

**RECORD OF PROCEEDINGS**  
*Minutes of Greenfield Township Trustees Meeting*  
May 13, 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. Dave Cotner, Lonnie Kosch and Jennifer Sitterley were in attendance.

Fiscal Officer Bichard presented the minutes of the April 22, 2026 Trustee Meeting for approval. Trustee Sitterley made a motion to approve minutes as written; seconded by Trustee Cotner .  
ROLL CALL: Cotner: Yes      Kosch: No      Sitterley: Yes      Motion Passed 2-1

Fiscal Officer Bichard presented the minutes of the April 23, 2026 Trustee Public Hearing - Continuance - for approval. Trustee Sitterley made a motion to approve the minutes; seconded by Trustee Cotner.  
ROLL CALL: Cotner: Yes      Kosch: No      Sitterley: Yes      Motion Passed: 2-1

Fiscal Officer Bichard presented the minutes of the May 7, 2026 Special Trustee Meeting for approval. Trustee Cotner made a motion to approve minutes as written; seconded by Trustee Kosch.  
ROLL CALL: Cotner: Yes      Kosch: Yes      Sitterley: Yes      Motion Passed 3-0

**From the Fiscal Officer:**

Fiscal Officer Bichard asked for a motion to approve the financial statements, which includes the payment listing dated May 13, 2026; that includes warrants 4103-4125 and electronic debits 100-2026 through 109-2026. Trustee Cotner made a motion to approve the financial statements, warrants and electronic debits; seconded by Trustee Sitterley  
ROLL CALL: Cotner: Yes      Kosch: No      Sitterley: Yes      Motion Passed 2-1

Fiscal Officer Bichard requested a motion to approve purchase order 54-2026 for account 2191-220-323-0302 which is the repair and maintenance and communication repair for the Fire Department in the amount of \$1,500. Trustee Cotner made a motion to approve this payment; seconded by Trustee Sitterley.  
ROLL CALL: Cotner: Yes      Kosch: Yes      Sitterley: Yes      Motion Passed 3-0

Fiscal Officer Bichard requested a motion to approve purchase order 31-2026 in the amount of \$7,000 for two signs for the Road Department. Trustee Cotner made a motion to approve this purchase order; seconded by Trustee Sitterley.  
ROLL CALL: Cotner: Yes      Kosch: Yes      Sitterley: Yes      Motion Passed 3-0

Fiscal Officer Bichard requested a motion for approval of Resolution 2026-0513-01 authorizing an appropriation amendment. This is related to the storm damage from last year - 2025; appropriate amendment in the general fund to cover the expenditures for that repair. This is in the amount of \$250,000. Trustee Sitterley clarified that this was discussed with Amy Brown-Thompson who helped to draft the resolution (in addition to the next resolution to be addressed). Trustee Sitterley moved to accept the resolution; seconded by Trustee Cotner.  
ROLL CALL: Cotner: Yes      Kosch: Yes      Sitterley: Yes      Motion Passed 3-0

Fiscal Officer Bichard presented resolution 2026-0513-02 for a motion for approval. A resolution authorizing the issuance of the Then and Now purchase order for payment to Shelly Company for road paving in 2025. This also includes an appropriation amendment of the Shelly bill in the amount of \$204,008.16. Trustee Sitterley made a motion to accept resolution 2026-0513-02;

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seconded by Trustee Cotner. Trustee Kosch asked if this is the one that had an overpayment and it had to be adjusted. Fiscal Officer Bichard responded that it was for work that was done in February of 2026 in the amount of \$204,008.16, and it also requires a Then and Now Purchase Order and an amendment to the appropriations for 2026. He also asked if it came out of the 2025 budget. She responded it did not; it will be appropriated in 2026.

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

Fiscal Officer Bichard asked for a motion to accept resolution 2026-0513-03 for the speed limit study on Coakley Road. Trustee Cotner made a motion to accept this resolution; seconded by Trustee Kosch.

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

Fiscal Officer Bichard asked for a motion to accept resolution 2026-0513-04 to approve the advertising for the 2026 Resurfacing Project. Trustee Kosch made a motion to accept this resolution; seconded by Trustee Cotner.

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

Fiscal Officer Bichard raised the issue of the OTA Annual Membership fees, and asked if Tom and Brad wanted to be added at a cost of \$31 per person. Brad stated he has access to the OTA website and information. Jeff Williamsen asked to be added if he was not already listed. He also noted there is an educational package that can be purchased which saves funds, rather than paying for individual seminar prices.

