

RECORD OF PROCEEDINGS

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

August 10, 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 July 27, 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 requested approval to pay Midwest \$1,515.68 for repair of the Grass Truck. Chief Smith explained this repair was due to a caliper/brake issue. Trustee Searle made a motion to pay Midwest \$1,515.68 to pay for the repairs of the Grass Truck; Trustee Cotner seconded.

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

Fiscal Officer Wyne requested approval to pay Kleem \$1,529.48 for a post reflector and red object marker ordered by the Road Department. Trustee Cotner made a motion to pay Kleem \$1,529.48 for the post reflector and red object marker ; Trustee Kosch seconded.

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

Fiscal Officer Wyne stated that July's bank reconciliation has been completed and given to the Trustees for their review and signatures.

Trustee Searle made a motion to pay the bills associated with warrants 34860 through 34880 and Electronic Debits 111-2022 through 119-2022 which are listed on the payment report; seconded by Trustee Kosch.

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

Trustee Cotner made a motion to approve the Purchase Orders and/or Then and Nows; Trustee Searle seconded.

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

Trustee Kosch made a motion to approve Resolution 2022 08 10 01 to transfer \$4,500.00 out of fund 2191-220-190-0011 to put into fund 2191-220-323-0303 to cover the cost of repair for Medic 562, which was approved at the last meeting; second by Trustee Cotner.

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

Fiscal Officer stated that the groundhog has a nice size hole at the side of the building that needs to be taken care of. Trustee Searle noted there is a second hole toward the back of the building when he checked today. Tom Shafer stated he would take care of the issue.

FLOOR:

Jack Barr, 1642 Winding Oak, was the first speaker. Mr. Barr raised the issue of the intersection near his home flooding recently due to a resident cutting down cattails and leaving them in the ditch, which then blocks the water flow and causes the intersection to flood. He asked for assistance with this issue from Road Superintendent Shafer in order to stop this flooding.

RECORD OF PROCEEDINGS

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

August 10, 2022 - 6:00 PM

The next speakers were Joe Thomas, Metro Development, 470 Old Worthington Road, Westerville, OH 43082; Jill Tangeman, attorney with Vorys, 52 E. Gay Street, Columbus, OH 43215. Mr. Thomas and Ms. Tangeman are presenting a proposal for building on Election House Road and were inquiring about zoning and such prior to continuing with this project. Mr. Thomas noted Metro Development has been in existence as a builder in Columbus since 1964. He had presented information regarding Metro Development at a prior Trustee meeting a few months back, and noted parcels that were put into contract on Election House Road and Columbus-Lancaster Road, roughly 25 acres. He stated they are also in contract for one acre behind the existing dental office. The site plan was presented, and Mr. Thomas explained that the product they are presenting is classified as a residential hotel, which Ms. Tangeman explained in more detail:

She explained the details, as follows: In 2007, the state of Ohio revised their licensure procedure for hotels. All hotels in the state are licensed by the State Fire Marshal; they go through an inspection process, making sure they meet building code requirements, and operational requirements. Over the years, there have been various types of hotels that have come into existence, and they operate in different ways. Under the Ohio Revised Code, there are now three types of hotels - all are classified as hotels, all have to have a license from the State Fire Marshal, have annual inspections, and meet the Ohio Building Code for hotel construction - meeting the commercial code.

1. Transient hotel e.g. Red Roof Inn-type
2. Extended stay - more typical of something with a cooking facility/kitchenette - usually for a couple nights or longer stay
3. Residential hotel - designed to address temporary housing such as transitional housing/workforce housing; for people on temporary work assignments; sometimes for student housing. These are still classified as hotels, but operate differently than something like a Red Roof Inn.

The current proposal is for a residential hotel. The law requires a minimum of a 30-day stay in these hotels. Typically, the stays are for two months or longer, such as in the case of building a house, or moving to the area and trying to determine where they wish to live on a more permanent basis. They could also be students. Ms. Thomas provided a letter of explanation and went on to explain that there had been some questions and litigation on these residential hotels in the past, and her firm had a federal court state that these are, in fact, hotels. This means any area where hotels are permitted, residential hotels are permitted. Trustee Searle asked if there was a maximum stay requirement. Ms. Thomas stated there is not; there is a 270-day maximum stay on the transitional stay hotels; but no maximum on the extended stay or residential stay hotels under the Ohio Revised Code. He also asked what sets these hotels apart from apartments. Ms. Thomas explained the primary differences are construction and licensure. She went on to explain the discussion that took place in order to come to this decision. Ultimately, the State Fire Marshal stated that if they were going to license hotels, they had to be constructed under the Ohio Building Code as a hotel, and require all the fire safety standards to be met; this is not true of apartments. She also noted that it is much more expensive to build these hotels than to build apartments.

