

CLAY TOWNSHIP

Board of Trustees Meeting

March 2, 2020

The regular meeting of Clay Township Trustees was called to order by Trustee Vore at 5:00pm. The Pledge of Allegiance was said and a moment of silence was observed for our military members, veterans and our public servants.

Roll call:

Winner, present Woolf, present Vore, present

Trustee Winner moved to approve the minutes of the February 17, 2020 regular Trustee meeting; Trustee Woolf seconded the motion.

Roll call:

Winner – Yes Woolf – Yes Vore - Yes

Hearing from the Public:

Gary Horstman – reported that the City of Clayton tabled the recent request for a property owner to leave the JEDD. There was also discussion at the City of Clayton meeting to have a discussion with both the Clay Township Trustees and City of Clayton Council concerning suggestions/requests for the JEDD.

Soyna Keaton, City of Brookville, presented an updated draft Fire/EMS contract between Clay Township and the City of Brookville for the deferred payment of Section 7 added. Trustee Winner questioned if a renewal of the levy applies to Section IX and Ms. Keaton indicated it would. Trustee Woolf noted that if the annual amounts are deferred each year, the approximately \$38,000 in additional monies would be due at the end of the contract which will be in three years. Trustee Winner ask if the Township does pass a levy for additional funds if the additional fee would apply; Ms. Keaton indicated that it not be required.

Trustee Vore moved to place the expired Clay Township Fire/EMS levy as a renewal on the August ballot; Trustee Winner seconded the motion.

Roll call:

Winner – Yes Woolf – Yes Vore - Yes

Trustee Vore moved to accept the proposed Fire/EMS contract with the City of Brookville for one year; Trustee Winner seconded the motion.

Roll call:

Winner – Yes

Woolf – Yes

Vore - Yes

Trustee Vore welcomed the Northmont High School students who were visiting a governmental public meeting for their government class requirement.

Old Business

None

New Business

Trustee Winner presented an updated/revised “Acceptable Use Policy” for the Township’s elected officials and all employees to include technology that had been distributed earlier. Trustee Winner moved to accept the updated “Acceptable Use Policy”; Trustee Woolf seconded the motion.

Roll call:

Winner – Yes

Woolf – Yes

Vore - Yes

Trustee Winner presented an updated “Administrative Assistant Job Description” for the open position that Township will be hiring; Trustee Woolf seconded motion.

Roll call:

Winner – Yes

Woolf – Yes

Vore - Yes

Fiscal Officer Limbert reported that legal counsel had indicated that recordings of the Township’s meetings is a public record that would be available to the public within a reasonable time. This is contrary to the Township’s policy of holding until the minutes of the meeting minutes are approved. Trustee Woolf indicated that the State auditors he had talked with have had discussions concerning recording of meetings and public record treatment. Fiscal Officer Limbert will work with Trustee Woolf to update the Township’s Public Record Policy with guidance with the Township’s legal counsel and the State Auditor for a Resolution for the Trustees to implement the updated Public Record Policy.

Trustee Vore inquired about having a work session concerning the Township’s trash service and provider Republic concerning trash billing. Trustee Woolf indicated that he has met with a Republic representative concerning our upcoming renewal and Republic is in the process of preparing a renewal proposal including an alternative in taking over the billing.

The proposal will include the changes in the trash/recycling industry. Trustee Woolf will work on scheduling a work session when the information is available.

Fire Contract on the agenda had already be addressed earlier in the meeting.

Departments:

Police Department –Chief VanGundy presented Resolution 2020-006 updating the Englewood Truck and Towing billing rates for towed/impounded vehicles. Trustee Vore read Resolution 2020-006 and Chief VanGundy reported the process for the update and needs for the change. Trustee Winner moved to approve Resolution 2020-006; Trustee Vore seconded the motion.

Roll call:

Winner – Yes Woolf – Yes Vore - Yes

Chief VanGundy presented Michele Williams resignation letter effective 3/13/20 and the letter was read by Trustee Vore. Trustee Winner moved to accept the resignation; Trustee Woolf seconded the motion.

