

CLAY TOWNSHIP

Board of Trustees Meeting

March 20, 2017

The regular meeting of Clay Township Trustees was called to order by Trustee President Steve Woolf at 6:00 pm. The Pledge of Allegiance was said and a moment of silence was observed for our military serving here and abroad, road workers, street workers, police and fire that protect us every day and taking care of the community.

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

Trustee Winner moved to approve the minutes from the March 6, 2017 trustee meeting, seconded by Trustee Vore.

Roll call:

Winner – Yes

Woolf – Yes

Vore – Yes

Hearing from the Public:

There were no requests.

Department Reports:

Police – Sargent Hawkins was present to provide an update. Sargent Hawkins reported that the new phone system is pretty much installed and is scheduled to be switched over this Friday.

Evaluations have been completed and placed in each personnel file.

Sargent Hawkins has a request to sale conference room table and chairs that are being replaced and inquired as to a minimum bid price for the furniture. Trustee Vore moved to list the property on govdeals.com as presented. Trustee Woolf seconded the motion. Trustee Winner inquired about a minimum price for the furniture. Trustee Vore inquired about possibly about donating furniture to another non-profit organization in the area that may need it. After general discussion, the Township would list on govdeals.gov for a minimum \$100.

Roll call:

Winner – Yes

Woolf – Yes

Vore – Yes

Road & Cemetery – It was noted that Road/Cemetery Superintendent Chris Maleski as not in attendance as he was out posting signs for “high water” due to the heavy rains we are currently having.

Fiscal Officer Limbert indicated he has three Cemetery Deeds to be taken care; they will be addressed under new business.

Zoning Report – Zoning Officer Brown presented his report. Zoning Officer Brown updated the trustees on the recent activity in the Township including permits for residents’ projects.

Fiscal Officer:

Fiscal Officer Limbert indicated that the February financial information had been distributed earlier to the Trustees and would be available for any questions as they review the information.

Fiscal Officer Limbert presented a Purchase Order and Blanket Certificates prepared for the payment of bills. Trustee Woolf moved to accept the Purchase Order and Blanket Certificates as presented. Trustee Winner seconded the motion.

Roll call:

Winner – Yes

Woolf – Yes

Vore – Yes

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

Roll call:

Winner – Yes

Woolf – Yes

Vore – Yes

Resolution 2017-014 on the agenda moved to new business.

Unfinished Business:

Trustee Woolf reported that we had recently received suggested procedures for RFPs and will meet to continue to prepare an updated RFP for the Web Site. The vendors have been contacted that a revised RFP will be issued.

New Business:

Three cemetery deeds were presented for sale and Trustee Winner moved to approve the sale of the Deeds. Trustee Vore seconded the motion.

Roll call:

Winner – Yes

Woolf – Yes

Vore – Yes

Trustee Winner moved to adopt the Application for Employment and the Application for Employment Cover Letters for both Police and Non-Police positions as earlier distributed to the Trustees. Trustee Woolf seconded the motion. It was noted that the Trustee Winner worked with Chief VanGundy to update the Township’s applications that had been used for many years to reflect current laws and obtaining relevant information. Legal counsel Jonathan Ketter has reviewed them. The application went from over 20 pages to something more practical. Trustee Vore appreciated the effort done and would like to have in the acceptance in resolution form, not in motion. The motion was withdrawn and a resolution will prepared for the next Trustee meeting.

Fiscal Officer Limbert presented the Board of Election request to utilize the Township’s building for the upcoming May 2nd election day. Trustee Woolf moved to approve the request and Trustee Vore seconded the motion. After general discussion, Trustee Vore amended the motion to have an open end acceptance for the Board of Elections to utilize the Township’s facilities until there is change in the arrangement. Trustee Woolf seconded the motion.

Roll call:

Winner – Yes

Woolf – Yes

Vore – Yes

Trustee Winner presented Resolution 2017-012 authorizing Clay Township, Montgomery County Board of Trustees to adopt a resolution upon its first reading and made a motion to adopt the resolution. Trustee Vore seconded the motion.

Roll call:

Winner – Yes

Woolf – Yes

Vore – Yes

Resolution 2017-013 for authorizing purchasing limits of \$1,000 per department supervisor and of \$3,000 with Trustee approval for department supervisor to purchase ordinary and necessary items for the Trustees approval was presented by Trustee Winner. Trustee Winner moved to accept the resolution and Trustee Vore seconded the motion. There was general discussion that included that the Chief VanGundy and Road/ Superintendent Majeski have a Township credit card with a \$1,000 limit available to them as well for such purchases.

Roll call:

Winner – Yes

Woolf – Yes

Vore – Yes

Resolution 2017-010 to rescind the recent hiring approval in February of Resolution 2017-010 in which the individual was not employed was presented and moved to be accepted by Trustee Vore. Trustee Winner seconded the motion.

Roll call:

Winner – Yes

Woolf – Yes

Vore – Yes

Trustee Vore presented Resolution 2017-011 for the prohibition of medical of marijuana in Clay Township and moved to accept the resolution. Trustee Winner seconded the motion. Trustee Vore shared that the Zoning Board had been working on this resolution for quite a while and had legal counsel Jonathan Ketter review the proposed resolution.

