

**RECORD OF PROCEEDINGS**

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

February 22, 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, Trustee Kosch moved to approve the minutes; Dave seconded, and all voted yes.

**ZONING BUSINESS**

Kevin distributed zoning permits and fee schedule report.

Kevin stated he has been talking to Robert Hines about his property on Old Columbus Road. Kevin stated he found an unsigned letter dated September 21, 1992, from Barry Shafer (Clerk) advising that the land was being rezoned B1. However, the land is currently zoned R1. Kevin is asking if the Trustees are ok with him sending the information to the map room. Kevin was advised to provide a copy of the minutes from 1992 showing that the change was approved along with the unsigned letter.

Creature Comfort Veterinary Center is going to be a new business opening sometime in May in the Old American Heritage House.

Trustee Reef said he saw James Mako. James Mako stated he is not upset with the township but he is upset about the barn that is being built on the property owned by Jim Johnson. Kevin stated he approved the permit for the building. Trustee Reef stated that James Mako said no other permit was obtained by the property owner since it is in the flood plan and advised to call him in the future before issuing a permit when a property is in a flood plan.

B2A Trustee Reef asked Kevin what was going on with the Joe Schmitz property, Kevin stated nothing at this time. ~~Trustees advised Kevin to get with the Prosecutor on the property and also take it to the zoning board.~~ *OK Kosch*

Trustee Reef questioned Kevin on why he hasn't been going to the zoning meeting. Kevin stated he has been busy and he doesn't get paid to go to the meetings. Trustee Kosch advised it was in the job description. Trustee Reef stated we have been advised by the attorney that Kevin doesn't have to go to the meetings. Kevin also stated he had to repay the Township \$580.00 since he was paid to go to those meetings plus take minutes. Kevin advised during a Trustees Meeting it was approved he would get paid to attend those meetings; however it did not get recorded in the minutes. Tom Shafer confirmed he was in attendance at the Trustees Meeting where Kevin was advised he would get paid to attend the meetings. Tom also stated that when it was brought up at another meeting the Trustee who initiated the process failed to act on it again. Trustee Kosch stated we need to go to the

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Prosecutor on this issue as the Township in in the process of making changes to the zoning book and Kevin’s recommendation is needed. Kevin stated in the three (3) years he has been with the Township he has attended meetings making recommendations on the changes and not one of his recommendations has been adopted. Trustee Cotner advised Kevin should be attending the meetings where Gary Smith (G2 Planning) is in attendance to discuss changes to the book. Trustee Cotner stated that they will look at Kevin’s job description and if they have to pay Kevin to attend, then we will. Trustee Reef stated that he advised Kevin not to attend any more of those meeting due to the chairman of the zoning board yelling and screaming at him.

**FIRE DEPARTMENT BUSINESS**

Chief Schwinne notified the Trustees that the Fire Department had a run with Pleasantville that involved auto extrication but the hydraulic pump on the Rescue failed. The repair which included parts and labor totaled \$1665.00. The rescue is back in service.

Chief Schwinne also stated they had auto extrication with Lancaster and one of our hydraulic lines to a tool broke. A service technician was called and repaired the hose and tested all equipment for the yearly testing at the same time. The repair cost was \$1085.00.

Chief Schwinne mentioned that the ladder rack on the new Engine/Rescue has a broken motor that raises and lowers the ladders; however it is covered under the warranty should be fixed in the next week or two when the parts come in.

Chief Schwinne stated that the station garage door spring broke. The cost was \$1,000.00 to repair which include the spring, shipping and labor to have it installed.

Chief Schwinne notified the Trustees that phase 2 of the change of light bulbs to LED lighting will take place in the next couple of weeks to save money on the electric bill.

**ROAD AND CEMETERY DEPARTMENT BUSINESS**

Tom advised he has met with two (2) individuals regarding right a way permits: permit submitted for Boving property on Coakley Road for a driveway pipe and Tom stated the other was Northeast Natural Gas will be installing gas line in between church and Ewing property in which the work should begin in the next couple of weeks.

