

The Clinton Township Board of Trustees

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The Meeting of the Clinton Township Board of Trustees was held on Wednesday, June 1st 2016 at 7pm at 999 Chambers Rd. Present were Trustees John Coneglio, Jane Cera, and Carl Reardon, Fiscal Officer Deb Steele, Fire Chief Fraley, Police Chief Jones, Superintendent of Roads Dan Klopfenstein, Township Manager Skip Apple, Code Enforcement Officer Kyle Whalen, and many residents.

Next meeting will be held on July 6th 2016 at 3820 Cleveland Ave. at 7:00pm.

GENERAL

Res. No. 16-06-001 Motion by Chair Reardon to approve the minutes from May 17th 2016. 2nd Trustee Coneglio. Vote: Trustee Coneglio – Yes, Trustee Cera –Yes, Trustee Reardon – Yes

Res. No. 16-06-002 Motion by Chair Reardon to approve the minutes from May 26th 2016. 2nd Trustee Coneglio. Vote: Trustee Coneglio – Yes, Trustee Cera –Yes, Trustee Reardon – Yes

Res. No. 16-06-003 Motion by Chair Reardon to approve the agenda with flexibility. 2nd Trustee Cera. Vote: Trustee Coneglio – Yes, Trustee Cera –Yes, Trustee Reardon – Yes

Res. No. 16-06-004 Motion by Chair Reardon to approve bills. 2nd Trustee Coneglio. Vote: Trustee Coneglio – Yes, Trustee Cera –Yes, Trustee Reardon – Yes

Res. No. 16-06-005 Motion by Chair Reardon to approve payroll. 2nd Trustee Cera. Vote: Trustee Coneglio – Yes, Trustee Cera –Yes, Trustee Reardon – Yes

Chair Reardon enquired why bills and payroll are always two separate motions. Trustee Coneglio stated that in years past when there were questions as to why specific bills were being paid more than once, separating the items allowed the Board time to investigate invoice issues while not holding up payroll.

There was discussion about the Township Manager's job description. Recently Trustee Coneglio became concerned that the Township Manager was still doing some work for Police/Fire Departments. Trustee Cera suggested that Mr. Apple provide the Board with a current list of items or issues he normally works on, from there the Board could work to remove any items that he may no longer need to work on. Chair Reardon stated his concern that too much specificity would be micromanaging. Trustee Reardon has found Mr. Apple to be dependable and timely in his work. The Fiscal Officer reminded the Board of her concern about payroll being submitted by the Township Manager to the payroll company, such responsibility is not listed as a power or duty of a Township Administrator in the ORC, this issue was reviewed about a year earlier. Trustee Cera stated that some items in the ORC have never been past practice in terms of the Township Manager's job duties. Trustee Coneglio suggested a description could be voted on at the next meeting after Mr. Apple sends information to the Board. Trustee Cera stated she would be glad to continue looking at this and continue talking about it but was not sure if the board would be ready that soon to pass a job description.

There was discussion about how the agenda for meetings are made. Trustee Coneglio read Res. No. 10-04-048 "...in order to be prepared to conduct Clinton Township business, all matters brought before the Board of Trustees needs to be presented to the Fiscal Officer by the close of business the Thursday before the scheduled Wednesday meeting. The proposals to be considered are to be complete with all supporting documentation. In the event than an emergency situation occurs between Thursday and the meeting, it will be considered by the Board providing a motion to consider is passed at the meeting." Chair Reardon wants to use the public's time efficiently and would prefer more time to review large items, such as a \$59K Purchase Order request. The Fiscal Officer stated this was one reason there is a once a month meeting with Department Heads scheduled the day before the agenda items deadline. Sometime in the year 2011 Communications staff, not the Fiscal Officer has been writing agenda's for the public meetings.

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GENERAL CONT:

There was a presentation of the finished plans for the Road Dept building and revised floor plan for the police, fire and community building. An overall check list of the new facilities with a projected timeline was also reviewed. Fall of 2017 all construction might be complete.

Res. No. 16-06-006 Motion by Chair Reardon to competitively bid the contract for the construction of the Clinton Township Maintenance Facility Project. 2nd Trustee Cera. Vote: Trustee Coneglio – Yes, Trustee Cera –Yes, Trustee Reardon – Yes

Res. No. 16-06-007 Motion by Trustee Coneglio to combine the three individual parcels that are at 3820 Cleveland Ave. into one parcel. 2nd Trustee Cera. Vote: Trustee Coneglio – Yes, Trustee Cera –Yes, Trustee Reardon – Yes

Res. No. 16-06-008 Motion by Chair Reardon to amend the contract with Choice One Engineering to include the parcel consolidation. 2nd Trustee Cera. Vote: Trustee Coneglio – Yes, Trustee Cera –Yes, Trustee Reardon – Yes

The Fiscal Officer stated she does not have all original documents or contracts that relate to the construction project. These items will be submitted to her soon.

