

**RESOLUTION G2015-14**

**Resolution Adopting a Purchasing 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 Fiscal Officer has advised the Board of the need to update the current Township's purchasing process in order to better reflect the current purchasing and payment process; and

WHEREAS, the Board of Trustees of Symmes Township, Hamilton County, Ohio last amended the policy on April 1, 2008 pursuant to Resolution G-0817; and

WHEREAS, the Board of Trustees, Symmes Township, Hamilton County, Ohio, has reviewed the new Purchasing Authorization Process and Process for Warrants, Purchase Orders and Blanket Purchase orders provided by the Township Fiscal Officer; and

WHEREAS, the Township Fiscal Officer 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 and the Process for Warrants, Purchase Orders and Blanket Purchase Orders appended hereto and incorporated herein as Exhibit "A," is hereby adopted as the purchasing policy for ("Purchasing Policy").
- Section 2. The Purchasing Policy shall replace and supersede any other formal or informal practice or procedure now in place with regard to administrative purchasing.
- Section 3. The Purchasing 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.

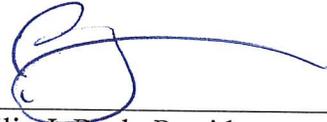
Section 5. This Resolution shall take effect and be enforced from and after the earliest period allowed by law.

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 7, 2015

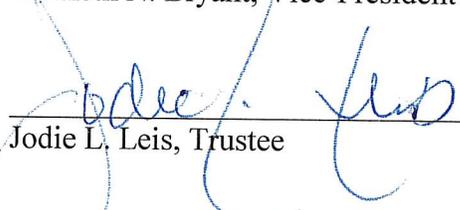
Vote Record: Mr. Beck Aye Mr. Bryant Absent Mrs. Leis Aye

BOARD OF TRUSTEES:



Philip J. Beck, President

Kenneth N. Bryant, Vice-President



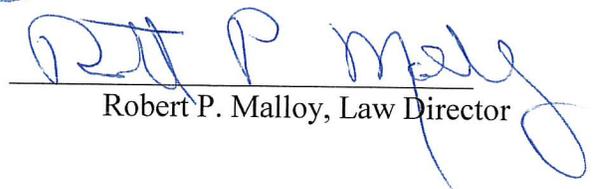
Jodie L. Leis, Trustee

ATTEST:



Carol A. Sims, Fiscal Officer

APPROVED AS TO FORM:



Robert P. Malloy, Law Director