

RECORD OF PROCEEDINGS

Minutes of

Greenfield Township Trustees

Meeting

January 25, 2023 - Held 6:00 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. Kent Searle, Lonnie Kosch and Dave Cotner were present.

After each trustee reviewed the minutes from the Special Trustees' Meeting held on December 30, 2022, which was for the purpose of discussing TIFs. Trustee Kosch asked if there were any changes to the minutes. Trustee Cotner made a motion to approve the minutes as written; Trustee Searle seconded the motion.

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

After each trustee reviewed the minutes from the Trustees' Meeting held on January 11, 2023, Trustee Kosch asked if there were any corrections needed. Trustee Cotner made a motion to approve the minutes as written; Trustee Searle seconded the motion.

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

FROM THE FISCAL OFFICER:

Fiscal Officer Wyne distributed the financial reports.

Fiscal Officer Wyne stated that the December bank reconciliation has been completed and was given to the Trustees for their review and signatures.

Trustee Searle made a motion to pay the bills associated with warrants 35100 through 35125 and Electronic Debits 6-2023 through 9-2023 which are listed on the payment report; seconded by Trustee Cotner.

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

Fiscal Officer Wyne reported she and Trustee Cotner had a phone conference with Amy Brown-Thompson of the Prosecutor's Office concerning the Road Department and their holiday pay hours. Amy confirmed that Dawn was processing the payroll correctly. The decision was made to pay the hours worked on December 25, 2022 at time and a half. For December 26, 2023, eight hours of holiday pay will be paid, and any hours worked were to be paid at time and a half.

Trustee Searle expressed his disagreement and stated the current policy stated they should be paid double time for working on a holiday. Fiscal Officer Wyne reminded the Board that there currently is two personnel policies one that states 2 times the regular pay on worked on the holiday and one that states 2.5 times the regular rate work on the holiday. Lengthy discussion ensued regarding December 25 vs. December 26 and the actual holiday as observed, as well as payment for hours worked on the holiday. Tom Shafer stated he understood the holiday pay would be received for December 26, plus being paid at time and a half for the hours worked on that holiday. His concern is that the current policy states pay at two times the rate for working on December 25; the policy does not state "the observed holiday". Tom pointed out that as long as he had worked for the township, and as long as Trustee Kosch had been there/worked in the

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Road Department, if the Road Department worked on the holiday (not “observed” holiday - the actual holiday), they were paid at double time. Trustee Kosch stated they were paid at time and a half. He stated they did not have that policy regarding double time in 2013. Tom pointed out the policy he was referencing was dated 2002. Fiscal Officer Wyne noted several things in the policy book are incorrect. All agreed the policy book needed to be reviewed and updated.

After further discussion, Trustee Cotner made a motion for the Road Department to get paid double time for Monday, December 26, 2023 for the 3.7 hours worked - not including the eight hours of holiday pay they are receiving; Trustee Searle seconded the motion.

Fiscal Officer Wyne noted she would need to contact the payroll company to have an additional holiday code added in order to process the hours this way.

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

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

Truck Repair Needed: Tom reported the International Truck six (plow truck) hoist cylinder was not holding pressure in the cylinder. Tom and crew removed it, and he took it to Columbus for repair. He is hoping to have it back in a week. The cost is unknown at this time; there will be an estimate within a few days. It will be for repacking the cylinder.

Salt Supply: Tom stated he would be tapping into the salt supply/allotment from ODOT within the next week, but there is still plenty of salt on hand. Three hundred tons will be delivered in April/May, and there will be room for that delivery.

Fireproof Filing Cabinet Delivery: Tom reported the four new fireproof filing cabinets had been delivered last week. They will be moved to their specified location soon.

