

CLAY TOWNSHIP

Board of Trustees Meeting

May 16, 2016

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

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

Trustee Winner moved to approve the minutes from May 2, 2016, seconded by Trustee Vore.

Roll call:

Vore – Yes

Winner – Yes

Woolf – Yes

Hearing from the Public:

None.

Department Reports:

Police – Chief VanGundy reported that the accidents to the two police cruisers are being completed and they are expected to be in service soon.

Chief VanGundy presented Resolution 2016-09 Authorizing the Approval for the Update of Policy and Procedures Manual Section 34.1.5 Promotional Process for the Clay Township Policy Department. After general discussion, Trustee Vore moved to accept the resolution. Trustee Woolfe seconded the motion. Roll call:

Vore – Yes

Winner – Yes

Woolf – Yes

Road & Cemetery – Chris Maleski, Road Superintendent, absent due to sickness.

Trustee Woolf gave an update on the upcoming Issue II project – Bid request for the project will be published in the various local newspapers including being listed on the Dayton Builders Exchange. The bids are to be opened on May 26th at Kramer and Associate's office. The bid information will be forwarded to the Trustees prior to their scheduled meeting so a decision can be made at the June 6th Trustee meeting. Once the bid is accepted at the June 6th meeting, contracts should be approved by mid-June. The

project is projected to be completed by November 15th. There was discussion concerning a public meeting for residents and other interested township residents. Trustee Woolf shared that he thought the public meeting that the Township had before the Pansing Road project was very beneficial. Trustee Woolf indicated that Doug Kramer would be available May 31st, June 2nd, 3rd, 7th or 8th as possible dates to meet with the residents. The Trustees will check their calendars and get back with Trustee Woolf to set a date with Mr. Kramer so it can be published and residents can be notified. Trustee Vore asked to be sure to put the bid information on our website. After general discussion, Trustee Vore recommended that we also prepare a list of roads not currently in compliance with state standards to plan future road projects.

Trustee Woolf reported that the new radios are in and working for the Cemetery and Road & Bridge crew.

Trustee Woolf reported that 24 footers are done, the cemetery crew is working to have the cemetery in good condition for the Memorial Service at 10:00AM on Monday, May 30th. All elected officials are invited for this service.

Trustee Woolf reported that the parking blocks for the Township's parking lot have been purchased but not installed. The parking lot layout and base is presenting a challenge in installing them. The bill payment is to be held until satisfied with installation.

The Fiscal Officer reported that the first installment of the farm land rent for 2016 has been received.

Trustee Woolf reported after review of the various funeral homes interested in being the Township's indigent provider, the Township will go with Gilbert Fellers for 2016 and review annually.

Zoning - Jim Corcoran, Zoning Administrator, nothing to report at this time. Trustee Vore indicated that Mr. Corcoran is working with the Prosecuting Attorney Jonathan Ketter on couple of projects. Mr. Corcoran has a meeting scheduled for May 25th with Mr. Ketter.

Fiscal Officer Report:

Fiscal Officer presented Supplement Appropriations to take care of Workers Compensation and other expenditures. Trustee Vore moved to approve the request. Trustee Winner seconded the motion.

Vore – Yes

Winner – Yes

Woolf – Yes

Fiscal Officer also present new Purchase Order and Blanket Certificate needed to make the necessary payment of for the month of May. Trustee Winner moved to approve the request. Trustee Vore seconded the motion.

Vore – Yes

Winner – Yes

Woolf - Yes

Fiscal Officer presented the warrants to be paid for the last of May. Trustee Woolf moved to approve the request. Trustee Winner seconded the motion.

Vore – Yes

Winner – Yea

Woolf – Yes

Fiscal Officer also reported that the refund for the change in deductibles had been received.

Unfinished Business:

Trustee Woolf reported that he and the Fiscal Officer reviewed various carriers for the Workers Compensation administrator. They recommended we continue with our current administrator as the other administrator had not formally organized to handle Townships in Ohio. We will continue using the same administrator.

Chief VanGundy reported that the generator bid has been sent out and we should have update soon.

