

## RECORD OF PROCEEDINGS

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

July 14, 2021

*Held 7:00 PM*

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

After each trustee reviewed the minutes from the Trustee's Meeting held on June 23, 2021, Trustee Cotner asked if there were any changes to the minutes. Trustee Kosch made a motion to approve the minutes as written; Trustee Searle seconded the motion.

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

**ROAD DEPARTMENT BUSINESS:** Tom Shafer reported that Doug Shaw had started working. He is familiar with the tractors and equipment, and has been mowing. Tom has also been mowing last week and this week.

Tom also reported he had added two items to the contract for Liberty Township. The rate for the wheel loader and broom were not included, so they were added. He is waiting for those to be returned.

Trustee Cotner noted a "thank you" from three community members for getting the cattails cut down in the ditch on Bonita.

Steve Eversole stated that Victor Road has not been mowed this year. Tom responded that he had asked Doug today to mow it next, and he will be heading there first thing in the morning.

- Trustee Kosch asked if the Schwartz place had been mowed; Tom responded it had been mowed.
- Trustee Kosch also asked about the schedule for tarring and chipping of the roads. Tom responded that it might be later this year due to the full-time road employee being off work for a few weeks due to illness. Also, two of the Liberty Township employees will be on vacation in August.
- Trustee Kosch also asked if Tom had a list of roads that was going to be done in the township; Tom stated Liberty is supposed to be three miles and was supposed to be started this week but he hadn't heard anything. Tom responded he had started the list for Greenfield.
- Trustee Kosch also asked about the cattails in front of the culverts at Greenfield Estates; Tom stated he would be getting to it.
- Trustee Kosch also asked about the full-time employee who has been off work due to illness for several days; Tom responded he is currently on vacation, and estimated to return to work on Monday, July 19, 2021. Trustee Kosch also asked if the return to work statement will be submitted; Tom responded he would get the statement.

### **FIRE DEPARTMENT BUSINESS:**

Chief Smith reported that Medic 561 is currently at Midwest getting a new air compressor for its airbags; it should be too costly. He hopes to have it back tomorrow.

He also reported the HeartWatch group which he is a part of through FMC is in the final stages of receiving a grant of close to \$10,000. This will help purchase AED's through the community, and also any batteries or patches that are expired. They are working with a county group and they hope to hear the status of the grant next week.

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Chief Smith also reported he and Lt. Reaves had attended a Plan Review for Fire Officials class last week which was beneficial, especially with the growth that is happening in the township. The class focused on building plans and life safety.

Trustee Cotner asked Chief Smith to notify the Zoning Inspector any time he receives any communication about a building. The county is supposed to send these to the Zoning Inspector, but recently, that did not happen. Trustee Kosch noted there was something sent to the prior Fiscal Officer, rather than Dawn Wyne.

**ZONING BUSINESS:** Interim Zoning Inspector Anne Darling Cyphert reported she has primarily been learning the township zoning, which is totally different from what she deals with in her regular job. She had not issued any permits yet, as she is working on becoming acclimated to Greenfield Township. She noted she is having many time constraints due to her multiple jobs and commitments. Trustee Cotner stated he and the other trustees will assist with taking phone calls or any other assistance she may need. Ms. Cyphert thanks the Trustees for the opportunity to work for the township. She also noted she would be taking time off work during the Lancaster Festival; however, she would be available if there was an emergency.

Trustee Searle inquired as to the status of the hearing on July 22, 2021. Interim Zoning Inspector Cyphert replied that the hearing had been cancelled, as the party withdrew.

Discussion continued regarding the zoning hearing on Thursday, July 15, 2021 at 6:00 p.m. Interim Zoning Inspector Cyphert expects a large crowd, based on all the communications she has received. She suggested there should be a podium for any speakers, as the hearing will be held in the vehicle bay at the firehouse. Chief Smith stated they have a podium with a microphone that can be provided. She also suggested no court reporter is needed at this time, as long as the hearing is being recorded. If there is any need for a court reporter after the hearing due to any additional action sought, then a court reporter would need to transcribe the minutes from the recording. She also reminded the participants to speak loudly and clearly when speaking, so the recorder will pick up their voices.

### **FROM THE FISCAL OFFICER:**

Fiscal Officer Wyne had distributed financial reports via email.

