

RECORD OF PROCEEDINGS

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

September 24, 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.

Award for Bystander Intervention/Save: Chief Smith presented an award to Dalton Shick. He explained that Mr. Shick had applied a tourniquet to his cousin's (Kenton Ridenour) arm after an accident, and explained he likely saved his life by taking this action. Trustee Searle thanked the Chief for presenting this award to Mr. Shick, and for providing the training at the school.

Trustee Cotner presented the minutes of the August 27, 2025 Trustees Meeting. 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

There were no minutes to be approved for September 10, 2025, as only one Trustee was present; no official meeting was held. There was a document created to record this.

FROM THE FISCAL OFFICER: Fiscal Officer Jessica Kull reported on the following business:

Fiscal Officer Kull asked for a motion to pay the bills for warrants 3818 to 3835 from the September 10, 2025 Meeting that was not held; and warrants 3836 through 3857 for the current period; and electronic debits 214-2025 to 226-2025 from the September 10, 2025 meeting that was not held; and electronic debits 227-2025 to 232-2025 for the current period.

Trustee Searle made a motion to approve the payments; Trustee Cotner 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 Cotner made a motion to pay the purchase orders; Trustee Searle seconded the motion.

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

Fiscal Officer Kull presented Resolution number 2025-0924-01: Resolution to Adopt a Cybersecurity Policy; Trustee Searle made a motion to adopt Resolution 2025-0924-01; Trustee Cotner seconded the motion.

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

Fiscal Officer Kull asked the Board if they wished to change the schedule for the second meeting in November and December 2025, due to the Thanksgiving and Christmas holidays. After discussion, it was determined to change the November 26, 2025 meeting to Monday, November 24, 2025 at 6:00 p.m. The December 24, 2025 meeting will be changed to Monday, December 29, 2025 at 6:00 p.m.

Fiscal Officer Kull presented the information regarding the MAPCO liquor permit transfer from Circle K through the Ohio Department of Commerce, Division of Liquor Control. The Board did not have any opposition to this change.

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Trustee Searle raised the issue of the OP&F issues that have been ongoing and asked to have a response from Payroll Vault for the next Trustee Meeting. Fiscal Officer Kull will request this from them and have information for the Board.

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

Jeff stated he is not comfortable with discussing zoning litigation and cases in an open setting. He isn't comfortable with notes only. Trustee Kosch asked if Jeff wanted the Board to record the Trustee meetings. Trustee Kosch stated he knows a lawyer told the Board they do not have to record. Trustee Cotner asked if the Board wanted to begin recording again. Trustee Kosch made a motion to record the meetings. There was no second to the motion; motion failed. This issue will be addressed again in the next meeting.

General:

- Adam DeLong of Singleton Construction Services has a PRB parcel at 4730 Wilson Rd., approved 5/17/23. He was only supposed to use the home for his business but has since moved it to the barn. An email was sent to him on September 4, 2025 asking him to contact the Zoning Inspector.
- The case for 1665 Ginder - Dacey property - has been re-opened. They were denied a variance on January 3, 2024, and stated they were appealing. Nothing happened. It all got lost in the transition between the former Zoning Inspector and Jeff. Jeff has driven by and noticed an elaborate deck has been added on the rear of the house, also without a permit. An email has been sent to the Prosecutor's Office on August 28, 2025 and no reply has been received.
- A subdivision lot split was requested for 4175 Canal in Havensport. This required investigation because the lot does not meet the current code and cannot be brought into compliance, but the subdivision was platted before the Township even had a Zoning Code. Jeff called the County RPC; however, that did not help, except to confirm it is a very old subdivision. The Health Department has already flagged out the septic and there's plenty of room for the house the person wants to build. On September 9, 2025, the Zoning Commission approved the lot split, as long as the principal structure meets the setbacks.
- On August 26, 2025, a re-district request was received from Blostein/Overly Architects to re-district the five Babamov properties on Old Columbus Road from R1 to R3. The fee has been paid, and on September 9, 2025, it was sent to the RPC for their recommendation on October 7, 2025.
- The Zoning Commission scheduled a hearing for October 14, 2025 at 7 p.m. following their regular meeting at 6 p.m. for 43-2025 Greenfield K9 Performance Center at 463 Pleasantville. It's requesting a zoning change from R-1 to PRB. It was approved with conditions from the RPC. Trustee Searle asked to have this information sent to him.
- Model Zoning Code: Analysis due back from the RPC on October 3, 2025. Working sessions tentatively scheduled October 15, 2025 and October 20, 2025.
- Trustee contact information has been added to the email notice footer.
- There is a calendar on the News & Notices page. The Trustee holiday schedule needs to be added.

