

RECORD OF PROCEEDINGS

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

April 27, 2022 - 6:00 PM

The Greenfield Township Trustees met in regular session at the firehouse. Trustee Searle called the meeting to order, and requested that everyone remain standing after the Pledge of Allegiance for a moment of silence in memory of former Fire Chief, Terry Morris, who passed away on April 19, 2022. Kent Searle, Lonnie Kosch and Dave Cotner were present.

FLOOR:

At this time, Trustee Searle noted that the meeting would begin with comments from the Floor. He asked all who wished to speak to be sure they had signed in. He also asked the participants to keep their comments to two to three minutes, in order to provide time for everyone to speak. Each participant was asked to state their name and address for the minutes.

The first presenters were Don Steen and Walter Beatty. Mr. Beatty stated his address as 1495 Lancaster-Kirkersville Road. He is in attendance regarding Rolling Hills Storage and to present the updated plans with the fence and trees, as requested at the last Greenfield Board of Trustees meeting. Mr. Beatty noted the plans were color-coded with red to show the existing fence; blue to show the new fence; green to show the trees that were requested to be planted.

Trustee Cotner stated he had been to the storage facility a few times since the last meeting and said the existing fence is basically a chicken wire-type fence. Mr. Steen stated it was a six-foot horse fence. Trustee Cotner suggested he'd like to see a privacy fence so people cannot see through the fence. Mr. Beatty asked if that was part of the code. Trustee Searle stated the development plan, while not following the zoning code completely, gives the Board and the Zoning Commission some liberty in what they may require. He also noted there are deed restrictions for the neighborhood, and although the storage unit is not technically in the neighborhood, it abuts the neighborhood. The residents are required via deed restriction to use fence materials other than metal or chain link; they must use wood, stone or brick. Trustee Searle stated that Mr. Beatty should meet that standard and install something equivalent to that type of fence. Mr. Beatty asked if he is required to amend the plans to state a privacy fence will be installed and only along the border of River Valley.

Lengthy discussion was held concerning the six-foot wooden privacy fence that needs to be installed along Mr. Beatty's property in order to separate the storage facility property from the neighborhood property. Mr. Beatty asked if agreeing to install this fence would be a contingency of approval. Trustee Searle replied it would not be a contingency of approval. A motion would need to be made by the Board to accept the plan as presented and amended, and it would require a majority vote of the Board. Trustee Searle noted a fair timeline of when the fence will be installed should also be discussed. He also noted the comments from the residents strongly suggested they

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want to see a privacy fence or some type of fence installed. Mr. Beatty amended the proposed plans as presented, to include the six-foot wooden privacy fence as requested by the Board, and he returned those plans to the Board during the meeting. Further discussion determined the deadline for having the fence installed will be one year from today.

At this time, presenters heard from the floor were as follows:

Tom James had signed in but did not wish to speak.

Kelli Prinz, 2117 Lavender Street. Ms. Prinz stated she appreciated the fencing information. Because the storage facility is in the subdivision, and next to the elementary school, the standards are higher; the residents want the appearance to be cohesive. The other issue with wanting the privacy fence is due to the public urination that has been observed. She noted this is indecent exposure, especially being next to the elementary school. An additional issue is safety, due to having only one road in and out of the facility. She would like to see an additional road built for any emergencies. The lack of trust from the beginning of this project, and the safety issue are her main concerns.

The next presenter was Becky Tener, 512 Mand Avenue. She noted the appearance of the facility is fine; however, her understanding was that there were only supposed to be four buildings built, and there were seven buildings built. She feels the growth of the facility, even with the privacy fencing, is too much. She noted there was a lot of traffic in the neighborhood when she went to check out the facility, and felt there should be another road in and out of the facility from the other end.

The next presenter was Diane Burnside who resides on Quail Meadows in the River Valley Highlands. Ms. Burnside stated she had reviewed the minutes of the Board of Trustees meeting from December 11, 2018. At this meeting, Mr. Beatty stated he would speak the truth, and nothing but the truth. He was requesting the rezoning of his property to set-up the storage units. He stated he had spoken to many neighbors who were happy with the rezoning. Ms. Burnside stated it was not on the neighborhood radar of what was happening to a city property. She went on to state that some of the issues at the meeting include the fact that River Valley Highlands was a residential area, and they were concerned about the water and the sewage. Mr. Beatty indicated he was working with the city to get water and sewage to the facility, but that did not occur. She also pointed out he was only originally approved for four buildings; but he built seven. She questioned whether Mr. Beatty would be required to put sprinklers in those buildings. She also noted that at the time, River Valley Highlands had stopped building at that time; however, the building of the neighborhood is continuing, and more families are going to be dealing with the storage unit issues. She also questioned the sign that was posted regarding a "hearing", which would indicate that notices were to be sent to the property owners whose property abuts against it, and the property owners