Trustee Kosch requested that paperwork for the meeting be ready and available a few days prior to the meeting, and stated he would come to the office and make copies himself. He stated when he came to the office earlier in the week, he was told this couldn't be done because it was not ready. Fiscal Officer Bichard stated her goal is to have the paperwork ready the Friday before the meeting; however, with everything that is currently going on, it was not possible. She invited him to come to the office to have a conversation about this situation if he was so inclined. Based on Trustee Kosch's comment about needing more time to review the minutes prior to the meeting, she stated that going forward, if the minutes were not ready within 48 hours prior to the meeting, she would not include them in the agenda for approval. Trustee Kosch agreed with this. She also asked if the other trustees were okay with the timeframe goal. Trustee Sitterley stated she felt 48 hours prior was a reasonable timeframe. Trustee Kosch asked if the township was having an actual audit or a performance audit. Fiscal Officer Bichard stated it was a state audit.

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

- **Comprehensive Land Use Plan:** Jeff presented the Plan to be signed by the Board. Trustee Sitterley and Jeff Williamsen confirmed they hadn't received any other comments. Trustee Kosch stated he had received an email with corrections and questioned the road mileage which was currently 37.something as confirmed by Tom Shafer. Trustee Sitterley stated the mileage had been cited as of the 2023 road mileage amount per trustee minutes which was listed in the Plan. Trustee Kosch also raised the issue of not allowing data centers to be built in the township, stating a lot of people had talked to him about not having data centers in Greenfield Township. Jeff Williamsen noted this was the next item on his agenda: Zoning Resolution amendment from the

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Zoning Commission to address this issue. This is ready for the Board to approve to update the Zoning Code. Discussion continued regarding the current language in the plan, the moratorium that is in place for Wilson Road, etc. Trustee Cotner stated the community needs to understand (referencing an email that had been sent to the Township on this issue) that Greenfield Township is not building a data center anywhere; Google is planning to annex land from Greenfield Township in order to build a data center. Trustee Sitterley referenced the email that Trustee Cotner was referring to, and noted she had responded to the individual. She also noted the county utilities section needs the approved Plan in order to move forward with their projects. Jeff Williamsen pointed out that there is more flexibility with this issue with having the language addressing the issue in the Zoning Code. After further discussion about the language in the Comprehensive Land Use Plan and the Zoning Code, Trustee Sitterley made a motion to approve the Comprehensive Land Use Plan which is before the Board as of today; seconded by Trustee Cotner.

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

- **Zoning Code Amendment - Trustee Hearing:** Jeff raised the issue of scheduling a Trustee Hearing on the Zoning Code update since the Zoning Commission approved the amendment to the Zoning Code. After discussion, it was determined to set the hearing date for June 3, 2026 at 6:30 p.m. at the Firehouse.
- **Model Zoning Code:** Jeff stated the draft of the model zoning code was sent to the RPC. They stated they will have the first draft to Jeff on June 9. The Zoning Commission will then review and make corrections. It will be a month or so before they start their hearings. Trustee Sitterley thanked the Zoning Commission for their work on this project.
- **ADA Compliance:** Jeff explained that Crissy Devine who oversees the township website is in the process of converting any PDF documents to HTML. This is necessary because the reader that blind people use for the computer does not show a PDF document as a document; it looks like a picture and cannot be read as a document. Crissy suggested that the township only keep two years worth of PDF documents on the website. This would include all township minutes, etc. He noted Crissy was not charging the township for this conversion project. After discussion, the Board decided they would prefer to keep five years worth of documents on the website for historical and research purposes. Jeff noted this project is due to be done in the spring.
- **Rock Mill Brewery - Updated Plan:** Jeff met with them last week and they are almost ready with their new plan; however, there are questions about setbacks. Jeff checked with Regional Planning and they said it would be determined by the PUD. Jeff stated the PUD language does not state anything about setbacks, and noted the new plan stated a five-foot setback from the property line. Jeff noted the new plan would come to the Board for approval once it is finalized.
- **Cyber Security:** Jeff noted there was a policy in place, but there is training involved and safeguards which need to be in place; he listed several of those which need to be documented. He stated he had met with a person who has a business in the township -

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Josh Coldiron of Central IT Department - who can provide all the necessary training (he has a package for townships) at a cost of \$2,500. He will also provide a compliance assessment, model and adopt a resolution, give a remediation program, and provide a whole package of documentation which satisfies ORC 9.64. It was noted the IT company who works for the township as needed is primarily for hardware and PC's, etc. and not for the network and related needs. Trustee Sitterley noted the deadline of July 1, 2026 to have all of the training completed. She also asked if there was cyber insurance. Fiscal Officer Bichard stated she had not found any evidence of existing cyber insurance; Trustee Sitterley suggested a quote was needed for cyber insurance.

Trustee Sitterley made a motion, given the deadline the township has, to retain the gentleman; seconded by Trustee Kosch.