Kincaid Ditch Issue: Trustee Cotner raised the issue of Kincaid again. He stated ditch needs dug out to allow more water to come through. He also stated the Board would need to make a decision regarding the property owner on the same side of the road regarding the culvert pipe; this is where this issue is occurring, and causing the water to rise across the road. He noted it will eventually begin to erode the roadway. Tom pointed out that when the work was done seven years ago, grant money was being used. The county engineers and developers had done a study on water flow, and the water pipes in that project were upsized to be able to handle the water flow in that area. Discussion continued as to the work done in the past, the direction of the water flow, the size of the pipes that were installed, and digging out/flaring the ditch to assist the water flow. Trustee Searle asked if this could be done in the winter, prior to the spring rains

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coming, since this issue has been discussed for some time now. Tom agreed that it could.

Victor Road - Additional Sealing: Trustee Kosch asked what other work and/or sealing was planned for Victor and other roads? Tom explained they had discussed doing a chip seal, or a chip seal with a micro seal. When those two are combined, it is called a cape seal. Tom stated there aren't many companies in the area who do the micro surfacing; the only one in the area that came to mind was Strawser from Columbus. Trustee Kosch stated he had contact information for someone to do some crack sealing and he would give the card to Tom so he can get more information and an estimate, as many of the companies who do this kind of work are already booked up. Tom said he wanted to get more mastic and crack sealing done this year, and finish up some of the subdivisions; Scooby Lane is a good candidate. Trustee Kosch said Oak Creek, Hatter and Hickory Ridge all need work/repair.

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

FEMA Grants: Brad stated they are still working with the grant writers on their FEMA grants. The grant writers are also working with Clearcreek and Liberty Union. Brad met with the grant writer today, and Fiscal Officer Wyne also assisted with some of that information, i.e. facts and figures provided. The State Fire Marshal grant has been submitted for additional PPE. The ODNR grant has been submitted, as well.

Hope Church Meeting: The Department will meet with Hope Church tomorrow to discuss their emergency action plan, AED's and First Aid/CPR training for their members.

New SWAT Building Inspection: The new SWAT building passed inspection, so they will likely start moving in soon.

Training: AirEVAC will be coming in next week to conduct LZ and helicopter safety training for all shifts.

New COMBI Tool: The Department has been demoing a battery operated cutting tool (instead of gas) for the new medic

ZONING BUSINESS: Tom Erlewein, Zoning Inspector, was not in attendance. Trustee Kosch stated Tom had told him he needed to meet with someone regarding a zoning issue.

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FROM THE TRUSTEES:

Trustee Searle moved to go into Executive Session to discuss potential litigation.

Trustee Kosch seconded the motion. Entered executive session at 7:13 p.m.

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

Trustee Searle moved to return from Executive Session; Trustee Cotner seconded the motion. Out of executive session at 7:27 p.m.

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

Trustee Kosch stated at this time there will be no action taken.

Steve Eversole asked how a permit was given for Coonpath Rd. and Route 33 which is close to the right-of-way. Trustee Kosch stated Zoning Inspector Erlenwein was looking into it, but hadn't contacted them yet. He will be sending them a letter. They had moved the trailer on a holiday; however, Steve noted it is only ten feet off the right-of-way. Trustee Kosch stated Tom Erlenwein had sent them a letter in response to their request for a sign permit to tell them they needed to show the size of the sign, specific location and how far off the right-of-way - all the details. Steve stated he had seen where they were preparing/digging electric to go to the sign and it appears they were planning to use it as currently located. Discussion continued with Lt. Reaves stating he could send a cease and desist letter, as it affects the Fire Department with electric being installed, as well as the other Departments. He stated he did not have a copy of a permit, which would have come from the County Building Department. After further discussion, the Board decided that Lt. Reaves should move ahead with sending a cease and desist letter.

Trustee Kosch reported he had attended a recent planning meeting regarding the Comprehensive Plan. There are six drafts. There are plans to hold another meeting and also a public hearing in February; dates not determined at this time. The next regular meeting will be held in March. The draft Comprehensive Plans shows the layout of the water and sewer plans and other options for utilities on a map, and they are seeking input on that information. They are hoping to have it finalized in May or July, depending upon feedback.

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

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

Meeting adjourned at 6:41 p.m.