

RECORD OF PROCEEDINGS

Minutes of

Greenfield Township Trustees

Meeting

July 12, 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.

Trustee Kosch stated that each individual who wishes to speak must sign in and would be allotted three minutes to speak. The individual needs to direct their question to the Trustees and not specific individuals. Trustees would get back to the individual regarding their concerns.

After each trustee reviewed the minutes from the Trustees' Meeting held on July 3, 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

FROM THE FISCAL OFFICER: Dawn Wyne presented the following:

Fiscal Officer Wyne distributed the financial reports.

Trustee Searle made a motion to pay the bills associated with warrants 1054 through 1058 and Electronic Debits 98-2023 through 101-2023 which are listed on the payment report; seconded by Trustee Cotner.

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

Trustee Searle moved for the adoption Resolution 2023 07 12 01, which states:

WHEREAS, the Board of Greenfield Township Trustees ("the Board") has received a distribution of monies (the "ARPA Funds") from the American Rescue Plan Act of 2021 ("ARPA" or the "Act"); and

WHEREAS, Congress passed the Act effective March 11, 2021; and

WHEREAS, Section 603 created the Coronavirus Local Fiscal Recovery Fund which, among other things, appropriated money to cities, nonentitlement units of local government, and counties to mitigate the fiscal effects stemming from the public health emergency with respect to the Coronavirus Disease (Covid-19); and

WHEREAS, Section 603(c) generally provides that:

(1) USE OF FUNDS. Subject to paragraph (2), and except as provided in paragraphs (3) and (4), a metropolitan city, nonentitlement unit of local government, or county shall only use the funds provided under a payment made under this section to cover costs incurred by the metropolitan city, nonentitlement unit of local government, or county, by December 31, 2024 -

(A) to respond to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19) or its negative economic impacts, including assistance to households,

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small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;

(B) to respond to workers performing essential work during the COVID–19 public health emergency by providing premium pay to eligible workers of the metropolitan city, nonentitlement unit of local government, or county that are performing such essential work, or by providing grants to eligible employers that have eligible workers who perform essential work;

(C) for the provision of government services to the extent of the reduction in revenue of such metropolitan city, nonentitlement unit of local government, or county due to the COVID–19 public health emergency relative to revenues collected in the most recent full fiscal year of the metropolitan city, nonentitlement unit of local government, or county prior to the emergency; or

(D) to make necessary investments in water, sewer, or broadband infrastructure.

WHEREAS, Department of Treasury Final Rule, published on January 6, 2022, and effective April 1, 2022, provides in part that:

Treasury presumes that up to \$10 million in revenue has been lost due to the public health emergency and recipients are permitted to use that amount (not to exceed the award amount) to fund “government services.” [The “standard allowance”].

WHEREAS, the Rule further observes that:

The standard allowance provides an estimate of revenue loss that is based on an extensive analysis of average revenue loss across states and localities, and offers a simple, convenient way to determine revenue loss particularly for Coronavirus State and Local Fiscal Recovery Fund’s smallest recipients. This change is intended to promote administrative efficiency and simplify revenue loss calculation for smaller recipients.

WHEREAS, the Rule further clarifies that recipients can use:

SLFRF funds on government services up to the revenue loss amount, whether that be the standard allowance amount or the amount calculated using the [Final Rule four-step process]. Government services generally include any service traditionally provided by a government, unless treasury has stated otherwise.

WHEREAS, some common examples of “government services” expressly recognized by Treasury are as follows:

- Road building and maintenance, and other infrastructure
- Health services
- General government administration, staff, and administrative facilities
- Environmental remediation
- Provision of police, fire, and other public safety services (including purchase of fire trucks and police vehicles)

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- Maintenance or pay-go funded building infrastructure
- Modernization of cybersecurity, including hardware, software, and protection of critical infrastructure

WHEREAS, "Government services is [deemed by Treasury] the most flexible eligible use category under the SLFRF program, and funds are subject to streamlined reporting and compliance requirements;" and

WHEREAS, funds utilized pursuant to the standard revenue loss allowance continue to have certain restrictions, including:

- Deposit into pension funds
- Satisfaction of settlements or judgments
- Contributions to financial reserves or "rainy day" funds

WHEREAS, the Board has identified a project which, in the judgment of the Board, qualifies as a permitted use of the ARPA Funds, in direct support of governmental services, which consists of the following:

Additional Road Maintenance for \$17,072.57 which will be in addition to the Road Maintenance of \$220,000.00 that was approved on Resolution 2022 03 23 04

WHEREAS, the Board will comply with applicable state and federal procurement requirements regarding the expenditure of its funds under the SRLRF program.