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across the street, and an ad would be posted in the local paper. She suggested that a hearing sign shouldn't be posted, but it should be a meeting sign. Ms. Burnside stated that Mr. Beatty attended the Board meeting on March 9, 2022 and presented his plans, but no changes to the plans have been seen. Ms. Burnside quoted the RPC guidelines as no changes, erasures, modifications or revisions shall be made in any plat of a subdivision after approval has been given. She questioned what the recourse was for Mr. Beatty building outside of his original building permit. Trustee Cotner stated his understanding was that Mr. Beatty had gone to Fairfield County to get approved for the buildings, and did not think he needed to come to the Township to obtain a permit. Once he found out he needed to get a permit, he was required to pay for each additional square foot of building. Trustee Cotner clarified that this was not a fine, but rather the cost that Mr. Beatty should have paid at the beginning of his project.

Ms. Burnside also noted the cut in the apron and a security gate at the entrance to the storage facility. She stated there were transient people just walking around in the facility, and at one time, there was someone living in a storage unit until they were evicted. She also noted a business was being run out of one of the storage units. Mr. Steen responded that these were false statements; the units were monitored everyday by Mr. Steen and Mr. Beatty. He noted there are 26 cameras throughout the facility. He noted all patrons pass through the gate and use the electronic locks. It lets them know when someone opens their unit and when it's closed. Mr. Steen stated he goes to the facility at any time when he needs to make a security check. Ms. Burnside stated she felt law enforcement should be called when there was a security question so that there would be a paper trail. Mr. Steen stated that nothing was occurring when he went to check any potential activity. Discussion continued between Ms. Burnside and Mr. Steen as to the number of buildings and storage units that were proposed, and then built. Ms. Burnside stated she does not have faith that the building requirements will be adhered to going forward.

She went on to ask who is responsible for maintaining the piece of road before it touches the city street. Trustee Searle stated the city of Lancaster owns the piece of road from the storage facility to the township line; the remainder of that road is owned by Greenfield Township. Ms. Burnside pointed out that Mr. Beatty said he would pay \$1 per year over a ten-year period to maintain that road. Trustee Searle noted there was some discussion as to this statement; however, it was determined that Greenfield Township was required by law to maintain the road. He noted if Mr. Beatty chose to clear the snow or maintain the road, that was his choice, but he was not asked by the Township to do so. Ms. Burnside stated her understanding per the city of Lancaster was that a private citizen cannot attach to a city street. She went on to state that the Greenfield Township Zoning Officer had told her that Mr. Beatty was responsible for that street; however, it was determined that this was not the case. Trustee Searle noted there was some confusion from the beginning of the project due to all the things that were being looked at.

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Ms. Burnside also stated she was still concerned about the water sprinkler situation; that she felt the storage facility was a bad fit. She noted the new homes being built would be \$300,000 homes, and the storage unit will bring more activity that the residents will be able to see. She stated the residents choose to live there and abide by the HOA regulations; when someone else comes and attaches to the neighborhood and is not required to abide by those regulations, it is a concern for the property values.

The next presenter was Ben Elbert, 2101 Greencrest Way. He noted his property adjoined the storage facility property. He expressed his appreciation for the Trustees going to the facility to observe the situation and the recommendation regarding the fence. He asked for clarification on the fencing requirement and materials, and asked that it be at least a six-foot, possibly up to an eight foot fence. He noted from his patio and stairs, he can easily see over the fence. He also asked Mr. Beatty whether the plan for the new building will have any openings facing toward his property; Mr. Beatty stated it would not. Mr. Elbert also asked the Township whether the current approval would allow Mr. Beatty to do or build anything further if he did not build a building, or would it stay as a dirt lot and be unused for business. Trustee Kosch stated it would remain as a dirt lot. Mr. Elbert stated he had heard it could potentially be used for boat and/or RV storage, and he was asking if it was going to be developed, that it not be used for that purpose; he would prefer to see another building instead. He also expressed his appreciation for Mr. Beatty and Mr. Steen trying to work with the Township; and to the Township for considering the desires of the residents to keep the privacy of the neighborhood intact.

