



RESOLUTION #26-05-047

A RESOLUTION APPROVING A FLEXIBLE CLOCK-IN/CLOCK-OUT POLICY FOR THE ROAD DEPARTMENT

The Bethel Township Board of Trustees, Bethel Township, Miami County, Ohio met in regular session on the 12th day of May, 2026 with the following Trustees being present: Kama Dick, Julie Reese and Josh Wilkerson.

Trustee Kama Dick moved for the adoption of the following resolution:

WHEREAS, the Bethel Township Board of Trustees, Miami County is committed to streamlining processes in order for the Township to remain effective and efficient; AND

WHEREAS, Road Department employees are paid hourly and must clock-in and clock-out in the firehouse building; AND

WHEREAS, the Fiscal Office has recommended to change the policy to allow the Road Department employees to have the flexibility of a grace period of plus or minus five minutes per day for their clocked-in hours and still be paid for eight (8) hours; AND

WHEREAS, this will remove the need for the employees to be waiting for the clock to hit an exact time in order to clock-in or clock-out. THEREFORE

BE IT RESOLVED, that the Bethel Township Board of Trustees, Miami County approves the policy recommended by the Fiscal Office to treat a day's work, as registered in the time clock, of between seven (7) hours fifty-five (55) minutes and eight (8) hours five (5) minutes to be equivalent to an eight (8) hour day and to be paid as an eight (8) hour day.

Trustee Josh Wilkerson seconded the motion and the Board voted as follows upon roll call:

Vote:	Trustee Kama Dick	<u>Yes</u>	<u>Kama Dick</u>
	Trustee Julie Reese	<u>Yes</u>	<u>Julie Reese</u>
	Trustee Josh Wilkerson	<u>Yes</u>	<u>Josh Wilkerson</u>

Attest: Rhonda Ross
Rhonda Ross, Fiscal Officer
Bethel Township, Miami County, Ohio