

## The Clinton Township Board of Trustees

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The Meeting of the Clinton Township Board of Trustees was held on March 2<sup>nd</sup> at 6:30pm at 3820 Cleveland Ave and broadcasted [online](#). Present were Trustees Jane Cera, Jessica Jessberger, and Rebecca Grimm, Fiscal Officer Deb Steele, Assistant Fiscal Officer Melissa Tremblay, Township Administrator Matt Huffman, Fire Chief Brian Fraley, Police Chief Jones, Superintendent Medley of Public Works, Community Affairs and Public Relations Specialist Deborah Smothers, and some residents.

### GENERAL

Next meeting will be March 16<sup>th</sup>, 2023 at 6:30pm, at 3820 Cleveland Ave.

**Res. No. 23-03-001** Motion by Trustee Jessberger to approve the agenda with flexibility. 2<sup>nd</sup> by Trustee Cera. Vote: Trustee Cera – Yes, Trustee Grimm – Yes, Trustee Jessberger – Yes

Trustee Grimm recently meet with former Trustee Carl Reardon to review the Beautification award process he did with residents. She is re-envisioning this effort and would like to add a Social Media aspect, such as if a winning household would like to be featured a short video could be made and shared. Trustee Jessberger said she did not live in the Township when this was active, but she has heard good things about it, she liked the idea of using Social Media as long as individuals wanted to participate in that way. Trustee Cera reviewed that Beauty has several definitions such as urban farms, and wildlife areas. Trustee Cera encouraged Trustee Grimm to expand beyond awards to individual properties and consider the public places such as the parks to beautify the whole Township.

There was discussion of the 2023 Permanent Appropriations. Trustee Cera asked what \$40K is for in the Parks line within the General Fund. Fiscal Officer Steele used the large screen to review the draft of 2023 Permanent Appropriations. FO Steele responded the new mulch for the Parks came from this line last year, Tree City USA is a Blanket Certificate within this line also. Trustee Cera estimates about \$13K is set aside each year for Tree City USA. FO Steele introduced her Assistant Melissa Tremblay who attended to help in this discussion. Trustee Cera then asked about \$20K that is being Appropriated for Storm and or Sewer Repairs or Maintenance, last year only about \$4K was spent in a line like this. Superintendent Medley responded that a catch basin repair did happen last year with this line, perhaps two other repairs happened as well. Overall, such repairs run about \$3K each and we are not sure how many will come up this year. Trustee Cera clarified that Public Works is the only Dept than can charge against these two lines, Parks and Storm Repairs. Mr Medley reviewed other items charged against the Park line, such as Water Dept Backflow tests that need to happen every year. FO Steele touched on the \$310K Appropriated for Road Resurfacing projects within the General Fund.

Trustee Jessberger asked about the total of \$1.25M is in the Transfers Out line within the General Fund. \$300K went to Fire, \$600K went to Police, \$250K went to the Elmore Sidewalk Project, leaving \$100K that could be transferred to the Road and Bridge Fund, or an estimated \$85K could be needed for a resurfacing project the Township recently applied for.

Trustee Cera requested that the amount that could be Appropriated per fund be listed on the worksheet everyone was reviewing. The Board and Department Heads have had a copy of the Certificate of Estimated Resources issued by the County. Assistant Fiscal Officer Tremblay reviewed that the General Fund could have up to \$9M Appropriated, and FO Steele added \$3M of that would be JEDZ. There was discussion with residents about other projected expenses for the year, specially getting a Police Car Port constructed before year end.

Trustee Cera reviewed recently released [economic development](#) study completed by Bill LaFayette. She said he is willing to present at a Township meeting in the future, likely on the Eastside to use the big screen. She said engaging business owners is the greatest need. Trustee Grimm liked his lifting up of the importance of groups like Civic Associations. Improving the Township though Beautification efforts could be beneficial on many levels. Trustee Jessberger liked that he addressed the issue of gentrification and wanted to think of ways to soften this impact. Trustee Jessberger also said the [larger report](#) was eye opening with the level of details.

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### GENERAL CONTINUED

Trustee Jessberger said March is Sing with Your Child Month. Reports have shown caretakers who sing with those they care for can help boost the child's self-confidence. She encouraged those in the community to share their stories of singing in their households.

### FISCAL

**Res. No. 23-03-002** Motion by Trustee Jessberger to approve the February 16<sup>th</sup> meeting minutes. 2<sup>nd</sup> by Trustee Grimm. Vote: Trustee Cera – Abstained, Trustee Grimm – Yes, Trustee Jessberger – Yes

Trustee Jessberger requested the draft of minutes be shared sooner as she is occupied with her family the night before the meetings.