Roll call:

Winner – Yes

Woolf – Yes

Vore – Yes

Fiscal Officer presented Resolution 2017-014 Authorization of Use Huntington's Business Security Suite as a security measure for the Township's disbursements with increasing cyber security issues. There was general discussion concerning benefits, costs and procedures for such a service. The monthly cost is \$75 with the Township providing the bank with a listing of disbursements that have been issued and the bank will compare the checks/electronic transfers presented with the list provided before payment. Fiscal Officer Limbert will get an estimate from the bank on cost with the credits generated from our cash balance to determine what amount, if any, would be covered. Trustee Vore moved to accept the resolution. Trustee Woolf seconded the motion. There was general discussion as concerning the cost of the service and the procedures for providing information to the bank for verification for payment. Trustee Vore requested an update on estimated fees for the Township with credits generated by our cash balance for the month. Trustees were interested as to how many other governmental entities are using this services and stories on issues that have occurred. Trustee Vore moved to table the resolution. Trustee Woolf seconded the motion.

Roll call:

Winner – Yes

Woolf – Yes

Vore – Yes

Trustee Woolf presented the request from Road Superintendent Majeski for accepting a recent quote for crack-seal 2 miles of road for around \$9,000. Trustee Woolf moved to approve the moving forward with the crack-sealing of 2 miles of road not exceed \$10,000 for the project. Trustee Vore seconded the motion. Trustee Winner seconded the motion.

Roll call:

Winner – Yes

Woolf – Yes

Vore – Yes

Fiscal Officer Limbert brought up the employees' dissatisfaction of the current cleaning services and the approval to change cleaning services. After general discussion, Trustee Winner suggested to discuss our cleaning issues with our current cleaning company and if they cannot be resolved, to with check with local cleaning service.

Trustee Reports:

Trustee Vore asked Trustee Woolf whether the Montgomery Solid Waste Committee was going to work on ensuring the \$2 - \$3 million in additional costs to eliminate the foul odors from the current Stoney Hollow land fill are not to be passed on to individual users. Issues were discussed at a recent meeting on the attempt by Montgomery County Solid Waste District (Stoney Hollow Landfill) to move some of its trash move to other locations but it is estimated to be an additional \$21 million in additional costs. The situation continues to be reviewed.

Trustee Vore shared the issues addressed in the special work session on OFCA fire study held before the Trustee meeting. Trustee Vore moved, based upon listening to the fire chiefs preferences on districting Clay Township for timely coverage and putting the residents' safety first, to accept study recommendation dated December 20, 2016. The motion was seconded by Trustee Winner. Trustee Woolf shared the desire for the best response time possible for all areas of the Township. Trustee Woolf is not in favor of the recommendation as presented. Trustee Woolf questioned if full implementation achieved the best coverage for all residents or if specific adjustments may be needed to selected roads. Trustee Vore indicated his motion was made to allow alterations. Coverage on the map on page 17 of the study was discussed. It was noted that the yellow areas of the map does not fall into the 6 minute response time. Trustee Woolf proposed adjusting the recommendation on page 19 of the study to carve out specific areas for maximizing the 6 minute coverage time for those areas. Trustee Woolf expressed his

concern with the best coverage for all residents. Trustee Winner called for question. Trustee Vore read the recommendation made in the study and wants to accept the recommendation in Figure 10 of the study in totality. It was noted that the SR40/49 intersection had no residents living on any of the corners. Also, it was noted that currently, both departments respond on incidents on SR 40; it is an automatic mutual aid call. Trustee Vore asked for the Trustees to agree if something is not working on coverage, we would work together to correct it. Any changes in the coverage ultimately require all of the council's approval. Village of Phillipsburg representative indicated they were comfortable with the way it is now and the proposed change is acceptable. The Trustees voted to move forward with the accepting the recommendation and move forward with the implementation.

Roll call:
Winner – Yes Woolf – Yes Vore – Yes

It was noted that the contracts need to be re-negotiated with the three councils. Trustee Vore shared that he appreciated Trustee Woolf's personal concern with the safety and service to the residents and that he and Trustee Winner share his concerns pertaining to the safety and welfare of the residents of Clay Township. The Trustees will need to meet with the councils to get the proposed changes to the current contracts. Trustee Woolf asked for the opportunity to meet with each council to move forward.

Fiscal Officer Limbert reported that the lock to his office had been changed and had recommendations on the distribution of the keys. The Trustees requested the issue be tabled until the next meeting.

Trustee Woolf reported that the property/casualty insurance has been submitted. It has been updated based upon the recent inventories and it appears there will be a slight increase in premium.

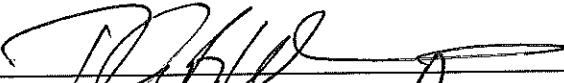
Trustee Woolf reported that ODOT has requested a letter endorsement for the work to be done on SR 49/70 being proposed.

Trustee Woolf also reported that Workers Compensation has just release information for another significant refund this upcoming year. More information will be available.

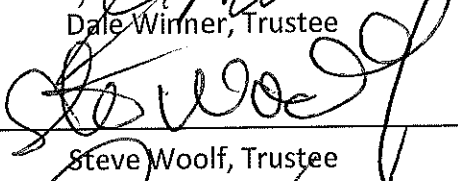
Trustee Vore moved to adjourn the meeting. Trustee Winner seconded the motion.

Roll call:
Winner – Yes Woolf – Yes Vore – Yes

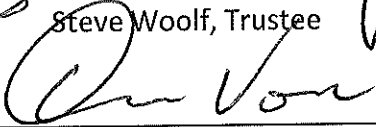
Meeting adjourned 7:26 pm.



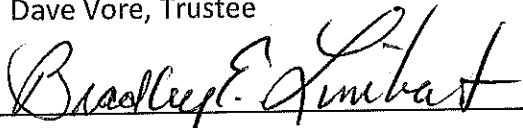
Dale Winner, Trustee



Steve Woolf, Trustee



Dave Vore, Trustee



Bradley E. Lambert, Fiscal Officer