Fiscal Officer Wyne stated June bank statement has been reconciled and is ready for trustee review and signatures.

- Trustee Cotner made a motion to pay the bills associated with warrants 34198 through 34224, and Electronic Debit 65-2021 through 75-2021 which are listed on the payment report; seconded by Trustee Searle.  
*ROLL CALL: Cotner: Yes Kosch: Yes Searle: Yes. Motion Passed 3-0*

- Fiscal Officer Wyne stated that she would like to increase Jane's administrative hours from 14 hours a week to 18 hours a week. She stated that she doesn't anticipate Jane working 18 hours consistently on a weekly basis but wanted the extra hours if needed. Trustee Searle asks why those hours are needed. Fiscal Officer Wyne stated when there are 2 to 2.5 hours meetings they take awhile to type, due to the interruptions of phone calls and visitors to the office plus she doesn't want to come back asking permission for additional hours.

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Trustee Kosch made a motion to increase Jane's hours to up to 18 hours per week; Trustee Cotner seconded the motion.

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

● Fiscal Officer Wyne stated that each of the Trustees were emailed the Resolution 2021 07 14 02 regarding the refunding bonds for the fire station. A RESOLUTION PROVIDING FOR THE ISSUANCE OF NOT TO EXCEED \$1,035,000 FIRE STATION REFUNDING BONDS, SERIES 2021 TO REFUND ALL OR A PORTION OF THE TOWNSHIP'S FIRE STATION REFUNDING BONDS, SERIES 2012, DATED AS OF OCTOBER 3, 2012, AND MATTERS RELATED THERETO.

WHEREAS, pursuant to resolutions heretofore duly adopted by the Board of Township Trustees (the "Board of Township Trustees") of the Township of Greenfield in the County of Fairfield, Ohio (the "Township"), an election was held on March 2, 2004 under the provisions of Section 133.18 of the Ohio Revised Code upon the question of issuing bonds for the purpose of constructing a new fire station and providing furniture, fixtures and office equipment therefore, and of levying a tax outside of the ten-mill limitation to pay the principal of and interest on such bonds, of which election due notice was given according to law and at which election more than a majority of the electors voting on said proposition voted in favor thereof; and

WHEREAS, by virtue of such vote, the Township heretofore issued \$1,784,000 of Fire Station Bonds, Series 2004 dated as of July 15, 2004 (the "Original Bonds"); and

WHEREAS, the Township heretofore issued \$1,415,000 of Fire Station Refunding Bonds, Series 2012, dated as of October 3, 2012 (the "Prior Bonds") to advance refund the then-outstanding principal amount of the Original Bonds ahead of their stated maturity; and

WHEREAS, it is in the best interest of the Township and its citizens and taxpayers to currently refund all of the Prior Bonds subject to optional redemption and currently outstanding, or such lesser portion as the Township Fiscal Officer may determine (in either case, the "Refunded Bonds"), pursuant to and as permitted by Section 133.34 of the Ohio Revised Code, in order to achieve interest cost savings;

NOW, THEREFORE, BE IT RESOLVED by the Board of Township Trustees of the Township of Greenfield, in the County of Fairfield, Ohio, that:

SECTION 1. It is necessary to issue bonds of the Township (the "Bonds") in a principal amount not to exceed \$1,035,000 for the purpose of currently refunding all of the Refunded Bonds in advance of their stated maturity, or such lesser amount as the Township Fiscal Officer may determine in the hereinafter defined Certificate of Award, and paying "financing costs," as defined in Section 133.01 of the Ohio Revised Code, related to the issuance of the Bonds, under authority of and pursuant to the general laws of the State of Ohio, particularly Chapter 133 of the Ohio Revised Code.

SECTION 2. The Bonds shall (i) be issued in a principal amount not to exceed the amount set forth above, for the purpose aforesaid, (ii) be dated, (iii) be of denominations, provided that each Bond shall be of a single maturity, (iv) mature or be subject to mandatory sinking fund redemption on dates and in amounts, provided that the final maturity of the Bonds shall be not later than the final maturity of the Refunded Bonds, and (v) bear interest payable semiannually, or as otherwise set forth in the Certificate of Award, on dates and at a rate or rates per annum, provided that the true interest cost payable by the Township over the life of the Bonds shall not exceed

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three percent (3.00%) per annum, all as determined by the Township Fiscal Officer without further action of the Board of Township Trustees in a certificate of award (the “Certificate of Award”), which determinations shall be conclusive.

