

RECORD OF PROCEEDINGS
Minutes of Greenfield Township Trustees Meeting
January 14, 2026 - Held 6:00 PM

The Greenfield Township Trustees met in regular session at the Firehouse. Trustee Sitterley called the meeting to order at 6:00 p.m., and led those present in the Pledge of Allegiance. Dave Cotner, Lonnie Kosch and Jennifer Sitterley were in attendance.

Fiscal Officer Kull asked for a nomination for the 2026 Board of Trustees Chairperson. Trustee Cotner made a motion to appoint Trustee Sitterley as the Chairperson for the 2026 Board of Trustees; Trustee Kosch seconded the motion.

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

Trustee Sitterley presented the minutes of the January 5, 2026 Special Meeting for approval. Trustee Cotner made motion to approve minutes as written; Trustee Kosch seconded the motion.

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

Trustee Sitterley presented the minutes of the December 29, 2025 Trustee Meeting for approval. With confirmation that changes had been made (questioned by Trustee Kosch), Trustee Kosch made a motion to approve minutes as written; Trustee Cotner seconded the motion.

ROLL CALL: Cotner: Y Kosch: Y Sitterley: Y Motion Passed 3-0

At this time, Trustee Cotner made a motion for Trustee Kosch to be vice-chair of the Board of Trustees for 2026; Trustee Sitterley seconded the motion.

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

From the Fiscal Officer:

Fiscal Officer Kull asked for a motion to pay the following:

- o Warrants: 3950-3961
- o Electronic Debits: 01-2026 to 02-2026

Trustee Cotner made a motion to approve the warrants and electronic debits; Trustee Sitterley seconded the motion.

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

Fiscal Officer Kull asked for a motion to pay the Purchase Orders. Trustee Cotner made a motion to pay; Trustee Kosch seconded the motion.

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

Fiscal Officer Kull presented the following seven resolutions for the start of the 2026 Board of Trustee meetings; they were then distributed to the Board for signatures:

Resolution 2026 01 14 01 - To approve the payment, salary, benefits to current elected and/or appointed officials:

Trustee Cotner moved to approve the resolution; Trustee Kosch seconded the motion.

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

Resolution 2026 01 14 02 2026 Meeting Dates - To set the meeting dates for 2026 for the second and fourth Wednesdays of each month at 6:00 p.m. at the Greenfield Township Fire Station. After discussion concerning changing the meeting time to 7:00 p.m., and various

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factors involved in changing the meeting time, Trustee Cotner made a motion to change the meeting time to 6:30 p.m.; Trustee Sitterley seconded the motion.

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

Resolution 2026 01 14 03 - To set the Mileage Reimbursement rate to the IRS rate for Fiscal Year 2026 - .72.5 cents; Trustee Kosch made a motion to set this rate; Trustee Cotner seconded the motion.

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

Resolution 2026 01 14 04 - To authorize the Trustees, Fiscal Officer and Department Supervisors to attend local, state and national conferences and seminars in 2026 with proper registration for such events. Trustee Kosch asked if this also applied to various board members and department heads. It was noted Department Supervisors were included in the resolution. After discussion, the Board agreed to include Zoning Commission and Board of Zoning Appeals members in the resolution. Fiscal Officer Kull noted she would edit the resolution to include the Board members. Trustee Cotner made a motion to approve the resolution with the amendment to include the Zoning Commission and Board of Zoning Appeals members; Trustee Sitterley seconded the motion to include the amended version.

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

Resolution 2026 01 14 05 - To request for Advance of Taxes Collected; Trustee Kosch questioned the intent of this resolution. Fiscal Officer Kull read the following information from the format of the resolution: ninety percent of the current collection taxes assessed and collected on and for behalf of Greenfield Township which shall be held and treated in an advance payment of the current collection taxes due to set Greenfield Township in the ensuing settlement for tax year 2025 as provided by law; noting this was a standard resolution that had been done in past years. Trustee Cotner made a motion to approve the resolution; Trustee Kosch seconded the motion.

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

It was noted only the Board Chairperson, Trustee Sitterley, was required to sign this document.

Resolution 2026 01 14 06 - The Roads Capital Improvement Funds Transfer for a total of \$45,000; Trustee Kosch questioned this amount; Road Superintendent Shafer noted the amount had always been \$45,000, per his recollection. Trustee Cotner moved to approve this resolution; Trustee Sitterley seconded the motion.

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

Resolution 2026 01 14 07: The Fire Department Capital Improvement Funds Transfer for a total of \$20,000; Trustee Cotner made a motion to approve this resolution; Trustee Sitterley seconded the motion.