TOWNSHIP MANAGER

Res. No. 16-06-009 Motion by Chair Reardon to approve a Purchase Order for \$56,562.40 payable to WDC Group utilizing CEDA line item 1000-190-500. 2nd Trustee Coneglio. Vote: Trustee Coneglio – Yes, Trustee Cera –Yes, Trustee Reardon – Yes

Res. No. 16-06-010 Motion by Chair Reardon to approve an application for a NatureWorks grant, with the township contributing 25% of the total \$40K project. 2nd Trustee Coneglio. Vote: Trustee Coneglio – Yes, Trustee Cera –Yes, Trustee Reardon – Yes

Trustee Coneglio wanted to know if not resurfacing the basketball court would cut the overall project cost down. There was a good amount of work that went into writing the existing application from the Township Manager with assistance from resident Tom Snyder.

Utilizing the flexible agenda Chair Reardon wanted to review the April 2016 Fiscal Report. The Fiscal Officer had the April reconciliation packet available and the Cash Summary By Fund report that is normally read as the overall Fiscal Report. There was a delay in preparing the April fiscal reports. Reading from the April reconciliation sheet Trustee Reardon read that the township began April with \$7,085,126.32, had \$390,137.08 in receipts and \$314,534.95 in payments. Resident Bobbie Olt read her copy of the Cash Summary By Fund reviewing the differences in numbers. The Fiscal Officer stated that the reconciliation report reviews the specific differences as they relate to outstanding payments that are itemized in the report. One such item reviewed relates to a payroll correction in the amount of \$1050.00. Resident Jane Margatta exclaimed that her workplace sorts out payroll issues within 48 hours. Trustee Coneglio reviewed the goal of Trustees signing the monthly reconciliation reports once they understand and agree with the information these reports provide. There is concern with only having one meeting per month how the Board can approve Fiscal Reports in a timely way.

FIRE

Res. No. 16-06-011 Motion by Chair Reardon to request certification to enforce the Ohio Building Code within the Township of Clinton, Franklin County Ohio. 2nd Trustee Coneglio. Vote: Trustee Coneglio – Yes, Trustee Cera –Yes, Trustee Reardon – Yes

Res. No. 16-06-012 Motion by Chair Reardon to establish the Clinton Township Building Department. 2nd Trustee Coneglio. Vote: Trustee Coneglio – Yes, Trustee Cera –Yes, Trustee Reardon – Yes

The Fire Chief will work with the Township Administrator to post all needed public notices as they relate to establishing the Building Department.

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ROAD

Superintendent of Klopfenstein provided the Board with a May 2016 monthly report and monthly inspections.

POLICE

Chief Jones updated the Board that solar powered speed signs have been installed, and a few more will be placed in the township.

Chief Jones presented a PowerPoint presentation reviewing the past 4 years and projecting into the next 3 years. Resident Jane Margatta stated she would like to help inform residents in the township about the need for more revenues for the Police Department. Chief Jones stated a committee will need to be formed to help get the word out.

Res. No. 16-06-013 Motion by Chair Reardon declaring intent to proceed with the election on the question of an additional tax in excess of the ten-mill limitation. 2nd Trustee Coneglio. Vote: Trustee Coneglio – Yes, Trustee Cera –Yes, Trustee Reardon – Yes

Chair Reardon reminded residents in attendance that each full time officer costs about \$100K per year adding up salary, pension contributions, trainings, and health insurance. Chief Jones added that wages have not gone up that much overtime, but the cost of health insurance is the largest increase in expenses for his department.

Recently Officer Ben Newman caught someone breaking into a car on the Westside.

CODE ENFORCEMENT

Code Enforcement Officer Whalen provided the Board with May 2016 monthly report.

Res. No. 16-06-014 Motion by Chair Reardon for ORC 505.87 on Parcel # 130-002620-00, a vacant lot on Elmore Ave., Parcel # 130-006851-00, another vacant lot on Elmore Ave., 1696 Case Rd, 2007 Lamont Ave, 1811 Audrey Rd, 3333 Dunedin Rd, and 1613 Elmore Ave. 2nd Trustee Cera. Vote: Trustee Cera – Yes, Trustee Coneglio –Yes, Trustee Reardon – Yes

Res. No. 16-06-015 Motion by Chair Reardon for ORC 505.86 to board up unsecured abandoned property at 2007 Lamont Ave. 2nd Trustee Cera. Vote: Trustee Cera – Yes, Trustee Coneglio – Yes, Trustee Reardon – Yes

NEW BUSINESS

Resident Bobbie Olt spoke about a positive Letter to the Editor that was published in the May 29th Columbus Dispatch newspaper. A woman had a flat tire and pulled into 3820 Cleveland Ave. where many from the Fire Dept. assisted her.

Bobbie Olt also would like to have the notes from May 17th 2016 amended, to reflect her questions that were asked during New Business.

Chair Reardon announced that there will be a July 6th Records Retention Meeting at 4pm at 3820 Cleveland Ave.

Meeting ended at 9:43pm

ATTEST:

Carl Reardon, Chair

Deborah Steele, Fiscal Officer