

RECORD OF PROCEEDINGS
CLEARCREEK TOWNSHIP TRUSTEES
Minutes of Regular Meeting
May 26, 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. No comments were noted.

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 5674 – 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 reason for the emergency is the need to authorize and to approve immediate payment for the obligations below at the earliest time permitted by law. The items being purchased are:

- A. Authorize the bulk purchase (10 skids) of mastic road patching from vendor SealMaster at an estimated cost of \$27,360 for our 2026 Road Maintenance Program.
- B. Authorize the upfitting of three 2026 Dodge Durango police cruisers by Parr Public Safety Equipment at a total estimated cost of \$100,980.

Mr. Clark, Township Administrator, gave background information on the items being purchased. 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 5675 – A Resolution determining that the maintenance of 9129 Bunnell Hill Road, parcel ID #04-03-476-005, constitutes a nuisance for vegetation height, dispensing with the second reading, and declaring an emergency. The reason for the emergency is the need to abate the nuisance at the earliest time permitted by law. Mr. Palmer, Planning and Zoning Director, gave background information on the nuisance. Mr. Gabbard asked for a motion to approve the Resolution. 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 5676 – A Resolution determining that the maintenance of 8555 Highmount Drive, parcel ID #05-32-151-030, constitutes a nuisance and ordering the removal of debris after sufficient notice, dispensing with the second reading, and declaring an emergency. The reason for the emergency is the need to abate the nuisance at the earliest time permitted by law. Mr. Palmer gave background information on the nuisance. 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.

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Mr. Gabbard read Resolution 5677 – A Resolution determining that the maintenance of 9804 Mintwood Road, parcel ID #05-27-126-017, constitutes a nuisance and ordering the removal of debris after sufficient notice, dispensing with the second reading, and declaring an emergency. The reason for the emergency is the need to abate the nuisance at the earliest time permitted by law. Mr. Palmer gave background information on the nuisance. Mr. Gabbard asked for a motion to approve the Resolution. 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 5678 – A Resolution determining that the maintenance of 367 Patton Drive, parcel ID #05-32-193-001, constitutes a nuisance and ordering the removal of debris after sufficient notice, dispensing with the second reading, and declaring an emergency. The reason for the emergency is the need to abate the nuisance at the earliest time permitted by law. Mr. Palmer gave background information on the nuisance. 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 make a conditional offer of probationary employment to Kayla Matala as a part-time Administrative Fire Clerk at \$22.00 per hour, effective at her start date. Chief Agenbroad discussed the hiring process and thanked the hiring committee for their work in selecting a candidate. Mr. Gabbard asked for a motion to approve the conditional offer of probationary 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.

Chief Agenbroad noted Lieutenant Haggard’s retirement luncheon was scheduled for June 15th.

Mr. Gabbard 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 – May 11, 2026, Regular Session.
- 2 Current Bills and Financial Report.
- 3 Reclassify Lieutenant James Whitney from probationary, fulltime Lieutenant to permanent, full-time Lieutenant status effective June 6, 2026, and adjust his rate of pay to \$38.59 per hour, as required by the collective bargaining agreement.
- 4 Reclassify Assistant Chief Chris Combs from probationary, full-time Assistant Chief to permanent, full-time Assistant Chief status effective May 23, 2026.

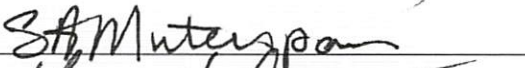
Mr. Holtrey seconded the motion and upon roll call the vote was as follows: Mr. Muterspaw-yea; Mr. Holtrey-yea; and Mr. Gabbard-yea.


Mr. Clark noted progress on the sign in front of the administration building was progressing and should be finished soon.

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With no further business, Mr. Gabbard asked for a motion to adjourn the Regular Meeting at 9:08 a.m. 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.

FISCAL OFFICER 

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