

RECORD OF PROCEEDINGS

Minutes of

Greenfield Township Trustees

Meeting

February 8, 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. Dave Cotner, Lonnie Kosch and Kent Searle were present.

After each trustee reviewed the minutes from the Trustees' Meeting held on January 25, 2023, Trustee Kosch asked if there were any corrections needed. 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 the financial reports.

Fiscal Officer Wyne stated that the January 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 35126 through 35148 and Electronic Debits 10-2023 through 19-2023 which are listed on the payment report; seconded by Trustee Cotner.

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

Trustee Cotner made a motion to approve Resolution 2023 02 08 01, that states BE IT RESOLVED by the Board of Trustees of Greenfield Township, Fairfield County, Ohio, to authorize the Fiscal Officer to transfer \$45,000.00 from the Road Department Fund 2031 to the Road Department - Road Capital Improvement Fund 4903. Trustee Kosch seconded the motion.

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

Trustee Searle made a motion to approve Resolution 2023 02 08 02, that states BE IT RESOLVED by the Board of Trustees of Greenfield Township, Fairfield County, Ohio, to authorize the Fiscal Officer to transfer \$50,000.00 from the Fire Department – Fund 2191 to the Fire Department - Fire Capital Improvement Fund 4904. Trustee Kosch seconded the motion.

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

Fiscal Officer Wyne stated that the township is in need of two more fire proof filing cabinets. She stated she received three quotes: Office Max is \$1,449.99; Office Mart - \$3,311.00 and Amazon - \$2,599.00. She is recommending that the township goes with Office Max. Trustee Searle made a motion to approve the purchase of two fireproof filing cabinets from Office Max not to exceed \$3,500.00. Trustee Cotner second the motion.

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

Trustee Searle made a motion to approve Resolution 2023 02 08 03, which states WHEREAS: The Trustees of Greenfield Township Board of Trustees wish to amend appropriations in the Fund to cover expenses related to the American Rescue Plan Act. THEREFORE: The Trustees hereby increase appropriations in Fund 2275 American Rescue Plan Act \$230,392.79 to cover purchases. Trustee Kosch second the motion.

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

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Fiscal Officer Wyne stated that she swore in Pat Callahan for his new appointment with the Zoning Commission, Amy Brown for her new appointment on the Zoning Commission Board and Joshua Arter for his new appointment on the Board of Zoning Appeals.

Fiscal Officer Wyne stated that she would like for Jane Baughn, Administrative Assistant, to be able to work up to 29 hours per week if she needs her to. Trustee Cotner made a motion to permit Jane Baughn to work up to 29 hours per week if she is needed; Trustee Kosch seconded the motion.

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

ZONING BUSINESS: Tom Erlewein, Zoning Inspector, reported on the following items:

Permit Report: Tom distributed the zoning permit report for all permits that had been issued so far this year, including dollar amounts. He noted the permit for Metro Development was issued yesterday, per advice from legal counsel. He stated there is still a pending appeal related to this situation, but he will be speaking with Julie tomorrow, and the appeal should be withdrawn.

He will also speak with her about agricultural exemptions and how these are given. Finally, he will be speaking with her about solar panels. The township has been given the right to provide oversight on the zoning application for solar panels for anything 50 megawatts or lower. A cleaner process for applying for those, and for controlling those in the zoning code needs to be developed. He noted there were some other townships at the recent OTARMA conference who were working on cleaning up the language related to solar panels, including the start-up and the shutdown of the panels.

Route 33 Auto Sales Sign Issue: Tom reported the owner of this business contacted him with his concerns about his electric service being tagged, and he thought Tom had been involved in this action. He did not have the electric service inspected or permitted. Tom has also responded to him via a letter including all the items they discussed on the telephone, which he provided to the Board. The property owner also claimed to have cleared this issue with the prior Zoning Inspector. Tom has spoken to the Fairfield County RPC regarding setback requirements for the front yard. The front yard is the Coonpath Road access, so all setbacks need to be from the right-of-way there. The trailer is not in the right of way; however, it is within five feet of it. He needs to move the trailer and apply for permits from Fairfield County. Last year, he had applied for a sewer/leach field permit. He paved over that, and then he received an alternate path for it. A plan for port-o-potties is in place in the interim period.

Wilson Road Residents: Trustee Cotner asked if these residents had been in contact with Tom. Tom reported they are scheduled to come into the office to meet with him at 10 a.m. on Thursday, Feb. 9, 2023. This issue is regarding running a business from their residence. Tom stated there are many instances of this occurring in the township, and it is being brought to light. Once he receives these complaints in writing, he will investigate and be consistent and objective in how these are being handled.

