

RECORD OF PROCEEDINGS
CLEARCREEK TOWNSHIP TRUSTEES
Minutes of Regular Meeting
September 8, 2025

The Clearcreek Township Trustees met in regular session at 5:30 p.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. Carolus, Fiscal Officer, updated the Board on recent communications with the Warren County Budget Commission. Mr. Carolus noted that a survey that was distributed during the most recent Budget Commission meeting noted that only 21% of voters were against eliminating property taxes. Mr. Carolus then asked the Board to accept the amounts and rates as determined by the Budget Commission. Mr. Wade opined that perhaps the Budget Commission should not be so involved in scrutinizing local carryover balances. Mr. Gabbard said upward evaluation might be appropriate since the County was scrutinizing our carryover balances.

Mr. Wade read Resolution 5612 – A Resolution accepting the amounts and rates as determined by the Budget Commission of Warren County, authorizing the necessary tax levies and certifying them to the County Auditor, and dispensing with the second reading. 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 5613 - 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 and dispense with the second reading. Mr. Clark, Township Administrator, gave background information on the proposed agreement. 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.

Mr. Wade read Resolution 5614 – A Resolution ordering the removal of a headwall and piping obstructing a ditch, drain, or watercourse in a public right-of-way in Clearcreek Township, Warren County, Ohio, dispensing with the second reading, and declaring an emergency. The emergency declaration is for the need to resolve the issue at the earliest time permitted by law. Mr. Clark updated the Board on the non-permitted headwall and piping. 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 5615 – 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 start work for the

RECORD OF PROCEEDINGS
CLEARCREEK TOWNSHIP TRUSTEES
Minutes of Regular Meeting
September 8, 2025

obligations below at the earliest time permitted by law. Mr. Clark, Township Administrator, described the items being purchased. The items being purchased were:

- A. The purchase of \$19,755 of mastic patching and crack-sealing material from SealMaster Pavement Products & Equipment.
- B. Authorize the Township Administrator to enter into an agreement with Barrett Construction for road shoulder berm construction on Pekin Road between SR 741 and Springboro Road, and Bunnell Hill near Turning Leaf Crossing at an estimated cost of \$53,065.

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.

Mr. Wade read Resolution 5616 – A Resolution accepting a public Street for maintenance in the Estates at Crown Point, Section one subdivision, Clearcreek Township, Warren County, Ohio, and dispensing with the second reading. 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 5617 - A Resolution determining that the maintenance of 5206 Weidner Road constitutes a nuisance and ordering the removal of debris and junk vehicles and overgrown vegetation after sufficient notice, dispensing with the second reading, and declaring an emergency. The reason for the emergency is the immediate need to address and to abate the nuisance conditions and junk vehicle on the property at the earliest time permitted by law. Mr. Palmer, Planning and Zoning Director, gave background information 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.

Mr. Wade read Resolution 5618 - A Resolution determining that the maintenance of 1854 Ryan Road constitutes a nuisance and ordering the removal of 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 address and to remove the junk vehicle on the property at the earliest time permitted by law. Mr. Palmer gave background information on the property. 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. Stacy, Police Lieutenant, asked the Board to accept a generous donation of \$200 to benefit National Night Out 2025 from Wright Smiles Pediatric Dentistry. 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.

Lieutenant Stacy then asked the Board to accept the generous donation of a new ISO-SCAN pet microchip reader, estimated value \$100, for operational use from the Warren County Kennel Club. Mr. Gabbard noted this was a good donation and adding the availability of the service to the township website would be useful. Mr. Wade asked for a motion to accept the donation. Mr. Muterspaw so

RECORD OF PROCEEDINGS
CLEARCREEK TOWNSHIP TRUSTEES
Minutes of Regular Meeting
September 8, 2025

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

- 1 Approval of Regular Minutes – August 25, 2025, Regular Session.
- 2 Current Bills and Financial Report.
- 3 Reclassify Officer Daniel Edwards from probationary to regular, full-time status with no adjustment to his rate of pay (Senior Officer Pay at appointment), effective September 13, 2025.
- 4 Reclassify Officer Nicholas Horwarth from probationary to regular, full-time status and accordingly adjust his rate of pay to \$39.59 per hour effective September 13, 2025.
- 5 Accept the Road, Planning and Zoning, Police, and Fire monthly reports for August 2025.

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

Mr. Clark updated the Board with information on the crosswalk improvement on Lytle-Five-Points Road near Clearcreek Elementary. Mr. Clark noted that County Engineer Weber was receptive to the idea of enhancing the crosswalk. Mr. Clark noted that more work was being done to move the improvement along.

Mr. Clark also noted that Mr. George Oberer, a local developer, left a voice mail for him, but any information about the communication would be filtered to them via Law Director Pacheco, as litigation had been threatened in the matter in the recent past.

Mr. Gabbard noted the tragic passing of recent Springboro graduate Scott Michaud who was killed in an automobile accident near Marquette University where he was a student athlete.

With no further business, Mr. Wade asked for a motion to adjourn the Regular Meeting at 5:50 p.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 _____