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

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

- **Road Mower Repair Bill:** Tom presented a bill for the John Deere road mower and asked the Board for approval of payment - \$4,752.90 - to Ag-Pro - so he can get it processed and paid on the next bill cycle. He explained the mower had a steering cylinder which is cast into the rear of the front wheel drive axle; it blew out the seals, so it was losing hydraulic oil profusely, and couldn't be steered, so it was taken to John Deere for the repairs.

Trustee Cotner made a motion to pay \$4,752.90 for the John Deere road mower tractor repair bill; seconded by Trustee Kosch.

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

Trustee Kosch asked if the air was repaired on the mower. Tom stated they had had the whole front end off disassembled and completely cleaned everything out, and all is working now.

- **Purchase of Plow Blades:** Tom made the Board aware of two upcoming purchases for plow blades for two of the trucks. Each one is under the \$3,000 threshold. For the F600, the cost for the carbide blade will be \$2,145. A new 11 foot system for the Mac truck will be \$2,621.66. Although last winter was a normal seasonal winter, the plow blade that came on the new truck was rolled steel and only has an inch and a half left on the six inch blade. By switching it to a carbide blade, it will last longer.
- **Vacation Request:** Tom presented a vacation request for Jeff Bondurant for July 24 through August 1, 2026. Tom confirmed that no one else was off work during that period of time, and he had no problem with the request; the Board had no objection to this request.
- **Coakley Road Speed Study:** Tom noted that ODOT sets the limits; the township makes the request, so it was set at 40 miles per hour. The county helps prepare the packet for ODOT.
- **New Desktop Computer:** Bill Cipparone of UrPCHelp is looking for a new desktop computer for Tom. It is hoped he will find one for under \$2,000.

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- **New Full-Time Road Employee:** Tom asked the Board for approval to hire Bob Lanier, part-time Road Department employee, as a full-time Road Department employee. He confirmed Bob would not be using insurance benefits from the township. Tom confirmed this position change was included in the budget. Trustee Sitterley made a motion to move Bob Lanier from a part-time position to a full-time position in the Road Department; seconded by Trustee Cotner.

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

Trustee Sitterley noted she had spoken with Taylor Hicks who told her Tom had inquired about a grant for the Cemetery Department. This would be up to \$5,000 for unexpected damage.

- **Footer Update:** Concrete will not be available until Monday, May 18. All footers will be poured on that date, and will be done ahead of schedule.

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

- **Personnel Updates:**
- Alec Eveland passed his stress test, so a tentative swearing-in as a full-time firefighter will be held at the next trustee meeting on May 27, 2026.
- A resignation has been received by part-time firefighter Arthur Greene due to multiple commitments which make him unable to meet his required hours. Chief Smith asked for a motion to accept his resignation, effective immediately. Trustee Sitterley made a motion to accept the resignation of part-time firefighter Arthur Greene; seconded by Trustee Cotner.

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

- **Training and Events:**
- CPR training was held at Bloom Carroll High School and went well.
- Cooper’s Troopers 5K Foundation Run will be held on Saturday, May 16; the Department will attend.

**Floor:**

Jeff Williamsen stated he had been given a note which the author asked him to read at the meeting. Trustee Sitterley stated she acknowledged the note which had been sent to the entire Board, so it will be part of the public record; however, she stated this is a dangerous precedent of reading a note verbatim of whatever someone sends to the Board, and did not want the Board to begin this practice. She had advised the author she could attend and speak/read her note, and the author did not object.

Kent Searle, 5375 Coakley Road, stated he did not sign in, but wanted to ask a question. He asked for clarification regarding the resolution on the speed study on Coakley Road. Tom Shafer stated the speed was changed to 40 miles per hour. Mr. Searle thanked the Board for this action.

Trustee Sitterley asked when the solar street signs would arrive. Tom reported they were received today. Tom stated he wanted to get input from multiple viewpoints on possible locations for the signs.

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Tom also followed up with Mr. Searle regarding the resolution from the county which they prepared for the township, as follows:

“It is the belief of this Board that such investigation confirms that the allegation that the statutory speed limit of 55 miles an hour is unrealistic, and should be lowered to a speed limit of 40 miles an hour between Carroll Eastern Road and Pleasantville Road”.

**From the Trustees:**

Trustee Sitterley stated she and Fiscal Officer Bichard interviewed the state of Ohio regarding a performance audit for the township; however, the cost is prohibitive at a starting price of \$50,000; also, it was going to take six to twelve months for this to occur. The state gave them information about a similar township (size and revenue) who had had an audit done, so she and Angel will review and take the helpful information from that audit.

Trustee Sitterley asked if there was any need to hold an Executive Session; none noted.

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

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

The meeting adjourned at 7:27 p.m.