Mr. Thomas also explained how this type of building was created and developed. Due to the history of the workforce changing, for instance with consultants for various large businesses and

RECORD OF PROCEEDINGS

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

August 10, 2022 - 6:00 PM

corporations around Columbus needing short-term and/or temporary housing, rather than housing those employees in hotels, or renting, furnishing and maintaining apartments, the current product was created to meet this need. This has been the case since the early 2000's. He stated that due to the requirements in the Ohio Revised Code, the buildings are licensed and also inspected by the State Fire Marshal every year, including inspecting every unit, suite and lobby. He noted they have built their product in Polaris, Route 36/37 in Delaware, and most recently, in Jefferson Township/New Albany; again, due to many new jobs that required corporate housing. He stated the current, proposed project is a great location for those seeking this type of housing, with being on the Route 33 corridor, and the ease in reaching various locations in the Columbus area. He pointed out the picture and drawings/architectural rendering of the buildings he had included with the informational packets, which include pictures of the exteriors, lobby area, outside recreational area, pool area, and other amenities. There is also a large exercise facility, game area, outside kitchen area, and a business office area to meet those needs on-site.

Caitlin Barbee, Zoning Inspector, asked if all of the parcels identified in the plans are zoned B-1, per the Fairfield County Auditor's information; Ms. Tangeman confirmed they are.

Trustee Searle asked how many units are being proposed. Mr. Thomas responded there are 288 units. He also confirmed the units may be furnished by the employees themselves, or Metro Development or the business who is renting the units may furnish them. Mr. Thomas confirmed Metro Development is the builder, general contractor, operator and owner of the buildings, as well as managing it. He also noted these buildings are always built in commercial areas, so if any buffering or fencing is needed, they supply that, as well.

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

Acres behind Meijer/between Airport: Caitlin reported she had had a conversation with the prosecuting attorney's office on this item, which is 21.188 acres. It was rezoned in 2007 to a PUD. The prosecutor's office confirmed that the rezoning does not expire; the development plan does expire. The zoning map was not updated, so it still appears to be zoned industrial. The prosecutor's office also confirmed that even though the code has been updated, the zoning remains PUD. Discussion continued as to the past and current zoning, and the "residential hotel classification" structure being proposed, which appears to fall under the "hotels, motels and inns" classification in the zoning code. Caitlin will be contacting legal counsel tomorrow to ask specific questions about this proposal. She also noted the county would be in control of the site in terms of access, drainage, etc. Trustee Searle inquired as to any zoning permit that would be sought in terms of the fee schedule. Caitlin confirmed that business structures are all square footage based- ground floor. The Board agreed that the fee schedule should be reviewed and reassessed in anticipation of larger, multi-floor buildings coming into the township in the future. Trustee Searle also inquired about the Zoning Commission's next public hearing, which is tentatively scheduled for either August 30 or 31, 2022. He asked that Caitlin also discuss this issue with legal counsel in terms of how to proceed. Discussion continued as to the actual size of the site, where the site is pinned, and review of the plans that were presented. Caitlin stated she would be speaking with legal counsel tomorrow, and also reaching out to Jefferson Township and the OTA where a similar product has already been built to get their input on the process/experience.

RECORD OF PROCEEDINGS

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

August 10, 2022 - 6:00 PM

4123 Election House Road: The owner has been served their certified mail, with the return receipt received by the Zoning Office; the resident has not.

The Reserve at Farms Creek Property: The owner contacted Caitlin to say he would be spraying his property once the weather cooperates and he can do so when it's not going to rain, in order for the spraying to be effective.

Junk cars at Dumontville, 3845 Havensport Road, Fisher property at 1425 Coonpath Road: There is no update at this time.

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

Greenfield Township/Liberty Township Chip-Seal Contract: Tom presented the signed contract (original) which was submitted to Fiscal Officer Wyne. Greenfield will need to sign and provide a copy to Liberty Township.

