RECORD OF PROCEEDINGS
CLEARCREEK TOWNSHIP TRUSTEES
Minutes of Regular Meeting
December 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 Elizabeth Leisz and Clint Morton to come forward. Mr. Wade administered the Oath of Office as full members of the Board of Zoning Appeals. The Board and audience congratulated the pair on their appointment.

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. Mr. Philip Mullen, 8829 Bunnell Hill Road, came forward to thank the Township for the services provided by the Township.

Mr. Carolus, Fiscal Officer, commented that the Township had completed reporting requirements for federal tax dollars received by the ARPA act.

Mr. Wade read Resolution 5634 – 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 the need to authorize recovery of these funds at the earliest time permitted by law. Mr. Palmer, Planning and Zoning Director, described the two properties that are on the list and the costs being recovered. 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 5635 – 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 approve immediate payment on the obligations at the earliest time permitted by law. Mr. Clark, Township Administrator, described the items being purchased. The items being purchased were:

A. The replacement of a dump bed for the Road Department's 2017 Ram 5500 truck from KE Rose Company at an estimated cost of $18,150.00.
B. The purchase of 17 rifle suppressors for all Police Department-issued rifles from Vance's Law Enforcement at an estimated cost of $16,042.75.

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. Muterspaw-yea; Mr. Gabbard-yea; and Mr. Wade-yea.

Mr. Agenbroad, Fire Chief, asked the Board to make a conditional offer of probationary employment to Michael 'Shane' Snyder as a Firefighter/Paramedic at the lateral entry, Step 3 pay rate of $31.72

per hour, effective January 2026, pending acceptable background and pre-employment screenings. Chief Agenbroad noted that Mr. Snyder is currently a teacher and former firefighter of the Trotwood Fire Department. Mr. Wade asked for a motion to make the conditional offer of employment. 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 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 – November 24, 2025, Regular Session.
2 Current Bills and Financial Report.
3 Set a public hearing for Monday, January 12, 2026, at 5:30 p.m.to consider the Stage 1 PUD application filed for Brian Manor, LLC, 129 W. State Route 122, Parcel ID #08-03-400-087 and #08-03-400-063 zone change from Residence Zone "R-1" to Residential Planned Unit Development "R-PUD".
4 Accept the Road, Planning and Zoning, Police, and Fire monthly reports for November 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 opened a discussion on a request from Premier Health to contribute to the purchase of a medical transport helicopter. Mr. Clark described the helicopter being replaced and noted the cost at $13.5 million dollars. Mr. Clark noted that the officials with whom they had met had requested that the Township consider a $100,000 donation. Mr. Wade asked about the Township possibly donating $5,000 to $10,000 and noted that the city of Middletown had offered a $500,000 contribution. Mr. Gabbard noted a contribution of this nature would set a precedent. Mr. Muterspaw asked if there were any additional air ambulance services available. Chief Agenbroad listed the local air ambulance services. Mr. Muterspaw asked how many times the Township had requested air ambulance services. Mr. Clark related that notes from the meeting stated that the air ambulance service had been used 44 times since 2015 according to Premier Health's statistics. After a short discussion, the Board noted they would continue the discussion after getting additional information from Mr. Clark.

Chief Agenbroad noted that the new fire engine for Station 24 was now in service.

At 5:48 p.m. Mr. Wade asked for a motion to suspend the regular meeting and enter executive session pursuant to Revised Code 121.22(G)(1) to consider the compensation of public employees. 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.

The Board returned from executive session at 6:18 p.m. and immediately resumed the regular meeting.

Mr. Wade asked for a motion to grant pay adjustments as noted in the pay schedule discussed in Executive Session. Mr. Gabbard so moved with Mr. Muterspaw seconding the motion. Upon roll call the vote was as follows: Mr. Muterspaw-yea; Mr. Gabbard-yea; and Mr. Wade-yea.

With no further business, Mr. Wade asked for a motion to adjourn the Regular Meeting at 6:19 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 _____