

**RECORD OF PROCEEDINGS**  
**CLEARCREEK TOWNSHIP TRUSTEES**  
**Minutes of Regular Meeting**  
**November 25, 2024**

The Clearcreek Township Trustees met in regular session at 9:15 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 5555 – SECOND READING – A Resolution approving the Permanent Budget Appropriations for Fiscal Year 2025. 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.

Mr. Wade read Resolution 5557 – A Resolution authorizing the Township Administrator to incur obligations greater than \$10,000 on behalf of the Township, dispensing with the second reading, and declaring an emergency. The reason for the emergency being the need to authorize and to approve immediate payment for the above obligations at the earliest time permitted by law. Mr. Clark, Township Administrator, gave background information on the purchases noting an upfit for the detective vehicle approved at the last meeting and approval for a Wellness testing program payment. 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. Clark, then asked the Board to approve that sworn and uniformed, non-bargaining staff, including senior managers and department heads, be permitted to claim the \$1,000 Wellness-Fitness Incentive Bonus for completing all components of the Wellness-Fitness program. Mr. Wade asked for a motion to authorize the payment. 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. Agenbroad, Fire Chief, asked the Board to approve the following conditional offers of probationary employment to the following personnel, each at the contractual annual rate of \$68,042.07 annually:

1. Todd Bramlee
2. William Black
3. Richard Scott
4. Ryan Yates
5. Jonathon Patterson III
6. Jacob Strader

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Mr. Clark noted that four of the new positions are related to staff Station 24 with two additional personnel being hired as replacements for vacated positions. Mr. Wade asked when the new employees would start. Chief Agenbroad stated that the employees would need to complete their pre-employment testing with an anticipated start date of January 4<sup>th</sup>. Mr. Wade asked for a motion to approve the conditional offer of employment. 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. Wade asked Chief Agenbroad if he had any difficulties filling the positions. Chief Agenbroad noted that forty applicants applied for the position which were then narrowed down to ten, of which four applicants received job offers in the interim of time between selection and approval.


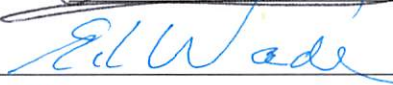
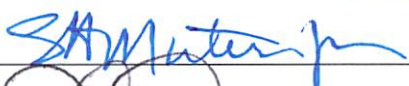
Mr. Wade asked for a motion to approve the Consent Agenda. Mr. Muterspaw so moved to approve the Consent Agenda as presented to the Board:

- 1 Approval of Minutes – November 12, 2024, Regular Session.
- 2 Current Bills and Financial Report.
- 3 Compensate members of the Clearcreek Township Zoning Commission and members of the Board of Zoning Appeals at \$25 per attended meeting as indicated in the staff memo.

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

Mr. Clark advised that the Springboro High School Girls Soccer Team would be at the Township Trustee Meeting on December 9<sup>th</sup> to be recognized for their achievement in winning the State D1 championship. Mr. Clark noted the Chamber Christmas luncheon is on December 10<sup>th</sup>. Mr. Clark informed the Board that the Staff Christmas luncheon was scheduled for December 11<sup>th</sup>. Mr. Clark noted that an open house for County Engineer Neil Tunison to celebrate 38 years of service was set for December 17<sup>th</sup> at 2:00 at the Warren County Administration Building. Mr. Wade indicated that he would be present for the open house.

With no further business, Mr. Wade asked for a motion to adjourn the Regular Meeting at 9:26 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 