

RECORD OF PROCEEDINGS

Minutes of

Greenfield Township Trustees

Meeting

July 8, 2026 - Held 6:30 PM

1. Meeting Call to Order and Attendance: The Greenfield Township Trustees met in regular session on July 8, 2026, at the Firehouse. Trustee Jennifer Sitterley called the meeting to order at 6:30 PM and led those present in the Pledge of Allegiance.

Attendance:

- Trustees: Jennifer Sitterley, Lonnie Kosch, Dave Cotner
- Fiscal Officer: Angela Bichard

2. From the Fiscal Officer: Fiscal Officer Angela Bichard presented several financial and administrative matters for Board approval.

Purchase Orders:

- Then and Now Purchase Order 40-2026: To Traffic Logix in the amount of \$12,844.17. Trustee Cotner made a motion to approve the purchase order; seconded by Trustee Sitterley.
■ ROLL CALL: Sitterley: Yes Kosch: Yes Cotner: Yes Motion Passed 3-0.
- Then and Now Purchase Order 41-2026: To All American Fire Equipment in the amount of \$19,925.00. Trustee Sitterley made a motion to approve the purchase order; seconded by Trustee Cotner.
■ ROLL CALL: Sitterley: Yes Kosch: Yes Cotner: Yes Motion Passed 3-0
- Blanket Purchase Order 58-2026: For account 1000-110-599-0000 in the amount of \$30,000.00. Fiscal Officer Bichard explained that the original purchase order had insufficient funds for general expenditures. This order provides necessary appropriation for various non-vendor-specific costs associated with the general fund. Trustee Cotner made a motion to approve the purchase order; seconded by Trustee Sitterley.
■ ROLL CALL: Sitterley: Yes Kosch: Yes Cotner: Yes Motion Passed 3-0

Payment Report:

- The Fiscal Officer presented the payment report, including warrants 4174 through 4196 and electronic debits 154-2026 through 164-2026. Trustee Sitterley made a motion to approve the purchase order; seconded by Trustee Cotner.
■ Abstention: Trustee Sitterley requested to abstain from warrant 4192 in the amount of \$86.94.
■ ROLL CALL (excluding warrant 4192 for Sitterley):
ROLL CALL: Sitterley: Yes Kosch: Yes Cotner: Yes Motion Passed 3-0

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Resolution 2026-0708-01 (Appropriations): This resolution amends the 2026 permanent appropriations to address critical infrastructure maintenance:

- \$40,000 from the Permissive Motor Vehicle License Tax Fund – 2231 - for chip and seal work to be added to the Shelly resurfacing contract.
- \$20,000 from the Road and Bridge Fund – 2031 - for tree trimming catch-up.

Superintendent Shafer noted that tree trimming is behind schedule due to 2025 flood response priorities. Furthermore, inflationary pressures have impacted the budget, specifically \$6.00 per gallon diesel fuel and a 15% increase in the price of rock, necessitating this re-appropriation. Trustee Cotner made a motion to approve the resolution; seconded by Trustee Sitterley.

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

2027 Budget Planning: The Fiscal Officer discussed the 2027 budget submission to the County Auditor. She highlighted that for the first time, estimated resources will include projected cannabis revenue. While the full budget is not yet due, the estimated resources and carryover balances for 2026 must be submitted next week.

Zoning/Administrator Position Discussion: The Board discussed a proposal to move Jeff Williamsen into a part-time, salaried Zoning/Administrator position (29 hours/week). Trustee Kosch expressed concern regarding the township size comparison used in previous research. Fiscal Officer Bichard clarified that the research was based on Madison Township in Richland County, which has a similar budget and population, rather than the much larger Madison Township in Pickaway County. The Board discussed legal parameters under ORC 505.032 and the need to distinguish between salary and hourly requirements for part-time government roles. This will remain on the agenda for future discussion.

3. **Zoning Inspector:** Zoning Inspector Jeff Williamsen provided updates on department operations and policy amendments.

- Permit and Software Updates: The issue with the Dacy permit on Ginder Road has been resolved. Mr. Dacy came into the office and paid for his permit. Year-to-date permit revenue currently stands at \$26,606. Training for the new IWork software begins next Thursday, with a target to be fully operational within 50 days.

- Letter to Sen. Schaffer and Rep. LaRe regarding cybersecurity funding for townships was presented for the Board's signature.

- **Resolution 2026-0708-02 (Ransomware Policy):** The Board approved an update to the cybersecurity policy originally established in September 2024. The amendment states that the Township shall not pay or authorize any ransom demands unless the Board first adopts a separate resolution at a public meeting. The policy reflects that because the township utilizes Google Workspace (cloud-based) and daily backups, data can be reloaded without

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meeting extortion demands. Trustee Sitterley made a motion to approve the amendment; seconded by Trustee Kosch.

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

○ Rockmill Brewery: The owner wants to get an updated PUD. He will be required to submit a business plan to include what he wants to do now, as well as what he wants to do in the future. No deadline for this, but it will stay on the list.

