

RECORD OF PROCEEDINGS
CLEARCREEK TOWNSHIP TRUSTEES
Minutes of Regular Meeting
September 28, 2026

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

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

Mr. Pacheco, Law Director, noticed Mr. Driskoll (Pete) Gibbs, 7328 Larkspur Court, was in the audience. Mr. Pacheco reiterated from the prior meeting that an offer to help Mr. Gibbs was rejected a couple of years ago. Mr. Pacheco noted Mr. Gibbs had a first amendment right to petition the Board, and we would honor that right. Mr. Pacheco noted that Mr. Gibbs had attempted to place a trespass charge on elected officials and staff for being on his property. Mr. Pacheco stated that the Township wasn't trying to ignore or reject Mr. Gibbs' comments and that the Township had offered a solution that Mr. Gibbs' rejected.

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. Pacheco noted that Mr. Gibbs' allegations of criminal conduct were not directed at the Township, but at the HOA and the County and as such, any action should be directed at the offending party. Mr. Pacheco noted the Board had gone above and beyond to suggest ways to address storm water issues at his property. Mr. Pacheco noted his frustration with Mr. Gibbs' attempt to impugn the Board and employees.

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 work had begun on the 2027 Permanent Appropriations Budget.

Mr. Gabbard read Resolution 5703 – A Resolution authorizing the Township Administrator to incur obligations greater than \$10,000 on behalf of the Township, dispensing with the second reading. Mr. Clark, Township Administrator, gave background on the items being purchased. The items being purchased are:

- A. Authorize the purchase of the 10' x 42" Buyers Municipal snowplow from KE Rose Company at an estimated cost of \$11,500.
- B. Authorize the striping of the listed roads with a more durable polyester paint by The Aero-Mark Company, LLC at an estimated cost of \$28,903.
- C. Authorize the software agreement with NEOGOV for the PowerDMS platform to support policy, documents, and training operations for Police, Fire, Roads, & Human Resources at an estimated annual cost of \$13,555 (to replace Lexipol used by the Fire Department)

Mr. Gabbard asked for a motion to approve the Resolution. Mr. Holtrey so moved with Mr. Gabbard seconding the motion. Upon roll call the vote was as follows: Mr. Holtrey-yea and Mr. Gabbard-yea.

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Mr. Gabbard read Resolution 5704 – A Resolution reaffirming the Township’s participation in the Warren County Township Association’s CDL Alcohol/Drug Testing Consortium, adopting an updated policy and procedures manual, and 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. Holtrey so moved with Mr. Gabbard seconding the motion. Upon roll call the vote was as follows: Mr. Holtrey-yea and Mr. Gabbard-yea.

Mr. Agenbroad, Fire Chief, asked the Board for authorization to proceed with the creation of a Fire Cadet Program. Chief Agenbroad described the program and the need to help with recruiting efforts. Mr. Holtrey asked how many cadets would be allowed, and Chief Agenbroad replied that the pilot program would accommodate between three and 12 cadets at any given time. Mr. Gabbard and Mr. Holtrey praised the idea. Mr. Gabbard asked for a motion to move forward on the recommendation to create a Clearcreek Township Fire Cadet Program. Mr. Holtrey so moved with Mr. Gabbard seconding the motion. Upon roll call the vote was as follows: Mr. Holtrey-yea and Mr. Gabbard-yea.

Mr. Terrill, Police Chief, thanked everyone who helped make National Night Out an outstanding success.

Mr. Jones, Road Superintendent, noted that, weather permitting, the cape seal road work would begin this week.

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 – September 14, 2026, Regular Session.
- 2 Current Bills and Financial Report.
- 3 Remove Lieutenant Jason Bates from promotional probation, and accept him as a regular, full-time employee in his current assignment, and adjust his annual salary from \$115,303.76 per year to \$119,916.02 per year effective October 10, 2026.
- 4 Authorize Police to make application for the annual Loeb Foundation Grant.

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

Mr. Clark informed the Board that Mr. Tom Sproat, a property owner adjacent to Diane’s Sycamore Reserve, has requested that the Township allow access to his property from the Reserve. Mr. Clark noted that Mr. Sproat wasn’t asking for financial support but was looking to do work that would alleviate continued creek bank erosion on his property. Mr. Gabbard noted that he would like to see the County and Township Road Department involved with the request and to make sure that property boundaries are properly noted. Mr. Clark stated that months ago, he had met virtually with Mr. Sproat, Warren County Soil and Water, along with the Army Corp of Engineers to discuss Mr. Sproat’s work. Mr. Clark noted he would contact each member of the Board individually to discuss any concerns they may have.

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Mr. Clark noted that the City of Springboro was asking if the Township would be willing to use the City's Mayor Court instead of using the current Warren County Courts system for traffic infractions and minor misdemeanors. Mr. Gabbard asked Mr. Pacheco to formulate an opinion on any issues or concerns from a legal perspective. Mr. Gabbard noted that Springboro would be more convenient geographically. Mr. Clark noted he would contact each member of the Board individually to discuss any concerns they may have.

Mr. Clark noted that the October 12th regular meeting would likely need to be moved to another date due to scheduling conflicts. Mr. Clark suggested October 7th. Mr. Gabbard and Mr. Holtrey asked the meeting to be set for 9:00 a.m. Mr. Clark noted he would send out a press release setting the date and time for the special meeting to Wednesday, October 7th, at 9:00 a.m.

Mr. Gabbard noted that the Ohio Legislature was suggesting a gas tax holiday to help Ohio citizens. Mr. Gabbard stated his concern that this money was used locally to fund road work. Mr. Gabbard asked the Board and community to reach out to their legislators and ask them to use the state of Ohio's rainy-day fund to offset fuel tax reductions and not penalize municipalities and townships.

With no further business, Mr. Gabbard asked for a motion to adjourn the Regular Meeting at 9:24 a.m. Mr. Holtrey so moved with Mr. Gabbard seconding the motion. Upon roll call the vote was as follows: Mr. Holtrey-yea and Mr. Gabbard-yea.

FISCAL OFFICER

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