

CLAY TOWNSHIP

Board of Trustees Meeting

October 3, 2016

The regular meeting of Clay Township Trustees was called to order by Trustee President Dale Winner at 6:00 pm. The Pledge of Alliance was said and a moment of silence was observed for our veterans and first responders serving our community and country.

Roll call: Mr. Vore, present, Mr. Woolf, present Mr. Winner, present

Trustee Woolf moved to approve the minutes from September 19, 2016, seconded by Trustee Vore.

Roll call:

Vore – Yes

Winner – Yes

Woolf – Yes

Hearing from the Public:

No requests.

Department Reports:

Police – Chief VanGundy reported that the OVI grant program will be addressed at their next meeting October 11, 2016 and that Clay Township would like to continue to participate in the program. The program provides reimbursement of up to \$8,000 for personnel “on-call” which includes direct and indirect costs. AAA hosts the event for the Dayton administration. Four copies of application are to be filed. Trustee Vore moved to continue participation and to have our application ready for their October 31, 2016 meeting. Trustee Winner seconded the motion.

Roll call:

Vore – Yes

Winner – Yes

Woolf - Yes

Resolution 2016-035 for the purchase of patrol rifles was presented. The Trustees discussed that the Township rifles are out of date and need to be upgraded to match what is needed on the streets. Trustee Vore moved to approve Resolution 2016-035 not to exceed \$3,000. Trustee Winner seconded the motion.

Roll call:

Vore – Yes

Winner – Yes

Woolf - Yes

an old telephone pole was cut off which continues to sink over time as the pole decays. The Trustees were concerned there might be an issue when snow plowing is done this winter.

Superintendent Maleski updated the Trustees on the Timesheet Daily Log and its related procedures. The log was redone to correlate with the Township's payroll time sheet and broken their time down between Road & Cemetery. Trustee Vore indicated that more detail in the description the better. Superintendent Maleski indicated they have a set route for plowing and mowing. They were planning indicating they were on the plowing and/or road mowing route. It was recommended that sections should be indicated for each time period being entered on the Log. Fiscal Officer Limbert questioned how over time should be allocation when working on the roads and cemetery during the week. After some discussion, overtime will continue to be allocated 50/50. Chief VanGundy suggested that the Road/Cemetery Department keep their daily logs in a binder like the Police Department to be consistent and readily available when questions arise. Trustee Woolf questioned as to if the Fiscal Officer would have file them or if they are to be handled the same as the Police Department and stored in the Records Room. Trustee Winner recommended we should handle all the logs the same way and be filed in the Records Room as currently being done. The Trustees indicated they appreciated Chief VanGundy and Superintendent Maleski working together on this.

Superintendent Maleski also reported they had the first burial in the new mausoleum.

Zoning Report – Zoning Enforcement Officer (ZEO) Justin Brown indicated his report distributed had all updates and would entertain any questions. There were no questions.

Trustee Vore updated the Trustees on the recent developments on property maintenance codes. Prosecuting Attorney Assistant Ketter indicated that the Code being reviewed calls for powers the township does not have and many of the items are already in the ORC with some may not exactly match ORC...codes need to match. It would appear that a great deal of the Property Maintenance Code (PMC) could be delated. Mr. Ketter will review the Code with Butler Township as their code was used as a guide for our code and see what, if any, issues they have had. The e-mail received from Mr. Ketter will be shared with Zoning Board by ZEO Brown. Gary Horstman, Zoning Board member, indicated they tried to get a working document but the ORC causes issues when creating a PMC. ZEO Brown will need to use the ORC when addressing property maintenance issues. The Property Maintenance Code may not go anywhere in its present form.

Fiscal Officer:

Blanket Certificate and Purchase Orders were presented. Trustee Woolf moved to approve as presented and Trustee Vore seconded the motion.

Roll call:

Vore – Yes Winner – Yes Woolf - Yes

Reallocations of Appropriations were presented and Trustee Vore moved to approve as presented and Trustee Winner seconded the motion.

Roll call:

Vore – Yes Winner – Yes Woolf - Yes

FO Limbert presented the warrants through October 3, 2016 for approval. Trustee Winner moved to approve, Trustee Woolf seconded the motion.

Roll call:

Vore – Yes Winner – Yes Woolf – Yes

FO Limbert presented for the Trustees to approval sale of a cemetery plot. Trustee Woolf moved to approve the sale and Trustee Vore seconded the motion. Trustee Woolf wanted to thank Superintendent Maleski for the successful way they had handled and worked with the family on their first burial at the mausoleum.

Roll call:

Vore – Yes Winner – Yes Woolf – Yes

FO Limbert presented Resolution 2016-038 for opening a bank account at Huntington Bank and indication of authorized signers for the Township’s checking account. Trustee Winner moved to approve the resolution and Trustee Winner seconded the motion.

Roll call:

Vore – Yes Winner – Yes Woolf – Yes

Unfinished Business:

Resolution 2016-37 – Authorizing Dayton Cincinnati Technology Services to Provide Equipment and Installation/Configuration Services for a Digital Phone System was presented. Trustee Winner moved to accept the resolution and Trustee Vore seconded the motion.

Roll call:

Vore – Yes Winner – Yes Woolf – Yes

There was general discussion and Trustee Vore asked how the expenditure would be allocated to the various funds. The Trustees asked if Chief VanGundy and FO Limbert can prepare a proposed allocation of the expenditure and they indicated they would. Trustee

Winner moved to amend the motion to approve the purchase of the digital phone system and that the allocation to funds to be prepared by Chief VanGundy and FO Limbert is to be approved at the next meeting. Trustee Vore seconded the amendment.

