

## RECORD OF PROCEEDINGS

*Minutes of*

**Greenfield Township Trustees**

*Meeting*

April 12, 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 March 22, 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 Searle: Abstained Motion Passed 2-0

### **FROM THE FISCAL OFFICER:**

Fiscal Officer Wyne distributed the financial reports.

Fiscal Officer Wyne stated that the March 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 35215 through 35245 and Electronic Debits 41-2023 through 51-2023 which are listed on the payment report; seconded by Trustee Cotner.

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

Trustee Kosch made a motion to approve the Purchase Orders, and/or Then and Now Purchase Orders; Trustee Cotner seconded.

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

Trustee Cotner made a motion to approve Resolution 2023 04 12 01 for the following transfer of funds:

\$5,000.00 from fund 2191-220-190-0011 to fund 2191-220-323-0304

Trustee Searle second the motion.

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

Fiscal Officer Wyne stated she is cleaning up payroll and inquired if Anne Darling Cyphert is still helping the Zoning Department? Trustee Searle asked Tom Erlenwein if he is using Anne, to which he responded no. Trustee Cotner stated it doesn't hurt to keep her on payroll, in which Trustee Kosch advised it affects our numbers for insurance purposes, if she is not needed. Trustee Kosch made a motion to remove Anne Darling Cyphert; Trustee Cotner seconded the motion.

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

**FLOOR:** Dee Drake, 4183 Lithopolis Road, was attending the meeting to find out if there is anything that can be done about her noisy neighbors. The Drakes have lived at their address for one and a half years, and the neighbors have built a dirt bike track and ride their bikes anywhere from 4 p.m. until around 8:30 p.m., which makes a tremendous amount of noise. Also, the neighbors operate a business from their home, which causes additional noise from construction/heavy equipment, air guns, etc. She stated her husband had spoken with the neighbor personally regarding this issue, and the response was that they are kids and what do

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you expect them to do. She explained the kids are in their 20's; the parents have created an apartment on the property in their pole barn, and it's a rowdy crowd. She also noted the neighbors then invited more of their friends over to run more motorcycles/dirt bikes to create even more noise. Mr. Drake also noted the heavy equipment used for their construction business, e.g. bobcats and tractors, are run at all hours of the evening, as well as air guns being used, power washing the equipment, etc., causing additional noise. Mr. Drake asked if a construction business is allowed to be run from a residential home. Tom Erlenwein, Zoning Inspector, responded it is not allowed, and has similar complaints he is looking into; however, the other two complaints do not include a dirt bike track component. Tom noted what he heard that he could investigate was the existence of additional living space being added to the pole barn; however, he would need a written complaint in order to follow-up on this. Mr. Drake noted there are two residences there. Mrs. Drake explained her understanding was that they enclosed the garage initially several years ago when the father was living there; he has since passed away; then the family moved into the house, but the apartment in the pole barn was being used by the younger members of the family. There is also an additional apartment in the pole barn for another son who has recently had a baby. Tom stated he would scan the Complaint Form to the Drakes so they could complete and return it, and he can then respond to the written complaint.

The next speaker was Scott Richardson, 4679 Meadow Grove, representative for Greenfield Estates. Mr. Richardson thanked the Greenfield Township Fire Department and Fire Chief for their assistance with getting him into the meeting and also for their assistance with the Greenfield Estates Trick or Treat Event. He also thanked Trustee Cotner for coming to the Greenfield Estates meeting. Trustee Cotner explained they discovered at that meeting that the condition of the roads in Greenfield Estates were not the fault of the township; that the county did not have the accurate specifications when they built the roads; however, the county is not going to repair the roads. Mr. Richardson explained the road work that was done in Greenfield Estates is not finished. The road, all the way to Arrowhead, has not been addressed; also, Harvest Ridge, Sandstone and Ashbury Drive extensions have not been addressed. Trustee Searle confirmed that funds were depleted last year, and the work is not done. Discussion continued as to the funding and timeline situation for having this work done and completed, with the Board noting the Township needed to use the ARP funds and this required a bidding process to hire a contractor. Mr. Richardson stated he would reach out to Tom Shafer, Road Superintendent (who was not in attendance), to discuss further, and would be back in two weeks to attend the next Trustee meeting.

Mr. Richardson also raised the subject of a potential abandoned house on Arrowhead Drive. He had spoken with the county environmental agency, and they recommended he speak with the Board. He explained the house was flooded and the person has abandoned the house. The address is 392 Arrowhead Drive. Trustee Searle explained the township can't do anything about an abandoned house; however, they can take action on a "blighted" house, e.g. one where the home isn't being maintained, the roof is falling in, has been condemned, etc. The Fire Department and Health Department need to work together and come to a consensus that the property is deemed condemned. He stated he could drive by to observe the condition of the house, and asked if the roof was falling in or if windows were broken out; Mr. Richardson stated they were not. Also, no one has been able to speak with the owner, and asked how it would be determined if the basement has black mold due to the flooding. Trustee Kosch stated he had responded to the owner two years ago when she had a complaint regarding the flooding issue - drainage ditch on her property - and she was advised to work through the county - drain

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management. Mr. Richardson reported he understood there was a dumpster brought in to remove everything from the basement, including wet sheetrock. He noted this issue will continue to be investigated, as there was no resolution at this time.

