

RECORD OF PROCEEDINGS

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

January 12, 2022 - *Held 6:00 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 because this is the first meeting of the year, she would need nominations for the 2022 chairman for the Board of Trustees. Trustee Cotner nominated Trustee Searle, Trustee Kosch seconded the nomination. Hearing no other nominations, the Fiscal Officer closed nominations and asked for a vote.

ROLL CALL: Cotner: Yes Kosch: Yes Searle: Abstain Motion Passed 2-0

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

ROLL CALL: Cotner: Yes Kosch: Abstain Searle: Yes Motion Passed 2-0

FLOOR:

- **Metro Development Presentation:** At this time, the meeting was chaired by Trustee Searle, who recognized the visitors to the meeting: Joe Thomas and Ted Uretis of Metro Development, 470 Old Worthington Road, Westerville, OH 43082. They are interested in developing/building at 1470 Election House Road. The property owner was present but did not wish to speak.

Trustee Cotner noted this was strictly a presentation at this point, as the entire process will need to go through the proper channels.

Mr. Thomas presented the history of the business who has been in Columbus since 1964; as well as the history and growth of the business, which involved building one, two and three bedroom apartment communities and single-family subdivisions, as well as golf courses and hotel chains in the past. Their current buildings have extended to Delaware, Marysville, Jefferson Township, Grove City and Canal Winchester. The apartment units typically range from 650-1,200 square feet, and rent ranges from \$950-\$1,400 per month. Additional amenities have been added in recent years, including swimming pools and cabana, outdoor kitchen and fire pit, as well as dog park (with appropriate receptacles) and walking trails. The newer apartment communities include a trash compactor for the trash for ease in upkeep of the area/fence around the area. Mr. Thomas explained he also sits on the board of the Central Ohio Building Industry Association, which conducts housing studies. The Columbus, Ohio area is estimated to need an additional 14,000 homes, but continues to fall short of the demand. Additional discussion was held concerning the involvement of the local fire department in any of the company's building projects.

Trustee Searle introduced Zoning Inspector Caitlin Barbee, and noted that the Greenfield Township Zoning Code is on-line for anyone to reference. Trustee Kosch asked and it was confirmed that the apartment structures are all three story buildings.

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After each trustee reviewed the minutes from the Trustees' Meeting held on December 29, 2021, Trustee Searle asked if there were any changes to the minutes. Trustee Cotner made a motion to approve the minutes as written; Trustee Kosch seconded the motion.

ROLL CALL: Cotner: Yes Kosch: Yes Searle: Yes. Motion Passed 3-0

FROM THE FISCAL OFFICER:

Fiscal Officer Wyne distributed financial reports.

Trustee Cotner made a motion to pay the bills associated with warrants 34518 through 34533 and Electronic Debits 142-2021 through 155-2021 & 1-2022 through 3-2022 which are listed on the payment report; seconded by Trustee Kosch.

ROLL CALL: Cotner: Yes Kosch: Yes Searle: Yes . Motion Passed 3-0

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

ROLL CALL: Cotner: Yes Kosch: Yes Searle: Yes Motion Passed 3-0

Fiscal Officer Wyne stated that she and Trustee Cotner met on December 30, 2021 and reviewed the Township retention schedule. It was decided that another meeting will be held in 2022 with the 2022 Board Chairman, to review and decide what documentation would be disposed of. She also noted that due to the new information regarding the CARES Act and other documentation, the retention schedule may be increased; she will be checking into this.

ZONING BUSINESS: Caitlin Barbee, Zoning Inspector, presented the following items:

- Zoning Permits: The updated zoning permit list was distributed.

- Violation Warning Letters: Caitlin has been working with Anne Darling Cyphert of Bloom Township to develop the initial zoning violation warning letter. She has three letters to be sent, but she will share the template with the trustees before she sends them. One of these letters was prompted by the Fairfield County Auditor from aerial photos for several violations. The other two have been observed by Caitlin since she has been in her position.

