

# RECORD OF PROCEEDINGS

*Minutes of*

**Greenfield Township Trustees**

*Meeting*

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January 10, 2017

*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 2018 chairman for the Board of Trustees. Trustee Cotner nominated Lonnie Kosch, Trustee Searle second the nomination. Hearing no other nominations, the Fiscal Officer closed nominations and ask for a vote. Roll call: Cotner: yes Kosch: abstained, Searle: yes Motion passed.

Trustee Kosch, asked if there were any changes to the minutes from December 27, 2017 meeting. Motion to approve December 27, 2017 minutes made by Trustee Cotner and seconded by Trustee Kosch. Trustees Kosch and Cotner voted yes; Trustee Searle abstained since he was not a Trustee at that time. Motion to approve December 22, 2017 made by Trustee Cotner; Trustee Kosch seconded. Trustees Kosch and Cotner voted yes; Trustee Searle abstained since he was not a Trustee at that time.

## **FROM THE FISCAL OFFICER**

Fiscal Officer Wyne distributed financial reports.

Trustee Cotner moved to pay the bills associated with warrants 32132 through 32148 listed on the attached check register and the electronic debit; Trustee Searle seconded, and all voted yes.

Trustee Cotner made a motion to approve resolution 01 10 01, reallocation between line items; Trustee Kosch seconded the motion. *ROLL CALL: Cotner: yes, Kosch: yes, Searle yes. Resolution passed 3-0.*

Trustee Searle moved to approve Resolution 2018 01 10 02 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. Trustee Cotner seconded.

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

Trustee Cotner moved to approve Resolution 2018 01 10 03; BE IT RESOLVED by Board of Trustees of Greenfield Township, Fairfield County, Ohio, to set mileage reimbursement rate per Standard Mileage Rates set by the IRS for 2018. Trustee Kosch seconded.

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

Trustee Cotner moved to approve Resolution 2018 01 10 04 BE IT RESOLVED by the Board of Trustees of Greenfield Township, Fairfield County, Ohio, that the meeting dates for 2018 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. When this occurs, the change will be posted on the township website, post office (Carroll) and at the administrative office building. 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 Kosch seconded

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

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Trustee Cotner moved to approve Resolution 2018 01 10 05; to authorize the Trustees, Fiscal Officer, and Department Supervisors to attend local, state, and national conferences and seminars in 2018 with proper registration for such events. Trustee Kosch seconded.

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

Fiscal Officer Wyne advised that Amy Brown-Thompson from the Fairfield County Prosecutor’s Office contacted her regarding the salary increase that was to be effective 1-1-17. She advised that since the raises for the two (2) trustees and fiscal officer position were passed by the General Assembly prior to those offices’ terms beginning and it was merely a clerical error that prevented the increased salaries from being paid (not a legislative directive from the Board in 2017), it is my legal opinion that the Board can pay the impacted trustees’ and FO’s positions the difference of what they should have received in 2017 (minus the withholding). By doing that, it is also my opinion that the Board would not be in violation of Article II, Section 20 of the Ohio Constitution. Fiscal Officer Wyne stated she will have this paid on a separate check with the 1-25-18 pay.

**FROM THE FLOOR**

Jack Barr asked Tom about displaying a sign when you come off the overpass that says Pleasantville Road. Tom advised that Greenfield Township has no authority since that area is maintained by Village/County Engineer. Tom advised he will contact them and express Jack’s concern.

Jack Barr inquired about filling out direct deposited paperwork. He advised that he didn’t receive an email. Fiscal Officer Wyne advised that Kevin sent out information on Tuesday night and Kim Wickham also sent out an email.

Jack Barr asked about charging for the use of the Firehouse meeting room. Trustee Cotner advised that the tax payer paid for the building.

**ZONING BUSINESS**

Kevin distributed the fee report and permit report.

Kevin advised he received an email from James Mako regarding a lot split owned by ~~Shalom~~. Kevin doesn’t see an issue. Trustees stated that they don’t have a problem.

Kevin stated that we don’t have a land use plan on how things are getting zoned. Maybe we should set some goals or wish list on what we would like Greenfield Township to look like in the future.

There was a gentleman at the meeting last night stating he was not notified of the rezoning meeting. Kevin stated his address was on the auditors list but no name. We got his information updated on our list although it is not updated with the auditor and this probably happened because his is so new.

Kevin also stated he talked with the Eagle Gazette about putting a legal notice in the paper. He advised he was told if they receive the information by noon on Thursday, January 11 it will appear in the paper on Tuesday, January 16. Meeting will be scheduled on Tuesday, January 30 at 6:00 p.m. regarding the rezoning.

