

RECORD OF PROCEEDINGS

Minutes of

Greenfield Township Trustees

Meeting

February 14, 2024 - *Held 6:00 PM*

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

Trustee Searle asked for a motion to approve the January 24, 2024, Special Trustee Minutes, if there were no changes to be made. Trustee Cotner moved to approve the minutes; Trustee Searle seconded the motion.

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

Trustee Searle asked for a motion to approve the January 24, 2024 Trustee Minutes, if there were no changes to be made. Trustee Cotner moved to approve the minutes; Trustee Searle seconded the motion.

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

FROM THE FISCAL OFFICER:

Fiscal Officer Wyne distributed financial reports.

Fiscal Officer Wyne advised that the January bank reconciliation was presented to the Trustees for their review and signatures.

Trustee Cotner made a motion to pay the bills associated with warrants 3159 through 3189 and Electronic Debits 10-2024 through 26-2024 which are listed on the payment report; seconded by Trustee Kosch.

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

Fiscal Officer Wyne stated that she is recommending we go into Executive Session regarding ligation due to denial of a recent BZA public hearing. Trustee Searle asked to address this issue at the end of the regular meeting.

FLOOR: Kyle Gleich, 4975 Carroll Eastern Road, spoke from the floor. Mr. Gleich presented a personal account of an interaction he had with Tom Erlenwein, Zoning Inspector, at the Greenfield Township administration building on Thursday, February 8, 2024. He stated he wanted to address concerns and ask for clarification on BZA meeting minutes, as well as checking on the percentage restriction code for accessory buildings. Mr. Gleich said the office door was locked, and Zoning Inspector Erlenwein stated through the door that he would not unlock the door. Mr. Gleich then called Trustee Cotner, and then Trustee Searle and spoke to each of them individually. Both Trustees Cotner and Searle advised Mr. Gleich that they felt Mr. Gleich and Zoning Inspector Erlenwein should not meet without someone else present. He also relayed additional information regarding interactions with himself and Zoning Inspector Erlenwein on September 13, 2023, and citing documentation from Trustee Meeting Minutes from April 2023 and September 2023. He also gave an account of an interaction between the two of them on February 1, 2024 at the administrative office. He

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stated Trustee Searle had told him that his interpretation of the interaction differed from two witness statements that were given. He asked Trustee Searle to clarify his statement as to who was the aggressor in the situation. Trustee Searle declined to comment or clarify the comment, and explained the way a Trustee Meeting works, the public has a right to speak; however, they will not necessarily receive a response from a Trustee. He advised Mr. Gleich to request the reports, which are public records, from the Sheriff's Office, and Mr. Gleich stated that he had already done so. Mr. Gleich also stated he had requested witness statements from the three township employees who were in office on February 1, 2024, as well as the property security video with specific dates and timeframes. Fiscal Office Wyne stated she had received his request, and responded to him that she would look into it, and get back to him on this request. Mr. Gleich went on to ask specific questions of Road Superintendent Tom Shafer regarding the interaction on February 1, 2024. At this time, Trustee Searle advised Tom Shafer not to discuss this in a public meeting. It was noted that the witness statements that were given had already been requested via public records request. Trustee Searle also stated that the Prosecutor's Office will likely be involved in this situation, as they are the public entity who provides legal advice to the township. Mr. Gleich again expressed his concerns that lies and incorrect information is being stated about him, which is defamation of character.

At this time, Trustee Searle asked Jessica Gleich if she wished to speak, as she had signed-in. She declined.

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

Station Vehicle Updates - Chief's Truck: A quote has been obtained for the truck for repairs to the engine cooler lines and the transmission cooler lines. Chief Smith asked for a motion to approve the repairs in the total of \$1,705 to Fairfield Truck and Auto. Trustee Searle made a motion to approve this payment; Trustee Cotner seconded the motion.

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

Chief Smith also asked for a motion to approve payment for tires for the rescue engine - driver's side dual rear tires (the other side was done in September 2023). The current estimate is \$2,021.64. The vendor, Mid-State Tire, had to provide an estimate because the tires are rare and he needed to call for availability. Trustee Cotner also suggested contacting Carroll Truck and Auto to find out if they carry the required tires.

Trustee Cotner made a motion to approve up to \$2,500 to buy the rear tires for the engine rescue until a good quote is received; Trustee Searle seconded the motion.

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

Inspection Software Platform: Chief Smith reported there is no charge to use this software which he reported on at the last Trustee Meeting. However, there is an agreement with Bricer that needs to be signed, and he asked whether he should sign or the Trustees need to sign? He noted it could be canceled at any point. This software

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would be used in addition to what the Department is already using. It is located on a website and can be accessed from there. It was determined that Chief Smith and Trustee Searle can sign the agreement.

