

CLAY TOWNSHIP

Board of Trustees Meeting

March 4, 2019

The regular meeting of Clay Township Trustees was called to order by Trustee President Steve Woolf at 5:00 pm. The Pledge of Allegiance was said and a moment of silence was observed for our military members here and abroad, firefighters, road workers and police officers serving here and abroad.

Roll call:

Requarth, present Woolf, present Vore, present

Trustee Woolf moved to approve the minutes from the February 18, 2019 regular Trustee meeting; Trustee Requarth seconded the motion.

Roll call:

Requarth – Yes Woolf – Yes Vore - Present

Hearing from the Public:

None

Department Reports:

Police Department – Chief VanGundy reported that the Police Department had complied with all of the requirements for Group 3 and will be receiving their Collaborative Board Provisional Certificate for being in compliance with the State.

Chief VanGundy also presented the updated Police Employee Job Descriptions. Trustee Vore moved to accept the updated Police Employee Job Descriptions; Trustee Woolf seconded the motion.

Roll call:

Requarth – Yes Woolf – Yes Vore - Yes

The Employee Job Descriptions will be circulated for signatures after the meeting.

Trustee Vore presented Resolution 2019-016 Purchase of New MDTs for the Police Department and moved to approve Resolution 2019-016. Trustee Vore indicated the need to update our computers for the Police Department with new operating systems. Trustee Requarth seconded the motion.

Roll call:

Requarth – Yes Woolf – Yes Vore – Yes

The old equipment will be place on GovDeals.

Trustee Vore presented Resolution 2019-017 to request Tax Revenue Certificate from Auditors Office for the upcoming Police levy renewal later this year and moved to approve Resolution 2019-017; Trustee Woolf seconded the motion.

Roll call:

Requarth – Yes Woolf – Yes Vore - Yes

After general discussion concerning getting a copy back to the Auditors Office, Chief VanGundy indicated that they would accept a scanned copy. Fiscal Officer Limbert will scan a copy to the Auditors Office.

Trustee Vore presented Resolution 2019-018 to Hire Part-Time Police Employee and moved to approve Resolution 2019-018; Trustee Woolf seconded the motion.

Roll call:

Requarth – Yes Woolf – Yes Vore - Yes

Trustee Vore presented Resolution 2019-019 Approval of Zoning Job Description and moved to approve Resolution 2019-019; Trustee Woolf seconded the motion.

Roll call:

Requarth – Yes Woolf – Yes Vore - Yes

Cemetery/Road Department – Road/Cemetery Superintendent Maleski was absent and Keith Lucking gave an update on the recent burials in the cemetery and on the maintenance of the roads.

Trustee Vore presented a Cemetery Deed for approval of sale and moved to accept the sale; Trustee Requarth seconded the motion.

Roll call:

Requarth – Yes Woolf – Yes Vore - Yes

Cemetery Report of Superintendent of Arlington Cemetery for February was presented and Trustee Vore moved to accept the report; Trustee Woolf seconded the motion.

Roll call:

Requarth – Yes Woolf – Yes Vore - Yes

Zoning – Zoning Officer Brown indicated his zoning report had been previously distributed. Zoning Officer Brown indicated a need to replace zoning board members. Trustee Woolf moved to approve the zoning report and to proceed with the process of advertising and selecting potential Zoning Board Members for the Trustee’s approval; Trustee Requarth seconded the motion.

Roll call:

Requarth – Yes Woolf – Yes Vore - Yes

Fiscal Officer:

Fiscal Officer Limbert presented the March 4, 2019 appropriation supplements, blanket certificates and purchase order, and warrants and electronic payments for payment. Trustee Requarth moved to accept the appropriation supplements, blanket certificates and purchase order, and warrants and electronic payments as presented; Trustee Vore seconded the motion.

