

# CLAY TOWNSHIP

## Board of Trustees Meeting

August 7, 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, our fire fighters, our road workers and police in harm's way.

Roll call:

Mr. Winner, present Mr. Woolf, present Mr. Vore, absent

Trustee Winner moved to approve the minutes from the July 17, 2017 Trustee Meeting;  
seconded by Trustee Woolf.

Roll call:

Winner – Yes Woolf - Yes

Trustee Woolf moved to approve the minutes from the July 27, 2017 Special Trustee Meeting;  
seconded by Trustee Winner.

Roll call:

Winner – Yes Woolf - Yes

Trustee Woolf moved to approve the minutes from the August 2, 2017 Special Trustee Meeting;  
seconded by Trustee Winner.

Roll call:

Winner – Yes Woolf - Yes

### Hearing from the Public:

Melissa Mears had a question on the difference between a Special Meeting vs. Emergency Meeting. Trustee Woolf indicated that a Special Meeting for a special reason or reasons that requires at least 24 hour notice; an Emergency Meeting can have less than 24 hour notice for special reasons under the ORC. Trustee Woolf also shared that we do post the meeting notice at the Township house as well contact the local newspapers. Ms. Mears inquired if the Township could have a list of individuals to contact when there are special meetings. Trustee Woolf indicated that that would be in violation of the ORC as it is not a method that would be available to everyone since not everyone would be called.

Department Reports:

Police – Police Chief VanGundy reported that five ballistic vests exceed their expiration date of five years and had prepared documentation for their destruction. As an option for their destruction the Township can donate them to Sinclair Community College to be utilized in their police program. After general discussion inquiring about a waiver from Sinclair in accepting them in “as is” condition, Trustee Woolfe moved to approve the request of destruction of the identified ballistic vests with donating them to Sinclair Community College. Trustee Winner seconded the motion.

Roll call:

Winner – Yes

Woolf - Yes

Chief VanGundy reported that the police records recently approved to be destroyed that he had received a quote from Shred-it for \$452. Trustee Winner questioned if was OK for an outside company to come on-site to dispose of the records. Due to the condition of the records, it was felt that there were potential health issues to shred in house and this company was authorized to perform such actions. Trustee Winner moved to have the records shred as requested by Chief VanGundy for the amount quoted to be paid out of the Police Department Fund. Trustee Woolf seconded the motion.

Roll call:

Winner – Yes

Woolf - Yes

There was general discussion for consideration of a commercial shredder for future documents to be shredded. Trustee Woolf will check with Monaco, another company that provides shredding services off site utilized by Montgomery County for utilization of their services.

Chief VanGundy reported that the new cruiser should be ready and in service two weeks. Chief VanGundy indicated that the old vehicle will have striping removed and could be listed on Govdeals.com or be used internally for Zoning. It was noted that Zoning Officer Brown is currently using a police vehicle, or his personal car if a police vehicle was not available, for zoning issues. The decals for Zoning has been estimated at \$265 by Yipes Stripes. There was general discussion on using car for Zoning and any costs for the conversion would be charged to zoning. It was noted that Zoning has had a vehicle in the past. Trustee Woolf moved to transfer the 2011 cruiser from Police to Zoning to have a car readily available and Zoning Officer Brown would not to have to use his own. Trustee Winner seconded. There was general discussion concerning monetary

consideration between the two departments. It was considered it would be appropriate if Zoning would pay for the costs of the conversion.

Roll call:

Winner – Yes                  Woolf - Yes

Road & Cemetery –Road/Cemetery Superintendent Maleski reported that they have been busy with mowing grass at the cemetery and burials. They are working on mowing ditches as time permits in getting caught up. Road/Cemetery Superintendent reported that Pansing Road Issue II project looks like it will start in September and that the pipe for the project is in.

Fiscal Officer Limbert inquired as to rules/regulations concerning private cemeteries in the Township. It was noted that a family cemetery tha

Zoning – Zoning Director Brown share his report had been distributed earlier. There was a question on the status of the Titan Motor property; ODOT is using the lot for their repaving project in Phillipsburg. Zoning Director will monitor the property as the repaving project wraps up and the work to be done in cleaning up the property.

Fiscal Officer:

Fiscal Officer Limbert presented appropriation reallocations for Trustees payroll taxes and benefits. Trustee Woolf moved to approve the appropriation reallocations as presented; Trustee Winner seconded the motion.

Roll call:

Winner – Yes                  Woolf - Yes

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

Roll call:

Winner – Yes                  Woolf - Yes

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

Roll call:

Winner – Yes                  Woolf-Yes

Fiscal Officer Limbert updated the Trustees on the change-over of payroll direct deposit from Fifth Third to Huntington bank for this pay-period which is just for the elected officials. Everything has been set up and tested. If there are any issues of amounts not being timely deposited to everyone's bank account to please let him know so those issues can be addressed. Hope to have everything ready for the next payroll.

Unfinished Business:

The Township as received another request to correct Resolution 2017-037 for technical corrections requested by the County. Trustee Woolf moved the pass the revised resolution for the technical corrections as proposed by the County; Trustee Winner seconded the motion.