Discussion continued regarding the lot that may or may not be developed; if it is not developed based on the current plans, an amendment would need to be approved in order to develop that lot. Trustee Searle noted that because it is a PRB, it is subject to approved development plans.

Trustee Searle stated several people have spoken over the past two meetings. He noted that Mr. Beatty and Mr. Steen were the only persons in favor of the additional building taking place. He also noted in the PRB original development plan, the Regional Planning Commission recommended disapproval of this being a PRB.

Trustee Kosch suggested checking with the prosecutor to determine whether the vacant lot that was discussed must be designated on the plan as an undeveloped lot, if there was not a structure there; if the plan was denied. Trustee Searle stated the plan that was previously approved would still be in effect, which would mean no parking lot could be built.

Mr. Beatty noted he spent nearly two years working with different municipalities - the city of Lancaster, Greenfield Township, Regional Planning, and the county, jumping through all the hoops, and working with the zoning guy, and rezoning for the entire site for a storage facility - all 2.4 acres. He stated he has spent millions to have the zoning

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for the PRB for the storage facility, which includes the extra lot. Trustee Searle stated the property is zoned as a PRB; the approved development plan is for storage units, as Mr. Beatty stated originally. There is nothing that gives the right to expand in the future. An approved development plan from the Township is needed to expand.

Don Steen, 1493 Lancaster-Kirkersville Road, explained that the storage unit was built for Dominion Homes customers, so they would have a place to store materials, extra cars, RV's, boats, etc. He stated the customers told them they didn't realize the storage unit was there until they were looking for a storage unit. He also noted of the four closest neighbors, three of them are customers, and they like the facility. He stated they maintain the facility the best they can; there is a lot of security, and they watch the security cameras through the facility.

Thomas Stoughton, 1424 Wheeling Road, was the next speaker. Mr. Stoughton explained he is a member of Lancaster City Council, as well as three others who were in attendance. He thanked the Board for having an open meeting for discussion on this issue. Mr. Stoughton respectfully suggested that the Board get all requirements clarified and included on the development plan in question so there is no ambiguity to it going forward. He thanked the Board for the opportunity to speak.

Discussion continued with Trustee Searle noting the requirement for the buildings to be 15 feet from the property line, rather than 10 feet, which is what is on the current plan. This would be for the front and the back. He noted the zoning code had changed in August 2018. Mr. Beatty stated he was not aware of this change. Mr. Steen noted there had been discussion, but there were different distances discussed, i.e. 10 feet vs. 20 feet, possibly 15 feet.

Mr. Beatty asked for clarification on what needs to be included on the plan for the fence. Ms. Burnside inquired whether sprinklers are required. Chief Smith noted the facility does not meet the size requirement for sprinklers. Trustee Searle stated a drawing or picture of the fence, being at least six feet in height, needs to be attached to the plan.

Trustee Searle stated this issue would be tabled until the next meeting, once the fencing details, including a picture or drawing, are received. The fence will need to be at least six feet tall. Mr. Elbert asked when the fence would be required to be installed. Trustee Cotner stated this would be required within one year of when the permit is issued.

REGULAR BUSINESS:

After each trustee reviewed the minutes from the Trustees' Meeting held on April 13, 2022, Trustee Searle asked if there were any changes to the minutes. Trustee Cotner made a motion to approve the minutes as written; Trustee Kosch seconded the motion.

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

After each trustee reviewed the minutes from the Special Trustees' Meeting held on April 20, 2022 for the purpose of getting a legal opinion about short term disability, Trustee Searle asked if there were any changes to the minutes. Trustee Cotner made a motion to approve the minutes as written; Trustee Kosch seconded the motion.

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

After each trustee reviewed the minutes from the Special Trustees' Meeting held on April 25, 2022 for the purpose of discussion regarding hiring part time Road personnel, Trustee Searle asked if there were any changes to the minutes. Trustee Cotner made a motion to approve the minutes as written; Trustee Kosch seconded the motion.

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

FROM THE FISCAL OFFICER:

Fiscal Officer Wyne distributed financial reports.

Fiscal Office Wyne stated that Crissy with Webchick had to renew the Township domain name with Doster due to the website being down. She used her personal credit card to pay for this in order to get the website up and running. She had left a voice message, and also sent an email advising what she did. The renewal period is for five years; however, with her renewing it in this manner, the Township was charged tax (\$6.75). Trustee Searle made a motion to pay the \$6.75 that was incurred on this purchase; Trustee Cotner seconded the motion.

