

The regular December 11, 2024 meeting was called to order by Chair James Zefran on December 11, 2024 at 7:00 PM at the Clinton Township municipal building. Vice Chair Brad Bates was in attendance via telephone. Supervisor Brian Non was in attendance. Solicitor Jeffrey Treat was also in attendance.

- A. Pledge of Allegiance** - The Pledge of Allegiance was recited.
- B. Hearing Check** – The hearing check was done.
- C. Minutes of the November 13, 2024 Regular Monthly Meeting** –*Supervisor Non made a motion, seconded by Chair Zefran, to accept the minutes of the November 13, 2024 meeting. All voted yes. The motion carried.*
- D. Public Comment**-Items on Agenda only
- E. Correspondence**
 - a. Waymart Horizons 4-H Club requested to hold club meetings one to two times per month at the township building. Letter request read by Chair Zefran and stated the club should notify the township secretary with any changes. *Chair Zefran made a motion, seconded by Supervisor Non approving the use of township building. All voted yes. The motion was carried.*
 - b. Wayne County Human Services will be conducting a Point-in-Time count of unsheltered individuals/families in Wayne County on January 23, 2025. If you have any information regarding needs in this area please contact Wayne County Human Services. Announced by Chair Zefran.
- F. New Business**
 - a. **2025 Budget presented for Adoption** -*Supervisor Non made a motion, seconded by Chair Zefran to adopt and approve the 2025 Budget. All voted yes. The motion was carried.*
 - b. **Hiring CPA for the Clinton Township 2024 Audit**- Chair Zefran stated the township would hire Bradley Murray, CPA to perform the 2024 Annual Audit at a cost of \$4,500.00. *Chair Zefran made a motion, seconded by Supervisor Non to hire Bradley Murray. All voted yes. The motion carried.*
 - c. **Minor Subdivision of Christopher Matoushek**-approved by Supervisors.
- G. Road Master Report**
 - a. **Vehicle Mileage and Usage Reports** – Vice Chair Bates reported the vehicle mileage as follows:

Vehicle	Total mileage during the month
2015 Ford F550	0
2018 Ford F550	137
2022 International Dump Truck (CV)	277
2018 Peterbilt 580 (purchased in 2023)	91
580 Backhoe	10.5
New Holland	0

- b. **Road Reports** – Road Master/Supervisor Non said ditches on Townhill Road will be dug/cleaned up the weekend of 12/14/24. *Supervisor Non made a motion, seconded by Chair Zefran to hire Jim Skelton part time with a 90- day probation period. All voted yes. The motion carried.* Supervisor Non stated a handheld radio for use when snow plowing is available through AT&T costing \$1.00 each unit and \$20.00 per month stating the township should try them. Supervisor Non said the gravel project was submitted and the township should have an answer in January, 2025.
Supervisor Non stated that he along with Chair Zefran and Vice Chair Bates checked the following township roads for future tar, chip, and/or paving projects.
- c. **Peterbilt damage**-insurance claim submitted to Integrated Risk Management, waiting for payment to be received.

H. Treasurer’s Report Including Bills for Payment – *Supervisor Non made a motion, seconded by Chair Zefran, to accept the Treasurer’s report and pay the bills as listed. All voted yes. The motion carried.*

General Acct. Bills Total	State Acct. Bills Total	Sewer Acct. Bills Total	UCC Acct. Bills Total
\$20,640.04	\$0.00	\$0.00	\$150.00

a. Grants in Progress

- i. Supervisor Non stated LSA submitted and FEMA is in process.

I. Browndale Fire Department –Report on file. Supervisor Non said an informational meeting regarding emergency services providers should be held on January 6, 2025 prior to the township re-organizational meeting. Chief Debevec said he would inform the Fire Company board and volunteers. Solicitor Treat said eventually volunteers will be hard to fulfill and possible withdrawal of volunteers in the future, Solicitor Treat asked If Prompton EMS is included. Supervisor Non said no.

J. Old Business

- a. Upcoming meeting dates were announced by Chair Zefran.
 - i. The required year-end meeting is scheduled for 7:00 pm, Monday, December 30, 2024
 - ii. The reorganization meeting is at 7:00 pm, Monday, January 6, 2025. The regular January meeting will follow directly afterwards
 - iii. The auditor’s reorganization meeting of Clinton Township is 7:00 pm, Tuesday, January 7, 2025.
 - iv. The Township Planning Commission’s Re-organization meeting will be held on Thursday, January 2, 2025 at 7:00pm.
Supervisor Non made a motion, seconded by Chair Bates to approve the scheduled upcoming meeting dates. All voted yes. The motion was carried.
- a. Secretary Bonding
 - i. Bond cancellation for Prior Secretary/Treasurer Jill Droppa-Chief Zefran announced the bond would be cancelled.
 - ii. Bond for new Secretary-Chair Zefran quoted the cost to bond the secretary would be \$1,078.00 per year. Supervisor Non asked why is the bond cost for the secretary higher than the treasurer since the treasurer handles the finances. Secretary Durmiaki said she contacted HA Thompson and was informed that the cost is typically higher for

positions outside of the treasurer and that there are special rates for the treasurer bond program. *Chair Zefran made a motion, seconded by Supervisor Non to purchase Blanket Crime Insurance coverage instead of bonding the secretary, the blanket coverage would cover all township employees. All voted yes. The motion was carried.*

- K. Public Comment**-Josh Debevec said lot of debris and fallen trees in Browndale from the November storm that created dangerous conditions on roads, he said he would help clean up the fallen trees and debris. Supervisor Non said there will be no work session for 2025, a 1-to-2-year plan placed on roads.
- L. Adjournment** – *Supervisor Non made a motion, seconded by Chair Zefran to adjourn the meeting at 7:25 pm. All voted yes. The motion carried.*

Respectfully Submitted,

Michele Durmiaki
Secretary