

RECORD OF PROCEEDINGS

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

August 25, 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 Trustees' Meeting held on August 11, 2021, Trustee Cotner asked if there were any changes to the minutes. Trustee Searle made a motion to approve the minutes as written; Trustee Cotner seconded the motion.

ROLL CALL: Cotner: Yes Kosch: Abstained Searle: Yes. Motion Passed 2-1

PUBLIC:

Hunter's Run Conservancy District: Lindy Jackson was present, along with Jonathan Ferbrache and John Kochis. They presented maps of the Hunter's Run Conservancy District (HRCDD) and shared what is being done, and what the future plans are. He noted the number eight dam on Mt. Zion Road was missing from the maps. Mr. Jackson noted they had already met with Bloom and Hocking Townships.

Mr. Jackson explained he had joined the Board in April 2019, as it had basically become inactive. He stated Hunter's Run was built in the late 1950's/early 1960's to protect from flooding downstream. The primary beneficiary was Lancaster. It also benefited the farmers by reducing top soil erosion. He stated it was a pilot project, and noted most of the practices initiated at that time are now requirements.

He went on to explain the #9 dam - Rockmill spillway - was plugged up almost completely. They had a dive team come and clean it out, including a mattress and all trash, to allow the spillway to work as it is designed to do. He stated the system is designed to flood Mt. Zion Road if there is 1.5" or more of rain, and it is supposed to be gone within 36 hours. Training was initiated for their one employee for inspections, as they actually get in the water to inspect the spillways and keep them cleaned out, especially before rain is anticipated, and after the rain. He noted they need to be planning for the future, as the dams were built with a 50-year life expectancy. There are 29 total dams; 21 control dams. There were supposed to be nine flood control dams. The Greenfield Dam is in-between; it was not built as big as originally planned, so it ended up not being considered a flood control; it's considered sediment; but it's large enough that it does impact the downstream areas. There are numbers 1-9, but there is no 7 because that was the Greenfield Dam.

He explained some of the sediment dams may not be needed anymore, because farming practices have changed. Most are getting fairly full of sediment, as they are made of corrugated steel risers and horizontal pipes that are rusting out. The next phase is to determine what is needed to bring them up to current code, as there are some deficiencies. The NRCS - Natural Resource Conservation Service - is jurisdictional over the dams and what is allowed to be done to them. They have committed one million dollars in design engineering to look at the deficiencies in #9, and that was done once before in 2010. Deficiencies means things that aren't up to current standards or don't meet current design. Mr. Jackson noted a FEMA grant of \$266,000 was received to complete assessments of the engineering of the class two dams. He noted there had been \$8,000 per year spent in dam fees to have them inspected. He stated the economic liability of the dams needs to be reviewed, as well as the benefit to the communities being served by them. Trustee Searle asked if the studies

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and analysis are currently underway? Mr. Jackson stated the FEMA grant has been let to them. Hall Engineering has been contracted to conduct the hydrological surveys, and they are getting started. Mr. Ferbrache went on to summarize: the dams that FEMA is looking at represent a cross-section of different conditions as they exist today on class two and class three dams, as well as some that are not classified. This allows the beginning of extraction of costs of what modernization of dams and particular size they are going to be, along with gathering information for public safety purposes, for downstream engineering purposes. The NRCS contract, which they are letting at this point in time, will look at three of the largest dams - class one dams - and they have committed to study additional dams in another two years. As a three-year period is closed, there will be a three-year period of cross-section of engineering analysis by the funders. When decision-making is occurring, it will be based on engineering and modern costs.

Mr. Kochis explained the Fairfield County Commissioners have decided to fund some storm water projects within the AARP; they had the request from the HRCD, and have set aside \$75,000 for the benefit study. The study will look at every dam, including upstream and downstream, to determine the value of the dams. The Commissioners also suggested the HRCD reach out to each township that it greatly impacts, and find out if they are interested in partnering with the Commissioners in funding the economic study, using the AARP funds.

The rough guess for the cost of the funding would be \$140,000 to \$150,000; the Commissioners are putting up \$75,000; it is anticipated the affected townships would be asked if they want to contribute \$25,000 toward this study.

