

**RECORD OF PROCEEDINGS**  
**CLEARCREEK TOWNSHIP TRUSTEES**  
**Minutes of Regular Meeting**  
**June 26, 2023**

The Clearcreek Township Trustees met in regular session at 9:00 a.m. with the following members present: Mr. Gabbard, Mr. Muterspaw, and Mr. Wade.

Mr. Wade opened the meeting and led in the Pledge of Allegiance.

Mr. Wade asked if the Board members had any consent agenda item or items that they wished removed. No removal from the consent agenda was requested.

Mr. Wade called for Public Comment. No comments were noted.

Mr. Wade read Resolution 5438 – A Resolution awarding/rejecting the Pickleball Court Construction Project at Patricia Allyn Park to the lowest and best responsive bidder and dispensing with the second reading. Mr. Gabbard was discussing the Resolution when Mr. Wade received an emergency personal phone call.

Mr. Wade asked the Board to temporarily suspend the meeting to handle an emergency personal issue. Mr. Gabbard moved to temporarily suspend the meeting at 9:03 a.m. with Mr. Muterspaw seconding the motion. Upon roll call the vote was as follows: Mr. Gabbard-yea; Mr. Muterspaw-yea; and Mr. Wade-no vote.

At 9:06 a.m., Mr. Wade returned and asked to resume the Regular meeting. Mr. Muterspaw moved to resume the Regular meeting with Mr. Gabbard seconding the motion. Upon roll call the vote was as follows: Mr. Muterspaw-yea; Mr. Gabbard-yea; and Mr. Wade-no vote.

Discussion resumed on Resolution 5438. Mr. Gabbard noted he had several questions and issues regarding the proposed Pickle Ball Court bid. Mr. Clark, Township Administrator, was not available to answer these questions as he was on vacation. Mr. Gabbard asked for a motion to table the Resolution until the next meeting with Mr. Muterspaw seconding the motion. Upon roll call the vote was as follows: Mr. Gabbard-yea; Mr. Muterspaw-yea; and Mr. Wade-yea.

Mr. Wade read Resolution 5439 – A Resolution determining that the maintenance of the listed, specific tracts of land constitute a nuisance (grass/weeds), dispensing with the second reading, and declaring an emergency:

1. 350 S.R. 741, parcel ID #08-15-177-015.
2. 7412 Larkspur Ct., parcel ID #04-01-434-019.
3. 7330 Contessa Way, parcel ID #05-19-360-004.

Mr. Palmer, Planning and Zoning Director, updated the Board on the properties under discussion. Mr. Gabbard and Mr. Muterspaw noted another property that should be looked at for tall grass/weeds. Mr. Palmer advised he would investigate the issue. Mr. Wade asked for a motion to approve the Resolution. Mr. Muterspaw so moved with Mr. Gabbard seconding the motion. Upon roll call the vote was as follows: Mr. Muterspaw-yea; Mr. Gabbard-yea; and Mr. Wade-yea.

**RECORD OF PROCEEDINGS**  
**CLEARCREEK TOWNSHIP TRUSTEES**  
**Minutes of Regular Meeting**  
**June 26, 2023**

Mr. Wade read Resolution 5440 – A Resolution to initiate Exhibit 2023-1, an Amendment that establishes definitions and standards for short-term rentals for the Clearcreek Township, Warren County, Ohio, Zoning Code, and dispensing with the second reading. Mr. Palmer advised the Board on the proposed amendment. Mr. Wade asked for a motion to approve the Resolution. Mr. Gabbard so moved with Mr. Muterspaw seconding the motion. Upon roll call the vote was as follows: Mr. Gabbard-yea; Mr. Muterspaw-yea; and Mr. Wade-yea.

Mr. Agenbroad, Fire Chief, asked the Board to accept the generous donation of \$25,000 from the Ohio State Eagles Charity Fund to benefit a future Fire District equipment purchase. Mr. Wade asked for a motion to accept the donation. Mr. Muterspaw so moved with Mr. Gabbard seconding the motion. Upon roll call the vote was as follows: Mr. Muterspaw-yea; Mr. Gabbard-yea; and Mr. Wade-yea.

Mr. John Terrill, Police Chief, requested the Board to reclassify Officer Jason Schrage from part-time police officer to fulltime police officer, effective July 2, 2023, at the Collective Bargaining Agreement Step 3 rate of pay of \$35.45 per hour. Chief Terrill noted that this would fill the position left open by the medical retirement of Officer Ney. Mr. Wade asked for a motion to approve the reclassification. Mr. Gabbard so moved with Mr. Muterspaw seconding the motion. Upon roll call the vote was as follows: Mr. Gabbard-yea; Mr. Muterspaw-yea; and Mr. Wade-yea.

Chief Terrill noted some issues with pond fishing at Soraya Farms.

Mr. Jones, Road Superintendent, stated that paving with Warren County was complete for this season. Mr. Jones noted road base issues in Winding Creek subdivision which required large amounts of rock and asphalt to replace a failing road-bed.

Mr. Wade asked for a motion to approve the Consent Agenda. Mr. Muterspaw so moved to approve the Consent Agenda as presented to the Board:

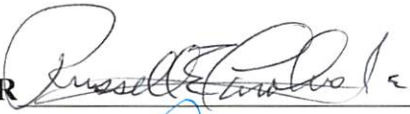



- 1 Approval of Minutes – June 12, 2023, Regular Session.
- 2 Current Bills and Financial Report.
- 3 Adjust the hourly pay rate of Mark Pohlbeln to \$25.08 per hour (+\$0.25/hr.) for achieving his Level 1 Road Scholar certification through the LTAP program, retroactive to June 7, 2023.

Mr. Gabbard seconded the motion and upon roll call the vote was as follows: Mr. Muterspaw-yea; Mr. Gabbard-yea; and Mr. Wade-yea.

Mr. Wade asked if there were any staff updates. Chief Agenbroad noted that Fire Inspections at businesses have resumed after their suspension during the COVID pandemic. Chief Agenbroad noted that some businesses were grumbling about the requirements needed to pass inspection. Chief Agenbroad noted that the inspections and needed remediations are required to maintain a safe business environment.

**RECORD OF PROCEEDINGS**  
**CLEARCREEK TOWNSHIP TRUSTEES**  
**Minutes of Regular Meeting**  
**June 26, 2023**

With no further business, Mr. Wade asked for a motion to adjourn the Regular Meeting at 9:16 a.m. Mr. Gabbard so moved with Mr. Muterspaw seconding the motion. Upon roll call the vote was as follows: Mr. Gabbard-yea; Mr. Muterspaw-yea; and Mr. Wade-yea.

FISCAL OFFICER  \_\_\_\_\_  
TRUSTEE  \_\_\_\_\_  
TRUSTEE  \_\_\_\_\_  
TRUSTEE  \_\_\_\_\_