

RECORD OF PROCEEDINGS

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

May 25, 2022 - 6:00 PM

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

After each trustee reviewed the minutes from the Trustees' Meeting held on May 11, 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.

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

FROM THE FISCAL OFFICER:

Fiscal Officer Wyne distributed financial reports.

Trustee Cotner made a motion to pay the bills associated with warrants 34694 through 34762 and Electronic Debits 68-2022 through 74-2022 which are listed on the payment report; seconded by Trustee Kosch.

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

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

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

- Trustee Cotner made a motion to approve Resolution 2022 05 25 01 for the following transfer of funds.

\$1,000.00 was transferred from fund 2191-220-190-0012

\$500 transferred from Fund 2191-220-213-0001

\$500 transferred from Fund 2191-220-240-0000

\$600 transferred from 2191-220-599-0000 to put into Fund 2191-220-323-0303 for a total of \$2,600.

\$2,600 is being transferred out of Fund 2191-330-323-0303 to 2191-220-323-0301

These were the funds needed for the generator work by Claypool at the Firehouse. Fiscal Officer Wyne noted she had moved it to 2191-330-323-0303, and it should have been moved to Fund 2191-220-323-0301.

Trustee Kosch seconded the motion.

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

Fiscal Officer Wyne asked for clarification regarding the pay for CDL drivers for the Road Department. She advised that at the meeting on April 25, 2022, it was stated \$25.00 per hour and then at the meeting on May 11, 2022 it was stated \$23.00 per hour. Trustee Searle moved

RECORD OF PROCEEDINGS

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

May 25, 2022 - 6:00 PM

to approve the rate of \$23 per hour for the part-time Road employees who have a CDL; Trustee Cotner seconded the motion.

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

Fiscal Officer Wyne stated she had forwarded an email to the Board last evening from the Budget Commission which explained there would be no estimated budget due on July 1, 2022. This means she will not be attending a budget hearing in August. However, an annual budget will be done, so Chief Smith and Road Superintendent Shafer will need to have their budget information submitted by November 14, 2022.

FLOOR: There were no individuals signed up from the floor to speak.

ZONING DEPARTMENT BUSINESS: Caitlin Barbee, Zoning Inspector, was not in attendance, but she had emailed the following items to the Board, and Fiscal Officer Wyne presented them as follows:

Resolution - Junk Cars on Lancaster-Kirkersville Road: The results of the title search have not been communicated to the township. The original warning letter dated 3/17/2022 sent to the owner was returned - "unclaimed" - to the Township on approximately 5/13/2022, so he never received it. Discussion continued regarding how to move forward on this issue, and how to determine if a vehicle is "apparently inoperable" - a criteria in the ORC. It was noted that a vehicle did not need to be licensed as part of determining whether it is a junk car.

Trustee Cotner again raised the issue of how to move forward on the junk car issue and how to determine if a vehicle is "apparently inoperable" which is stated as one of the criteria in the ORC. Trustee Cotner stated he would deliver the notice to the occupant of the house, and Ms. Barbee will also move forward with posting the notice in the newspaper.

Procedure for New Members for the BZA/Zoning Commission: There was interest expressed from a person in January 2022. Another resident also recently expressed her interest in serving on either the Commission or the Board. It was noted both the Zoning Commission and the Board of Zoning Appeals (BZA) are fully populated; however, neither group has any alternate members. One member does want to step down from the Zoning Commission, but she did say she could serve as an alternate. After discussion, it was decided Trustee Searle (or one of the Trustees) and Caitlin would meet with the potential members and determine if they would be a good fit.

Trustee Searle noted an email had been received by the Board regarding a Residential Development Symposium being held by the Fairfield County Commissioners at 5 p.m. at Liberty Center on Thursday, May 26, 2022, and he plans to attend; Caitlin cannot attend. Trustee Kosch stated he would try to attend.

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

RECORD OF PROCEEDINGS

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

May 25, 2022 - 6:00 PM

Limestone Purchase: Tom stated he needed approval from the Board for the purchase he had made for 109.91 tons of limestone for berming. The approval is needed due to the dollar amount, which was \$1,868.47. Fiscal Officer Wyne reminded him to use the new form for purchases so there is a paper trail for audit purposes going forward.

Trustee Searle made a motion to pay Shelly Company \$1,868.47 for the purchase of limestone; Trustee Cotner seconded the motion.

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

John Deere Tractor Repair: Tom explained the bucket cylinder on the John Deere hoe got bent when he was mixing cold mix last week. He has spoken with Murphy Tractor in Columbus. With all parts, packing and shipping, the total cost is going to be around \$2,200 in order for the township to repair the part and replace the cylinder. He noted a brand new cylinder from John Deere would cost just under \$5,000. Tom can also pick up the part at Murphy Tractor if that will help avoid shipping costs; however, that cost may be passed onto the township. After further discussion, Trustee Cotner made a motion to approve up to \$2,500 for packing for a backhoe rod; Trustee Searle seconded the motion.

