

RECORD OF PROCEEDINGS

Minutes of Greenfield Township Trustees Meeting

March 11, 2026 - Held 6:30 PM

The Greenfield Township Trustees met in regular session at the Firehouse. Trustee Sitterley called the meeting to order at 6:30 p.m., and led those present in the Pledge of Allegiance. Jennifer Sitterley and Lonnie Kosch were present; Dave Cotner was absent.

Trustee Sitterley presented the minutes of the February 25, 2026 Trustee Meeting for approval. With no questions, edits or changes noted, Trustee Sitterley made motion to approve minutes as written; seconded by Trustee Kosch.

ROLL CALL: Sitterley: Yes Kosch: Yes Cotner: Absent Motion Passed: 2-0

Trustee Sitterley presented the minutes of the March 2, 2026 Special Trustee Meeting for approval. With no questions, edits or comments noted, Trustee Sitterley made a motion to approve minutes as written; seconded by Trustee Kosch.

ROLL CALL: Sitterley: Yes Kosch: Yes Cotner: Absent Motion Passed 2-0

From the Fiscal Officer:

Fiscal Officer Kull presented Resolution 2026-03-11: To Approve the Township Annual Permanent Appropriations for the 2026 budget: Trustee Kosch made a motion to approve Resolution 2026-03-11; seconded by Trustee Sitterley.

ROLL CALL: Sitterley: Yes Kosch: Yes Cotner: Absent Motion Passed 2-0

Fiscal Officer Kull asked for a motion to pay the bills for warrants 4009 through 4027, and Electronic Debits: 39-2026 to 57-2026. Trustee Sitterley made a motion to pay these items; seconded by Trustee Kosch.

ROLL CALL: Sitterley: Yes Cotner: Absent Kosch: Yes Motion Passed 2-0

At this time, Fiscal Officer Kull requested a moment to speak, as follows: "Thank you, Trustees, for a few moments; and thank you to the 1,100+ residents of the Township that allowed me to be here for the last 23 months. It has been a whirlwind of emotions - fear, joy, grief, elation, satisfaction, and anger. I have met many new friends and helped with some great projects.

But, as one might expect, there are those that bring a dark cloud wherever they go. The main goal in these peoples' lives is to bring chaos, pettiness, and vindictiveness wherever they may roam. Can I be that way? Of course I can. But I was taught to keep my crazy tucked in. You must not have been. At the end of the day, I forgive you for the turmoil that you have caused in my life. You must not have been taught right from wrong.

I want to go on record again and apologize for any issues or errors I may have made so far. This can be quite a difficult position if you don't have a good support system. And, according to my late mom, everything is figureoutable. Like how to figure out how to deal with the OP&F issues from 2023. Or how to figure out how to work around the lackluster filing and missing files for my first audit. Just little things.

Effective tomorrow, I am resigning as Fiscal Officer. I will continue to support the road, the zoning and the fire departments with my time and money. I will support most of the trustees; not all. I love this community, but refuse to allow three people to ruin my mental health. I have worked too hard lately to get back there again. You three aren't worth it. I'm not willing to endure being bullied by old people for two more years - this isn't high school.

I'm sorry to those I'm letting down, but not you three. You don't deserve it. I hope you know I tried to do my best.

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Now, I bid you all a good evening. I have cheesecake to go eat, and a baby to go snuggle. Thank you, Madame Chairperson, for the time and opportunity to speak.

One last thing - Lonnie - Victor would be so disappointed in you.

Thank you”.

Trustee Kosch responded “and you”.

