

CLAY TOWNSHIP

Board of Trustees Meeting

July 18, 2016

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

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

Trustee Winner moved to approve the minutes from June 20, 2016, seconded by Trustee Vore.

Roll call:

Vore – Yes

Winner – Yes

Woolf - Yes

Hearing from the Public:

Residents Leroy Blumenstock and Larry Brindenbaugh inquired as to when the side ditches throughout the township will be mowed? They also asked if there are issues with our mowing equipment or if we have enough help since they had heard we were having Perry Township helping us.

Trustee Woolf stated that there have been equipment issues requiring major repairs. The road mowing equipment was repaired last year and it broke again this year. The rear mower of the road mowing tractor needed to be replaced and new equipment is being purchased. The Township as started an equipment maintenance program to schedule all equipment to prevent major repairs/maintenance to try to avoid inopportune equipment breakdown at times such as this. The Township believes it is critical in keeping equipment properly maintained and for the safety of our employees. A Tiger rear deck mower is being purchased – it was not a leasable item that may be replaced after a year or two. The recent dump truck acquired is in a lease/purchase program due to the low lease rates at the time of acquisition. We try to keep on top of our equipment as the state has reduced funds that we receive.

There was a question about Perry Township was maintaining their roads and cemetery with a full-time person while it appears that we are having trouble keeping up with our roads and cemetery with 2 full time and 2 part time employees. It was pointed out that the two

townships were not really comparable with the differences in the mileage of roads and size of townships that are taken care in the two townships.

Trustee Woolf indicated that all townships have had cuts in monies received from various programs that reduces the townships revenue as much as 25% but they continue to have the same expenses. The townships are hit by the changes – farmers have experienced 2 to 3 times increases in their real estate taxes but the residential and commercial real estate taxes went down with overall real estate monies the Townships receive is down 4%. The County Engineer Office no longer has a Partnership Pool to help townships. The County discontinued the program with the recent cuts; thereby Clay Township lost about \$30,000 of funds that they have been utilizing for Roads. We had used those monies for state funded road projects that required a 10% match by the Townships. Those have been used for the last 20 years.

Trust Vore shared that the Townships are expecting more cuts are coming from the County and State. This is a result in cuts in income taxes and the state eliminating/reducing monies to counties which the townships are affected with reduced/lost revenues. That was how the state balanced its budget. With such reductions, consideration needs to be given to road levies to replace the monies lost. Another loss of revenue for the Townships was the elimination of the state estate tax.

Trustee Woolf indicated that revenues are dropping but the township still have the same number of road mileage and the same cemetery size to maintain. The Township has leased some of the unused cemetery land for farming to help raise monies. However, we do not have the monies to hire a 3rd full-time employee with all the additional benefits of \$12,000+.

There was a question on the how the collection of revenue has been. As indicated before, they are down due to the cuts. These amounts can be confirmed with the County Auditor.

Trustee Woolf indicated that they have been trying to upgrade the Road and Cemetery to be efficient as possible. Their offices have been consolidated. A preventive maintenance program has been implemented. The reduced revenue issue is a problem all across the state.

Trustee Woolf indicated that he could try to get specific revenue numbers from that County and State on the reductions the Township has experienced over that last couple of year. The General Fund is the only source of additional monies in the township if the Road or Cemetery funds come up short. The Township's General Fund is down below \$40,000 with the reductions. The Trustees try to keep a good size reserve if monies are needed but the cuts have affected the General Fund as well. The County has partnered with our Road on various projects and utilization of township buildings to save costs.

A question was asked how old some of our other equipment was. Road Superintendent Chris Maleski indicated the dump trucks are 1996 and 2000 models, the backhoe is 2006 and we other items that are older as well that we are trying to maintain to keep them going.

There was discussion on staffing to keep up with the mowing. There was discussion of having several part-time individuals available to help this year, but it was indicated that the extra help was not needed. The side ditches have been cut only once before tractor breakdown.

Trustee Vore indicated our budget situation is such that a large portion is used to meet payroll and related benefits. Unfortunately everyone believes real estate taxes are high, but library, parks, human services levies are a large part of our real estate taxes; not township taxes. We as a township do not want to overspend our revenues...we can't.

Trustee Woolf reported that Montgomery County is 2nd highest taxed county in Ohio. In the next ten years Montgomery County could be #1 due to county commitments and an aging population. The Trustees appreciate people coming to share their concerns. They don't have to wait until a meeting; the Trustees are available anytime.

