

xRECORD OF PROCEEDINGS

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

June 13, 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 25, 2022, Trustee Searle asked if there were any changes to the minutes. Trustee Kosch 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

FROM THE FISCAL OFFICER:

Fiscal Officer Wyne reported the May bank reconciliation report had been completed and submitted to the trustees for their review and signature.

Trustee Searle made a motion to pay the bills associated with warrants 34763 through 34792 and Electronic Debits 75-2022 through 87-2022 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 Kosch seconded.

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

Fiscal Officer Wyne stated she had received an email from OPERS inquiring of Doug Shaw employment with the township. If he is no longer working, a resignation letter is needed. Road Superintendent Shafer stated he would get the letter from Mr. Shaw. Trustee Searle asked if we wanted to seek resignation in case Mr. Shaw is needed in the winter season for snow removal. Fiscal Officer Wyne stated that if Mr. Shaw is needed for snow removal, he could be rehired with boards approval and completion of a drug test. She asked Tom to call Doug tomorrow to request the resignation letter to present it at the next meeting.

Fiscal Officer Wyne presented Resolution 2022-06-13-01 to use ARP money for a +mower for the Road Department at a cost of \$12,199.00 for maintenance of the cemeteries. The standard allowance will be used. She noted it will be on file at the township office.

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

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Trustee Searle asked Tom if the mower was currently available; Tom confirmed that it is available.

Fiscal Officer Wyne reported she and Chief Smith had had a phone conference with Amy regarding the purchase of the medic at a cost of \$249,834.00. It will not be required to go for competitive bid since the price is below \$250,000. ARP funds will be used for the purchase, and it will be a standard allowance. Trustee Cotner made a motion to approve the purchase of the medic; Trustee Searle seconded the motion. Fiscal Officer Wyne noted the Resolution would be on file at the township office.
ROLL CALL: Cotner: Yes Kosch: Yes Searle: Yes Motion Passed 3-0

FLOOR: Jack Barr, Winding Oak, asked to speak from the floor. Mr. Barr’s question concerned a rumor at a recent HOA meeting regarding chip sealing being done to the streets in Oak Creek. Road Superintendent Shafer stated there is no truth to that rumor, to his knowledge. He did acknowledge there is crack sealing that needs to be done, and it will most likely be done sometime this summer, but there is no chip sealing on the schedule for that area.

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

Resolution - Junk Cars on Lancaster-Kirkersville Road: The certified letter which was mailed to the property owner had been returned to the Zoning Office as unclaimed. The letter was dated March 17, 2022, and it didn’t get returned until approximately two months later. However, Caitlin reported the land owner contacted her last week and requested a zoning permit to build an accessory building on one of the parcels that doesn’t have a house. She informed him the current zoning resolution doesn’t allow for that, since the building would have to be built as an accessory to an existing structure. She also asked him why the building couldn’t be built on a property with a house and he stated there wasn’t enough room. Caitlin did refer him to the county, because he wants to join his parcels together. Caitlin will be checking with the prosecutor as to whether the township can hold the building permit until the property is cleaned up and/or the vehicles are moved or removed.

Discussion continued as to how to proceed, especially in terms of having the junk cars towed. Trustee Cotner is willing to call the property owner and have a conversation with him about the situation. Caitlin stated she did not recommend towing any cars yet, based on her conversations with Julie at Brosious. Trustee Cotner and Caitlin also confirmed that Julie had stated the property owner is at fault, due to violating the township zoning code, regardless of who owns the cars. Again, the biggest hurdle

appears to be the statute where it states “apparently inoperable” vehicles and how to make this determination.

Procedure for New Members for the BZA/Zoning Commission: There are currently three people who have expressed interest in serving on either the BZA or Zoning Commission. This includes a gentleman who spoke with Jack Barr, and expressed his interest. Jack instructed him to reach out to Caitlin; however, she has not spoken with him at this point. It was noted that these members serve a five-year term, once appointed. After discussion as to how to proceed, it was determined that a special meeting will be held on Monday, June 20, 2022 at 6 p.m. to allow 20 minutes per person for an informal interview. Caitlin will reach out to the people to get

them scheduled, and inform the Board when this is set-up. A special meeting notice will also need to be posted in the required areas.

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

Road mowing, some ditching and some berming is being done currently. He noted the side-mount mower has been installed on the John Deere mower so two road mowers are operating. The John Deere hoe with the bent cylinder was repaired and is working fine.

New Cemetery Mower Purchase: Tom asked if he could take a check to All-Power for the purchase of the new mower. Fiscal Officer Wyne responded that the purchase could not be completed in that way; a meeting will need to be held to have the check signed first. She also asked if they could bill the township. Fiscal Officer Wyne asked Tom to have All-Power submit an invoice so she can attach it to the paperwork once approved.

The following other reported issues from the community were discussed:

Election House Road - ditch: Trustee Cotner asked Tom to remember this flooding issue across from Danny Kincaid’s property. It is flooding the road and also coming close to the owner’s house. The ditches need dug out more to help control the water.

Randolph’s: Trustee Searle asked Tom to check on this again. It doesn’t appear to be built up enough. Tom stated he had seen it today, and he thinks it sank due to the heat. He’ll try some cold mix and compact it again.

