

The regular Board of Trustees meeting of the Charter Township of Clayton was called to order by Supervisor Spillane at 6:00 p.m. December 14, 2023 at the Clayton Township Hall.

BOARD MEMBERS:

Supervisor Tom Spillane
Clerk Dennis Milem
Treasurer Rick Caruso

Trustees: Greg Childers
Brad Anthony
Tammy Kapraun
Shelley Thompson

Attorney: Ken Tucker
Zoning Administrator: Ted Henry

Pledge to Flag

ROLL CALL: Members Present: Caruso, Milem, Spillane, Kapraun, Childers, Anthony and Thompson.

AGENDA: MOTION by Anthony and seconded by Thompson to approve amended agenda adding MTA Conference and Legacy Assessing contract. ROLL CALL: YES: Spillane, Kapraun, Milem, Caruso, Anthony. Childers and Thompson. MOTION CARRIED.

MINUTES: MOTION by Kapraun and seconded by Thompson to approve November meetings of November 9, 2023, special and regular. ROLL CALL: YES: Spillane, Milem, Anthony, Childers, Caruso, Kapraun and Thompson. MOTION CARRIED.

MOTION BY Thompson and seconded by Kapraun to approve minutes of November 21 and 30th. ROLL CALL: YES: Spillane, Milem, Anthony, Childers, Caruso, Kapraun and Thompson. MOTION CARRIED.

BILLS LIST: MOTION by Thompson and seconded by Kapraun to approve the Bills List as presented. ROLL CALL: YES: Milem, Anthony, Thompson, Childers, Caruso, Kapraun, and Spillane. MOTION CARRIED.

TREASURER'S REPORT: MOTION by Caruso and seconded by Anthony to accept the Treasurer's Report as presented. ROLL CALL: YES: Milem, Anthony, Thompson, Caruso, Kapraun, Childers and Spillane. MOTION CARRIED.

2023 BUDGET REVIEW: No adjustments. Ryan Clark from Woodhill explained changes in funds.

MOTION by Thompson and seconded by Kapraun to close Community Development Fund 273 and Capital Improvement Fund 401. Balances will be transferred into general fund 101, due to implementation of the grant tracking mechanism making fund 273 redundant and the balance in fund 401 being wholly attributable to the general fund. ROLL Call: YES: Caruso, Childers, Anthony, Spillane, Kapraun, Milem and Thompson. MOTION CARRIED. RESOLUTION NO. 23-1214-02

PUBLIC COMMENT

BOARD COMMENT

CORRESPONDENCE:

TOWNSHIP ADDITION UPDATE BY SUPERVISOR

OLD BUSINESS:

ALPHA AND OMEGA UPDATES TO COMPUTER TECHNOLOGY: MOTION by Kapraun and seconded by Milem to approve expenditure of \$4694.00 for computer technology upgrades for township. ROLL CALL: YES: Kapraun, Childers, Anthony, Caruso, Spillane and Milem. NO: Thompson. MOTION CARRIED. RESOLUTION NO. 23-1214-03

NEW BUSINESS:

COVID POLICY: MOTION by Kapraun and seconded by Caruso not to renew covid policy for township going forward after December 31, 2023. ROLL CALL: YES: Thompson, Caruso, Anthony, Spillane, Childers, Kapraun and Milem. MOTION CARRIED. RESOLUTION NO. 23-1214-04

STAFF WAGES: MOTION by Caruso and seconded by Kapraun to approve raises of \$2.00 per hour for Celeste Sywyk, Kristina Youmans, Rebekah Derby and Rebecca Berriman. Also \$600.00 dollars for each deputy position. Also \$50.00 raises in positions for Planning Commission, MTA, Fire board and Zoning Board of Appeals. Representative to Flushing Senior Citizen Center will be paid \$100.00 per meeting. ROLL CALL: YES: Caruso, Childers, Spillane, Kapraun, Milem and Thompson. NO: Anthony. MOTION CARRIED. RESOLUTION NO. 23-1214-05

PLANNING COMMISSION-ZONING AMENDMENT: MOTION by Kapraun seconded by Anthony to approve wording so planning commission can hold public hearing. That all Clayton Township land divisions require an actual road frontage to meet the ordinance that pertains to the proper zoning. ROLL CALL: YES: Milem, Caruso, Anthony, Childers, Spillane, and Kapraun. NO: Thompson. MOTION CARRIED. RESOLUTION NO. 23-1214-06

CHIEF BROWNS CONTRACT EXTENSION: MOTION by Milem and seconded by Thompson to approve Chief Browns contract extension for 2024. Only change is a \$2700.00 increase in pay. ROLL CALL: YES: Kapraun, Childers, Caruso, Thompson, Spillane and Milem. NO: Anthony. MOTION CARRIED. RESOLUTION NO. 23-1214-07

TOWNSHIP CALENDAR FOR 2024: MOTION by Anthony to approve but having no second motion died of lack of support.

MOTION by Kapraun and seconded by Thompson to approve 2024 Calendar with following changes: Deleting July 3, November 27, December 26, November 29 and March 29. ROLL CALL: YES: Caruso, Childers, Kapraun and Thompson. NO: Milem, Spillane and Anthony. MOTION CARRIED. RESOLUTION NO. 23-1214-08

MOTION TO AMEND AGENDA: MOTION by Kapraun and seconded by Thompson to amend agenda to add part time township administration employee holiday pay. ROLL CALL: YES: Thompson, Milem, Spillane, Kapraun, Childers and Caruso. NO: Anthony. MOTION CARRIED.

MOTION by Kapraun and seconded by Thompson to approve the payment of holiday pay to part time township administration office staff, after one year of employment, based on hours regularly worked for that day. ROLL CALL: YES: Milem, Thompson, Kapraun, Caruso, Childers and Spillane. NO: Anthony. MOTION CARRIED. RESOLUTION NO. 23-1214-09

PAR PLAN LIABILITY INSURANCE FOR 2024: MOTION by Milem and seconded by Childers to approve expenditure of \$54,535.00 for township liability insurance. ROLL CALL: YES: Anthony, Caruso, Childers, Milem, Spillane, Thompson and Kapraun. MOTION CARRIED. RESOLUTION NO. 23-1214-10

LEGACY CONTRACT: MOTION by Milem and seconded by Anthony to approve Legacy Assessing contract from December 21, 2023 through March 31, 2024 for a total of \$11,700.00. ROLL CALL: YES: Spillane, Caruso, Anthony, Thompson, Childers, Kapraun and Milem. MOTION CARRIED. RESOLUTION NO. 23-1214-11

MTA CONFERENCE: MOTION BY Milem and seconded by Thompson for any board member to attend MTA Capital Conference on January 13, 2024. Early rate is \$85.00 before December 31, 2023, \$105.00 after December 31, 2023. ROLL CALL: YES: Caruso, Childers, Anthony, Spillane, Kapraun, Milem and Thompson. MOTION CARRIED. RESOLUTION NO. 23-1214-12

PUBLIC COMMENT:

BOARD COMMENT:

REPORTS:

ATTORNEY: Ken Tucker

ZONING ADMINISTRATOR: Ted Henry

ROADS AND BRIDGES: Tom Spillane

WATER AND WASTE: Rick Caruso

FIRE BOARD: Tammy Kapraun

PLANNING COMMISSION: Rick Caruso

METROPOLITAN ALLIANCE: Shelley Thompson

911: Tom Spillane

POLICE REPORT: Chief Brown

Meeting Adjourned: 7:27 p.m.

Minutes by

Dennis Milem, Clerk

Minutes Accepted by

Tom Spillane, Supervisor