Certain Bonds as may be designated as “term bonds” in the Certificate of Award, and as such, shall be subject to mandatory sinking fund redemption at a redemption price of 100% of the principal amount to be redeemed plus accrued interest to the date of redemption on the dates and in the respective principal amounts as may be set forth in the Certificate of Award.

Certain Bonds or portions thereof shall be subject to redemption prior to maturity at the option of the Township, in the manner and on such dates at a redemption price of not more than 100% of the principal amount to be redeemed, plus accrued interest to the date of redemption, or not at all, as may be specified in the Certificate of Award.

It is hereby determined by the Board of Township Trustees that the issuance of the Bonds as provided herein, including without limitation, the redemption provisions set forth above, is necessary and will be in the best interests of the Township and its citizens and taxpayers for the reasons set forth in the preambles hereto.

The Bonds shall be designated “Fire Station Refunding Bonds, Series 2021” or as otherwise provided in the Certificate of Award.

**SECTION 3.** The Bonds shall express upon their faces the purpose for which they are issued and that they are issued in pursuance of this Resolution. The Bonds shall be in fully registered form and shall bear the signatures of at least two of the members of the Board of Township Trustees and of the Township Fiscal Officer, provided that any or all of such signatures may be facsimile signatures, and shall bear the manual authenticating signature of the Township Fiscal Officer as the paying agent, registrar and transfer agent for the Bonds, or an authorized officer of a bank or trust company designated by the Township Fiscal Officer without further action of this Board of Township Trustees to serve in such capacity (in either case, the “Paying Agent and Registrar”). The principal of and interest on each Bond shall be payable by the Paying Agent and Registrar to the registered holder thereof, by check or draft mailed by the Township to such holder’s address as it appears on the registration records, as provided in the Certificate of Award, without deduction for exchange, collection or service charges, and shall recite that they are issued pursuant to the provisions of the Act and this resolution. Upon the final payment of such Bond, the then registered holder of such bond shall mark such Bond as paid and return the cancelled Bond to the Township.

The Bonds shall be transferable by the registered holder thereof in person or by his attorney duly authorized in writing at the office of the Township upon presentation and surrender thereof to the Township. No such transfer shall be effective until entered upon the registration records maintained by the Township. Upon such transfer, a new bond for the then unpaid principal amount will be issued to the transferee in exchange therefore.

The Township may deem and treat the registered holders of the Bonds as the absolute owners thereof for all purposes, and the Board of Township Trustees shall not be affected by any notice to the contrary.

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SECTION 4. That the Board of Township Trustees hereby covenants that it will restrict the use of the proceeds of the Bonds hereby authorized in such manner and to such extent, if any, and take such other actions as may be necessary, after taking into account reasonable expectations at the time the debt is incurred, so that they will not constitute obligations the interest on which is subject to federal income taxation or “arbitrage bonds” under Sections 103(b)(2) and 148 of the Internal Revenue Code of 1986, as amended (the “Code”) and the regulations prescribed thereunder, including any expenditure requirements, investment limitations, or rebate requirements. The Township Fiscal Officer or any other officer having responsibility with respect to the issuance of the Bonds is authorized and directed to give an appropriate certificate on behalf of the Township, on the date of delivery of the bonds for inclusion in the transcript of proceedings, setting forth the facts, estimates and circumstances and reasonable expectations pertaining to the use of the proceeds thereof and the provisions of said Sections 103(b)(2) and 148 and regulations thereunder.

The Bonds are hereby designated “qualified tax-exempt obligations” for the purposes set forth in Section 265(b)(3)(B) of the Code. The Board of Township Trustees does not anticipate issuing and covenants that it will not issue more than \$10,000,000 of such “qualified tax-exempt obligations” during this calendar year.

