

## **Middlefield Township**

**December 30, 2019**

### **Year-End Meeting of the Board of Trustees**

#### **Meeting Called to Order**

The meeting was called to order at 6:00 p.m. by Robert Troyer.

Present were Trustees Robert Troyer, Mervin Miller, Paul Porter, Fiscal Officer Mary Ann Pierce, Secretary Heidi Snyder.

#### **Pledge of Allegiance**

The Pledge of Allegiance was recited.

#### **Additions and or Deletions for the Agenda**

None.

#### **Approval of Minutes**

December 9, 2019 meeting minutes reviewed. P. Porter made motion to accept minutes as written, seconded by M. Miller. All in favor. Minutes approved.

#### **Executive Session**

Employment matters discussed.

#### **Year-End Business**

- a. **Resolution 2019-19:** Resolution regarding 2020 compensation of Fiscal Officer to be paid out of the General Fund. Resolution reviewed. Motion made by P. Porter to adopt Resolution as written, seconded by M. Miller. Roll call. All in favor. Motion carried.
- b. **Resolution 2019-20:** Resolution regarding 2020 compensation of Trustees to be paid out of the General Fund. Resolution reviewed. Motion made by M. Miller to adopt Resolution as written, seconded by P. Porter. Roll call. All in favor. Motion carried.
- c. **Resolution 2019-21:** Resolution regarding 2020 compensation of township employees to be paid out of the general or specific fund. Resolution reviewed. Motion to adopt Resolution as written, made by P. Porter and seconded by M. Miller. Roll call. All in favor. Motion carried.
- d. **Resolution 2019-22:** Resolution regarding Board positions for 2020. Resolution reviewed. Motion made by P. Porter to adopt Resolution as written and seconded by M. Miller. Roll call. All in favor. Motion carried.
- e. **Resolution 2019-23:** Resolution to request advance of taxes from Auditor for 2020. Resolution reviewed. Motion made by P. Porter to adopt Resolution as written. Seconded by M. Miller. Roll call. All in favor. Motion carried.
- f. **Resolution 2019-24:** Resolution regarding 2020 health insurance for elected officials. Resolution reviewed. Motion to adopt Resolution as written, made by M. Miller and seconded by P. Porter. Roll call. All in favor. Motion carried.
- g. **Resolution 2019-25:** Resolution to accept Temporary Appropriations for 2020. Resolution reviewed. Motion to adopt Resolution as written, made by P. Porter and seconded by M. Miller. Roll call. All in favor. Motion carried.

- h. **2020 Policies and Procedures:** Approval of Township Policies and Procedures for 2020. Each policy/procedure reviewed and executed by Trustees.
- i. **2020 Wage Notifications:** Brief discussion regarding 2020 employee wage notifications.
- j. **Oath of Office:** Pursuant to November 2019 election, oath of office given to Trustee Robert Troyer. Oath of office given to Fiscal Officer Mary Ann Pierce.

**Payment of Bills:** Bills were presented for payment and purchase orders for signature. Motion to pay bills, in the amount of \$47,137.52, made by M. Miller and seconded by P. Porter. All in favor. Motion carried. Checks signed. Bills paid.

No other year-end business.

**Adjournment:** No further business before the Board. M. Miller made motion to adjourn at 7:10 p.m., seconded by P. Porter. All in favor. Motion approved. Meeting adjourned.

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Robert Troyer, Chairman

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Mary Ann Pierce, Chief Fiscal Officer

Minutes by Heidi Snyder, Secretary