NOW THEREFORE, it is hereby RESOLVED by the Board that:

1. The Township elects to use the standard allowance and its presumption of revenue loss due to the public health emergency and to use the amount authorized herein to fund government services

2. The Project is hereby authorized and shall be paid for from the ARPA Funds in the amount of/an amount not to exceed: \$17,072.57

3. The Project described herein serves the objectives of the Act by providing services traditionally provided by a government, namely:

- ☐ Fire and emergency medical services
- ☒ Road repair, maintenance and other transportation and safety services
- ☐ Public infrastructure support
- ☐ General government administration and administrative facilities
- ☐ Land use regulations and enforcement

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- ☐ Parks and recreational facilities and programs
- ☐ Other

4. Accordingly, the Project is in the best interests of the Township and is deemed a priority for the community.

5. No obligations paid under the authority of this Resolution were incurred prior to March 3, 2021.

6. The Township will comply with applicable state and federal procurement requirements in expending funds under the SLRF program.

Trustee Cotner seconded the Motion, and thereupon, the votes in favor of this Resolution were recorded and reflected by the signatures hereto.

BE IT FURTHER RESOLVED: that it is hereby found and determined that all formal actions of this Township concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Township Trustees, and that all deliberations of the Township Trustees and any of its committees that resulted in such formal action, were in a meeting open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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

Trustee Kosch made a motion to accept Resolution 2023 07 12 02 that states be it resolved by the Greenfield Township Board of Trustees to amend 2023 Appropriations in Fund 2275.

Greenfield Township Board of Trustees wishes to increase the appropriations by adding an additional \$17,072.57 for expenditures in 2023. Trustee Cotner seconded the motion.

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

FLOOR: There were no speakers from the floor.

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

- **Reinstallation of Flag Poles:** Tom reported he had begun working on getting flag poles reinstalled at Carroll and Greenfield Cemeteries, as well as the Township office building. He is working with a gentleman in the Township who has a business called "The Flag Post". The existing flag post at the Carroll Cemetery is in bad shape and needs to be replaced, so Tom is working with the business owner who has provided a quote for three kits which the Township will install. The kit includes a 25 foot aluminum pole, four by six foot cloth flag, four snap hooks to fly two flags, if needed, all the installation hardware and instructions, as well as the solar light dome for the pole. Tom presented expenditure requests, which were itemized according to the different funds: Road Department in the amount of \$625.00; and expenditure request for the Cemetery Department in the amount of \$1,250.00 for the two kits - one for each cemetery - Carroll and Greenfield. The total amount of the quote is \$1,875.00. Trustee Cotner moved to put the flag poles out in the

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amount of \$1,875.00 in the two cemeteries - Carroll and Greenfield, and at the Road/Administrative building. Trustee Searle seconded the motion.

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

- **5801 Feldon Court Issue:** Tom reported he had reached out to the property owner, Cathy Haemmerle, who had contacted the Township about drainage issues at her property. There is a drainage easement (north to south) along her property that is about 300 feet long. Tom then talked to Eric McCrady at Fairfield County Engineer's Office, and Eric is of the opinion that the concrete drainage structure/easement belongs to the Engineer's Office. Tom is currently waiting for Eric to respond to him with factual documentation, so he can respond to Ms. Haemmerle. Tom noted the steel pipe is failing closer to the creek line and causing some erosion, and it is causing holes in her yard.
- **Speed Limit Study and Reduction on Rainbow Drive - Resolution:** Tom reported he had been contacted by Eric McCrady regarding the speed limit study that had been conducted on Rainbow Drive. Eric asked if the Township wanted to be part of the study, which would allow the Township to decrease the speed limit on their portion of Rainbow Drive - between Route 158 and Stringtown Road - to 35 mph. The current speed limit is 45 mph, and drivers consistently speed in that area.

Trustee Cotner made a motion to accept Resolution 2023 07 12 03 which states:

IN THE MATTER OF: A resolution to revise prima facie speed limit for Rainbow Drive (Twp Rd 250)

WHEREAS, the Engineer has determined that the statutory vehicular speed limit established by Section 4511.21, Revised Code of Ohio is greater than that considered reasonable and safe on Rainbow Drive (Twp Rd 250) beginning at SR 158 and ending at SR 37, and

WHEREAS, an engineering and traffic investigation has been made upon the section of road described above, and

WHEREAS, it is the belief of this Board that such investigation confirms the allegation that the statutory speed limit of 45 mph is unrealistic and should be lowered to a speed limit of 35 mph.