Roll call:

Vore – Yes

Winner – Yes

Woolf – Yes

Trustee Winner moved to accept the amended the resolution as amended with allocation to be determined. Trustee Vore seconded the motion.

Roll call:

Vore – Yes

Winner – Yes

Woolf – Yes

New Business

Michael Smith, Department of Economic Development, contacted the Township about monitoring our EDGE application with Englewood Truck. He had sent us a form requesting us to audit the cars processed by Englewood Truck. Trustee Vore suggested that we send a letter to Englewood Truck for their intentions of the vehicles and let them complete the form. We would like a copy of the response for our records. Trustee Woolf will draft the request with FO Limbert.

Trustee Woolf indicated he appreciated Montgomery County Treasurer Carolyn Rice attending our meeting last month and reporting on delinquent taxes. It was discussed if there is anything we can do to help facilitate collections. Trustee Vore did not believe we have authority in the collection process. Trustee Woolf inquired as to what portion is the Township's? FO Limbert will check into the Township's amount.

Trustee Committee Reports:

Trustee Winner reported that the Northwest Mont. Co. Ohio EPA Stormwater Program will be meeting in Brookville to meet with Perry Township, City of Brookville and Clay Township. Trustee Winner cannot attend and inquired if someone else can attend. Trustee Woolf is available and will attend the meeting will be at the City of Brookville Chambers.

Trustee Woolf inquired if there was any feedback on the Brookville Chamber of Commerce information on Clay Township presented at the last meeting. The information appears to be "OK" and Trustee Woolf will pass that on to the Chamber.

Trustee Woolf reported last meeting that our health care provider must issue a refund if they experience a surplus per the ACA. Trustee Woolf indicated that we should be receiving \$240.54 based upon last year premiums. FO Limbert affirmed that we just

received that check. Trustee Vore shared his frustration with the ACA with grandfather clauses and the burdens that it puts on employers.

Trustee Woolf indicated that he just received the 2015 Miami Valley Region report and that it would be placed in the Township's lobby.

Trustee Woolf reported that the County is having a free appliance disposal to its resident from October 6th through the 8th at its Moraine location.

Trustee Vore gave an update on the legal record keeping requirement for the Township Fiscal Officer concerning documents connected with legal actions. FO Limbert had followed up with Prosecuting Office Jonathan Ketter concerning on documents and other items. Litigation papers may be considered public records, including e-mails. The Trustees need to work with its legal counsel in determining what are public records vs non-public. Upon such determination, the law needs to be followed. There was discussion concerning documents received by Trustees, when they are determined to be public records and should litigation documents have their own separate file cabinet identified as public records. There is concern for unnecessary exposure of such information.

Chief VanGundy had talked to an attorney who indicated that if the document is a public record, the FO is to receive a copy. The attorney is willing meet with the Township to give a work session to go over documents and their classification. Chief VanGundy can set up such a meeting; he will see when the attorney is available.

Trustee Woolf followed up as to a need to set a quarterly meeting with the Fire Departments as stated in our contract. Trustee Winner suggested a work session before a Trustee meeting. Trustee Woolf will work on scheduling as to when they are available.

Trustee Woolf reported he had contacted our current health care provider and other brokers to bid our insurance. We are currently under a grandfather clause which carried us through 10/1/16 and the government has offered those under the grandfather clause another waiver for ACA compliance for renewals to 1/1/18. Other brokers do not get waiver because grandfather clause is not available for new plans they would be presenting. This waiver is identifying qualifying plans for grand-mothering this year. Our renewal is up and a decision needs to be made this week. Trustee Woolf moved to go into executive session to discuss the insurance renewal contract. Trustee Vore seconded the motion.

Roll call:

Vore – Yes

Winner – Yes

Woolf – Yes

Trustees went into executive session 7:09pm.

Trustees came out of executive session 7:45pm.

Trustee Woolf moved to accept the health care, dental, vision and life plan from our current carrier for our current Choice Plus 216 /NO-HSA renewal which was approximately 4% increase and to accept the VSP vision plan, Delta Dental and stop I-Med vision care. The premium is to be \$12,785.19 per month for the health care for our current employees covered. Trustee Winner seconded the motion. Trustee Vore expressed his displeasure with the ACA and its impact on health care costs which is similar to other unfunded mandates. He believes the ACA this year is extended for political reasons. This type of irresponsible action makes it difficult for budgeting and providing insurance to our employees.

Roll call:

Vore – Yes

Winner – Yes

Woolf – Yes

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


Roll call:

Vore – Yes

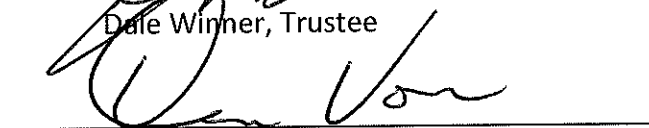
Winner – Yes

Woolf – Yes

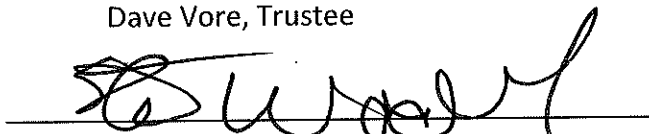
Meeting adjourned at 7:15 pm.



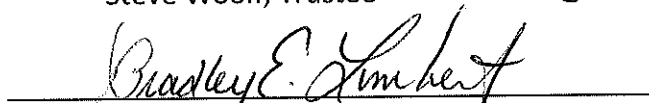
Dale Winner, Trustee



Dave Vore, Trustee



Steve Woolf, Trustee



Bradley E. Limbert, Fiscal Officer