

RECORD OF PROCEEDINGS  
Clearcreek Township Trustees

2401

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held February 24, 2020  
(YEAR)

The Clearcreek Township Trustees met in regular session at 9:00 a.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.

No Public Comments were noted.

Mr. Scott Csendes, VP of Civic and Public Safety Group for the KZF Design Incorporated, came forward to give a presentation to the Board on a facility study done for the Township. Clearcreek Township contracted the services of KZF Design, Inc. to complete a Needs Assessment Study for the Clearcreek Township Complex which includes the Road Maintenance Department Building, and the Administration Building which houses both the Police Department and Township Administration offices, located on Bunnell Hill Road. The purpose of the study was to evaluate options to address current and future space needs for the maintenance, police, and administration services for Clearcreek Township.

Mr. Csendes identified several operational deficiencies in the report which is attached to these minutes. Mr. Csendes proposed building a separate police building, a new vehicle storage area for Roads, and a redesign of the administration building. Mr. Wade thanked Mr. Csendes for the study and noted that the Township would need to figure out how to implement any needed improvements.

Mr. Matthew Clark, Township Administrator, asked the Board to pull the 2019 Coterminous Agreement payment from the Agenda to allow the proper amount to be verified. Mr. Muterspaw motioned to table the item. The motion was seconded by Mr. Gabbard and upon roll call the vote was as follows: Mr. Muterspaw-yea; Mr. Gabbard-yea; and Mr. Wade-yea.

Mr. Gabbard moved to approve Resolution 5212 – A Resolution repealing Resolution 5204 and authorizing the Township Administrator to execute an amended contract with the Warren County Engineer's Office for the Warren County 2020 Resurfacing Project, dispensing with the second reading and declaring an emergency. This will enable the Township to include a portion of Yankee Road that abuts a section being paved by the City of Springboro. The motion was seconded by Mr. Muterspaw and upon roll call the vote was as follows: Mr. Gabbard-yea; Mr. Muterspaw-yea; and Mr. Wade-yea.

Mr. Muterspaw moved to approve Resolution 5213 – A Resolution declaring personal property as surplus and approving an internet auction, direct sale, donation, disposal, or destruction of said personal property, and waiving the second reading. The motion was seconded by Mr. Gabbard and upon roll call the vote was as follows: Mr. Muterspaw-yea; Mr. Gabbard-yea; and Mr. Wade-yea.

Mr. Steve Agenbroad, Fire Chief, asked the Board for permission to purchase the 'Roll N Rack' Hose Management System from Loeb Grant funding with an estimated cost of \$18,009 from Roll N Rack, LLC. Mr. Gabbard moved to approve the expenditure. The motion was seconded by Mr. Muterspaw and upon roll call the vote was as follows: Mr. Gabbard-yea; Mr. Muterspaw-yea; and Mr. Wade-yea.

Fire Chief Agenbroad then asked the Board for permission to apply for the Enbridge Safe Community Program grant for the maximum amount of \$7,500. Mr. Muterspaw moved to permit the Fire District to apply for the grant. The motion was seconded by Mr. Gabbard and upon roll call the vote was as follows: Mr. Muterspaw-yea; Mr. Gabbard-yea; and Mr. Wade-yea.



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Mr. John Terrill, Police Chief, updated the Board on the case involving the theft of the Township's ambulance and kidnapping. Two of the three defendants had pled guilty and been sentenced to six to nine years. The third defendant is awaiting trial.

Mr. Gabbard moved to approve the Consent Agenda as presented to the Board:

- 1 Approval of Minutes – February 10, 2020, Regular Meeting.
- 2 Current Bills & Financial Reports.

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. Scott Smith, Road Superintendent, advised that construction of the new Disc Golf Course at Hoffman Reserve was ahead of schedule due to the mild weather so far this winter.

With no further business to conduct, Mr. Muterspaw moved to adjourn the meeting at 9:23 a.m. Mr. Gabbard seconded the motion and upon roll call the vote was as follows: Mr. Muterspaw-yea; Mr. Gabbard-yea; and Mr. Wade-yea.

FISCAL OFFICER *Russell [Signature]*

TRUSTEE *Ed Wade*

TRUSTEE *SA Muterspaw*

TRUSTEE *[Signature]*