

# CLAY TOWNSHIP

## Board of Trustees Meeting

September 17, 2018

The regular meeting of Clay Township Trustees was called to order by Trustee Vice President Steve Woolf 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, absent

Trustee Vore moved to approve the minutes from the September 20, 2018 regular Trustee meeting; Trustee Requarth seconded the motion.

Roll call:

Requarth – Yes      Woolf – Yes

### Hearing from the Public:

No requests.

### Department Reports:

Police Department – Police Chief VanGundy was not present.

Cemetery/Road Department – Superintendent Chris Maleski was not present.

Trustee Woolf distributed an estimate by J & A Construction work to be done to Lutheran Road that is in very bad shape for \$15,000. Trustee Woolf indicated that this roadwork does not qualify for Issue II monies. There was general discussion on the work to be done on the road and the status of the cemetery. Trustee Requarth inquired about possible bids for the work done since it is over a \$3,000. Trustee Woolf moved to table the bid and proceed in obtaining additional bids, Trustee Requarth seconded the motion.

Roll call:

Requarth – Yes      Woolf – Yes      Vore - Yes

Trustee Woolf had received a “Thank You” card from a family who had a family member in the mausoleum in appreciation for the work that Superintendent Maleski and the Township employees had done for the recent repairs. The family had included payment for the repairs.

Trustee Woolf had received some paperwork/map on the Lutheran cemetery for the burials from Emanuel Lutheran Church. They were given to Fiscal Officer Limbert to make copies for Township records and then forward them to Cemetery Superintendent Maleski.

Zoning – Zoning Officer Brown was not present and his zoning report had been distributed earlier.

Fiscal Officer:

Fiscal Officer Limbert presented the Financial Package Acceptance which included the Appropriation Re-Allocations, Blanket Certificates and Purchase Orders, 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

There was discussion on utilizing ACH and electronic payments of employee benefits. Fiscal Officer Limbert indicated that the monthly medical insurance premiums were set up to be paid automatically on a monthly basis. After general discussion, Trustee Woolf moved to approve Fiscal Officer Limbert to set up as many of the Township employee benefits as possible for automatic payment, Trustee Vore seconded the motion.

Roll call:

Requarth – Yes      Woolf – Yes      Vore - Yes

Fiscal Officer Limbert will report back on the progress of the transition to automatic electronic payments for employee benefits and also what monthly bills can utilize monthly electronic payment as well.

New Business:

Trustee Vore asked Trustee Woolf to explain the situation with the sales tax increase and how Townships are holding discussions. Trustee Woolf reported the Montgomery County Commissioners recently passed a resolution to raise the sales tax an additional .25% beginning October 1, 2018 which will raise a projected \$19 million dollars of new revenue annually with approximately \$9 million to cover the County's revenue loss from the Medicare Tax being taken away by the State of Ohio. There is Township leaders discussion on what the Commissioners will be doing with the remaining \$10 million dollars. The County has made cuts in funding to Townships. A few leaders of the Townships decided to draft a sample resolution for each Township to consider endorsing. The resolution requests that the Montgomery County Commissioners to share some of that revenue from the sales tax with Townships. Some Townships have already done so, some Townships are considering it, and a few Township have decided not to do so. There was general discussion and Trustee Woolf indicated that the monies to be received were for the general fund. Trustee Vore indicated that the requested 5% to be distributed to the Townships he felt was low, but it is important to participate. Trustee Vore moved to adopt Resolution 2018 -032 for the Request the Board of Commissioners to Distribution a Portion of the Funds to be Received form the Additional Sales Tax enacted on June 26, 2018. Trustee Requarth seconded the motion. Trustee Woolf indicated the monies the County received would be divided evenly among the Townships.

Roll call:

Requarth – Yes

Woolf – Yes

Vore - Yes

Trustee Reports:

Trustee Woolf shared that he had received a draft of the Solid Waste Management Plan updated from 16 years ago. This plan will be distributed to the Trustees to review.

Trustee Vore moved to go to Executive Session to discuss contracts, Trustee Requarth seconded the motion.

Roll call:

Requarth – Yes

Woolf – Yes

Vore – Yes

The Trustees went into Executive Session at 5:39pm.

Trustees came out of executive session indicating no actions were taken during the Executive Session and there was nothing further to discuss.

Fiscal Officer Limbert requested a review of the current payroll procedures that currently have the employee timesheets turned in Friday noon (the payroll runs from Saturday through Friday) with payroll direct deposit data that needs to be sent to the bank by Monday to have timely payment on Wednesday. There is potential issues in this process if there is a Monday holiday, the Township may have computer issues over the weekend in which UAN could not address the issue until Monday or other items that might delay the payroll processing. There was general discussion. Trustee Requarth will look into the possibility of changing payroll process to allow more time for processing payroll. The Trustees were agreeable for Fiscal Officer Limbert to process payroll Friday when received, review the payroll before distribution and to make any time adjustments when needed in the following pay period.

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

Roll call:

Requarth – Yes

Woolf – Yes

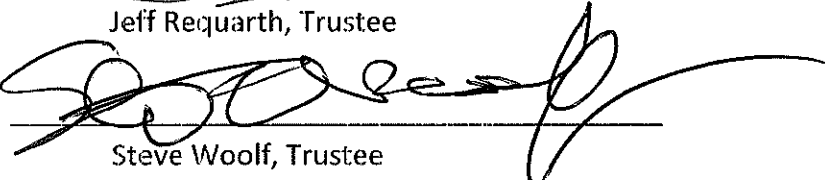
Vore - Yes

Meeting adjourned at 6:42pm.



---

Jeff Requarth, Trustee

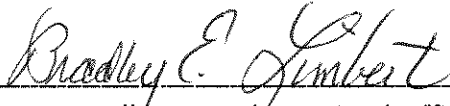


---

Steve Woolf, Trustee

---

Dave Vore, Trustee



---

Bradley E. Limbert, Fiscal Officer