

# WESTFIELD TOWNSHIP TRUSTEES

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Special Meeting  
August 8, 2013

The special meeting was called to order at 5:00 pm with roll call.

Trustees present: Oiler, Harris, Likley, and Interim Fiscal Officer, Martha Evans, David and Sandra Tryon.

This meeting was called to appoint a fiscal officer and assistant fiscal officer due to the retirement of Martha Evans.

**Trustee Harris made a motion to appoint Sandra J. Tryon as Fiscal Officer for Westfield Township and Westfield Fire & Rescue District beginning August 12, 2013 to fill the vacancy until the November 5<sup>th</sup>, 2013 election is confirmed, seconded by Trustee Oiler. Roll call: Likley, aye; Oiler, aye; Harris, aye.**

**Trustee Harris made a motion to appoint Martha Evans as Assistant Fiscal Officer beginning August 12, 2013, seconded by Trustee Likley. Roll call: Harris, aye; Likley, aye; Oiler, aye**

A discussion was held to determine an hourly wage for the assistant fiscal officer. Martha was asked what is reasonable as a pay scale. Martha stated UAN charges \$20 per hour for their visiting fiscal officers (please note that is a on a subcontracted basis). Martha is willing to take \$17.50 per hour because the township and fire district would be contributing to Medicare and OPERS. Mrs. Beach from Granger Township is getting \$20/hr. I will be doing other functions such as the fire district so I feel this is adequate. Trustee Harris asked how many hours. Martha stated not to exceed 28 hours per week because we need to be aware of the Obama Care rules.

**Trustee Oiler made a motion to pay Martha Evans, assistant fiscal officer an hourly rate of \$17.50 not to exceed 28 hours per week, seconded by Trustee Harris.** Discussion: Trustee Likley asked if there was any thought as to how long this position would be needed. Trustee Likley feels this will not be for an indefinite period and that it should be understood. Martha stated she has needed an assistant this year and has done everything myself. As a board you have been spoiled and the township does need an assistant. Trustee Likley stated this issue warranted this discussion. Trustee Likley stated, in my opinion he hoped the assistant fiscal officer position would be eliminated after Sandy becomes more accustomed and familiar with the position. Martha reminded the board that she has done the job without an assistant but the township has come to a point that the fiscal officer needs someone to do clerical work that is not her job. Don't forget since the inception of the fire district, the fiscal officer has double the fiscal duties. Trustee Likley stated they would leave it up to the fiscal officer if she needs an assistant. **Roll call: Likley, aye; Oiler, aye; Harris, aye**

## TRAINING FOR UAN

Martha asked the board if they would approve lodging, parking and mileage expense for fiscal officer and assistant to attend a 3- day training in Columbus September 18, 19, & 20<sup>th</sup> on a computer that they can bring home for the fire district. This is group training for individuals that have not used the UAN program. There is no charge for the training. **Trustee Likley moved to authorize the lodging, parking**

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### FIRE CONTRACT BETWEEN WESTFIELD TOWNSHIP; WESTFIELD FIRE & RESCUE DISTRICT; AND VILLAGE OF WESTFIELD CENTER

Trustee Likley reported that he, Mayor Horwedel, Assistant Prosecutor Wm. L. Thorne, and Village Solicitor Wm. Hutson met to review the fire contract today, Thursday August 8, 2013. For the most part they are in agreement but there are a few items that may be altered before finalizing the contract. Some of the issues is terminology, full-time fire chief and full-time daytime staffing.

**Trustee Harris made a motion to adjourn at 5:15 pm, seconded by Trustee Oiler. Unanimous**

Approved Sept. 3, 2013