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

New Cemetery Mower Purchase: Tom explained he had presented to the Board the need to purchase a new cemetery mower earlier this year. Maintenance and preparation had been done on the mower for the new season; however, the mower is having issues and needs to be replaced. Doug is still using it but there hasn't been time to take it in for repair or work on it at the township. Tom explained he has reached out to some vendors, and there is very little to choose from because the vendors don't have stock. He spoke with Distinctive Tractor where this mower was purchased from, but they cannot guarantee when they would have a mower available once it was purchased - it could be two weeks to five months - and payment for a Ferris mower would require payment up front; only then could the order be placed. He also spoke to All Power Equipment and they have a mower available, and that is what Tom would like to purchase. A trimmer is also part of that as a package deal, and this information was presented to the Board for their review. Fiscal Officer Wyne asked if the state term contract had been consulted; Tom stated that he believed this price was the state term contract price because it is about \$1,500 less than other mowers out there. The total is \$12,199. Discussion continued as to purchasing a different type of mower elsewhere, i.e. Tractor Supply, and the pros and cons of other types of mowers, compared to the Ferris. It was also noted that a 60-inch cut is also preferred to get the mowing done more efficiently.

Additional discussion centered around the purchase process, i.e. which fund to use, whether ARP money could be used, what funds are encumbered and/or appropriated. It was also pointed out that depending on the manner of purchase, a resolution would need to be done first, and sent to the Fairfield County Auditor for their approval. Fiscal Officer Wyne noted that no action can be taken at this time as a resolution is not done yet; it will need to occur at the next meeting on June 13, 2022. She also confirmed the purchase price of the trimmer, \$339.99, and that it will be purchased from the Cemetery Fund and/or Road Department depending on where it will be used. She also confirmed that no tax or shipping will be charged on these purchases; Tom confirmed this. Trustee Cotner stated a special meeting could be held in the meantime to approve the purchase, if needed. Tom asked if he could move forward with the purchase based on this information. He was advised no since there is no resolution, he cannot purchase;

RECORD OF PROCEEDINGS

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

May 25, 2022 - 6:00 PM

however, it was suggested that he ask the vendor if a verbal commitment to purchase the mower will suffice for them to hold the mower for the township until the resolution is passed. He will talk to the vendor about this.

Tom reported cemetery footers have been poured, roads and cemeteries are being mowed, and he has been out doing berming and patching, and getting the new part-time employees acclimated to what is expected of them.

Fiscal Officer Wyne stated she is still waiting on tax paperwork for one of the new part-time employees; Tom stated she will have it tomorrow.

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

ARP Funds - Possible Grant: Chief Smith attended the ARP grant funds webinar last week where they discussed additional incentives for firefighters, especially health and wellness. They put a lot of focus on the mental health side of the grant, and he feels it is a good option for the township. He feels it would most likely get approved but it depends on how much funding is requested. He will reach out to the county grant writers to get assistance with this grant, as there are formulas and additional information that they can assist with.

Hose Tester Purchase with Basil Joint Fire District: Chief Smith presented a draft resolution he created after talking with Basil Joint Fire District (BJFD) on the purchase of the hose tester. He stated he would sign an agreement stating that when they have the hose tester in their possession, they will be responsible for the maintenance, care and repair of the hose tester, and vice versa. Chief Smith had reached out to Amy to find out if she would create a resolution; however, she hadn't responded, so he created a document based on a past resolution as a template. The cost for each department is included in the resolution. He stated BJFD will make the initial purchase, and their Fiscal Officer will send a bill to Greenfield Township for their half of the purchase. The funds will be taken out of the small tools and equipment fund. Fiscal Officer Wyne provided the resolution number as: 2022 05 25 02.

Trustee Searle read the resolution in part as follows, full resolution is on file in the Fiscal Office: "This Resolution is authorizing the acceptance to jointly purchase a hose tester with Basil Joint Fire District. The Greenfield Township Fire Department has agreed to share the cost of a host tester with a total amount of \$3,182.31, so each department will be paying \$1,191.15. Each department will be responsible for the upkeep of the hose tester when it is in their possession".

Fiscal Officer Wyne asked whose inventory this will be under. Chief Smith stated he assumed it will be under Basil's inventory since they are making the initial purchase.

Trustee Cotner made a motion to approve the resolution. Trustee Searle seconded the motion.

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

RECORD OF PROCEEDINGS

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

May 25, 2022 - 6:00 PM

GREENFIELD TOWNSHIP BOARD OF TRUSTEES

Fairfield County, Ohio

The Board of Trustees of Greenfield Township (the "Board"), Fairfield County, Ohio (the "Township") met in regular session on May 25, 2022 at 6:00 p.m., at Greenfield Township Fire House, with the following members present: Dave Cotner, Lonnie Kosch, Kent Searle.