Grants: FEMA Grant: In working with the county grant writers, Chief Smith reported they are hopeful due to the age of the current tanker truck. They feel it will be a high priority with being 33 years old. Chief Smith noted they would be in competition for the grant with Departments across the country. According to the vendor(s), the expectation for delivery, if the grant is received, would be two to three years. The plan would be to get a tanker truck with higher pumping capabilities, a 1,500 gallon pumper, which is a larger capability than what the Department has now. It will be similar in capability to the current engine rescue, which is the first out. Chief Smith noted the Department has been relying heavily on pumper tankers from surrounding departments to help be a mobile dump tank. He stated Walnut Township - Millersport - has two trucks: a 3,000 and a 2,000 gallon; Basil has a 2,000 gallon; and Richland Township just got approved through FEMA two years ago, so they just took possession of a 3,000 gallon pumper tanker. Discussion continued as to the size of the various trucks and the narrow driveways or spaces they would need to fit into.

Ohio Department of EMS Grant: Chief Smith has applied for this grant and it is usually funded in July.

BWC Grant: This is a PPE grant which Chief Smith will be applying for soon.

Employees: Chief Smith reported Adam Warrix, former employee of the Department for 20+ years, has expressed interest in returning to the Department as an EMT Basic/Firefighter at a rate of \$15.00 per hour, effective upon completion of successful physical, drug test and background check. Chief Smith asked for a motion to hire him. Trustee Searle moved to reappoint Adam Warrix as a basic firefighter pending background check and physical; Trustee Cotner seconded the motion.

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

Caleb Gonterman, part-time firefighter, has submitted his resignation, effective immediately. He has taken a full-time job at Jackson Township Fire Department. Trustee Cotner moved to accept Caleb Gonterman's resignation, effective immediately; Trustee Kosch seconded the motion.

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

Chief Smith made the Board aware of two current full-time members who have verbal offers at other Departments, pending background checks, etc. The move would be a pay increase. He noted the increased rates at both Franklin County and Fairfield County departments, and the increased hiring that is occurring, as well as increased rates in other Departments - and in other industries, as well. He also noted the contract

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negotiations that take place every three years, and stated the Department is in year two of the contract.

At this time, Chief Smith requested to have an Executive Session in order to discuss a personnel issue in the Department. Trustee Searle asked to hold that session until the end of the meeting.

Training and Events:

Community Heart Watch: Chief Smith reported he and Chief Farmer will be presenting to the Fairfield County Board of Developmental Disabilities regarding cardiac arrest and how to respond/what to do when this occurs.

AED's: The AED at Tiki Lanes was used successfully over the weekend due to a cardiac event and it had a successful outcome. He noted this was the second event in two months at this location; however, the first event was unsuccessful due to cardiac health.

BWC Safety Intervention Grant: This grant was approved last year. The etools have been received and are now on the truck and being used in response to auto accidents.

Change Healthcare: A letter was received from Change, which is the EMS billing company. They will no longer service the Department after March 2025. They have been bought out by Optum; however, the Department does not generate enough revenue for them to keep the Department as a customer (per the fiscal officer at Basil). Chief Smith is currently talking to other local fire chiefs to find out how to put together a regional agreement to hire a third party billing company.

Additional AED Information: Trustee Kosch stated he had seen the AED at the old elementary school and discussed it with some residents. Chief Smith reported he had spoken with the school nurse and will be working on getting the staff heart safe accredited. This will also get them a school accreditation. He noted there are AED's in every school building, as well as at the baseball fields and one near the tennis courts.

ZONING DEPARTMENT: Tom Erlenwein reported on the following business:

The Zoning report was distributed to the Board.

Meetings: There was a Zoning Commission meeting yesterday where accessory structures and breezeways were discussed. He noted there are various examples in the township of where this has been abused.

There is a Zoning Commission Hearing scheduled for February 27, 2024 at 6 p.m. This will be the final review on the renewable energy section of the zoning code which will be more

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comprehensive than in the past. The RPC - Regional Planning Commission - had reviewed the document and responded with their edits and corrections.

A joint meeting of the Board of Zoning Appeals and the Zoning Commission is being planned so they can review their roles. This will be coordinated with the chair from each group.

