

RECORD OF PROCEEDINGS  
Clearcreek Township Trustees

1691

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held August 4, 2010  
(YEAR)

The Clearcreek Township Trustees met in special session at 8:30 a.m. with the following members present: Ms. Anspach, Mr. Lamb and Mr. Wade.

Mr. Lamb moved to adopt Resolution #3778 to accept a purchase agreement for a double vault toilet building with CXT Inc. and authorized the township administrator to execute said agreement of \$37,359.02, subject to the Board's approval of the monthly service fee. The motion was seconded by Ms. Anspach and upon roll call the vote was as follows: Mr. Lamb-yea; Ms. Anspach-yea; Mr. Wade yea. A copy of the resolution is attached to these minutes and deemed a part of this record as if fully rewritten herein.

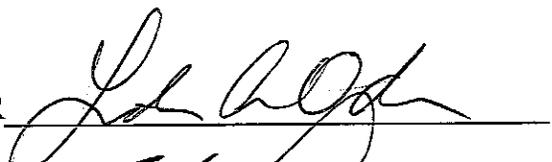
Ms. Anspach moved to adopt Resolution #3779 to accept a purchase agreement for a custom entrance arch with Landscape Structures Inc. and authorized the township administrator to execute said agreement at a cost of \$17,159.00. The motion was seconded by Mr. Lamb and upon roll call the vote was as follows: Ms. Anspach-yea; Mr. Lamb-yea; Mr. Wade yea. A copy of the resolution is attached to these minutes and deemed a part of this record as if fully rewritten herein.

Mr. Wade led a discussion concerning the Fiscal Officer and interaction with staff members. Mr. Lamb suggested that clearly defined duties be created in order for everyone to understand their responsibilities. Mrs. Oda noted that consultants she had contacted with the Ohio Township Association suggested the Fiscal Officer, Board Chair and the Township Administrator meet to discuss the best way to meet the needs of the staff and citizens of the township.

Following staff recommendations, Mr. Wade asked for a period of two weeks that no employees contact Mrs. Oda directly, and that they should send all communications and requests through the Administrative Service Manager, who will then keep records of the communications for the Township Administrators and the Board. Mrs. Oda will communicate to staff members through the Board of Trustees. A copy of the employee letter stating such is attached to these minutes and deemed a part of this record as if fully rewritten herein.

Mr. Lamb moved to adjourn the meeting at 8:55 a.m. The motion was seconded by Ms. Anspach and upon roll the vote was as follows: Mr. Lamb-yes; Ms. Anspach-yea; Mr. Wade-yea.

FISCAL OFFICER



TRUSTEE



TRUSTEE



TRUSTEE