Trustee Cotner made a resolution to accept for the Greenfield Township with Liberty Township 2022 08 10 12 on doing their tar and chip. Trustee Searle seconded the motion.

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

All Trustees signed and dated the resolution.

Fiscal Officer Wyne confirmed with Tom that he will send her all of the figures, and labor and equipment hours on the project once it is completed in order to create an invoice to be sent to Liberty Township. Then, the invoice will need to be approved by the Board so it can be sent to Liberty.

Tom noted the Liberty chip seal project would be starting tomorrow, with an estimated three days of work to be done.

Hocking Township: Tom reported he and Jeff had met with Doug Shaw, Hocking Township trustee, to discuss the chip-seal work they want assistance with. He also gave Doug an edited version of the contract used for Liberty so he can share it with the other two Hocking trustees. One of their roads needs more than chip-sealed, and Tom recommended that they use either hot asphalt or cold mix, in addition to ditches that need to be cut. All of this would add another day and a half of work. Trustee Cotner stated he had no problem with this as long as all the work that needs done in Greenfield is getting done. Tom stated Jim Reinheld will be staying at Greenfield (not going to Liberty or Hocking) and working to mow and complete any other work that needs done. Tom also reported that he will be calculating the tonnage for stone, quantity for liquid, hours of work, and how much mix is needed for this additional work at Hocking. A separate, additional contract will be needed for this scope of work. Discussion continued as to the location of the roads that need work, and the stone and mix that will be needed. Tom estimated the work to be done in mid-to-late September. Fiscal Officer Wyne stated the figures in the contract will be slightly off due to not being added to the excel spreadsheet she created, so Tom will need to inform Liberty the numbers should be increased slightly.

RECORD OF PROCEEDINGS

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

August 10, 2022 - 6:00 PM

Bonita: Tom stated he wanted to discuss the work needing to be done at Bonita so that everyone is on the same page. Trustee Cotner stated that former homeowners put in the black pipe several years ago. Discussion continued as to the make-up and layout of the current piping, grates, etc. Tom recommended that either the township get someone with a camera to look up the pipe to try to locate the issue; or - he would get with Chief Smith and have the Fire Department come out to conduct some training and use pressurized water in the pipe in an attempt to clear any blockage. The consensus was that pressurized water is the best course of action. Trustee Searle stated that after this takes place, if the property owners want a ditch, then the township will remove the pipe and dig a ditch; but anything beyond that action is the homeowner's responsibility.

Sewer Work at the Carroll Community Center: Trustee Cotner had spoken to Jimmy Benson and recommended that an amount up to \$1,500 would be needed to have the work done. He also asked Tom to take gravel to the site. Tom stated he had already had Jeff take two to three loads of fill dirt and leave it behind the firehouse.

Trustee Searle made a motion to use Jim Benson to do the work at the Community Center to tie-in the sewage system to the village for a fee up to \$1,500, pending him filling out the proper insurances and W-9 and what-not. Trustee Kosch seconded the motion.

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

Kincaid's: Trustee Cotner reminded Tom about the work that needs done at Kincaid's. Tom stated he would complete the work when he got back.

Alleys in Havensport being Vacated: Trustee Kosch reported he had received a certified letter at his home regarding this issue. Tom confirmed these were all undeveloped alleys, so they do not affect the township's road mileage. The Fairfield County Commissions have scheduled a hearing on Tuesday, August 30, 2022 at 10 a.m. at 210 E. Main St., 3rd floor, Hearing Room. Trustee Searle asked that he be sent a copy of the letter.

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

Medic 562: Chief Smith reported Midwest Towing had reached out to him to state that the starting issue with the medic was a bad starter, which was replaced recently; therefore, the department will not be charged for a new starter to be installed. Also, while they were inspecting the medic, they found that the air bags for the suspension and the brakes were bad, so those will be repaired while the medic is in the shop. He stated the approved amount of \$4,500 should cover all these repairs.

Medic 561: Chief Smith reported that Medic 561 is back at the township, and is being used as the first-out truck.

CDL Training at WorkForce Center - BWC: Chief Smith stated there was CDL training being held at the WorkForce Center via BWC, which he noted when he recently attended a training there. He thought this may be helpful, especially for any Road Department employees who are seeking to obtain their CDL in the future.