SECTION 5. The Bonds shall be sold by the Township Fiscal Officer without further action of the Board of Township Trustees to a purchaser or purchasers (the “Purchaser”), as set forth in the Certificate of Award, in accordance with the offer to purchase the Bonds made by the purchaser of the Bonds which the Township Fiscal Officer is authorized to accept on behalf of the Township and without further action of the Board of Township Trustees. The proceeds from such sale, except any premium or accrued interest thereon, if any, shall be used for the purpose aforesaid and for no other purpose, which may include any “financing costs” related to the Bonds, as defined in Section 133.01 of the Ohio Revised Code, and for which purpose said proceeds are hereby appropriated. Any premium and accrued interest received by the Township from the sale of the Bonds shall be either used to pay such “financing costs” or transferred to the bond retirement fund to be applied as permitted by law, and for which purpose moneys are hereby appropriated.

Such sale shall be evidenced by the execution of the Certificate of Award by the Township Fiscal Officer setting forth the terms of such sale, the other matters to be set forth therein referred to in this Resolution, and such other matters as the Township Fiscal Officer determines are consistent with this Resolution. That the matters contained in the Certificate of Award are consistent with this Resolution shall be conclusively evidenced by the execution of the Certificate of Award by such officer. The Certificate of Award shall be and hereby is incorporated into this Resolution.

The Township Fiscal Officer, each member of the Board of Township Trustees and other appropriate officials of the Township, are each hereby separately authorized, without further action of the Board of Township Trustees, to take any and all actions and to execute such other instruments that may be necessary or appropriate in the opinion of Dinsmore & Shohl LLP, as bond counsel for the Bonds, in order to effect the issuance of the Bonds and the intent of this Resolution. The Township Fiscal Officer, or other appropriate officer of the Township, shall certify a true transcript of all proceedings had with respect to the issuance of the Bonds, along with such information from the records of the Township as is necessary to determine the regularity and validity of the issuance of the Bonds.

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SECTION 6. The Bonds shall be the full general obligations of the Township and the full faith, credit and revenue of the Township are hereby pledged for the prompt payment of the same. Any excess fund resulting from the issuance of the Bonds, shall to the extent necessary be used only for the retirement of the Bonds at maturity or upon mandatory sinking fund redemption, together with interest thereon and is hereby pledged for such purpose.

SECTION 7. During the period which the Bonds run, there shall be levied upon all of the taxable property in the Township, in addition to all other taxes, a direct tax annually outside the limitations of Section 2 of Article XII of the Constitution of Ohio, in an amount sufficient to pay the principal of and interest on the Bonds when and as the same fall due, which tax shall not be less than the interest and sinking fund tax required by Article XII, Section 11 of the Constitution of Ohio. Said tax shall be and is hereby ordered computed, certified, levied and extended upon the tax duplicate and collected by the same officers in the same manner and at the same time that taxes for general purposes for each of said years are certified, extended and collected. Said tax shall be placed before and in preference to all other items and for the full amount thereof.

The funds derived from said tax levy hereby required shall be placed in a separate and distinct fund and, together with interest collected on the same, shall be irrevocably pledged for the payment of the principal and interest of the Bonds, when and as the same fall due.

SECTION 8. The law firm of Dinsmore & Shohl LLP be and is hereby retained as bond counsel to the Township to prepare the necessary authorization and related closing documents for the issuance, sale and delivery of the Bonds and, if appropriate, rendering its approving legal opinion in connection therewith in accordance with the written agreement, which at least two members of the Board of Township Trustees and the Township Fiscal Officer are hereby separately authorized to execute and deliver on behalf of the Township, in such form and substance as may be approved by the officer(s) executing the same. The approval of such agreement by such officer(s) shall be conclusively evidenced by the execution of such agreement by such officer(s). Such law firm shall be compensated by the Township for the above services in accordance with such written agreement. Robert W. Baird & Co. Incorporated (the "Placement Agent") shall be and is hereby retained as placement agent to the Township to render its services as such in accordance with the written agreement, which the Township Fiscal Officer is hereby authorized to execute and deliver on behalf of the Township, in such form and substance as may be approved by the Township Fiscal Officer.

SECTION 9. The Township Fiscal Officer is hereby authorized to execute and deliver an agreement with a bank or trust company determined by the Township Fiscal Officer to serve as the Paying Agent and Registrar in such form as such officer may approve, the execution thereof by such officer to be conclusive evidence of such authorization and approval.

