

## RECORD OF PROCEEDINGS

*Minutes of*

**Greenfield Township Trustees**

*Meeting*

July 9, 2025 - Held 6:00 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 June 25, 2025 Trustee Meeting for approval. He asked for a motion, as no changes were noted. Trustee Searle moved to approve the minutes; Trustee Cotner seconded the motion.

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

Trustee Cotner made a motion to discontinue recording the Trustee Meetings, and instead to use notes taken by the Fiscal Officer for the minutes to be written. It was noted Trustee Searle did not want the meetings recorded; Trustee Kosch likes the recordings.

Trustee Searle seconded the motion.

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 3719 to 3735; and the electronic debits 161-2025 to 169-2025. Trustee Cotner moved to approve the payments; Trustee Kosch seconded the motion.

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

She also asked for a motion to pay the purchase orders. Trustee Searle made a motion to approve the purchase orders; Trustee Kosch seconded the motion.

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

Fiscal Officer Kull raised the issue of pay increases for Zoning Officer Williamsen at a 3 percent rate; Jane Baughn, Administrative Assistant, at a five percent rate, \$1.00 per hour, both for the remainder of 2025. She also noted the Road Department did not get the second half of the proposal from last year.

Trustee Searle made a motion to go into Executive Session to discuss employee compensation; Trustee Cotner seconded the motion.

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

The Board entered Executive Session at 6:06 p.m.

Trustee Kosch made a motion to come out of Executive Session; Trustee Cotner seconded the motion.

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

The Board came out of Executive Session at 6:30 p.m.

Trustee Cotner made a motion to give Jane Baughn, Administrative Assistant, a \$1.00 per hour pay increase for the remainder of 2025; Trustee Searle seconded the motion.

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

Trustee Cotner made a motion to give Fire Chief Brad Smith a three percent increase; Trustee Kosch seconded the motion.

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

After discussion, the decision was made to table the Zoning and Road Department increase issue until the next Trustee meeting.

The 2026 Budget issue was discussed, and it was decided to hold a Special Meeting on Monday, July 14, 2025 at 2 p.m. at the Firehouse to discuss the details.

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

Future Meetings: July 10, 2025: Zoning Commission meeting; July 17, 2025: BZA Hearing: Ware Variance, 650 Coonpath Rd.

Past Meetings: June 30, 2025: Fairfield OTA Meeting; June 27, 2025: CEDA Review.

Permits: Three permits have been issued since the last Trustee meeting; two are pending payment. The list was published July 3, 2025.

Property Visits: 650 Coonpath Road.

Zoning Commission: Jeff presented the resignation of June Queen from the Zoning Commission. Trustee Searle moved and Trustee Kosch seconded to accept the resignation of June Queen from the Greenfield Township Zoning Commission, effective immediately.

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

Jeff stated he will advertise for the open position on the Zoning Commission.

At this time, Lee Winters, candidate for the Board of Zoning Appeals position, was available for an interview. Trustee Searle made a motion to go into Executive Session to interview Mr. Winters for this position; Trustee Cotner seconded the motion.

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

The Board entered Executive Session at 6:55 p.m.

Trustee Kosch made a motion to come out of Executive Session; Trustee Cotner seconded the motion.

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

The Board returned from Executive Session at 7:08 p.m.

Trustee Searle made a motion to appoint Lee Winters to the position of Board of Zoning Appeals Alternate Member; Trustee Cotner seconded the motion.

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

At this time, Trustee Cotner conducted the swearing-in of Lee Winters as a Board of Zoning Appeals Alternate Member.

Trustee Searle made a motion to move Jill Maiher, Board of Zoning Appeals member, to the Zoning Commission open position, effective immediately; Trustee Kosch seconded the motion.

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

Trustee Searle then made a motion to move Lee Winters from the alternate position on the Board of Zoning Appeals to a full board member; Trustee Kosch seconded the motion.

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

Carnation Solar Letter: Jeff presented the finalized letter for the Ohio Power Siting Board to the Board for their review and signature.

Zoning Resolution Changes: This is ongoing.

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Campaign Monitor Subscriptions: Jeff noted there are only 21 subscribers currently. This needs to be promoted on the Township website. He suggested sending a notification on Savvy Citizen to request residents to sign up on Campaign Monitor.

Fee Changes on Variance Hearings Issue: Jeff raised the issue of reducing the fee for residential variance hearings from \$1,200 to \$600. After discussion, there was no action on this item. Also discussed was whether to raise the cost of a commercial variance hearing. The decision was made not to change the fee at this time.

