

The regular Board of Trustees meeting of the Charter Township of Clayton was called to order by Supervisor Henry at 6:00 p.m. December 12, 2024 at the Clayton Township Hall.

BOARD MEMBERS:

Supervisor Ted Henry
Clerk Dennis Milem
Treasurer Shelley Thompson

Trustees: Tom Spillane
Ken Engel
Kathy Norris
Doug Sherman

Attorney: Ken Tucker
Pledge to Flag

ROLL CALL: Members Present: Sherman, Thompson, Engel, Spillane, Henry, Norris and Milem.

AGENDA: MOTION by Milem and seconded by Thompson to approve amended agenda to including 5A: Fund 214 and Fund 101. ROLL CALL: YES: Norris, Engel, Henry, Thompson, Sherman, Spillane and Milem. MOTION CARRIED.

MINUTES: MOTION by Spillane and seconded by Thompson to approve November minutes of township board. ROLL CALL: YES: Spillane, Milem, Henry, Norris, Sherman, Engel and Thompson. MOTION CARRIED.

BILLS LIST: MOTION by Milem and seconded by Engel to approve the Bills List as presented. ROLL CALL: YES: Milem, Thompson, Sherman, Henry, Engel, Norris and Spillane. MOTION CARRIED.

TREASURER'S REPORT: MOTION by Thompson and seconded by Milem to accept the treasurer's report as presented. ROLL CALL: YES: Henry, Sherman, Norris, Thompson, Engel, Spillane and Milem. MOTION CARRIED.

5A: MOTION by Thompson and seconded by Spillane to close special assessment Sunset Drive fund 214 and all balances and budget adjustments be adopted and transfer balances into General Fund 101. ROLL CALL: YES: Thompson, Milem, Spillane, Norris, Sherman, Henry and Engel. MOTION CARRIED. RESOLUTION NO. 24-1212-02

2024 BUDGET ADJUSTMENTS: MOTION by Milem and seconded by Thompson to approve budget adjustments for 2024. ROLL CALL: YES: Sherman, Norris, Henry, Engel, Thompson, Milem and Spillane. MOTION CARRIED. RESOLUTION NO. 24-1212-03

PUBLIC COMMENT

BOARD COMMENT

CORRESPONDENCE:

OLD BUSINESS

NEW BUSINESS:

TOWNSHIP LIABILITY INSURANCE: MOTION by Milem and seconded by Spillane to approve Par Plan insurance quote for 2025 for \$61,753.00. ROLL CALL: YES: Henry, Thompson, Sherman Spillane, Norris, Engel and Milem. MOTION CARRIED. RESOLUTION NO. 24-1212-04

TOWNSHIP CALENDAR: MOTION BY Thompson and seconded by Engel to adopt 2025 township amended calendar removing July 3rd from calendar. ROLL CALL: YES: Thompson, Sherman, Engel and Norris. NO: Spillane, Milem and Henry. MOTION CARRIED. RESOLUTION NO. 24-1212-05

MOTION by Norris and seconded by Milem to recuse Ted Henry from votes concerning his hiring to certain positions. ROLL CALL: YES: Engel, Norris, Sherman, Spillane, Milem and Thompson. MOTION CARRIED.

TOWNSHIP BUILDING INSPECTOR, CODE ENFORCEMENT AND ZONING ADMINISTRATOR POSITIONS: MOTION by Milem and seconded by Sherman to hire Ted Henry as building inspector, zoning administrator and code enforcement officer at a yearly salary of \$73,236.00 retroactive to 11/20/2024. ROLL CALL: YES: Norris, Engel, Sherman, Spillane and Milem. NO: Thompson. MOTION CARRIED. RESOLUTION NO. 24-1212-06

CHANGING REBEKAH DERBY TO FULL TIME: MOTION BY Milem and seconded by Spillane to employ Rebekah Derby full time starting 1/1/2025 with retirement and medical benefits. ROLL CALL: YES: Thompson, Milem, Spillane, Norris, Sherman, Henry and Engel. MOTION CARRIED. RESOLUTION NO. 24-1212-07

CHIEF BROWNS CONTRACT FOR 2025: MOTION by Spillane and seconded by Sherman to extend Charlotte Browns contract for 2025 with a raise in salary of \$2,700.00 for the year. ROLL CALL: YES: Milem, Sherman, Thompson, Henry, Engel, Norris and Spillane. MOTION CARRIED. RESOLUTION NO. 24-1212-08

2025 STAFF WAGES: MOTION by Milem and seconded by Thompson to raise the hourly pay of hourly township employees, Celeste, Kris, Rebekah and Rebecca Berriman \$1.00 per hour. This does not include anyone under a bargaining contract. ROLL CALL: YES: Sherman, Henry, Engel, Norris, Thompson, Spillane and Milem. MOTION CARRIED. RESOLUTION NO. 24-1212-15

MOTION by Thompson and seconded by Milem to raise deputy clerk and deputy treasurer's salary to \$6000.00. per year. ROLL CALL: YES: Norris, Sherman, Henry, Milem, Spillane, Thompson and Engel. MOTION CARRIED. RESOLUTION NO. 24-1212-09

MOTION by Milem and seconded by Thompson to raise Trustees yearly wages to \$8000.00 per year from \$5,100.00. ROLL CALL: YES: Henry, Sherman, Norris, Thompson, Engel, Spillane and Milem. MOTION CARRIED. RESOLUTION NO. 24-1212-10

MOTION BY Milem and seconded by Sherman to raise yearly salary of Supervisor, Clerk and Treasurer to \$42,000.00 from \$33,000.00. ROLL CALL: YES: Sherman, Engel, Norris, Milem and Henry. NO: Spillane and Thompson. MOTION CARRIED. RESOLUTION NO. 24-1212-

TOWNSHIP ATTORNEY WAGES: MOTION by Thompson and seconded by Milem to raise attorney fee's from \$140.00 per hour to \$160.00 per hour. ROLL CALL: YES: Engel, Norris, Sherman, Spillane, Henry, Milem and Thompson. MOTION CARRIED. RESOLUTION NO. 24-1212-12

APPOINTMENT FOR 911: MOTION by Thompson and seconded by Milem to appoint Tom Spillane and Ken Engel to 911 Board. ROLL CALL: YES: Thompson, Milem, Spillane, Norris, Sherman, Henry and Engel. MOTION CARRIED. RESOLUTION NO. 24-1212-13

MOTION TO AMEND THE AGENDA: MOTION by Henry and seconded by Norris to amend agenda to add Fire Board appointments. ROLL CALL: YES: Milem, Sherman, Thompson, Henry, Engel, Norris and Spillane. MOTION CARRIED.

Motion BY Henry and seconded by Norris to add Ken Engel and Tom Spillane to SCAFD fire board for 2025. ROLL CALL: YES: Sherman, Henry, Engel, Norris, Thompson, Spillane and Milem. MOTION CARRIED. RESOLUTION NO. 24-1212-14

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: 6:33 p.m.

Minutes by

Dennis Milem, Clerk

Minutes Accepted by

Tom Spillane, Supervisor

