Board of Trustees
Mary Makley Wolff
Kendal A. Tracy
Mark C. Schulte

Fiscal Officer
Eric C. Ferry

Administrator / Public Safety Director
Stephen M. Kelly

Miami Township
Clermont County OH

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513-248-3731
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Police Department
513-248-3721
Fire & EMS
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Recreation
513-248-3727

RESOLUTION 2026-49

The Board of Trustees of Miami Township, Clermont County, Ohio met in regular session at the Miami Township Civic Center on November 9, 2026, with the following members present: Mark Schulte, 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, DISPENSING WITH THE SECOND READING AND DECLARING AN EMERGENCY

WHEREAS, the Ohio Public Employment Retirement System allows for an annual conversion plan where employees may convert unused vacation, personal or sick leave into cash.

WHEREAS, the maximum amount of vacation, personal and sick leave that can be considered is the maximum amount an employee earns in one year, less any amounts taken during the calendar 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 pursuant to Section 145.01 of the Ohio Revised Code and Ohio Administrative Code 145-1-26, as follows:

SECTION 1: The Board determines that all employees eligible to accrue vacation, personal and/or sick time will be eligible for conversion leave to cash for leave that is accrued, but not used, during the calendar year, as defined as January 1 to December 31, as part of an

annual conversion plan. These earnings are earnable salary on which employee and employer contributions shall be remitted to OPERS.

SECTION 2: Leave shall be converted on a last in, first out (LIFO) basis. The leave to be considered earnable salary is the leave accrued to date in the current calendar year, less any leave used to date in the same calendar year. For retiring employees, conversion payment must occur according to the plan and either prior to or during the month of their termination date for this earnable salary to be included in the calculation of Final Average Salary.

SECTION 3: The following payments made to employees shall not have retirement contributions withheld as the payments do not meet the definition of earnable salary for OPERS purposes:

- leave in excess of the annual amount of leave accrued January 1 to December 31 less leave used January 1 to time of payment
- leave earned in previous calendar years (other than payments made in January for leave accrued but not used during the previous calendar year)
- conversion of leave to employees separating employment
- conversion of leave to retiring employees outside the regular payment schedule

SECTION 4: Employees receive conversion payments at any time upon request of each year for converted leave. The maximum hours of leave employees may convert in a year is:

- Sick leave (120 hours)
- Vacation leave (240 hours)
- Personal leave (24 hours)

SECTION 5: Leave accrual is as follows:

- 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
- Vacation leave is accrued annually and awarded to employees on January 1 of each year based on years of service
- Personal leave is accrued quarterly provided based on little to no sick leave taken by an employee during the previous 120 days

SECTION 6: The Board dispenses 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: That this Board hereby finds and determines that all formal actions relative to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board and of its Committees, if any, which resulted in formal action, were taken in meetings open to the public, in full compliance with applicable legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 8. This Resolution is hereby declared to be an emergency measure necessary for the preservation of the health, safety, welfare and morals of Miami Township specifically in order to meet deadlines that will allow employees to utilize this benefit this year, and this legislation shall take effect immediately upon its passage by the affirmative vote of all members of the Board.

SECTION 9: This Resolution shall take effect at the earliest period allowed by law.

First Reading:	November 9, 2026
Second Reading:	Dispensed
Effective:	November 9, 2026

Trustee Schulte made the Motion and it was seconded by Wolff. On the roll call being called the vote resulted as follows:

Mr. Schulte	✓
Mr. Tracy	✓
Ms. Wolff	✓

Resolution 2026-49 was adopted November 9, 2026.

ATTEST:

Eric C. Ferry, Fiscal Officer

APPROVED AS TO FORM:

Joseph J. Braun,

Township Law Director

CERTIFICATION

The undersigned, as the Township Fiscal Officer of Miami Township, Clermont County, Ohio, hereby certifies that the foregoing is a true copy of Resolution 2026-49 duly passed at a regular meeting of the Board of Trustees of said Township on the 9th day of November, 2026, together with a true record of the roll call vote thereon, and that said Resolution has duly entered upon the Journal of said Township.

Eric C. Ferry

Fiscal Officer, Miami Township