SECTION 10. The Refunded Bonds shall be and hereby are ordered called for optional redemption according to their terms on their first optional redemption date following the issuance of the Bonds. There is hereby created an Escrow Fund (the "Escrow Fund") to be held by the bank designated as Escrow Trustee (the "Escrow Trustee") in the Certificate of Award pursuant to an Escrow Agreement for the refunding and defeasance of the Refunded Bonds (the "Escrow Agreement"), which the Township Fiscal Officer is hereby authorized to execute and deliver with the Escrow Trustee in such form as the Township Fiscal Officer may approve, the execution thereof by the Township Fiscal Officer to be conclusive evidence of such authorization and approval. Proceeds of the Bonds in the amount determined by the Township Fiscal Officer in the Certificate of Award to be necessary for the refunding of the

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Refunded Bonds shall be deposited in the Escrow Fund and may be invested in direct obligations of, or obligations guaranteed as to payment by the United States (including, without limitation, such obligations of the State and Local Government Series) and the proceeds of such United States obligations shall be used to retire the Refunded Bonds pursuant to the terms of the Escrow Agreement. Moneys in the bond retirement fund for the payment of Refunded Bonds and determined by the Township Fiscal Officer to be no longer required for such purpose may also be deposited in the Escrow Fund and applied as specified in the Escrow Agreement, and any such moneys are hereby appropriated for such purpose. The Township Fiscal Officer is hereby authorized to retain an independent public accounting firm or nationally recognized bond counsel, as set forth in the Certificate of Award, as verification agent to verify the sufficiency of the Escrow Fund deposit and interest earnings thereon for the payment of debt charges on the Refunded Bonds and to pay for the services of such accountants and for such obligations with the proceeds of the Bonds, and any such actions heretofore taken by such officer or the Purchaser or bond counsel in connection with such subscription and purchase are hereby approved, ratified and confirmed.

SECTION 11. It is hereby found and determined that all formal actions of the Board of Township Trustees concerning and relating to the adoption of this resolution were adopted in an open meeting of the Board of Township Trustees; and that all deliberations of the Board of Township Trustees and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with the law, including Section 121.22 of the Ohio Revised Code.

SECTION 12. It is hereby determined and recited that all acts, conditions and things necessary to be done precedent to and in the issuing of the Bonds in order to make the same legal, valid and binding obligations of the Township have happened, been done and performed in regular and due form as required by law; and that no limitation of indebtedness or taxation, either statutory or constitutional, will have been exceeded in the issuance of said Bonds.

SECTION 13. The Township Fiscal Officer is hereby directed to forward a certified copy of this Resolution to the County Auditor of each county in which any part of the Township is located.

SECTION 14. This Resolution shall take effect immediately upon its adoption.

Trustee Searle made the motion to adopt this Resolution; Trustee Cotner seconded the motion; and the roll being called upon the question of adoption of the resolution, the vote resulted as follows:

YEA:            Trustee Cotner, Trustee Kosch, Trustee Searle            \_\_\_\_\_

NAY:            None

## **FROM THE TRUSTEES:**

Disciplinary Hearing for Kevin Yeamans: Trustee Searle asked Kevin if he had a copy of the letter which was mailed to him (June 24) in the US mail stating the charges being brought against him. Kevin stated he did not have the letter; he received a phone call from Trustee Cotner advising him of the hearing. Trustee Searle asked