New Zoning Forms: The Accessory Structure and Private Pool application forms are in test mode with residents. There have been no complaints, and the forms provide more complete information.

Comprehensive Land Use Plan Map - Version 4: Jeff asked if the map will be approved at the meeting. He also stated he had asked the RPC to rewrite the R2 section of the zoning code to match that of the RPC Model Zoning Code, per Trustee Cotner's request. They anticipate completion by July 18, 2025. Jeff asked the Zoning Commission to take it up in their meeting on July 10, 2025. Trustee Searle clarified Zoning Inspector Williamsen's job description in relation to approaching the RPC on this issue.

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

ODOT Speed Study - Coakley Road: This has been discussed with the Fairfield County Engineer's Office; it may not need a resolution to proceed. It is in process with the Engineer's Office.

Ginder Road: New sign resurfacing stickers have arrived for the 40 mile per hour speed limit.

Carroll Knolls Subdivision: DLZ is the engineering firm on the Village sewer project. Three roads are bonded for any damages. Trustee Kosch asked for a copy of the bond.

Summer Resurfacing and Blacktop Projects: Tom reported the bid opening will be held on July 14, 2025 at 11:45 a.m. at the Fairfield County Engineer's Office.

**Road Vehicles:**

- F350 truck - had a leaky water pump and belts replaced.
- Truck 6 (old International) - needs a radiator.
- Delmont Fleet will be lettering the new truck

**FIRE DEPARTMENT:** Chief Brad Smith reported the following business:

Tanker 561: There are mechanical issues with the front mount pump. Chief Smith asked for a motion for \$30,000.00 for a new pump which is a full replacement/rebuild of the entire tanker. This will be pulled from Fire Capital Projects Line: 4904-760-740-000. Discussion was held regarding the pump situation, and the decision was made to get more bids and discuss this further at the next meeting. The Department may not find out until August whether a repair can be made vs. needing a new pump.

Trustee Cotner made a motion to approve up to \$45,000.00 for the new pump; Trustee Searle seconded the motion.

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

Chief Smith noted 84 percent of the Township has no hydrants.

Station Extraction Tools: Howell Rescue will be servicing the hydraulic tools/battery-operated tools.

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Grants: A grant was received from the Ohio Department of EMS for \$5,927.71. This is for reimbursement for non-disposable items.

Stryker: Chief Smith requested approval for a five-year agreement with Stryker at a cost of \$6,897.60 per year. Trustee Searle made a motion to approve a five-year agreement with Stryker at a cost of \$6,897.60 per year; Trustee Cotner seconded the motion.

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

Departmental Compliments: Crew 2 received an “atta boy” from the community.

FLOOR: Dawn Wyne spoke from the floor. She asked for an update on the OP&F issue. Trustee Searle stated that Payroll Vault is working on the issue; reports have been requested from HRButler and passed on to Payroll Vault. Payroll Vault is working on the findings.

She also asked about her public records request from August of 2024 and December of 2024 regarding a late fee from Burnham and Flower.

Mrs. Wyne noted the 2024 year end budget had not been posted. She also asked whether there had been a motion for the Medicare being reimbursed (Burnham & Flower).

**FROM THE TRUSTEES:** Trustee Cotner made a motion to approve the Land Use Map; Trustee Kosch seconded the motion. Trustee Searle asked for discussion before a vote. He noted this was only a map; not a plan. He also stated he opposes the R2 on Carroll Southern and Lithopolis Roads, stating he felt it was not fair to the residents in the area. Trustee Searle stated that his concern was how this map would negatively affect our rural community by designating over 1,000 acres of farmland to be planned as R2 development of high density housing. The R2 district includes up to four houses per acre with the potential of an additional 4,000 high density homes in our Township. The R2 area on the map is much too large. He stated he felt there could be a better way to approach annexation. Trustee Kosch noted these were good points, but the map is needed for utilities planning for future use. Trustee Searle also noted he supports all industrial areas of the map, but not the yellow R2. Trustee Cotner stated he understood the concern; however, the map needs passed in order to get the utility plan started.

With no further discussion, the vote was as follows:

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

Trustee Kosch stated that Marshall McCormick needed to be contacted concerning the Land Use Plan, noting it needs to specify boundaries and specific areas. Trustee Cotner asked if the Board needed to find someone else to write the Land Use Plan.

With no further business to come before the Board, Trustee Cotner 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 8:03 p.m.