○ Environmental and Maintenance Issues: A quote for mold and air quality testing for the office was received for \$1,920; the quote has expired. Due to water spots around vents and potential health concerns, the Board requested additional quotes for comparison and suggested contacting the County Health Department for a list of recommended vendors; however, it was noted they will not give recommendations for a private company.

○ Zoning Commission/BZA: The Zoning Commission will begin reviewing the modified zoning code on Tuesday, utilizing the county's model code. The Board of Zoning Appeals (BZA) has a variance hearing scheduled for July 13.

4. **Road and Cemetery Department:** Road and Cemetery Superintendent Tom Shafer presented administrative and maintenance items.

○ Cemetery Deeds: The Trustees signed the following deeds:

- Jodelle Finnefrock: Carroll Cemetery, Section E, Lot 237, Grave 4.
- Douglas and Penny Kilbarger: Carroll Cemetery, Section E, Lot 238, Graves 1 and 2.
- Kevin and Polly Myers: Carroll Cemetery, Section E, Plot 198, Graves 1, 2, and 3.

○ **Resolution 2026-0708-03 (Liberty Township Contract):** The Board approved a chip seal contract with Liberty Township. Hourly rates were adjusted to \$50 an hour for the stone box and \$60 an hour for the tar distributor. The Township explicitly declined to perform fog sealing for Liberty Township. Superintendent Shafer explained that the fog sealing material is evil to clean—ten times worse to clean than standard tar—and the risk to the Township's outdated equipment, for which parts are difficult to find, is too high. Trustee Sitterley made a motion to approve the resolution 2026-0708-03; seconded by Trustee Cotner.

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

○ Ginder Road and Traffic Safety: The Board expressed significant frustration regarding the Ginder Road detour. A conflict was noted between county officials; specifically, while Commissioner Jeff Fix has deferred road closure decisions to County Engineer Jeremiah Upp, the Engineer's office reportedly informed the Township that roads would not be shut down under any circumstances. A participant noted that ODOT and county signs are orange and black (construction/informational) rather than black and white (regulatory), which makes them enforceable. Discussion continued as to where the best placement of the signs should

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be. The sheriff's deputy in attendance confirmed there were additional patrols in the construction area.

5. Fire Department Chief Brad Smith presented the fire department's strategic planning and operational updates:

- **Capital and Grant Updates:**

- A six-year capital improvement plan (estimated at \$3.5 million) was presented, prioritizing the replacement of ambulances and tanker/engine vehicles.
- The department received a reimbursement grant of \$5,611.92 from the Ohio Department of EMS.
- Buckeye Toyota: The community medic and rapid response vehicle has been received from them.

- **Training Events:** Hazmat training tomorrow; CPR training on Saturday; pediatric cardiac arrest training on July 21.

- **Operational Success:** Dave Cotner wanted to give praise to Chief Smith and his department members as they had a successful cardiac save of a township resident.

- **Traffic and Safety:**

- Accident volume has risen at the 158/Rainbow intersection.
- Tom Shafer stated the traffic counts on Ginder Road are now averaging between 2,400 and 2,500 vehicles per week.

6. Floor

- Fairfield County Sheriff's Deputy: There was a road closed sign at 158 before Coonpath - southbound - that was taken out by a drunk driver. The department is short-staffed, but they are doing their best to send a deputy to the construction area for extra patrolling as much as possible. He encouraged the group to contact the office with any concerns or requests.

- Kirby McCoy (2435 Carroll Southern Rd): Mr. McCoy sought advice regarding a registered letter he received years ago—noted as being in a green envelope—concerning mowing. The Board will research whether it originated from the township (it may have been sent from the county); however, there was no immediate recollection of a letter being sent. Mr. McCoy also reported water and silt runoff from the neighboring farm. The Board advised that private property runoff is a civil matter but provided the contact information for Southeast Ohio Legal Aid for assistance.

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- County Commissioner Invitation: A resident in attendance strongly supported the Board's initiative to hold a publicized meeting with the County Commissioners and County Engineer to address road safety and the inadequacy of the current detour Signage.
 - Email addresses for Trustees: Danielle Keefer asked if the email addresses had all been changed to the greenfieldtwp email address. She wanted to confirm so there were no discrepancies with personal use vs. the BZA email address assigned to her.
7. **From the Trustees:** The Trustees reported on the Grid Growth Initiative document she received and shared regarding Transource Energy, AEP and First Energy. They are beginning a five-year project to expand power lines through the Township. Residents are advised that surveying activities will begin soon. This information is provided as a courtesy to explain the increased presence of workers in the area.
8. **Adjournment:** 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 was adjourned at 7:46 p.m.

Jennifer Sitterley

Jennifer Sitterley (Aug 13, 2026 13:18:05 EDT)

Angela Bickard

Angela Bickard (Aug 13, 2026 12:32:35 EDT)