

## The Clinton Township Board of Trustees

January 3<sup>rd</sup>, 2018 page 1 of 5

The Meeting of the Clinton Township Board of Trustees was held on January 3<sup>rd</sup>, at 7pm at 4093 Cleveland Ave. Present were Trustees Jane Cera, Carl Reardon, and Aliena Sword, Fiscal Officer Deb Steele, Fire Chief Fraley, Police Chief Jones, Superintendent of Roads Villa, Township Manager Skip Apple, Code Enforcement Officer Whalen, and several residents.

### GENERAL

Fiscal Officer swore in Carl Reardon for another term as Trustee.

Trustee Reardon took a moment to state that it is an honor and a privilege to serve another four years and hopes a lot can get accomplished in the time everyone has to work together. He appreciated everyone who has faith in him and that he will do his best not to let anyone down.

Fiscal Officer swore in Aliena Sword as a new Trustee.

Trustee Sword said Thank You to her friends, all of her neighbors, and all of those who supported her. She particularly thanked her family, and stated she gets her determination and diligence from her Mother who was in attendance, and she is looking forward to the next four years.

The Fiscal Officer took a nomination for Chair of the Board.

**Res. No. 18-01-001** Motion by Trustee Reardon to appoint Trustee Cera to the Chair of the Board. 2<sup>nd</sup> Trustee Sword. Vote: Trustee Sword – Yes, Trustee Reardon – Yes, Trustee Cera – Yes

**Res. No. 18-01-002** Motion by Trustee Cera to appoint Trustee Reardon to be the Vice Chair of the Board. 2<sup>nd</sup> Trustee Sword. Vote: Trustee Sword – Yes, Trustee Reardon – Yes, Trustee Cera –Yes

**Res. No. 18-01-003** Motion by Trustee Cera to pass the agenda with flexibility. 2<sup>nd</sup> Trustee Reardon. Vote: Trustee Sword – Yes, Trustee Reardon – Yes, Trustee Cera –Yes

**Res. No. 18-01-004** Motion by Trustee Cera to dissolve the existing Records Commission, Health Insurance, Building, Budget, and Investment Committees. 2<sup>nd</sup> Trustee Sword. Vote: Trustee Sword – Yes, Trustee Reardon – Yes, Trustee Cera –Yes

Trustee Cera clarified that most of these are working groups instead of Committees. Records, Investment and Budget are Committees. Committees need to have minutes and public notice of when they are meeting where as the working groups do not.

**Res. No. 18-01-005** Motion by Trustee Cera to appoint Trustee Sword to Chair the Health Insurance work team. 2<sup>nd</sup> Trustee Reardon. Trustee Sword – Yes, Trustee Reardon – Yes, Trustee Cera –Yes

**Res. No. 18-01-006** Motion by Trustee Reardon to appoint Trustee Cera to Chair the Building Committee. 2<sup>nd</sup> Trustee Sword. Vote: Trustee Sword – Yes, Trustee Reardon – Yes, Trustee Cera –Yes

**Res. No. 18-01-007** Motion by Trustee Sword to appoint Trustee Reardon to be the Chair of the Budget Committee. 2<sup>nd</sup> Trustee Cera. Vote: Trustee Sword – Yes, Trustee Reardon – Yes, Trustee Cera –Yes

**Res. No. 18-01-008** Motion by Trustee Cera to appoint the Fiscal Officer to be the Chair of the Investment Committee. 2<sup>nd</sup> Trustee Reardon. Vote: Trustee Sword – Yes, Trustee Reardon – Yes, Trustee Cera –Yes

**Res. No. 18-01-009** Motion by Trustee Cera to meet the 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of every month in the year 2017 meeting at 7pm, meeting on odd numbered months on the East side of the township and meeting on even numbered months on the West side of the township. 2<sup>nd</sup> Trustee Reardon. Vote: Trustee Sword – Yes, Trustee Reardon – Yes, Trustee Cera –Yes

