

RECORD OF PROCEEDINGS

Minutes of Goshen Township Trustees Meeting
7:00PM Township Hall January 2, 2006

The Special Meeting of the Goshen Township Trustees was called to order by Trustee T.J. Corcoran. The pledge to the flag was said. Roll was called: T.J. Corcoran-present, Tim Hodges-present and Mike Keeley-present.

Determination of Open Meetings Act Compliance

***T.J. Corcoran moved that the Board find that they have complied with all the requirements of the Open Meetings Act and accordingly proceed with the business on the Agenda. Mike Keeley second-motion carried.

Adoption of Agenda

***T.J. Corcoran moved that the Board adopt the agenda dated January 2, 2006 for purposes of this special meeting of the Goshen Township Board of Trustees. Mike Keeley second-motion carried.

Appointment of Board Chairman

***Mike Keeley moved that T.J. Corcoran serve as Chairman of the Board of Trustees for the calendar year 2006. Tim Hodges second-motion carried.

Appointment of Board Vice-Chairman

***T.J. Corcoran moved that Mike Keeley serve as Vice Chairman of the Board of Trustees for calendar year 2006. Tim Hodges second-motion carried.

Adoption of Robert's Rules of Order

***T.J. Corcoran moved that the Board adopt *Robert's Rules of Order Newly Revised, 10th edition*, as the official rules of order for conducting Township Trustees business. Tim Hodges second-motion carried.

Purchase Copies of Robert's Rules of Order

Tabled

Schedule for Board of Trustees Regular Public Meetings

***Mike Keeley moved that the Board of Trustees change the regular meeting of the Board to the 1st and 3rd Wednesday of each month at 7:00PM at the Township Hall and that all Open Meeting Act notice requirements be accomplished through the Township Administrator. Tim Hodges second-motion carried.

New Meeting Recording Requirements

***Mike Keeley moved that the Board approve the recording of all meeting of the Board of Trustees, the Zoning Commission and the Board of Zoning Appeals through an audio recording

system and that the recording be preserved until further action by the Board. Tim Hodges second-motion carried.

The Trustees discussed whether or not executive sessions were to be recorded. Administrator Ray Snyder will look into the legality of recording executive sessions. Tim Hodges stated that he did not believe that executive sessions should be recorded.

Department Heads Reporting Requirements

***T.J moved that the Department Heads, (Police, Fire/EMS, Zoning and Services) be directed to submit a written monthly report to the Township Administrator for inclusion in his comprehensive report to the Trustees at the first regular meeting of each month. Attendance by Department Heads at the Trustees regular meetings shall be at the discretion of the administrator. Mike Keeley second-motion carried.

Tim Hodges stated that a lot of people like to hear the content of the monthly reports.

Mike Keeley responded that he failed to see that the reading of the reports is necessary.

Jim Allen-I feel it is a waste of time and boring.

John Raitz-I wouldn't be interested in details, but we need to know at least every quarter what is being accomplished.

George Jones-Why can't there be a copy available for those to look at?

Township Administrator Reporting Requirements

Pursuant to 505.032f, the administrator has a statutory duty to keep the Board fully advised on the financial condition of the Township, and to prepare and submit a budget for the next fiscal year.

***Mike Keeley moved that the Board direct the Township Administrator to provide the following information in his semi-monthly meeting report to the Trustees, and to have copies available for distribution to the public: copies and status of all correspondence from residents, department head reports (1st monthly meeting only), State Auditor compliance update (2nd meeting only) and the budget analysis (2nd meeting only). T. J. second-motion carried.

Zoning Appointments

T.J. Corcoran stated that on December 29, 2005, the Board of Trustees held a special meeting. This meeting violated the Open Meetings Act, specifically the provision that requires that the purpose of the meeting be clearly identified in the posting was absent. Accordingly, all actions at that meeting are nullity and invalid.

***Mike Keeley moved that the Board review each action taken by the previous Board at the meeting on December 29, 2005 to validate those actions in the best interest of the Township. T.J. Corcoran second-motion carried. Mike Keeley-Yes, T.J. Corcoran-Yes, Tim Hodges-No.

***Mike Keeley moved that the Board of Trustees inform the Zoning Commission that the appointments made by the previous Board are set aside and accordingly no action should be taken at which these members are participants, until such time as the prosecutor renders and

opinion regarding their appointment, and the Board acts on the prosecutor's opinion. As part of this motion, the Township Administrator is directed to hand deliver the attached letter to each of the appointees. T.J. Corcoran second-motion carried. Mike Keeley-Yes, T.J. Corcoran-Yes, Tim Hodges-No.

Board of Zoning Alternate #2

Ohio Revised Code allows for the appointment of up to 2 alternate members of the Zoning Commission. This 2nd alternate may serve in the absence of regular members.

***Mike Keeley moved that the Board authorize the appointment of a second alternate Zoning Commission member to serve in the same capacity as the first alternate and participate pursuant to statutory guidelines for a term of 1 year. This second alternate shall be authorized to vote in the absence of a regular member and after the 1st alternate fills an absence.

Zoning Commission Written Rules of Procedure

***Mike Keeley moved that because there is a statutory requirement that the Zoning Commission "adopt rules for the transaction of its business" as defined in Section 519.05, the Zoning Commission review their rules of procedure, and report to the Board of Trustees within 60 days with any modifications or proposed changes. Tim Hodges second-motion carried.

Board of Zoning Appeals Written Rules of Procedure

***Mike Keeley moved that the Board of Zoning Appeals review their rules of procedure, and report to the Board of Trustees within 60 days any modifications or proposed changes. Tim Hodges second-motion carried.

Health Benefits

***T.J. Corcoran moved that the Board authorize contracting for the health benefits for all Township employees and elected officials be authorized with Anthem and that the administrator be authorized to execute the necessary contract documents. Tim Hodges second-motion carried.

Request for Prosecutor's Opinion

***Mike Keeley moved that the administrator draft language to be submitted to the Clermont County prosecutor requesting an opinion on whether the previous Board's zoning appointments on December 21, 2005 were in compliance with the law and also whether the previous Board's action which modified the Zoning Commission's recommendations regarding the commercial portion of Eagles Nest on December 21, 2005 was in compliance with the law. Tim Hodges second-motion carried.

Adoption of January 4, 2005 Agenda

***Mike Keeley moved that the Board adopt the attached agenda for the January 4, 2006 regular meeting. Tim Hodges second-motion carried.

Adoption of Standard Meeting Agendas

***Mike Keeley moved that the Board adopt the attached agenda as the standard meeting agenda for all regular meetings until further action by the Board. Tim Hodges second-motion carried.

Gene Vanlandingham-Thank you for allowing us to talk.

Special Meeting January 2, 2006 continued

Adopt Written Procedures for Special and Emergency Meetings

***Mike Keeley moved that the Board request that the administrator draft written procedures for calling special and emergency meetings. Tim Hodges second-motion carried.

Adjournment

***Mike Keeley moved that the Board adjourn the meeting. T.J. Corcoran second-motion carried.

Trustee

Respectfully Submitted,

Sandra Graham, Clerk