

RECORD OF PROCEEDINGS

Minutes of

Greenfield Township Trustees

Meeting

October 8, 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 September 24, 2025 Trustees Meeting. He asked for a motion, if no changes were noted. Trustee Kosch raised the issue of 26 points of correction that were noted by his wife who took notes at the meeting; two of these were also noted by Trustee Searle and corrected prior to the meeting. Discussion continued regarding recording minutes in case of litigation, and Trustee Kosch stated the minutes needed to be accurate. Trustee Cotner made a motion to approve the minutes as written. Additional discussion was held concerning whether or not to record the meetings, the accuracy of the minutes, when the minutes were received by the Board, when the corrections were submitted, etc. With no second to the motion, the motion failed. It was noted corrections should be made and presented at the next meeting.

FROM THE FISCAL OFFICER: Jane Baughn, Administrative Assistant, was present in place of Fiscal Officer Jessica Kull, who was absent.

Mrs. Baughn asked for a motion to pay the bills for warrants 3858 through 3873; and electronic debits 241-2025 to 249-2025.

Trustee Searle made a motion to approve the payments; Trustee Kosch seconded the motion.

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

Mrs. Baughn asked for a motion to pay the purchase orders. Trustee Kosch 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

Mrs. Baughn stated the Benestar renewal information had been sent to the Board and was included in the Trustee packets. Discussion continued regarding meeting with the representative to get clarification and further information. Trustee Cotner stated he would contact them to set up a meeting.

Trustee Kosch asked if there was an update regarding his issue with taxes being withheld and his request to the Regional Income Tax Agency. Mrs. Baughn did not have an update.

Trustee Kosch asked about the Savvy Citizen renewal, and asked to have confirmation that the payment was made to renew it, along with the effective date.

Trustee Kosch asked if there was a status update on the OP&F issue. Mrs. Baughn did not have an update.

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

Future Meetings: Zoning Commission - 10/14/25 - meeting; and K9 Performance Center Hearing. 10/15/25: RPC Meeting - Model Zoning Code. Findings will be presented to compare the Model Zoning Code to the Greenfield's Zoning Code. Differences will go back to the Zoning Commission; 10/17/25: OTA Zoning Inspector's Meeting; 10/22/25 - Trustees Meeting.

RECORD OF PROCEEDINGS

Minutes of

Greenfield Township Trustees

Meeting

October 8, 2025 - Held 6:00 PM

Past Meetings: 9/25/25: County Lot Split Training; 9/25/25: Land Use Plan meeting; 10/7/25: RPC meeting.

Zoning Certificates Issued Since Last Trustee Meeting: Two

Violations/Complaints Since Last Meeting: One; 3015 Lithopolis Rd. - complaint closed; resident has been notified.

Property Visits: Listed on the report provided to the Board. 2268 Carroll Eastern; 1498 Winding Oak; 5775 Lithopolis.

General:

- Adam DeLong - waiting to hear back from him. He was only supposed to use the house on the property for his business, but has moved it to the barn.
- 1665 Ginder - Dacey property - has been re-opened. They were denied a variance on January 3, 2024, and stated they were appealing. An email was received from OTARMA stating Mr. Dacey is going to purchase enough of his neighbor's property to come into setback compliance.
- 4175 Canal in Havensport. There was a meeting with Julie from Brosious, as well as speaking to the county engineer's office regarding what is a road and what is not a road. Jeff noted the lot is .997 acre, which doesn't meet the two acre requirement. They will need to get multiple variances.
- A request has been received from the RPC/Subdivisions to combine three lots in the old Gessellville subdivision that would not have any road frontage; there is a platted alley. A diagram was provided to the Board in their packet.
- A recommendation was received from the RPC regarding the Babamov property on Old Columbus Road from R-1 to R-3; information was included in the packet for the Board. The RPC prefers the property as a PUD, which was tried before; it was denied. A Zoning Commission hearing will be scheduled.
- The Zoning Commission scheduled a hearing for 10/14/25 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. There have been several phone calls from neighbors across the street from this location who are in Liberty Township; they are against the facility.
- Model Zoning Code: Analysis due back from the RPC on 10/3/25; delayed until 10/10/25; working session scheduled for 10/15/25.
- Jeff reported he and Trustee Searle went to speak with someone at Rockmill Brewery on 10/6/25. There was no bed and breakfast going on at that time. Jeff has started writing a report on the findings, and asked to come back at a later date and take measurements. Jeff confirmed the owner had emailed the 2018 documentation to him. Trustee Searle noted the zoning records for the location were not the same as what the owner provided, and noted this needs to be sorted out in the Zoning files.