- Zoning Commission - Home Occupations: Caitlin stated that the Zoning Commission will be meeting next Wednesday to address some of the inconsistencies in the current zoning resolution. There is a differentiation in the resolution between limited and extended occupations, and what is allowable. Currently, nothing is allowed in accessory structures. Because of COVID, most people are working from home. She noted Bloom Township has made the decision not to address /enforce this issue in this climate. She also stated there are some circumstances that pre-date COVID, and those will need to be dealt with differently.

- Fines for No Zoning Permits: Trustee Cotner inquired about the zoning permit issue for those residents who had not acquired a zoning permit, and how that should be handled going forward. After discussion, it was determined that this is one of the issues the Zoning Commission will be working on in 2022.

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- Abandoned Black Truck on Route 158: Trustee Cotner also inquired about any updated information on the black truck on Route 158 that has been sitting along the roadside for at least three years. He had been contacted by the neighbors across the road from this location, so he went out to investigate and found that the inside of the truck had been destroyed by mice. He was unable to see a VIN number due to damage on that side of the truck and the weeds growing around it.. Ms. Barbee reported she had a name and address of the property owner; however, she doesn't have a good phone number for him. Chief Smith noted the Department had been called out about three times on a possible broken down vehicle due to this truck sitting near the roadway. Ms. Barbee confirmed the first step will be sending a zoning letter to the property owner inquiring as to the status of the truck, who it belongs to, etc.
- Fisher Property: Trustee Kosch inquired about the status of the Fisher Property. Trustee Cotner responded that he had not called about this as yet.
- Abandoned House/Property - 1835 Carroll Southern Road: Trustee Kosch also inquired about the abandoned house on Carroll Southern Road, and the process being started/pursued to have this dealt with. (It was noted the abandoned house on Havensport Road is scheduled to be torn down in the near future). Trustee Searle also noted the state demolition funding email that was received regarding grant money for demolition. The information is due to the county by the end of this month. Ian Nickey is the county contact person. Chief Smith will contact Mr. Nickey and have him forward the email to Ms. Barbee so she can follow-up with the necessary information..

ROAD AND CEMETERY DEPARTMENT BUSINESS: Tom Shafer, Road & Cemetery Superintendent, reported on the following items:

- Bill for Hot Water Tank Replacement at Carroll Civic Center: The bill for \$1,650 has been received, and Tom asked how this should be paid; will the Village of Carroll be helping to pay this bill? After discussion, Trustee Searle made the motion to pay the bill in the amount of \$1,650 for the hot water tank replacement; Trustee Cotner seconded the motion. Fiscal Officer Wyne noted this payment will be made from the general fund - miscellaneous.

ROLL CALL: Cotner: Yes Kosch: Yes Searle: Yes. Motion Passed 3-0

Trustee Cotner raised the issue of the door that needs to be replaced on the side of the building, as well. There is a local business owner, Tyler Goodyear, who is going to donate the door and installation of the door if the cost is under \$1,000.

Trustee Cotner went on to raise the issue of whether the Township wanted to continue to rent the building out. It was noted there has continued to be a significant amount of mouse droppings in the building. Discussion continued regarding the current contract with the Village of Carroll (good through 2023), the usage of the building and who is renting it, who is responsible for the upkeep, and the current rental rates. There was no decision made; status will remain as-is for the present time.

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- Sign Grant/Signs: Tom reported the Township will begin receiving signs in the next couple months as a result of the sign grant that was awarded last year.

- Personnel Issue - Executive Session Requested: At this time, Tom requested the Board and Fiscal Officer enter Executive Session to discuss a personnel issue that involves personnel issue/confidential medical information. Trustee Searle moved to enter Executive Session; Trustee Cotner seconded the motion.

ROLL CALL: Cotner: Yes Kosch: Yes Searle: Yes. Motion Passed 3-0

Trustee Searle moved to come out of Executive Session; Trustee Cotner seconded the motion.

ROLL CALL: Cotner: Yes Kosch: Yes Searle: Yes. Motion Passed 3-0

Fiscal Officer Wyne noted the return from Executive Session at 7:14 p.m.