Sieger - ditch on Jeanne Drive: Trustee Searle noted the email that was sent to all of the trustees regarding the flooding issue on this property. A picture of the water back-up was included in the email. It appears there is no culvert in the driveway. Trustee Kosch noted there had been a twelve-inch pipe that was removed, and then there is an open ditch that goes east. Trustee Cotner stated Tom had dug it out and the

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water was released. Discussion continued with the water issues that have been reported, and other attempts that have been made to rectify the situation, including digging out the ditch within the past few years. The ditch belongs to the township, and it has been dug out in the past. The owner's property also lays lower than the ditch and the drain pipe in the driveway. Trustee Searle also noted a cottonwood tree that is growing in the ditch just up a short distance from the driveway and it needs to be removed. Trustee Cotner suggested taking out the culvert pipe to find out what the condition is, and whether it is damaged.

Paving Bids: Trustee Searle inquired whether bids were out for paving. Tom stated he has personally been to the county office, called on both his personal phone and township phone, talked to the staff in the office, and has been unable to reach Eric McCrady to get a status update on this project. Trustee Kosch stated he will go to the county office tomorrow to attempt to get information. Tom stated he had also spoken in person with the person who works on the bidding and advertising, and she did not have any information.

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

Part-Time Resignation: Part-Time Firefighter Kristin Fetty Miller has submitted her resignation, effective June 20, 2022. Trustee Searle made a motion to accept her resignation, effective June 20, 2022; Trustee Cotner seconded the motion.

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

ARP Funds - Possible Grant: Chief Smith reported he continues to work with the country grant writers on these funds.

Status Generator Replacement: Chief Smith reported three quotes had been received: Lines Electric, Buckeye Power (Claypool Electric), and Nationwide Generators. Both Lines Electric and Buckeye Power/Claypool have completed work at the Firehouse in the past. There is a \$2,800 difference in the bids, with Buckeye Power/Claypool Electric coming in at the higher cost. Fiscal Officer Wyne noted the lower bid would need to be accepted; if not, a justification needs to be provided to go with a different choice, as this will be reviewed during our audit. The Trustees noted Buckeye Power/Claypool Electric has been in business longer and has more experience. They are also familiar with the project as they hooked up the generator. Trustee Cotner made a motion to hire Buckeye Power Sales/Claypool Electric to install the new generator for \$42,815. Trustee Kosch seconded the motion, noting that

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Buckeye Power Sales/Claypool Electric was local to the township, more experienced, and a larger company.

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

Paving at the Firehouse: Chief Smith wanted to bring this issue to the table. He had spoken to some vendors about the possibility of scheduling it for a future date, and paying at that time, but no one is interested in that scenario due to the rising cost of doing business. Trustee Searle stated he felt this should be done at a later time. It was noted that the Road Department had done repairs on the lot approximately two years ago. It was also suggested that levy money could be used for this project in the future.

Cascade System: Chief Smith reported the Cascade system, through the FEMA grant, had been received and is sitting in the bays awaiting an installation date.

Status Generator Replacement - continued: Chief Smith noted that Brad Hutchinson has done a great job with loaning the station generator, as it was used last week for a day and a half. Trustee Cotner stated a thank you letter needs to be sent to Brad.

Fiscal Officer Wyne presented an issue with a part-time firefighter who may not receive a paycheck due to a banking issue. Communication had occurred between Lt. Reaves, the employee, Fiscal Officer Wyne, and HRButler, as well as the bank. The employee's bank had rejected the check; this will cause a \$15 return fee to the township. The employee was referred to his bank, and he will go there in person on Tuesday to get this resolved. Chief Smith noted Fiscal Officer Wyne had verified all the account numbers, and there was no issue on the township's end. She noted she was looking into having a manual check produced once the issue is resolved.

FROM THE TRUSTEES:

Trustee Kosch reported he had attended the symposium presented by the Fairfield County Commissioners. The primary message was for the townships to have a comprehensive plan in place that includes an area for multi-family housing to be built, due to Intel coming to Licking County. The anticipated radius for the estimated need for multi-family housing is 60 miles. This will impact the surrounding counties and impact the infrastructure in those counties. Discussion continued as to what the residents in the township want vs. what the county wants. Also discussed was whether Greenfield Township had adopted the Fairfield County comprehensive plan several years ago, and

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what impact the County could have on what the Township does. Trustee Kosch noted Violet Township and Hocking Township have their own comprehensive plan.

Trustee Searle reported an email had been received from OTARMA regarding the issue of whether to allow township resident Darryl Fitzpatrick to park his city vehicle and/or personal vehicle at the township office. OTARMA stated proof of insurance and a hold harmless agreement would be required; however, they do not recommend allowing this. The primary concern is regarding his private vehicle being parked at the office, and the issue of potential property damage and liability. After further discussion, the consensus of the Trustees was that they will not allow Mr. Fitzpatrick to park at the township. Fiscal Officer Wyne will contact him to relay this information.

Trustee Searle also presented an email from Chris Barr who has a contract with ODNR for cleaning up trash at Greenfield Lake and Rockmill Lake. Mr. Barr is requesting to use the dumpster at the Firehouse to dispose of this trash. Discussion ensued, and it was the consensus that Mr. Barr should work with Hunter’s Run Conservancy to dispose of the trash. Trustee Searle will relay this information to Mr. Barr.

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 7:15 p.m.