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

- **RPC Hearing - Zoning Amendment:** This hearing was held on April 4, 2023 regarding a request by Adam Delong to change the property to a rural business. This was rejected by the RPC. There is now a Zoning Commission hearing scheduled for April 18, 2023 at 6:00 p.m. regarding an application for conditional use. The address of the property is 4730 Wilson Road. Tom had distributed a presentation Mr. Delong submitted for the Zoning Commission to explain what he intends to do with the property, which is what the RPC had an issue with. It is basically office space for the family business, a construction management firm, including only the home and the barn; there is no construction equipment or construction materials stored there. Trustee Searle noted the RPC only makes a recommendation to the township; the township is not required to follow their recommendation. However, he also noted Mr. Delong did not have a development plan for the property/conditional use, so it was unlikely that the Zoning Commission would approve the conditional use without a development plan. Trustee Cotner noted they were not wanting to build anything else, but want to be able to continue to conduct their business there. Tom noted the RPC had not reviewed the presentation, which is likely why they were concerned about the usage of the property.
- **Board of Zoning Appeals Hearing - Iron Pony Signage Variance:** Tom reported this variance hearing is scheduled for April 20, 2023 at 6:00 p.m. regarding both their wall signs and monument sign on the corner of the property being out of compliance. Trustee Searle asked that Tom post the zoning signs prior to the hearing; he stated he would. Tom reported the public notices had been posted at all of the standard locations.
- **Public Complaints:**
  - 4123 Election House Road: Tom reported there was a second notice on this property. A certified letter will be mailed to them tomorrow. A notice was sent to them last July regarding operating a business outside the code on the property.
  - 5458 Carroll Northern Road NW: A first notice will be sent to this address, also regarding a construction business being operated out of a home.
  - 4183 Lithopolis Road: This complaint regarding a motorcycle racetrack being run next to a home was heard from the floor earlier.

Tom explained he had consulted legal counsel about these complaints in order to determine what the actionable items are on these issues under the ORC (Ohio Revised Code).

- **South Central Incentive Update:** Tom reported that Eversole Builders had provided a nice set of CAD drawings for the township building for this project. The engineering study will be completed by the end of next week, and Tom will be setting up a meeting with South Central. Trustee Searle said he would meet with them, along with Tom. The

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reimbursement will be for fifty percent of the lighting materials cost, up to a specific amount, and fifty percent of the study cost.

- **Zoning Application Status:** There are currently seven open applications; two are pool permits; the other five are building permits.
- **iWorQ Software Package:** Fiscal Officer Wyne stated that the township has received an invoice from iWorQ (CDP-Community Development Package - Includes Permit Management and Code Enforcement) for the period of May 2023 through April 2024 with a cost of \$1,900.00. She advised that the last two Zoning Inspectors only used it as a data program. She advised that if that is all it is going to be used for then a spreadsheet could be created to do that and it would save the township \$1,900.00 a year. Tom Erlenwein advised he is not using the program, and it would require entering all the data that is currently located in the paper files in the office. Then, the zoning information would need to be entered as zoning business and issues arise. He stated he primarily uses the Fairfield County Auditor's website and an excel spreadsheet in the office, along with the paper files that have been created over the years, for record keeping.

Trustee Cotner made a motion to discontinue using the iWorQ system internet software management support; Trust Kosch seconded the motion.

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

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

- **Station Vehicles:** Both medics are back in service. The Department still has Medic 611 from Basil just in case; however, that will be exchanged with their engine so the Greenfield engine can get rear brakes installed, as well as having annual service completed.
- **Software:** The Department is still researching various vendors in order to consolidate software. Also, the county had invested in Tyler Technology which is a platform for the 911 database, so the Department is working on continuing to update and build that database, and it will roll out on June 20, 2023. It will be for the 911 dispatchers, as well as the court system. It is an extensive software and should be very beneficial for response times and getting the appropriate vehicles out on runs.
- **Special Events/Training:**
  - Bloom Carroll High School - Hands-only CPR training was conducted for the freshman class - 181 students.
  - AED to be installed at Shirkey's Pizza: This is in process and a PR event will be held once this is ready for use. This will be posted at their main entrance and will be available for anyone who needs to use it.
- **Easter Egg Events:** There was an event held at Shalom Church, and also at the Fire Department. Carroll Business Association assisted with the Fire Department Easter egg hunt.

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- **Inspection/New Development:** Chief Smith attended a meeting last Thursday regarding the extended stay hotel. He stated the general contractor is working well with the Department and the county on what is needed. There may be some potential changes planned in order to accommodate the safety concerns of the Department and being able to respond with the larger fire truck.
- **Full-Time and Part-Time Candidates:** Interviews will be held next week for both full-time and part-time firefighters.
- **Station Generator:** Chief Smith reiterated thanks to Brad Hutchison for allowing the Department to use his generator until the new station generator is installed, as the last two storms could have taken out the power at the station.