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

Trustee Kosch made a motion to pay the bills associated with warrants 34625 through 34707 and Electronic Debits 51-2022 through 57-2022 which are listed on the payment report; seconded by Trustee Cotner.

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

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

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

Fiscal Officer Wyne wanted to advise the Board that Jane is permitted to work up to 18 hours a week; however due to working on minutes she went over by a half-hour. Discussion continued as to how many hours are required or needed to complete the work. Fiscal Officer Wyne noted when there are longer Trustee meeting minutes to be transcribed, this will require more work hours. Trustee Kosch suggested the hours will be worked "as needed". Fiscal Officer Wyne stated 18 hours, up to 20 hours, as needed, would be satisfactory. The Board was in agreement with this amount of hours.

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Fiscal Officer Wyne noted she will bring it to the Board's attention when the work hours reach this level.

Fiscal Officer Wyne stated that when Caitlin was hired, her position description and the minutes stated she would work four days per week, at least two hours a day; with two of the days being evening hours, and could work up to 15 hours a week. Discussion continued as to the current work hours/days: Tuesday morning, 9 a.m. to noon; Wednesday afternoon: 3 - 6 p.m. (plus Trustee Meetings two times per month); and Thursday morning, 9 a.m. to noon. This is the schedule Ms. Barbee has been keeping since the first of the year. Fiscal Officer Wyne asked that the position description (PD) be updated to reflect the current schedule, and a motion is needed to approve this. Trustee Cotner made a motion for the Zoning Inspector's schedule to be Tuesday morning, Wednesday evening, and Thursday morning, three days per week, up to 15 hours per week. Trustee Searle seconded the motion.

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

Fiscal Officer reminded the Board that Fairfield County's OTA meeting is Thursday, April 28, 2022 at 6:00 p.m. at 138 West Chestnut Street in Lancaster. Trustees Kosch and Searle plan to attend.

ZONING DEPARTMENT BUSINESS: Caitlin Barbee, Zoning Inspector, presented the following items:

Minutes Correction re: Junk Cars Resolution: Ms. Barbee noted a correction is needed on the April 13, 2022 Trustee Meeting minutes. The address in the junk cars report is written as Lancaster-Fairfield Road; it should be Lancaster-Kirkersville Road. Trustee Cotner made a motion to make this change to the minutes. Trustee Searle seconded the motion.

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

Fiscal Officer Wyne noted this change will be made before these minutes are posted on the Township website.

Junk Cars Resolution: Ms. Barbee reported this resolution, along with the photos, has been sent to Brosious to make sure it is complete. The Board had given authorization for Brosious to conduct the title search.

Pleasantville Road Issue: Ms. Barbee has sent the photos and information on this complaint to Brosious for their review. Trustee Searle noted the Township had been through the abatement of trash process in the past, with Brosious' assistance. Caitlin stated she had found the paperwork from the prior issue, so she has that information to refer to. The ORC statutes regarding the abatement of trash need to be specifically followed.

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IworQ Software: Ms. Barbee reported she had had Zoom calls with the vendor for training on this software, and at this time, she feels the software could be used going forward.

Trustee Searle made a motion to approve up to \$2,000 for the renewal of the IworQ software. It was determined that Caitlin should request this approval each time/each year the renewal is needed. Trustee Kosch seconded the motion.

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

Fisher Property: Trustee Cotner noted he had tried to reach Mrs Fisher. He suggested another letter be sent to her and give her ten days to respond. There will be movement on this issue if no response is received.

Trustee Searle inquired about a building permit for the Foster family. They had paid for a permit two years ago; however, due to COVID, they had not built, and just began building recently. Caitlin had done an inspection and everything is exactly the same as in the original building permit.

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

Salt Contract: Tom reported the salt order fulfillment from last year was halted last week; he was allowed up to 110 percent. He took a little more than the original 125 ton allotment, so 150 tons was received. The bill hasn't been received yet.

Berming Project: Tom reported he had started this project last week. He thanked Trustee Kosch for his assistance with pitching-in in recent weeks to get work done.

Summer Paving Program/Summer Work Preparation: Tom has not had any updates on this project from Eric McCrady, Fairfield County Engineer's Office. We are waiting to hear when things will be moving forward.

