

**RECORD OF PROCEEDINGS**

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

January 22, 2020

*Held 7:00 PM*

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

After each trustee reviewed the minutes, Trustee Kosch asked if there were any changes to the minutes from the December 31, 2019 meeting. 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

After each trustee reviewed the minutes from the meeting held on January 8, 2020, Trustee Kosch asked if there were any changes to the minutes. Trustee Searle made a motion to approve the minutes as written; Trustee Cotner 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 33348 through 33373 and; Electronic Debits 4-2020 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 Resolution 01 22 01; BE IT RESOLVED by the Board of Trustees of Greenfield Township, Fairfield County, Ohio, to authorize the Fiscal Officer to transfer \$54,811.99 from the Road Department – Transfer –Out (2031-910-910-0000) to the Road Department - Road Capital Improvement Fund (4903-760-750-0000); Trustee Cotner seconded the motion.

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

Fiscal Officer Wyne stated that she would be completing the BWC true up report next week and with the Trustees approval she would like to put the amount due on the Visa credit card since we will receive a discount if it is paid at the time the report is done. Trustee Cotner made a motion to pay the BWC true up with the Visa; Trustee Searle seconded.

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

Fiscal Officer Wyne stated she received the W-2's this afternoon and Carla will send an email out to the Trustees, Department Heads and Zoning Board Members advising that they are in the office to be picked up. Each individual will need to sign that they received their W2's. If the W2's are not picked up by January 30, they will be mailed on January 31.

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**FLOOR**

William E. Boyer, 3303 Election House – said he saw on TV that Washington Township Fire Department trains the public on what to do if they are the first on the scene of an accident and asked if Greenfield would be interested. Chief Smith stated he would look into it.

**ZONING BUSINESS**

Kevin was not in attendance.

Fiscal Officer advised that Kevin asked her to advise that he attended the Zoning Commission meeting.

Trustee Kosch stated that he stopped at 3845 Havensport Road where a commercial business is being run out of the building but the parcel is zoned residential. Trustee Kosch will talk to Kevin on this matter.

**FIRE DEPARTMENT BUSINESS**

Chief Smith stated there is a potential BWC hearing for Cory Spires coming up soon.

Chief Smith advised medic 561 needs repair on the head gasket. Quote 1 - \$2,425.00 and Quote 2 - \$3,500. Trustee Searle made a motion for Fairfield Truck and Auto Repair to do the work, not to exceed \$3,000.00; Trustee Cotner seconded the motion.

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

Chief Smith received a bill from the Northeastern Gas and the bill was very high. Chief Smith called and they came out and discovered the meter was broken which was fixed and the bill was adjusted. It was also discovered the station generator needed some work to bring it up to standards and a part has been ordered for that.

Lifepack 15 was received yesterday and is now in service on the trucks.

**ROAD AND CEMETERY DEPARTMENT BUSINESS**

Tom advised the department got the F350 truck back and it is working properly.

The Ford F650 is a work in progress. The truck has two compressors and they are not working properly. There is a company in California that has an under the hood compressor on the truck for less than \$1,400.00 which includes all the mounts, lines, etc. to install. Trustee Kosch made a motion to allow the purchase for no more than \$1500.00; Trustee Cotner seconded.

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

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Trustee Cotner made a motion to up the Administration/Road Department Visa credit card to \$3,000 Trustee Searle seconded.

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

Trustee Cotner advised that the door locks were not working one day and he talked to Tom about it and Tom had new locks installed. Tom and Dawn both have access on their phones to shut off the alarms. There was a discussion if the trustees needed a key for the front office; it was decided to not issue keys to the trustees at this time.

### **FROM THE TRUSTEES**

Trustee Searle advised a couple of his neighbors approached him about the township trying to bid out for township wide trash pick-up. Trustee Cotner stated that he would contact Local Waste to see what the cost would be. Discuss followed among the individuals that were in attendance.

Trustee Kosch advised he would be out of town for the next District Advisory Council meeting on January 30 and asked Trustee Searle and Trustee Cotner if one of them could attend. Trustee Searle also advised he would be out of town. Trustee Cotner advised he would attend.

Trustee Searle asked Fiscal Officer Wyne if she was going to post the public hearing for the Zoning Commission on the website and post office. Fiscal Officer Wyne reminded Trustee Searle that she is the Fiscal Officer and not the secretary. Advised that someone else would need to step up and do the clerical duties that are needed for the Zoning Commission. Fiscal Officer Wyne stated she had trained other individuals that were on the Zoning Commission on what needed done and she is willing to train someone else. Discussion followed on who would do it and Trustee Cotner advised he would ask Zoning Inspector Yeamans if he would do it.

Trustees advised there would be a work session on February 13 at noon at the Fire House to review personnel policy and job descriptions. Trustee Cotner asked Dawn if she could put everyone's job description in each of their boxes.

Motion to adjourn was made by Trustee Cotner; seconded by Trustee Kosch. All voted yes and meeting adjourned at 7:51 p.m.