From the Zoning Inspector: Zoning Inspector Jeff Williamsen presented the following business:

- Dacey Situation: There is evidence that both of their deeds have been submitted; waiting for that result to show up on the Auditor’s website before calling the attorney to say it looks good to me.
- Buffer zone: Regarding ORC 709.023(C), it says when property is annexed under an emergency annexation, the annexed property is required to write a buffer between itself and adjoining township property if the zoning is not compatible. On 12/3/2025, an email was sent to Amy Brown-Thompson asking for a more complete definition of what a buffer is in reference to the nearly completed industrial park behind 84 Lumber. Lancaster replied that zoning is compatible; upon checking, it is zoned as residential multi-unit. The adjoining township property is zoned business. Amy is asking how the Board wants her to proceed on this issue. Discussion continued as to what a buffer zone is and whether Fairfield Park had plans to do anything with a potential zone. It was determined the Board will consult with Pete Griggs of Brosious about next steps, as he was going to be checking on this. There is a meeting with him on March 13, and this can be addressed then.
- ADA Compliance on Website: Jeff explained that WebChick, who maintains the Township website, is in the process of updating all governmental customer sites to be ADA compliant. He explained that anyone with vision impairment who uses a reader cannot read any PDF documents on the website; it is all wrong, and unreadable/illegible, per the reader. Jeff noted he had just updated all the zoning forms to PDF on the website; he’ll be discussing how this will affect the forms on the website. The Township has a year in which to become compliant with ADA on this issue.
- New Permits on the Website: Jeff is about to launch the new permit application forms on the website; testing has been completed successfully. He wants to have a requirement that all applications are done via email. He noted other Townships and municipalities are doing this. The other option would be to come into the office with a paper application. After discussion, he agreed to change the wording on the website to “preferred” application on the website.
- Correcting typos in approved minutes: Jeff raised the issue of how to get these errors corrected, and gave the example of searching by a name, as well as street name, and being unable to find the information due to a misspelling (specifically noting Trustee Minutes of 8/23/2023). Trustee Sitterley stated this issue had been raised in the past; when this was investigated, the Board was advised that any nominal spelling changes/typos can be corrected with no problem.
- Comprehensive Land Use Plan: Jeff asked the Board if they wanted to sign; however, he noted all three Trustees were not in attendance. It was noted this information had been put on the website for public comment. Trustee Kosch had no changes, and stated he felt any approval should wait until Trustee Cotner is in attendance.

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- BZA Position - Danielle Keefer applicant for alternate position: Trustee Kosch reviewed the past process for appointing an applicant to the BZA and the Zoning Commission, as well as discussing the alternate position for both. He noted the need for knowledge of the book. After discussion regarding the situation, Trustee Sitterley made a motion to appoint Danielle Keefer to an alternate position on the Board of Zoning Appeals; seconded by Trustee Kosch.

ROLL CALL: Sitterley: Yes Kosch: Yes Cotner: Absent Motion Passed 2-0

- The Zoning Code was finished at the meeting last night, and will be sent on to the RPC, so it will be on the agenda for the April meeting. The decibel amount will be changed to 70 from 85. Also, a buffer is defined in the code.
- Future meetings: 3/16/2026: BZA - Jude Variance; 3/17/2026: OTA Zoning Roundtable; 3/24/2026: Zoning Commission; 3/25/2026: Trustee Meeting
- Past meetings: 2/26/2026: Uplands Rezone Trustee Hearing; 3/3/2026: Regional Planning Commission; 3/9/2026: Uplands Rezone Trustee Hearing; 3/10/2026: Zoning Commission
- Zoning Certificates Issued since last meeting: Two
- Violations/Complaints since last Trustee meeting: None
- Property visits/inspections: Three

Road and Cemetery Department: Tom Shafer, Road and Cemetery Superintendent presented the following business:

Tom stated there had been six inches of snowfall and six inches of rain since the last meeting, so the Road Department has been busy.

