

RECORD OF PROCEEDINGS

Minutes of

Greenfield Township Trustees

Meeting

May 14, 2025 - Held 5:30 PM

The Greenfield Township Trustees met in regular session at the Firehouse. Trustee Cotner led those present in the Pledge of Allegiance. Dave Cotner, Lonnie Kosch and Kent Searle were present.

Trustee Cotner presented the minutes of the April 10, 2025 Trustee Meeting for approval, and asked for any changes; or a motion, if no changes were noted. Trustee Kosch noted this was for an April 10 Hearing, and made a motion to approve the minutes; Trustee Cotner seconded the motion.

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

Trustee Cotner presented the minutes of the April 23, 2025 Trustee Meeting for approval. Trustee Searle made a motion to approve them as written. Trustee Kosch stated he would not approve the minutes because he had not received the recording he asked for so he could review the minutes before approving and signing them. After continued discussion as to the corrections and edits of the past, how the minutes should be written, and the requested recording of each Trustee meeting by Trustee Kosch, the vote was as follows to approve the April 23, 2025 Trustee Meeting Minutes as written:

ROLL CALL: Cotner: Yes Kosch: No Searle: Yes Motion Passed 2-1

FROM THE FISCAL OFFICER: Fiscal Officer Jessica Kull reported on the following business:

Fiscal Officer Kull asked for a motion to pay the bills, warrants 3642 to 3667, and the electronic debits 106-2025 to 120-2025. Trustee Cotner moved to approve the payments; Trustee Kosch seconded the motion.

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

Fiscal Officer Kull asked for a motion to pay the purchase orders. Trustee Cotner moved to approve the payments; Trustee Kosch seconded the motion.

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

Trustee Kosch raised the issue of Savvy Citizen and details related to that platform. Fiscal Officer Kull confirmed that Savvy Citizen would not be discontinued until the end of the contract, which is effective until October 2025. The Board had approved the use of the platform, Campaign Monitor, which is an email-based system to send messages to the community. It has a \$112.00 annual fee. It was agreed both Savvy Citizen and Campaign Monitor could be used simultaneously a month or two before the Savvy Citizen contract ended in October. This will give the public time to make the transition to Campaign Monitor, and they will be notified sometime in August.

There was additional discussion about the greenfieldtwp.org domain name, and email issues with that. There were issues within the last few years with the Township losing its domain, and they worked with Network Solutions to regain access. Chief Smith stated he would contact Network Solutions to get more information about the issue, as he was involved when the issue happened initially.

Trustee Kosch also asked about the CD's, transfers, and other details. Fiscal Officer Kull reported the Fifth Third statement received in today's mail stated a balance of \$1,450,000.00 in

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the money market, which is CD's that have rolled over. Her recommendation is to put some of the money back into CD's, and some of it into Star Bank, due to the unstable economic situation. Discussion continued as to details of the CD's, rates, and maturity dates. The current rates on the CD's are 3.9 to 4.15, depending on the CD. After further discussion on various details of the existing CD's, amounts and maturity rates, and with the Board's agreement, Trustee Searle made a motion to open three CD's with Fifth Third of \$250,000.00 each, and that the Township moves \$500,000.00 from Fifth Third Money Market account to Star Bank; Trustee Cotner seconded the motion.

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

ZONING DEPARTMENT: Jeff Williamsen, Zoning Inspector, presented the following business:

Jeff presented a document for the Board's signature regarding the two Babamov properties for the zoning change from R1 to HB. Discussion continued with the Board's opinion that the approved minutes from the hearing are used to confirm their decision, and should be provided to the RPC for this purpose; no other document needs to be signed to this effect.

BZA Resignation: Jeff presented the resignation of Donna Kosch from the Board of Zoning Appeals, per an email of May 1, 2025. The term expires on 12/31/2026.

Trustee Searle made a motion to accept Donna Kosch's resignation from the BZA; Trustee Cotner seconded the motion.

ROLL CALL: Cotner: Yes Kosch: Abstain Searle: Yes Motion Passed 2-1

Jeff asked for a motion or permission to advertise the open position on the BZA, as well as two open alternate positions. The Board agreed, and stated this should be posted on the Township Website under "News and Notices".

Zoning Commission: The Zoning Commission is currently working on nine updates to the Zoning Resolution, per their report at their last meeting. There was some discussion about making changes to the PUD to tighten up some requirements as far as density is concerned. The Board noted they cannot make any recommendations or decisions on this; it comes from the Zoning Commission.

Attendance at Zoning Commission Hearing: Jeff reported that June Queen asked to have the record set straight concerning a comment about attendance at Uplands Zoning Commission hearings. Nick Babamov had stated the number of people in the first and second hearing, based on the number of people who signed in to speak, not the number of people in the room. Therefore, the number of people who signed in to speak was how Ms. Queen recorded it in the minutes; Mr. Babamov was repeating what was in the minutes. Ms. Queen investigated the requirements of the recordkeeping of the State of Ohio, and found there is no requirement to take a headcount at meetings or hearings. She wants the record to reflect that her minutes are accurate.

Trustee Kosch asked about sign permits, noting that someone had put up two new signs. Jeff stated there were permits obtained for the signs.

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Trustee Searle raised the issue of Rockmill Brewery. Jeff reported he will be taking a course on effective property inspections from the OTA. Discussion continued about the possible bed and breakfast being operated at Rockmill, with Trustee Searle stating he would go with Jeff to conduct the inspection, if he wishes. Jeff noted he had found the development plan, and had a number of emails to review about the property, provided by Trustee Kosch. The Board also noted if there are any deviations from the development plan once the inspection takes place, the Brewery would need to come back to the Board of Trustees to apply for an updated PUD.