Roll call:

Requarth – Yes Woolf – Yes Vore - Yes

Fiscal Officer Limbert reported that the Township will change from using US Healthworks for drug testing to Concentra. Chief VanGundy had been working with the two agencies for drug testing and US Healthworks requested that the Township consolidate the services. After reviewing the proposals by both companies, Chief VanGundy shared the price differences and services offered between the two companies. Even though US Healthworks is owned by Concentra, Concentra had website services available, a closer location for testing and the cost of their services were what the Township wanted and would save about \$20 per test. Clay Township is now also in a larger pool for testing.

Fiscal Officer Limbert updated the Trustees on upgrading Chief VanGundy’s cell phone. Fiscal Officer inquired as to the Township’s policy for disposing of an old cell phone. Chief VanGundy indicated that since it is a Police phone that he would prefer to destroy it and the Trustees concurred. Fiscal Officer Limbert will be meeting with the Verizon Rep later

in the week to discuss services available and has invited Chief VanGundy and Sergeant Hawkins to discuss Verizon's services available and the needs of the Police Department. They will also check for the steps in ordering a new phone for Sergeant Scott. Trustee Woolf inquired if the meeting would be beneficial for the Road Department. Fiscal Officer Limbert will extend an invitation to them.

Old Business:

Trustee Woolf reported that he and Fiscal Officer Limbert had met with Huntington Bank to discuss having a Cemetery Endowment and services available to handle trash payments on our Website. Huntington will be getting back with us on services available for the Endowment. Huntington had shared a concern that appropriate steps need to be taken to ensure the integrity of the resident data base and should consult legal counsel. The Township will check with other Townships for the systems they use and what they do for security.

New Business:

Trustee Woolf reported that Brian Martin, Miami Valley Regional Planning Commission, wife had passed away and to please keep the family in our prayers.

Trustee Reports:

Trustee Woolf worked with Road Superintendent Maleski to evaluate the roads in the Township for maintenance and rated them accordingly. Of the four (4) we have in the issue II application process, Trustee Woolf indicated that we may get one to be done in 2020. A "repairs listing" was presented for "critical" areas in the Township that need to be addressed in 2019 including paving in the Cemetery. After general discussion, Trustee Vore moved to have all repairs presented by J&A Construction to be done with 60% to be paid by JEDD and 40% to be paid by the Road Department totaling approximately \$45,000; Trustee Woolf seconded the motion.

Roll call:

Requarth – Yes

Woolf – Yes

Vore - Yes

Trustee Woolf wanted to acknowledge Michele Williams and her help with the residents last week when there were high winds and getting Republic to bring out new totes and getting the trash cleaned up on Blank Road near County Line Road.

Trustee Requarth suggested that the Township does not work on renewing the Fire/EMS contracts until September for December 31, end of contract.

Trustee Requarth suggested that we are experiencing some of the issues we recently had with our benefits that we may want to consider hiring/assigning one person for human resource person for benefits and taxes. Chief VanGundy indicated that they may be able to utilize that person to fill in for Michele Williams well. There was general discussion and it is an item that we may want to look into.

Trustee Vore gave an update from ODOT concerning the I-70, SR 49 and Brookville Salem Road Project. The construction for the project is scheduled to begin in June and is to last a couple of months.

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


Roll call:

Requarth – Yes

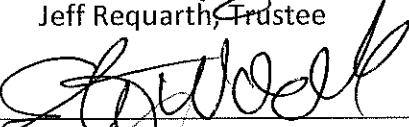
Woolf – Yes

Vore - Yes

Meeting adjourned at 5:33 pm



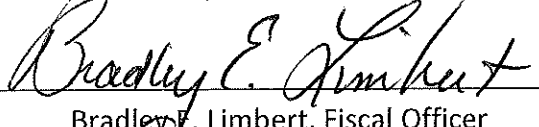
Jeff Requarth, Trustee



Steve Woolf, Trustee



Dave Vore, Trustee



Bradley E. Limbert, Fiscal Officer