- State Disaster Relief Program (SDRP): The two final pieces of information that were needed have been received so hopefully the reimbursement can be processed. SDRP would not accept Tom's estimates, so estimates were needed from the Fairfield County Engineer's Office. Tom's estimate for Coakley Road repair was \$43,000; FCEO estimate was \$49,022.20. Burchey Road pipe replacement: Tom went with a pre-cast box culvert and wing walls (75 year fix): \$144,000; FCEO did not use that method; they went with plastic pipe: \$91,949.34. This information has been sent to SDRP to wait on their processing. Tom heard that no checks had been sent out from SDRP as yet.
- Mosquito Spraying: Tom had spoken with Claire Donley, Fairfield County Health Department and received information from her in the form of a contract. The rate is \$75 per mile. Greenfield Estates, as an example, is 1.77 miles, at a cost of \$132.88 to spray. Tom suggested the Township look into utilizing this service.
- MARCS Radio Update: Tom received a response from B&C Communications; however, there is no estimate yet.

Trustee Kosch asked if the mosquito spraying would leave the street area to spray in other areas as needed; Tom stated he didn't believe so, based on the setup he has seen. A participant at the meeting stated in Carroll, the Health Department had been used the last three years, and they will leave the roadway if the ground is solid; if someone shows them where it is needed. The participant stated he felt the spraying was effective. Trustee Sitterley asked if notification would be made before the spraying was done; Tom stated this information would be given once a contract was signed. Discussion continued on whether county and state routes in the Township would be

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sprayed. Trustee Kosch suggested that someone from the Health Department come to discuss the program and how it works. Tom stated he would contact Ms. Donley to ask her to attend a meeting. It was also suggested to ask Ms. Donley if other Townships are having county and state routes sprayed.

- ODOT Sign Grant: Trustee Kosch asked if Tom had seen any information on this grant. Tom stated when he applied for the ODOT grant approximately seven years ago and the Township received it, he felt it was a great benefit. However, you can only get the basics of signs. Tom stated what he really needed was to change the Township markers.
- Kull Road Pipe: Trustee Kosch contacted the New Life minister where this pipe is located. The county recommended a 42 inch, three foot long pipe to be installed across Kull Road to update the pipe currently in place. The church has a pipe at the end of their property that collapsed; it will be cleaned out to see if it can be upgraded. The new development is putting in a 50 inch pipe.
- Culvert List: Trustee Kosch asked if Tom was making a list of culverts in the Township so the cost could be estimated, and potential funding from the county could be sought.

Fire Department: Chief Brad Smith reported on the following business:

- B&C Communications was at the firehouse to update the UHF radios to MARCS alerting; Chief Smith noted the UHF radios would not be used in the future for simulcasting or dispatching.
- Ohio Health - Stroke Training
- Safety protocols for major events will be discussed with the Career Centers next week
- Rural Health Transformation Program is ongoing. Chief Smith will provide more information once he receives it.
- Grant - 136th General Assembly Capital Budget - due tomorrow. This year is more of a building grant. Discussion had been held concerning creating a community center and safety net during storm activity. A wildlife and birdwatching aspect to the center was added to serve the state interest. This grant for brick and mortar is every two years. Trustee Sitterley made a motion to submit this grant, due date tomorrow; seconded by Trustee Kosch.
- ROLL CALL: Sitterley: Yes Kosch: Yes Cotner: Absent Motion Passed 2-0

Trustee Sitterley stated Chief Smith did an amazing job on the seven page grant, which was available for attendees to review.

- Trustee Kosch asked if the Department was fully staffed. Chief Smith stated one fulltime position is open, and there was a candidate; however, he has been deployed, so they are waiting to see if he returns in time. If it gets delayed, there is another candidate to move forward with. Both are good candidates; the candidate who is currently deployed is a medic; the other candidate is in medic school; he'll be done in June.