**The Clinton Township Board of Trustees**

January 3<sup>rd</sup>, 2017 page 2 of 5

GENERAL CONT:

**Res. No. 18-01-010** Motion by Trustee Cera to have Board Planning Meetings the 2<sup>nd</sup> Wednesday of the month for the next 6 months. 2<sup>nd</sup> Trustee Sword. Vote: Trustee Sword – Yes, Trustee Reardon – Yes, Trustee Cera –Yes

**Res. No. 18-01-011** Motion by Trustee Cera to allow the township to receive \$350,000 or more in receipts. 2<sup>nd</sup> Trustee Sword. Vote: Trustee Sword – Yes, Trustee Reardon – Yes, Trustee Cera –Yes

**Res. No. 18-01-012** Motion by Trustee Cera to approve super blanket certificates for 2018. 2<sup>nd</sup> Trustee Reardon. Vote: Trustee Sword – Yes, Trustee Reardon – Yes, Trustee Cera –Yes

**Res. No. 18-01-013** Motion by Trustee Cera to approve the Township Attorneys offices named Brosius, Johnson & Griggs, LLC for the year 2018 and to appropriate \$60K for lawyer fees. 2<sup>nd</sup> Trustee Sword Vote: Trustee Sword – Yes, Trustee Reardon – No, Trustee Cera –Yes

**Res. No. 18-01-014** Motion by Trustee Cera to approve payroll. 2<sup>nd</sup> Trustee Reardon. Vote: Trustee Sword – Yes, Trustee Reardon – Yes, Trustee Cera –Yes

**Res. No. 18-01-015** Motion by Trustee Cera to approve the bills. 2<sup>nd</sup> Trustee Sword. Vote: Trustee Sword – Yes, Trustee Reardon – Yes, Trustee Cera –Yes

**Res. No. 18-01-016** Motion by Trustee Cera to approve minutes from the Dec 20<sup>th</sup> 2017 meeting. 2<sup>nd</sup> Trustee Reardon. Vote: Trustee Sword – Yes, Trustee Reardon – Yes, Trustee Cera –Yes

**Res. No. 18-01-017** Motion by Trustee Cera to correct two typos minutes from the Dec 20<sup>th</sup> 2017 meeting. 2<sup>nd</sup> Trustee Sword Vote: Trustee Sword – Yes, Trustee Reardon – Yes, Trustee Cera – Yes

Trustee Cera brought forward a Public Records Policy draft for future consideration by the Board, and an Equal Employment Opportunity Policy. She shared that former Trustee Coneglio had mentioned that he wanted to sign such an EEO policy but that the Twp. attorney had only recently gotten the language back to her. Trustee Reardon asked if the EEO Policy presented would be in conflict with the Police or Fire Union Contract’s. Police Chief Jones and Fire Chief Fraley stated that there already is some EEO language in their Union Contract’s and what they were currently seeing is not likely to be in conflict, but if there is any issue they would inform the Board.

WHEREAS, the Clinton Township Board of Trustees recognizes and supports the fact that we live in a dynamic, ever-changing community and larger society, with varying group and individual experiences derived from diverse and varying factors, values and characteristics; and

WHEREAS, diversity is an asset that expands group and individual understanding and experience; and

WHEREAS, acceptance of diversity and promotion of diversity in communities can lead to economic growth, through the enhancement of the arts, business, cultural, and ethnic opportunities available to all; and

WHEREAS, Clinton Township is committed to providing for a diverse workforce representative of its community, of these values, and a non-discriminatory employment environment for its employees.

NOW THEREFORE, be it resolved by the Board of Trustees of Clinton Township, Franklin County, Ohio that the following Resolution be, and that it is hereby adopted:

Section 1. The policy of Clinton Township is to fully comply with applicable federal, state and local laws, rules and regulations in the area of non-discrimination in employment. Discrimination against employees and applicants due to race, color, religion, sex (including sexual harassment), sexual orientation, gender identity or expression, familial status, marital status, national origin,

## The Clinton Township Board of Trustees

January 3<sup>rd</sup>, 2018 page 3 of 5

### GENERAL CONT:

genetic information, disability, age (40 years or older), military and veteran status is prohibited. Violations of this Resolution will be subject to discipline, up to and including termination.

