

## RECORD OF PROCEEDINGS

*Minutes of*

**Greenfield Township Trustees**

*Meeting*

August 13, 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 July 14, 2025 Special Trustees Meeting - budget review - for approval. He asked for a motion, if 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 presented the minutes of the July 15, 2025 Special Trustees Meeting - approve budget - for approval. He asked for a motion, if no changes were noted. Trustee Cotner moved to approve the minutes; Trustee Searle seconded the motion.

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

Trustee Cotner presented the minutes of the July 23, 2025 Trustees Meeting for approval. He asked for a motion, if 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 presented the minutes of the July 29, 2025 Emergency Trustee Meeting - rain and flood damage - for approval. He asked for a motion, if 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

At this time, the Trustees conducted the swearing-in of the newest full-time firefighter, Jaydon Thomason-Whaley.

**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 3772 to 3796; and the electronic debits 193-2025 to 202-2025. Trustee Cotner moved to approve the payments; Trustee Kosch seconded the motion.

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

Fiscal Officer Kull asked for a motion to pay the purchase orders. Trustee Kosch made a motion to pay the purchase orders; Trustee Cotner seconded the motion.

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

Fiscal Officer Kull presented Resolution number 2025-08-13-01: A resolution accepting the amount and rates as determined by the Fairfield County Auditor's Office and authorizing the necessary tax levies and certifying them to the County Auditor. Trustee Cotner made a motion to accept Resolution 2025-08-13-01; Trustee Searle seconded the motion.

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

Fiscal Officer Kull presented Resolution number 2025-08-13-02: A resolution to approve the Expedited Type II Annexation of 163.434+/- acres from Greenfield Township to the City of Lancaster (property located on Wilson Road). After discussion, the Board made the decision to table this Resolution. Clarification will be discussed at the next meeting.

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Fiscal Officer Kull presented Resolution number 2025-08-13-03: A resolution to approve the contract with The Shelly Company for the 2025 Greenfield Township Resurfacing Project. Trustee Cotner made a motion to approve Resolution 2025-08-13-03; Trustee Searle seconded the motion.

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

Fiscal Officer Kull presented Resolution number 2025-08-13-04: A resolution to approve the Notice to Commence for the 2025 Greenfield Township Resurfacing Project. Trustee Cotner made a motion to approve Resolution 2025-08-13-04; Trustee Kosch seconded the motion.

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

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

Jeff noted his report was included in the meeting packet.

Future Meetings: August 26, 2025 - OTA Zoning Roundtable

Past Meetings: July 24, 2025: Ware Variance minutes; August 5, 2025: RPC; August 12, 2025: Zoning Commission; August 12, 2025: Special Trustee Meeting.

Zoning Certificates Issues Since Last Meeting: 2

Violations/Complaints Since Last Meeting: 0; Three properties being researched.

Property Visits: 1210 Rainbow (two); 2548 Lancaster-Kirkersville Road; 4050 Brook Road.

General:

- Jeff requested a motion to have up to \$750 approved for Spectrum Reporting to transcribe the Mithoff BZA Hearing from June 24, 2025. Trustee Searle moved to approve \$750 for Spectrum Reporting to transcribe the Mithoff BZA Hearing; Trustee Cotner seconded the motion.

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

- Jeff is working with WebChick on a new Zoning Forms page on the website to accommodate the individual forms based on the application type. The current form will be modified to remove the check boxes for the newly created, separate forms.
- An application (43-2025) has been received to rezone 463 Pleasantville from R1 to Planned Rural Business (PRB) to put in a dog specialty breeding, training, sports, boarding and grooming facility; to be called Greenfield K9 Performance Center, on 17.8 acres. On August 12, the Zoning Commission asked Jeff to forward this to the RPC for review.
- Also at the August 12 Zoning Commission meeting, the group made a motion to work with Regional Planning on confirming the Zoning Resolution to match the Model Zoning Code's format/content. This has not been done yet, as Trustee input/comments are being sought.
- Jeff recently processed an application to add a 3 foot by 14 foot expansion to an existing porch. The fee totaled \$14.70. He would like to recommend making a minimum charge for all structures on the Zoning Fee Schedule if the \$0.35/square foot is below that minimum amount. The recommended fee is \$25.00. Trustee Searle made a motion to

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approve setting a minimum fee for Zoning Permits of \$25; Trustee Cotner seconded the motion.

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

- The Fairfield Regional Planning Board approved the Type 2 Replat of the Oak Creek Subdivision to combine two parcels into one.
- Scanning and filing applications from prior Zoning Inspectors continues. Once that is complete, Jeff will start to go through the zoning boxes of filing in the file room.

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

**Storm Clean-Up:** Tom reported the following storm clean-up efforts:

- The Road Department is currently working on Brook Road, 800 Ft. south of Carroll Eastern. This project is 75 percent done, and Tom hopes to be done with this project by Thursday.
- Tom had been checking on the work Law Contracting was doing; however, the has not checked this week while the Brook Road project was going on. Tom has stayed in contact with the Transportation Coordinator at Bloom Carroll Schools on the roadwork and road closures in preparation for their first day back in session on August 20.
- When Tom checked on Stringtown Road, it appeared the dump rock had been filled in on both sides of the pipe; the barricades were still up.
- Havesport Road appeared to be put back together; the headwalls looked to be mortared back into place as of late yesterday afternoon.
- Ginder Road - two pipes - also looked like they were filled up.