FLOOR:

Danielle Keefer, 1632 Ginder Road NW, was the first speaker; she asked if she had three total minutes to speak, or three minutes to speak, and then include her questions and responses. Trustee Sitterley advised her three minutes was the total amount of time to be given, out of respect for everyone's time. Ms. Keefer expressed her concerns about the upcoming state road project on State Route 158 and Coonpath Road close to her home. She prefaced this by stating

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that Tom Shafer does a great job on the township roads and her comments are not geared toward him at all. She noted her concern for significant spillover traffic to township road - Ginder Road, a 35 mph road that is one and a half lanes; currently posted with no through traffic signage. Her concerns include a substantial increase in traffic, particularly unfamiliar drivers and heavier vehicles creating safety risks and potential damage to the roadway. Under ORC 5571.02, Trustees have the care, supervision and control of the township roads, including responsibility to maintain them and to ensure they are safe for the public. She asked what planning has occurred by the Township Trustees with the increased traffic associated with the state construction project. She recognizes the township may not be able to prevent normal passenger traffic, but they do have authority (ORC 4511.07) to regulate the traffic on the roads. This includes restrictions on certain vehicles, weight limits, and appropriate traffic control devices. This should include additional police monitoring. Her concern is also financial; if the roadway experiences accelerated deterioration due to the increased traffic, it could create repair costs the township may not have budgeted for. Ms. Keefer seeks to understand whether the Board has evaluated the impact of the state project on the road, whether there has been any coordination with ODOT, and what measures might be considered to protect the residents' safety. She noted the multiple school buses using the road, with kids crossing the street to get on and off the bus. Her five primary questions:

1. Has the Township had any discussion or coordination with ODOT regarding the spillover traffic from the state route construction project;
2. Has the Township conducted or requested any evaluation of the potential traffic increase on this road and others due to this project;
3. Has the Township considered any measures to protect the road, the residents and any wildlife during the construction period, such as temporary weight restrictions, additional signage, or traffic controls;
4. Has the Township documented the current condition of the road prior to the start of the construction in case damage occurs and reimbursement needs to be sought;
5. If the road experiences accelerated deterioration due to the construction traffic, does the Township have a plan for addressing these repair costs.

She stated if the Board needs time to evaluate and review, she is happy to extend it. She offered to share the questions she had posed to the Board, as well.

Trustee Sitterley stated she wanted to wait until the next meeting to address the questions. She noted she lives on an adjacent road and has the same concerns. Trustee Kosch stated Tom had already met with ODOT regarding repairs and updates to the road. Ms. Keefer noted she appreciated that information; however, her primary concern was the safety issue. Discussion continued about what kind of safety measures can be taken, and also noting similar concerns on Rainbow Drive. Tom Shafer shared that Jeremiah Upp, County Engineer, had been instrumental in the past regarding a similar project in acting as the contact between the township and ODOT. He ensured ODOT added provisions and put more money into the project to cover the stress, wear and tear on Rainbow Drive and Ginder. Tom noted portions of Rainbow all the way out to Stringtown are supposed to be paved; north on Stringtown (Pleasant Township), crossing Coonpath, heading north; when it gets to Ginder, it will head west; coming across Ginder to Election House. Tom stated he had let Ginder get in bad shape in order to get the most state funds possible to repair it. This was also done with Brook Road. Ms. Keefer again stated her primary issue was safety, due to elderly drivers, as well as school buses. Tom noted he will work on the answers to Ms. Keefer's questions in order to give the best answer he can get. He also noted he will check with Jeremiah Upp on the timeline for the project.

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From the Trustees:

Trustee Kosch raised the issue of his RITA form that needs to be corrected due to an incorrect address. He stated the form cannot be submitted to get his taxes completed until this is done. He needs either the current or the new Fiscal Officer to correct the form and sign it. He stated he spoke to a RITA representative who told him the employer needs to correct the form.

Trustee Sitterley noted the negotiations with the city of Lancaster continue.

Trustee Kosch stated the township website has information regarding the open Fiscal Officer position if anyone is interested. A resume should be submitted for an interview by Monday, March 16. A special meeting will be held on Wednesday, March 18 regarding this position. It was noted one resume has been submitted thus far.

With no further business to come before the Board, Trustee Kosch made a motion to adjourn; seconded by Trustee Sitterley.

ROLL CALL: Sitterley: Yes Kosch: Yes Cotner: Absent Motion Passed: 2-0

The meeting adjourned at 7:28 p.m.