Discussion continued concerning various impacts to the dams and flooding over the years, and the efforts being made to control this.

Jonathan Ferbrache reiterated the Trustees should contact him with any questions about the AARP, or with any assistance they need, including eligibility questions. He also noted the Commissioners are letting a contract for a company to come in and give direct assistance with eligibility, how to spend, etc. Trustee Cotner thanked the gentlemen for speaking to the Board, and stated they would be in contact after their meeting.

FROM THE FISCAL OFFICER:

Fiscal Officer Wyne distributed financial reports.

- Trustee Cotner made a motion to pay the bills associated with warrants 34169 through 34197 and Electronic Debits 90-2021 through 91-2021. which are listed on the payment report; seconded by Trustee Kosch.

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

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

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

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- Trustee Cotner moved to approve Resolution #2021 08 25 01 accepting the amounts and rates as determined by the Fairfield County Budget Commission and authorizing the necessary tax levies and certifying them with the County Auditor; Trustee Kosch seconded.

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

- Trustee Cotner made a motion to approve Resolution 2021 08 25 02 for the following transfer of funds; Trustee Searle seconded the motion:

- \$50.27 from fund 2272-220-420-0000 to fund 2272-220-599-0000
- \$50.27 from fund 2272-330-599-0000 to fund 2272-330-599-0000
- \$5.29 from fund 2273-220-740-0000 to fund 2273-220-599-0000

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

Fiscal Officer Wyne noted all the Cares Act monies have been used, which is why the above transfers have occurred.

- Trustee Kosch made a motion to accept Resolution 2021 08 25 03 that states be it resolved by the Greenfield Township Board of Trustees to amend 2021 Revenue and Appropriations Budget due to distribution of American Rescue Plan Act. The American Rescue Plan Act Fund 2275 was created for the revenue and appropriations. Greenfield Township will receive \$284,713.38. Trustee Cotner seconded the motion.

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

- The Township received a notice from the Ohio Division of Liquor Control regarding a new license for Meijer Store. The notice needs to be signed and returned by September 7, 2021, if the Township wishes to have a hearing on the permit. Discussion was held and it was determined no hearing would be requested. Fiscal Officer Wyne will return the notice prior to September 7, 2021 indicating no hearing requested.

- Mandatory Cyber Application: Fiscal Officer Wyne stated that she started working on the application last week but it is asking for information that she is not aware of. She has forwarded the application to our IT consultant, Bill Cipparrone, and also to Brad, since the application is applicable to every department. She will be meeting with Bill Cipparrone next week, and they will also need to contact Val-Tech and WebChick in reference to the application.

Trustee Kosch raised the issue of the voicemail system not being set-up at the township office, as he has had community members state they are unable to leave messages. Fiscal Officer Wyne reported ValTech had stated they would come in to set-up the voicemail when they installed the new phone system; however, this has not occurred. She, Carla, and Tom Shafer had all attempted to set up their voicemail boxes when the new phone system was installed, but were unable to do so. Dawn, Tom and Anne also verified that they receive an email from the system if a message has been left in the system. Dawn also forwards messages to the appropriate person if she receives messages.

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Fiscal Officer Wyne stated she received the invoice for the Civic Center for termite service. The invoice is for \$36.30 and she normally turns this over to the Village of Carroll to pay with the Trustees' approval. After discussion, Trustee Cotner made a motion to approve payment of \$36.30 to Ben Kitchen Termite Control. Trustee Searle seconded the motion.

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

Trustee Cotner stated he would contact the Mayor of Carroll after the meeting regarding the expired contract.

ZONING DEPARTMENT:

Anne Darling Cyphert, Interim Zoning Inspector, thanked the trustees for giving her the opportunity to provide the zoning inspector services on a short-term basis; however, she will be done with the duties as of August 31, 2021, as discussed in the prior meeting. She stated there had been one applicant for the Zoning Inspector position, Caitlin Barbee. Trustee Searle asked where the job had been posted? Ms. Cyphert stated it was posted in every township in the State of Ohio via the Ohio Township Association, as well as being in the Town Crier as of August 26, 2021. There was additional discussion regarding the difficulties several people had with trying to reach the Eagle Gazette, and being unable to get the job posted there. Ms. Cyphert noted she had shared it on the Fire Department page, and the Bloom Township trustees had shared the information on their social media. Fiscal Officer Wyne stated the job was also posted at the Carroll Post Office, as well as being on the Greenfield Township website.