Public Complaint: Tom reported a violation letter had been sent to Roger Stebelton regarding his property. He reached out to Trustee Cotner. Trustee Cotner stated Mr. Stebelton asked that he did not want to receive any more letters, but he should be called if there is an issue, and he will take care of it. Mr. Stebelton advised the person using his property that he is no longer allowed to burn on the property. Tom pointed out that there is a question of the use of the property and that it's potentially a conditional use situation. He offered to hold a conference call with him and Trustee Cotner to discuss the property usage, noting the property is zoned as B1.

Tom reported he had spoken with Roger Harper of 4073 Brook Road who had installed a breezeway on his home. Mr. Harper did apply for a permit, but the breezeway wasn't complete, so Tom issued a temporary limited home occupation permit to him.

South Central Power: Tom reported he had tried to submit the final application for the rebate; however, we need a signature from the contractor on that. He has not received a response from Claypool - the project manager, so he will reach out again. For the fixtures in the Road Office which were not installed, we will ask for a credit. Also the salt barn lights that have not been changed out yet also need to be addressed as part of the change order. Trustee Searle reiterated that the Board needs to know if there is any outstanding balance so it can be reviewed and approved.

Zoning Applications: There are currently six open applications for zoning certificates.

Savvy Citizen App: Tom asked if the Savvy Citizen app was working for the community as it should. Notifications of all of the zoning and other meetings have been getting loaded and distributed. A participant stated that they had signed up for the app, but they were not receiving all of the notifications or emails, and they had confirmed that their phone was open and available for all notifications and emails. Trustee Searle and Fiscal Officer Wyne stated that this would be investigated and rectified.

Follow-Up with Mr. Moore: Trustee Cotner had spoken with Mr. Lloyd Moore. Mr. Moore explained that he was not told at the time he built his porch that he needed a permit. He also stated that he cannot afford the permit at this time due to financial constraints. Discussion continued as to whether or not payments could be made, rather than a lump sum payment. Fiscal Officer Wyne stated she would discuss this with the Prosecutor's Office.

Zoning Map Changes: Tom stated there were changes to be made to the map; however, he

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didn't know if the Comprehensive Plan would affect those changes. The Board confirmed that it was a completely separate issue, and he should move forward with the three changes the RPC had given.

Breezeway Clarification: A participant asked Zoning Inspector Erlenwein to clarify what had been discussed regarding breezeways. Tom told him "it was to prevent abuse of the accessory structure limitations within the code". He explained there had been situations in the past where a homeowner would use a breezeway to take an accessory structure and make it a home addition. This had been used in the past to stretch the limits for an accessory structure. There is a two percent rule in the township for accessory structures. He gave an example of a house in the township where this had occurred. Other local townships have used length, height and width restrictions for accessory structures to limit this. The Zoning Commission has been looking at tightening up the language to use best practices and make it more clear.

4400 Carroll Southern Clarification on Lot Split Request: Trustee Searle explained the county is saying no to the lot split request, and they want two lots that have acceptable road frontage. Tom confirmed this was correct. The developer originally wanted three parcels, which were submitted to the RPC; however, they didn't have the required road frontage. Then, there was another variance request submitted on a replatting of the parcel which would require a variance from the county. The RPC did listen to the concerns of the township.

A participant asked for clarification on the BZA minutes. She stated the minutes stated anonymous complaints will no longer be reviewed by the Zoning Inspector. She asked if the form on-line would be updated to reflect this, as it currently says anonymous complaints will be looked at in four to six weeks. Zoning Inspector Erlenwein stated this suggestion could be given to the Zoning Commission since they are the group who review the complaints. The Board reiterated that the Zoning Commission is the entity who makes the policy and reviews the forms, and this will be brought to their attention.

ROAD DEPARTMENT: Tom Shafer, Road and Cemetery Superintendent, reported on the following business:

158/Coonpath Road Roundabout Project: There have been a lot of conversations recently with the Fairfield County Engineer's Office: Jeremiah Upp, Eric McCrady, and Jeff Meches, as well as with Doug Morgan, the Project Engineer over the roundabout project. Tom has expressed his concerns with alternate routes that will be used with township roads while the construction project is going on. Doug stated the county has gone to bat for the township to make sure the roads are taken care of while the project is going on. He stated that money was built into the roundabout project for road improvements which includes Rainbow Drive, Pleasant's end of Stringtown Road, Ginder Road back to Election House. Doug stated that the project will probably not begin until 2026. Tom expressed his concerns that the township

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roads will not make it until 2026, and asked if the township put money into the roads, would there still be money in the project to rehabilitate the roads at the time of construction? Doug affirmed there would be funds to take care of the roads. Tom reiterated that the township will not be able to wait to take care of Ginder Road and portions of Rainbow Drive, so plans will need to be made. As more information comes in, Tom will share it with the Board.

