

## RECORD OF PROCEEDINGS

*Minutes of*

**Greenfield Township Trustees**

*Meeting*

October 11, 2023 - Held 6:00 PM

The Greenfield Township Trustees met in regular session at the firehouse. 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.

Trustee Kosch presented the September 27, 2023 Trustee Meeting minutes for approval. After each trustee reviewed the minutes from the Trustees' Meeting held on September 27, 2023, Trustee Kosch asked if there were any corrections needed. Trustee Searle made a motion to approve the minutes as written; Trustee Cotner seconded the motion.

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

**FROM THE FISCAL OFFICER:** Jane Baughn, Administrative Assistant, presented the following business for Fiscal Officer Dawn Wyne, who was absent:

The financial reports were distributed.

Trustee Searle made a motion to pay the bills associated with warrants 3000 through 3017 and Electronic Debits 145-2023 through 153-2023 which are listed on the payment report; seconded by Trustee Cotner.

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

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

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

A motion to approve Resolution 2023 10 11 01 for the following transfer of funds was tabled until the fund code is corrected.

\$5,000.00 from Fund 2191-220-381-0000 to Fund 2191-220-323-0304-0000

Jane Baughn shared the following information from the Fairfield County Prosecutor's Office regarding the Bethel Cemetery:

Amy Brown Thompson, Prosecutor's Office, had stated that since Bethel Cemetery is a public cemetery, the township will have to accept this transfer from the Baltimore United Methodist Church, per the Ohio Revised Code. Amy was advised they have a few thousand dollars but the exact amount has not been stated. Trustee Searle questioned whether this was accurate, as he was under the impression it was not required. Trustee Cotner stated there was a war veteran buried in the cemetery; therefore, the Township was required to accept the transfer. Tom Shafer confirmed this as his understanding, as well. The contact person is Kyle Weekley. However, the cemetery records will need to come from the church. Trustee Searle reviewed the earlier email received regarding the cemetery transfer, and he then stated that he had been mistaken on the issue, and agreed with the transfer to the Township.

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**FLOOR:** There was no one signed in to speak from the floor.

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

- A recent round of road mowing has been completed. The Ford 5610 road mower was repaired and is working; however, the bill hasn't been received yet, so it is unknown what the repair costs will be.
- Jeff Bondurant is on vacation this week.
- The Liberty Township invoice is almost completed, and will be sent to Dawn for review; then it will come to the Board for approval.
- Another round of roadside spraying around guardrails and phone poles has been completed.
- Patching of potholes and low areas with mix has been done on Ginder Road to help with the road's condition before the colder weather arrives.
- The Fairfield County Sheriff's Office, Deputy Hummel, asked Tom to relay to the Board that they have been patrolling Rainbow Drive since the reduced speed limit signs were installed. They have been writing more tickets for speeding, as well as failure to stop at the stop signs at Stringtown and Rainbow (which is technically in Pleasant Township, but he wanted the Greenfield Board to know). Discussion continued as to how or why the reduction in speed was initiated. Tom stated that he thought Pleasant Township initiated the change.
- Chip Sealing: Tom explained the situation about the chip sealing project and asked the Board how they want to handle the situation for this year. Last year when Greenfield worked with Liberty Township to finish the chip sealing, Greenfield added some extra money for labor when Liberty cleaned the tar distributor. Tom did not have that figure. For this year, Liberty cleaned the tar distributor (and did a good job), but Greenfield supplied the tar cleaner. Tom knew this would come up when the bill needed to be calculated. He asked the Board how they wanted to handle it since Liberty cleaned the tar distributor - should they be charged for the cleaner supplied by Greenfield? The cleaner that was purchased cost \$1,206 for organic tar remover for two five-gallon pails. The Board agreed that this cost needed to be calculated into the bill.

Trustee Cotner asked if the Department had done some patching on Lamb Road, as a resident had spoken to him and complimented them on the work. Tom stated that the berm work had been done last week.

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Trustee Searle asked if the cemetery foundations have been completed yet. Tom reported that he plans to do so next week. He also just received a foundation order from Southern Ohio Monuments, and the check is in the mail. He noted he only had three foundations to be poured.

He also plans to pour the flagpole bases at that time, which include two cemeteries and also the base at the township office building. The Board discussed and agreed that the flagpole at the office building should be installed at the front of the building at the parking lot area, rather than near the office sign at the road.

Trustee Kosch raised the issue of the road right-of-way on Ginder Road where there have been several accidents. He had been out to measure, and the road width is 16 feet; adding the berm is approximately 17 feet. The road right-of-way is 60 feet. He noted the utility poles along the south side of the road are along the fence. On the other side/north side, Doug Majors has restored his fence, but if the road was going to be widened, it would need to be done on the north side of the road. He noted the north side of the road drops off quite a bit.

Trustee Kosch also raised the issue of a phone call that had been received regarding Brook Road and Carroll Eastern Road. The resident wanted to find out about having a four-way stop installed there, as there have been accidents and people have driven into his yard due to the accidents. It is at the southeast corner of the intersection. Trustee Kosch called to speak with the county about this situation. The process for getting a speed limit reduction is a similar process. There would need to be a petition done and sent to the county; the county would then send it to the state. Then, the state would need to conduct a study. For a stop sign, the county would also check for the number of accidents; the probability of getting a stop sign there is highly unlikely. Trustee Kosch relayed this information to the resident, and when he gets the final information from the county, he will relay it to him.

