

RECORD OF PROCEEDINGS

Minutes of

Greenfield Township Trustees

Meeting

August 26, 2020

Held 7:00 PM

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

After each trustee reviewed the minutes from the meeting held on August 12, 2020, Trustee Kosch asked if there were any changes to the minutes. Trustee Searle stated there was a comment about the zoning book he made and he has talked to Fiscal Officer Wyne about this. He stated the minutes are pretty much written as said but what he said wasn't what he meant to say so he said to leave the minutes as they are and he will address this after the minutes are passed. Trustee Cotner made a motion to approve the minutes as written; Trustee Kosch seconded the motion.

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

Trustee Searle stated during that meeting he was making some points about the zoning book and his contact with Kim and the minutes read basically like he is quoting what Kim said and he wanted the record to be straight that is not the case. He went on to say the part where he talked about the 75% of the errors being in the original book that we got from Gary, that is my opinion, that was not me quoting anybody else and actually from that part on, all those comments were my opinion and I would just like it to be noted in the minutes for tonight that that's the case. I think it is important that I don't put words in somebody else's month that never came out of their mouth; you know what I'm saying. I just didn't word what I said appropriately to make that distinction. That's all I have to say about that.

FLOOR

Trustee Kosch asked if there was anybody signed in to the meeting through Google Meets. Chief Smith replied there were 3 people signed in. Chief Smith then asked Dan Griffin if he would like to speak. Mr. Griffin stated he is with Outerbelt Brewing and they are interested in applying for an extension of their liquor license that would allow them to serve wine and liquor on their premises. He stated the township is considered dry and he has contacted the Division of Liquor Control and is trying to move forward. The trustees stated they don't get involved with that; it is completely through the State. Mr. Griffin said that because Greenfield Township is listed as a dry and because this is for wine and liquor, he wanted to talk to the

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Township. Fiscal Officer Wyne suggested Mr. Griffin contact the Fairfield Board of Elections and speak to Leslie. She also told him he may have to get a petition going and get something on the ballot.

Chief Smith asked if there was anyone else out there that wanted to speak. Heather Wendell stated she was asked by Chief Smith to attend in case the trustees had any questions concerning transitional work. Chief Smith stated Heather wrote the transitional work policy for BWC and is currently our physical therapist with BWC. Discussion on this followed and Fiscal Officer Wyne stated she will be working on the transitional work policy and asked if Heather and Chief Smith could meet with her the week of September 7th in the morning. Chief Smith is supposed to coordinate.

FISCAL OFFICER

Fiscal Officer Wyne distributed financial reports

Trustee Cotner made a motion to pay the bills associated with warrants 33681 through 33719 and Electronic Debits 90-2020 through 91-2020 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 Purchases Orders and/or Then and Now Purchase Orders; Trustee Cotner seconded.

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

Trustee Kosch moved to approve Resolution #2020 08 26 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 Searle seconded.

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

Trustees signed a cemetery deed for Michael Thimmes-Carroll Cemetery, Lot 121, Sec. E, Graves 3 & 4.

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Fiscal Officer Wyne was contacted by Mary Dawson, Carroll Village Fiscal Officer stating that one of the refrigerators in the civic center died and is asking for donations from the township for a replacement. Discussion followed and it was decided that Chief Smith will check within the firehouse to see if there is a way to consolidate and possibly use one of those refrigerators. Chief Smith will speak to either Mary Dawson or the village mayor on this.

Fiscal Officer Wyne has been in contact with Local Government Services with the Ohio Auditors Office concerning the cemetery bequest fund. Dave Thomas of the Ohio Auditors Office advised that we could go to court to get the money moved to our cemetery fund and do away with the bequest fund. However, he wanted to find out if this is something the trustees are interested in doing. Trustees asked for an explanation on what the bequest fund is and where it comes from. Fiscal Officer Wyne explained that at time individuals will leave some money to Township for a certain cemetery and stipulate the use of those funds. The Cemetery Bequest Funds (Greenfield Cemetery, Carroll Cemetery, Baugher Cemetery and Miesse Cemetery) has \$26,461.73. Only the interest earned on those funds can be spent. So far this year the interest earned on those accounts is \$12.17. All Trustees are in agreement to allow Fiscal Officer Wyne to inform Dave Thomas they are in favor of this.