**Res. No. 23-03-003** Motion by Trustee Jessberger to approve the [2023 Permanent Appropriations](#) 2<sup>nd</sup> by Trustee Grimm. Vote: Trustee Cera – Yes, Trustee Grimm – Yes, Trustee Jessberger – Yes

FO Steele who is a member of the JEDZ Board wanted to lift up the importance of encouraging more Civic engagement that was stated in the reports, specifically if any progress had been made in being able to provide a meeting space for [UVCA](#). Administrator Huffman said he would be meeting the following day with a representative from the Township's Insurance Agency to review this need. FO Steele agreed with Trustee Cera that the Township should focus on building relationships with the Business, and she suggested hosting a Business Roundtable. Perhaps Business and Civic groups might span beyond the Township borders if that is what the Community would like. She also suggested a new group could meet at Northern Lights Library until the Township building access can be updated. Resident Bobbie Olt was hopeful UVCA could meet in April if possible. Trustee Grimm followed up that the Township Attorney has been drafting policies around Township building uses.

The Township will be doing another records purge on March 8<sup>th</sup> and Departments have been listing items ready for destruction.

FO Steele was reminded she had an email with the Attorney recently and understands the Township has met the minim requirements instead of going out to Public Bid for a project, although the Attorney does say it is a good rule of thumb.

### COMMITTEE/TEAM REPORTS

At the February 24<sup>th</sup> Produce Market 11,000 pounds of produce was distributed to 502 individuals. The Township just received flyers for Minority Health month.

Trustee Grimm said the Budget Committee had meet on Feb 22<sup>nd</sup>. It was nice to see members of the public engage with Department Heads who were well prepared to review their budgets. Every Department was dealing with price increases. The next Budget Committee meeting will be May 10<sup>th</sup> at 6:30pm at 3820 Cleveland Ave. FO Steele encouraged members of the public to attend and participate because there has been discussion of a Police Levy for Spring of 2024 and it would be good for more folks to see the numbers.

Trustee Cera from the Insurance Committee said that Form Fire will be sending their survey soon to help shop for rates for a new policy.

### ADMINISTRATION

A February Monthly Report was provided.

**Res. No. 23-03-004** Motion by Trustee Jessberger to approve a purchase order in the amount of \$172,000 to All Secured for the purchase and installation of an access control system from fund 1000-760-740 and approve Administrator to sign all necessary documents. 2<sup>nd</sup> by Trustee Cera. Vote: Trustee Cera – Yes, Trustee Grimm – Yes, Trustee Jessberger – Yes

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### ADMINISTRATION CONTINUED

Trustee Grimm wanted more time to consider the purchase, the two other bids came in at about \$142K and \$110K. Administrator Huffman and Department Heads reviewed how All Secured was the most comprehensive of the three companies that they spoke to. The other two companies send out more sales type staff whereas with All Secured they met with the owner of the company. What they are offering is equipment the Township would own and not obligate the township to any monthly subscriptions. If the Township wanted to change door lock companies in the future the Township would keep all the needed equipment and software.

Trustee Cera took exception to the characterization that legal has recommended the Township do more in relation to the door lock project. Trustee Cera then read the email referenced by the Fiscal Officer.

*“Hi Deb,*

*There is nothing in the revised code that requires that the Township put this contract out to bid. The sentence from ORC 511.12 highlighted below is not a general requirement that the Township bid out any purchase over \$50,000. ORC 511.12 requires that plans and specification for the construction and erection of a township memorial building, monument, etc. be competitively bid if the total estimated cost exceeds \$50,000. The sentence preceding the highlighted language sets forth the limitations. I have included the statutory language below for reference.*

*For Townships, unlike Cities and Counties, there is no specific statute that states that they are required to bid out any project over \$50,000. There are several statutes that do require that a Township bid out certain projects that meet certain thresholds (ORC 511.12 township memorial buildings, ORC 505.376 related to fire equipment, etc.). Under Chapter 153 of the Revised Code, there is a general requirement that Township’s bid out “public improvement” projects, however, there is no dollar amount threshold. We generally advise clients that a good rule of thumb is to bid out a public improvement project if it meets the threshold requirement for prevailing wage. Others use a rule of thumb to bid out anything that is about \$50,000. There is nothing that prevents the Township from going above and beyond the requirements of the statute and bidding out projects that are not required to be bid out. Additionally, the Township could adopt a purchasing policy that requires that projects that are more than \$50,000 be bid out. However, those are business decisions, not legal.”*

Trustee Cera did not understand why conversations the Administrator had with the legal council did not meet the Fiscal Officer’s needs. FO Steele said she needed this opinion in writing from the Township Attorney as she had reviewed with Administrator Huffman her personal liability for her lifetime in regard to how Township monies are spent. Trustee Cera said she followed up with additional legal council and said the FO’s only responsibility was to say the funds are available and that if she was refusing to do so the Chair the Board should note this. Assistant Fiscal Officer Melissa Tremblay added that FO Steele likely was being prepared if there was ever a question during audit having the legal opinion written down protects the Township.