Trustee Kosch raised the issue of the "News & Notices" portion of the Township website, and stated there is no newsletter. This is confusing to residents. Jeff stated he will check into this.

RECORD OF PROCEEDINGS

Minutes of

Greenfield Township Trustees

Meeting

October 8, 2025 - Held 6:00 PM

Trustee Kosch raised the issue of the Savvy Citizen app, and how residents can access it. Jeff noted this wasn't his area of responsibility. Trustee Kosch asked to have Fiscal Officer Kull share the information for how the residents can access Savvy Citizen and/or get back onto the app if they had gotten off of it.

Trustee Kosch raised the issue of Stringtown Road being open, and stated he had emailed Fiscal Officer Kull to ask for this to be shared on Savvy Citizen, because the residents had not been made aware. Trustee Kosch was asked to submit exactly what he wanted written in the announcement.

Jeff Williamsen asked for clarification as to what needed to be changed on the "News & Notices" portion of the Township website, noting that he did not set it up. Trustee Kosch stated the "Newsletter" wording needed to be removed because the Township does not have a newsletter.

ROAD AND CEMETERY DEPARTMENT: Tom Shafer, Road and Cemetery Superintendent, was absent due to illness; therefore, no report was available.

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

Vehicle Updates:

- Tanker 561: The new seal has been installed; pump was tested; some gauges need replaced.
- Grass Truck 561: This truck is in service. There are a few odds and ends that need completed.

Events: October is recognized nationally as Fire Safety month. The Greenfield Township Fire Department partnered with Little Shepherds to provide age appropriate fire education for children enrolled in Shalom Church's Little Shepherds program.

Fire Run Increases: Chief Smith reported the Department run volume has increased by 180 runs since the same time last year. He went on to compare that run volume per capita with the population of Liberty and Violet Townships. He noted that Greenfield Fire Department runs are comparable to what the City of Lancaster is running. He also provided statistics in his report to the Board for the other departments in the county.

FLOOR:

Mrs. Wyne thanked Jeff Williamsen for placing the legal ad in the paper regarding the upcoming hearing.

She also requested a copy of the meeting packet, which Trustee Cotner provided to her. She also requested a copy of the check for the Savvy Citizen renewal. She stated it was not listed in the packet, and stated checks need to be approved in a meeting.

Mrs. Wyne asked about the regular purchase orders and "now and then" purchase orders, and explained the process. She noted she has not heard "now and then" purchase orders being

RECORD OF PROCEEDINGS

Minutes of

Greenfield Township Trustees

Meeting

October 8, 2025 - Held 6:00 PM

requested for approval up to this point, and stated funds have to be approved to be moved from one fund to another for payment if the money is not in the line item.

Donna Kosch asked for a status update on the RITA issue, stating she had asked to be contacted and had not heard from anyone. Mrs. Baughn stated she would relay the message to Fiscal Officer Kull.

FROM THE TRUSTEES:

Trustee Searle stated that the OTA template will be used to create the Township cyber security policy.

Trustee Searle also noted he will be taking the online OTA training regarding property value taxation.

Trustee Searle noted a schedule needs to be created to meet with Local 4422. A firefighter in attendance stated Captain Spires would be getting in contact with the Board on this when he returns from vacation.

Trustee Kosch stated he attended the Fairfield County Commissioners meeting where a room was dedicated to Dave Levacy.

Trustee Kosch also stated he attended the Fairfield County Engineer's annual meeting on 10/3/2025. Road closure signs were discussed, as well as the guardrail requirements, i.e. anything over five feet of pipe will require a guardrail.

Trustee Kosch raised the issue of the Kull Road situation. He had spoken to the assistant engineer, Bill Maravy, regarding the issue. The current pipe is a 24 inch pipe; the recommendation is for a 36 to 48 inch pipe. He went on to explain the current situation with the pipe, the water flow or lack of it, and what is going to be needed in the future, noting it is a complex situation. He also stated he had spoken with Tom Shafer about the situation, and noted the Township would probably need to place a 48 inch pipe next year.

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 6:54 p.m.