Department Reports:

Police – Chief VanGundy – reported that he had met with Englewood Truck. He is working with them on finishing updating the agreement of towing of vehicles for the Township.

He is also working on updating the Employee Manual with Jonathan Ketter, Montgomery County Prosecuting Office. He would like the Trustees to look over the manual before return for finalization.

Road & Cemetery – Chris Maleski, Road/Cemetery Superintendent – he wanted to publicly thank the Perry Township Staff (Craft, Johnson and Meirs) on their help with Pleasant Plain Project and utilizing their equipment as ours is being replaced. He wanted to specifically thank Trustee Simmons and Fiscal Officer Behnken for bring them lunch during Perry's help one day last week.

Trustee Winner has driven down Pleasant Plain Road frequently and the culverts, etc. that they are working on look good.

Zoning Report – Zoning Enforcement Officer (ZEO) Jim Corcoran – Zoning Commission is meeting to review the Property Maintenance Code recently received back from Mr. Ketter from the Prosecuting Attorney's Office. A Zoning meeting is set for August 8th.

Trust Vore asked that if ZEO Corcoran could provide a list of homes that need maintenance and their status for the Trustees so as the Trustees identify properties need work, they would know their current status if they are already in the system. He also had a question on Titan Motors status with the EPA; are there paint cans and other issues? We will get a copy of the report when it is issued.

Trustee Vore reported that he and Trustee Woolf attended a construction planning meeting at the Village of Phillipsburg to discuss detours, etc. of the upcoming road project. It was noted that Phillipsburg will be closing part of the road again for street work. They encouraged Phillipsburg to work with ODOT to minimize the distractions and closures to minimize complaints the Trustees receive.

Fiscal Officer:

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

Roll call:

Vore – Yes

Winner – Yes

Woolf – Yes

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

Roll call:

Vore – Yes

Winner – Yes

Woolf – Yes

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

Roll call:

Vore – Yes

Winner – Yes

Woolf – Yes

Fiscal Officer Limbert updated the Trustees with his discussions with Mr. Ketter, Prosecuting Attorney Office, concerning the issue of overtime in relation with the new overtime rules. The new rules do not affect how overtime is handled for payroll processing. We can continue our time reporting system that currently estimates the last half of Friday, the final day of the payroll period. If there are any overtime issues, they need to be addressed in an additional pay or the following payroll. Fiscal Officer Limbert recommended to leave the payroll reporting period and the pay date as it currently exists.

Unfinished Business:

None

New Business

Resolution 2016-16 – Authorizing the Approval for the Amendment of the Clay Township Police Department Towing Agreement – there are currently have two rates and there is a need to address vehicles 8,000+ pounds that require certain equipment to be used for towing. Most tows that need the flat-bed truck are becoming the norm – the charge is to change to a maximum \$145 per tow for any vehicle under 8,000 pounds that uses the flat-bed truck. Over 8,000 pounds will continue to be charged the standard. Mr. Ketter, Prosecuting Attorney’s Office has not reviewed but the change should meet the issue being addressed. Trustee Vore moved to accept the resolution. Trustee Woolf seconded the motion.

Roll call:

Vore – Yes

Winner – Yes

Woolf – Yes

Chief VanGundy will follow up with Englewood Truck for signatures.

Resolution 2016-17 – Authorizing the Purchase and Installation of a Savin MP 5200DN (Printer) to replace and upgrade the obsolete copier in the police department. It is estimated no net increase in operating cost but looking at a reduction in annual operating costs and meet the requirements of the police department. The cost would be \$1,235 plus installation and a monthly maintenance fee. Trustee Vore moved to accept the resolution. Trustee Woolf seconded the motion.

Roll call:

Vore – Yes

Winner – Yes

Woolf – Yes

Resolution 2016-18 – Authorize the Purchase of New Equipment – Video equipment to replace existing antiquated equipment that is over 10 years. The equipment is the Watchguard for \$4,845. Trustee Vore moved to accept the resolution. Trustee Winner seconded the motion.

Roll call:

Vore – Yes

Winner – Yes

Woolf – Yes

Trustee Woolf drove the roads with the superintendent of the Montgomery County Road Department for Issue II applications. Trustee Woolf received information that any road that we want for a future Issue II project is due tomorrow to Kramer & Associates to start

the application process. The County is pretty confident that the Phase II of the Pansing Road project will be approved this fall which we have been working on for 10 years.