**ZONING BUSINESS:** Tom Erlewein, Zoning Inspector, presented the following items:

- There are multiple upcoming meetings scheduled for variances, conditional uses and rezoning. The Zoning Commission amendment hearing for Dennis Reed at the corner of Election House Road is scheduled for October 24, 2023 at 6 p.m. The RPC recommendation is to change it to Local Business. The zoning is currently B1, and the petition was to change the adjoining parcel to B1. Now, Mr. Reed is seeking to change both parcels to LB. Mr. Reed is aware of the recommendation. There is a contingent sale on the property at this point; there is a local plumbing business that wants to purchase and use that property. Discussion continued as to a change in the zoning book and doing away with B1 to Local Business. Tom Erlewein noted this has not been done yet, as discussion would need to take place with the Zoning Commission to make those

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recommendations. Trustee Searle read the following section from the Zoning Book:

“B1 Business District shall apply only to existing properties zoned B1 as of the effective date of this zoning code. Any future rezoning to a commercial business district after the effective date of this zoning code will be limited highway business or HB in the future”.

He noted this means it is HB not LB. Tom Erlenwein confirmed that the application was submitted for a change from R1 to B1. It was noted the majority of the property is already B1, and the remainder is a small sliver of land. Tom also noted the property had already been changed with the Auditor's Office as B1, which is somewhat confusing to people. The Auditor's Office already sees it as being joined to a business parcel. Mr. Reed is trying to correct the issue on the zoning map, to allow the development to occur.

Tom also noted three upcoming variance hearings to be held on Wednesday, October 18, 2023 at the firehouse:

Meijer property - lack of a publicly dedicated road  
Amber & Dustin Kemp - setback requirements  
The Martins who are building a house on 158 - also regarding setback requirements

Public Complaints: Tom noted there was only one new public complaint. These are ongoing complaints regarding the business notice. The complaint is regarding the Brook Road auto repair. There has been a written complaint submitted after a verbal complaint regarding a garage that is operating on Brook Road, according to their pictures and complaint.

South Central Incentive Update: The approved submittal data for all of the light fixtures was received. This has been forwarded to Claypool. Claypool has requested another copy of the drawings, and those were sent today.

There are currently two zoning applications in the office.

Business Notices: Tom noted that there needs to be action taken on the business notices since the time has expired. Tom stated he had been working with one concerned resident who has a business on Carroll Eastern Road. He suggested she come into the office during business hours in order to get her paperwork done and get the application submitted. It will likely be a planned rural business (landscaping company) according to the work they do and the amount of employees they have. Trustee Cotner noted he had spoken to her, also, and suggested that Tom would assist with getting the paperwork completed.

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There will be a zoning violation letter sent out, hopefully tomorrow. Legal counsel assisted with drafting this letter.

Trustee Searle raised the issue of three phone calls he has received regarding a property at the corner of Havensport Road and Pleasantville Road; it is a one acre property with a for sale sign. The question that keeps coming up is whether it is a buildable property since it is under one and a half acres. Tom Erlenwein noted the setbacks would have to be maintained, which may be difficult. He noted he had discussed this with James Mako when he was still at the RPC. The lot was grandfathered in. Trustee Searle suggested that legal counsel should be consulted to be sure, due to the lot size. Tom Erlenwein confirmed that one building lot under one and half acres was approved since he had been Zoning Inspector, as he consulted with James Mako at that time.

**FIRE DEPARTMENT BUSINESS:** Chief Brad Smith presented the following items:

- Vehicle Updates: The air bags were repaired on the old Ford medic. The Department is awaiting the parts for the power steering pump, and once that is fixed, the new medic can be sent out. There were some additional wiring issues on the new truck, but these are being addressed while it is under warranty.
- Station Generator: An email was sent to Claypool, but no response has been received so there is no update.
- Grants: A reimbursement request has been submitted, so a check should be received soon. This is for the EMS equipment and CPR mannequins.

BWC Safety Intervention Grant: An email was sent stating that Chief Smith would be placed with a specialist soon.

Two other updates have been received for grants applied for: one in the spring, and one almost one year ago. Both of those have been awarded and they are retention grants for staff. The total on the grants is approximately \$64,000. Once the details are finalized, Brad will report the information to the Board.

- Special Events/Training: Live Fire Extinguisher training will be held at the Career Center with nursing, construction and automotive students.

Fire Safety training will be held at Shalom at Little Shepherds daycare on October 17 and 18, 2023 and at Guardian Childcare on October 24, 2023.

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Fairfield Medical Center is holding their EMS appreciation dinner on October 26 where the Department will be recognized for their quick action on the 33 Bypass when a patient went into cardiac arrest in another ambulance.

### **FROM THE TRUSTEES:**

Trustee Kosch announced there will be a work session held on October 19, 2023 from 6:00 - 8:00 p.m. at the firehouse with County Commissioner Jeff Fix and his group. The Trustees will be in attendance, along with the Zoning Inspector, Fiscal Officer, Zoning Appeals and Zoning Commission members. It is a public meeting. There will probably be a meeting after that for another date. That's what's in the plan right now for the Comprehensive Plan. Tom Erlenwein noted the meeting information is also posted on the Greenfield Township website, as well.

With no further business to discuss, Trustee Searle made a motion to adjourn; Trustee Cotner seconded the motion.

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

Meeting adjourned at 6:37 p.m.