

**RECORD OF PROCEEDINGS**

*Minutes of*

**Greenfield Township Trustees**

*Meeting*

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April 16, 2019  
*Held 10:05 PM*

The Greenfield Township Trustees met in special session at the township to discuss the payroll processing for the township. Kent Searle called the meeting to order. Lonnie Kosch and Kent Searle were present.

Fiscal Officer Wyne stated that the Township is currently with Jones & Company who farmed our payroll out to HR Butler.

Ben Simmons from Jones and Company was in attendance to discuss changing payroll companies. The agreement that Jones and Company had with HR Butler (the townships current payroll processing company) is not working out, he's finding there are errors or late submission on HR Butler's part. Mr. Simons wanted to offer the township the Paychex platform as Jones and Company no longer is in contract with HR Butler. When Greenfield Township was with Paychex previously, you were on the old platform and now it would be the new platform and everything would just be switched over with no re-entering of information by Greenfield.

Fiscal Officer Wyne talked about some of the problems we are having with HR Butler; our taxes and contributions are being paid late which causes late fees and the monthly & bi-weekly pays are to hit on the same day of the month and all of a sudden, they are not, monthly is a few days later. They tried to charge us fees for 2 payrolls, but we had that removed along with any late fees or interest that Greenfield is being charged with due to them filing late.

Discussion of what filings they will do, what types of reports could be offered, accounting breakdowns and data submissions were discussed. Mr. Simmons said they prefer to start anew client at the beginning of a quarter for tax and funding purposes.

Mr. Simmons is to contact Fiscal Office Wyne with costs for this service.

Motion made to adjourn made by Trustee Kosch, seconded by Trustee Searle.

*ROLL CALL: Kosch: yes, Searle: yes. Motion passed 2-0*

Meeting adjourned at 10:32.