

**MONROE TOWNSHIP BOARD OF TRUSTEES  
"SPECIAL" MEETING MINUTES**

**1:30 PM**

**May 17,**

**17**

**CALL TO ORDER**

Meeting called to order by Tom Peck at 1:42 pm

Roll Call: Mrs. Jowers: **Yes**; Mr. Simmons: **Yes**; Mr. Peck: **Yes**; Mrs. Drew: **Yes**

**PLEDGE OF ALLEGIANCE**

**TOWNSHIP BUSINESS**

**17-064** Motion by Darlene Jowers, seconded by Tom Peck, to approve the March 27, 2017 Special Meeting Minutes as presented by the Fiscal Officer.

Roll Call: Mrs. Jowers: **Yes**; Mr. Simmons: **Abstain**; Mr. Peck: **Yes**

**17-065** Motion by Darlene Jowers, seconded by Tom Peck, to approve the April 5, 2017 Regular Meeting Minutes as presented by the Fiscal Officer.

Roll Call: Mrs. Jowers: **Yes**; Mr. Simmons: **Abstain**; Mr. Peck: **Yes**

**17-066** Motion by Darlene Jowers, seconded by Kim Simmons, to appoint Matt Carey as Fire Chief effective June 9, 2017 to replace Chief William Jetter who has resigned effective the same.

Roll Call: Mrs. Jowers: **Yes**; Mr. Simmons: **Yes**; Mr. Peck: **Yes**

**17-067** Motion by Darlene Jowers, seconded by Kim Simmons, to appoint Steve Downey as Assistant Fire Chief effective June 1st, 2017.

Roll Call: Mrs. Jowers: **Yes**; Mr. Simmons: **Yes**; Mr. Peck: **Yes**

**17-068** Motion by Darlene Jowers, seconded by Kim Simmons, to approve the new artwork for the Fiscal Officer's Seal as provided by Mr. Simmons and presented by the Fiscal Officer. This updates the title wording from "Clerk's Office" to "Fiscal Officer". The seal is being replaced due to poor image quality from the current device.

Roll Call: Mrs. Jowers: **Yes**; Mr. Simmons: **Yes**; Mr. Peck: **Yes**

- Chief Jetter interjected that Chris Day has tendered his resignation.

**17-069** Motion by Kim Simmons, seconded by Darlene Jowers, to increase Appropriations as presented by the Fiscal Officer in Exhibit A.

Roll Call: Mrs. Jowers: **Yes**; Mr. Simmons: **Yes**; Mr. Peck: **Yes**

**17-070** Motion by Kim Simmons, seconded by Darlene Jowers, to enter into a lease agreement for a Fire & EMS Department Staff vehicle as presented by Chief Jetter. The cost is \$40,920 over five years with annual payments of \$8,184.00 beginning December of 2017.

Roll Call: Mrs. Jowers: **Yes**; Mr. Simmons: **Yes**; Mr. Peck: **Yes**

**OTHER BUSINESS**

- Discuss need for more comprehensive job description and alternate site posting of job opening (i.e. snag-a-job, government job listings, Monster, etc.)
  - Midi to follow-up for more information on other sites, including Clermont County.
- **Chief's PC.** No book value.

**17-071** Motion by Kim Simmons, seconded by Darlene Jowers, to sell Chief Jetter the Township paid laptop pc he is currently using for the sum of \$1.

Roll Call: Mrs. Jowers: **Yes**; Mr. Simmons: **Yes**; Mr. Peck: **Yes**

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- Cash was paid on the spot by Chief Jetter.
- Ohio Checkbook – register and post 2013, 2014, 2015 & 2016.

**17-072** Motion by Kim Simmons, seconded by Darlene Jowers, to post fiscal year 2013, 2014, 2015 & 2016 on the Ohio Checkbooks site.

Roll Call: Mrs. Jowers: **Yes**; Mr. Simmons: **Yes**; Mr. Peck: **Yes**

- This will need to be renewed annually.
- Vision Insurance (Avesis) is under contract until 5/1/18 so we do not need to make a selection for that coverage.
- Clermont County Township Association Dues for elected officials are \$50x4 or \$200. Will the Township pay as in previous years?

**17-073** Motion by Darlene Jowers, seconded by Kim Simmons, to pay Clermont County Township Association dues for elected officials from the General Fund.

Roll Call: Mrs. Jowers: **Yes**; Mr. Simmons: **Yes**; Mr. Peck: **Yes**

**ADJOURNMENT**

Meeting adjourned by Tom Peck at 2:03 pm

**Minutes submitted by Marie Drew, Fiscal Officer**

\_\_\_\_\_  
Tom Peck, Trustee/Chairperson

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Darlene Jowers, Trustee/Co-chairperson

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Kim Simmons, Trustee

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Marie Drew, Fiscal Officer