Trustee Kosch inquired as to whether the contractor would be placing “bump” signs to notify traffic on the conditions of the roads, e.g. Havensport Road and Stringtown Road. Tom stated it would be up to Law on placing the signs; he had used all of his “bump” signs on Election House Road and Ginder Road. He also noted that the Township should default to the County to determine where and how this is done. Trustee Searle agreed with this; discussion continued on the situation with digging out the stone when the blacktopping is done, and who will add more stone - Law or the Township. Tom stated the blacktopping is estimated to be done around mid-to late September, per Law.

**Infrastructure Damage Assessment:** Trustee Searle asked if this had been completed, and Tom replied that it was. Tom and Chief Smith worked together to compare and gather all of the information, and John Kochis confirmed that it was received. Tom explained he had worked with the County Engineer’s Office on calculating the numbers for all the repairs to be done. There were a total of seven pipes. This included Rauch Road, Brook Road, and ongoing and longterm headwall repairs on various roads. Trustee Kosch asked for the list Tom was working from. Trustee Searle commended Tom and the Road the Department and expressed his appreciation for all of the work they have done in a quick manner to get the damages repaired; as well as thanking Brad Hutchinson for the use of his equipment.

**Cemetery Deeds:** A deed for David and Mechille Harlan, Carroll Cemetery, Lot 233, Sec. E, Grave #3; also, a deed for David Baker, Carroll Cemetery, Lot 233, Sec. E, Grave #4; were presented for signature.

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Tom also submitted two vacation leave requests to the Board: One for Jeff Bondurant for October 5 through October 11, 2025; and one for Tom Shafer for September 29 through October 4, 2025. Trustee Cotner moved to approve Jeff Bondurant's vacation time; Trustee Searle seconded the motion.

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

Trustee Cotner moved to approve Tom Shafer's vacation time; Trustee Searle seconded the motion.

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

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

Vehicle Updates: The tanker is at All American being inspected, and the Department should receive updates later in the week. The grass truck has had the bed replaced and it is back at the station. The skid should be arriving next week. Medic 562 has an airbag issue; it should be completed later this week/early next week.

Events: Bloom Carroll Schools will have CPR staff training as well as Stop The Bleed training on Monday, August 18, 2025.

**FLOOR:** Chris and Donna Chatfield, 5705 Havensport Road, spoke regarding the flooding on Havensport Road. There is a bad tile under the road and Mr. Chatfield asked if it could be addressed. Also, in the canal area, he asked if the field tiles could be closed off. Trustee Kosch stated he didn't think those existing tiles could be closed off. Mr. Chatfield stated the road stops the flow of the water, which floods their property. They also expressed their issues with the runoff from a neighbor building a house, and that the runoff will continue to flood their property/basement. Trustee Searle noted that he didn't think the runoff can be regulated by the Township. Trustee Kosch reviewed and explained the situation in the area and what had happened in the past. He noted a pipe was going to be installed in the past in order to divert the water; however, some landowners were not willing to pay their part. Various agencies were involved in this situation. Tom Shafer noted the Township needed to do their due diligence on the matter and check on what the issues are, e.g. a crushed tile. Trustee Kosch noted the area across the road was a wetland and a part of the old canal system, which contributes to the issue. Trustee Cotner asked Tom Shafer to investigate the issue. Trustee Searle suggested that Mr. Chatfield contact Fairfield County Soil and Water to discuss the issue with them.

Lee Coleman, 5585 Havensport Road, explained a past situation when his family was going to pay to install a pipe for the neighbors to alleviate flooding. He asked if a drainage ditch or culvert could be installed. Tom Shafer explained that inside the village limits, there is only a 17 foot right-of-way. Mr. Coleman also asked if the north end of Havensport by Pleasantville Road could be widened. Tom asked the resident to contact him, and he will come out and look at the area.

Chris Heimberger asked about road work in front of his house, and noted the ditch needs to be filled in with gravel. Tom Shafer stated he will speak with the contractor.

**FROM THE TRUSTEES:** Trustee Searle made a motion to go into Executive Session to discuss current litigation, and to allow Amy Brown and Jeff Williamsen, Zoning Inspector, to attend the session as well; Trustee Cotner seconded the motion.

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ROLL CALL: Cotner: Yes Kosch: Yes Searle: Yes Motion Passed 3-0  
The Board entered Executive Session at 6:54 p.m.

Trustee Cotner made a motion to return from Executive Session; Trustee Kosch seconded the motion.

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

The Board returned from Executive Session at 7:03 p.m.

Trustee Cotner noted that no decisions had been made.

With no further business to come before the Board, Trustee Searle made a motion to adjourn; Trustee Kosch seconded the motion.

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

The meeting adjourned at 7:04 p.m.