Section 2. Equal employment opportunity and non-discriminatory commitments include, but are not limited to, the areas of hiring, promotion, demotion or transfer, recruitment, discipline, layoff or termination, rate of compensation and Township sponsored training.

Section 3. All employees are expected to comply with this Resolution. Department heads are directed to actively seek opportunities to hire a diverse workforce and provide for a workplace culture that is welcoming to all.

Section 4. All employees are encouraged to immediately report any concerns regarding discrimination or harassment to their Supervisor or directly to any Trustee. The Township will not tolerate retaliation against any employee who reports acts of discrimination or provides information in connection with any such complaint. If you have any questions regarding this Resolution, please contact your Supervisor, the Township Manager and/or any Trustee.

BE IT FURTHER RESOLVED, that this Resolution shall be in full force and effect immediately upon its adoption.

**Res. No. 18-01-018** Motion by Trustee Cera to accept Res. No. 18-01-018 as read. 2<sup>nd</sup> Trustee Reardon. Vote: Trustee Sword – Yes, Trustee Reardon –Yes, Trustee Cera – Yes, Trustee Cera – Yes

Trustee Cera brought forward a draft of a Township Manger job description. She stated she had asked for input from the Chief's, utilized a list provided by Mr. Apple about his existing responsibilities, as well as one Trustee Reardon had provided last year from the time when the Twp was creating the position. She asked the other Trustees to feel free to make suggestions, while they continue to work on the description together.

**Res. No. 18-01-019** Motion by Trustee Cera to accept an Open Purchase Order for BWC attorney utilizing line item 1000-110-310. 2<sup>nd</sup> Trustee Sword. Vote: Trustee Sword – Yes, Trustee Reardon –Yes, Trustee Cera –Yes

### COMMITTEE REPORTS

Trustee Reardon announced Jan 24<sup>th</sup> there will be a Budget Committee meeting at 6pm at 999 Chambers Rd. The Beautification Working Group will likely be giving out awards in March or April.

Trustee Cera thanked Chief Fraley for all of his work on the committee, especially transitioning to the new year, and Fire Chief Fraley announced all Health Insurance forms have been filed and employees are waiting for their policy cards to arrive in the mail. There was a reduction on costs and employees will have an opportunity to be educated on the new policy after Jan 10<sup>th</sup>.

### TOWNSHIP MANAGER

Manager Apple read the following two pay applications. # 7 to Jay Car Construction in the amount of \$90,965.00 and # 7 to Howell Construction in the amount of \$131,152.44.

Signatures were collected for a new roof at 999 Chambers Rd.

### FIRE

**Res. No. 18-01-020** Motion by Trustee Cera to hire volunteer firefighter Michael Sorkin as a part-time firefighter effective December 24, 2017 at a rate of \$11/hr to be paid from 2111-220-100 & 2281-230-100. 2<sup>nd</sup> Trustee Reardon. Vote: Trustee Sword – Yes, Trustee Reardon –Yes, Trustee Cera – Yes

## The Clinton Township Board of Trustees

January 3<sup>rd</sup> 2018 page 4 of 5

### FIRE CONT:

**Res. No. 18-01-021** Motion by Trustee Cera to hire volunteer firefighter Collin Dotson as a part-time firefighter effective Jan. 3, 2018 at a rate of \$13/hr to be paid from 2111-220-100 & 2281-230-100. 2<sup>nd</sup> Trustee Sword. Vote: Trustee Sword – Yes, Trustee Reardon –Yes, Trustee Cera – Yes

Trustee Reardon asked about the different qualifications for the two types of positions in the Fire Dept.