Tom reported he will be putting the rotary ditching head on the road mower this spring/early summer. He got it out and has been checking on it before installing it. He has also been to the firehouse to check on the seasonal items, such as tractors. Oil changes will need to be done.

Computer Issues Update/Bills To Be Paid: Tom reported the computer issues have been resolved and all the data has been updated and backed-up. Steve Miller of Softworks took care of it, and he was very generous with the bill. The total amount of the invoice was \$3,555; the original price was \$8,000. Steve and his wife, Kim, who works in tech support, verified that the nine files that were missing were maliciously deleted. This included the road inventory, sign inventory, culvert, timesheet and others. Steve and Kim were able to restore all of the files. Discussion continued regarding

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some other laptops that were found that were old; it was unknown who they had belonged to at the township. Fiscal Officer Wyne will be reviewing these to determine if there is any information that she needs from these hard drives; then, they will be destroyed. Once all this has taken place, the server will be completely disconnected from any township computers. Bill Cipparone, IT Consultant, will complete the remainder of this project.

Trustee Cotner made a motion to pay Softworks \$3,555 for IT work; Trustee Kosch seconded the motion.

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

Tom also presented a bill for shop and office supplies. Discussion continued as to the amount of supplies ordered and the frequency of ordering. He typically orders these types of things in bulk. Fiscal Officer Wyne suggested a purchase order should be brought to the Board for approval when purchasing the items in this manner. The purchase order should be for the actual purchase amount, per the invoice.

Trustee Cotner made a motion to approve payment to Resource Unlimited for \$1,786.90; Trustee Searle seconded the motion.

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

Part-Time Road Employees: Tom reported he had received a letter of interest from Jim Reinschild for part-time work. Scott Shepherd turned in his letter of interest today, and got his application packet. Tom Belcher is going to be picking up a packet, as well. Once all satisfactory drug tests and driver's license checks are received, a decision can be made on hiring. Fiscal Officer Wyne will advise the Board when all the results have been received, and a special meeting will be held to make a decision on hiring two of the three applicants.

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

Resignations: Chief Smith reported on the following resignations from part-time firefighters:

Isaac Fullerton, effective 4/27/22. Trustee Cotner moved and Trustee Kosch seconded the motion to accept the resignation.

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

Scott Hite and Nick Reis, both effective May 1, 2022.

Trustee Searle moved to accept the resignation of Scott Hite and Nick Reis, effective May 1, 2022; Trustee Cotner seconded the motion.

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

Adam Warrix, effective April 27, 2022. Trustee Searle moved and Trustee Cotner seconded the motion to accept Adam Warrix' resignation, effective April 27, 2022.

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

Chief Smith explained various reasons for the resignations, including a move out of town, as well as firefighters wishing to spend more time with family.

With these resignations, the part-time firefighter roster will be at 28-30.

Hose Tester Purchase with Basil Joint Fire District: Trustee Searle is awaiting a response from the prosecutor's office on this matter.

Station Generator Purchase: Chief Smith reported a second quote was requested from the second vendor. The first quote was for \$42,815. He suggested an amount of \$45,000 could be approved and once the second quote is received, the purchase and process could begin. This is for a new generator, 45 kilowatts, including installation. They run on natural gas.

Discussion continued as to the process of obtaining three quotes for the generators. Fiscal Officer Wyne suggested getting a cost from the state contract, and then a special meeting can be held to approve the purchase.

Medics 561 and 562: Medic 561 is back in full service. Medic 562 is having a power steering issue and is back at Midwest Towing for service.

Garage Door Replacement: Chief Smith has spoken to three vendors, and all three recommend he use Precision Door, who gave the original quote. Atwood Door said they would be busy and not able to do the job; Schoff said their quote would be higher than the others.

The cost for the three panels would be \$3,480; for the whole door, the cost is \$6,250 for the Bay Three door.

Trustee Cotner made a motion to approve \$6,300 for the purchase of overhead doors for the Fire Department; Trustee Searle seconded the motion.

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

Fiscal Officer Wyne asked Chief Smith to send the details regarding the purchase of the new door to her.

FMC Community Heart Watch CPR Trailer Ribbon Cutting: This event will take place on Thursday, April 28, 2022 at 12:00 p.m. at the Firehouse. The media and FMC representatives will be in attendance. The trailer will be used to take to various events to teach people how to do hands-only CPR.