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

SECTION 1: By virtue of the provisions of Section 4511.21, Revised Code of Ohio, the Director of Transportation is hereby requested to review the engineering and traffic investigation and to determine and declare a reasonable and safe prima facie speed limit on Rainbow Drive (Twp Rd 250) beginning at SR 158 and ending at SR 37, Greenfield and Pleasant Township in Fairfield County.

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SECTION 2: That when this Board is advised that the Director of Transportation has determined and declared a reasonable and safe speed limit on the section of road described in Section 1 hereof, standard signs, properly posted and giving notice thereof will be erected.

SECTION 3: That the Fiscal Officer of this Board furnish two signed copies of this Resolution to the County Engineer for further processing.

Trustee Searle seconded the motion.

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

- **Rainbow Drive - County Paving Project:** Tom reported this paving had been completed by the County. Tom had estimated 50-100 tons; they laid 101 tons. He also guesstimated the total cost at about \$11,000.00. Eric McCrady told Tom to tell the Board to figure \$12,000.00 to cover some things. Tom presented another purchase request for the Rainbow Drive paving and packing, which included the phone number. Tom noted the final bill had not been reviewed by Jeremiah Upp yet. Trustee Cotner made a motion to accept the paving bill done on Rainbow Drive for \$12,000 for the material, with the county's help. Trustee Kosch seconded the motion. ROLL CALL: Cotner: Yes Kosch: Yes Searle: Yes Motion Passed 3-0
- **Brook Road Tree Trimming:** Tom reported the canopy needs cut back, and there are six very large trees along the roadway that are dead or dying. He had contacted three vendors, but only received a verbal price from one; has not heard from the other two. He contacted Rick Harper who is the vegetation and overgrowth supervisor for South Central Power. They went together to look at the situation. South Central worked on trimming trees along Brooke Road about one year ago; however, Mr. Harper did say he could help the Township on the north end, but the majority of the work (99%) will need to be done by the Township. Tom presented the verbal estimate from the vendor who responded, which was \$18,000.00. Tom stated this may be on the high end, but it was the only estimate he had to work with. He is waiting for the other two vendors to respond. The vendor who did respond estimated a seven to eight day project for the trimming, which includes pole crew, equipment, flaggers, etc. This project includes the entire length of Brooke Road, from Pleasantville Road to Ginder road. Tom will update the Board when he gets information from the other vendors.
- **Microsurfacing and Mastic Sealing Projects:** Tom asked the Board if there was additional discussion that was needed on this project with Strawser Construction. He had noted the three different funds where the money for the project was going to be drawn from, but he also stated he didn't completely deplete the three funds. Tom stated he needed to have the contractor (Justin Hines) come back this year to finish the mastic sealing project. Justin stated he could move up the Greenfield Township mastic sealing, so Strawser could then complete their work according to their schedule. It was noted the amount would need to be under the \$45,000.00 threshold. Hopefully, the contract will be received prior to the next Trustee meeting on July 26, 2023, and it can be approved then. If a special meeting is needed, it will be scheduled.

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- **Lighting Project at Admin. Office Building and Road Department:** Tom expressed his concern that there would be enough funds from the Road Department funds to pay for their portion of the project. With the tree trimming and the mastic sealing projects, funds are getting thin. Dawn noted she had requested the contract but had not received it yet. Discussion continued about the project, and Dawn stated the rebate would be received in the form of decreased electric bills at the Township over several years time. No money will be received directly in order to replace the funds that were used. Dawn will advise Tom as soon as she gets the breakdown of the amount for the Administration Office and the Road Department.
- **Liberty Township Chip Sealing Project:** Tom reported he had been contacted by Dave Keller from Liberty Township about having Greenfield assist them with their chip sealing this summer. Tom expressed his concerns with this project due to some issues: Liberty has not provided a contract yet, and also Tom will be out again in August (starting August 8) for an unknown amount of time for medical issues. Additionally, Greenfield will not be doing any chip sealing this season themselves. After discussion, it was decided to ask Liberty to get a contract to Greenfield for review, and the Board will discuss it at their next meeting on July 26, 2023.
- **Ohio Public Works Commission (OPWC) Grant/Culvert Project:** Tom advised that he and Fiscal Officer Wyne meet with the Engineers off in June regarding OPWC Grants. Tom advised that the grant is for next year.. Tom had spoken with Eric McCrady to confirm what his understanding is on this grant. They will be making some site visits and looking at the culverts where the money will be used. The grant money will not be awarded until Spring of 2024, and the work won't start until 2025. The deadline for the paperwork is October/November of 2023; however, the paperwork hasn't been distributed yet. Tom went on to explain the three culverts which would be the focus of the grant for Greenfield Township: Stringtown Road, south of Carroll Eastern Road; and two on Ginder Road.

