

# CLAY TOWNSHIP

## Board of Trustees Meeting

April 18, 2016

The regular meeting of Clay Township Trustees was called to order by President Dale Winner at 6:00 pm.

The Pledge was said and a moment of silence observed.

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

Trustee Winner moved to approve the minutes from April 4, 2016, seconded by Trustee Vore.

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

Hearing from the Public:

Richard Marksdale – shared a concern trying to get on the Clay Township website but was redirected. He also shared that he understands that the township is considering a generator after the recent storm. He shared that DP&L has information for compatibility of generators. He gave the information on the generators to Trustee Woolf.

Mr. Marksdale also reported that the Zoning Board is waiting for Prosecuting Attorney's office to complete the review to keep the Property Maintenance project moving.

Department Reports:

Police – nothing to report.

Road & Cemetery – Chris Maleski nothing to report.

Trustee Vore had a question on preventive maintenance for vehicles. Item will be addressed in the new business. He also inquired on the status of the 811 system discussed last meeting. Trustee Woolf reported that they had enrollment and we are members. The price of the project is lower than what was previously projected.

Trustee Woolf shared that we will receive calls whenever there is a request for digs in our area. Contractors know that we are an 811 community and they need to check before digging – a permit is required. Chris Maleski will be our contact person.

The Trustees discussed that we should probably have a backup if Mr. Maleski is not available. Also, consideration be given to signs being posted to let people know as they enter into the Township that we are a 811 community. A question was asked that since this is a new project, should Jonathan Ketter, Prosecuting Attorney's Office review the information we are considering using? Trustee Woolf will work with Mr. Ketter to make sure we have everything properly addressed.

Trustee Vore wanted the Township to recognize Mr. Maleski and the road crew for taking care of the recent road issues quickly and effectively.

The Trustees discussed the work Kramer & Associates and a related timeline for the Pleasant Plain project. Kramer & Associates is currently performing preliminary work. The Trustees want to be sure that "the dip" near Yeary's property is considered. There was additional discussion on other issues on Pleasant Plain Road to be sure they are addressed.

Trustee Woolf reported that the Township had received information from Gilbert Fellers Funeral Home indicating they were available to handle indigent members of our community. We now have been in contact with several funeral homes that are able to handle indigent situations. Chief Vangundy has been in contact with these funeral homes. He will be checking with other funeral homes in the area if they can handle indigents as well. The Trustees discussed if there should be a resolution and "bid" the service out. Also, this service should be available for Clay residents and for those situation outside of Clay Township will be taken on a case by case situation. Mr. Ketter, Prosecuting Attorney Office, should look over whatever agreement(s) that may be generated to be sure we follow the ORC and issues are properly addressed.

Chief Vangundy presented information concerning upgrading and maintaining technology for the Police Department and the Township. He had a proposal for providing such technology service and proposed to have the costs split between the Police Department and the Cemetery. This proposal will be addressed in the new business portion of the meeting.

Trustee Vore gave an update on Zoning: Mr. Laycox and the owner of Mid West Trucking were to meet, but Mr. Laycox has been out of town and the meeting is to be rescheduled.

Zoning also has issued a couple of warning letters concerning nuisance situations.

#### Fiscal Officer Report:

Fiscal Officer presented Supplement Appropriations to take care of Fire contract payments and other payments including payment of the recent audit fees. Trustee Woolf approved the request, Trustee Winner seconded.

Roll call: Vore - Yes      Winner - Yes      Woolf - Yes

Fiscal Officer also present new Blanket Certificates and Purchase Orders needed to make the necessary payment of bills. Trustee Vore approved the request. Trustee Winner seconded the motion.

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

Fiscal Officer presented the warrants to be paid for the last half of the month April including the Fire District payments, OTARMA insurance payment and related payroll. Trustee Winner approved the request. Trustee Woolf seconded the motion.

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

#### New Business:

Trustee Woolf reported that former Trustee Robin Lehman insurance claim was accept and paid to her family.

Trustee Woolf also reported that Careworks Comp, the company that handles Workers' Compensation group management for a reduction of Workers' Compensation premiums, will be reviewed by Trustee Woolf and Fiscal Officer Limbert with other group management companies for competitive pricing for their management services. It is noted that the Township's books cannot be closed for the year until January 15<sup>th</sup> starting 2017 per new law to handle the changes in Workers' Compensation.

The Fiscal Officer will follow up for signatures, where needed, for documents.