Career Center Security Updates: Chief Smith reported he and Lt. Reaves have been working with the Career Center to label the building more appropriately in case of an emergency. This will be actual labeling on the windows.

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Trustee Searle commended the Department for an excellent job on the funeral for former Fire Chief Terry Morris on April 26, 2022.

New Medic Purchase: Chief Smith reported the sales representative is generating a contract to be sent to him. It will have the agreed-upon amount so the price will be locked in. Once he receives it, he will email it to the Board for review. Trustee Cotner asked if the new medic will be diesel. Discussion continued on the advantages and disadvantages of diesel vs. gas. Fiscal Officer Wyne asked that the contract be sent to her so she and Amy can review it.

FROM THE TRUSTEES:

Trustee Searle raised the issue of a request from Darrell Fitzpatrick regarding parking his car at the township property. Discussion continued regarding any liability, a hold harmless agreement, and insurance questions.

Also, the health department emailed to ask if the township is interested in mosquito control. After discussion, the Board determined they were not interested.

Trustee Searle brought two resolutions to the Board:

The first is regarding the OneOhio Region 18 Governance Structure under the OneOhio Memorandum of Understanding. The resolution was approved at the last meeting regarding the Ohio Opioid Settlement. It involves seven counties, and Greenfield Township determined we did not have an interest in running this. However, it did not include the names of the individuals who will be responsible. The following names have been added:

Jeffrey Fix, Fairfield County Commissioner
Char Fisher, Mayor of Village of Amanda
Stephanie Hall, Law Director, City of Lancaster
Darren Meade, Solicitor, Village of Sugar Grove
Darrin Munhollen, Violet Township Trustee

Fairfield County is one of seven counties that will receive money from the Ohio Opioid Settlement to help with opioid addiction in some fashion. Trustee Searle made a motion to rescind the resolution from last meeting. Trustee Kosch seconded the motion.
ROLL CALL: Cotner: Yes Kosch: Yes Searle: Yes Motion passed 3-0

RESOLUTION No. 2022 04 27 01

Resolution Approving Participation in the OneOhio Region 18 Governance Structure Under The OneOhio Memorandum of Understanding

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It was moved by Trustee Searle and seconded by Trustee Kosch that the following Resolution be adopted:

WHEREAS, Greenfield Township (“Jurisdiction”), is a Local Government in Fairfield County, Ohio that has adopted and approved The OneOhio Memorandum of Understanding (“The Memorandum”), attached hereto as Exhibit A, which establishes a mechanism to disburse settlement proceeds from opioid litigation (“Opioid Funds”) into Ohio’s communities to help abate the opioid crisis, including allocation of Opioid Funds to Regions through a statewide Foundation Board; and

WHEREAS, this Jurisdiction is in Region 18 under The Memorandum, which is comprised of

Delaware, Fairfield, Knox, Licking, Marion, Morrow and Union counties; and

WHEREAS, pursuant to The Memorandum, Section D.2: “Each Region shall create their own

governance structure so it ensures all Local Governments have input and equitable representation regarding regional decisions including representation on the board and selection of projects to be funded from the region’s Regional Share....Regions shall have the responsibility to make submissions regarding the allocation of funds to projects that will equitably serve the needs of the entire Region”; and

WHEREAS, it is found that the Region 18 governance structure outlined below ensures that all

Local Governments in the Region have input and equitable representation regarding regional decisions under The Memorandum; and

WHEREAS, the formation of the Region 18 governance structure is of immediate importance to

the communities in Region 18, so that imminent Settlement Proceeds committed to the State of Ohio to be distributed per The Memorandum can be disbursed to help abate the Opioid crisis.

NOW THEREFORE, BE IT RESOLVED, by this Jurisdiction that:

Section 1. This Jurisdiction hereby approves participation in the Region 18 governance structure

under The OneOhio Memorandum of Understanding (“The Memorandum”) as follows:

A. The OneOhio Region 18 governance structure will be comprised of a Board of seven members, consisting of one member from each of the seven counties in Region 18:

1. Delaware
2. Fairfield
3. Knox
4. Licking
5. Marion
6. Morrow
7. Union

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and such other members as are unanimously approved by the Region 18 Board members

from time-to-time.