Tom advised the repair to Plum Road looks very favorable at this time. He also advised he and Eric McGrady from Fairfield County Engineer’s office has been talking about flattening Plum Road.

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Tom asked the Trustees if they had considered a pay raise for the employees of the Road Department. Trustee Reef moved to go into executive session to talk about benefits with Trustee Cotner seconding and all voting yes. Trustee Cotner asked if there was a motion to come out of executive session, Trustee Reef moved to come out and Trustee Kosch seconded. All voted yes. Trustee Cotner asked Tom if the Trustees had done away with employee evaluations. Tom advised he hasn't done them. Trustee Kosch advised he retired from Road Supervisor in 2013 and he did evaluations in 2012. Tom advised he doesn't recall evaluation being done in 2012 but does recall they were done in 2011. Trustee Kosch made a motion that evaluations be done by the end of each year for all the employees; Trustee Reef seconding. All voted yes. Motion was made by Trustee Kosch to give a 2% increase to all Road employees effective February 26, 2017; Trustee Cotner seconding. All voted yes.

Trustee Reef asked Tom if the Township was still considering selling the 4<sup>th</sup> truck. Tom stated he has not heard anything from the Village; however they have been using the truck since the other trucks are loaded with salt.

Trustee Kosch asked Tom if he has sent the contract to Liberty for chip sealing. Tom advised no.

Tom advised that Keith Taylor is having his annual safety training meeting next Friday, March 3 starting at 8:00 a.m. and there will be a certificate for participation that we can use towards our BWC rate.

**FROM THE TRUSTEES**

Trustee Reef asked where the Township stands in regard to the annexation regarding the Lancaster City School. Trustee Reef stated he went to talked with the Prosecutor, who advised he already talked with Trustee Cotner. Trustee Reef advised the meeting went a different way and it wasn't a very good way. Trustee Reef wants to know where we go from here. Trustee Cotner advised that the Prosecutor advised the Township needed to see what type of annexation they are doing in order to find out about the tax money.

Trustee Reef advised he has talked with Holly (Regional Planning) about rezoning. Holly advised that the Township can set up a schedule for accepting rezoning applications. Kevin will look in to establishing schedule for rezoning applications.

Trustee Kosch advised he went to the Civic Center and the remodeling has been completed and the repair for the leak has also been done. Will check the Civic Center after it rains. Trustee Cotner advised that the Village of Carroll's building inspector advised that the remodeling was ok and they didn't do anything to make it ADA without doing structural changes.

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**FROM THE FISCAL OFFICER**

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

Trustee Cotner moved to accept and approve all financial reports; Trustee Kosch seconded, and all voted yes.

Trustee Reef moved to pay the bills and the Payroll Electronic debit associated with warrants 31534 through 31561 listed on the attached Check Register; Trustee Kosch seconded. All voted yes.

Trustee Reef submitted invoices (\$7628.00) he was provided from Gary Smith (G2 Planning) for the changes to the zoning book. The first of the year, Fiscal Officer was advised to open the purchase order for \$6800.00. Additional money is going to have to be transferred into the account to cover expenses.

AFLAC will be at the Firehouse on March 21, 2017 from 10:00 to 2:00 for open enrollment for supplemental insurance.

Garber Connect provided a quote for new phone system for \$3,495.00 which includes labor, installation and training. Fiscal Officer advised she doesn't think a new phone system is needed.

Fiscal Officer advised that an email has been sent to Birch Communication and Americom to see what type of service they can provide and the price per line.

Advised that we have checked with Spectrum regarding internet service but we have been advised they don't have services in this area. Tom asked if he had the Trustee's approval to check with someone he knows and they advised yes.

Advised 2016 unaudited financial report is done and a notice has been posted in the paper that it can be reviewed during normal business hours.

Trustee Kosch made a motion to adjourn at 8:38 p.m.; Trustee Cotner seconded. All voted yes.

*John Reef*  
*Zani W. Howard*

*David R. Coe*

*David R. Ulyme 3/8/17*