

**RECORD OF PROCEEDINGS**

*Minutes of*

**Greenfield Township Trustees**

*Meeting*

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January 18, 2017

*Held 7:00 PM*

The Greenfield Township Trustees met in regular session at the firehouse. Dave Cotner called the meeting to order and led those present in the Pledge of Allegiance. Dave Cotner, Lonnie Kosch and John Reef were present. After each Trustee had reviewed the minutes from the previous meeting, Lonnie moved to approve the minutes; John seconded, and all voted yes.

Dave made a motion to elect a new chairman for 2017. Lonnie made a motion to nominate Dave Cotner as new chairman and Dave seconded. John stated it should be passed around and Dave stated he agreed with him 100% and next year everyone should take their turn. Dave and Lonnie voted yes; John voted no.

**ZONING BUSINESS**

Kevin distributed reports.

No new permits have been issued from the first of the year to this date (1-18-17).

Kevin stated that zoning exceeded their budget by \$1,259.00.

Kevin advised he talked to a couple people tonight and there may be 7 new commercial permits submitted soon. The inquiries were wondering if fees would be increasing.

Kevin had an inquiry on the driving range wondering if there was water and sewer there. Kevin said at one time there was some cluster home talk but that had went away.

Trustee Reef stated he talked with Kevin about a sign either at 1375 or 1390 Ginder. Kevin advised he was going to go out and look at it.

Trustee Kosch asked Kevin if the fees needed to be increased. Kevin responded at \$20,000.00 was budgeted in 2016 and we exceed that amount by \$1,259.00 so he doesn't think an increase is necessary.

Kevin advised he will be sending out variance notices within the next couple of weeks that will include the garage on 158 and the Parker property. BZA board will be busy!

**FIRE DEPARTMENT BUSINESS**

Chief Schwinne notified that the Station LED lighting change out Phase one is done and he plans to order Phase two lights this month. The old bulbs pulled 45 watts each and had 4 bulbs in almost

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every light. We are now using two 18 watt bulbs and have more light output. These new bulbs are rated for 5.7 years of steady on use and will save us on our electric bills.

Chief Schwinne stated he will be attending several classes in the upcoming months: The OTA conference January 25 through January 27; Fire Inspectors 2017 Updates class on February 26 and February 27; the Ohio Safety Congress training March 8 through 10 for BWC discount credits; and also attending the New Fire Chiefs Training at the State Fire Academy March 11 and 12.

Chief Schwinne advised he has received a subpoena along with 4 firefighters regarding an auto accident run they responded to Wednesday, January 25, unless it gets cancelled.

Chief Schwinne distributed an updated policy for the Meeting Room Usage. When the Meeting Room was set up initially it was for meetings and no charge to any entity and non profit organizations. The original purpose of the room was to hold meetings but it has got to where we are receiving calls from individuals wanting to schedule the party room! Due to some of the activities that have been held in the room, the walls and carpet are pretty stained. The new policy stated only foods appropriate to a mid-meeting break are permitted (ex. fruit, cookies, donuts) and the group using the facility is responsible for cleaning and for any breakage or damage that may occur. Dave asked if there was a motion to approve the Updated Greenfield Township Meeting Room Usage Policy. John made the motion, Dave seconded. All voted yes.

Chief Schwinne distributed a report showing the activity for 2016 - 1125, 921 for EMS, 44 were Fire and the last 160 were calls for service (grass and tanker).

Chief Schwinne distributed a report showing that the run totals have gone up 20.27% in the last 9 years without an increase in manpower. Chief Schwinne would like to increase our service ability by putting on a levy on the ballot to add one more Firefighter on duty every day to better serve the community. I would like to talk to the Auditor for putting a 1.5 mil levy on the ballot. However, we were advised by the Auditor's office that a resolution would need to be approved for us to proceed to talk with the Auditor on the exact figure. Dave asked if there was a motion for approval for resolution 2017 01 18 03F. Dave made a motion to approve the resolution and Lonnie second. All voted yes.

Chief Schwinne advised he needed to go in to executive session regarding a personnel issue, possibly termination. Dave made a motion to go into executive session for possibly termination of fire department employee, Lonnie seconded. Each trustee voted yes to go into executive session. Dave asked if there was a motion to come out of executive session. Lonnie made a motion and John seconded. All voted yes.