Fiscal Officer Wyne presented the Resolution 2023 07 12 04 authorizing the Chairman of the Board of Greenfield Township Trustees to prepare and submit an application to participate in the Ohio Public Work Commission State Capital Improvement Program and to execute contracts as required.

Trustee Cotner moved to accept Resolution 2023 07 12 04 which states:

WHEREAS, the State Capital Improvement Program and the Local Transportation Improvement Program both provide financial assistance to political subdivisions for capital improvements to public infrastructures, and

WHEREAS, the Board of Greenfield Township Trustees is planning to make a capital improvement to various culverts in Greenfield Township, and

WHEREAS, the infrastructure improvement herein above described is considered to be a priority need for the community and is a qualified project under the OPWC programs.

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

SECTION 1: that the Chairman of this Board of Trustees is hereby authorized to apply to the OPWC for funds as described above.

SECTION 2: that the Chairman of the Board of Trustees is hereby authorized to enter into agreements as may be necessary and appropriate for obtaining this financial assistance.

SECTION 3: that this Board of Trustees accepts the Greenfield Township Various Culvert Replacements Project as the Number One Priority for this Board of Township Trustees for the Round 38 Grant Application Year.

SECTION 4: that the Fiscal Officer of this Board of Township Trustees return a signed and certified copy of this Resolution to the County Engineer for further processing. Trustee Searle seconded the motion.

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

Trustee Searle confirmed with Tom Shafer that he would be placing the updated limit signs on Rainbow Drive.

Trustee Cotner asked if the contract with the Village of Carroll would stand as presented. It was noted the lease expired as of June 30, 2023. After discussion, Fiscal Officer Wyne stated she will send the contract to Crystal. Dawn stated the term on the lease is two years; and it can be extended to five years.

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

- **Station Vehicles/Equipment Updates:** Trucks have been going in and out of service. Midwest Towing had been out to fix the air brake issue on Medic 562 and it is back in service. The station mower is back in operation after the clutch went out and needed to be replaced. Captain Spires brought his personal mower in to complete the mowing.

The gear dryer overheated, causing smoke in the bay, and is out of service at the present time. A service tech will be out to investigate the issue.

- **Grants:** A grant from the Ohio Department of EMS was awarded in the amount of \$795.90, which is a lesser amount than previously awarded. This will likely be utilized for additional equipment for the medics.

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Pricing has been received for the AFG FEMA grant, so the Department will be working on numbers to provide to the vendor; hopefully, he can send the information to the manufacturer to get special pricing.

- **Training:** Some of the members of the Department have recently taken the ICS 300 (Incident Command) Training and some will be taking the training next month. Chief Smith noted this is good training for the senior officers and those in a command position.

Next week, the Hazmat Medic Railroad Training will be held. The EMA will be hosting the training. This will be a blended version of hazmat with paramedic training with rail cars.

- **Update to Incident:** Chief Smith reported he had received an update regarding the patient who had gone into cardiac arrest (reported at the July 3, 2023 Trustee Meeting). The person is alert, oriented and doing well. Chief Smith again thanked the Department, especially Firefighter Boyd and Lt. Reaves, for their efforts on this run.
- **New Medic:** Pictures of the new truck have been received from Burgess Ambulance, and it is now expected to be received in early August. The paint and lettering on the truck is done. The load system (cot loading system) will need to be purchased for the new truck. The total is approximately \$23,000.00 for additional equipment. (It was noted the cost will come out of capital funding). Once the new truck is received, the Department will decide whether to keep both of the current medics in order to have a back-up. It is hoped that the current first-out medic will only be out of service for a day or so while Burgess swaps out the load system from the old to the new medic.

ZONING BUSINESS: Tom Erlewein, Zoning Inspector, was not in attendance; no zoning business discussed.

FROM THE TRUSTEES:

There was no business to be presented from the Board.

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 6:50 p.m.