in diameter.
7. Trustee Kenneth Hall shall supervise the cemeteries. The rates for opening and closing grave sites shall be \$350. The rate for opening and closing grave sites for ashes shall be \$200. The price for grave spaces shall remain at \$200 per space for township residents and \$350 per space for out of township residents. There will be a \$100 surcharge for all Saturday funerals and a \$150 surcharge for all Sunday funerals.
8. The hourly labor rate shall be \$10.00 for spot/maintenance type work, \$12.00 for project employees and up to \$14.00 for equipment operators and Licensed CDL Drivers.
9. Road crossing permits shall be required by the township for utility companies, private contractors, or residents needing to ditch or trench across township roads. These permits shall be approved by no less than two trustees and monitored by the Eden Township Road Maintenance Supervisor.
10. Dues for the county and state associations shall be paid by the township from the general fund.
11. The rental of the Eden Community Center shall be \$65.00.
12. The Eden Township Fire Prevention Officer shall be James Glover. Steve Little shall serve as his Deputy.
13. The township shall continue to pay all associated costs for credit cards issued to the Fiscal Officer, the Trustees and the Road Maintenance Supervisor. There will be a \$750 maximum on the cards to be used for township business only with each transaction supported by receipts prior to the next monthly meeting. The credit card is not to be used as a credit accommodation and must be paid in full each month.
14. The attached temporary appropriations as presented by Fiscal Officer, Steve Little, were also approved with this motion which passed with a unanimous vote.

Ryan Bagent made a motion to approve convention expenses for all township officials who wish to attend, Ken Hall seconded the motion and all voted aye.

Ryan moved to adjourn Ken seconded the motion and all voted in favor.

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Chairman, Ken Hall

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Don Glover

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Ryan Bagent

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Fiscal Officer, Steve Little