

RECORD OF PROCEEDINGS

Minutes of

Greenfield Township Trustees

Meeting

March 22, 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 and Lonnie Kosch were present. Kent Searle was absent.

After each trustee reviewed the minutes from the Trustees' Meeting held on March 8, 2023, Trustee Kosch asked if there were any corrections needed. Trustee Cotner made a motion to approve the minutes as written; Trustee Kosch seconded the motion.

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

FROM THE FISCAL OFFICER:

Fiscal Officer Wyne distributed the financial reports.

Trustee Cotner made a motion to pay the bills associated with warrants 35186 through 35214 and Electronic Debits 36-2023 through 40-2023 which are listed on the payment report; seconded by Trustee Kosch.

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

Trustee Dave Cotner made a motion to accept Resolution 2023 03 22 01 that states Be it resolved by the Greenfield Township Board of Trustees to adopt this resolution to create fund 2904 for TIF - Bloom Carroll School District.

Revenue Fund 2904 will receive funds generated by tax revenue for the properties that were assigned in Resolution 2022 12 30 01 which are located within Bloom Carroll School District in Greenfield Township.

Appropriation Fund 2904 will be used from the revenue generated from the property taxes in Fund 2904 for expenditures for public infrastructure improvements that are public purposes.

The TIF fund shall remain in existence so long as the Service Payments and Property Tax Rollback payments are collected and used for Public Infrastructure Improvements.

Once the TIF expires, any money left will be transferred to the General Fund, Fund 1000.

Trustee Lonnie Kosch seconded the motion.

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

Trustee Dave Cotner made a motion to accept Resolution 2023 03 22 02 that states Be it resolved by the Greenfield Township Board of Trustees to adopt this resolution to create fund 2905 for TIF - Liberty Union School District.

Revenue Fund 2905 will receive funds generated by tax revenue for the properties that were assigned in Resolution 2022 12 30 02 which are located within Lancaster School District in Greenfield Township.

Appropriate Fund 2905 will use the revenue generated from the property taxes in Fund 2905 for expenditures for public infrastructure improvements that are a public purpose.

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The TIF fund shall remain in existence so long as the Service Payments and Property Tax Rollback payments are collected and used for Public Infrastructure Improvements.

Once the TIF expires any money left will be transferred to the General Fund, Fund 1000.

Trustee Lonnie Kosch seconded the motion.

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

Trustee Dave Cotner made a motion to accept Resolution 2023 03 22 03 that states Be it resolved by the Greenfield Township Board of Trustees to adopt this resolution to create fund 2906 for TIF - Lancaster School District.

Revenue Fund 2906 will receive funds generated by tax revenue for the properties that were assigned in Resolution 2022 12 30 03 which are located within Lancaster School District in Greenfield Township.

Appropriate Fund 2906 will use the revenue generated from the property taxes in Fund 2906 for expenditures for public infrastructure improvements that are a public purpose.

The TIF fund shall remain in existence so long as the Service Payments and Property Tax Rollback payments are collected and used for Public Infrastructure Improvements.

Once the TIF expires any money left will be transferred to the General Fund, Fund 1000.

Trustee Lonnie Kosch seconded the motion.

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

Trustee Cotner made a motion to approve Resolution 2023 03 22 04 for the following transfer of funds:

\$12,000.00 from fund 2191-220-190-0011 to fund 2191-220-314-0000

Trustee Kosch second the motion.

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

Fiscal Officer Wyne distributed information to each of the Trustees for their review regarding moving money from Vinton County Bank money market account into Star Ohio. She stated she has talked with a couple of Fiscal Officers and they are pleased with their returns. Currently the township is only receiving .08 in interest. On March 21, 2023, Star Ohio was paying 4.84%. Money in Star Ohio is accessible for the township. She advised she has reached out to see if she can get a representative to come in and talk with the Trustees that are interested. Both Trustees indicated that they would like to hear from Star Ohio. Fiscal Officer Wyne also confirmed that all of the money in the money market should be moved to Star Ohio. If money needs to be transferred for a fund, a wiring fee of \$20 will be assessed. Also, there is no fee for early withdrawal, or if the balance falls below a certain dollar amount. As long as the bank account remains open, there are no additional fees.