#### New Business:

Trustee Winner moved to accept the preventative maintenance work contracts to be done by S & J Services as presented. Trustee Vore seconded the motion.

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

Trustee Winner presented the request to move forward on the technology quote by DCTS. Chief Vangundy stated that service will be billed in 15 minute increments. There was discussion on what the services will be provided and related billing of such services. Trustees appreciate the attention in expanding our technology to keep current. Trustee Vore moved to accept the quote. Trustee Woolf seconded the motion.

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

Trustee Woolf gave an update on the grant available for defibulator. It is a \$500 grant which includes training. He will follow up for the necessary paperwork.

Trustee Woolf reported that an Activity Log for the Road & Bridge was prepared to provide documentation of work done. Trustee Woolf requested that the other Trustees review the document as

to completeness of the log. The log was designed for accountability for emergencies situations. Trustee Winner asked if it will be in electronic format? The Township is not able to do that yet.

Trustee Woolf reported the he met with City of Clayton concerning truck traffic on Kimmel Road. There was discussion concerning the corner of Diamond Mill and Kimmel (the old gas station formerly known as Creta's) and its ownership (apparently vacant). There is a question if the owners next to the lot to possibly take ownership of it (101 Diamond Mill Road). The Trustees questioned if it was cleaned up by the Super Fund in earlier years. Mr. Ketter, Prosecuting Attorney Office, should determine who has ownership, status of property and options. Zoning Director Corceran can work with Mr. Ketter as to next step. We can look into possible Land Bank to pay the taxes and transfer it to a responsible owner. The Township should be able to receive the past due taxes.

Trustee Winner presented a new study "Emergency Response District Analysis" – City of Brookville is proposing putting up a new fire station. Trustee Winner proposed a change to include "and any new facilities." Trustee Winner moved to accept the motion. Trustee Vore seconded the motion. General discussion took place including the cost of the study. The study addresses the fire stations that now exist. There should be consideration for the contemplated future location. Trustee Winner moved to amend the ERDA to have a two tier part study for run times of the existing locations and the proposed future station at the specific designated location. Trustee Vore seconded the motion.

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

Trustee Woolf inquired if we have a signed Verona Fire Contract. Trustee Winner reported that the Village of Verona is to vote on the fire contract as presented – they are meeting tomorrow night. They have the contract.

The Brookville Fire contract was discussed. Item in question #13 – the City of Brookville and Fire Chief to meet once a quarter with the Township Trustees at a date agreed upon by both parties. Trustee Woolf questioned if four meetings are necessary. Trustee Woolf suggested change the wording from "will" to "may" or make it optional. The discussion included the need operational and financial issues to be discussed and also the need to notify the public to have meeting. Trusted Vore moved to move forward as the contract reads for 2016. Trustee Winner seconded the motion.

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

Trustee Winner moved to go into executive for pending or imminent legal action and invite the Trustee's legal counsel, Kevin Lance, into the meeting. Trustee Vore seconded the motion.

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

Trustees went into executive session at 7:05PM.

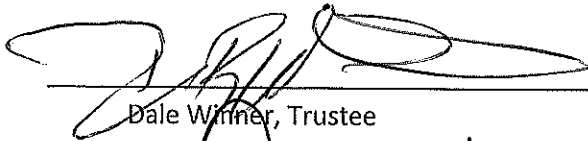
Trustees reconvened from Executive Session at 7:24pm

Trustee Woolf and Trustee Vore reported attending the recent Emergency Siren meeting. The Emergency Siren group is requesting a letter of intent for Clay Township that they planning on participating. Sample letter of intent was provided. Trustee Vore with the lettering moved to continue and participate in the 2015 Grant process for 2016. Trustee Woolf seconded the motion.

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

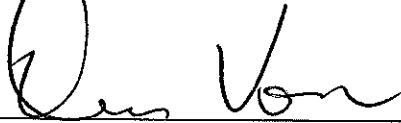
Trustee Vore moved to adjourn. Trustee Winner seconded the motion.

Meeting adjourned 7:27 PM.



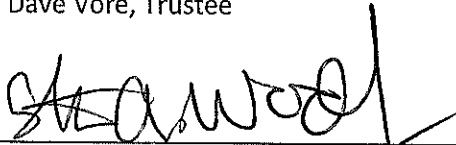
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Dale Winner, Trustee



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Dave Vore, Trustee



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Steve Woolf, Trustee



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Bradley E. Limbert, Fiscal Officer