Chief Fraley provided a monthly report for December 2017

### POLICE

**Res. No. 18-01-022** Motion by Trustee Cera to accept resignation of part time officer Conner Kline effective December 31st. 2<sup>nd</sup> Trustee Sword. Vote: Trustee Sword – Yes, Trustee Reardon –Yes, Trustee Cera – Yes

**Res. No. 18-01-023** Motion by Trustee Cera to accept the resignation of part time officer Steve Kelly effective January 31st. 2<sup>nd</sup> Trustee Sword. Vote: Trustee Sword – Yes, Trustee Reardon – Yes, Trustee Cera – Yes

Chief Jones stated that Officer Kelly worked for the Township for over 15 years and is currently retiring. Currently there are three leads of candidates and the department hopes to hire five part time officers. All local Police Departments are having a difficult time finding officers, even if the pay is high. Trustee Cera asked how the current pay competes in the region, Chief Jones replied that Clinton Township is in the middle range compared to nearby Police Departments.

### ROAD

**Res. No. 18-01-024** Motion by Trustee Cera to move Bill Margiotta to step three of the pay scale for twelve months active services with a favorable review. His new pay rate would be \$15.28 hr. effective January 1, 2018. 2<sup>nd</sup> Trustee Reardon. Vote: Trustee Sword – Yes, Trustee Reardon – Yes, Trustee Cera – Yes

**Res. No. 18-01-025** Motion by Trustee Cera to declare old truck #4 as surplus and put on Govdeals.com for auction. 2006 Ford F350 4WD Super cab 6.0 Turbo Diesel with a used Myers plow. Vin # IFDWX37P96ED27370 with a mileage reading of 42,000. 2<sup>nd</sup> Trustee Sword. Vote: Trustee Sword – Yes, Trustee Reardon –Yes, Trustee Cera – Yes

### CODE ENFORCEMENT

Code Enforcement Officer Whalen discussed a title commitment for transfer of 1837 Lehner Rd into the ownership of the Township. Trustee Cera mentioned that the Committee she worked with last year had wanted this property as a future park. It has some larger trees. She said she would be bringing some quotes for more parks before the Board soon.

The December 2017 Monthly report was provided to the Board.

Trustee Cera asked Trustee Reardon if he was able to follow up with the County Prosecutor's Office. He is willing to call and try to get a meeting at their office as getting them to come to a Township meeting is likely harder.

### NEW BUSINESS

Trustee Reardon reviewed renewing [MORPC](#) membership.

There was much discussion about the recent announcement of Kroger closing at the end of January in the Northern Lights Shopping Plaza. Mr. Apple stated that communications with the land owners reflect that no one was aware the business was considering leaving. [Lidl](#) was mentioned as a grocery business that is seeking recommendations for new locations. Trustee Cera said she would call Pat Bowman of Grandview's Economic office to begin strategizing. This is the sort of thing the [JEDZ](#) Board is likely to discuss at the next meeting January 25<sup>th</sup>.

**The Clinton Township Board of Trustees**

January 3<sup>rd</sup> 2018 page 5 of 5

**NEW BUSINESS CONT:**

**Res. No. 18-01-026** Motion by Trustee Cera to go into Executive Session for the purpose of considering the appointment, employment, promotion, demotion or compensation of a Township employee. 2<sup>nd</sup> Trustee Reardon. Vote: Trustee Sword – Yes, Trustee Reardon –Yes, Trustee Cera – Yes

Start at 8:30pm  
End at 8:45pm

**Res. No. 18-01-027** Motion by Trustee Cera to increase Tim Fieldman’s hourly rate to \$24.04 effective Dec 30<sup>th</sup> 2017. 2<sup>nd</sup> Trustee Sword. Vote: Trustee Sword – Yes, Trustee Reardon –Yes, Trustee Cera – Yes

Trustee Cera moved to adjourn and Trustee Reardon 2<sup>nd</sup>

Meeting ended at 8:52pm

**ATTEST:**

\_\_\_\_\_  
**Jane Cera, Chair**

\_\_\_\_\_  
**Deborah Steele, Fiscal Officer**