

RECORD OF PROCEEDINGS
CLEARCREEK TOWNSHIP TRUSTEES
Minutes of Regular Meeting
August 24, 2026

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

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

Mr. Gabbard called for Public Comments. Mr. Driskoll "Pete" Gibbs, 7328 Larkspur Court came forward. Mr. Gibbs commented on storm water issues at his property.

Mr. Gabbard 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. Gabbard read Resolution 5694 – A Resolution to approve an agreement between Clearcreek Township and the Warren County Soil and Water Conservation District for administration assistance of NPDES MS4 permit responsibilities and enforcement dispensing with the second reading. Mr. Clark, Township Administrator, gave background information on the agreement. Mr. Gabbard asked for a motion to approve the Resolution. Mr. Muterspaw so moved with Mr. Holtrey seconding the motion. Upon roll call the vote was as follows: Mr. Muterspaw-yea; Mr. Holtrey-yea; and Mr. Gabbard-yea.

Mr. Gabbard read Resolution 5695 – A Resolution providing for health insurance and other benefits to the township trustees, fiscal officer, and eligible employees and their dependents, dispensing with the second reading, and declaring an emergency. The reason for the emergency is the need to approve plan selections for open enrollment beginning next week at the earliest time permitted by law. Mr. Clark gave background information on the proposed health and dental insurance proposal. The Board and Mr. Clark discussed the various options, noting the large increase in rates. Mr. Gabbard asked for a motion to approve the Resolution selecting Anthem Alternate Plan 1 for health coverage, Superior Dental's plan offer with a two-year rate lock, and modifications to our Section 125 Cafeteria Plan to allow for a cash incentive to those who waive medical coverage. Mr. Holtrey so moved with Mr. Muterspaw seconding the motion. Upon roll call the vote was as follows: Mr. Holtrey-yea; Mr. Muterspaw-yea; and Mr. Gabbard-yea.

Mr. Gabbard read Resolution 5696 – A Resolution declaring personal property as surplus and approving an internet auction, direct sale, donation, disposal, or destruction of said personal property, dispensing with the second reading, and declaring an emergency. The reason for the emergency is the need to dispose of a wrecked, total loss 2020 Chevrolet Tahoe police cruiser at the earliest time permitted by law. Mr. Terrill, Police Chief, gave background information on the matter. Mr. Gabbard asked for a motion to approve the Resolution. Mr. Muterspaw so moved with Mr. Holtrey seconding the motion. Upon roll call the vote was as follows: Mr. Muterspaw-yea; Mr. Holtrey-yea; and Mr. Gabbard-yea.

Chief Terrill asked the Board to make a conditional offer of probationary employment to Brandon Lingenfelter as a Police Officer pending acceptable testing, background and preemployment screenings. Chief Terrill noted that Mr. Lingenfelter has seven years of experience and currently

RECORD OF PROCEEDINGS
CLEARCREEK TOWNSHIP TRUSTEES
Minutes of Regular Meeting
August 24, 2026

works for Clay Township. Mr. Gabbard asked for a motion to approve the recommended conditional offer of employment. Mr. Holtrey so moved with Mr. Muterspaw seconding the motion. Upon roll call the vote was as follows: Mr. Holtrey-yea; Mr. Muterspaw-yea; and Mr. Gabbard-yea.

Mr. Gabbard read Resolution 5697 – A Resolution determining that the maintenance of the listed, specific tracts of land constitute a nuisance, dispensing with the second reading, and declaring an emergency:

1. 7412 Larkspur Court, parcel ID #04-01-434-019
2. 711 White Cedar Way, parcel ID #05-31-200-036
3. 8538 Crosley Road, parcel ID #04-02-251-009

The reason for the emergency is the need to authorize and approve immediate abatement of the vegetation nuisance at the earliest time permitted by law. Mr. Clark gave background information on the matter. Mr. Gabbard asked for a motion to approve the Resolution. Mr. Muterspaw so moved with Mr. Holtrey seconding the motion. Upon roll call the vote was as follows: Mr. Muterspaw-yea; Mr. Holtrey-yea; and Mr. Gabbard-yea.

Mr. Agenbroad, Fire Chief, asked the Board to accept the retirement resignation of Captain Jeff Prass, effective September 26, 2026, with the thanks of a grateful community after 36 years of dedicated service to Clearcreek Township and the city of Springboro. Mr. Gabbard asked for a motion to accept the resignation. Mr. Holtrey so moved with Mr. Muterspaw seconding the motion. Upon roll call the vote was as follows: Mr. Holtrey-yea; Mr. Muterspaw-yea; and Mr. Gabbard-yea.

Chief Agenbroad then asked the Board to create a full-time, non-exempt position of Community Risk Reduction Officer and authorize the internal posting of the position if approved. Mr. Gabbard asked for a motion to approve the recommendation. Mr. Muterspaw so moved with Mr. Holtrey seconding the motion. Upon roll call the vote was as follows: Mr. Muterspaw-yea; Mr. Holtrey-yea; and Mr. Gabbard-yea.

Mr. Jones, Road Superintendent, noted that the 2026 cape sealing project was kicking off soon.

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

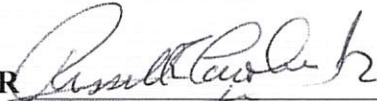
- 1 Approval of Regular Minutes – August 10, 2026, Regular Session.
- 2 Current Bills and Financial Report.
- 3 Set a public hearing for Monday, September 14, 2026, at 5:30 p.m. for the Stage 1 zone change application of 70.9292 acres owned by the Daniel J. Kahmann Revocable Living Trust from R-1A to R-PUD, parcel ID #05-33-200-003
- 4 Reclassify Road Crewperson Hunter Goodpaster from probationary status to full-time status effective August 28, 2026.

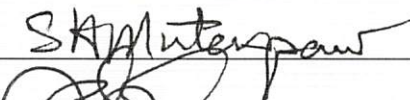
RECORD OF PROCEEDINGS
CLEARCREEK TOWNSHIP TRUSTEES
Minutes of Regular Meeting
August 24, 2026

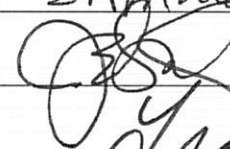
Mr. Muterspaw seconded the motion and upon roll call the vote was as follows: Mr. Holtrey-yea; Mr. Muterspaw-yea; and Mr. Gabbard-yea.

Mr. Clark noted that he had attended the Warren County TID (Traffic Improvement District) meeting and informed the Board that he would detail additional information on the meeting at a later date. Mr. Clark noted that the new sign cabinet and electronic reader board were scheduled for installation at the Government Center for later this week. Mr. Gabbard asked Mr. Clark to coordinate a time with former trustee Mr. Wade to make a formal presentation of the new signs.

With no further business, Mr. Gabbard asked for a motion to adjourn the Regular Meeting at 9:23 a.m. Mr. Muterspaw so moved with Mr. Holtrey seconding the motion. Upon roll call the vote was as follows: Mr. Muterspaw-yea; Mr. Holtrey-yea; and Mr. Gabbard-yea.

FISCAL OFFICER 

TRUSTEE 

TRUSTEE 

TRUSTEE 