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Trustee Kosch asked Jeff about the word "Newsletter" on the website. Jeff will change the wording. Trustee Kosch stated he wants the Township to keep Savvy Citizen per "residents". He stated Bloom Township is still using the app and will continue to use it. Donna Kosch spoke, asking if a resident signs up with the same email three times, does this register three names on the number of users. She asked if there is a spreadsheet of users. Jeff stated he could see who the users are. Trustee Searle clarified how information is entered on Savvy. He stated he changed his opinion and feels we need to do it again, for at least another year. Trustee Searle made a motion to keep Savvy Citizen for at least another year, and spend up to \$4,000 for the fee; Trustee Kosch seconded the motion.

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

It was noted that Campaign Monitor, the email program, will be kept for now.

Trustee Kosch raised the issue of Rockmill Brewery, and noted they are operating a bed and breakfast. He stated it was not approved for this. He provided a print-out from their website. Lt. Reaves stated he has the ability to review and shut it down, as it falls under the Greenfield Township Fire Department before the Zoning Department. He also stated if it goes against what their Certificate of Occupancy states, it makes it a fire issue. Then Zoning can come in right now. Trustee Cotner stated they could come back and ask to change the PUD. Lt. Reaves can call the County Building Department and check the terms of the Certificate of Occupancy and advise. Zoning Inspector Williamsen and Trustee Searle will schedule a meeting with the owners.

Future Meetings: September 25, 2025 - County Lot Split Training; September 25, 2025 - Land Use Plan; October 7, 2025 - RPC.

Past Meetings: September 1, 2025 - RPC; September 9, 2025 - Zoning Commission; September 10, 2025 - Trustee Meeting; September 16, 2025 - Mediating Zoning Disputes seminar; September 23, 2025 - Lancaster CEDA/NCA.

Zoning Certificates Issued Since Last Trustee Meeting: Eight

Violations/Complaints Since Last Meeting: One

Property Visits: 2653 Carroll Southern; 4730 Wilson; 395 Rainbow; 565 Rainbow; 4589 Arrowhead; 1498 Winding Oak; 5421 Havensport; 5484 Coakley

Trustee Searle asked for the 4175 Canal issue to be reviewed by Brosious, the Township attorney. Trustee Kosch reminded the Board the two acre resolution was just passed. Trustee Searle stated the owner should consider combining the two lots and building on it.

Trustee Searle requested the RPC approval for the K9 Performance Center. Jeff will forward this to all three Trustees.

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

Storm Damage Repair Updates:

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- Stringtown Road Closure: Bill Maravy stated Jeremiah Upp wants the road open with a temporary fix through the winter. It will cost \$60,000 to haul in dump rock, use it to hold the headwall, saw-cut the road, check the culvert, and repair the road. The County Engineer will complete the work. Trustee Searle asked about the scope of work. This was pipe Tom wanted to fix two years ago with OPWC money. The EMA is questioning why it wasn't bad 24 months ago, but is now. Tom wants the Township to help pay this cost. Then, permanent fixes can potentially happen in 2026: \$113,000 grant from OPWC. Tom noted the amount for repair costs to Stringtown Road will be \$417,000.

Tom reported the state released \$3.1 million for Fairfield County and Trustee Searle asked if the Township could get any of those funds. Tom's EMA contact, Natalie, said they have made no decision at this time. Trustee Kosch asked if the Township needs to buy any more easement for this repair; due to the road width, this may need to happen.

Tom reported the money that was appropriated is almost gone due to this mess. A total of \$500,000 is his estimate for repair costs for 2025-2026. Trustee Searle asked how the Township is at \$500,000, as it is an increased number. Tom explained it is for items like rock, gravel, berm to get roads back to pre-flood condition. The EMA uses a cost table to figure reimbursement amounts. Trustee Searle wants to focus on 2025 costs at this time. Natalie told Tom there is no timeline for decisions on money and grants.

Indigent Burial Request: Tom asked if the General Fund will absorb the cost. Dawn Wyne spoke from the floor and stated "that's how it's supposed to be". Trustee Searle noted the Township only pays when they receive paperwork to be reimbursed, and will pay once the paperwork is received.

Shelly Company: Shelly Company is done as of September 19, 2025. The following roads need bermed: Feldon, Franchel, Mt. Zion and Carroll Eastern between 158 and Stringtown. Trustee Searle asked about paving the flood damaged areas; however, he thought this was being done by Shelly Company, and it was actually Law.

Tom went on to review all of the OPWC jobs and how the cycle works.

The following Resolution was presented: 2025-0910: A Resolution authorizing the Chairperson of the Board of Trustees to prepare and submit an application to participate in the Ohio Public Works Commission State Capital Improvement Program, and to execute contracts as required. (This is so the Township can declare the various culvert projects a number one priority, per the County Engineer's Office). Trustee Cotner made a motion to adopt Resolution 2025-0910; Trustee Kosch seconded the motion.

