

# CLAY TOWNSHIP

## Board of Trustees Meeting

June 19, 2017

The regular meeting of Clay Township Trustees was called to order by Trustee Vice President Dave Vore at 6:00 pm. The Pledge of Allegiance was said and a moment of silence was observed for our veterans and emergency personnel serving here and abroad who protect us every day and taking care of the community.

Roll call:

Mr. Winner, present Mr. Woolf, absent Mr. Vore, present

Trustee Vore moved to approve the minutes from the June 5, 2017 Trustee Meeting; seconded by Trustee Winner.

Roll call:

Winner – Yes

Vore – Yes

### Hearing from the Public:

None

### Department Reports:

Police – Chief VanGundy presented revised bi-weekly timesheets to provide uniformity for all employees time reporting and to provide pertinent information by department. The department heads had reviewed as well as the Fiscal Officer and are ready for approval. Trustee Vore had general questions on revised timesheets for the police. Trustee Vore moved accept the revised bi-weekly timesheets and Trustee Winner seconded the motion.

Roll call:

Winner – Yes

Vore – Yes

There was general discussion concerning the retention of records in personnel files for police employees. Chief VanGundy indicated that in his discussion with Ass't Prosecuting Attorney Hale that it was recommended to change the Township's Recorded Retention policy to coincide the required retention period for police records and the related time periods of retention. Chief VanGundy will review current Record Retention Policy and prepare proposed updates on the record retention criteria for police personnel records.

Trustee Vore presented Resolution 2017-028 to authorize hiring Chad Norman for an extended part-time police position. Trustee Vore moved to accept the resolution; Trustee Winner seconded the motion.

Roll call:

Winner – Yes

Vore – Yes

Trustee Vore presented Resolution 2017-029 to approve the speed revision on Perkins Street. Trustee Vore moved to accept the resolution and Trustee Winner seconded the motion.

Roll call:

Winner – Yes

Vore – Yes

Trustee Vore presented Resolution 2017-030 to approve the speed revision on Kemple Street. Trustee Vore moved to accept the resolution and Trustee Winner seconded the motion.

Roll call:

Winner – Yes

Vore – Yes

Trustee Vore presented Resolution 2017-031 to approve the speed revision on Access Road. Trustee Vore moved to accept the resolution and Trustee Winner seconded the motion.

Roll call:

Winner – Yes

Vore – Yes

Road & Cemetery – Keith Lucking was present for Road/Cemetery Superintendent Majeski and reported that Hensley's road work will start June 28<sup>th</sup> and they continue on getting caught up on their mowing.

Fiscal Officer:

Fiscal Officer Limbert indicated the financial information for May had been distributed.

Fiscal Officer Limbert presented Blanket Certificates as prepared for the payment of bills. Trustee Winner moved to accept the Blanket Certificates as presented. Trustee Vore seconded the motion.

Roll call:

Winner – Yes

Vore – Yes

Fiscal Officer Limbert presented the warrants and payment vouchers for approval to pay as prepared. Trustee Winner moved to pay the warrants and payment vouchers as prepared. Trustee Vore seconded the motion.

Roll call:

Winner – Yes

Vore – Yes

Unfinished Business:

None

New Business:

Fiscal Officer Limbert presented and opened the three RFPs that had been received for Website Design and Implementation for Clay Township from Oasis Visuals, EMS and CivicPlus. Fiscal Officer Limbert will forward copies of the RFPs to the Trustees and prepare a summary of them.

Resolution 2017-032 for the purchase of two warning sirens partnering with the Village of Phillipsburg and City of Clayton was presented. Trustee Vore gave a history of the funds being made available for the siren project. The Township has worked with the City of Clayton and the Village of Phillipsburg on this project to cover critical areas of the Township including the JEDD, the KOA and the drive-in theater. Mayor Crabtree of Phillipsburg indicated their siren would be located close to the Community Center. Clay Township's portion would be not to exceed \$5,267.48 per siren. Trustee Vore moved to accept Resolution 2017-0032 and Trustee Winner seconded the motion.

Roll call:

Winner – Yes

Vore – Yes

Trustee Vore presented Resolution 2017-033 proposing purchasing a warning siren for Clay Township to be located at the Township House for a total cost not to exceed \$10,534.96. Trustee Vore moved to accept the resolution and Trustee Winner seconded the motion.

Roll call:

Winner – Yes

Vore – Yes

Trustee Vore indicated that project will start in July. Mayor Crabtree, Village of Phillipsburg, was present to provide a copy of their Resolution 979 on accepting the joint purchase of the siren to be located near their Community Center and accepting our Resolution 2017-032.

Trustee:

Trustee Winner gave an update on the Pansing Road Issue II as the request of bids has gone out with bid opening on June 30<sup>th</sup>. The project appears to be on schedule.

Trustee Vore gave an update on the Trustee Emergency Meeting on June 9, 2017 to stay in Montgomery County CDBG and HOME Investment Partnership (HUD related) based upon additional information concerning the program. The Township will look into possible projects to apply for to utilize the program.

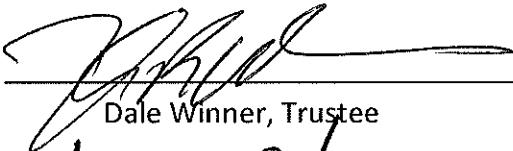
Trustee Winner moved to adjourn the meeting and Trustee Vore seconded the motion.

Roll call:

Winner – Yes

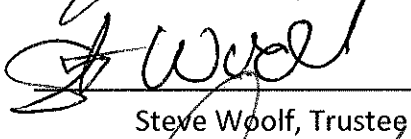
Vore – Yes

Meeting adjourned at 6:28pm.



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Dale Winner, Trustee



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Steve Woolf, Trustee



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Dave Vore, Trustee



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Bradley E. Limbert, Fiscal Officer