RECORD OF PROCEEDINGS
CLEARCREEK TOWNSHIP TRUSTEES
Minutes of Regular Meeting
October 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. Ken Wilson, Chief Operating Officer for the Council on Aging, came forward to describe the services provided by the Council on Aging and to advocate for the renewal of the levy on the November ballot.

Mr. Gabbard asked for a motion to appoint current Firefighter/Paramedic Nate Baldridge as a probationary Community Risk Reduction Officer at an hourly rate of pay of $49.85, effective October 26, 2026. 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 administered the Oath of Office to Mr. Baldridge. His badge was pinned by his wife Mandy Baldridge.

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. Alex Marolo, 9789 Knoll Creek Court, came forward to discuss the "No Parking" area that was approved via Resolution 5706. Mr. Marolo expressed his desire to allow for street parking on the straightaway before the curve on the east side of the roadway. Mr. Gabbard and Mr. Clark, Township Administrator, noted that the parking restrictions were set by the County Engineer who said that the road from the intersection to the cul-de-sac was set to be a "No Parking" area according to subdivision regulations. Mr. Pacheco, Law Director, advised Mr. Marolo to go to the County Engineer as they are the regulatory agency for the restriction. Mr. Marolo stated he had talked with the County Engineer's office and was told to address the Board of Trustees.

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. Carolus, Fiscal Officer, noted that the 2025 annual audit was complete with no findings or corrections to the report (clean audit). Mr. Carolus noted that a couple items related to cyber security were mentioned in the management letter, but that those issues had already been resolved in 2026. Mr. Carolus then gave a short synopsis of the growth of the township since the year 2000 noting the population had more than doubled, and that the full-time personnel required to run the township had increased from 14 in 2000 to 100 in 2026.

Mr. Carolus asked the Board to authorize the December lease payment to the Warren County Port Authority.

Mr. Gabbard read Resolution 5708 – A Resolution authorizing remittance of the second biannual lease

payment of 2026 from funds due to the Warren County Port Authority's Ohio Community Accelerator Fund, dispensing with the second reading, and declaring an emergency. The reason for the emergency is the need to remit payment to the Warren County Port Authority at the earliest time permitted by law. 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 5709 – 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 authorize disposal and direct sale of the equipment at the earliest time permitted by law. Mr. Clark noted that one of the items being disposed of included a one-ton truck that was being sold to Springboro Schools at fair market price. The other items being disposed of were outdated office chairs. 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. Terrill, Police Chief, asked the Board to make a conditional offer of probationary employment to Mitchell Savin as a Police Officer pending acceptable testing, background and pre-employment screenings. Chief Terrill noted that Mr. Savin was currently a Carlisle police officer with seven plus years of experience. Mr. Gabbard asked for a motion to approve the recommended 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.

Mr. Jones, Road Superintendent, noted that the cape seal projects for this year were complete and he was pleased with the results.

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 – October 12, 2026, Regular Session.
2 Current Bills and Financial Report.

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 that farm leases were coming up for renewal and that discussions were continuing with Mr. Adam Reedy, the current lease holder at the Township-owned Harbaugh and Gitzinger properties, to negotiate a five-year, fair market value lease.

Mr. Clark informed the Board that he had asked Mr. Pacheco to prepare a right-of-entry temporary easement to allow work being proposed by Mr. Sproat on his property to the north using access via Diane's Sycamore Reserve. Mr. Clark noted that the Army Corp of Engineers and the Warren County

Soil and Water District had been consulted, along with the Warren County Engineer's Office. Mr. Holtrey asked if a survey had been completed for the park. Mr. Clark stated he had the survey on the list of items to complete for the project and that surveyors were backed up on work and would be completed prior to the project being allowed to move forward.

Mr. Clark noted that eighteen additional trees had been planted on the mound behind the Police Department building.

With no further business, Mr. Gabbard asked for a motion to adjourn the Regular Meeting at 9:30 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 _____

TRUSTEE _____

TRUSTEE _____

TRUSTEE _____