RECORD OF PROCEEDINGS

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

August 10, 2022 - 6:00 PM

Carroll Community Festival: Chief Smith asked the Board if it would be possible for Teresa Morris, widow of former Chief Terry Morris, to ride in the captain's truck in the festival parade. They were both slated to be grand marshal's in the parade prior to Chief Morris' death. The Board was in agreement with Mrs. Morris riding in the captain's truck.

Resignation - Part-time: Chief Smith reported Cole Richter had submitted his resignation, effective August 24, 2022. He has accepted a full-time position with Clinton Township. Trustee Searle made a motion to accept the resignation of Cole Richter, effective date August 24, 2022. Trustee Kosch seconded the motion.

Staffing Concerns: Chief Smith reported there have been some staffing challenges recently with Captain Spires being off work (with an unknown return to work date), and Colin Osterman being on leave for the birth of his baby (estimated return at the end of August). Discussion continued regarding the difficulties in hiring due to higher pay rates at other departments and businesses, in general. He explained he and Fiscal Officer Wyne had been working to come up with some type of incentive to draw more employees, within budget. Currently, there are 19 part-time employees, and seven full-time employees, with two full-time employees being out right now. Chief Smith stated he had a list of rates for part-time employees with local departments and they are starting on average at \$14 to \$16 per hour, with Hamilton Township paying \$20 per hour to part-time employees. He has also spoken with the younger employees to ask for ideas of things that would be an incentive to get new employees to join the department. Also, it was noted that overtime hours for the full-time employees were getting quite high due to the current absences; it was suggested that another full-time employee (interim) could be hired, with a cap at 40 hours per week Monday through Friday, to help fill the gaps due to absences. Chief Smith stated the department has presented an information session at Bloom Carroll High School for interested students. He also noted the explorer program that Basil Joint Fire District holds where the involved students get credit for attending and working at the fire department. He and Lt. Reaves have discussed having a program similar to this, as well as advocating for a fire program at the career center. He noted the advantages to this would be the fact that it is centrally located, and there are several people already in the service who could be instructors.

ROAD DEPARTMENT:

Employee Resignation: Tom Shafer reported that Scott Shepherd had given his two weeks notice, and returned his door key and fuel gate key last Friday, August 5, 2022. There was no resignation letter submitted; however, Mr. Shepherd indicated when he took a two-week vacation that it would serve as his two-week notice. Tom also read two texts received from Mr. Shepherd to indicate his resignation, and also that he returned his keys to the office when no one was in the office to receive the keys. Trustee Searle moved to accept the verbal resignation of Scott Shepherd which was given to Tom Shafer, effective Monday, August 1, 2022; Trustee Cotner seconded the motion.

ROLL CALL: Cotner: Yes Kosch: Yes Searle: Yes Motion Passed 3-0
Fiscal Officer Wyne also noted that Tom needs to remove Scott Shepherd from the security system. She also asked Tom to print or email a screenshot of the resignation text for the personnel file.

RECORD OF PROCEEDINGS

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

August 10, 2022 - 6:00 PM

FIRE DEPARTMENT:

Use of Engine by Bloom Township: Trustee Searle asked about Bloom's use of Greenfield's engine and what the intention is in this situation? Chief Smith explained they are currently using the engine out of their Lithopolis firehouse. Bloom hopes to use FEMA grant money to purchase a new engine; if they are unable to do so, they will pursue the purchase of a new engine. Once they are in the process of purchasing a new truck, they may be able to get a loaner from the company they are working with. Chief Smith noted it is the second-out truck, so it typically is sitting in the bay unless the engine rescue is being worked on. Checks are done on it each day; however, it is typically in the bay. He noted it is better for the truck to be used than having it sitting. It was noted that Bloom put their own hose on the truck when they began using it.

FROM THE TRUSTEES:

Trustee Searle raised the issue of an email he had received from the county - Tiffany Nash - regarding a mitigation kick-off/core group meeting. The email stated it is mandatory that a representative from every township attend one of these meetings - either August 15 at 10 a.m., or August 17 at 6 p.m. He noted the subject of the meeting sounds like disaster planning. After discussion, it was determined Trustee Searle will attend to represent Greenfield Township on Monday, August 15, 2022 at 10 a.m.

Trustee Kosch made a motion to adjourn the meeting; Trustee Searle seconded the motion.

ROLL CALL: Cotner: Yes Kosch: Yes Searle: Yes Motion passed 3-0
Meeting adjourned at 7:40 p.m.