Fiscal Officer Wyne advised the Board that the Township received a Public Records Request on January 9, 2023 from the office of Vorys, Sater, Seymour and Pease, LLP. This is just a

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reminder that I have been instructed to hold the records as this records request may be voided at this time; she is still holding those records. She advised if she is instructed to send the records there will be a charge for the paperwork. She wanted the Board to be aware of this situation, as the issue of fulfilling public records requests in a timely manner and payment had been cited by the auditors during the last audit.

FLOOR:

Mr. Alan Gummere spoke as a representative of the Hocking Valley Chapter of the Sons of the American Revolution regarding grave markers for those serving in the Revolutionary War. He stated their group has been going through the cemeteries in Licking, Fairfield, Hocking and Perry counties to identify the graves of Revolutionary War patriots. They are currently going through the Greenfield Township cemeteries. He stated there is a DAR placard in the Baugher Cemetery for a Michael Wagner who is Michael Wagner's son, and he would like to get permission to move that placard to the elder Mr. Wagner's (patriot's) grave.

He is also seeking permission to install a sign next to the cemetery sign in each cemetery which cites the Revolutionary War patriots buried in the cemetery. The sign will state the patriot's name, the years born and died; and when the QR code is scanned, it will give the GPS location for that patriot's grave, where he served, what unit he served with, and a brief history of what he did when he was in the military.

Mr. Gummere also stated his group was working on replacing the stone for Michael Wagner, as it is extremely worn and hard to read. He stated the group would order the stone from the VA, who would provide it for free, and they would then install the white marble upright stone. He noted all the other patriots in the cemetery have VA stones.

Both Tom Shafer and Trustee Cotner agreed and approved of this action being taken. Mr. Gummere said he would notify the Township once the signs and stone are received before they start installing them.

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

- The department is patching holes as needed.
- **Bush Hill Drive - Tree Issue:** Tom received a call from this property owner where the backyard butts up to Woodland Heights cemetery. The owner called because there was an old cherry tree leaning. Tom wanted to thank the Fairfield County Engineer's Office and Kevin Rinehart for their work with getting this tree taken care of. He also got the tree that was snagged on Woodland Heights taken care of. He does have some additional clean-up to do there.
- **Softworks Software/Tech Support Purchase:** Tom stated \$1,195 is the annual fee to complete the updates and restore the system if it crashes. This software has not been updated for several months. There is also an additional amount of tech support as follows: four hours for \$395; 10 hours for \$695. Tom recommended the software plus four hours of tech support be purchased; he is very happy with the service provided by

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this company. Trustee Kosch made a motion to purchase the software and four hours of tech support at a cost of \$1,600; Trustee Cotner seconded the motion.

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

Trustee Kosch asked how the records are being backed up currently. Tom stated it is backed up through Google, as well as Norton. He also has a separate hard drive with a flash drive in it, and it is backed up to a specific date. That drive is for everything - cemeteries, culverts, signs, etc. Tom also said Bill Cipparone has the records backed up to an external hard drive, so altogether, the records are backed up four ways.

- Investment/Funding: Tom expressed his concern regarding reinvesting money in CD's that have matured over a two year period, and other accounts, rather than appropriating that money for road funding and road repairs, etc., and not depleting the Road budget. He understands the need for a "rainy day fund"; however, he feels the money needs to be spent on long-needed road repairs and other Road Department needs. He asked for the Board to consider doing something like this in the near future.
- Lamb Road Berm Repair: Trustee Kosch asked if this was going to be repaired. Tom stated this is part of the work the cable company is doing there, and he was instructed by the Fairfield County Engineer's office not to touch it; the cable company will complete the repair.

Trustee Kosch also inquired about the berming on Rainbow Drive - eastern section. Tom stated they had worked on a good portion of Rainbow Drive last fall, and would be doing more this season.

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

- Metro Hotel Development - Settlement Agreement: Tom presented a resolution to the Board sent to him by legal counsel (Vorys) to settle this matter. This would settle the records request issue, Metro's appeal, and states that the legal costs are borne by each party, as incurred.

