Board of Trustees
Karl B. Schultz
Kendal A. Tracy
Mary Makley Wolff

Fiscal Officer
Eric C. Ferry

Administrator
Jeffrey A. Wright

Miami Township

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Administration
248-3725
248-3730 (fax)
Community Development
248-3731
Service Department
248-3728
Police Department
248-3721
Fire/EMS
248-3700
Parks / Recreation
248-3727

RESOLUTION 2019-37

The Board of Trustees of Miami Township, Clermont County, Ohio met in regular session at the Miami Township Civic Center on October 15, 2019 with the following members present:, Karl Schultz, Ken Tracy and Mary Makley Wolff

A motion was made to adopt the following Resolution:

RESOLUTION AUTHORIZING THE ADOPTION OF AN ANNUAL CONVERSION PLAN IN ACCORDANCE WITH OHIO REVISED CODE SECTION 145.01 AND OHIO ADMINISTRATIVE CODE 145-1-26 AND TO DISPENSE WITH THE SECOND READING

WHEREAS, the Ohio Public Employment Retirement System provides for an Annual Conversion Plan that allows employers to convert vacation, personal and sick leave accrued and not used to be considered as earnable income. The maximum amount of vacation, personal and sick leave that can be considered is the maximum amount an employee earns in one year.

WHEREAS, Section 145.01 of the Ohio Revised Code permits the Board of Township Trustees ("Board") to prepare an Annual Conversion Plan, and

WHEREAS, the Board desires to implement a Conversion Plan.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Miami Township, Clermont County, Ohio by authority of Section 145.01 of the Ohio Revised Code and Section 145-1-26 of the Ohio Administrative Code adopts an Annual Conversion Plan, as follows:

SECTION 1: The Board determines that all employees eligible to accrue vacation, personal and/or sick time will be eligible for conversion.

SECTION 2: The maximum amount of converted vacation, personal and sick leave that can be considered earnable salary is the amount the employee earns in the current calendar year, less any leave not taken during the calendar year. In order to be considered earnable salary the leave must have been earned in the year it was converted or the year prior if converted in January.

SECTION 3: That employees earn up to 5 weeks of vacation per year. That vacation leave is accrued annually and awarded to employees on January 1 of each year; that sick leave is accrued at a rate of 10 hours per month and is awarded the first of each month for time accrued the previous month; and personal time is awarded at a rate of eight (8) hours provided no sick time is taken by an employee during the previous 120 days. A copy of the vacation schedule is attached as Exhibit A.

SECTION 4: Conversion will occur anytime upon request of the 2020 calendar year.

SECTION 5: That it is found and determined that all formal actions of this Board of Township Trustees concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board; and that all deliberations of this Board of Township Trustees and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with the law.

SECTION 6: That the Board does hereby dispense with the requirement that this Resolution be read on two separate days, pursuant to Section 504.10 of the Ohio Revised Code, and authorizes the adoption of this Resolution upon its first reading.

SECTION 7: This Resolution shall take effect at the earliest period allowed by law.

First Reading: October 15, 2019
Second Reading: Dispensed with
Effective: November 15, 2019

The motion was seconded, and the resolution as adopted.

Resolution 2019-37 adopted October 15, 2019.

ATTEST:

Eric C. Ferry, Fiscal Officer

APPROVED AS TO FORM:

Joseph J. Braun,
Township Law Director

CERTIFICATION

I, Eric C. Ferry, Fiscal Officer of Miami Township, do hereby certify that the foregoing is taken and copied from the Record of the Proceedings of Miami Township; that the same has been compared by me with the Resolution of said Record and that it is a true and correct copy thereof.

Eric C. Ferry

Eric C. Ferry, Fiscal Officer

EXHIBIT A

Miami Township Vacation Schedule

Per the Miami Township Personnel Policy and Procedure Handbook, Section III, Vacation:

Vacation accrual rates shall be as follows:

6 months completed with superlative review from Department Head: 40 hours

12 months (1 Year) plus one day to 72 months (6 Years) completed: 80 hours

72 months (6 Years) plus one day to 180 months (15 Years) completed: 120 hours

180 months (15 Years) plus one day to 288 months (24 Years) completed: 160 hours

288 (24 Years) months plus one day or more completed: 200 hours