

## **RECORD OF PROCEEDINGS**

*Minutes of*      **Greenfield Township Trustees**      *Meeting*

January 8, 2020

*Held 7:00 PM*

The Greenfield Township Trustees met in regular session at the firehouse. Fiscal Officer Wyne called the meeting to order and led those present in the Pledge of Allegiance. Dave Cotner, Lonnie Kosch and Kent Searle were present.

Fiscal Officer Wyne stated that since this is the first meeting of the year, she would need nominations for the 2020 chairman for the Board of Trustees. Trustee Searle nominated Trustee Kosch, Trustee Cotner seconded the nomination. Hearing no other nominations, the Fiscal Officer closed nominations and ask for a vote.

*ROLL CALL Cotner: yes, Kosch: yes, Searle: yes. Motion Passed 3-0*

Fiscal Officer Wyne asked for nominations for Vice Chair of the Board of Trustees. Trustee Kosch nominated Trustee Cotner for Vice Chair; Trustee Searle seconded.

*ROLL CALL Cotner: abstain, Kosch: yes, Searle: yes. Motion Passed 2-0*

Trustee Kosch asked if there were any changes to the minutes from December 31, 2019 meeting. Trustee Kosch stated he would like the addition of who posts the hearings for the Zoning Commission. The minutes will be reviewed and resubmitted for the next meeting

### **FROM THE FISCAL OFFICER**

Fiscal Officer Wyne distributed financial reports.

Trustee Cotner made a motion to pay the bills associated with Electronic Debits 155-2019 through 157-2019 & 1-2020 through 3-2020 which are listed on the attached payment report; seconded by Trustee Kosch.

*ROLL CALL: Cotner: yes, Kosch: yes, Searle: yes. Motion Passed 3-0*

Trustee Searle made a motion to approve the Purchase Orders; Trustee Cotner seconded.

*ROLL CALL: Cotner: yes, Kosch: yes, Searle: yes. Motion Passed 3-0*

Trustee Searle moved to approve Resolution 2020 01 08 01 BE IT RESOLVED by the Board of Trustees of Greenfield Township, Fairfield County, Ohio, to approve payment of salary and benefits for current elected and/or appointed officials and that the compensation will be paid by annual salary not to exceed the maximum amount set forth in ORC 505.24 and ORC 507.09. The annual salary is paid in equal monthly installments and may be paid from the general fund or other funds in such proportions specified by the board; seconded by Trustee Kosch.

*ROLL CALL: Cotner: yes, Kosch: yes, Searle: yes. Motion Passed 3-0*

Trustee Searle moved to approve Resolution 2020 01 08 02 BE IT RESOLVED by the Board of Trustees of Greenfield Township, Fairfield County, Ohio, that the meeting dates for 2020 are set as: 2nd and 4th Wednesdays of each month at 7:00 p.m. at 3245 Havensport Road in Greenfield Twp. Occasionally, meeting dates will change to accommodate various scheduling conflicts.

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When this occurs, the change will be posted on the township website, post office (Carroll) and at the administrative office building, in addition to sending to any media requesting it. Special meetings will be held as called by the Chair of the Trustees with a minimum of 24-hour notice to the media if requested by the media; and posted on the township website, post office (Carroll) and at the administrative office building. Emergency meetings called by the Chair to be held if necessary, using the same procedures listed above. Meetings will be held at 3245 Havensport Road in Carroll unless otherwise announced on the website, post office or at the administration building. Trustee Cotner seconded the motion.

*ROLL CALL: Cotner: yes, Kosch: yes, Searle: yes, Resolution passed 3-0.*

Trustee Cotner moved to approve Resolution 2020 01 08 03 BE IT RESOLVED by the Board of Trustees of Greenfield Township, Fairfield County, Ohio, to authorize the Fiscal Officer to transfer \$160,000.00 from the Fire Department – Transfer –Out (2191-910-910-0000) to the Fire Department - Fire Capital Improvement Fund (4904-931-0000). Trustee Kosch seconded

*ROLL CALL: Cotner: yes, Kosch: yes, Searle: yes, Resolution passed 3-0.*

Trustee Kosch moved to approve Resolution 2020 01 08 04. BE IT RESOLVED by the Board of Trustees of Greenfield Township, Fairfield County, Ohio, to set mileage reimbursement rate per Standard Mileage Rates at 57.5 cents per mile set by the IRS for FY20. Trustee Cotner seconded.

*ROLL CALL: Cotner: yes, Kosch: yes, Searle: yes, Resolution passed 3-0*

Trustee Cotner moved to approve Resolution 2020 01 08 05 BE IT RESOLVED by the Board of Trustees of Greenfield Township, Fairfield County, Ohio, to authorize the Trustees, Fiscal Officer, and Department Supervisors to attend local, state, and national conferences and seminars in 2020 with proper registration for such events; Trustee Kosch seconded.

*ROLL CALL: Cotner: yes, Kosch: yes, Searle: yes, Resolution passed 3-0.*

Trustees signed cemetery deed for Barry Fridley, Greenfield Cemetery Lot 78, Sec. C, Grave 2.

Fiscal Officer Wyne stated that the 2020 Ohio Township Association Winter Conference is February 5-8. Please have the registration form submitted to her by January 15, if you are planning on attending.

Trustees were advised that each of them has a packet from the Attorney General's Office on a past employee who was injured. Fiscal Officer Wyne stated she contacted Lauren Kemp, Assistant Attorney General's office to see what she could tell her regarding the case. Ms. Kemp stated that it is up to the township if they want to hire an attorney as any settlement or action could affect our premium rates. Wyne stated that she was advised that, that claimant is off our claim experience. The trustees decided not to hire an attorney and just go with Careworks and BWC.