RESOLUTION NO. 2022 05 25 02

AUTHORIZING THE ACCEPTANCE TO JOINTLY PURCHASE HOSE TESTER WITH BASIL JOINT FIRE DISTRICT

WHEREAS, on May 25, 2022, Greenfield Township passed Resolution No. 2022 05 25 02 of 2022, which authorized the joint purchase agreement between Greenfield Township Fire Department and Basil Joint Fire District to purchase a hose tester that will be used between both departments; and

WHEREAS, the agreement will provide funding to replace the current hose tester, with new flamefighter 6 outlet hose tester that meets current NFPA standards ; and

WHEREAS, the Greenfield Township Fire Department, has agreed to share the cost of the hose tester with the total amount of \$3,182.31 for the purchase of replacement hose tester, Greenfield Township Fire Department will be responsible for \$1,591.15; and

WHEREAS, each department will be responsible for the maintenance/repairs/upkeep of the hose tester when it is their possession ; and

WHEREAS, the Fiscal Officer/Board of Trustees of Greenfield Township must be authorized to accept this joint purchase agreement between Greenfield Township Fire Department and Basil Join Fire District.

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEE OF GREENFIELD TOWNSHIP, CARROLL OHIO:

1. That the Fiscal Officer/Board of Trustees of Greenfield Township be authorized and directed to execute the contract agreement for the Joint Purchasing Agreement between Greenfield Township Fire Department and Basil Joint Fire District for the purchase of the replacement hose tester; and

2. That the Fiscal Officer/Board of Trustees of Greenfield Township Fire Department be authorized to spend equipment funds in the amount of \$1,591.15 from Account No. 2191-220-430-0000; and

3. That this resolution shall take effect immediately upon its approval and adoption.

RECORD OF PROCEEDINGS

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

May 25, 2022 - 6:00 PM

Motion by Trustee David Cotner; Seconded by Trustee Kent Searle

The resolution be adopted this 25th day of May, 2022 was carried by the following vote:

YES: 3 NO: 0 ABSTENTIONS: 0

Station Generator Replacement: Chief Smith reported a third quote has not been received as yet. The first two quotes have come in at \$40,000 and \$42,000. Those vendors also said they would remove the old generator. Brad Hutchinson of Company Wrench is working on getting the loaner generator delivered to the Firehouse. Then, Claypool will be consulted to determine how much wiring is needed so they can install it. Brad noted the asphalt pad that Tom had poured a while back will be used for the temporary generator. Fiscal Officer Wyne suggested that Chief Smith get a quote from a website for the third quote, as she has not been able to get any further information from State Purchasing regarding this issue. This will be tabled until the next meeting. Fiscal Officer Wyne noted that the resolution will still need to be done, but Brad can send her the third quote so she can create it ahead of time.

Medic 562: The medic is back in service; the kingpin was fixed.

Fairfield County Safety Council: Chief Smith reported he had been asked to serve on this council. An in-person meeting will be held in the future. An elected official will not be required to attend the meetings in the future. A survey is being sent out to ask about when and how the meetings are held.

Status Update on the New Medic: Chief Smith reported Fiscal Officer Wyne as well as Amy Brown-Thompson of the Prosecutor's Office had been in discussion regarding this purchase. Lengthy discussion continued regarding the competitive bid process. Because the medic the township wants to purchase is \$270,00, it will be required to go out for competitive bid. It was noted that the same result will likely be received; however, this process will drive up the cost of the new truck due to all costs going up across the board. The possibility of removing some of the features of the truck in order to get the cost below the \$250,000 threshold was also discussed; however, the Fire Department would prefer not to do that. The pros and cons of diesel versus gas engines were also discussed. Chief Smith noted another Department in the area had ordered a new truck costing \$300,000; however, they ordered it earlier and prior to the inflation prices, and it is a gas truck, rather than diesel. Fiscal Officer Wyne noted that because the federal guidelines had just come out recently on these purchases, other townships might be facing the same issue. Brad stated he would talk to Burgess tomorrow to find out what, if anything, can be done to make this purchasing process more easier and more efficient.

FROM THE TRUSTEES:

Trustee Searle recognized Deputy Sheriff Minnear at this time, and discussed the junk car situation on Route 158 at Dumontville. Discussion continued as to any assistance the Deputy could provide, including any methods that could be used to determine the operating status of the junk cars. Trustee Searle noted one of the three ORC criteria to be met for removal of junk cars is that the cars are apparently inoperable. It was suggested that a certified mechanic could be hired to go with the Trustee(s) and Deputy in order to determine the operating status of the

RECORD OF PROCEEDINGS

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

May 25, 2022 - 6:00 PM

cars, and the pros and cons were discussed. The Deputy stated that he could accompany Trustee Cotner when he delivers the letter and resolution to the homeowner. This issue will be revisited at the next meeting.

Trustee Cotner noted the change in the next Trustee Meeting which was moved to Monday, June 13, 2022 at 6:00 p.m. at the Firehouse (the original date was Wednesday, June 8, 2022). The meeting scheduled for Wednesday, June 22, 2022 at 6:00 p.m. will remain the same.

Trustee Searle asked if the parking request from Darryl Fitzpatrick had been resolved yet. Fiscal Officer Wyne responded that she is awaiting a response from OTARMA - Kim Arnold. She has relayed this to Mr. Fitzpatrick.

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 7:20 p.m.