ROAD AND CEMETERY DEPARTMENT: Tom Shafer, Road and Cemetery Superintendent, presented the following business:

Tom raised the issue and referred back to the discussion concerning Savvy Citizen or any other entity used, and notification to the public. He cited an article in the OTA newsletter from earlier in the year discussing how notifications are made, i.e. the Township doing this vs. using a third party for this activity, and how public records requests would be handled as a result. After further discussion, it was suggested that the guidance should come from the Prosecutor's Office on this matter.

Cemetery Work: Tom reported the Department has been working in the cemeteries to prepare for footers. Concrete is scheduled for 9 a.m. on Monday morning for footers. There are ten footers to be poured, and two VA government markers to install.

OPWC Culvert Project: A meeting was held with the president of Law Construction at the Fairfield County Engineer's Office for a pre-construction meeting. The start date is estimated for the middle of June, for an estimated four-week project, depending on the weather. The County Engineer's Office confirmed there would be two inspectors there at all times.

New Truck: The new F600 truck is at Henderson Truck in Bucyrus. Tom has been invited to come up for a walk-around as it is being built; however, he does not have time to do that.

Email Regarding Baugher Cemetery: Tom read a detailed email he received from Bob Neinast who works with Heartland Earthworks Conservancy regarding Baugher Cemetery. There is an earthwork there that extends to the southern tip of the Cemetery, to Ginder Rd. Mr. Mangus is interested in getting permission to conduct a magnetic survey in the cemetery to investigate this earthwork. Tom noted the person he actually needs to speak with is Jarrod Burks, the Director of the group, who is currently in Cambodia and won't return until mid-June. Tom suggested the Township may need a Hold Harmless Agreement when this survey is conducted, and also suggested asking the group to provide information on cemetery plots, which would save the Township money. Tom will forward the email and picture to the Board.

Cemetery Deeds: Nicholas Reis, Carroll Cemetery, Section E, Lot 20, Graves 2, 3 and 4. Harold and Nellie Underwood, Carroll Cemetery, Section E, Lot 163, Graves 3 and 4.

Fiscal Officer Kull presented two resolutions for the Road Department. The first resolution is number 2025 05 14 02. This is the resolution to approve the contract with Law General Contracting for \$174,440.17. Trustee Cotner moved to approve the resolution; Trustee Kosch seconded the motion.

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

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The second resolution is number 2025 05 14 03. This is the resolution to approve the notice to commence for the Township's culvert projects. Trustee Searle moved to approve the resolution; Trustee Kosch seconded the motion.

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

FIRE DEPARTMENT: Chief Brad Smith presented the following business:

Medic 562: This medic (2014) has developed engine knocking issues. The mechanic has towed it to the shop; it may be a lifter or rocker arm that broke. The "guesstimate" on repair is \$7,000 - \$8,000. It has approximately 116,000 miles on it.

Grants: The Volunteer Firefighter Assistance Grant - ODNr: The total cost for the skid unit for the grass truck will be \$13,717.50; total cost will be \$20,795, but with the grant reimbursement deducted, the Township's cost will be \$13,717.50. This will be the pump unit with hose, water, and foam system that will slide into the grass truck. The original system is from the 1980's.

Trustee Searle made a motion to purchase the skid unit for the grass truck at a cost of \$13,717.50; Trustee Cotner seconded the motion.

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

Chief Smith asked for a motion to replace the bed of the grass truck, as well. It has been deteriorating, and the vendor they found, Legacy Truck Vendors, had the better price and a better product, at a cost of \$7,600.00. This would also convert the bed to a flat bed, and they will install toolboxes.

After confirmation that there was money to make this purchase, Trustee Searle made a motion to approve replacing the bed and toolboxes on the grassfighter truck for a cost of \$7,600.00; Trustee Cotner seconded the motion.

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

CPR Training at Bloom Carroll High School: The Department will be at Bloom Carroll High School all day on Thursday, May 15 to teach first aid and CPR to all the classes.

At this time, Fiscal Officer Kull presented a resolution for Greenfield Township to approve the Fairfield County E-9-1-1 Final Plan, which was discussed at a previous meeting.

This is Resolution number 2025 05 14 01.

Trustee Kosch made a motion to approve the resolution; Trustee Cotner seconded the motion.

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

Chief Smith will forward the signed resolution to the EMA.

FROM THE TRUSTEES:

Trustee Searle raised the issue of some roof leaks in the Administrative Office and the salt barn which

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had been noted in an email. The leaks in the office are above the Fiscal Officer's desk, around the vent, and also in the bathroom ceiling. Tom Shafer has been in contact with Steve Eversole who will be looking into this.

Trustee Searle also raised the issue of a report received from the State Auditor regarding the OP&F contributions. This was the result of a random audit for the period of 2023. The Prosecutor's Office reached out to ask what the Township was going to do about this report. The report indicates the firefighters' wages were underreported to the pension board. Lengthy discussion ensued about how or why this happened, and how it could be rectified. Fiscal Officer Kull noted she felt the data/figures received from the prior payroll company by the former Fiscal Officer were probably incorrect, so the reporting that was done to OP&F would have been wrong. She noted she has been doing the calculations herself, and with the new payroll company being used by the Township, everyone is working with OP&F to ensure the reporting is correct. It was also noted the payment of the grant money during this period was difficult, and could have contributed to the issue. Trustee Searle expressed concern that pension or disability could be affected by the error. He recommended reaching out to the Prosecutor's Office to determine how to proceed, and also asked to have a copy of the report sent to the union - Cory Spires - who was in attendance.

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

ROLL CALL: Cotner: Yes

Kosch: Yes

Searle: Yes

Motion Passed 3-0

The meeting adjourned at 6:44 p.m.