

RECORD OF PROCEEDINGS

Minutes of

Greenfield Township Trustees

Meeting

May 24, 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 May 10, 2023, Trustee Kosch asked if there were any corrections needed. Trustee Searle made a motion to approve the minutes as written; Trustee Cotner 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 May 15, 2023, to work on employee policies, Trustee Kosch asked if there were any corrections needed. Trustee Cotner made a motion to approve the minutes as written; Trustee Searle seconded the motion.

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

After each trustee reviewed the minutes from the Trustees' Hearing held on May 17, 2023 for the Wilson Road rezoning, 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: Yes Motion Passed 3-0

FISCAL OFFICE: Dawn Wyne, Fiscal Officer, presented the following business:

Fiscal Officer Wyne distributed the financial reports.

Fiscal Officer Wyne stated that during the meeting on February 8, 2023, Chief Smith got approval to buy the Battery Operated Combination Extrication Tool for \$13,435.00. The vendor was stated as Genesis. A purchase order was made out for Genesis. When Chief Smith sent in his invoices the vendor was Howell Rescue System. A motion will be needed to rescind the motion on February 8, listing Genesis, and then a motion will need to be made for the purchase with Howell Rescue System as the vendor.

Trustee Searle made a motion to rescind the motion from February 8, 2023 where Genesis was listed as a vendor for the purchase of the Battery Operated Combination Extrication Tool for \$13,435.00; Trustee Kosch seconded the motion.

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

Trustee Searle made a motion to approve Howell Rescue System as the vendor for the purchase of the Battery Operated Combination Extrication Tool for \$13,435.00; Trustee Cotner seconded the motion.

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

Trustee Cotner made a motion to pay the bills associated with warrants 35279 through 35299 and Electronic Debits 67-2023 through 70-2023 which are listed on the payment report; seconded by Trustee Searle.

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

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

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

Trustees signed a cemetery deed for Loretta J. Lehigh, Lot 208, Section E, Grave 4 in Carroll Cemetery.

Fiscal Officer Wyne stated she received an email from Change Healthcare regarding a fax they received from Dagger Law Office representing a client who was involved in an accident on October 14, 2022; advising their client's bills from the accident exceed \$94,000.00 and he has unpaid bills after health insurance. They are asking Greenfield Township to accept a 30% compromise on the account, meaning payment of 70% of the outstanding bill as payment in full. Greenfield Township's bill was \$330.90. They are asking that the township accept a payment of \$231.72. This run was a mutual aid for Lancaster and did not involve a Greenfield Township resident. Trustee Cotner made a motion to accept the full payment of \$330.90; Trustee Kosch seconded the motion.

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

FLOOR: The first speaker was Rivers Roark, 4227 Lithopolis Road. Mr. Roark explained he had received a letter regarding running a business from his home. He stated they park their trucks there inside the barn, but there is no signage or employees there, so he needed to know what else he needed to do. Zoning Inspector Erlenwein reiterated the conversation he had had with Mr. Roark when he came to his home. This included the fact that the street cleaning equipment is kept inside the barn, and they are dispatched to the customers in Columbus, Ohio, and then brought back to the property. There was also a complaint about people living inside the barn; however, Mr. Roark stated there are no longer people living inside the barn in an RV. Tom explained that he and the Board had received clarification from counsel as to what constitutes a "limited" and an "expanded" home occupation, and he will be posting that to the township website next week, as this issue has arisen with several residents. This will be used as a test method for what constitutes running a business from a home. Mr. Roark stated the issue began when his sons were riding their dirt bikes for one and a half to two hours, and the neighbor came over to complain by beating on the door. Mr. Roark stated the neighbor threatened his wife during that incident; and then a few days later, he was outside screaming profanities at the kids. Tom suggested this be reported to the sheriff, and Mr. Roark responded that he had called the sheriff and they came out.