B. The Local Governments in each of these respective counties may select a person or committee to make determinations as to their county’s participation and vote as to Region

18 matters, such as:

- 1. appointing their county’s representative to the Region 18 Board;
- 2. adopting or amending Region 18 bylaws, regulations, rules and policies;
- 3. selecting Region 18’s member on the OneOhio Recovery Foundation, Inc. board (“Foundation Board”) under Section D.4. of The Memorandum;
- 4. evaluating and making submissions regarding the allocation of Regional funds throughout the Region;
- 5. engaging experts, counsel, consultants and vendors as appropriate for these purposes; and
- 6. taking other actions consistent with Section D.2 of The Memorandum.

C. This Jurisdiction hereby approves and authorizes the following committee to make determinations in Section 1.B. of this Resolution on behalf of all Local Governments in Fairfield

County, consistent with Section D.2 of The Memorandum:

Name: Title:

- Jeffrey Fix Fairfield County Commissioner
- Char Fisher Mayor, Village of Amanda
- Stephanie Hall Law Director, City of Lancaster
- Darren Meade Solicitor, Village of Sugar Grove
- Darrin Monhollen Violet Township Trustee

Section 3. It is found and determined that all formal actions of this legislative body relating to the adoption of this Resolution were adopted in an open meeting, and that all deliberations that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements.

Section 4. This Resolution is hereby declared to be an emergency measure, necessary for the preservation of the public peace, health, welfare and safety. The reason for the emergency is to ensure prompt pursuit of funds to assist in abating the opioid epidemic throughout Ohio.

Vote (indicate yes; no):

- David Cotner - yes
- Lonnie Kosch - yes
- Kent Searle - yes

CERTIFICATION:

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I hereby certify that the foregoing is a true and accurate copy of the Resolution of the Greenfield Board of Township Trustees of Greenfield Township, Fairfield County, Ohio, adopted on this 27th day of April 2022, at its regular meeting.
Dated this 27th day of April 2022

Trustee Searle moved to accept the current resolution that includes the names as listed above that represent Fairfield County. Trustee Cotner seconded the motion.
ROLL CALL: Cotner: Yes Kosch: Yes Searle: Yes Motion passed 3-0

The second resolution deals with authorizing an increase in micropurchase threshold and adopt Uniform Guidance Procurement Purchasing Policy. When Care Act Funds were received through the pandemic, Ohio was in a state of emergency, and did not have to follow federal procurement guidelines. Now that the American Rescue Plan Funds have been received, there will be a policy for spending federal procurement funds. This guidance will set a policy for the township.

RESOLUTION NO. 2022 04 27 02
Authorizing Increase in Micro-Purchase Threshold and Adopt Uniform Guidance Procurement Policy

Fairfield County, Ohio

Be It Resolved by the Township Trustees of Greenfield Township
WHEREAS, this date, April 27, 2022, Trustee Searle moved the adoption of the following Resolution:
WHEREAS, the Township has received a distribution of monies (the "ARPA Funds") from the American Rescue Plan Act of 2021 ("ARPA" or the "Act"); and
WHEREAS, Congress passed the Act effective March 11, 2021; and
WHEREAS, Section 603 created the Coronavirus Local Fiscal Recovery Fund which, among other things, appropriated money to cities, non entitlement units of local government, and counties to mitigate the fiscal effects stemming from the public health emergency with respect to the Coronavirus Disease (Covid-19); and
WHEREAS, expenditure of ARPA funds is subject to the federal Uniform Guidance requirements set forth in 2 C.F.R. 200; and
WHEREAS, the Township is a non-Federal entity under the definition set forth in 2 C.F.R. § 200.1; and
WHEREAS, 2 C.F.R. 200.318 requires all recipients of federal funds to maintain documented procurement standards and policies; and
WHEREAS, pursuant to 2 C.F.R. 200.320(a)(1)(ii), a non-Federal entity may award micro-purchases without soliciting competitive price or rate quotations if the non-Federal entity considers the price to be reasonable based on research, experience, purchase history or other information and documents that the non-Federal entity files accordingly; and

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WHEREAS, pursuant to 2 C.F.R. 200.320(a)(1)(iii), a non-Federal entity is responsible for determining and documenting an appropriate micro-purchase threshold based on internal

controls, an evaluation of risk, and its documented procurement procedures; and

WHEREAS, pursuant to 2 C.F.R. § 200.320(a)(1)(iv), a non-Federal entity may self-certify on an annual basis a micro-purchase threshold not to exceed \$50,000 and maintain

documentation to be made available to a Federal awarding agency and auditors in accordance

with 2 C.F.R. § 200.334; and

WHEREAS, pursuant to 2 C.F.R. § 200.320(a)(1)(iv), such self-certification must include (1) a justification for the threshold, (2) a clear identification of the threshold, and (3)

supporting documentation, which, for public institutions, may be a “higher threshold consistent with State law”; and

