

CLAY TOWNSHIP

Board of Trustees Special Meeting

May 21, 2020

The special meeting of Clay Township Trustees was called to order by Trustee at noon.

Roll call:

Winner, present Woolf, absent Vore, present

Hearing From the Public:

Cynthia Hoops, resident on Access Road, expressed a concern on a neighbor's property that is currently vacant, grass needs cutting and had an abandoned vehicle. After general discussion on issues with the property, Trustee Vore will have Chief VanGundy provide Ms. Hoops with Zoning Officer Marcum's e-mail to forward copies of the pictures of the property. Chief VanGundy will work with Zoning Officer Marcum on this issue. Trustee Vore indicated that the Township is limited in what it can do in these situations; however, they will be working with the Montgomery County Prosecuting Attorney's office and will do what they can.

Business:

Clay/Phil Trash item will be addressed later when Trustee Woolf arrives.

Trustee Winner reported that after the interview process that he is moving to offer the full-time administrative assistant position to Brandi Nicole Wathen; Trustee Vore seconded the motion. Chief VanGundy gave an overview of the interview process.

Roll call:

Winner – Yes Vore – Yes

Trustee Vore reported that there is an employee disciplinary action that needs to be addressed and requested that the Trustees go into Executive Session to address the employee disciplinary action with Chief VanGundy to join the Trustees in the Executive Session. Trustee Woolf arrived during the motion. Trustee Winner seconded the motion.

Roll call:

Winner – Yes Woolf – Yes Vore – Yes

Trustees went into executive session at 12:06pm.

The Trustees came out of executive session at 12:28pm.

Roll call:

Winner – Yes

Woolf – Yes

Vore – Yes

Trustee Vore entertained any motion for disciplinary action. Trustee Winner moved to take disciplinary action on the item discussed in Executive Session; Trustee Vore seconded the motion. There was general discussion with Trustee Winner questioning the options for the disciplinary action which can be from doing nothing to termination. Trustee Woolf asked Police Chief VanGundy for his recommendation. Chief VanGundy's recommendation would be a demotion per Township's policy to previous position. Trustee Winner amended his motion to have the employees demoted to his original job assignment prior to promotion on 6/3/19 effective immediately; Trustee Woolf seconded the amendment of the motion. There was additional discussion on pay status and the pay would be adjusted to the step pay. Trustee Winner amended his motion to demote the individual to his original position before the promotion and adjust his pay to the scheduled step pay for that position; Trustee Woolf seconded the amended motion.

Roll call:

Winner – Yes

Woolf – Yes

Vore – Yes

There was additional discussion on the procedures for the demotion. Trustee Vore moved for Chief VanGundy to proceed with the preparation of the Charging Form to the affected employee to be forward to our attorney for review. Trustee Woolf questioned if the Trustees would sign Charging Form at the 6/1 Trustee meeting or immediately when ready. Trustee Vore amended the motion to have the Trustees sign the Charging Form when ready to issue the form to the employee. Trustee Woolf seconded the motion.

Roll call:

Winner – Yes

Woolf – Yes

Vore – Yes

Fiscal Officer Limbert presented electric suppliers quotes recently received from our existing supplier and the supplier that handles the Township's aggregation (Trebel). The existing supplier had \$.0467/kwh and Trebel rate was \$.0439/kwh. After general discussion, Trustee Woolf moved to change to Trebel for a 2-year contract as the Township's electric supplier; Trustee Winner seconded the motion.

Roll call:

Winner – Yes

Woolf – Yes

Vore – Yes

Fiscal Officer Limbert prepare the paperwork for Trustee Vore to sign for the change.

Trustee Woolf presented general information on the renewal of the ClayPhil trash contract. Trustee Woolf indicated that the current contract extension period ends 5/31/20 for another 5-year extension. The Trustees discussed the proposals that were available from Clay Township continues to bill/collect for trash services to Republic bill/collect for trash services as well as providing additional services for the residents through phone aps and online support/payment options with the Township receiving a franchise fee. Regardless of proposal selected there will be a significant increase in fees for residents. There was general discussion which included transition, communications and timing. The Trustees would like to see a three-month transition with Republic taking over billing September 1 with handling collections, etc. and emphasize educating the residents on the changeover. Trustee Woolf will work with Republic on the renewal. Trustee Woolf moved to renew the Republic contract with Republic handling billing/collection and the \$20,000 franchise fee with a letter mailed to residents in June notifying the residents of the change with the fees starting at \$18.50 per month per resident, \$16.65 per month per senior and \$2.75 per month per tote; Trustee Winner seconded the motion.

Roll call:

Winner – Yes

Woolf – Yes

Vore – Yes

Trustee Vore presented recommendation to continue to have monthly meetings with utilization of Special Meetings on an “as needed” basis. There was general discussion on meetings and having the front office open for the new administrative assistant. The Trustees will want to continue with the modified schedule until the State of Ohio make changes in their recommendations related to OVID-19.

Trustees Woolf updated the Trustees on the interest rates and terms on the proposed purchase of new trucks. There was general discussion on the loans terms with the vendor the trucks to be purchased and terms of another financial institution.

Trustee Vore inquired about the status of the Township financials as they had received February’s last month. Fiscal Officer Limbert was planning to have March and April financials ready for the June meeting as there has been delays with year-end due to COVID-19, scheduling the AUP with the auditors and related delays. Fiscal Officer Limbert also reported that the auditors had just finished their fieldwork Tuesday and were working on their report to be ready later in the week or next week. There was nothing to report at this time as they were still in the process of completing their work.

Trustee Vore indicated that the Township has set aside monies for purchase of snow trucks. There is a question whether to purchase one or two trucks with low interest rates and deals available. Trustee Woolf will check with the vendor on additional information that would include trade-in values of the old trucks (1996 and 2000) and terms of loans with the vendor and financial institution.

Trustee Vore indicated that we have until August 3rd to make a decision if an additional levy for fire/EMS would be placed on the ballot for the November election. There was general discussion on the possible need of a levy.

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

Roll call:

Winner – Yes

Woolf – Yes

Vore - Yes

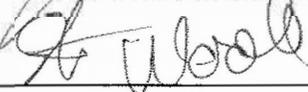
Meeting adjourned at 1:18 pm.



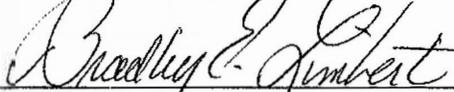
Dave Vore, Trustee



Dale Winner, Trustee



Steve Woolf, Trustee



Bradley E. Limbert, Fiscal Officer