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Trustee Cotner if he provided a copy of the letter to Kevin and Trustee Cotner advised he did not have the letter in hand when he spoke to Kevin on June 21, 2021 and he called Kevin after the Trustees' meeting (6-23-21). Trustee Searle read the charges from the letter. This includes: not performing permit inspections as per the job description on a regular basis; not reporting permit inspections to the trustees as directed by the trustees; not attending all Zoning Commission meetings as required by job description, and showing a reluctance to commit to the necessary relationship with the Zoning Commission. Mr. Yeamans asked for proof of these charges. Trustee Cotner asked Fiscal Wyne if Kevin turns in inspections and she advised yes on his timesheet. Trustee Searle stated he wanted them in the excel spreadsheet. Discussion continued regarding attendance at the meetings and hearings. Trustee Searle stated Mr. Yeamans had missed many Zoning Commission meetings. Mr. Yeamans stated he had attended the specific meeting in question virtually. He also asked for proof of the accusations and stated he would be submitting a public records request for these records. Fiscal Wyne advised it was noted to provide Kevin with a copy of the recorded meeting and would advise of the fee and when they would be ready. Trustee Searle stated there was a computer incompetency issue and continually blaming computer issues. Kevin advised Trustee Searle that he is not the only one in the office that has had computer problems and Trustee Searle advised Kevin he was only talking about him. Trustee Searle also stated there were issues with public notices for hearings in the newspaper, causing incorrect notices and/or hearings to be cancelled. Mr. Yeamans asked for records of these accusations. Trustee Searle also stated Mr. Yeamans had not posted zoning signs to give notice of a redistrict or variance as directed by the trustees. Kevin stated I see Anne posted the zoning sign and Trustee Searle advised Anne did not post it. Trustee Searle and Mr. Yeamans disagreed on the usage of Road Department equipment to post the zoning signs, with Mr. Yeamans stating Trustee Searle told him he was not allowed to use the Road Department equipment to post the signs or for zoning purposes; Trustee Searle refuted this statement. Trustee Kosch asked Mr. Yeamans if he felt he had followed the guidelines he had been given about reports. Mr. Yeamans stated he did the best he could with the six hours he had been given, including working more than the six hours each week, and still could not keep up. Additional discussion was held regarding the notice Mr. Yeamans was given verbally by Trustee Cotner about his services no longer being needed, with Trustee Cotner stating he did not tell Mr. Yeamans he was terminated on June 21, 2021 and Mr. Yeamans disputing this fact. Trustee Searle stated Mr. Yeamans was still an employee of the township as of the current meeting. Kevin stated that Trustee Cotner advised him on June 21, 2021, when Trustee Cotner came in to the office, that he (Cotner) tried to call him (Kevin) around 7:00 a.m. that morning to save him a trip into the office as his services were no longer needed, and if he didn't resign by June 23, 2021, he would be fired at the Trustee meeting on June 23, 2021. Kevin stated he advised Trustee Cotner at that time he was not going to resign. Trustee Cotner replied that he did not tell Kevin that he would be fired.

Trustee Searle made a motion to terminate Kevin Yeamans as Zoning Inspector. Trustee Kosch seconded the motion.

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

Fiscal Officer Wyne asked for an effective date of this action. Trustee Searle stated it was effective immediately. She also asked Trustee Searle if he was aware Kevin Yeamans would be paid for attending the meeting; he stated he was aware. Mr. Yeamans stated he would contact Fiscal Officer Wyne with his public records request. He also stated that he wanted to thank the people of Greenfield Township for the opportunity to be their zoning inspector, and he worked hard to do the right thing. He also thanked Steve Eversole personally, as well as Brad Hutchinson and Lloyd Helbert.



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Trustee Searle thanked Kevin for serving as Zoning Inspector.

Trustee Cotner made a motion to enter Executive Session to discuss a personnel matter. Trustee Searle seconded the motion.

*ROLL CALL: Cotner: Yes Kosch: Yes Searle: Yes. Motion Passed 3-0*  
*Entered into Executive Session at 7:45 p.m,*

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

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

Return from Executive Session was noted effective at 8:12 p.m.

Trustee Cotner advised that the discussion was on hiring personnel but no decision was made at this time.

Trustee Searle noted there was a proposed amendment to the Zoning Code that was rescinded at the last meeting. He stated he had re-done the proposal, and he read the proposal before moving on the Resolution:

“Be it resolved by the Board of Trustees of Greenfield Township, Fairfield County, Ohio, to refer to the Zoning Commission a proposal to amendment to the Zoning Code, for Greenfield Township, Fairfield County, Ohio. The proposal is to revise Section 320, which is the R3, Urban Density Residential District, and Section 360, the PUD - Planned Unit Development District. Also, to revise Section 200.01, Paragraph D, which has to do with removing a Zoning Inspector from Office, and to revise 205.03 to possibly include a fine for not posting a Zoning Certificates of Permit”.

Discussion continued regarding the Zoning Commission meeting with the Prosecutor’s Office on August 3, 2021. Hopefully, there will be a new Zoning Inspector in place before then, as the Trustees prefer to have that person involved in the meeting(s). Trustee Searle noted this Resolution asks the Zoning Commission to do the work.

Trustee Cotner asked for a motion to approve Resolution 2021 07 14 03. Trustee Kosch moved to approve the Resolution; Trustee Searle seconded it.