In terms of the complaint, Tom stated that the issue of anyone living in the barn is no longer an issue since Mr. Roark stated on the record that no one lives in the barn. The remaining issue is in regard to limited or expanded home occupation. Trustee Searle confirmed with Mr. Roark that the only employees of the company are Mr. Roark's two sons who live in the home. Also, the trucks are parked in the barn. This would constitute a "limited" home occupation. Tom again reviewed the current zoning code which states that a home occupation business owner is allowed to have themselves, their family members and one additional employee who is not a resident working out of the home occupation. Mr. Roark only has family members living in his home. Therefore, the issue is resolved.

The next speaker was David DeBolt, 246 Rainbow Drive NE, Lancaster. Mr. DeBolt was in attendance to bring awareness to the Board regarding Rainbow Drive. He explained he is

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actually a resident of Pleasant Township, has lived at his address for 32 years, and stated he had spoken with the Pleasant Township Trustees last week regarding the issues the residents are having on Rainbow Drive. This includes the increased traffic, increased speeding, and the shoulders of the road washing away. He stated the Sheriff's Office has been made aware of the excessive speeding problem on the road which is an enforcement issue. The Sheriff's Office is going to approach the county about doing a road study to attempt to lower the speed limit. Mr. DeBolt wanted to make Greenfield Township aware of this issue and action, if any action is taken and the speed limit is eventually lowered. Trustee Kosch asked if Greenfield Township residents would be included in the petition, since a petition will need to be filed in order to have the county request that the state conduct a study. Mr. DeBolt stated the road situation is the same in Pleasant Township as it is in Greenfield Township, with blind driveways and children up and down the road. He again respectfully requested that Greenfield Township consider lowering the speed limit on their portion of the road, if that is the outcome of the study. Trustee Kosch stated that a study had been conducted in the past to try to get the speed limit lowered, and it had not passed, and was not lowered. At this point, the speed limit is 40 miles per hour on the road. Mr. DeBolt stated the speed limit was 55 miles per hour when he first moved to the road. He stated it is currently 45 mph from Coonpath Road all the way across to Route 37. Part of the road is in the city corporation limit, but there are two pieces between the city corporation limit and Route 37, and the other side out to Route 188 is 35 mph.

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

- The Zoning Report has been submitted.
- The next zoning related meeting is a Zoning Commission meeting on June 15 at 6 p.m. The notices have been sent. There are definitions that need to be reworked and updated, including the tiny home information.
- **Public Complaints:** If the 4183 Lithopolis Road complaint is considered resolved as of the earlier discussion, a letter will be sent to the complainant to that effect. Several complaints regarding pool fences have been submitted, so Tom will be sending letters in response to those complaints.

There was an anonymous complaint filed regarding 4775 Meadowgrove and a roofing business being operated there. Tom will be driving by to investigate this.

There was also a complaint regarding Rhino Storage in River Valley Highlands. Trustee Kosch explained he had received a call with a complaint about the storage unit; the fence has not been erected yet. He went to observe, and the construction on the building has started, but the gate is still open. He did go to the local Rhino office, got the number to the corporate office, and called and left a message for a return phone call. The fence that is currently around the facility was supposed to be taken down, and a completely new fence installed around the entire unit. The time frame for this to take place (one year) has now passed. The owners, Walter Beaty and his son, were to take action and get the fence installed within the one-year period, and this has now lapsed.

Tom also addressed the issue of the conditional use variances from the previous Trustees meeting. He reviewed the information as it related to the rezoning of the

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Wilson Rd. (DeLong) property where he included the RPC report rejecting it, the Zoning Commission meeting minutes when they approved it, and the Trustee Hearing when the Board granted the conditional use. All of this information, along with the permit that was issued, is being kept together on file in order to keep an accurate record in the office as to the history of the zoning. The entire packet was also sent to the DeLongs. Tom explained the Zoning Commission is considering a renewal process for conditional use permits that are issued, and making sure that they are still conforming to the original conditional use. Trustee Searle pointed out that there was some confusion with the terminology being used in the discussion. He stated the Wilson Road property was rezoned as a Planned Rural development; it is not a conditional use. It is a business property with a design plan, so it is not actually a conditional use. Mr. DeLong has a business plan and he has been approved to operate under that plan. Conditional Use has to do with R-1, R-2 and R-3 properties, and that's where the conditional use comes in. Additional details were discussed as to the process and how the zoning variance was amended and changed, as well as the recordkeeping and tracking of a property and zoning changes going forward.

