

CLAY TOWNSHIP

Board of Trustees Meeting

May 7, 2018

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

Roll call:

Requarth, present Woolf, present Vore, present

Trustee Woolf moved to approve the minutes from the April 16, 2018 regular Trustee meeting; seconded by Trustee Requarth.

Roll call:

Requarth – Yes Woolf – yes Vore – Yes

Hearing from the Public:

None

Department Reports:

Police – Chief VanGundy reported that he had submitted a 2018/2019 grant to the Ohio Department of Justice requesting five bulletproof vests in their Bulletproof Vest Program utilizing about \$2,500 from the grant.

Chief VanGundy also reported that the Township will be participating in the Traffic Enforcement Mobilization program through the Ohio Department of Public Safety emphasizing seatbelt utilization using the “Click It or Ticket” program from May 21 through June 3 and “Drive Sober or Get Pull Over” program from August 17 through September 3. The Police Department will have extra traffic cars out for the program.

Chief VanGundy would also like to thank Ronald Marsh who donated seven first aid kits for the police cruisers. They were much appreciated.

Zoning – Zoning Officer Brown had nothing to report. His report had been distributed earlier to the Trustees.

Road/Cemetery - Superintendent Majeski was not present.

Fiscal Officer:

Fiscal Officer Limbert presented Appropriation Reallocations to allow for payment of bills. Trustee Vore moved to approve the Appropriation Reallocations; Trustee Requarth seconded the motion.

Roll call:

Requarth – Yes Woolf – Yes Vore – Yes

Fiscal Officer Limbert presented Blanket Certificates and Purchase Orders for the payment of bills. Trustee Vore moved to approve the Blanket Certificates and Purchase Orders as presented; Trustee Woolf seconded the motion.

Roll call:

Requarth – Yes Woolf – Yes Vore – Yes

Fiscal Officer Limbert presented warrants, electronic payments and payroll vouchers/warrants for approval. Trustee Vore moved to approve warrants and electronic vouchers as presented; Trustee Woolf seconded the motion.

Roll call:

Requarth – Yes Woolf – Yes Vore – Yes

Resolution 2018-014 was presented for the Assessment of First Quarter Delinquent Trash Bills for a total of \$7,663.41. Trustee Vore moved to approve the resolution. Trustee Requarth seconded the motion. Trustee Requarth inquired as to if those presented are only for the first quarter or if they were a cumulative amount. Fiscal Officer Limbert indicated that it was for the billings sent the first quarter (current quarterly billing and previous quarter unpaid carryover) and shared that for billings over \$100 each quarter a notice is sent out concerning the resident's delinquent account before the account is assessed.

Roll call:

Requarth – Yes Woolf – Yes Vore – Yes

Trustee Vore presented four deeds for the sale of cemetery lots. Trustee Vore moved to approve the sale of the lots; Trustee Woolf seconded the motion.

Roll call:

Requarth – Yes

Woolf – Yes

Vore – Yes

Unfinished Business:

Trustee Woolf provided an update on the Emanuel Lutheran Church Cemetery. The Church has taken the deed to the Recorder's office and we are waiting approval and issuance of a new deed. The Township is currently mowing the cemetery and working on ordering new signs for the cemetery.

New Business

None

Trustee Reports

Trustee Requarth provided an update on the Policy Change for employees and presented changes to the current policy. Trustee Requarth indicated that he had read the letter from the police officers concerning comp time and believes that the proposed changes, which included eliminating comp time, would be best for the Township. Trustee Requarth presented and moved to accept the changes to the Township as presented. Trustee Woolf seconded the motion. Trustee Vore indicated that after review of the proposed changes, he felt there should be further consideration that comp time would be beneficial for the police. Trustee Woolf indicated that comp time was not used very much for the Road/Cemetery.

Roll call:

Requarth – Yes

Woolf – Yes

Vore – No

Trustee Requarth presented concerns on having the Drug Box located in the general office area. There was general discussion on the procedures for placing drugs in the box and safety. There was concern on the containment of the drugs turned in which may be only plastic bags or non-crushable boxes. Police Chief VanGundy will forward the police policy on the handling of drugs to Trustee Requarth to review what the policy is and what may be posted for public knowledge.

Trustee Requarth gave an EMS/Fire levy update; articles have been written, signs have been put up, literature have been mailed by the Villages of Phillipsburg and Verona and description on the articles that had been written. Trustee Woolf has been knocking on resident's doors to share information on the levy as well.

Trustee Woolf reported on the FSA program and that two remaining FSA rejections not to participate are still needed for two remaining officers to be signed. When all the paperwork is completed, then the plan can formally be in place.

Trustee Woolf reported that he had met with resident Jim Day concerning his property and procedures concerning digging in the Township's "right of way." Zoning Officer Brown was very helpful with the situation and having the permit for digging requirement helps explain the process.

Trustee Woolf was in Columbus and reported that a bill(HB168) is coming out concerning management of cemeteries that could change future cemetery operations dramatically. Information will be shared as it becomes available.

Trustee Woolf thank Trustee Requarth for upgrading the lights in parking lot – the new LED lighting is very good.

Trustee Woolf shared that August 11th will be the next "Keep Clay Clean" Day from 8am - 12pm at Phillipsburg Community Park; residents will be able to donate to Goodwill, dispose of tires, have paper shredded, utilize a drug drop off, etc. Flyers will be sent to every home in the Township. Arrangements have been made to have two free dumpsters provided and they are working on additional donated dumpsters to potentially have no cost for dumpsters this year.