- Part-Time/Seasonal Resume' Received: Tom reported he had received a resume' from Aaron Kull for part-time work and he would be able to help out during the winter/spring season. Trustee Cotner made a motion to accept Mr. Kull's resume for part-time seasonal work, contingent upon successful completion of a background check and drug test. Trustee Searle seconded the motion.

ROLL CALL: Cotner: Yes Kosch: Yes Searle: Yes. Motion Passed 3-0

Tom asked and it was confirmed that the pay rate would be the same as the other part-time seasonal employee, Doug Shaw.

Discussion was also held concerning the Road's computer system and having work done with it. Bill Cipparone, IT consultant, and Steve, Software Consultant, will be rescheduled to work on the system in the near future.

FIRE DEPARTMENT BUSINESS: Chief Brad Smith presented the following items:

- Part-Time Firefighters Positions: The two part-time positions have been filled; all paperwork submitted and testing passed. One person is started on January 10th and the other will be starting on on January 14, 2022.

- Medic 1 Issues: This vehicle had an oil leak in the engine compartment. The part was acquired from Ricart.

- Engine Rescue 561: This vehicle had multiple coolant leaks which were under warranty. The water pump and several hoses were replaced. It was noted the new engine is only a year old.

- SAFER Grant: Chief Smith has been working with the county grant writer, Lisa, and will meet with her next week on the SAFER grant.

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- New Levy Needed: Chief Smith noted a levy, 3.5-4 mill, will need to be sought in conjunction with the SAFER grant due to the age of the firehouse (17 years old) needing maintenance/upkeep, and also for additional employees/retention (pay schedule needs updated). Also, in the future, a part-time employee needs to be moved up to full-time. It was noted a current full-time firefighter salary is approximately \$80,000. Documents regarding the levy and the current fire budget were distributed and reviewed; discussion continued regarding valuation of property and cost to the taxpayers. Chief Smith noted the current tanker truck is 30 years old, and he is applying for a FEMA grant to replace it. The estimated cost to replace the truck is \$450,000. The recommended life of the truck is 25 years, so the Department is currently using the truck beyond that timeframe. Discussion continued concerning staffing. It was noted that the SAFER grant could help offset the cost of staffing for the next three years. Chief Smith confirmed that on two shifts, the department runs at a three-man crew 80% of the time. He also estimated that Greenfield went on 300 mutual aid runs per year, and vice versa with the local departments. It was noted the local townships as well as the city of Columbus are working short-handed. Also, Greenfield calls/runs are up 120 from last year. The Department is seeking to add three full-time firefighters, one per shift.

Trustee Searle made a motion to accept Resolution 2022 01 12 01 that states The Board of Trustees of Greenfield Township (“the Board”), Fairfield County, Ohio (the “Township”) met in regular session on Wednesday, January 12, 2022 at 6:00 p.m. at the Greenfield Township Firehouse, 3245 Havensport Road NW, Carroll, OH, with the following members present: Kent Searle, David Cotner, Lonnie Kosch.

RESOLUTION DECLARING IT NECESSARY TO LEVY A TAX OUTSIDE THE TEN-MILL LIMITATION FOR AN ADDITIONAL FIRE/EMS SERVICES LEVY AT THE MAY 3, 2022 PRIMARY/SPECIAL ELECTION

WHEREAS, the Board has determined that the amount of taxes which may be raised within the ten-mill limitation by levies on the current tax duplicate will be insufficient to provide the necessary requirements of the Township; and

WHEREAS, the Board has determined that it is necessary to levy a tax in excess of such limitation for providing and maintaining fire apparatus, mechanical resuscitators, underwater rescue and recovery equipment, or other fire equipment and appliances, buildings and sites therefore, or sources of water supply and materials therefore, for the establishment and maintenance of lines of fire-alarm communications, for the payment of firefighting companies or permanent, part-time, or volunteer firefighting, emergency medical service, administrative, or communications personnel to operate the same, including the payment of any employer contributions required for such personnel under section 145.48 or 742.34 of the Revised Code, for the purchase of ambulance equipment, for the provision of ambulance, paramedic, or other emergency medical services operated by a fire department or firefighting company, or for the payment of other related costs; and,

WHEREAS, the Board has determined that said levy shall be an ADDITIONAL levy at a rate not exceeding 4 mills for each one dollar of valuation, which amounts \$.40 for each \$100 of valuation; and.

