

TOWNSHIP

Special Trustee Meeting

January 24, 2020

Trustee Vore called the Special meeting to order at 4:01pm for the office procedures for Clay Township front office.

Roll call:

Winner, present Woolf, present Vore, present

Trustee Vore indicated that the front office is currently being covered by the police, road and cemetery department personnel. Since the Officer Manager's absence has been for an extended period of time and potentially last until mid-March, assistance is needed in the office. Chief VanGundy presented information concerning qualification for a potential candidate to work in the office for a temporary position. Chief VanGundy presented a resume he had for the temporary position. There was general discussion on the position, including potential family members as candidates, and the Trustees decided to post the position immediately. Trustee Woolf inquired about the requirement for posting temporary positions; the Trustees want to post the position regardless. There was discussion for preparing a hiring package for potential candidates and procedures for the hiring process. The application period will be placed on the website and in the Dayton Daily News. Trustee Vore recommended \$15 per hour for the position. There was additional discussion concerning disclosing no benefits for the position in the ad.

Trustee Woolf moved to include in the ad that the position will not exceed 1500 hours, or no benefits, for the position at \$15 per hour in the posting. Trustee Vore recommended that the posting be run past our legal counsel for priority. Trustee Woolf retracted motion after additional discussion. There was additional general discussion including the intentions of the Office Manager returning concerning the position in question; Chief VanGundy indicated that there has been no formal documentation received. Trustee Winner moved to post the position as temporary at \$15 per hour up to 10 weeks for general office work; Trustee Vore seconded the motion.

Roll call:

Winner – Yes Woolf - Yes Vore – Yes

Chief VanGundy inquired of the Trustees procedures of notification for long-term leave requests and it was preferred to be notified in writing when requests are received.

Trustee Vore indicated a Zoning issue resulting from an e-mail from Nathaniel Peterson, Ass't Prosecuting Attorney, concerning a Zoning request from a resident for a property on Wellbaum Road in the JEDD to be re-zoned at the recent Monday evening Zoning meeting. The Zoning Commission members also received a copy of the e-mail. Zoning Officer Marcum updated the Trustees on the procedures for the meeting. There was discussion concerning exposure of Clay Township and the need to follow Nathan's recommended procedures.

Trustee Vore updated the Trustees on the Fire/EMS contract with the City of Brookville and distributed fire/EMS information he had prepared. The information included levy monies for Clay Township and Perry Township at various levels of millage. Trustee Vore reported he had a call from Melissa Mears, Perry Township Trustee, to discuss the status of the Fire/EMS contract. Trustee Vore inquired with the other Trustees on her request for a potential Town Hall meeting. There was general discussion and there was general consensus not to have a joint type of meeting for the three entities; contracts are individual and should be treated accordingly. Trustee Vore indicated that the City of Brookville recommended the Township to go for a permanent levy for the contract. Trustee Woolf confirmed such a levy would be grandfathered for the homestead exemption for the residents. There are three elections this year. There was general discussion on options for levies to put on the ballot; the levies may be dual; split into separate levies and/or have one for capital equipment. The minimum levy default would be the Township going with a 2.5 renewal.

Trustee Woolf indicated a need to have public safety levies as permanent to guarantee future coverage. There was general discussion on the types of levies to be presented. Fiscal Officer will forward signed contracts from the Villages of Phillipsburg and Verona and the City of Brookville's request to extend to the Trustees. There was additional discussion on levy monies from Clay Township and Perry Township for fire/EMS service and the fire/EMS service the City of Brookville provides. Trustee Woolf indicated that the Clay/Perry Township monies for their fire/EMS services are the lowest in the County. Trustee Vore recommended a May renewal, a possible capital equipment levy and work toward parity in millage with Perry Township in his discussion with City of Brookville. It was noted that the May election paperwork is due in early February for placing a levy on the ballot.

Tentative meeting date was discussed and steps for placing the levy on the ballot including a Treasurer for the levy committee.

Chief VanGundy expressed concerned whether the information was shared for the Office Manager's request for time off was shared and the Trustees concurred it had been communicated.

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

Roll call:

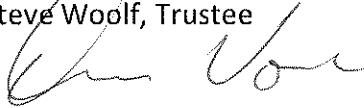
Winner – Yes

Woolf – Yes

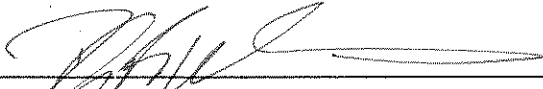
Vore - Yes

Meeting adjourned at 5:20 pm.

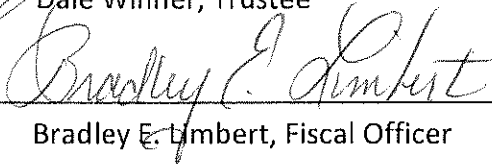
Steve Woolf, Trustee



Dave Vore, Trustee



Dale Winner, Trustee



Bradley E. Lambert, Fiscal Officer