

RECORD OF PROCEEDINGS  
Clearcreek Township Trustees

2479

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held October 12, 2020  
(YEAR)

The Clearcreek Township Trustees met in regular session at 5:30 p.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 read Resolution 5256 – A Resolution approving a transfer of funds from the General Fund to other funds in amounts equal to investment income generated by those funds for the third quarter of 2020, and dispensing with the second reading. Mr. Muterspaw moved to approve the Resolution. 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. Carolus, Fiscal Officer, noted that he had sent the Board a list of revenues and potential expenses for the CARES Fund. He also noted that CHESS schools would be added as additional sub-grantee (\$10,000) and that these grants would have a very aggressive time frame to meet the deadlines imposed by the CARES Act. The deadlines are aggressive to ensure we secure the best outcome for the money provided by the CARES Act.

No Public Comments were noted.

Mr. Clark, Township Administrator, then presented information on Resolution 5257, which authorizes the Township to purchase an offsite backup data server along with several local school subgrants from the CARES Fund. Resolution 5257 also authorizes the subgranting of money to the Franklin Area Community Services. Mr. Wade read Resolution 5257 – A Resolution authorizing appropriation, encumbrance, subgranting, and expending of a portion of Clearcreek Township’s share of Coronavirus Relief Funds as legislated in the Coronavirus Aid, Relief, and Economic Security Act, dispensing with the second reading, and declaring an emergency. Mr. Gabbard moved to approve Resolution 5257. 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. Wade read Resolution 5258 – A Resolution authorizing appropriation, encumbrance, and sub-granting of a portion of Clearcreek Township’s share of Coronavirus Relief Funds as legislated in the Coronavirus Aid, Relief, And Economic Security Act, and dispensing with the second reading. Mr. Clark noted that this Resolution deals with the subgranting of CARES Act money to the Springboro Community Assistance Center (SCAC) and is not an emergency resolution. Mr. Muterspaw moved to approve the Resolution. Mr. Wade seconded the motion and upon roll call the vote was as follows: Mr. Muterspaw-yea; Mr. Gabbard-abstain; and Mr. Wade-yea.

Mr. Clark then updated the Board on the CARES Act ability to offset local business with COVID-19 related costs. Mr. Clark, with input from Mr. Pacheco, Law Director, noted the difficulty in Ohio Statutes that would allow a Township to give money to a “for profit” business. Mr. Clark noted that one method being considered is to sub-grant the money to the Warren County Economic Development Office (WCEDO) which is a governmental entity. This office

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Mr. Clark then asked the Board for permission to sign a purchase contract for 6908 N State Route 48. This will allow the Township to continue the sale of surplus property. Mr. Clark noted that the contract contained the normal provisions and that the agreed price for the property was \$207,000, pending inspection approvals from the buyer. Mr. Wade asked the Board if they had any questions for Mr. Clark. Hearing none, Mr. Wade asked for a motion to allow the Township Administrator to continue negotiations on selling the property and to sign associated paperwork to conclude the sale. Mr. Gabbard so moved. 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 noted he would bring the final actions for Board approval as appropriate.

Mr. Palmer, Planning and Zoning Director, came forward to give information on levying special assessments on non-compliant property owners with nuisances that the Township paid to mitigate.

Mr. Wade read Resolution 5259 – A Resolution levying special assessments on the following three properties in Clearcreek Township to recover the costs of abating a nuisance, and dispensing with the second reading:

1. 2431 Berkeley Court; Parcel ID #08-15-252-017 (\$592.41)
2. 3640 Colton Court; Parcel ID #08-15-258-008 (\$592.41)
3. 8492 Waynesboro Way; Parcel ID #05-20-351-009 (\$517.41)

Mr. Muterspaw moved to approve the Resolution. 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 for a motion to approve the Consent Agenda. Mr. Gabbard moved to approve the Consent Agenda as presented to the Board:

- 1 Approval of Minutes – September 24, 2020, Work Session.
- 2 Approval of Minutes – September 28, 2020, Regular Session.
- 3 Current Bills & Financial Reports.
- 4 Schedule a public meeting to hear the Stage 2 PUD application for 9175 State Route 48, Parcel ID #05-27-300-014, Five Point Investors, LLC, for Monday, November 9, 2020 at 5:30 p.m.
- 5 Accept the immediate resignation of Ryan Zehring from the Clearcreek Township Zoning Commission.
- 6 Reclassify Officer Kim Robinson from Probationary, Part-time status to Permanent, Part-time status, as she has successfully completed her one-year probation.
- 7 Reclassify Captain Justin Buehler from Probationary, fulltime status to Permanent, Fulltime status as Fire Captain, as he has successfully completed his one year probation, and adjust his contractual rate of pay to \$32.23 per hour, effective October 3, 2020.
- 8 Accept Road and Parks along with Planning and Zoning September reports.
- 9 Accept Fire District and Police Department August Reports.

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Wade asked for verification that it would be a one year temporary measure. Mr. Clark so assured Mr. Wade. Mr. Wade asked for a motion to allow employees to have a three vacation carryover for 2020 only. Mr. Muterspaw so moved. 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. Muterspaw asked for an update on the Road Superintendent hiring process. Mr. Clark noted that Mrs. Tischler, Human Resources Coordinator, had received several applications and would be reaching out to Mr. Wade to schedule times for interviews.

With no further business to conduct, Mr. Gabbard moved to adjourn the meeting at 5:48 p.m. Mr. Muterspaw seconded the motion and upon roll call the vote was as follows: Mr. Gabbard-yea; Mr. Muterspaw-yea; and Mr. Wade-yea.

FISCAL OFFICER

TRUSTEE

TRUSTEE

TRUSTEE

The block contains four handwritten signatures in blue ink. The first signature is for the Fiscal Officer, followed by three signatures for Trustees. Each signature is written over a horizontal line.

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