

CLAY TOWNSHIP

Board of Trustees Meeting

August 6, 2018

The regular meeting of Clay Township Trustees was called to order by Trustee President David Vore at 5:00 pm. The Pledge of Allegiance was said and a moment of silence was observed for our employees, military veterans and first responders serving our community and country.

Roll call:

Requarth, present Woolf, present Vore, present

Trustee Vore moved to approve the minutes from the July 16, 2018 regular Trustee meeting; Trustee Requarth seconded the motion.

Roll call:

Requarth – Yes Woolf – Yes Vore - Yes

Hearing from the Public:

Gary Horstman had a question on the “Keep Clay Clean” event if it was open to all residents of Clay Township. It was noted that it was for all of Clay Township’s residents in the ClayPhil Trash District which did not include residents that were in the City of Brookville since they had their trash pickup through the City of Brookville. Mr. Horstman indicated that the minutes had residents in the Fire/EMS Levies, not the Clay/Phil Trash District. Everyone concurred that that should be the Clay/Phil Trash District and the minutes will be adjusted accordingly.

Department Reports:

Police Department – Chief VanGundy had nothing to report.

Trustee Vore presented a “Part-Time Conditional Offer Agreement” for new police hires. Trustee Vore moved to accept the agreement; Trustee Requarth seconded the motion.

Roll call:

Requarth – Yes Woolf – Yes Vore - Yes

Trustee Vore presented Resolution 2018-022 for the Change of Employment Status for Chad Norman. Trustee Woolf moved to adopt the resolution; Trustee Vore seconded the motion.

Roll call:

Requarth – Yes Woolf – Yes Vore - Yes

Trustee Vore presented Resolution 2018-023 to Update Policy/Procedures 41.3 Patrol Equipment. Trustee Vore moved adopted the resolution; Trustee Requarth seconded the motion.

Roll call:

Requarth – Yes Woolf – Yes Vore - Yes

Trustee Vore presented Resolution 2018-024 for the Employment of William Stewart as a Police Extended Part Time Employee. Trustee Vore moved to accept the resolution; Trustee Requarth seconded the motion.

Roll call:

Requarth – Yes Woolf – Yes Vore - Yes

Trustee Vore presented Resolution 2018-025 for Base Salary Increase for Police Staff. Trustee Woolf moved to accept the resolution; Trustee Requarth seconded the motion.

Roll call:

Requarth – Yes Woolf – Yes Vore - Yes

Trustee Requarth commented that this salary increase was a step toward a competitive pay scale for the Township. Fiscal Officer Limbert inquired on the effective date of the resolution. After general discussion, the effective date should begin the next pay period starting August 11, 2018. Trustee Requarth moved to make the effective date August 11, 2018; Trustee Woolf seconded the motion.

Roll call:

Requarth – Yes Woolf – Yes Vore - Yes

Cemetery/Road Department – Superintendent Chris Maleski had nothing to report.

Trustee Woolf presented the July Report of Superintendent of Arlington Cemetery. Trustee Vore moved to accept the report; Trustee Requarth seconded the motion.

Roll call:

Requarth – Yes Woolf – Yes Vore - Yes

Trustee Requarth had a question on status of records of the recently acquired Phillipsburg Cemetery. Trust Woolf indicated that we are in the process of obtaining the burial records from the Church and the records should be available to the public when received.

Fiscal Officer Limbert present three deeds for recently sold lots. Trustees Vore moved to approve the issuance of deed 2018-08-001; Trustee Woolf seconded the motion.

Roll call:

Requarth – Yes Woolf – Yes Vore - Yes

Trustee Vore moved to approve the issuance of deed 2018-08-002; Trustee Requarth seconded the motion.

Roll call:

Requarth – Yes Woolf – Yes Vore - Yes

Trustee Vore moved to approve the issuance of deed 2018-08-003; Trustee Requarth seconded the motion.

Roll call:

Requarth – Yes Woolf – Yes Vore - Yes

Zoning – Zoning Officer Brown, not present. The Trustees acknowledge receiving Zoning Officer Brown’s report.

Fiscal Officer:

Fiscal Officer Limbert presented the Financial Package Acceptance which included the June bank reconciliation and June financials that had been previously distributed, Appropriation Re-Allocations, Blanket Certificates, and warrants and electronic payments for Trustee approval. Trustee Vore moved to accept the Financial Package as presented; Trustee Requarth second the motion.