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

Majors Farm: Tom stated Majors Farms had contacted him because their farm fence goes around Miesse Cemetery, Ginder Road. They sent an invoice and asked to have the Township pay half of the cost of the fence - \$1,768. Trustee Cotner made a motion to pay half the cost, \$1,768, to Majors Farms; Trustee Searle seconded the motion.

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

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Resolution 2025-0827 was presented: A Resolution to Approve a Petition to Vacate an Unimproved Segment of a Public Road. Trustee Cotner made a motion to approve Resolution 2025-0827; Trustee Kosch 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:

- Tanker 561: The pump seal is in and the repair could be done by next week.
- Grass Truck 561: The Department is working on the mounting brackets and emergency lighting; this could be completed by Friday or sooner.
- E/R 561: This has been repaired and is back in working order.
- Medic 561: A quote of \$3,137.92 has been received from Echard Collision Repair Inc. for repair of the roof and repainting.

Firehouse Sealcoat: The parking lot/pavement at the firehouse is in need of repair. A few vendors have been contacted and quotes have been received. Chief Smith asked for a motion to approve Wellman and Sons Sealcoat LLC who gave a quote of \$8,695.00. Trustee Kosch made a motion to approve payment of \$8,695.00 to Wellman and Sons Sealcoat to pave the firehouse parking lot; Trustee Cotner seconded the motion.

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

Employee Update: Chief Smith submitted the resignation of part-time firefighter William Fox, effective immediately. Trustee Searle made a motion to accept the resignation of William Fox, effective immediately; Trustee Kosch seconded the motion.

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

FLOOR:

Donna Kosch spoke about the issue with Trustee Kosch's tax issue. She stated she had called RITA and asked them about how this can be refunded. She brought forms with her for Payroll Vault to complete. These will be given to the Fiscal Officer and passed on to them. She also asked about the contract that Trustee Searle signed. Trustee Searle asked how many people were involved. Mrs. Kosch asked if there was a dry run with payroll. She brought up the fact that Trustee Cotner asked whether the Administrative Office was in the Village or not. She dropped off the forms and requested for them to be done by Friday.

Dawn Wyne asked why the Trustee meetings were changed back from 7:00 p.m. to 6:00 p.m. Trustee Searle stated the attendance didn't change and it was moved back. Mrs. Wyne asked if a resolution was done. She stated there were two resolutions that needed to be amended, not just motions being made; one was at the first meeting in January; the next one was from the second meeting in January; one needs amended and one needs rescinded.

She also raised the issue of House Bill 315 regarding Social Media, Website or by Purchasing Ad

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space on line. She asked if the Zoning Code Resolution has been updated since the House Bill was passed, stating the Zoning Resolution online states the newspaper posting needs to be done. Trustee Searle said the Township will need to do it. Mrs. Wyne pointed out a motion needs to be made to state how it will be posted going forward.

Mrs. Wyne stated she was happy that Trustee Searle inquired about the OP&F issue, and stated Fiscal Officer Kull is not doing her job in relation to OP&F.

Mrs. Wyne stated she was happy that the Township is keeping Savvy Citizen, and thanked Trustee Kosch for this. She noted this could have prevented the issue on September 10, 2025. Trustee Searle discussed how the lack of communication happened in relation to that date.

Mrs. Wyne thanked Tom Shafer for James Kemple's monument being repaired.

Mrs. Wyne stated her daughter, Heather, expressed her thanks for Trustee Kosch being out on the road helping the Road Department.

FROM THE TRUSTEES:

Trustee Searle stated that the OTA will have a template the Township can use regarding cyber security once it is done.

Trustee Searle noted the Township had received a SERB notification regarding Fire 4422 and that negotiations will be started. He asked the union to create a wish list and send it to the Board. There will be a spreadsheet of other Departments for review.

Trustee Kosch raised the issue of a call from business owner Donna Spurgess on Kull Road. She had called the Township regarding flood damage to her business. She had contacted the County Engineer and spoke to them about the easement and a 26 inch concrete pipe on the property. Trustee Kosch noted the Township can take care of cleaning out the pipe because it is damaged, but there needs to be clarification about any responsibility for this for future issues. Discussion continued regarding how this pipe will tie on to the pipe that will be going from Kull Road to Route 33 for Metro Development.

Trustee Cotner noted an update on the CEDA meeting, stating four lawyers will meet to work out the details.

It was also noted a Land Use Plan meeting is being held tomorrow at the Firehouse at 7:00 p.m.

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

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

The meeting adjourned at 7:46 p.m.