Softworx: Tom reported Steve Miller of Softworx would be coming to the office on Friday to provide a free software update. There is an agreement on file with them. Additional training will be done after the update is done. This software is used for sign inventory, culvert and guardrail information, fixed asset management, and parts management.

Patching/Berming/Road Work: The patching and berming has been ongoing. Tom is also talking with the Fairfield County Engineer's Office about upcoming summer work and using them to help with the same type of work that was done on Rainbow Drive last year. He also noted he'll need to work on figuring out what to do money-wise with that, as well as possibly having more mastic work done. Tom stated he was happy with the mastic sealing that had been done.

Tom reported he had met with a company from Nelsonville, McKee Paving and they looked at work that needs done on Brook Road; possibly putting a leveling course on it in order to tide it over for a couple years.

Fairfield County Engineer's Office - Rainbow Drive: In meeting with Jeremiah Upp and Eric McCrady, Tom discussed future OPWC projects. Doug at ODOT had stated that the work on the intersection of Route 158 and Rainbow Drive will come shortly behind the completion of the Coonpath roundabout project. He has shared prints and plans with Tom on this project. Lengthy discussion continued as to the current condition of the roads, especially Rainbow and Ginder - and what the best plan would be to have work done on them until the roundabout project and intersection work is done. Tom reiterated that these plans are several years out, but that is how it has to be. He also stated that whatever improvements would be made would still produce complaints of either speeding or bumpy pavement. Tom stated that the result of chip sealing roads for 60 years brings issues - heaving, flexing, swelling and contraction. Eventually, a more permanent hard surface hot asphalt has to be done to smooth it down. Discussion continued as to the condition of Ginder Road and what could be done with it. Tom's recommendation is to do a level coat overlay on the troubled areas of the road edges. This would be done in coordination with the county preparing bid documents as they have done in the past. Fiscal Officer Wyne stated that a resolution will also be needed in order for the Engineer's Office to consider the project. Tom will be in contact with the Engineer's Office to get more guidance, and then work with Dawn to prepare the resolution.

Trustee Kosch asked if Tom and Brad had worked on the risk management documents that had been distributed; they had not. He explained that it was discussed at the recent conference that the Fiscal Officer would be the keeper of the monthly reports. They also

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talked about the townships updating all of their policies, which have to be held by the Fiscal Officer.

Tom presented a mileage certification from ODOT for signature, and it will go back to the Engineer's Officer.

Trustee Kosch also mentioned the township source books which were discussed at the convention. There is one for zoning that is being adopted at this time, and he recommends the township purchase copies to have on file. Copies are \$25 each.

FROM THE TRUSTEES:

Trustee Cotner asked if the Board wished to discuss Marshall McCormick and any conflict of interest. After discussion, Trustee Searle stated he would discuss this with Brosious before any action was taken, and would report to the Board what the discussion entailed.

Trustee Searle recognized the deputy in attendance, Deputy John Warner. Deputy Warner stated he will be the deputy in attendance at the meetings from now on. There was no business to come before the Board or for the Sheriff's Office.

Trustee Searle made a motion to go into Executive Session to deal with a personnel issue in the Fire Department; Trustee Kosch seconded the motion.

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

The Board returned from Executive Session at 7:33 p.m.

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

Trustee Searle explained there was a firefighter who had had their driver's license suspended. The decision was made that he cannot work on the Fire Department until the driver's license is reinstated.

Trustee Kosch made a motion that the firefighter who had his license suspended will not be working for the Greenfield Township Fire Department until he gets his license back; Trustee Searle seconded the motion.

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

Fiscal Officer Wyne asked that this motion be put in writing to the firefighter, and asked for a copy for the file.

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Trustee Searle noted that driving privileges to and from work will not be sufficient to be reinstated to work for the fire department. He must receive a valid license in order to drive at work for the Fire Department.

Trustee Searle made a motion to enter Executive Session to discuss another personnel matter that could lead to discipline; Trustee Kosch seconded the motion.

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.

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

The Board returned from Executive Session at 7:41 p.m.

Trustee Searle stated that no decision will be made on the personnel issue; it will most likely be done at the next meeting.

Trustee Searle made a motion to enter Executive Session to discuss a legal matter that involves litigation that is currently taking place; Trustee Cotner seconded the motion.

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

The Board went into Executive Session at 7:49 p.m.

Trustee Searle asked Zoning Inspector Erlenwein to attend the Executive Session.

Trustee Cotner made a motion to return from Executive Session; Trustee Kosch seconded the motion.

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

The Board returned from Executive Session at 8:24 p.m.

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

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

Meeting adjourned at 8:24 p.m.