

RECORD OF PROCEEDINGS
CLEARCREEK TOWNSHIP TRUSTEES
Minutes of Regular Meeting
December 22, 2025

The Clearcreek Township Trustees met in regular session at 9:00 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 Comments. No comments were noted.

Mr. Wade read Resolution 5636 – 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 emergency is the need to repair a life squad at the earliest time permitted by law. Mr. Agenbroad, Fire Chief, gave background information on the proposed repair. The Resolution will authorize the replacement of the motor in Medic Unit 310, a 2018 Ford F-550/Horton, by Lebanon Ford at an estimated cost of \$19,580.00. 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. Clark, Township Administrator, asked the Board to reclassify part-time Administrative Clerk Lori Stanley to full-time status at the hourly rate of pay of \$25.00, effective January 3, 2026. Mr. Wade asked for a motion to reclassify Mrs. Stanley as a full-time Administrative Clerk. 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 read Resolution 5637 – A Resolution levying a special assessment on properties in Clearcreek Township to recover the costs of abating a nuisance, dispensing with the second reading, and declaring an emergency. The reason for the emergency is to allow Warren County to place the assessment on the property at the earliest possible time. Mr. Palmer explained that the resolution replaces a portion of Resolution 5634 in which the incorrect property identification was used. 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 5638 – A Resolution determining that the maintenance of a specific tract of land constitutes a nuisance and ordering the removal of debris and a junk vehicle after sufficient notice, dispensing with the second reading, and declaring an emergency. The reason for the emergency is the immediate need to remove the junk vehicle from 3555 Mary Ann Drive. Mr. Palmer, gave a short update on the property. 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.

Chief Agenbroad asked the Board to make a conditional offer of probationary employment to Destiny

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Kiger as a full-time, non-exempt Fire District Office Manager at an hourly rate of \$28.85, effective in January 2026. Chief Agenbroad noted that Ms. Kiger currently works at the West Carrollton Fire Department and was the best candidate of the 40 applicants.

Chief Agenbroad asked the Board to accept a generous donation of \$100.00 from Robert and Linda Campbell in memory of Lisa Woodward to the benefit of the Fire District. Mr. Wade asked for a motion to accept the donation. 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 recognized the work of the Road Department during the last snow event. Mr. Clark lauded the department on their inter-departmental coordination and their willingness to go the extra mile to keep township roads safe for travel including state routes normally maintained by the State of Ohio. The Board noted their appreciation for the Road Department efforts.

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 Regular Minutes – December 8, 2025, 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 in 2025 as indicated in the staff memo.
- 4 Reclassify from probationary status to regular, full-time status and adjust the hourly rates of pay for the following District personnel effective January 3, 2026:
 - a. Richard Scott - \$29.29 per hour
 - b. Todd Bramlee - \$24.91 per hour
 - c. Jonathon Patterson - \$24.91 per hour
 - d. Logan Powell - \$24.91 per hour
 - e. Ryan Yates - \$24.91 per hour

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 offered his profound respect and admiration to Mr. Wade for a life spent leading the Township. Mr. Clark then noted that with the approval of the two other trustees, that the government center was being dedicated and renamed the Edward Wade Clearcreek Township Government Center. Mr. Wade stated it was a great honor and thanked everyone in attendance including his family and friends. Mr. Wade noted that working with all the Township employees was a great experience and that he had tried his best to serve the citizens of Clearcreek Township.

Charlotte and Lydia Gabbard read a presentation for Mr. Wade stating how important a community leader, Mr. Wade, is and how grateful they are for his service to the community. They stated Mr. Wade is the definition of Clearcreek Township. Both thanked Mr. Wade for his service.

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Mr. Bryan Pecheco, Law Director, offered his thanks for working with Mr. Wade and the Township. Mr. Pacheco noted Mr. Wade is an icon and legend that deserves the honor of having the government center named in his honor. Mr. Pacheco offered his personal thanks to Mr. Wades for his service to the community.

Mr. Wade related his experiences when he started with the Township in 1978. He noted that the Township budget was \$24.6 million dollars now and that over 100 full time people are employed by the Township. Mr. Wade related that when he started, the truck he was plowing snow with had a rusted-out floorboard and no heater. Mr. Wade thanked the audience for coming out to share his celebration of service.

Mr. Gabbard noted that it was honor working with Mr. Wade and that this Township wouldn't be the same without his service.

Mr. Wade asked all involved to continue the good work.

With no further business, Mr. Wade asked for a motion to adjourn the Regular Meeting at 9:23 a.m. 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.

FISCAL OFFICER



TRUSTEE



TRUSTEE



TRUSTEE

