

The Clinton Township Board of Trustees

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The Meeting of the Clinton Township Board of Trustees was held on October 17th, 7pm at 999 Chambers Rd. Present were Trustees Jane Cera, Carl Reardon, and Aliena Sword, Fiscal Officer Deb Steele, Township Administrator Vaughn, Fire Chief Fraley, Police Chief Jones, Superintendent of Roads Villa, and some residents.

GENERAL

Next meeting will be November 7th, on the Eastside at 3820 Cleveland Ave at 7pm.

Res. No. 18-10-015 Motion by Trustee Cera to accept the agenda with flexibility. 2nd Trustee Reardon. Vote: Trustee Reardon – Yes, Trustee Reardon – Yes, Trustee Cera –Yes

Trustee Cera thanked everyone that helped with both recent Open Houses that the Township held. Trustee Sword thanked the staff and enjoyed departments for dressing up for the Ribbon Cutting; she received many Thank You comments from attendees. Trustee Reardon stated he was proud of everyone participating in the events.

Res. No. 18-10-016 Motion by Trustee Cera to approve the October 3rd meeting minutes. 2nd Trustee Sword.

Residents Bobbie Olt and Jane Magriotta questioned if the minutes accurately reflect their disgust and anger. Fiscal Officer Steele stated she does her best to remain neutral and summarized issues discussed, but [the law](#) is clear that notes are not to be verbatim, rather meeting minutes should highlight items the Board of Trustees are considering when passing Resolutions. She further stated she would be glad to have someone else type the notes. Trustee Reardon stated that he is concerned about personal attacks being entered into a historical document as disrespectful, and that the minutes are a record of the business, spending, and policies of the Board, not a publishing outlet.

Res. No. 18-10-017 Motion by Trustee Cera to amend the previous motion allowing for the spirit of the conversation such that there may be future revisions to the minutes, which is always the case. 2nd Trustee Sword. Vote: Trustee Sword – Yes, Trustee Reardon – Yes, Trustee Cera –Yes

Fiscal Officer Steele read the September 2018 Fiscal Report. On September 1st there was an overall Fund Balance of \$6,956,787.11 there was \$329,524.57 in Revenue and \$605,169.39 in Expenditures leaving an overall Fund Balance of \$6,681,302.29 on September 30th 2018.

Res. No. 18-10-018 Motion by Trustee Cera to accept the September 2018 Fiscal Report. 2nd Trustee Sword. Vote: Trustee Sword – Yes, Trustee Reardon – Yes, Trustee Cera –Yes

Res. No. 18-10-019 Motion by Trustee Cera to accept the amounts and rates authorizing the necessary tax levies for 2019. 2nd Trustee Sword. Vote: Trustee Sword – Yes, Trustee Reardon – Yes, Trustee Cera –Yes

Trustee Cera reviewed the various documents that had been worked on and shared in emails that relate to the township selling residential lots.

Res. No. 18-10-020 Motion by Trustee Cera to approve a purchase contract. 2nd Trustee Reardon. Vote: Trustee Sword – Yes, Trustee Reardon – Yes, Trustee Cera –Yes

Res. No. 18-10-021 Motion by Trustee Cera to approve a cover letter. 2nd Trustee Sword. Vote: Trustee Sword – Yes, Trustee Reardon – Yes, Trustee Cera –Yes

Res. No. 18-10-022 Motion by Trustee Cera to approve procedures and policies application. 2nd Trustee Reardon. Vote: Trustee Sword – Yes, Trustee Reardon – Yes, Trustee Cera –Yes

Trustees Cera noted that the Township should decide on a default closing agent in case Buyer's do not wish to use one of their own. She will share one email with the Board and ask for other suggestions.

Res. No. 18-10-023 Motion by Trustee Cera to approve revised Record Retention schedules. 2nd Trustee Sword.

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GENERAL CONTINUED

Resident Dan Neuenschwander asked various questions related to the provided revision of the Records Retention schedules. One question related to why departments had different retention schedules for various records. Fiscal Officer Steele replied that laws require different amounts of time a record would need to be kept depending on which department it came from, that she defers to Department Heads and the Chief's for guidance. The Trustees chose to allow more time to review the proposed revisions.

Move to table the motion by Trustee Cera. 2nd Trustee Reardon. Vote: Trustee Sword – Yes, Trustee Reardon – Yes, Trustee Cera –Yes

There was discussion about the remaining Phase 3 of the construction at 3820 Cleveland Ave. Phase 1 the Roads Department was paid out of pocket. Phase 2 is the Fire/EMS, Administrative, and Police Department building, that was paid for with Bond monies and out of pocket. Phase 3 will be paid out of pocket and is not yet completed, it includes a salt barn at an estimated cost of \$139,000.00, and back carport parking area at an estimated cost of \$175,000.00.

Resident Jane Margiotta asked why a previous proposal of a salt barn was not used, the Trustee's replied because it was too expensive at an estimated cost of \$250,000.00.

Res. No. 18-10-024 Motion by Trustee Cera to allow Township Administrator Vaughn to put out to bid Phase 3, the carport and salt barn. 2nd Trustee Reardon. Vote: Trustee Sword – Yes, Trustee Reardon – Yes, Trustee Cera –Yes

COMMITTEE/TEAM REPORTS

Trustee Cera from the New Building working group provided the following change orders.