Fiscal Officer Wyne asked Tom if he would be speaking with Julie regarding the Metro Development public records request. He responded that he would be discussing it with her, and Dawn asked that Tom tell them it needed to be in writing so she has documentation on file. She also stated that there will be a fee assessed for this records request.

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Fisher Property Demolition: Trustee Searle asked Tom if he would be discussing this issue with Julie. Tom stated that he would, and discussion continued as to the process of the demolition in conjunction with the Fairfield County Land Bank. Tom's understanding is that the Land Bank will complete the demolition and clean-up for a fee of \$500, and will then become the owner of the property. The Board took issue with this process and the Land Bank becoming owners of the property, and Trustee Searle asked that Tom get clarification on this issue, as well as what options are available to having the house demolished. Tom stated he will speak with Julie and also forward the contract with the FCLB and the Township to the Board. Discussion continued as to the process, all the legal requirements being met for notices/notifications, responses to these notices and being able to move forward with the demolition. Tom also stated Julie had forwarded a copy of a resolution which the Board would need to approve. The resolution would need to designate someone to complete the demolition.

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

Tom thanked the Board for signing the ODOT Mileage Certificate which is unchanged: 36.978 miles of Greenfield Township roads.

Dump Truck Cylinder Repair: Tom stated this hydraulic cylinder repair had been completed (he had brought this to the Board at the Jan. 25, 2023 meeting); however, it did need to be rebuilt due to the cylinder rod being bad. The total repair cost was \$1,048.19.

Truck Repairs - New Sideboards and Oil Leak Repair: Tom reported they will be installing new sideboards on the trucks. The Mac trucks have painted pine sideboards and the salt has caused them to deteriorate. The cost for red oak boards - five 2 X 10 X 10 boards is \$168.00 from R & D Hilltop Lumber in New Lexington, so those will be purchased, painted and installed.

Tom reported that Truck 6 has an oil leak which was noticed at the end of the summer. The oil pan is thin/rusting out. A new pan has been ordered through Lucas Truck in Zanesville, and will be replaced when it is received next week.

Tom stated he would use the credit card for the red oak board purchase at R & D Hilltop Lumber, as they had told him they wouldn't charge tax. He will also take a W-9 form to be completed and signed, as well as a tax exemption form.

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

FEMA Grants: Brad reported these grants had been submitted today for the SCBA's and potentially a new tanker.

Volunteer Firefighter Dependents Fund Annual Certification: Brad stated this is done yearly, and they need two of the trustees to be involved. He asked which trustees wished to be involved. In the past, it had been Trustee Searle and Trustee Cotner. They stated they were willing to once again be designated as the trustees representing the township. Brad stated there is no meeting or anything like that to be attended; it is in the case of a line-of-duty death.

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Also, the Board needs to appoint a member to the Fund. He noted in the past, it had been an outside person, but he asked if Dawn would be willing to be the representative from the township. Dawn stated she was willing to do so.

Training: Brad reported the AirEVAC conducted LZ training and helicopter operations last week. They landed behind the fire station. Basil Joint Fire District also had some members attend this training.

Next week, the EMA is conducting an active aggressor tabletop exercise. This is primarily for initial company officers and newer full-time firefighters. The focus of the training is for both the police and the fire side as the initial company that responds. There are 20-30 people signed up at this time, and three days of training will be conducted.

Equipment Needs: Brad reported the Department wants to purchase a COMBI tool which is a battery operated extrication tool for the new ambulance/medic. The current tool is gas powered. There is a three to four month window for delivery time. It comes with two Milwaukee batteries (with a three year guarantee) which will work with the current charging station. This style is more efficient than the one with a cord. The Department currently has a maintenance agreement with Genesis to do the yearly maintenance on the equipment, and the new unit will require a ten-year required maintenance agreement. He is requesting the Board to pass a motion to make this purchase. Trustee Cotner made a motion for the Fire Department to purchase the Genesis COMBI extraction tool for \$13,435.00; Trustee Searle seconded the motion.

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

Special Events: Brad reported the Fairfield Medical Center Community Heart Watch group was recently featured on 10tv news. This involved a story of a Lancaster student who had had a cardiac event about 10 years ago at school, and he recently found out that his child (six years old) has the same genetic mutation with his heart that he has, which makes him susceptible to a similar cardiac event. The Community Heart Watch group donated an AED to the family, and presented it to them on 10tv news.

FROM THE TRUSTEES: With no further business to be discussed, a 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 6:42 p.m.