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NOW THEREFORE, be it resolved by the Board of Trustees of Greenfield Township, Fairfield County, Ohio, at least two-thirds of all members concurring, in accordance with Revised Code Sections 5705.03(B) and 5705.19(I), as follows:

Section 1: That the Board determines that amount of taxes that may be raised within the ten-mill limitation will be insufficient to provide for the necessary requirements of the Township and that it is necessary to levy a tax in excess of the ten-mill limitation for the purposes of providing and maintaining fire apparatus, mechanical resuscitators, underwater rescue and recovery equipment, or other fire equipment and appliances, buildings and sites therefore, or sources of water supply and materials therefore, for the establishment and maintenance of lines of fire-alarm communications, for the payment of firefighting companies or permanent, part-time, or volunteer firefighting, emergency medical service, administrative, or communications personnel to operate the same, including the payment of of any employer contributions required for such personnel under section 145.48 or 742.34 of the Revised Code, for the purchase of ambulance equipment, for the provision of ambulance, paramedic, or other emergency medical services operated by a fire department or firefighting company, or for the payment of other related costs.

Section 2: That the Boards makes the following statements in accordance with R.C. 5705.03(B)(1):

- a. The purpose of the tax will be for providing and maintaining fire apparatus, mechanical resuscitators, underwater rescue and recovery equipment, or other fire equipment and appliances, buildings and sites therefore, or sources of water supply and materials therefore, for the establishment and maintenance of lines of fire-alarm communications, for the payment of firefighting companies or permanent, part-time, or volunteer firefighting, emergency medical service, administrative, or communications personnel to operate the same, including the payment of any employer contributions required for such personnel under section 145.48 or 742.34 of the Revised Code, for the purchase of ambulance equipment, for the provision of ambulance, paramedic, or other emergency medical services operated by a fire department or firefighting company, or for the payment of other related costs;
- b. The tax is an additional levy;
- c. The tax is authorized by R.C. 5705.19(I);
- d. The term of the tax shall be for a (insert # of years/continuing period of time
- e. The tax is to be levied upon the entire territory of the Township;
- f. The date of the election at which the question of the tax shall appear on the ballot is May 3, 2022;
- g. That the ballot measure shall be submitted to the entire territory of the Township;
- h. The tax will first be levied starting January 1, 2022 and the tax will first be collected in calendar year 2023;
- i. The Township has territory solely in Fairfield County.

Section 3: That the Greenfield Township Trustees hereby certify to the Fairfield County Auditor this resolution and requests that the Fairfield County Auditor certify to the Greenfield Township Trustees the total current tax valuation of Greenfield Township, Fairfield County, Ohio and the dollar amount of revenue that would be generated by the above-specified number of mills and that such certificate thereafter be provided to the Greenfield Township Trustees.

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Section 4: That the Fiscal Clerk or designee of Greenfield Township is directed to certify a copy of this resolution and deliver it to the County Auditor.

Trustee Cotner seconded the motion.

The resolution be adopted this January 12, 2022 was carried by the following vote:

YES: 3 NO: 0 ABSTENTIONS: 0

- Letter of Appreciation: Chief Smith shared a letter of appreciation from a local family who had a family member on hospice care. Lt. Reaves, and Firefighters Melissa Riyadi and Kasper Rohrbaugh were the responders to this call; the family was very appreciative of the extra care and attention their family member received. Trustee Searle noted how special it is for a department to receive a letter like this.