Someone asked if the stop-the-bleed training was done at the high school. Chief Smith responded that the CPR training was done initially, as well as the tourniquet and AED training. He noted all the classrooms have tourniquets, the students have the awareness of how to apply them, if needed.

Trustee Searle inquired as to the issue with borrowing an engine while the Department engine receives maintenance, and how long this may continue. Chief Smith stated Bloom has had the borrowed engine for over a year, and they have gotten approval to purchase a new engine; however, that build time is approximately one and a half years. They will likely be returning the engine to Greenfield, and looking to borrow from another Department. Chief Smith added that Bloom is keeping up the service and maintenance on the truck while they are using it. It is a 30 year old truck with approximately 40,000 miles on it.

Trustee Kosch also asked about the new development and any potential issues if there was a fire. Chief Smith reported he had reached out to the Village at the second meeting to get their blueprints so he can review them. He also talked to the Fairfield County Water district to discuss their plan, and they have a good quality plan for hydrants in that development. There will be large water lines coming in, but they will also be tying in to the Village. Trustee Kosch specifically asked about any strain on the schools, and Chief Smith stated he shared those concerns. The Village will eventually need to update to bigger pipes and better quality pipes. It will likely be a federal government and/or grant situation in order to get this infrastructure paid for, as the Village cannot pay for it.

**ROAD AND CEMETERY DEPARTMENT BUSINESS:** Tom Shafer, Road & Cemetery Superintendent, was not in attendance, but had provided an email report to the Board. Lonnie Kosch, Board President, presented the following issues on Tom's behalf:

- **Burchee Road - Sinkhole:** This sinkhole is on a tile, 1000 feet south of Pleasantville Road. Tom has had it located and is preparing to dig on Monday.
- **Tree Clean-up:**  
Brook Road - a cherry tree was cleaned up from the recent storm. It was on the north edge of Baugher Cemetery - west side of the road.  
Stringtown Road - A pine tree has fallen approximately 700 feet north of Marquette Road in front of Bob Paulus' house. It is off the right of way.

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- **Ferris Zero Turn Mower Replacement:** The engine in the mower is shot. It is a Briggs and Stratton engine. They have taken it apart. Tom has spoken with the dealer, who said these typically are taken out of service at around 1,000 hours, and this mower has 1,400 hours on it. He would like to replace it with a Kawasaki engine, which would cost approximately \$2-3,000. Tom is getting information to bring to the next meeting.
- **Paver Rental:** Tom wants to rent a paver to complete scratch coating and level coating. This would require 200-300 tons of blacktop at approximately \$89/ton. He also asked Trustee Kosch if he would be able to run a roller to assist on this project; he agreed that he could.
- **Salt Bid:** All of the salt has been received for this year. Tom will bring paperwork to the next meeting regarding the ODOT salt contract for 2023-2024. He anticipates needing 250 tons of salt on the new contract.
- **Carroll Knolls - Water Blockage Issue:** Tom had scoped this tile previously. Now, the neighbors are complaining about water in their yard during the last rain. Trustee Kosch checked with other townships on how they are handling these types of issues. Violet Township will replace the pipe; however, the landowner must pay for it. Trustee Cotner stated he knows the person who owns the property, and he is in the process of getting the equipment to replace the pipe on the property under his driveway, which will alleviate all of these problems with the water. Trustee Kosch had also spoken with the county, and they have a letter they send to the property owner to address the issue. They have a specific amount of time to remedy the situation. If they do not do it within that time frame, the Prosecutor's Office sends a letter with a specific time frame; then, if it is not remedied, then the Township will go in and fix it. However, if the Township completes the work, there will be a lien against their taxes to repay the Township. The cost is submitted to the county Auditor by the township to have the lien assessed on the taxes.

### **FROM THE TRUSTEES:**

Trustee Searle asked where things stand with the 1425 Coonpath Road property. This issue had been tabled. Trustee Cotner and Fiscal Officer Wyne noted the township would lose approximately \$25,000, according to the Land Bank contract that was sent to the Township. The state of Ohio (Medicaid)/the nursing home, would be the first to receive the money. Also, it was noted the taxes are still being paid on the property, and the township had received \$500 back, with the other \$250 anticipated to be received. The property cannot be used as a fire training opportunity, as it requires the owner's permission.

Trustee Searle noted he will be attending the Fairfield County Strategic Planning meeting on April 18, 2023, as he is on the steering committee.

Trustee Kosch reported he had attended the recent County Health Department meeting, and they are going to be increasing their fee to the township significantly - \$40,000. Other townships are also having an increase in their fee.

Trustee Cotner stated he wanted to give kudos to the Fire Department and all those who were called and working during the recent night when it stormed. He stated he pulled two trees off of Brook Road. Also, Tom Shafer was out working, and Trustee Cotner also spoke with Chief

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Smith several times that night. The Fire Department was out blocking off roads. He expressed his appreciation for all who were doing everything they could to keep people safe that night. Chief Smith confirmed there were several trees down, e.g. on Rainbow Drive, Coonpath Road, Brook Road, Carroll Southern and Election House Road. He also stated they are not able to remove trees from electric lines; South Central Power Company responds to those issues.

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 7:02 p.m.