Trustee Kosch made a motion to approve Resolution 2023 03 22 05 authorizing and adopting the execution of a settlement agreement between Greenfield Township and Metro; Trustee Cotner seconded the motion.

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

After review, Fiscal Officer Wyne also noted that a separate action needed to be taken to appoint Tom as the representative for the Township to sign-off in this matter.

Trustee Cotner made a motion to make Tom Erlenwein the representative for Greenfield Township involved in the Metro case; Trustee Kosch seconded the motion.

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

Fiscal Officer Wyne stated she would leave a signed copy for Tom in the office.

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Trustee Dave Cotner made a motion to accept Resolution 2023 03 22 05 AUTHORIZING THE ADOPTION AND EXECUTION OF A SETTLEMENT

WHEREAS, the Board of Trustees of the Township desires to settle any potential claims associated with the submission of an Application for Zoning Certificate originally received on or as of September 27, 2022; and WHEREAS, the Board believes that it is in the best interest of the Township to enter a Settlement Agreement in substantially the form on file with the Township (the "Agreement").

NOW THEREFORE, be it resolved by the Board of Trustees of Greenfield Township, Fairfield County, Ohio, that: RESOLVED, that the Board hereby approves the form and substance of the Agreement (the "Agreement") currently on file with the Township, together with any such changes therein and amendments thereto not inconsistent with this Resolution and not adverse to the Township. The Board hereby authorizes, empowers, and appoints, on behalf of the Board and the Township, Tom Erlenwein, Zoning Inspector, or his/her designee (collectively, the "Representative,") to negotiate, review, and execute an agreement on behalf of the Township and the Board, substantially consistent with the Agreement, along with any changes or amendments thereto, provided that the approval of those changes and amendments by the Representative and the character of those changes and amendments are not inconsistent with this Resolution or adverse to the Township, and shall be evidenced conclusively by the Representative's execution of an agreement. The aforementioned authority is contingent upon the law firm Vorys, withdrawing a pending public record request dated January 9, 2023.

BE IT FURTHER RESOLVED, that the Board finds and determines that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements.

BE IT FURTHER RESOLVED, that this Resolution shall be in full force and effect immediately upon its adoption.

Trustee Lonnie Kosch seconded the motion and, the roll being called upon the question of adopting the Resolution, the vote resulted as follows:

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

Fiscal Officer Wyne stated she would leave a signed copy for Tom in the office.

Wilson Road - Rezoning Hearing: Tom reported a hearing will be held at the Firehouse on April 18, 2023. He still needs to post the notices, put the ad in the newspaper, and notify the adjacent property owners. He is also waiting on a report from the RPC. The technical review only had one issue, which was upgrading the septic system to support up to 30 employees.

- Fisher Property (Coonpath Road) Demolition Agreement: Tom had emailed all of the information to the Board and Fiscal Officer, and all had concerns about the process with the Land Bank. The main concerns are paying up to \$25,000 to have the property demolished and cleaned up, and not being reimbursed for that money due to the circumstances, i.e. liens on the property; nor owning the property after the action is taken.

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- Definition Updates to Zoning Code: Tom expressed his concern with getting the definition of “accessory structure” updated, and has a call in to counsel to discuss this. He gave an example of a recent request that was denied, and then the person came back at a later time with a different idea of how to circumvent the requirements. Also, the definition of “front yard” needs to be addressed, i.e. which way is the front?
- Renewable Energy Code Updates: The Zoning Commission will be holding a regular meeting after the Wilson Road Hearing on April 18, 2023, and they are almost done with updating this position of the code. Tom will also speak with them about some additional language they may want to add regarding agricultural exemption to give clarity to the code.
- Township Office Lighting Replacement/Energy Study: Approval has been received on the audit application and the rebate incentive. Tom also received information today on additional available funds that could help. He will review that information to find out if it is something that can be used for the township.
- Carroll Eastern - Pet Place: Tom distributed an email to the Board from the owner’s legal counsel with the most recent update.
- Iron Pony Signs: Tom distributed the application from Iron Pony. They have not applied for their corner sign yet. It is non-conforming as it sits right now, and they can apply for a variance at a cost of \$1,200. In reviewing the code and their application, Tom determined that the first wall sign exceeds the appropriate size, so he can either put up a smaller sign or seek a variance for the existing sign. The second and third wall signs are okay, except the code states they must be on opposing road faces; his signs are on the same wall - Coonpath Road side. Tom will be speaking with him about these issues.