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

It was noted Trustee Sitterley requested that the Board go into Executive Session to discuss employee compensation and a motion was requested. Trustee Cotner moved to go into Executive Session; Trustee Kosch seconded; Trustee Cotner noted Fire Chief Brad Smith and Road & Cemetery Superintendent Tom Shafer needed to attend, as well.

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

Executive Session was entered at 6:13 p.m.

Trustee Kosch made a motion to come out of Executive Session; Trustee Cotner seconded the motion.

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

The Board returned from Executive Session at 6:45 p.m.

The recommendation for employee compensation was made as follows:

Jane Baughn, Administrative Assistant - an increase of \$1.50 per hour; Trustee Cotner made a motion to approve this increase; Trustee Sitterley seconded the motion.

ROLL CALL: Cotner: Yes Kosch: No Sitterley: Yes Motion Passed: 2-1

Jeff Williamsen, Zoning Inspector - an increase of \$1.00 per hour; Trustee Cotner made a motion to approve this increase; Trustee Kosch seconded the motion.

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

Greenfield Township Fire Department members - increase the wage to match the union wage; Trustee Cotner made a motion to approve this increase; Trustee Kosch seconded the motion.

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

Road Department - Increase the Road Superintendent hourly wage to \$42.82 per hour; Trustee Cotner made a motion to approve the increase; Trustee Kosch seconded the motion.

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

Trustee Kosch questioned the list of contact persons for Savvy Citizen, and why the Fire Chief wasn't included; Jeff asked for a copy of the information he was referencing since there are various communication channels being used.

Trustee Kosch asked for clarification from the Fiscal Officer regarding a check that was voided from the December meeting for \$81,000 to Greenfield Township. He also asked for clarification for a check to H & R Butler from 2024 for \$41,982.10. After discussion, he said he would pass these questions to the office when he goes in to sign checks on Thursday.

From the Zoning Inspector:

Future meeting: Jan. 15, 2026 Trustee Meeting in Executive Session

- Past meetings: Jan. 6 - RPC; Jan. 7 - BZA Organizational meeting; Jan 13 - Zoning Commission
- Zoning Certificates Issued since last meeting - Three
- Violations/Complaints since last Trustee meeting - one - resolved - not a zoning issue
- Property visits/inspections - 1308 Collins; 1275 Lancaster-Kirkersville; 0 Old Columbus

K-9 Hearing for Pleasantville Rd. needs to be scheduled. After discussion, it was determined January 29, 2026 at 6:30 p.m. at the Firehouse would work.

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Limited Home Occupation Fee: This is listed on the form, but a fee needs to be added. Jeff will look at what other townships are doing and propose a fee.

Rockmill: Jeff met with the owners and determined the original plan from 2016 or 2017 is different than what is happening now. The owner will reapply for a PUD. The buildings are different than what is on the plan; some are bigger or smaller. There was a question about the house being rented; this has been tried and doesn't work (even though it is on an Air B&B website, it cannot be booked).

The new version of the Zoning Code has been published. There are inserts available for the current books starting tomorrow.

ACK Property (Steve Eversole) was originally industrial; then changed to Planned Rural Business. As of 2007, it is a Planned Unit Development. Regional Planning isn't happy about this, as it is next to the airport, so they have safety concerns.

Adobe Acrobat subscription - \$260 per year (with tax); expires in February, and Jeff uses it consistently. It was determined no motion was needed to pay for this subscription.

Campaign Monitor (email blast) - \$110 per year vs. Savvy Citizen - \$3,000 per year - Jeff asked that one or the other platform be used to avoid continued communication issues and duplication of efforts. Trustee Kosch stated he would find out when the Savvy Citizen subscription ends when he goes to the office on Thursday.

Jeff will be working remotely from February 6 through February 28, 2026. Administrative tasks will be coordinated through the office.

Trustee Kosch asked for an update on the Mithoff issue. Jeff stated there was an email last week about reviewing BZA statements.

Trustee Kosch noted Zoning Commission and Board of Zoning Appeals members need to be appointed at the current meeting, as follows:

Trustee Kosch made a motion to appoint Jill Maiher to the Zoning Commission for 12/31/2025 through 12/31/2030; Trustee Cotner seconded the motion.

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

Trustee Kosch made a motion to appoint Dave Bichard to the Board of Zoning Appeals from 12/31/2025 through 12/31/2030; Trustee Cotner seconded the motion.

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

Road and Cemetery Department: Tom Shafer, Road and Cemetery Superintendent

Road mileage on the Greenfield Township website is inaccurate and needs to be corrected (per the ODOT certificate) to 36.978 miles.