Discussion continued regarding the details of the Zoning Inspector job, the possibility of hiring an administrative assistant as part of the zoning department to make the day-to-day business more efficient, as well as patterning Greenfield's zoning forms after the zoning forms that Bloom Township uses. Ms. Cyphert noted it is difficult to get applicants for the Zoning Inspector or administrative assistant position (which they have at Bloom Township) as they are part-time with no benefits. Trustee Cotner recommended holding a meeting on Friday, August 27, 2021 at 3:30 p.m. at the Township Office to determine details of the Zoning Inspector position.

Trustee Searle asked if Ms. Cyphert was going to be able to finalize some of the outstanding zoning issues between the meeting and the end of the month, e.g. Megan Thomas. She said she would have that zoning permit completed by their dig date. She noted she had been on six phone calls today regarding zoning questions.

Discussion continued regarding the building permit for Larry Dennison, who was in attendance at the meeting. There had been missed phone calls between him and Ms. Cyphert, which had delayed the process. Mr. Dennison explained he had spoken to Kevin Yeaman in June, and then he had not been able to make any further progress with getting a building permit, as Kevin was gone the next time Mr. Dennison came into the office. Trustee Searle introduced himself to Mr. Dennison, and stated he would bring a zoning application form to him if the original form cannot be found. Discussion continued regarding the size of the building Mr. Dennison wants to build, and the possible need for a variance due to the size of the building. After discussion and explanation, it was determined Mr. Dennison will decrease the size of the building - 30 X 32 feet - to fit the

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property/zoning requirements, so no variance is needed. Fiscal Officer Wyne printed a blank zoning application form and gave it to Mr. Dennison so it can be completed and returned to the office for processing with the new information.

ROAD AND CEMETERY:

Chip/Seal Project: Tom Shafer reported the chip/sealing will begin next week in Liberty Township.

Mowing: Tom reported the third round of mowing will begin this week. Doug Shaw has been off for two weeks.

Trustee Kosch asked if there was a list of roads with a tentative schedule of when the chip/sealing would occur, so it could be shared with the schools for the bus drivers, as well as sharing with the Fire Department, due to safety concerns. After discussion, it was determined that Tom Shafer will notify the Fairfield County Sheriff's Department of the chip/seal schedule, as per the normal procedure; as well as notifying Trustee Kosch. Trustee Kosch will notify Bloom Carroll Schools of the chip/seal schedule so they know which roads to avoid and/or to take extra care when traveling on those roads.

FIRE DEPARTMENT:

AFG Grant: Lieutenant Carlton Reaves reported in Chief Smith's absence. He reported the AFG grant had been approved, and gave the breakdown of the various equipment and associated costs. Lieutenant Reaves asked for a motion to accept the grant for \$50,361, and a secondary motion to approve the cost-sharing fee of \$2,398. Trustee Searle made a motion to approve the grant for \$50,361; Trustee Cotner seconded the motion.
ROLL CALL: Cotner: Yes Kosch: Yes Searle: Yes. Motion Passed 3-0

Trustee Searle made a motion to approve the cost-matching amount for \$2,398; Trustee Cotner seconded the motion.

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

Fiscal Officer Wyne asked for the name/information for whom to write the check. Lieutenant Reeves said he would get that information from Chief Smith.

Trustee Searle asked if other funding was being sought for SCBA's. Lieutenant Reaves explained other options are being explored, as there had been only portions of some funds being awarded. He stated Chief Smith would be re-applying for the funds.

Future Community Activities: Lieutenant Reaves announced two future events: The yearly fire extinguisher training class at the Career Center will be held on September 3, 2021. The Fire Department will also be at Bloom Carroll High School's home game on September 3, 2021.

