

# CLINTON TOWNSHIP BOARD OF SUPERVISORS

## AGENDA SETTING MEETING MINUTES SEPTEMBER 23, 2019

### **BOARD OF SUPERVISORS:**

Kathy Allen  
William Duncan  
James Halstead

### **PUBLIC HEARINGS**

No Public Hearings

### **STAFF PRESENT:**

Tom Hartwig, Consulting Engineer  
Linda Harigan, Township Secretary  
Ashley Kohley, Administrative Assistant

### **CALL TO ORDER:**

Meeting called to order by Chairperson Kathy Allen at 3:50 pm

### **PLEDGE OF ALLEGIANCE**

### **PUBLIC COMMENT ON AGENDA ITEMS**

John Ham, McKay Road

Stated he enjoys coming to Agenda Setting Meetings. John is on the Board for Spring Valley Park, he wanted to make the Board of Supervisors aware that the Park cannot present their budget until the November 11, 2019 Budget Planning meeting.

### **MINUTES AND REPORTS AND FINANCIALS – Review and Discuss**

- a. Reviewed the minutes of September 16, 2019 Regular Meeting of the Board of Supervisors
- b. Reviewed Employee Payroll #17, #18 and #19
- c. Reviewed the Monthly Report of Municipal Net Assets for August 2019
- d. Reviewed the General Municipal Pension Fund State Aid
- e. Reviewed 2019 Fire Relief Payment
- f. Reviewed Notice of Estimated Allocation of Liquid Fuels and Turnback
- g. Reviewed C W Howard Audit Invoice
- h. Committee Reports ( except road)



**CORRESPONDENCE**

No Correspondence

**OLD BUSINESS – Review and Discuss**

- a. Reviewed Advertisement for new Road Master
- b. Reviewed Hot Water Tank Estimates
- c. Clean-Up Day  
Ashley Kohley and Jeff Krstonich are heading up the Clean-Up Day Committee. Ashley reported everything is on schedule for a successful Clean-Up Day.
- d. Reviewed the Proposals for Garage Repair
  1. Gabe Ciafre – Verbal
  2. James D. Miller & Sons construction Inc. – Written
- e. Reviewed the Updates for Employee Handbook with Drug & Alcohol Policy
- f. Reviewed Williams & Willman Invoices  
Contact was made with Williams & Willman and they are sending corrected statements to agree with the bid price.
- g. Greco Gas-Tabled.  
Bill Duncan is going to confer with Jeff Krstonich, and they make a decision

**NEW BUSINESS – Review and Discuss**

- a. Reviewed the Bond Release for Smith's Timbering and Consultant
- b. Reviewed the Munilogic Quote  
Discussed the program. Linda Harigan is going to set up webinar.
- c. Reviewed Resolution no. 2019-xx Policy for the Making, Use and Disposal of Recordings of Open Meetings
- d. Reviewed the Chemung Supply – Quote for Barricades
- e. Reviewed the Stover's Net Connection – Accepted Bids
- f. Discussed the webinar on Cable Franchise Agreements and Changes
- g. Luxfer- Intent to remediate  
Discussion the issue of the Luxfer remediation; it was agreed to keep the Board updated



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- h. Reviewed and Discussed the Nuisances Ordinance 2019-XX  
Tabled until 2020
- i. File Destruction  
Discussed the need for a Resolution
- j. Reviewed and Discussed the use of a Consent Agenda  
Supervisors agreed to use the Consent Agenda on items on the Sub-title of Minutes and Financials.
- k. Holiday Employee Appreciation Day

**COMMUNITY DEVELOPMENT-Review and Discuss**

- a. Building Permits
- b. Road Occupancy Permits

**ROAD DEPARTMENT – Review and Discuss**

- a. Review and Discuss Residents request list
- b. Review and Discuss Complaint Forms

**OTHER BUSINESS – Review and Discuss**

- Budget Meeting Dates-*all meetings are scheduled for 3:30pm at the Clinton Township Meeting Room.*
- a. October 14, 2019
  - b. November 11, 2019
  - c. December 09, 2019-*Budget Approval meeting.*

Duncan questioned the issue of change the time on the Budget meetings. It was discussed and agreed that the Budget meeting times will be changed from 3:30pm to 6:00pm on the previously scheduled days. The Township Secretary will re-advertise the Budget meetings noting the time change.

**PUBLIC COMMENT ON NON-AGENDA ITEMS**

**MOTION TO ADJOURN**

Motion to adjourn by Duncan. Second by Halstead. Motion passed unanimously.

**TIME: 515pm**

Respectfully Submitted

  
Linda L. Harigan Secretary/Treasurer