Further discussion was held as to the Zoning Commission's plans for reviewing the conditional use permits each year, and how time-consuming and expensive this could become.

Tom again raised the issue of the home occupation guidelines. He had provided this information verbatim to the Trustees in their packets, as well as providing it to a meeting attendee. He presented the draft for the public notice and asked if he could post it on the website as "more to come" until such time as a decision is made on how to proceed. He had already spoken to the website manager about having this posted. Trustee Cotner stated he agreed with putting people on notice about making sure their businesses were permitted by the township; however, he did not agree with the time deadline and having a fine issued, or doubled, if the deadline is not met. Discussion continued as to the Zoning Commission reviewing the conditional use process and how it would be administered and paid for.

Trustee Searle stated there could be some issues with the storage of equipment as it relates to the home occupation issue and limited use, or extended use. He recommended that Mr. Roark read it and determine how he fits into those parameters.

Trustee Searle and Kosch pointed out that once a signed complaint has been made to the township, they are required to investigate, especially with the complaints coming in about businesses being operated from their homes. They reiterated that this is not new; that it has been in the zoning book for some time, but there hasn't been anyone keeping up with it or tracking it. At this time, Ike Wampler, 27358 Caldwell Road, Circleville, asked a question to seek clarification on the issue. He stated Mr. Roark is his nephew; he has two sons who have trucks and their equipment, and they sweep streets. He is asking if the township is stating this constitutes a limited business when they store their trucks and equipment on the property, take them off property to conduct their work, and bring them back in the evening to store them. Trustee Searle reiterated this is not what the township is saying. He noted Mr. Roark had stated earlier in the meeting that he stores equipment in a pole barn on his property. Mr. Roark clarified that this is only his

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pick-up truck that he keeps his trailer attached to, which he parks in his pole barn. He keeps his skid steer on the trailer. He keeps his personal equipment such as a tractor, older skid steer, etc., in the barn also, as he uses that equipment on his property. He confirmed that there were no street sweeping trucks kept on his property; he stated he has attachments to the front of the skid steer that is used for street sweeping. Trustee Searle reiterated that the township was not trying to shut down his business, but there are things that can be done to bring him into compliance, and that the Zoning Inspector would work with him on these issues.

- **South Central Incentive Update:** Tom submitted a contractor list that he would like to invite to conduct a pre bid walk-through so they can submit proposals for the lighting retrofit.

Trustee Cotner made a motion to allow Tom to conduct the pre-bid walk through; Trustee Searle seconded the motion.

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

Tom noted the markings on the drawings were his comments back to the engineer, as he had seen some mistakes. Tom noted that South Central was going to reimburse the township for up to \$4,000 for the study and the drawings that have been generated; and up to \$6,000 for the investments in the energy conservation retrofits.

Trustee Cotner stated Mark from FAST Sign Company had contacted him about a permit he had applied for some time ago, but he apparently had been using a wrong number to try to reach Tom. Tom confirmed he had the application and that he had been getting clarification and additional information in order to process the permit.

Deputy Arnold from the Fairfield County Sheriff's Department was in attendance. The Board did not have any business for the Department at this time.

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

- **Tires for the Draft Trailer:** Tires were purchased from and replaced by Discount Tire. Five tires were purchased which includes a spare.
- **Extrication Tool:** The tool has been received from Genesis.
- **FEMA AFG Grant 2024:** Chief Smith has been talking to some grant writers for assistance with this grant. This would be used for SCBA's (Self Contained Breathing Apparatus) and replacement of vehicles.
- **Special Events/Training:**
 - Bloom Carroll Middle School: Chief Smith spoke to the eighth grade students about career opportunities and development in the fire service. Each class had a 45-minute conversation. They were invited to come to the firehouse to chat if they want to progress the option further.