Res. No. 18-10-025 Motion by Trustee Cera to approve Change Order # 32 with Jay Car Construction for a key pad to be added to a door. 2nd Trustee Sword. Vote: Trustee Reardon – Yes, Trustee Reardon – Yes, Trustee Cera –Yes

Res. No. 18-10-026 Motion by Trustee Cera to approve Change Order # 31 with Jay Car Construction for automatic push buttons to open the doors, at a cost of \$18,027.00. 2nd Trustee Reardon. Vote: Trustee Reardon – Yes, Trustee Reardon – Yes, Trustee Cera –Yes

Res. No. 18-10-027 Motion by Trustee Cera to approve Change Order # 36 with Jay Car Construction for additional parking spots at a cost of \$350.00. 2nd Trustee Sword. Vote: Trustee Reardon – Yes, Trustee Reardon – Yes, Trustee Cera –Yes

Res. No. 18-10-028 Motion by Trustee Cera to approve Change Order # 37 with Jay Car Construction for 2 small cuff doors to be added in the Police Dept at a cost of \$5,312.00. 2nd Trustee Reardon. Vote: Trustee Reardon – Yes, Trustee Reardon – Yes, Trustee Cera –Yes

Trustee Reardon stated that the Budget Committee will be meeting the following night, Oct 18th.

From the Beautification Committee Trustee Reardon said that the 2018 awards will be given out Nov 10th at 10am at 3820 Cleveland Ave. There will be coffee and donuts for those who can attend. He estimated that letters will go out within the next week or less, notifying the winners.

Trustee Sword reported that the Health Insurance working group had been meeting to review policies and brokers. The existing broker of Burnham and Flower at first proposed an 11.75% but came back offering only a 6% increase, with no change in coverage and benefits. This low of an increase is almost unheard of and it is possible that the claims have been lower that created a smaller increase. Going to compare in the market would likely create larger increases.

Res. No. 18-10-029 Motion by Trustee Sword to accept a 6% increase from Anthem for the township Health Care policy in 2019, while keeping Burnham and Flower as the broker. 2nd Trustee Reardon. Vote: Trustee Reardon – Yes, Trustee Reardon – Yes, Trustee Cera –Yes

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TOWNSHIP ADMINISTRATOR

Res. No. 18-10-030 Motion by Trustee Sword to authorize Township Administrator to enter into contract with Ohio Business Systems for copying needs. 2nd Trustee Reardon. Vote: Trustee Reardon – Yes, Trustee Reardon – Yes, Trustee Cera –Yes

There was discussion that the next scheduled meeting is the night before Thanksgiving, many had plans to be out of town.

Res. No. 18-10-031 Motion by Trustee Sword to cancel the 2nd schedule meeting of November and only hold the November 7th meeting. 2nd Trustee Cera. Vote: Trustee Reardon – Yes, Trustee Reardon – Yes, Trustee Cera –Yes

TWP Administrator Vaughn thanked Carol Stuart for her help finding a product that would fit the need of expanding usable space at the shelter house.

Res. No. 18-10-032 Motion by Trustee Sword to purchase and install an addition to the shelter from Bright Covers Company at a cost of \$10,250.00 utilizing fund 1000-760-730. 2nd Trustee Cera. Vote: Trustee Reardon – Yes, Trustee Reardon – Yes, Trustee Cera –Yes

Res. No. 18-10-033 Motion by Trustee Sword to approve hiring Maplewood Tree Service for services at Chambers Circle and the playground, utilizing fund 1000-420-329. 2nd Trustee Reardon.

Trustee Cera was concerned that the company letterhead did not state that they are Certified Arborists. Resident Nick Gani had worked with the company in the past and was fairly sure they are Certified.

Res. No. 18-10-034 Motion by Trustee Reardon to amend the previous motion to hire Maplewood Tree Service contingent upon the Township can confirming they are licensed, Bonded, and Certified Arborists. 2nd Trustee Cera. Vote: Trustee Sword – Yes, Trustee Reardon – Yes, Trustee Cera –Yes

Trustee Reardon wanted added to the meeting minutes that the warrantee is 30 years for the roofing product that is going to be installed at 999 Chambers Rd. At the previous meeting October 3rd this was discussed.

FIRE

No business

POLICE

At a recent UVCA meeting there was discussion of the permitted parking on the Westside. There are pros and cons to the permits. Before there were permits there were many more cars parked on streets and blocking driveways. There are also expenses to the township with Officers having to be in court to enforce violations, and in producing the permits. There was discussion about how to survey or ask more Westside residents. Police Chief Jones proposed working on a door hanger to help get an opinion from residents. Trustee Cera announced that she is studying what if any impact the TWP can have on use/parking of scooters in the Twp. Much is still unknown but she will bring the issue up again as soon as she knows more.

ROAD

No business

NEW BUSINESS

Bobbie Olt announced that there will be a party starting at 8pm at the Playground on 10/31/18. She also asked why the Code Enforcement office is not at the front window at 3820 Cleveland Ave. TWP Admin Vaughn stated that was his decision.

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NEW BUSINESS CONTINUED

The annual Santa parade will be Sat. Dec 15th this year and candy packing at 3820 Cleveland Ave will be done on Thursday evening Dec 13th. Residents of the Township are encouraged to come help pack candy with their first responders.

Res. No. 18-10-035 Motion by Trustee Cera to move into an executive session [Under ORC 121.22 \(G\)\(1\)](#) to discuss the employment of a public employee. 2nd Trustee Sword. Vote: Trustee Sword – Yes, Trustee Reardon – Yes, Trustee Cera – Yes

Start 9:08pm

End 9:44pm

Res. No. 18-10-036 Motion by Trustee Cera to repost the Code Compliance position with the Township. 2nd Trustee Reardon. Vote: Trustee Sword – Yes, Trustee Reardon – Yes, Trustee Cera – Yes

Trustee Cera moved to adjourn and Trustee Sword 2nd

Meeting ended at 9:48pm

ATTEST:

Jane Cera, Chair

Deborah Steele, Fiscal Officer