Chief Schwinne has reviewed the BWC Transitional work place policy and has some updates for a return to work test for Fire employees that are off work for 4 weeks or longer. This test will be over

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their normal job requirements. Chief Schwinne stated other fire departments are doing this to verify that the employee is physically capable to return.

Chief Schwinne notified Lt. Johnson returned back to work on Monday from being off on a non-worked related injury. He was the first to pass the new return to work testing.

Chief Schwinne stated that Lt. Spires is getting close to his 90 days offered for light duty per our policy. Lt. Spires has requested a 2nd opinion on his injury and I'm recommending that we keep him on light duty (40 hours a week). This will help the fire department as Lt. Spires is able to perform other functions around the station that we don't have the manpower to currently handle plus we won't be charged by BWC with loss time.

John stated he was going to talk to the Chief on January 11 about the repair to the Civic Center but he guess it has already been decided. John stated that he had sent Chief Schwinne an email, since he had been Trustee that the Chief handles the maintenance of the building; however, it doesn't mean the Fire Department paid for the maintenance. Dave advised the Fire Department paid for the last repair. John stated apparently Dave made the decision to have it repair. Dave advised no, just had a guy come look at it and feels that the estimate is too high. Lonnie recommended that we get several other quotes. Trustee's advised they would provide Chief Schwinne with some names for him to contact for estimates.

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

Tom Shafer advised 125 tons of salt was delivered.

Tom stated he received a call from the Sheriff's office on Sunday that a tree on Rainbow Drive was snapped and was hanging but was not able to get the call so they contacted Dave. Dave contacted Tom to say he would go check it out; however Tom also went out to check it out. Tom stated that where it had snapped that they couldn't safely get to it plus it was close to another property so he contacted Ohio Tree Services to get the tree cut and they also trimmed a few other trees on Rainbow Drive that needed done for \$600.00

Tom advised the \$97.00 difference when the backhoe was purchased was 4 tires upgraded from Galaxies to Firestone that he authorized. The tire upgrade was original going to be \$435.00 but he said they would do it for \$97.00.

Tom asked that the Trustees' consider pay raises for the Road employees within the 1<sup>st</sup> quarter.

Lonnie asked if evaluations were being done. Tom advised no.

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**FROM THE TRUSTEES**

There was discussion on appointing members to the zoning board and how it needs to be done.

**Zoning Commission**

Dave made motion to re-appoint Jim Beiter to the zoning commission; Lonnie seconded. All vote yes.

Lonnie moved that Kim Wickman be on the zoning commission for 5 years from December 31, 2017 to December 31, 2021; Dave seconded. All voted yes

Lonnie made a motion to reappoint Jack Barr to the zoning commission, Dave seconded. All voted yes

Lonnie made a motion to reappoint Robert Paulus to the zoning commission, Dave seconded. All voted yes.

Lonnie made a motion to reappoint Jeff Kraner to the zoning commission, Dave seconded. All voted yes.

**BZA Commission**

Dave made a motion to reappoint Tim Anderson to the BZA Board, Lonnie seconded. All voted yes.

Lonnie made a motion to reappoint Joe Bowles to the BZA Board, Dave seconded. All voted yes

Lonnie made a motion to reappoint Dave Brown to the BZA Board, Dave seconded. All voted yes.

Dave made a motion to reappoint Daniel Carpenter to the BZA Board as an alternate, Lonnie seconded. All voted yes.

Dave made a motion to reappoint John Schmidt to the BZA Board, Lonnie seconded. All voted yes

Lonnie made a motion to reappoint John Starner to the BZA Board, Dave seconded. All voted yes.

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John moved to accept letter that Tom wrote for the discipline issue regarding a Road employee; Dave seconded. All voted yes.

**FROM THE FISCAL OFFICER**

The Fiscal Officer passed various pieces of correspondence and the Financial Reports.

John made a motion to approve Resolution 2017 01 18 01 permanent appropriations for 2017 presented by the Fiscal Officer, Dave seconded and all voted yes.

Dave made a motion to Approve Resolution 2017 01 18 02 Transfers Between Line Items, John seconded. All approved yes.

Dave made a motion to approve financial reports, and all Then & Now Purchase Orders; John seconded, and all voted yes to

John made a motion to pay the bills and the Payroll Electronic debit associated with warrants 31450 through 31486 listed on the attached Check Register; Dave seconded, and all voted yes.

Business concluded; meeting adjourned.