Trustee Woolf updated the Trustees on roadwork in the Township. Trustee Woolf reported that the bridge on Diamond Mill Road over I70 will be closed for 45 day and overall improvements for Diamond Mill Road will have periodic closures over the next 60 days. The work by J&A Construction paving/repair of selected Township Road has been completed and Trustee Woolf presented the J&A Construction bill to Fiscal Officer Limbert to pay. The County Engineer had listed the various road projects throughout the County and Clay had be awarded several this year. Timesheets for the Road and Cemetery for the pay period have been approved and given to Fiscal Officer Limbert.

Trustee Woolf reminded the Trustees that the MCTA will be having their May 17th meeting at Rob's and it is being co-sponsored with Perry Township.

Trustee Woolf reported that new signs have been put up in Arlington and Parish Cemeteries.

Trustee Woolf reported that older records for the Wengerlawn Lighting District have been located. Trustee Woolf will follow up to create proper documentation for the lighting district as they move forward in addressing issues in the lighting district.

Trustee Woolf provided miscellaneous things for the Fiscal Officer.

Trustee Requarth reported that the LED lights upgrades recently approved have been installed. Trustee Requarth will look more into generators for the Township. It appears that we may need two servicing the office building and the road/cemetery buildings. There are a couple other offices/areas that can be updated with LED lights and Trustee Requarth will look into those later in the year. Trustee Woolf indicated that we may be able to utilize grants for the generators similar to what we had done with the City of Brookville for generators for their Fire/EMS department. Trustee Woolf will forward information to Trust Requarth for the potential grants.

Trustee Vore shared that he had recently receive notice on a change in the benefit book that had been previously distributed for our Medical Mutual health insurance. Fiscal Officer also noted the monthly premium rate have gone up. Trustee Woolf will look into what the changes are and how that compares with what was presented to Trustees.

Trustee Vore had followed up on the recent request from the Village of Phillipsburg concerning some sort of "partnering" on police coverage and departments. Trustee Vore had reviewed the situation with Chief VanGundy. Trustee Vore indicated that the Village of Phillipsburg receives around \$42,000 annually from levies and Clay Township receives around \$666,000. There was general discussion. Trustee Vore is gathering information on a possible partnership. Trustee Requarth would like a work session to discuss when information and financial data are available. Trustee Vore indicated that there had been a question on a requirement that Clay Township may have to provide coverage if the Village disbands their police department. Legal counsel indicated that would not be the case based upon some court cases. Trustee Vore will obtain additional information on disbanding procedures for police departments. Trustee Vore noted that if cities/villages

“disband” that the residents would become Township residents and follow Township rules/laws.

Trustee Vore had a concern/question on the recent ad that was in the local paper advertising the Road/Cemetery part-time position. Apparently, due to publishing deadlines, the applications due for the advertised job was April 25th the day the paper came out. Trustee Woolf indicated that the ad was ran in the Miami Valley News and the Brookville Star; they had received two applications by the due date and one after the due date. There was general discussion on the ads, papers and the timing of the due date for applications. Trustee Woolf indicated that one of the applicants had been hired. Trustee Vore inquired if the employee had been processed as outlined by the Township’s hiring procedures requiring background check, drug testing and approval by the Trustees. There was discussion on the road/cemetery part-time resolution passed, however the publication cut-off dates for the ad delayed when it was in the Brookville Star. There was general discussion on what could be done to provide an opportunity for residents that receive the Brookville Star to apply and the Township’s procedures for hiring a new employee. Since the hiring procedures have not been followed, the “new” employee will not be able to work anymore until tests have been completed and the hiring approved by the Trustees. The Trustees also decided to run the road/cemetery part-time employment ad again to provide equal opportunity for all residents to apply and proceed with the process of hiring another part-time employee. Trustee Requarth moved to recall the previous motion to withdraw the ad previously approved and moved to approve Resolution 2018-015 to hire a road/cemetery part-time employee with applications due May 31st for approval at the June 4th Trustee meeting and to advertise in the Brookville Star, Miami Valley News and Clay Township website; Trustee Woolf seconded the motion.

Roll call:

Requarth – Yes Woolf – Yes Vore – Yes

Trustee Woolf will send certified letters to the applicants previously received notifying them of the position being advertised again.

Trustee Vore presented the April report for Cemetery as submitted. Trustee Vore moved to accept the report; Trustee Requarth seconded the motion.

Roll call:

Requarth – Yes Woolf – Yes Vore – Yes

Trustee Vore shared that Montgomery County is planning to increase sales tax by .25% to be voted on by the County Commissioners. Trustee Vore thinks that this sales tax increase action may have an adverse effect on future levies in the county.

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

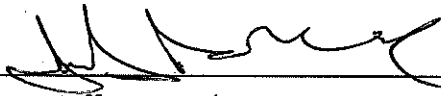
Roll call:

Requarth – Yes

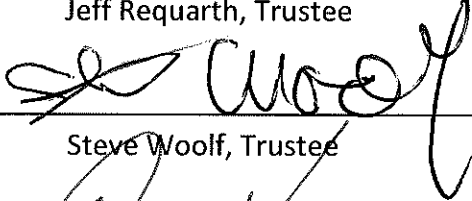
Trustee Woolf – Yes

Vore – Yes

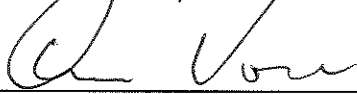
Meeting adjourned at 5:59pm.



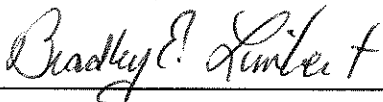
Jeff Requarth, Trustee



Steve Woolf, Trustee



Dave Vore, Trustee



Bradley E. Limbert, Fiscal Officer