



RESOLUTION G2018-38

RESOLUTION REPEALING RESOLUTION G2018-11 RESOLUTION ADOPTING A PURCHASING POLICY FOR SYMMES TOWNSHIP AND ADOPTING RESOLUTION G2018-38 ADOPTING A 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 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, and on January 9, 2018 (Resolution G2018-11); and

WHEREAS, the Board of Trustees, Symmes Township, Hamilton County, Ohio, has reviewed the new Finance Policy which includes Purchasing Authorization Process and Process for Warrants, Purchase Orders and Blanket Purchase orders, Credit Card Purchases, Payroll Processes and Tax Exempt Forms provided by the Township Administrator; and

WHEREAS, the Township Administrator recommends the adoption of this new policy in order to ensure that proper documentation is provided before the expenditure of public funds.

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

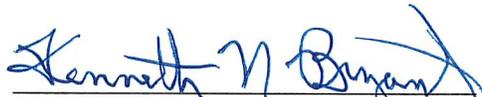
- Section 1.** The Symmes Township Purchase Authorization Process, Process for Warrants, Purchase Orders and Blanket Purchase Orders, Credit Card Purchases, Payroll Processes and Tax Exempt Forms appended hereto and incorporated herein as Exhibit "A," is hereby adopted as the Financial Policy.
- Section 2.** The Financial Policy shall replace and supersede any other formal or informal practice or procedure now in place with regard to administrative purchasing.
- 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.

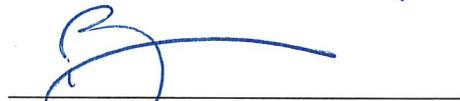
Section 6. Finds and determines that all formal actions of this Board concerning and relating to the passage of this resolution were taken in open meetings of this Board, and that all deliberations of this Board and any of its committee that resulted in such formal actions were taken in meetings open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

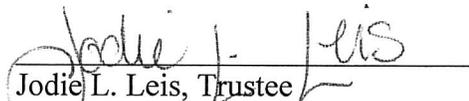
ADOPTED APRIL 3, 2018 – RESOLUTION G2018-38

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

BOARD OF TOWNSHIP TRUSTEES:


Kenneth N. Bryant, President

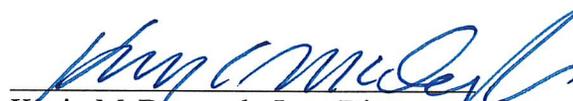

Philip J. Beck, Vice-President


Jodie L. Leis, Trustee

ATTEST:


Carol A. Sims, Fiscal Officer

APPROVED AS TO FORM:


Kevin McDonough, Law Director