

Tuesday, June 7,

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The Bainbridge Township Trustees met in special session on June 7, 2016 at the Bainbridge Township Town Hall to discuss the assessment process of the Ohio Fire Chiefs' Association, which is assisting the trustees in hiring a full time fire chief, and to review the information regarding the 2017 proposed budget. Those in attendance were trustees Mrs. Lorrie Benza, Mrs. Kristina O'Brien, and Mr. Jeff Markley. Fiscal Officer Mrs. Kathleen Staudenbaur was absent.

Mrs. Benza presided and called the meeting to order at 7:01 P.M.

Mrs. Benza explained that the assessment interviews will be held at one of our local schools, removed from the township campus at the recommendation of the Ohio Fire Chiefs' Association. Mr. Markley stated that there were twenty-one applicants and, out of the twenty-one, the Ohio Fire Chiefs' Association recommended six candidates to proceed to the next step of the assessment process. Each of the six candidates has a minimum of 20 years of experience in the fire service.

The trustees discussed whether they would add alternates to the assessment process. They were in general agreement to have the Ohio Fire Chiefs' Association make the recommendations as to who the alternates should be, should the need arise.

Mr. Markley made a motion to accept the recommendation by the Ohio Fire Chiefs' Association of the six candidates who applied for the full time fire chief position for the Bainbridge Township Fire Department.

Mrs. O'Brien seconded the motion that passed unanimously.

Mr. Markley moved to authorize the Ohio Fire Chiefs' Association to notify the six candidates of the assessment date of June 18th, 2016.

Mrs. O'Brien seconded the motion that passed unanimously.

Mrs. Benza gave a brief explanation of the time line for the budget to be presented to the public and to the County Auditor. She also stated that the trustees are responsible for the General Fund budget and that they obtain information from the department heads to help them complete the worksheet that the Fiscal Department prepared. The trustees decided that they need additional information from the fiscal department before they can proceed with creating a proposed budget and five year plan.

It was discussed that the trustees and the Fiscal Officer need to establish a philosophy and put into place a policy to move forward in reevaluating the coding system of the Universal Accounting Network so that it is more streamlined for the township's needs.

Additionally, the trustees decided to remove some of the responsibilities that have traditionally been handled by the Fiscal Office over the past years. This will allow the Fiscal Officer and staff to focus on the tasks that are required of the department by law, with the goal being to cross train the Fiscal Officer and staff so that they all will have a better understanding of the departmental processes.

The trustees were in general agreement that the imminent goal is to get the 2017 budget approved by the Budget Commission before they act on making any changes to the process of coding items in the UAN system.

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Since there was no further business to come before the Bainbridge Township Board of Trustees, the meeting was adjourned 9:05 P.M.

Respectfully Submitted,

Kathleen C. Staudenbaur,
Fiscal Officer, Bainbridge Township

Name

Date

Name

Date

Name

Date

Minutes Read: _____

Minutes Approved: _____