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Fiscal Officer Wyne and Chief Smith had a phone conference with Careworks due to a survey Fiscal Officer Wyne received. In the survey she did not rate them highly.

Fiscal Officer Wyne advised the Board of Trustees that as a result of a hostile working environment dealing with an individual of the Zoning Commission, she will no longer assist with zoning with postings. She stated that she will still maintain the meeting minutes on her computer for public record purpose and still will enter their payroll; however, the minutes and the payroll need to be submitted to her through a Trustee in order to alleviate any correspondence with the individual.

### **FLOOR**

Steve Meadows of Election House Road who is a home builder in the area for about 25 years. He just sold their home and a spec home that they were getting ready to move into. He asked if he could get the zoning permit before the well, septic, plumbing permits. There was discussion and the board has no problem to allow this as a one-time issue to Mr. Meadows.

### **ZONING BUSINESS**

No permits have been issued so there was no permit and fee report.

Kevin gave each trustee a copy of the preliminary plans for a business expansion at 4242 Coonpath Road.

Kevin sent a letter to Loretta Reed to clean up the property at the corner of Coonpath and Rt. 33 (Reed Tractor).

Kevin stated he took offense to the email from Trustee Searle stating Kevin is irresponsible and it is public record. Discussion followed on policy of legal postings for hearings/meetings and attendance of zoning meetings.

Motion made by Trustee Cotner to re-appoint Dave Brown to the BZA for the term of 1-1-20 through 12-31-24; seconded by Trustee Searle.

*ROLL CALL: Cotner: yes, Kosch: yes, Searle: yes, Resolution passed 3-0*

Trustee Searle listed the other BZA members and terms as: Larry Joos-term ending 12-31-20, John Starner-term ending 12-31-21, John Reef-term ending 12-31-22, Tim Anderson-term ending 12-31-23 and Dave Bichard as an alternate with one alternate position open.

Kevin stated the BZA is going to have a re-organizational meeting on the 29<sup>th</sup> at 7:00 at the township office. At that time Dave Brown and Dave Bichard will be sworn in.

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Trustee Searle made a motion to re-appoint Jim Beiter to the Zoning Commission for the term ending 2024; Trustee Cotner seconded.

*ROLL CALL: Cotner: yes, Kosch: yes, Searle: yes, Resolution passed 3-0*

Trustee Searle stated the other Zoning Commission members as: June Queen-term ending 12-31-20, Kim Wickham-term ending 12-31-21, Patrick Callahan-term ending 12-31-22, Jack Barr-term ending 12-31-23 and Jeff Zech as an alternate with one alternate position open.

Trustee Kosch asked Kevin if he had anyone else interested in serving, Kevin stated he had one possibly.

### **FIRE DEPARTMENT BUSINESS**

Chief Smith stated that Lee Hayes is interested in Community Medicine classes. Chief Smith stated Upper Arlington received a grant for training classes and there is a spot open. Mr. Hayes will be attending this class at the end of the month and it is a week-long class.

Chief Smith said he felt the conversation with Careworks he and Fiscal Officer Wyne had was fairly productive.

The MARKS radios were installed this week and everything seems to be going well so far.

Chief said that Sean Tobin and his crew replaced all the window screens in the station.

The Explorer group (junior & senior high schoolers interested in firefighting careers) were here tonight filling out paperwork and waivers for ride alongs. Trustee Searle questioned if they actually rode along in the trucks and feels we should be doing some checking into this for liability reasons. Fiscal Officer Wyne will check with OTARMA.

Fiscal Officer Wyne stated she needs the paperwork filled out for the 2020 Volunteer Firefighters Dependent Funds Annual Certification of Election of Board Members. Trustee Cotner and Trustee Searle offered to serve. Chief Smith will contact the outside person required who has done it in the past and will determine which firefighters will serve.

Fiscal Officer Wyne asked if we receive any reimbursement on the Community Medicine program. Chief Smith said not yet but the state is working on that.

### **ROAD AND CEMETERY DEPARTMENT BUSINESS**

Tom stated the 2003 diesel ton truck has some engine troubles. Tom brought in his tool to run scans on the truck and it looks like mechanical problems. Tom has called Unlimited Diesel in Bremen and the worst-case scenario would be \$4,400.00. That is for 2 new manifolds, updated

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EGR valve, 2 new head gaskets & labor and disassembly of the turbo on exhaust side. Discussion followed. Motion made by Trustee Cotner for repairs up to \$5,000.00; seconded by Trustee Searle.

*ROLL CALL: Cotner: yes, Kosch: yes, Searle: yes, Resolution passed 3-0*

Tom stated Asplundh cut down a huge tree on Lamb Road in the right of way and we have been working on cleaning up the debris.

Trustee Kosch asked if the security contacts have been updated for the sheriff's office. Tom said yes it had been.

### **FROM THE TRUSTEES**

Trustee Kosch asked about the county meetings and who will be attending this year. It was decided the following will attend the listed meetings: Regional Planning-Kevin or Trustee Kosch, Hunter's Run Conservancy-Trustee Cotner, Fairfield County OTA-Trustee Cotner, Transportation-Trustee Searle, District Advisory-Trustee Kosch.

Trustee Searle stated he knows we are going to be working on the policy book but he wanted to clarify who is doing what. Fiscal Officer Wyne stated she wants the trustees to give her the minutes and payroll from the zoning committee. Trustee Searle asked Kevin if he would post the legal notices and Kevin said yes. Trustee Cotner said he feels the zoning commission needs to have a secretary and have that person should handle posting.

Trustee Kosch asked Kevin to make up a spreadsheet with the number of permits, inspections and hearings for 2019.

Motion to adjourn was made by Trustee Searle; seconded by Trustee Kosch. All voted yes and meeting adjourned at 8:21 p.m.