

**MEETING AGENDA**  
**CLEARCREEK TOWNSHIP TRUSTEES**  
Government Center – 7593 Bunnell Hill Road  
January 12, 2026 – 5:30 P.M.

**I. CALL TO ORDER**

**II. PLEDGE OF ALLEGIANCE**

**III. OATHS OF OFFICE –Trustee Steve Muterspaw and Trustee Troy Holtrey**

**IV. SELECTION OF OFFICERS**

- A. Pursuant to RC 505.01, at the first meeting of each calendar year, the Board of Township Trustees shall select one of its members to serve as Chairperson for a one-year term, and should the Chairperson be unavailable, a Vice Chairperson to assume those duties

**V. SPECIAL ACTIVITY**

- A. Oath of Office – Shane Snyder, FF/PM  
B. **RESOLUTION 5639** – A Resolution to (approve/modify/deny) the zone change request of Christopher D. Brian, agent for Brian Manor LLC/Christopher C. Brian to amend the Zoning Resolution and Map for a total of 14.2327 acres. The parcels are identified as 129 W SR 122, parcel number 08-03-400-087, from Rural Residence Planned Unit Development “R-1PUD” to Residential Planned Unit Development “R-PUD” and parcel number 08-03-400-063 from Residence Zone “R-1” to Residential Planned Unit Development “R-PUD,” and dispense with the second reading

**VI. PUBLIC COMMENTS**

**VII. ITEM/S TO BE REMOVED FROM THE CONSENT AGENDA\***

**VIII. FISCAL BUSINESS**

- A. Fiscal Officer’s Report  
B. **RESOLUTION 5640** – 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 4th Quarter of 2025, and dispensing with the second reading  
C. **RESOLUTION 5641** – A Resolution requesting the County Auditor to make tax advances during calendar year 2026 pursuant to Section 321.34 of the Ohio Revised Code, and dispensing with the second reading

**IX. NEW BUSINESS**

**A. ADMINISTRATION**

1. **RESOLUTION 5642** – A Resolution of intent to dispose of unneeded, obsolete, or unfit personal property, including motor vehicles by internet auction for 2026, and dispensing with the second reading

2. **RESOLUTION 5643** – A Resolution approving a Memorandum of Understanding and agreement by and between Clearcreek Township, Warren County, Ohio and the City of Franklin, Ohio, and dispensing with the second reading
  3. **RESOLUTION 5644** – 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
- B. **ROAD**
1. **RESOLUTION 5645** – A Resolution certifying the changes to Clearcreek Township road mileage during calendar year 2025 and dispensing with the second reading
  2. Recommendation to accept the retirement resignation of Dennis West as a Road Crewperson effective February 28, 2026, with the thanks and gratitude of a grateful township for his 26-plus years of dedicated service
- C. **FIRE DISTRICT** – Consent agenda
- D. **POLICE DEPARTMENT** – Consent agenda
- E. **PLANNING & ZONING** – Consent agenda

**X. CONSENT AGENDA**

- A. Fiscal Officer
1. Current Bills and Financial Report
  2. Approval of Minutes – Regular Meeting, December 22, 2025
- B. Road & Park
1. Recommendation to reclassify Road Crewperson Alex Harshbarger from probationary status to permanent, fulltime effective January 5, 2026
  2. December 2025 Monthly Report
- C. Planning & Zoning
1. December 2025 Monthly Report
- D. Fire District
1. December 2025 Monthly Report
- E. Police
1. December 2025 Monthly Report

**XI. STAFF UPDATES**

- XII. EXECUTIVE SESSION** – Pursuant to Ohio Revised Code 121.22(G)(3), to conference with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action

**XIII. ADJOURN**

\* All matters under the Consent Agenda are considered by the Board of Trustees to be routine and will be enacted by one motion and vote. Any Trustee may remove any item/s from the Consent Agenda by request. No second is required for the removal of any item/s. Items removed for separate discussion will be considered during the appropriate departmental section under New Business