Roll call:

Requarth – Yes Woolf – Yes Vore - Yes

Fiscal Officer Limbert reported that he had received a draft of the Audit report and had prepared a response to couple of the procedural items noted. The auditors are planning

on completing the report next week and should have information for a meeting if the Trustees would like to meet to go over the audit.

Unfinished Business:

Trustee Vore shared that the Trustees had a work session just before our regular meeting concerning Issue II projects that are being considered and that Kramer and Associates will be working on the applications and a special meeting will be called to approve and sign the application for the August 22 filing deadline to be met.

Trustee Woolf gave an update on the Wengerlawn Lighting District. After reviewing the light district agreement and consultation with our legal advisor, the legal advisor indicated we have three choices to update the district agreement to get it "current." The Township can: 1) terminate the district 2), turn the district over to Miami Valley (DP&L) to handle, or 3) continue as is. There was general discussion for handling repair costs and alternatives for the District including an up-grade for the lights...items that should have input from the residents as the costs can be significant. Trustee Woolf will coordinate the process to send out letters to the district's residents indicating the need to address issues of the lighting district. Fiscal Officer Limbert indicated that real estate tax assessments are adjusted annually at the end of the year and the resident's taxes are adjusted accordingly.

Trustee Woolf gave an update for the Electric and Natural Gas Aggregation as paperwork has been properly filed and the issue will be on the ballot.

Trustee Woolf gave an update on "Keep Clay Clean" as to what is planned, the coordination of events and promotion of the event. They are ready to go.

New Business:

Trustee Woolf shared information on the upcoming Northmont Chamber of Commerce Publication which includes cemetery promotion/ads which would cost the Township approximately \$800 per year. There was general discussion and Trustee Woolf recommended not to participate in the publication for the cemetery and the other Trustees agreed.

Trustees Reports:

Trustee Woolf presented a ditch assessment of \$1,611.90 from MC Commissioners for the Strunk Drainage Project. Trustee Woolf moved to pay the assessment; Trustee Requarth seconded the motion.

Roll call:

Requarth – Yes

Woolf – Yes

Vore - Yes

Trustee Requarth reported that the Township house's exterior doors have been replaced and thanked Chief VanGundy for the replacement coordination. The Township will be getting a battery backup for the locks so the doors can be opened if the power ever goes out. Chief VanGundy shared that police side exterior door will be re-keyed so all the police keys would not have to be replaced.

Trustee Vore followed up on the HRA/HSA response that was received earlier in the day on a question concerning HRA/HSA information. The response that he received was distributed to the Trustees.

Trustee Vore Dave shared that he had received an e-mail from iWorQ concerning an update for the ZonePro program. Fiscal Officer Limbert reported that they are terminating support the program earlier than expected. iWorQ is backing up everyone as a precaution and sending notification of the situation. We should be OK as we are in the process of converting.

Trustee Vore indicated that he is working on the police budget for some sort of agree with the Village of Phillipsburg. Some legal items are being considered as well with the attorney. Trustee Vore indicating they are working on the update taking into consideration current actual/budget items such as the cost of tires that have been higher than the year to date budget. He is moving forward on the project.

Trustee Woolf moved to adjourn the meeting; Trustee Vore seconded the motion.

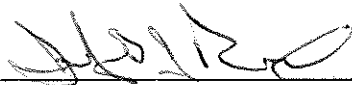
Roll call:

Requarth – Yes

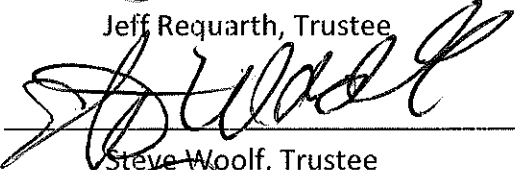
Woolf – Yes

Vore - Yes

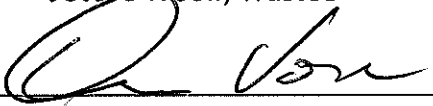
Meeting adjourned at 5:42pm.



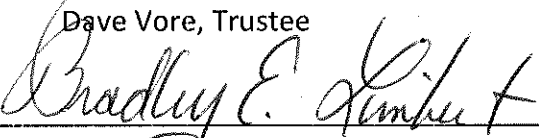
Jeff Requarth, Trustee



Steve Woolf, Trustee



Dave Vore, Trustee



Bradley E. Limbert, Fiscal Officer