

First Reading: December 18, 2018
Second Reading: dispensed

RESOLUTION 2018- 147

**A RESOLUTION ESTABLISHING THE LAW ENFORCEMENT TRUST FUND AND
ADOPTING AN INTERNAL CONTROL POLICY**

WHEREAS, the Board of Township Trustees of Sycamore Township desires to establish a Law Enforcement Trust Fund for the deposit of fund received for drug related offenses and from the sale of forfeited property and contraband received during law enforcement activities;

NOW THEREFORE, BE IT RESOLVED by the Board of Township Trustees of Sycamore Township, State of Ohio:

SECTION 1. There is hereby established the Law Enforcement Trust Fund for Sycamore Township. The Board also establishes the attached Law Enforcement Trust Fund Internal Control Policy which shall control the receipt, control, use, and expenditure of funds received into the Law Enforcement Trust Fund.

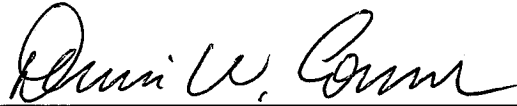
SECTION 2. The Board of Township Trustees of Sycamore Township, by at least a two-thirds vote of all its members, dispenses with any requirement that this Resolution be read on two separate days and authorizes its passage upon the first reading.

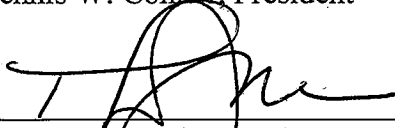
SECTION 3. This Resolution shall take effect on the earliest date allowed by law.

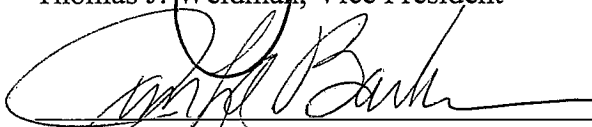
VOTE RECORD:

Mr. Connor Aye Mr. LaBarbara Aye Mr. Weidman Aye

PASSED at the meeting of the Board of Trustees of Sycamore Township this 18th day of December, 2018.

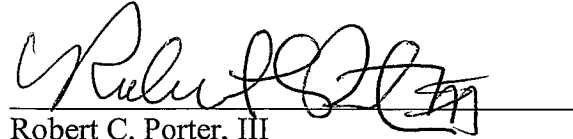

Dennis W. Connor, President


Thomas J. Weidman, Vice President


Jim LaBarbara, Trustee

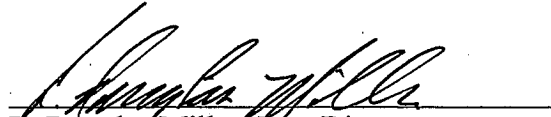
AUTHENTICATION

This is to certify that this Resolution was duly passed and filed with the Sycamore Township Fiscal Officer, this 18th day of December, 2018.

A handwritten signature in black ink, appearing to read "Robert C. Porter, III", written over a horizontal line.

Robert C. Porter, III
Sycamore Township Fiscal Officer

APPROVED AS TO FORM:

A handwritten signature in black ink, appearing to read "R. Douglas Miller", written over a horizontal line.
R. Douglas Miller, Law Director

LAW ENFORCEMENT TRUST FUND

INTERNAL CONTROL POLICY

The Board of Township Trustees of Sycamore Township (the "Board") receives and disburses public funds from different resources. It is incumbent upon the Board to make this process as transparent as possible. The State of Ohio Auditor's guidelines and various statutory requirements define the proper accounting principles and procedures to be followed. This policy will address the Law Enforcement Trust Fund (LETf).

1. The Law Enforcement Trust fund, pursuant to ORC 2981.12 & 13 contains specific guidelines for the disbursement and disposition of funds obtained from contraband or instrumentally forfeited property. This policy fulfills ORC 2981.13(C)(2)(a) which requires an internal control policy must be adopted by an agency who receives these funds.

2. LETf funds are used pursuant to guidelines contained in ORC 2981.13 or for law enforcement purposes determined to be proper by the Board. Specifically, ORC 2981.13 states the LETf will be used by the Township subject to the requirements of this section and only for the following purposes:

- a.) To pay the costs of protracted or complex investigations or prosecutions;
- b.) To provide reasonable technical training or expertise;
- c.) To provide matching funds to obtain federal grants to aid law enforcement, in support of DARE programs or other programs designed to educate adults or children with respect to the dangers associated with the use of drugs of abuse;
- d.) To pay the costs of emergency action taken under ORC 3745.13 relative to the operation of an illegal methamphetamine laboratory if the forfeited property or money involved was that of a person responsible for the operation of the laboratory.

e.) At least ten percent of the first one hundred thousand dollars of amounts deposited during each calendar year in the Township's law enforcement trust fund under this section, and at least twenty percent of the amounts exceeding one hundred thousand dollars that are so deposited, shall be used in connection with community prevention education programs. The manner of use will be determined by the Board after receiving and considering advice on appropriate community preventive education programs from county agencies such as a board of alcohol, drug addiction, and mental health services, from the county's alcohol and drug addiction services board, or through appropriate community dialogue. The financial records kept under the internal control policy will specify the amount deposited during each calendar year and the portion of that amount that was used in this effort and the programs in connection with which the portion of that amount was so used. Programs may include, but not limited to DARE programs and other programs designed to educate adults or children with respect to the dangers associated with using drugs of abuse.

f.) For other law enforcement purposes that the Board determines to be appropriate.

3. The Ohio Revised Code requires two annual accounting reports to LETF activity:

a.) No later than January 31 of each year, a report will be submitted to the Board detailing the previous year's expenditures from the LETF. The report will verify the moneys from the LETF were expended only for the purposes authorized by ORC 2981.13 or other relevant state statute. The report will specify the amount expended for each authorized purpose.

b.) No later than March 1 of each year, a detailed report recording each item seized as contraband under this section will be filed with the Ohio Attorney General. This obligation may be met if such items seized as contraband are included in the report of the Hamilton County Sheriff.