



RESOLUTION G2018-68

RESOLUTION AMENDING THE FINANCIAL POLICY FOR SYMMES TOWNSHIP

WHEREAS, various purchasing authorization policies have been adopted by the Board of Trustees of Symmes Township, Hamilton County, Ohio, over the years;

WHEREAS, the Township Administrator has asked the Board to update the current Township's purchasing and payment process so that procedures are logical and smooth; and

WHEREAS, the Board of Trustees of Symmes Township, Hamilton County, Ohio amended the policy on April 1, 2008 (Resolution G-0817), again on April 7, 2015 pursuant to Resolution G2015-14, again on January 9, 2018 (Resolution G2018-11), and again on April 3, 2018 (Resolution G2018-38); and

WHEREAS, the Board of Trustees, Symmes Township, Hamilton County, Ohio, has reviewed the new Finance Policy which now includes multiple forms of payments to the township for various services, changing the required number of signatures on warrants and certificates to match State Law, documents to be provided for the treasurer's report at Township meetings, when bills are to be paid, how payroll shall be handled, stipulating bank account signatures, and how time sheets will be laid out; and

WHEREAS, the Township Administrator and Township Law Director recommends the adoption of this new policy in order to ensure that residents and/or clients of the township have many different forms of payments that can be made for services from the Township, that all financial information is available for approval by the Board for transparency during Township meetings, that more than one signature shall be on all the township accounts for deposits and withdraws, that our warrant policy shall now match state law requirements, that Payroll will now be handled by Paycor, and all the bills are paid within a timely manner free of finance charge and/or late fees, and time sheets shall be available on-line through the Paycor system;

WHEREAS, the Board of Trustees desires to exercise its authority granted to it pursuant to ORC 504.04 as a limited home rule township to design and implement financial controls in order to provide reliability of financial reporting, effectiveness and efficiency of operations, compliance with applicable laws and regulations and the safeguarding of assets.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Symmes Township, Hamilton County, Ohio:

Section 1. The Symmes Township Financial Policy appended hereto and incorporated herein as Exhibit "A," is hereby amended.

Section 2. The Financial Policy shall now include multiple forms of payment to the township which includes cash, check or credit cards, that all financial information is available for approval by the Board for transparency during Township meetings, that more than one signature shall be on all the township accounts for deposits and withdraws, that our warrant policy shall now match state law requirements, that Payroll will now be handled by Paycor, and all the bills are paid within a timely manner free of finance charge and/or late fees, and time sheets shall be available on-line through the Paycor system.

Section 3. The Financial Policy shall be reviewed annually.

Section 4. Upon majority vote does hereby dispense with the requirement that this Resolution be read on two separate days and hereby authorizes the adoption of this Resolution upon its first reading.

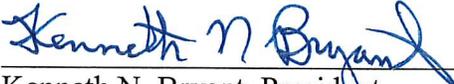
Section 5. This Resolution shall take effect and be enforced from and after the earliest period allowed by law.

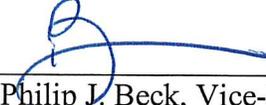
Section 6. Finds and determines that all formal actions of this Board concerning and relating to the passage of this resolution were taken in open meetings of this Board, and that all deliberations of this Board and any of its committee that resulted in such formal actions were taken in meetings open to the public, in compliance with all legal requirements, including (without limitation) Ohio Revised Code §121.22, except as otherwise permitted thereby.

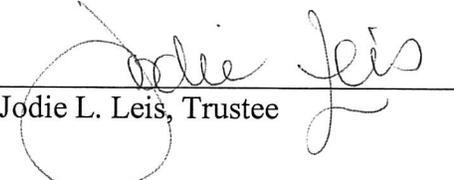
ADOPTED OCTOBER 2, 2018 – RESOLUTION G2018-68

Vote Record: Mr. Bryant Aye Mr. Beck Aye Ms. Leis Aye

BOARD OF TOWNSHIP TRUSTEES:

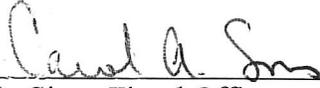

Kenneth N. Bryant, President


Philip J. Beck, Vice-President


Jodie L. Leis, Trustee

Resolution G 2018-08

ATTEST:



Carol A. Sims, Fiscal Officer

APPROVED AS TO FORM:



Kevin McDonough, Law Director