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- Bloom Carroll Elementary - Wellness Day next week. Fifth graders will get to see the fire trucks and equipment.
- Lemonade Stand: The Department was invited and participated in a local lemonade stand that some Bloom Carroll elementary students were hosting.
- Heritage Fire Equipment - Testing: Heritage Fire Equipment came out last week to conduct some testing to make sure things were working properly and to make things more efficient. This also provided training for some part-time firefighters on the water and pumping equipment.
- Fairfield Medical Center: Stroke training and RSI training were provided last week and this week.
- **Full-time candidates:** Two full-time candidates will be starting this week. There are no other potential applicants at this time.
- **EMA:** FEMA Mitigation Project: Brad extended a reminder that any additions to the current list are due by May 31, 2023. The tornado sirens are going to be part of the grant.
- **Tornado Sirens:** A quote was received from B & C Communications for the six sirens that need to be replaced on the Dolson Court tornado siren. Each siren costs just under \$500 and six are needed. The total quote is \$2,982.90; shipping is \$100; labor is \$715; Grand Total is: \$3,797.90. Brad has spoken with the EMA, and he will reach out to South Central Power regarding the Operation Round-Up grant and using it to help offset the cost. Those grants are done quarterly. There is another siren on Route 158 near Ginder Road which has three drivers down. There are a total of fourteen on that siren. The Dolson Court siren is operating at 62 percent right now.

Trustee Searle asked about the Mt. Zion Road flooding, dams and drainage that is included on the Mitigation Grant. Brad stated the Hunters Run Conservancy group is also included in the EMA group, so they are working together/tailoring it together to work on solutions to that flooding issue.

- Fairfield County Safety Council Meeting: These meetings will start again in July. Brad asked that the Board inform him if there are things they want him to bring to the meetings.

ROAD AND CEMETERY DEPARTMENT BUSINESS: Tom Shafer, Road & Cemetery Superintendent, had notified the Board via email that he would be unable to attend, but sent the following items which Trustee Kosch presented on his behalf:

- **Cemetery Footers:** All have been poured, except for one that Trustee Kosch noticed when he drove through the cemetery.
- **Tires for John Deere Mower:** New tires have been installed on the mower.

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- **Summer Road Work Projects:** Tom has met with Eric McCrady and Jeremiah Upp. Fairfield County will conduct all the bidding on the projects on behalf of the township. Tom has scheduled a meeting with Jeremiah Upp on June 2, 2023 at 10 a.m. at the Fairfield County Engineer's Office to review this information. Fiscal Officer Wyne will also be in attendance.

Fiscal Officer Wyne advised that she has two (2) resolutions that need to be approved for the Microsurfacing/Crack Seal Project and the Resurfacing Project for 2023, and read them as follows:

Trustee Cotner made a motion to approve Resolution 2023 05 24 01 to Approve Advertising for the 2023 Microsurfacing/Crack Seal Project.

WHEREAS, the County Engineer is requesting approval to advertise for bids for the 2023 Microsurfacing/Crack Seal Project.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF GREENFIELD TOWNSHIP TRUSTEES, COUNTY OF FAIRFIELD, STATE OF OHIO:

SECTION 1: that this Board of Greenfield Township Trustees does hereby grant approval for the County Engineer to advertise for the 2023 Microsurfacing/Crack Seal Project.

SECTION 2: that the Fiscal Officer of this Board return the signed copy of this Resolution to the County Engineer for further action.

Trustee Searle seconded the motion:

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

Trustee Cotner made a motion to approve Resolution 2023 05 24 02 to approve advertising for the 2023 Resurfacing Project.

WHEREAS, the County Engineer is requesting approval to advertise for bids for the 2023 Resurfacing Project.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF GREENFIELD TOWNSHIP TRUSTEES, COUNTY OF FAIRFIELD, STATE OF OHIO:

SECTION 1: that this Board of Greenfield Township Trustees does hereby grant approval for the County Engineer to advertise for the 2023 Resurfacing Project.

SECTION 2: that the Fiscal Officer of this Board return the signed copy of this Resolution to the County Engineer for further action.

Trustee Kosch seconded the motion:

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

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FROM THE TRUSTEES: There was no business presented from the Trustees.

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 6:55 p.m.