Fiscal Officer Wyne stated she received an email from Amy of the Prosecuting Attorney's Office on August 17 pertaining to the 1500-hour waiver for part-time fire fighters. She wanted to make sure everyone understands that part-time fire fighters cannot be required to sign the waiver and it cannot be used to circumvent providing health insurance to fire fighters who are more full-time than part-time. Amy sent a revised waiver which Fiscal Officer Wyne has given to the trustees. The changes are: hours are capped at 1800 hours annually; overtime is not affected for FSLA purposes and a signature line for the Fiscal Officer to approve the waiver. The Fiscal Officer is responsible for making sure the township is avoiding the Applicable Large Employer (ALE) threshold cap of 50 full time or full time equivalent (FTE) employees under the Affordable Care Act. A spreadsheet will be kept of how many waivers have been executed for the calendar year so track staying under the threshold.

Fiscal Officer Wyne stated she and Chief Smith worked on the Covid-19 supplies and she is asking the trustees to review what she has submitted for township needs. The

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Fire Department needs are known already. What is needed for the administrative office is 3 laptops and cases to be used at public meetings and also if we are shut down again, this will allow employees to work from home, new phones as our phones do not have conference call capabilities, conference phone for each location which is used for this type of meeting (teleconference calls), hand sanitizing machine to be put inside the door of the administration building and sanitizer, a hands free soap dispenser for the bathroom and soap, yearly subscription for Google Meets to be able to hold the virtual public meetings, masks and wipes and the necessary supplies/labor needed to reopen the administrative office. Discussion of what is needed for both the fire department and administrative office. Trustees are fine with these purchases and Fiscal Officer will work with Chief Smith on ordering these items.

Fiscal Officer Wyne stated she is still working on the timeclocks and security cameras that were previously talked about. She has talked to HR Butler on software available through them concerning clocking in and out. Tom has been busy with chip sealing and has not contacted South Central Power concerning the security cameras. And she sent him an email asking him to get with South Central and schedule something with them the week of September 7th.

Trustee Kosch brought up the subject of the complaint form stating he feels there should be a time period for resolution or working on the issue. It was decided to revise the form to include that the complaint form needed to be addressed within two weeks.

ZONING

Not in attendance. Fiscal Officer Wyne advised Kevin had a meeting with a resident this evening.

FIRE

Chief Smith reported that Bloom Carroll football starts this Friday with a short season that will only have 3 home games which the Fire Department will attend.

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The turnout gear has been ordered and the department wanted to thank the board for allowing this purchase

Chief Smith has been working with New Horizons and it is starting to get bigger county wide and we are now also working with ADAMH and some other entities. We are trying to figure out the best way to handle mobile crisis, mental health issues, suicides, etc.

Chief Smith requested an executive session with the Trustees regarding a discipline issue. Trustee Cotner made a motion to go into Executive Session pertaining to a Fire Department personnel discipline issue: seconded by Trustee Kosch.

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

Trustee Searle made the motion to come out of Executive Session: seconded by Trustee Cotner.

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

Trustee Kosch stated there will be a disciplinary hearing for Ryan Smith on September 9 at 6:00, before the trustee meeting. Discussion followed about having the hearing during the regular trustee meeting.

ROAD

Trustee Cotner stated Tom has been tar and chipping with Liberty.

TRUSTEES

Trustee Searle made a motion to go into Executive Session for a different employee for possible disciplinary action: seconded by Trustee Cotner.

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

Trustee Searle made the motion to come out of Executive Session: seconded by Trustee Cotner.

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

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Trustee Searle made a motion to give Kevin a written counseling on failure to do inspections; seconded by Trustee Cotner.

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

Trustee Searle stated he will draft the paperwork and bring to the next meeting.

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

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

Business concluded; meeting adjourned at 8:40 p.m.