Trustee Woolf updated the Trustees on fire structure procedures regarding the recent Sprinkle fire. It was noted that the City of Brookville sent us their expenses they had incurred in connection with the fire. As outlined in the ORC, we will also need to contact the County for any outstanding fee, bills, etc. for this property. Fiscal Officer Limbert will follow up with the various entities of qualifying costs. Trustee Vore suggested that we should try to set up procedures to have a coordinated effort in handling situations such as these in the future with police/fire/EMS units in the Township.

Trustee Woolf again gave an update on the indigent situation. Gilbert/Fellers have been contacted to provide such service for the rest of the year.

Trustee Vore gave an update on the well situation. During the work to clean up the wells, they ran into some unexpected issues with sledge in the well, new wiring being needed and parts needed to be replaced. Pressure tank and filtering system needed work as well. Fiscal Officer Limbert indicated the bill for that work was included in the payment presented earlier.

New Business:

Trustee Woolf reported that it is recommended the Township review its banking needs every five years during the mid-May/June time-frame and make a selection by late summer. Fiscal Officer Limbert will check with the eligible local banks concerning their services. Trustee Woolf reported that Townships should periodically check with other qualified financial institutions to handling their banking needs to see if changes and services are in the best interest of the township. The Fiscal Office and himself will check with the local banks in the township (Fifth/Third, Lebanon Citizens National Bank (LCNB) and Huntington Bank). Chase Bank in Phillipsburg is scheduled to close.

Trustee Woolf reported there are upcoming seminars for I-70 and I-75 concerning groups for area development.

Trustee Vore reported of the recent development of HB 378 effecting Township law enforcement officers. One big change of this proposed legislation is Township's police would be given equal footing with the State Highway Patrol per the ORC specifically on Interstate 70. Currently we were limited in what could be done due to our population. Per Chief VanGundy, the Township could not even write speeding tickets on I70. Trustee Vore indicated that a big advantage is when our police are pursuing someone, we can continue when they turn on I70.

Trustee Woolf mentioned that additional work will need to be done concerning handling the Trash District billings and collections procedures. He inquired as to when Fiscal Officer Limbert might be ready to have a work session to go over the procedures and develop recommendations on how the Township handle the responsibility of managing the Trash District. Fiscal Officer Limbert thought he would ready in August as he will have the opportunity to go through his first billing cycle at the end of June with the subsequent collections beginning in July. Trustee Woolf would like to be sure the Trustees understand the procedures for the billing and collections so the Trash District would have the proper staff to operate effectively and efficiently. Thus we could have procedures written up and approved by the Trustees.

Trustee Winner expressed interest in getting our website set up on be able to post information and make necessary changes easily. He will be looking into this as well as our current phone system with Chief VanGundy.

Fiscal Officer Limbert indicated that after updating the Cemetery software from UAN that deeds will be prepared for the Trustees signature at the next meeting. Fiscal Officer Limbert indicated that he was aware changes were made in the 90s to allow Townships to put notification on the deeds of the owners' responsibility of keeping their address current; if not, the cemetery plot could revert back to township after a set period of time of dormancy. Trustee Woolf indicated that subsequent court cases found the law could not be upheld and the family would have to be reimbursed for their purchase price. Thus, there is no deed notification. Trustee Vore requested that Trustees Woolf work with his cemetery commission to introduce legislation to not require Townships to take over abandoned cemeteries as this could be a big financial burden. It was shared that the Townships cannot provide any guidelines for them to follow.

It was noted that the first meeting in July will be on Tuesday July 5th as the first Monday is on a holiday.

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

Vore – Yes

Winner – Yes

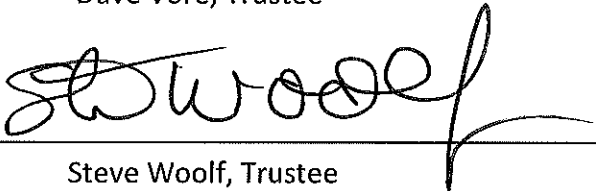
Woolf – Yes

Meeting adjourned 6:45 PM.

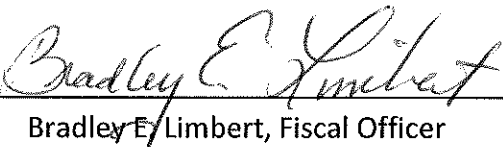
Dale Winner, Trustee



Dave Vore, Trustee



Steve Woolf, Trustee



Bradley E. Limbert, Fiscal Officer