

CLAY TOWNSHIP

Board of Trustees Meeting

June 6, 2016

The regular meeting of Clay Township Trustees was called to order by Vice President Steve Woolf at 6:00 pm.

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

Trustee Vore moved to approve the minutes from May 16, 2016, seconded by Trustee Woolf.

Roll call:

Vore – Yes

Woolf – Yes

Hearing from the Public:

Matt Rhoades, Fire Chief of Phillipsburg – requested Clay Township to consider an increase in funds for operating costs through upcoming levies for the Village of Phillipsburg Fire Department and provided the Trustees with handout describing their financial needs. It is estimated an additional 3.5 mils (permanent) would provide them with additional funds to adequately operate their operations and continue their quality of service. Trustee Vore asked if they could provide a five year historical cost of their operations and five years projection for the 3.5 mils being requested with the related benefits for the residents. The three fire departments (Phillipsburg, Brookville and Verona) servicing Clay Township may have different needs for the next five years. The information should include what the cost would be for an average \$100,000 property owner in the unincorporated area of the Township. Trustee Vore indicated that we have a responsibility in providing voters with good information for such an increase request and the related benefits. Chief Rhoades inquired as to meeting with all departments in general planning or what the next step may be. Trustee Vore indicated that discussions had not taken place as to future need of additional levies. Trustee Woolf indicated all three probably need additional monies to cover additional operating costs. Any levy would be used for the three fire departments servicing the township per the ORC. Trustee Vore indicated that an independent study is being done for the future emergency needs of the community. Trustee Vore shared that the Trustees would like see the study before decision is made. He also shared that Clay Township currently has the second highest tax rate in the County.

Trustee Woolf shared that it will take a while to get things “fixed” but it will eventually get done. Unfortunately, the problem needs to be fixed immediately. Trustee Vore is concerned

that voters do not want more taxes. Trustee Woolf stated that Townships cannot have income taxes, only property taxes...and agriculture has a reduced rate. Again, people are tired of taxes. Unfortunately, most of the tax increases are for non-township items such a county service levies, schools, parks, library, etc. Trustee Vore indicated that we probably need to move this into a work session. Many of our real estate taxes line items are out of our control. We will have Trustee Winner set things up to have the three jurisdictions to get together and start developing plans for future Fire/EMS services. We currently have two levies for the Fire/EMS. One is a 1.0 mil that is continuous and the other is a 2.5 five year levy that just started in 2016.

Mayor Cheryl Crabtree – shared that Phillipsburg is considering participating in the county sirens grant program. She is asking if Clay Township would co-partner with them on participation in the program. Trustee Woolf indicated that we are looking at rotating sirens. If possible, Trustee Woolf inquired if the Phillipsburg Council could prepare a resolution for participation and support in the County siren program.

Mayor Mary Myers expressed thanks/appreciation/gratitude from the Village of Verona concerning the new contract for Fire/EMS and what was done with the changes. She also indicated that an additional 3.5 mileage is being considered as well. Trustee Vore again reiterated that there needs to be a work up of the numbers for an increase and Trustee Winner will work on scheduling a work session. The villages and township need to work together and appreciate the cooperation.

Sandra Welborn – expressed a concern with dumpster diving by a neighboring property owner and an excessive amount of items are accumulating on his property. Jim Corcoran, Zoning Enforcement Officer will look into it.

Department Reports:

Police – Chief VanGundy is on vacation.

Trustee Vore has several items. The first is Resolution 2016-10 Resolution Authorizing the Approval of Officer Jim Corcoran From Part Time Zoning/Police to Full Time Police Officer - for approval for accepting Officer Jim Corcoran as a full time police officer and dropping zoning responsibilities. Officer DeVore left for another position in Springfield. Trustee Vore moved to accept. Trustee Woolf seconded.

Roll call:

Vore – Yes

Woolf – Yes

2016-11 Resolution Authorizing the Approval of General Order 34.1.3 (Promotional Process Description) to Process an Internal Candidate for the Full Time Hours of Part-time Zoning/Police - to create an opening for the position of Police/Zoning Enforcement Officer at rate of \$14.94 per hour with benefits. Trustee Woolf moved to accept, Trustee Vore seconded.

Roll call:

Vore – Yes

Woolf – Yes

2016-12 Resolution Authorizing the Promotion of Officer James Hawkins from Detective to the Position of Detective Sergeant – the position would have a pay rate of \$19.48 per hour. Trustee Vore moved to accept, Trustee Woolf seconded.

Roll call:

Vore – Yes

Woolf – Yes

2016-13 Resolution Authorizing the Disbursement of Twenty Five Percent of All Forfeited Proceeds or Cash Derived From the Sale of Disposed Property Pursuant to ORC Chapter 2981 - addresses monies/properties obtained in seizures that 25% of sale of such seized property be disbursed to the Miami Valley Crime Stopper Inc. (Forfeiture Fund). Trustee Vore moved to accept, Trustee Woolf seconded.

Roll call:

Vore – Yes

Woolf – Yes

Trustee Vore also reported that the National Traffic Safety Mobilization is wrapping up it "Click It or Ticket" program that ran from May 23 through June 6. Aug. 6th through Sept. 5th the Drive Program by the Ohio Public Safety is in the works.

Trustee Vore reported that the Miami Valley Crime Lab fees are going up from \$6,600 to \$8,000 per year. Chief VanGundy is looking into partnering with neighboring jurisdictions in using Crime Lab ran by the Attorney General Office. There are no fees, but there is a distance factor.

Copy of Officer Doug DeVore resignation letter was received.

