

The Clinton Township Board of Trustees

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The Meeting of the Clinton Township Board of Trustees was held on January 19th at 6:30 p.m. at 3820 Cleveland Ave and [broadcasted](#) online. Present were Trustees Jane Cera, and Jessica Jessberger, Fiscal Officer Deb Steele, Township Administrator Matt Huffman, Fire Chief Fraley, Police Chief Jones, Superintendent Medley of Public Works, and Community Affairs Specialist Deborah Smothers.

GENERAL

Next meeting will be February 2nd 2023 at 6:30pm, at 999 Chambers Rd

Res. No. 23-01-020 Motion by Trustee Jessberger to accept the agenda with flexibility 2nd by Trustee Cera. Vote: Trustee Jessberger – Yes, Trustee Cera–Yes

There was a discussion of logistics and routines for meetings. Trustee Cera reminded everyone of a discussion about agenda setting about a year ago. She said too many items are hitting the agenda too close to the meeting date. The Monday of the meeting is the deadline to finalize agenda items. Trustee Jessberger agreed.

Trustee Jessberger said that Feb 1st is [Ohio Township Day](#), when we can recognize Officials and Employees of grassroots government.

FISCAL OFFICER

Res. No. 23-01-021 Motion by Trustee Jessberger to approve Jan 5th, 2023 meeting minutes. 2nd by Trustee Cera. Vote: Trustee Cera – Yes, Trustee Jessberger –Yes

There was discussion about who types up the meeting minutes. Trustee Cera did not want the Community Affairs Specialist doing this because she will be busy with other needs and it is in the Fiscal Assistant's job description.

Res. No. 23-01-022 Motion by Trustee Jessberger to approve December 22, 2022 meeting minutes. 2nd by Trustee Cera. Vote: Trustee Cera – Yes, Trustee Jessberger –Yes

Fiscal Officer Steele read the December Fiscal Report. On Dec 1st the Township had an overall fund balance of \$9,199,463.61 there was \$182,402.22 in Revenue and \$508,198.75 in Expenditures leaving a fund balance of \$8,873,697.09 on Dec 31st 2022.

Res. No. 23-01-023 Motion by Trustee Jessberger to approve the December Fiscal Reports. 2nd by Trustee Cera. Vote: Trustee Cera – Yes, Trustee Jessberger –Yes

COMMITTEE/TEAM REPORTS

Fire Chief Fraley updated everyone that the next Free Produce market will be Friday, January 27th at 4pm at 3820 Cleveland Ave. The next CHAT monthly meeting will be Feb 2nd 2023 at 999 Chambers Rd at 5pm.

Trustee Jessberger provided an update that the Records Commission had recently meet. There was an update to the General and Police Retention Schedules. Trustee Cera asked how social media is being handled. Fire Chief Fraley responded his department backs up posts on a thumb drive to meet the retention criteria.

TOWNSHIP ADMINISTRATOR

Admin Huffman provided draft updates to the employee handbook regarding including health insurance language for part time employees and clarifying the inclement weather procedures. In the future language around what qualifies as a family member for bereavement leave will be considered.

Res. No. 23-01-024 Motion by Trustee Cera to approve updates to the employee [handbook](#). 2nd by Trustee Jessberger. Vote: Trustee Cera – Yes, Trustee Jessberger –Yes

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TOWNSHIP ADMINISTRATOR CONTINUED

There was discussion regarding road signage for the Cleveland Ave project. “Historic Northern Lights District” was a draft considered. Fiscal Officer Steele reviewed that the Amos Shopping Center has been more collaborative and has donated to the Township, she did not understand why the Township would support one shopping center’s branding over the other. Trustee Jessberger reviewed that she has always known the area to be referred to as “Northern Lights.”

There was discussion regarding the Community Room microphone/equipment. ITmadeReal has made some suggestions of new hanging microphones. There was mention of Berkshire Township having a simple system.

FIRE.

Res. No. 23-01-025 Request a resolution to increase the Fire Safety Inspector’s pay to \$31.26 per hour effective Jan 8th 2023. 2nd by Trustee Cera. Vote: Trustee Cera – Yes, Trustee Jessberger –Yes

Fire Chief Fraley reminded everyone that the Township distributes Naloxone and fentanyl test strips. There was a suggestion to post this on the electronic information board on Cleveland Ave.

POLICE

Res. No. 23-01-026 Approve a resolution to Amend Res. 22-12-027 2023 [Temporary Appropriations](#), by increasing fund 2081-210-430 Police "Small tools and minor equipment" to \$60,000.00. 2nd by Trustee Cera. Vote: Trustee Cera – Yes, Trustee Jessberger –Yes

Res. No. 23-01-027 Approve a purchase order for Parr Public Safety in the amount of \$ 41,665.44 from line item 2081-210-430 for emergency equipment on the 2023 cruisers. 2nd by Trustee Cera. Vote: Trustee Cera – Yes, Trustee Jessberger –Yes

Res. No. 23-01-028 Approve a purchase order for Strategic Sourcing Inc. In the amount of \$8,860.00 for 2 new Mobile Data tablets for the 2023 cruisers from line-item 2081-210-430. 2nd by Trustee Cera. Vote: Trustee Cera – Yes, Trustee Jessberger –Yes

Res. No. 23-01-029 Approve a new purchase order for 2023 vehicles from Byers Chevrolet in the amount of \$100,000.00 from fund 2081-760-750. 2nd by Trustee Cera. Vote: Trustee Cera – Yes, Trustee Jessberger –Yes

This was previously encumbered for the Dodge order that was canceled last year. The new cruisers are about a month away from being completed. Police Chief Jones is hopeful he will have two new Part Time applicants ready by the next meeting.

PUBLIC WORKS

Res. No. 23-01-030 Approve the Franklin Co. Engineer’s department to assist with “curing” the Walford/Ormond OPWC application for the Small Government Program this fall. 2nd by Trustee Cera. Vote: Trustee Cera – Yes, Trustee Jessberger –Yes

Superintendent Medley reviewed a Road Resurfacing Plan with the Board. He is suggesting roads on the East and West side have some mill and fill work done. Trustee Cera said she does not see any roads rated as “very poor” on the West side and wanted to know why he is suggesting doing work on these roads first when there are many poor ratings on east side roads. He responded that it would be a good use of funds to provide some treatments to the surface before they become more damaged. Mr. Medley further explained there are maybe two homes on Corwin Ave, one of the “very poor” rated roads. Trustee Jessberger asked if his Department is still working on the allies, Mr. Medley responded that they do continue to maintain the allies with gravel. There is ongoing discussion about how much funding is available for road resurfacing.

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OTHER ITEMS

There was discussion on the next steps for Historical Markers in the township. The Sells Brothers Circus and Northern Lights seem like they would qualify for such a marker. Trustee Jessberger would like the research to continue, there is a deadline in May to apply.

Fiscal Officer Steele said the Ohio Township Association annual conference is next week and some Staff or Officials are planning on attending. Trustee Cera encouraged Department heads to send staff if they would like to this conference.

Motion at 7:30pm to adjourn by Trustee Jessberger 2nd by Trustee Cera

ATTEST:

Jessica Jessberger, Chair

Deborah Steele, Fiscal Officer