Roll call:

Winner – Yes                  Woolf - Yes

Resolution 2017-039 for placing a continuous 3.5 mil levy on the November ballot for Fire/ems was read by Trustee Woolf and Trustee Woolf acknowledged the receipt of revenue certification by the County Auditor. Trustee Woolf gave a brief description on the recent valuation done by the County and that the new levy would be based on the old property values. Trustee Woolf also indicated that the Township has worked with the three Fire/EMS services providers on a 5 year needs budget, had meetings to discuss plans to provide services and having proper equipment in providing proper services and staffing issues. Trustee Woolf felt that now is the time to go with for a continuous 3.5 mil levy for the incorporated and unincorporated areas of the Township. Woolf moved to accept Resolution 2017-039; Trustee Winner seconded the motion.

Roll call:

Winner – Yes                  Woolf - Yes

New Business:

Cemetery Report for July was presented. Trustee Winner moved to accept the report; Trustee Woolf seconded the motion.

Roll call:

Winner – Yes                  Woolf - Yes

Fiscal Officer Limbert presented Farmland RFP results. Two responses were received. The responses were reviewed with general discussion. Trustee Winner shared that the new

contract will be for 3 years with minor modifications from last contract. The two responses were: Bridenbaugh \$240 per acre; Steck \$208 per acre with no significant differences between the two. Trustee Winner moved to award the contract to Bridenbaugh Farms. Trustee Woolf seconded the motion.

Roll call:

Winner – Yes                  Woolf - Yes

Trustee Woolf thanked Trustee Winner for the work done in getting the RFP completed. Trustee Winner will be contacting the bidders of the Trustee's decision.

Resolution 2017-040 Police Policy Change was presented by Trustee Winner for compliance. General clarification was given by Chief VanGundy and upon passage, the manual will be updated. Trustee Woolf moved to accept Resolution 2017-040; Trustee Winner seconded the motion.

Roll call:

Winner – Yes                  Woolf - Yes

Resolution 2017-041 for the Prima-facie speed limit on Wellbaum Road was presented by Trustee Winner. Chief VanGundy provided further clarification and there was general discussion. Trustee Winner moved to accept Resolution 2017-041; Trustee Woolf seconded the motion.

Roll call:

Winner – Yes                  Woolf - Yes

Resolution 2017-042 for the Prima-facie speed limit on Pleasant Plain Road was presented by Trustee Winner. Chief VanGundy indicated same situation as the previous resolution. Trustee Winner moved to accept Resolution 2016-042; Trustee Woolf seconded the motion.

Roll call:

Winner – Yes                  Woolf - Yes

Resolution 2017-043 for the Prima-facie speed limit on Pleasant Plain Road was presented by Trustee Winner. Trustee Winner moved accept Resolution 2017-043; Trustee Woolf seconded the motion.

Roll call:

Winner – Yes                  Woolf - Yes

Fiscal Officer Limbert presented list of residents for assessment to their real estate taxes for delinquent trash bills for the 2nd quarter of 2017 totaling \$5,807.28. Trustee Woolf moved to assess the presented residents presented; Trustee Winner seconded the motion.

Roll call:

Winner – Yes

Woolf - Yes

Trustee:

Trustee Winner had nothing to report. Thanked the road crew for their work in getting caught up in their mowing in the Cemetery and the roads.

Trustee Woolf reported that he had contacted Montgomery County Landbank concerning the cemetery that is being abandoned to the Township. They had recommended the firm M&M Title Company for doing a title search on the property and he requested information from them for doing that work. Trustee Woolf reported that our question as to if plots/lots need title search. M&M Title Company indicated that the Township had sold use of lot but cemetery still retains ownership. Trustee Woolf will have more information on the title search.

Trustee Woolf gave an update on the website to set meeting to review contract with the Website vendor. Trustee Woolf will see what dates are available. Our legal counsel has looked over the contract with some recommended adjustments.

There was a question on the payment for crack sealing and stripping recently received by the County Engineer for authorization. Trustee Woolf suggested that the Township's minutes be reviewed for authorization.

Trustee Woolf reported that the Record Retention Commission met in an open meeting to approve the proposed change to our listing for record retention and the document will be filed with the Ohio Historical Connection.

Trustee Woolf shared that all three communities (Villages of Phillipsburg and Verona and City of Brookville) on approving the recently passed addendum to the contracts and all three communities are working on preparing for promoting the upcoming Levy for the Fire/EMS District. Trustee Woolf also shared that all three fire chiefs to chair the committee for the Levy.

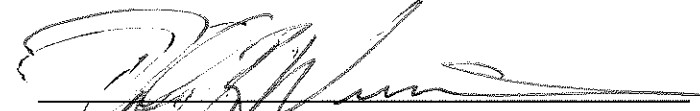
Trustee Winner moved to adjourn the meeting; Trustee Woolf seconded the motion.

Roll call:

Winner – Yes


Woolf - Yes

Meeting adjourned 7:02pm.



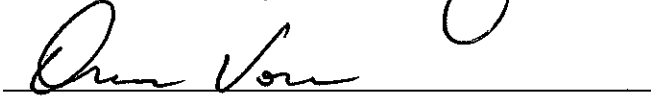
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Dale Winner, Trustee



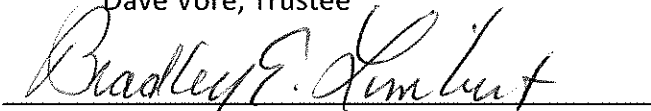
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Steve Woolf, Trustee



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Dave Vore, Trustee



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Bradley E. Limbert, Fiscal Officer