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

Trustee Searle stated at a prior meeting, there were two people who had applied to be a member of the Board of Zoning Appeals (BZA). He noted he had checked with members of the Zoning Commission to determine if they wished to serve on the BZA, which would require them to step down from their position on the Zoning Commission; no one was interested in doing this. The two people who had applied to be on the BZA are Jeff Williamson and Joshua Arter. Discussion continued about the current members, and how many members and/or alternates need to be replaced. It was noted that Larry Joos, BZA member, had passed away on July 10, 2021. Alternate Dave Bichard has been regularly attending the meetings. It was felt that Mr. Bichard should be moved into Mr. Joos’ position, and the other two gentlemen, Mr. Williamson and Mr. Arter, be appointed as alternates to the Board of Zoning Appeals.

Trustee Searle made a motion to appoint David Bichard as a regular BZA member to replace the position that Larry Joos’ had held, effective immediately. Trustee Cotner seconded the motion.

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

Trustee Searle then made a motion to appoint Joshua M. Arter and Jeff Williamsen as alternate members of the BZA, effective immediately. Trustee Cotner seconded the motion.

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

Fiscal Officer Wyne noted she will contact the two gentlemen.

Trustee Searle noted the BZA members need to be informed of this change. Fiscal Officer Wyne stated she would inform them at the next meeting on July 21, 2021.

Trustee Searle inquired about the Carroll Community Center Contract. Trustee Cotner stated that he had given it to them and they are reviewing it.

Trustee Searle questioned Fiscal Officer Wyne on why Kevin Yeaman was paid a salary when he is hourly for the pay period ending June 26, 2021, check date of July 8, 2021. He noted Kevin received his regular salary of \$431.some cents; however, he did not work, as far as Trustee Searle knows. The Fiscal Officer stated that she had paid Kevin a salary for that time period since no effective date was given for the change until 6-23, on how Kevin was to be paid, she stated that she nor Kevin was given clear and accurate direction on how Kevin was to be paid. Trustee Searle advised that she and Kevin had been advised at the meeting. Fiscal Officer Wyne advised that her and Kevin were dismissed from that meeting prior to the action; however Trustee Kosch did come to the office to advise of action. After listening to the tape from the meeting she had questions on how this was to take place since the tape and what they were advised didn't match. Trustee Searle advised she should have asked. The Fiscal Officer stated she did ask in two public meetings (June 9 and June 23) for clarifications; she stated these discussions need to be done in a public meeting. She advised she nor Kevin was advised on the logistics (if he was to clock in/out; no timesheet was provided to Kevin to keep his time; not clear on how to record outside work, was it additional 10 hours or up to 10 hours, etc. and when would this start, etc.). She advised that Kevin was at work until his conversation with Trustee Cotner on June 21, 2021. Trustee Searle disagrees with this action, as the Trustees had previously moved and approved that Kevin would go to an hourly wage. Although there was not an effective date for this action noted at the meeting, Trustee Searle felt this should have been effective immediately upon the voted action of the Trustees at the May 26, 2021 meeting. Trustee Cotner stated to his board you are both aware that she needs an effective date so she knows when it starts. Fire Chief Smith advised that Fiscal Officer Wyne always ask for an effective date for personnel changes. Tom Shafer also confirmed that Fiscal Officer Wyne also requires an effective date for raises. Discussion continued between Trustee Searle and Fiscal Officer Wyne as to the issue of effective dates on personnel actions, i.e. start dates, resignation dates, increases, etc. After further discussion, Trustee Cotner asked Trustee Searle what he wanted done about this. Trustee Searle advised "I don't know if I want anything done" just noted in the minutes, that he does not agree with the payment of a salary to Kevin Yeaman as he should have been paid at an hourly rate. Trustee Kosch agreed with Trustee Searle that this should have been followed-through with payroll. Trustee Cotner again asked Trustee Searle and Trustee Kosch what they wanted done? Do you want her to take the money back? Trustee Searle stated no that he had already been paid. Trustee Kosch stated he didn't know if the money could be taken back. Fiscal Officer Wyne stated she needs clear directions for payroll.

Trustee Searle made a motion to adjourn; Trustee Cotner seconded the motion.

**RECORD OF PROCEEDINGS**

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

July 14, 2021

*Held 7:00 PM*

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

The meeting was adjourned at 9:32 p.m.