

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

August 24

2020  
(YEAR)

The Clearcreek Township Trustees met in regular session at 9:02 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. Carolus, Fiscal Officer, updated the Board on the upcoming building project. Mr. Carolus stated that the township has grown significantly since the administrative building was constructed in the 1990's. The township's population was 5604 people in 1980, 8747 in 2000, and in 2018 was estimated at 15,847. The Police Department needs have grown and their ability to protect our township is in desperate need of adequate space as stated in earlier reports. Part of this building project is an additional facility for Road equipment. The township's road mileage to maintain has grown from 80 miles in 2012 to 92 miles in 2019. The Township needs additional room to properly store trucks and machinery in a protected environment. The Township administrative building has had no significant updates since it was built. Small additions and adjustments were made as needs changed, but the building as currently configured does not meet the needs of zoning, personnel, and other administrative functions. Mr. Clark, Township Administrator, distributed a timeline in conjunction with the Warren County Port Authority to help the Township get the project financed before the upcoming general election. The consensus of the Board is to borrow the entire amount of the project to allow cash reserves to be maintained for emergencies. Mr. Carolus stated he had no issues with this and agreed that maintaining an adequate reserve is crucial to good governance. The next meeting will have the necessary resolution to enable the borrowing. There will be a representative from the Port Authority to discuss their role and to answer questions related to the borrowing. Mr. Muterspaw asked if the money included improvements to the administrative building and if the "baby drop off" option was included in these plans. Mr. Clark stated that the drop off box was in the Township's overall plans, but was not included in the plans for this campus.

Mr. Carolus then asked the Board for permission to add a post-tax Roth IRA investment option to the Township's current deferred compensation provider. Mr. Wade asked for a motion to add the option to our current plan. Mr. Muterspaw moved to approve the motion. Mr. Gabbard seconded the motion and upon roll call the vote was as follows: Mr. Muterspaw-yea; Mr. Gabbard-yea; and Mr. Wade-yea.

No Public Comments were noted.

Mr. Clark presented the Board with information about potential CARES act expenses. Mr. Clark noted several items were critical to the Township's ability to communicate with residents. Mr. Wade noted that the computer servers on the list made good sense. Mr. Wade asked if the Township had another server offsite to handle a disruption in services. Mr. Clark stated that was in the Township's overall plan. Mr. Wade read resolution 5242 – A Resolution to encumber and expend CARES Act funding as described in "Exhibit A" in such a manner as is consistent with Section 5001 of the CARES Act described in 42 U.S.C. 601(d). Mr. Gabbard moved to approve the Resolution. 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. Palmer, Planning and Zoning Director, came forward to give information on the next two resolutions. Mr. Palmer noted that Resolution 5243 was a standard grass complaint and that Resolution 5244 was a little different in that balled trees were not planted or were dead in the yard, simply sitting on the ground. Approving Resolution 5244 would enable the Township to have additional leverage to get the property cleaned up by the owner instead of the Township.



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Mr. Wade read Resolution 5243 – A Resolution determining that the maintenance of 1449 Meadowwoods Court, Parcel ID #05-26-345-004, constitutes a nuisance, dispensing with the second reading, and declaring an emergency (grass height). 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 read Resolution 5244 – A Resolution determining that the maintenance of 8492 Waynesboro Way, Parcel ID #05-20-351-009, constitutes a nuisance, dispensing with the second reading, and declaring an emergency (dead, sapling trees, not planted). Mr. Gabbard moved to approve Resolution 5244. Mr. Muterspaw seconded the motion and upon roll call the vote was as follows: Mr. Gabbard-yea; Mr. Muterspaw-yea; and Mr. Wade-yea.

Police Chief Terrill then advised the Board that part-time Police Officer Jenna Fisher had accepted a full-time position with the Loveland Police force and the associated agenda item on her behalf was no longer an option.

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

- 1 Approval of Minutes – August 10, 2020, Regular Session.
- 2 Current Bills & Financial Reports.
- 3 Approve recommendation to remove Colby Bloom from probation, and accept him as a regular, fulltime employee, retroactive to August 9, 2020

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. Clark advised the Board that the document shredding event held by the City of Springboro along with Clearcreek Township was a tremendous success with 230 cars taking advantage of the service at no direct cost to the residents. Mr. Clark advised the Board that staff was meeting with our building project design firm KZF on Wednesday, and would update the Board as necessary.

Mr. Palmer noted that the Board of Zoning Appeals (BZA) was requesting that staff draft a text amendment to the Clearcreek Township Zoning Resolution that allows the zoning inspector to administratively approve additions to existing buildings that are technically a legal nonconforming structure, so long as the addition doesn't encroach any further into a required yard setback. The BZA would retain authority to review addition requests that would encroach into a required setback. Mr. Palmer asked for any questions or issues be brought to his attention.

Mr. Palmer then continued the discussion from the prior two meetings of agricultural usage on parcels of less than 5 acres. Mr. Palmer provided the Board with a number of examples that opened discussion on how the current regulation has been implemented within the township. One of the examples was a property that met the current setbacks with agricultural structures in the front yard. All three Board members engaged with Mr. Palmer to discuss various options and issues. The current regulation is from 1973. The Board at that time felt that 85 feet was sufficient to protect the interests of all parties. All three Board members agreed to keep the current setbacks in place, and in addition, expressed interest in changing the current regulation to place these structures behind the residence. Mr. Palmer stated he would take the information and bring back the requested changes.



RECORD OF PROCEEDINGS  
Clearcreek Township Trustees

2459

Minutes of

Meeting

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Chief Terrill suggested that National Night Out be canceled due to the continuing constraints from the pandemic. The decision needed to be made to allow sufficient time for vendors to be notified. All Board members agreed that canceling the National Night Out was in the best interest of the community.

Fire Chief Agenbroad then advised that he was also canceling the annual Fire District's open house. Chief Agenbroad relayed that Springboro City Council unanimously agreed to support the upcoming fire levy.

Mr. Muterspaw asked, in light of the cancelations, if the Township could do something with the money normally used for these activities to show we care about the residents. Mr. Muterspaw noted that was the intent of these activities and would be consistent with the Township's goal in that regard. Police Chief Terrill stated he would look into it. Mr. Clark added that CARES money could be a potential source for this activity. Mr. Clark stated he would look into this further and bring forth a recommendation to the Board.

Fire Chief Agenbroad added that the Fire District was creating some videos to help school age children with interesting content like station tours, etc. This would replace their monthly reading with children at Clearcreek Elementary.

Mr. Gabbard noted that using social media to further the Township's goals would be useful in the current situation, and that we should take advantage of every opportunity in that regard.

Mr. Ryan Jones, Road Maintenance Crew Leader, noted that the new equipment purchased recently had been used for further disc golf construction in Hoffmann Reserve and that concrete tee pads were being installed as well.

With no further business to conduct, Mr. Muterspaw moved to adjourn the meeting at 9:47 a.m. Mr. Gabbard seconded the motion and upon roll call the vote was as follows: Mr. Muterspaw-yea; Mr. Gabbard-yea; and Mr. Wade-yea.

FISCAL OFFICER

*David E. Paul*

TRUSTEE

*Ed Wade*

TRUSTEE

*SAM Muterspaw*

TRUSTEE

Held \_\_\_\_\_, \_\_\_\_\_ (YEAR)