Roll call:

Winner – Yes Woolf – Yes Vore - Yes

Cemetery/Road Department – Cemetery Superintendent Chris Maleski had distributed the February Cemetery Report. Trustee Vore moved to accept the February Cemetery report; Trustee Woolf seconded the motion.

Roll call:

Winner – Yes Woolf – Yes Vore - Yes

Fiscal Officer Limbert presented Cemetery Deeds. Trustee Vore moved to approve cemetery deed 2020-03-001 for sale of cemetery lots; Trustee Woolf seconded the motion.

Roll call:

Winner – Yes Woolf – Yes Vore - Yes

Trustee Vore read Deed 2020-03-002 and moved to approve deed 2020-03-002 for the sale of cemetery lots; Trustee Woolf seconded the motion.

Roll call:

Winner – Yes Woolf – Yes Vore - Yes

Zoning – Zoning Officer Marcum had distributed his report previously and announced the resignation of Amy Mangen from the Clay Township Zoning Commission. Trustee Woolf moved to accept the resignation; Trustee Vore seconded the motions.

Roll call:

Winner – Yes

Woolf – Yes

Vore - Yes

Fiscal Officer:

Fiscal Officer reported that the 2019 Township’s books had been closed and the Financials had been filed with the State of Ohio, with the Hinkle System and advertised.

Fiscal Officer Limbert presented the March 2, 2020 blanket certificate, warrants and electronic payments. Trustee Vore moved to accept the March 2, 2020 blanket certificate, warrants and electronic payments as presented and reviewed; Trustee Winner seconded the motion.

Roll call:

Winner – Yes

Woolf – Yes

Vore - Yes

Trustee Reports:

Trustee Woolf forwarded the recent bill for services of Oasis related to website management to Fiscal Officer Limbert and reminded everyone the website is available to everyone to keep up to date on what is happening in the Township.

Trustee Woolf had updated the Trustees concerning the contract renewal with Republic earlier in the meeting. Trustee Woolf also reported that there was an issue with a trash truck went off the road in Phillipsburg while collecting cash that he is working on and Trustee Woolf will be working with Fiscal Officer Limbert on presenting updated information for the next quarterly trash bill.

Trustee Woolf praised the Road Department for the work they have done recently with the nasty weather conditions.

Trustee Winner reported that the Township had received 20 applications to date with the deadline being 3/6/20 for the full-time administrative position recently posted. Trustee Winner appreciated the work of Chief VanGundy and Office Marcum with the review of applications process.

Trustee Vore indicated March usually has weather issues and requested Brookville Star reporter Kay Dawson to note that the recently installed sirens had a big roll in keep the residents safe and remind residents of the sirens.

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

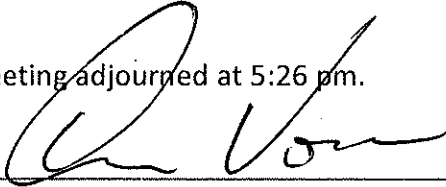
Roll call:

Winner – Yes


Woolf – Yes

Vore - Yes

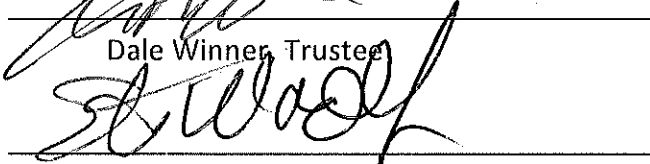
Meeting adjourned at 5:26 pm.



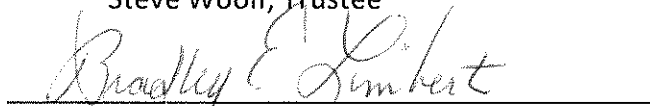
Dave Vore, Trustee



Dale Winner, Trustee



Steve Woolf, Trustee



Bradley E. Limbert, Fiscal Officer