WHEREAS, under Ohio law, Townships are required to conduct competitive bidding purchases and contracts if such purchases and contracts exceed the following threshold:

1. Purchase of materials, machinery, and tools to be used in constructing, maintaining and repairing roads and culverts, where the amount involved exceeds \$50,000. R.C. 5549.21.
2. Contracts for the maintenance or repair of roads, where the amount involved exceeds \$45,000. The board must advertise once, not later than two weeks prior to the letting of the contract, in a newspaper of general circulation in the township. The award must be to the lowest responsible bidder. R.C 5575.01.
3. Contracts for the construction and erection of a memorial building or monument when the amount involved exceeds \$50,000. R.C. 511.12(B).
4. Contracts for equipment for fire protection, mechanical resuscitation, underwater rescue and recovery, and communication estimated to exceed \$50,000. R.C. 505.37 and 505.376.
5. Contracts for street lighting systems where the cost exceeds \$50,000. R.C. 515.01.
6. Contracts for street lighting improvements where the cost exceeds \$50,000. The board shall accept the lowest and best bid, if the successful bidder meets the requirements of section 153.54 of the Revised Code. The board may reject all bids. R.C. 515.07.
7. Contracts for building modifications for energy savings pursuant to R.C. 505.264, where the estimated cost exceeds \$50,000 (with certain exceptions). Award must be to the lowest and best bidder in accordance with the provisions of R.C. 307.86 to 307.92.
8. Contracts for private sewage collection tiles where the cost exceeds \$50,000. R.C.

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521.05. The successful bidder must meet the requirements of R.C. 153.54. WHEREAS, pursuant to 2 C.F.R. 200.320(a)(1)(iv), the Township desires to adopt higher micro-purchase thresholds than those identified in 2 C.F.R. §§200.67, 200.321(a), and 48 C.F.R. § 2.101.

NOW THEREFORE, it is hereby RESOLVED by the Board that:

1. In compliance with the Uniform Guidance, and specifically 2 C.F.R. 200.318, the Township adopts the attached Uniform Guidance Procurement Policy to be used for all expenditures of ARPA funds.

2. In accordance with 2 C.F.R. § 200.320(a)(1)(iv) and the applicable provisions of Ohio Ohio law, the Township hereby self-certifies the following micro-purchase thresholds, each of

which is a “higher threshold consistent with State law” under 2 C.F.R.

§200.320(a)(1)(iv)(C) for

the reasons set forth in the recitals to this resolution:

A. \$50,000 for the purchase of materials, machinery and tools to be used in constructing, maintaining and repairing roads and culverts;

B. \$45,000 for contracts for the maintenance or repair of roads;

C. \$50,000 for contracts for the construction and erection of a memorial building or monument;

D. \$50,000 for contracts for equipment for fire protection, mechanical resuscitation, underwater rescue and recovery, and communication;

E. \$50,000 for contracts for street lighting systems;

F. \$50,000 for contracts for street lighting improvements;

G. \$50,000 for contracts for building modifications for energy savings, subjects to the exceptions set forth in R.C. 307.86 to 307.92; and

H. \$50,000 for contracts for private sewage collection tiles.

2. The self-certification made herein shall be effective as of the date hereof and shall be applicable until the 12-31-22 of the Township, but shall not be applicable to Federal financial

assistance awards issued prior to 4-27-22, including ARPA funds.

3. In the event that the Township receives funding from a federal grantor agency that adopts a threshold more restrictive than those contained herein, the Township shall comply with

the more restrictive threshold when expending such funds.

4. The Township shall maintain documentation to be made available to a Federal awarding agency, any pass-through entity, and auditors in accordance with 2 C.F.R. § 200.334.

Trustee Cotner seconded the Motion, and thereupon, the votes in favor of this Resolution were recorded and reflected by the signatures hereto.

BE IT FURTHER RESOLVED: that it is hereby found and determined that all formal actions of this Township concerning and relating to the adoption of this Resolution were adopted

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in an open meeting of the Township Trustees, and that all deliberations of the Township Trustees and any of its committees that resulted in such formal action, were in a meeting open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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 Searle: Yes Motion passed 3-0
Meeting adjourned at 7:45 p.m.