Kevin stated that since the township is trying to save money, he thinks the BZA and zoning commission need to submit an agenda to the trustees for approval prior to the meeting.

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Kevin stated he has had several discussions on Dollar General. Kevin received the building permit but no zoning permit has been applied for. Kevin spoke to someone at General Dollar who said they wouldn't close on the property until early February and it is the land owner who must apply for the sewer/water permits.

Lonnie asked Kevin if he has heard anything from the prosecutor on the other issue. Kevin advised no.

Kevin heard there is a shipping container on Brook Road that someone has put a tiny home inside. Kevin will send a letter to them informing them that it is not within our code.

**FIRE DEPARTMENT BUSINESS**

Interim Chief Schultz advised he is putting an annual report together and hopes to have to the trustees by next meeting.

Interim Chief Schultz stated they are getting ready to start using the new software on 2-1-18.

Interim Chief talked about the extreme cold being hard on the equipment causing minor issues that have needed repaired.

Interim Fire Chief Schultz is working on paperwork for the Volunteer Firefighter Dependent Fund and needs 2 trustees to sit on the board. Trustees Cotner and Kosch volunteered. Slade Schultz will be chair person, Sean Tobin will be secretary and Ryan Smith will also be on the board.

Interim Chief Schultz received a resignation letter from Joe Magerko, part-time firefighter due to his other employment and family commitments. Trustee Searle moved to accept, Trustee Cotner seconded.

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

Interim Chief Schultz thanked Fiscal Officer Wyne for help in streamlining the process of paying the bills.

Trustee Searle asked about the annual fee for ESO software. Interim Chief Schultz stated there is an annual fee of \$6500.00 for the new software however the fee for Med3000 software would no longer be charged after we stop using it. Med3000 will still charge the township for our patient transport billing.

**ROAD AND CEMETERY DEPARTMENT BUSINESS**

Tom advised that we need to start consideration for pay raises.

Tom is going to update the Sheriff Office call off list. He will take off John Reef and put Kent Searle on.

Tom reached out to Bloom Township if they needed assistance/help since the fire at their facility.

Tom stated he is officially storing items at the old fire house.

Tom stated that an engineering firm has contacted him regarding a pump station off of Plum Road. Kevin stated he has already talked with a gentleman from that firm. Kevin stated it is on the Eversole property.

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Tom asked Kevin about the trailer on Sheets Road. Kevin advised he doesn't think anyone is living there. Tom stated there was a vehicle there when they were out plowing.

Trustee Kosch asked if Kent was all set up with codes to get in. Tom will get that set up at the administration building.

**FROM THE TRUSTEES**

Trustee Kosch talked about the appointment for zoning board members and their terms. It was determined that the board is a five-year term with one members' term ending each year. Trustee Kosch made a motion to establish the following term expiration dates: Bob Paulus – 1 year expiring 12/2018, Jim Beiter – 2 years expiring 12/2019, Jack Barr – 3 years expiring 12/2020, Jeff Kraner – 4 years expiring 12/2021, Kim Wickham – 5 years expiring 12/2022. Seconded by Trustee Cotner.

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

Motion made by Trustee Cotner to keep the five BZA members; with Carpenter as an alternate; seconded by Trustee Searle seconded.

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

Trustee Cotner made a motion to make a motion to make John Reef an alternate to the BZA. Motion is dead. Trustee Searle stated he didn't know anything about the other applicants to vote on this. Alternate can be tabled until next meeting.

Trustee Kosch asked who would volunteer to serve on the following boards for 2018 for Greenfield Township:

Safety Council meetings will be attending by fire personnel per Interim Chief Schultz.

Hunter Run Conservancy District will be attended by Trustee Cotner

Tax Incentive Review Council will be attended by Trustee Searle

RPC-Kevin stated he only goes to the meeting when something needs voted on. No one else volunteered to attend.

Trustee Cotner asked if the board should send a letter to those that were interviewed for the fire chief position. It was recommended that no letter be sent until an appointment has been made.

Tom asked if the board could release the names of the people interested on being an alternate for the BZA or board of commissions. Trustee Kosch read off the names: Lacy Storts, Ron Hartman, Phil Miller, Larry Joos, Jeff Baiter, Amy Durn and John Reef.

Motion to adjourn was made by Trustee Cotner; seconded by Trustee Kosch. All voted yes and meeting adjourned at 8:49 p.m.