Road & Cemetery – Chris Maleski, Road Superintendent. Nothing to report.

Trustee Woolf – requested a list of roads that do not the meet state minimum requirements for the Trustees to work with for planning and prioritizing.

Trustee Woolf reported that the work logs are ready and the Road and Cemetery will start using them July 1 with hour increments for work done for documentation.

Trustee Woolf reported that a family had burial in the wrong space. The situation was worked out and we received a thank-you note for helping correct the situation. Chris Maleski was complimented on his handling of this situation.

Trustee Woolf reported on the Memorial Day service. Trustee Woolf and Fiscal Officer Limbert had attended. He had received many thanks about the cemetery and the service. He acknowledged the good job done by Chris Maleski and the department.

Zoning Report – Zoning Enforcement Officer Corcoran reported – house at Temple & Dodson had letter sent addressing the zoning issues for that property. Wengerlawn zoning issue being addressed and letters are being sent.

Property Maintenance – Prosecuting Attorney Jonathan Ketter has started his review and indicated possible enforcement issue concerning graffiti and the height of the grass. Mr. Corcoran will follow up on these issues. After completed, the Zoning Board will forward the document to the Trustees to review and adopt.

Trustee Woolf indicated a couple of properties have maintenance issues to be addressed. Mr. Corcoran indicated that properties on Sweet Potato Ridge Road and Brookville Phillipsburg Road are being addressed.

Mr. Corcoran is working with F & M contractors. He is following up to get everything cleaned up. Another property on Pansing Road that is a foreclosed property with grass higher than the fence has been identified for cleanup. Notification letter is being prepared.

Fiscal Officer:

Supplemental Appropriations were presented. Trustee Vore moved to accept, Trustee Woolf seconded.

Roll call:

Vore – Yes

Woolf – Yes

Purchase Orders prepared for the month were presented. Trustee Vore moved to approve, Trustee Woolf seconded the motion.

Roll call:

Vore – Yes

Woolf – Yes

Warrants were presented for approval. Trustee Vore moved to approve, Trustee Woolf seconded the motion.

Roll call:

Vore – Yes

Woolf – Yes

Trustee Woolf inquired if Department Heads were included in the MCTA membership this year. Reduced membership rates allow them to participate in training sessions offered. General discussion. Trustee Woolf moved to include our department heads as members for MCTA, Trustee Vore seconded the motion.

Roll call:

Vore – Yes

Woolf – Yes

Fiscal Officer reported on officer DeVore's departure and a potential issue of unused comp time that needs to be addressed. He felt it was not clear in the employee manual. After general discussion Fiscal Officer Limbert is to check with PA Ketter for clarification. Fiscal Officer will prepare a payroll check for the remaining comp time, vacation, etc. with the next payroll.

Fiscal Officer reported that the current Star Plus account has only the prior Fiscal Officer Buchanan as an Authorized Person and that it needed to change. Fiscal Officer Limbert recommended all three Trustees and himself sign as authorized persons. General discussion took place. After general discussion, the Trustees felt that if the President Winner would sign with the Fiscal Officer that that would provide the necessary documentation to continue utilizing the Star Plus account.

Fiscal Officer presented five deeds to be signed. Trustee Woolf approved to approve the sale of cemetery lots. Trustee Vore seconded.

Roll call:

Vore – Yes

Woolf – Yes

Trustee Woolf inquired to any update on our year-end audit. Fiscal Officer reported that he had been in conversation with the auditor; they are totally booked now through the end of June and we are scheduled to have the audit completed in July. There will be a written report.

Trustee Woolf inquired as to any progress on checking with the local banks for proposals on furnishing banking services to the township as recommended by the ORC every five year process. Fiscal Officer reported that he has been in contact and is in the process of getting proposals.

Unfinished Business:

Issue II meeting set for this Thursday at 7:00PM for the residents of Pleasant Plain Road, Kramer and Associates and the Trustees. It is a public meeting.

New Business.

Mary Myers, Phillipsburg Mayor had an item concerning Chris Maleski, Cemetery Head; she and her friends were very impressed with the cemetery this past month.

Trustee Woolf indicated that our request to participate in the Partnership Pool that was not timely sent by the previous Fiscal Officer. We need to send information in immediately. Trustee Woolf move to participate. Trustee Vore seconded the motion.

Roll call:

Vore – Yes

Woolf – Yes

Motion Dave Steve

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

Roll call:

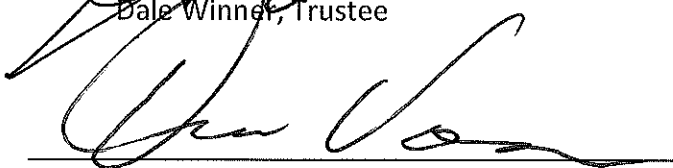
Vore – Yes

Woolf – Yes

Meeting adjourned 7:39 PM.

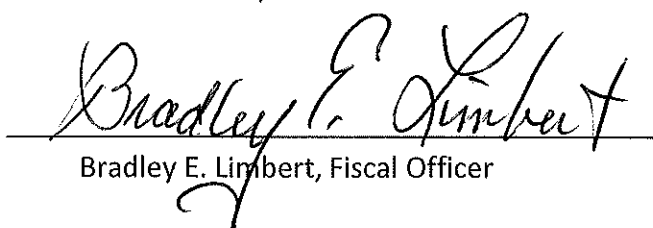


Dale Winney, Trustee



Dave Vore, Trustee

Steve Woolf, Trustee



Bradley E. Limbert, Fiscal Officer