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

- Grants: The Safer Grant through FEMA has been submitted. Two different grants have been applied for through the Shriner’s Grant: one for a TIC - Thermal Imaging Camera; and one for an intubation tool for pediatrics.
- Resignation: A letter of resignation has been submitted by Reed Farmer. He is busy with paramedic school and other responsibilities and cannot work the required hours.

Trustee Cotner made a motion to accept the resignation of Reed Farmer, effective immediately; Trustee Kosch seconded the motion.

ROLL CALL: Cotner: Yes Kosch: Yes Motion passed 2-0

- Station Vehicles: Brad reported the Department vehicles are having issues, as follows:
 - Medic 561 - A/C compressor is out; waiting on the part
 - Medic 562 - Going in and out of service; first was a radiator leak; then power steering issues. He gave kudos and thanks to Basil Joint Fire District for the use of their medic while the Greenfield medics were out of service.

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- Engine 561: When the medic was being worked on, the mechanic also looked at the Engine and noticed leaking in the brakes on the truck, so these need to be replaced. Estimated cost is \$5,000; however, the motion should be for \$6,000 to be on the safe side. A quote will be needed, which Brad will get to Dawn tomorrow/end of week. Also, another engine will need to be borrowed while Greenfield's engine is being worked on, as Bloom still has Greenfield's back-up engine.

Trustee Cotner made a motion to approve \$6,000 for replacement of the brakes on the Rescue. Trustee Kosch seconded the motion. The work will be done by Midwest.

ROLL CALL: Cotner: Yes Kosch: Yes Motion passed 2-0

- Software: Brad reported multiple software is being used to complete EMS/Fire Reporting, inspections, recordkeeping, etc. and they are looking for something that can handle all the needs of the Department. Once they find something that will work for them, he will bring the recommendation to the Board. He noted they are holding off since they are in the renewal phase for the Aladtec software. The newer software includes all the needs for reporting on one platform so it can be in one place, with one bill.
- Special Events/Training:
 - Bloom Carroll High School - hands-only CPR training for the freshman class will be held on Monday, March 27, 2023. This typically involves about 150 students.
 - FMC Heart Watch - The AED from the Heart Watch group has been received, and it will be placed at Shirkey's once the electric needs are determined; likely on the front/outside of the building. A heated cabinet provided by the Heart Watch group will house the unit. This will make the AED accessible to the public. Trustee Kosch expressed his concern of damage to the unit since it will be available to the public. Chief Smith stated the units that are already in parks and other public areas have been fine, and studies show that the medical devices are typically not tampered with or damaged.
 - Easter Egg Hunt at Shalom on April 2, 2023
- Inspection: The Department has submitted their recommendations on the Victory Park extended stay facility to the RPC.

FROM THE TRUSTEES:

Tom Shafer stated the Board had not voted on the purchase of the Softworks software and asked for the motion and approval. Trustee Cotner made a motion to pay \$1,650 for the Softworks software for the Road Department; Trustee Kosch seconded the motion.

ROLL CALL: Cotner: Yes Kosch: Yes Motion passed 2-0

Trustee Cotner stated he had been contacted by the Village of Carroll regarding the Civic Center. There are some outlets that are not functioning properly as well as some lights not working. He advised them to have the repairs made and submit the bill to him to bring to the

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Board to determine if anything can be done. He stated he did not make a commitment for the township to pay the bill.

He also raised the issue of Fairfield County conducting mosquito spraying later in the season on the township roads. He suggested Carnes Road would be an area that should be sprayed. Trustee Kosch suggested Havensport Road, and Tom Shafer stated Mt. Zion is also an area that should be sprayed. Trustee Cotner stated the cost is \$75 per mile.

With no further business to be discussed, a motion to adjourn was made by Trustee Cotner; seconded by Trustee Kosch.

ROLL CALL: Cotner: Yes Kosch: Yes Motion passed 2-0

Meeting adjourned at 6:52 p.m.