Bills for the pick-up truck from the end of 2025: shocks, brakes, tie rod ends, rotors - \$2,376.59

Trustee Kosch made a motion to pay Greenfield Auto for \$2,376.59; Trustee Cotner seconded the motion.

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

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Invoice for summer paving work for Shelly Company; Tom included the resolution from 2025 related to this invoice. The contract amount was \$201,610.55; the actual invoice submitted was \$204,008.84, a difference of \$2,398.29. Tom noted he was seeking approval for the difference on the overage. He noted Mt. Zion Road needed extra work.

Trustee Cotner made a motion to pay the additional amount of \$2,398.29; Trustee Sitterley seconded the motion.

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

Tom noted he would like to see the \$1,500 limit increased. Trustee Cotner stated he would consult with Amy Brown-Thompson on this issue.

Tom presented a cemetery deed for signatures for Jennifer Murphy, Carroll Cemetery, Section E, Lot 145, Graves 3 & 4.

Tom raised the issue of the competitive bidding threshold for 2026 which is \$79,568; it has been a three percent increase for the last few years.

The Department has been busy with patching, maintenance in the shop, and some small scale berming, meaning taking out five gallon buckets.

Trustee Kosch asked if there was an update on the disaster recovery. Tom stated he had sent an email to Natalie with STRP to inquire. She responded that there will be a push in the next ninety days to get things paid out and caught up.

Trustee Kosch about the flags in Carroll Cemetery being replaced due to being ratty. Tom stated he would be replacing them.

Trustee Kosch asked about the uniform contract and whether Tom had inquired about a Cintas contract. Tom stated he had not. Trustee Kosch stated he would look into it when he went into the office on Thursday.

Fire Department: Chief Brad Smith reported on the following business:

Interviews (seven over the past two days with 13 total applicants) have been conducted for two full-time firefighter positions; one candidate was selected. Chief Smith asked for a motion to hire William Dekle as a full-time firefighter/paramedic; this will be a lateral transfer.

Trustee Cotner made a motion to hire William Dekle as a full-time firefighter, effective February 1, 2026; Trustee Sitterley seconded the motion.

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

Chief Smith hopes to present the other candidate name to the Board at the next meeting.

Grants: The Department applied for the ODNR Fire Systems Grant; total is approximately \$5,000. It is a 50-50 split, so Greenfield will be responsible for \$2,506 if they are awarded. Chief Smith will present the approval letter to the Board, if it is received. This would be used for some batteries that need to be replaced, as well as some MARCS radios, which are rather costly.

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The Department applied for the State Fire Marshal Grant for five sets of gear; approximately \$16,000 - \$17,000.

Trustee Cotner stated he will contact Matthew at Ascend to ask if they will donate money toward the gear that needs to be purchased.

Chief Smith clarified that the new candidate will be started at the top of the pay range for a firefighter, since he comes with two and a half years of experience. He also clarified that there will be a one-year probationary period.

From the Floor:

Dave Bichard asked about Kent Searle's exit speech at the last December meeting regarding 62.62 percent of the funds allocated for the Township's budget being spent. He questioned why only 62 percent of the budget was spent, but levies were being sought even though funds were available to be used. He stated his research suggested that being significantly under budget would suggest that the Township review their spending patterns, and possibly adopt and amend appropriations, and resolution and revenues that were over-estimated. He also questioned that amount being carried over to the following year to be put back into the budget. He noted this would probably be a question for the Fiscal Officer to answer. He asked if it was typical and Trustee Kosch explained that it was; the Township keeps a third of the money to begin the year before money starts coming in, and that money needs to be set aside for the first part of the year, with no guarantee of how much money the Township will get. Mr. Bichard noted with the firefighters being some of the lowest paid in the county, the situation should be reexamined.

Trustee Sitterley noted that due to new legislation passed by the state, some refunds will be made to residents on real estate taxes. She also noted this was one of the reasons that compensation was being revisited. Trustee Kosch noted money wasn't guaranteed to be there, and it needed to be planned for. He noted his experience was that a third needed to be kept back in order to start the new year until money started to come in.

From the Trustees: Trustee Cotner stated the January 20 meeting with the City of Lancaster is scheduled with the time to be determined; Jeff Fix will email the time to Trustees Cotner and Sitterley. He stated he cannot attend so Trustee Sitterley will need to attend, and the time will need to be conveyed to the other attendees, i.e. Tom Shafer, Jeff Williamsen, Brad Smith and Jess Kull.

With no further business to come before the Board, Trustee Sitterley made a motion to adjourn; Trustee Kosch seconded the motion.

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

The meeting adjourned at 7:33 p.m.