### FIRE

A February Monthly Report was provided.

**Res. No. 23-03-005** Motion by Trustee Jessberger to approve a purchase order in the amount of \$6,917.67 payable to Heritage Fire Equipment for repairs to the 2013 Pierce Fire Engine from fund 2111-220-323. Motion 2<sup>nd</sup> by Trustee Grimm. Vote: Trustee Cera – Yes, Trustee Grimm – Yes, Trustee Jessberger –Yes

**Res. No. 23-03-006** Motion by Trustee Jessberger to approve a purchase order in the amount of \$6,495.00 payable to Responsesoft for updated EMS protocol software from fund 2281-230-310. Motion 2<sup>nd</sup> by Trustee Cera. Vote: Trustee Cera – Yes, Trustee Grimm – Yes, Trustee Jessberger –Yes

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Chief Fraley updated everyone that a recent Black History [Facebook](#) Post by Part Time Fire Fighter Micha that featured Clinton Township's 3<sup>rd</sup> station that was staffed by all African American Volunteers and served the American Addition near Joyce and 17<sup>th</sup> Ave. This mentioned helped the City of Columbus decide to preserve the building.

### POLICE

A February Monthly Report was provided. Chief Jones encouraged the public to reach out to him but had taken issue with recent comments made on Facebook. A Columbus Police Officer had been struck in their cruiser yesterday, the Township's Police Department is not responsible for the suspects crashing into the CPD Officer.

The [2022 Annual report](#) is available and copies were provided to attendees. Calls for services doubled in the previous year from 2021.

Chief Jones also said Full Time Officer James Goodwin III received the Life Saving [Award](#). A 70 year old man was not breathing and Officer Goodwin performed CPR and revived the victim from a fatal event.

### PUBLIC WORKS

A February Monthly Report was provided. This is a time of year the focus on fixing potholes.

Superintendent Medley updated the Board that in May he and Guy Royise will be out of the County for a training. He is also expecting a repaving roads project update soon. There is a goal of addressing all the Township roads in the next 7 to 10 years.

### APPRECIATIONS

Trustee Grimm thanked everyone who participated in the recent Budget Committee meeting, Administrator Huffman thanked staff. FO Steele thanked the Assistant FO Melissa Tremblay for buying cookies for the meeting.

### OTHER

Resident Mr. Christian who lives on Ferris Rd was angry he was not considered when there was openings in the Public Work's Department. He wants the Township to address blockages in the storm drains on Ferris Road, Superintendent Medley explained that road is managed by the County and the Township is not allowed to use the Township's equipment on those stormwater drains. Mr. Christian said the intersections had square corners when plowing for snow.

Resident Bobbie Olt asked Superintendent Medley about the roadway at 9<sup>th</sup> and Hess. She said people are often driving off the side making a lot of mud.

**Res. No. 23-03-007** Motion by Trustee Jessberger to enter an executive session per ORC 121.22(G)(1) To consider the employment and compensation of public employees. 2<sup>nd</sup> by Trustee Cera. Vote: Trustee Cera – Yes, Trustee Grimm – Yes, Trustee Jessberger – Yes  
Start 8:04pm  
End 8:40pm

**Res. No. 23-03-008** Motion by Trustee Jessberger to accept the Retirement of Administrator Matt Huffman on July 7<sup>th</sup> 2023. 2<sup>nd</sup> by Trustee Grimm. Vote: Trustee Cera – Yes, Trustee Grimm – Yes, Trustee Jessberger – Yes

**Res. No. 23-03-009** Motion by Trustee Jessberger set the anniversary performance review raise for non-contractual employees within the Road (Public Works) Department not to exceed 3% in 2023. 2<sup>nd</sup> by Trustee Cera. Vote: Trustee Cera – Yes, Trustee Grimm – Yes, Trustee Jessberger – Yes  
Motion by Trustee Jessberger at 8:42pm to adjourn 2<sup>nd</sup> by Trustee Cera 2<sup>nd</sup>

### **ATTEST:**

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Jessica Jessberger, Chair

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Deborah Steele, Fiscal Officer