FROM THE TRUSTEES

- BZA & Zoning Commission Membership: Trustee Searle stated there is a member, John Starner, who has not attended meetings for quite some time. He has not been able to reach Mr. Starner. The chairperson of the BZA suggested that if the Board feels Mr. Starner should not be reappointed, they should move forward. Zoning Inspector Barbee noted she had had no contact with Mr. Starner since her tenure began. It was also noted his term has expired. Both Trustees Cotner and Kosch are in agreement with not reappointing Mr. Reef. Trustee Searle noted two potential alternate appointees: Joshua Arter and Jeff Williamsen. He stated Mr. Williamsen has had regular attendance at the Trustee meetings.

- Trustee Searle made a motion for the appointment of Jeff Williamsen to the BZA. Trustee Cotner seconded the motion.

ROLL CALL: Cotner: Yes Kosch: Yes Searle: Yes. Motion Passed 3-0

- Mr. Williamsen's term will begin January 1, 2022, and will be a five-year term, through December 31, 2026.

- Zoning Inspector Barbee will contact John Reef to inquire as to his status/intention with serving on the BZA.

- The remainder of the Board members, Tim Anderson, Dave Bichard and Dave Brown are still in an active term.

- On the Zoning Commission, Kim Wickham is the only member whose term expired on December 31, 2021. Trustee Searle moved to appoint Kim Wickham to another five-year term, through December 31, 2026; Trustee Kosch seconded the motion.

ROLL CALL: Cotner: Yes Kosch: Yes Searle: Yes Motion Passed 3-0

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The remaining members, Jack Barr, Patrick Callahan, June Queen, and Jeff Zech, are in a current term.

- There is a letter of interest to serve on the Zoning Commission from Lee Gilbert. Trustee Searle advised he would reach out to Mr. Gilbert to discuss his interest. If he is appointed, he would be an alternate member.
- Discussion continued regarding which Board member will be attending specific county meetings. As the Board Chair, Trustee Searle will attend the Health Department meeting. Trustee Kosch will attend the TID meetings. It was noted these meetings are still being held virtually. Zoning Inspector Barbee attends the RPC meetings. She confirmed with the Board that she would only attend in person if Greenfield Township has business on the agenda; otherwise, she attends via phone or virtually.
- For the Volunteer Fire Dependent's Committee, Chief Smith noted this is being held digitally. The membership is two firefighters, two trustees and an outside individual.
- Trustee Searle raised the issue of the email received regarding the drainage issue at 3982 Arrowhead Drive. Trustee Kosch noted he had been to the residence and no one answered the door. Road Superintendent Shafer has spoken with her and stated the Township could only clean up anything that is in their right of way. Otherwise, there is a ditch that is part of the county purview. The residents are also paying taxes (recently raised) to the county to maintain this ditch. Tom recommended to her that she could reach out to Tom May with Fairfield County.
- Trustee Searle also raised the issue of the Greenfield Township property which the city of Lancaster wanted to annex. The property - 20+ acres - is on Wilson Road which was donated to the city. In speaking with Josh at the Prosecutor's Office, it was determined that the city of Lancaster was able to complete a special annexation whereby they were not required to notify Greenfield Township. This property will be used as green space only, and the Township will have no oversight or responsibility for this piece of property, and will not receive any tax revenue for this property.
- Trustee Searle raised the issue of any tree removal issues that arise if the Road Department employees are not available, and what can be done, or who can be called. There is currently no contract in place with any tree removal service in case of emergency such as a blocked road and/or downed lines. Discussion continued regarding the response from the Fire Department in the past. Road Superintendent Shafer noted he has used both Mid-Ohio Tree Service, as well as All American Tree Care. Trustee Searle asked Tom to send the names and numbers of those tree service companies to all the trustees for future reference. It was determined that a tree service will need to be called if others are unavailable or unable to help in an emergency, and the fee/billing will be dealt with after the service.

Motion to adjourn was made by Trustee Searle; seconded by Trustee Cotner.

ROLL CALL: Cotner: Yes Kosch: Yes Searle: Yes Motion passed 3-0

Meeting adjourned at 8:15 p.m.

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