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Part-Time Firefighter Pay Increase: Lieutenant Reaves raised the issue of whether the Board wished to discuss the part-time firefighter pay raise, or table it for the next meeting? He shared a chart showing the rates for the EMT basic rate - when they are in school vs. not in school - paramedic pending certification. Fiscal Officer Wyne asked about the number of the runs the GTFD has each year and the number of runs from the other departments that were listed on the chart. Lieutenant Reaves gave an estimated rundown of the local township runs from lowest to highest. He estimated an average number of runs at 1,200 per year. Discussion continued with Trustee Searle raising the issue of the webinar he viewed recently concerning the AARP funding and how it may be used by townships for the year 2020 when the pandemic was declared, through December 31, 2024. Fiscal Officer Wyne also stated that all township employees who had contact with the public could be affected by this funding, and encouraged all the trustees and managers to view the webinar for more information. It was determined this issue will be tabled until the next meeting. Lieutenant Reaves will share the Board's feedback with Chief Smith.

FROM THE TRUSTEES:

Fiscal Officer Wyne noted she had given incorrect warrant and debit numbers in her earlier report, and this needed to be corrected. The warrant numbers to be paid should be: 34260 through 34285; and electronic debits: 90-2021 through 91-2021.

Trustee Kosch made a motion to rescind the original motion approving these payments. Trustee Cotner seconded the motion.

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

Trustee Searle made a motion to pay the bills associated with warrants 34260 through 34285 and Electronic Debit 90-2021 through 91-2021 which are listed on the payment report; seconded by Trustee Kosch.

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

Fiscal Officer Wyne noted the closing for the bond refinancing for the Greenfield Township Firehouse to be completed on September 3, 2021. This is estimated to save approximately \$85,000 over the life (11 years) of the bond.

Trustee Searle raised the issue of the July 28, 2021 minutes needing to be approved, due to not having a quorum, as he was not present for the meeting.

Trustee Kosch made a motion to approve the July 28, 2021 Trustee meeting minutes as written; Trustee Cotner seconded the motion.

ROLL CALL: Cotner: Yes Kosch: Yes Searle: Abstain Motion Passed 2-1

Trustee Searle again raised the issue of the AARP funding, noting that it is more for the community than the CARES Act. He noted there will likely need to be a committee to oversee the funding, and there may also be a need to hire someone to manage and direct how the funds are used/dispersed. Fiscal Officer Wyne noted it will not be an easy process, and there will be a lot of paperwork and tracking involved.

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Trustee Kosch asked if the zoning hearing for Thursday, September 9, 2021 is still scheduled, and if it has been advertised? Trustees Cotner and Searle affirmed that the hearing will be held at the Greenfield Township Firehouse on September 9, 2021 at 6:00 p.m., and the ad had been placed. This Zoning Commission Hearing will address changes to the Zoning Book and R3 multiple family and changes to the Zoning Code. Trustee Searle confirmed he had sent it to the prosecutor's office, had sent it to Regional Planning, and had gotten confirmation from James Mako.

Fiscal Officer Wyne asked if the proposed changes are posted on the website? They are not at this time; however, Trustee Searle said the Zoning Commission has the plans and can provide them if there are questions prior to the hearing. Trustee Searle had emailed the information/attachment to the Trustees and Fiscal Officer previously. Steve Eversole stated he would like a copy emailed to him, and Fiscal Officer Wyne asked that the email be sent to her again, as well in case someone from the public stops in.

Trustee Cotner noted the Fisher Property at 1425 Coonpath Road had received their Notice from the Trustees on August 19, 2021. They have seven weekdays, until August 30, 2021, to clean up the property. The Township can then go in to clean up the property on this date if the owners haven't done so. He stated this will be discussed again at the regular Trustee Meeting on September 8, 2021.

Trustee Cotner also raised the issue of changing the time of the Trustee Meetings, as this had been discussed previously. After discussion, Trustee Cotner made a motion to move the time of the regular Trustee Meetings to 6 p.m., continuing with the schedule of the second and fourth Wednesday of each month at the Greenfield Township Firehouse. Trustee Searle seconded the motion.

Fiscal Officer Wyne noted a new resolution will need to be passed to change the time of the meetings going forward. However, the next meeting can be held at 6 p.m.

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

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

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

The meeting was adjourned at 8:30 p.m.