For the next application, the Township may want to select several of the 22 sections cut-offs the Township roads (dead end streets, cu de sac, allies, highway cut-offs, etc.). The application could be a collection of road sections totaling 1 mile. The Trustees would like a "Top 10" list of roads that need work to be submitted for them to consider. Roads identified as part of the top ten included Temple Road that has safety/right-of-way issues and the western part of Wengerlawn Road that has breakdown areas that need to be addressed. Trustee Vore indicated that we may have an issue to select Temple Road to be able to submit a timely application with potential right-of-way issues. Other roads were discussed for consideration. Trustees asked Chris Maleski his opinion as "the worst" road that needed to be addressed. His recommendation was the Upper-Lewisburg Salem Road section that goes by the DP&L substation. After discussion Trustee Woolf recommended that we can do two bids for the Issue II pipeline. One for the Upper Lewisburg Salem Road and the other Wengerlawn.

The current application for the Pansing Road Issue II would need to be resubmitted for the next Issue II round. The estimated cost is \$390,000 with \$39,000 cost to the township. Trustee Vore moved to have the Upper Lewisburg Salem Road west of Welbaum for the first application for this additional Issue II application with Wengerlawn west of Number Nine Road as the second. Trustee Winner second the motion.

Roll call:

Vore – Yes

Winner – Yes

Woolf – Yes

The Trustees asked Road Superintendent Maleski to contact Wagner Paving on work to be done for getting bids on Wengerlawn Road in preparation for this winter.

Fiscal Officer Limbert presented 4 deeds that were prepared for lots recently sold. Trustee Woolf moved to approve the sales. Trustee Vore seconded the motion.

Roll call:

Vore – Yes

Winner – Yes

Woolf – Yes

Committee Reports.

Trustee Vore reported that that Sgt Hawkins needed his phone replaced. Fiscal Officer Limbert with work with Chief VanGundy to get this done. Trustee Vore inquired as to any update concerning obtaining proposals for banking services. Fiscal Officer Limbert reported that proposals had been received from Huntington and LCNB. Information

should be received from 5th/3rd by the end of the month for a decision in August. Once the bank has been selected, then a credit card for the Township can be obtained.

Trustee Woolf reported Dan Jackson, Montgomery County Soil and Water District, indicated they are ready to perform inspection of easement reviews at an estimated cost of \$200/\$250 per applicant (2 of them last year). Trustee Woolf suggested that he check for a long-term agreement so the Trustees do not have to approve annually. Trustee Woolf will see if they could do a five year agreement at the next meeting.

Trustee Winner reported that the Township's website had been hacked. He would like to keep the website current to include minutes as well as other activities, etc. Trustee Vore asked if we have the proper webmaster for this site. There was discussion on the needs we have for the website and they will look into other WebMasters.

Trustee Woolf brought up the issue of the possibility of charging funds for work done by other personnel paid from another fund - an inter department fund transfer. Trustee Vore thought the procedure was good. The Trustees agreed. Fiscal Officer Limbert will prepare a rate to use utilizing employee average wages for the Road/Cemetery to come up this a fee. Once calculated, Fiscal Officer Limbert will share with the Trustee. The different funds in the township will do that procedure from now on. The vehicle serviced should be identified with the paperwork.

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

Roll:

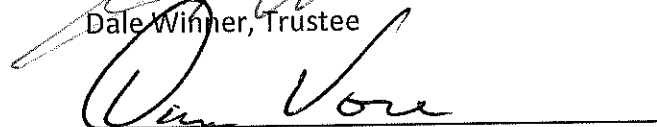
Vore – Yes

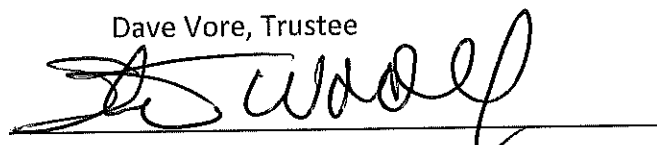
Winner – Yes

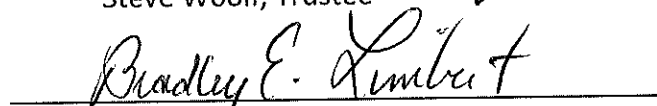
Woolf – Yes

Meeting adjourned – 7:22pm


Dale Winner, Trustee


Dave Vore, Trustee


Steve Woolf, Trustee


Bradley E. Limbert, Fiscal Officer