

RECORD OF PROCEEDINGS
Minutes of Greenfield Township Trustees Meeting
October 22, 2025 - Held 6:00 PM

The Greenfield Township Trustees met in regular session at the Firehouse. Trustee Cotner called the meeting to order at 6:00 p.m. Trustee Cotner led those present in the Pledge of Allegiance. Dave Cotner, Lonnie Kosch, and Kent Searle were in attendance.

Discussion re: Minutes

- Searle – do not send minutes to general public that are not yet approved, we've never done it in the past.
- Cotner : Lonnie, only you made all those changes to minutes last time?
- Kosch: I did all changes to last minutes.
- Cotner: so do not send minutes to anyone in public until approved.

Discussion. Send approved minutes only.

Trustee Cotner presented the minutes of the September 24th Trustees Meeting.

Discussion: Kosch – do not approve minutes, not all requested edits were made.

- Motion to approve minutes by Cotner.
- No second.
- Motion fails. Searle: corrections were not made that were requested.

Trustee Cotner presented the minutes of the September 25th Special Trustees Meeting.

Discussion? Kosch motion to approve, second by Searle.

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

Trustee Cotner presented the minutes of the October 8th Trustees Meeting. Discussion: corrections given to Jayne, edits were corrected. Kosch Motion to approve, Searle second.

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

From the Fiscal Officer: not present.

- Cotner presented Motion to Pay Bills:
 - Warrants: 3874-3887
 - Electronic Debits: 250-2025 to 256-2025
 - Savvy Citizen payment – electronic debit #240-2025
- Searle motion to pay, second by Cotner.

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- Kosch: question – how much was Savvy Citizen? Approved up to \$4,000. Cotner – we signed the check at the meeting.

Kosch – cannot sign check until approved.

ROLL CALL: Cotner: Y Kosch: Y except Savvy Searle: Y Motion Passed 3 -0, with Kosch taking exception to the Savvy payment approval.

- Motion to pay Purchase Orders. Motion to pay by Cotner, second by Searle

Roll call: Kosch – Y Cotner Y Searle – Y Motion Passed: 3-0

Zoning Department: Jeff Williamson, Zoning Inspector, presented the following business:

- Attached report
 - **Future** meetings: 11/4 RPC, 11/11 Zoning Commission
 - **Past** Meetings: 10/14 ZC Meeting & K9 Hearing, 10/15 RPC Meeting on Model Zoning Code, 10/17 OTA Zoning Inspector's Meeting, 10/22 Trustee Meeting
 - **Zoning Certificates** Issued Since Last Trustee Meeting: Two (2) issued, three (3) pending (Update, currently: 4 issued, 1 pending)
 - **Violations/Complaints** since last Trustee Meeting: Zero (0)
 - **Property visits/Inspections:** 4157 & 4202 Harvest Court, 4069 Carroll Eastern, 921 Pleasantville.
 - **General:**
 - Notifications for Zoning Meetings/Hearings: as of today, when there is a zoning related meetings, the Zoning Inspector must post seven (7) notices (Township Email subscribers, Savvy subscribers, News & Notices Township website page, website calendar, paper notices to Admin Office, Fire Department, Post Office), an additional two (2) notices for a hearing (notice mailed to adjoining properties and placement of a sign on the hearing property). I am asking the Trustees to reconsider the amount of notification and bring it down

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to a reasonable number and stay within the requirements of the Ohio Revised Code (which requires about half of those)

- Searle : which do you propose eliminating?
- Williamsen: posting online and on calendar is redundant. Should be decision between keeping email and Savvy, but not both. That would help.
- Kosch: the email subscription has never sent a notification even after signing up.
- Williamsen: let me follow up for next meeting – can check, did it go into junk email?
- Kosch: I don't think so
- Cotner: pick out which ones you're most comfortable with
- Williamsen: some required by ORC, some have been added
- Kosch: being transparent is important
- Cotner: put in ones you're most comfortable with
- Searle: give a recommendation
- Kosch: last hearing I heard people were not notified at all and didn't see a sign ten days prior, saw that Lancaster did it and thought it was a good idea – that is why we did that. City of Lancaster gave us 5-6 signs, so we have plenty of signs – we just need to go post it 10 days prior is what we ask so people know when they drive by. Very good option for more information to get out. Savvy Citizen is good – we get more response with that. Over 500 people. Post office and fire dept is also a good idea. Put date on it since it has to be ten days
- Williamsen – the date it's posted is the date that's on there
- Cotner: need better signs – can't drive by and read it, too small, great signs, but need to be bigger so people can see them.
- Kosch – if people see it they'll turn around and come back and look

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- Cotner – yes, you'll need to stop and get out and see it
- Williamsen : 23 people showed up to speak at last meeting, one person said he didn't get notice, but he wasn't at an adjoining property, so it wasn't required. Plenty of people knew about it since so many showed up.
- Kosch: Ms. Smith her property backs up to that – Stringtown. Jeff did forget to put the signs out.
- Williamsen – I now have a checklist so I can make sure I don't miss anything
- Cotner – call me and I'll help
- Williamsen – it's not difficult just something I have to do
- Kosch: don't need (notices) to go into (news)paper
- Williamsen – only certain ones - hearings, BZA
- 4730 Wilson Rd (Adam DeLong of Singleton Construction Services): it is rumored that sometime in the fall of 2023 the applicant came to Trustee meeting and requested change in the PRB to move activity from house to barn, unable to find anything that backs that up – did minutes search and did not find anything
 - Cotner – I remember him coming, on (Wayne) Kraner's property with grass-cutting property, after he passed away they purchased business and wanted to move to barn
 - Kosch – they came to meeting and had discussion and went through process at meeting, remember him coming
 - Searle – don't recall
 - Shafer – at same meeting he also discussed need to update septic system, also the reason to move it to barn
 - Searle – couldn't find in minutes?
 - Williamsen – will search minutes again, did find information on septic
 - Kosch – find date? Recording?

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- Williamsen – October 2023 application went through, will check again, will remain open until we get an answer
- 1665 Ginder- I approved a parcel re-configuration (via the County lot split online process) with the adjacent lot to the east that would provide the appropriate setback. The County lot split program has a list of people needed to approve, had porch where variance not approved, too close to lot line, in middle of appeal process, will give up less than .1 acre to swap with neighbor to move lot line over far enough for porch, approved that
 - Kosch: the one with the driveway
 - Williamsen – never got permit to build porch, will need to deal with that.
- Gessellville subdivision: combine 3 lots into 1: It will require variance – don't have any road frontage because of ally that was abandoned
 - Kosch – won't they need to apply for 60 foot right of way?
 - Williamsen – not enough room for that
 - Kosch – 15 foot is the old requirement for alleys, that'll all that's there
- 48-2025 : R-1 to R-3 for the Babamov property on Old Columbus. Commission hearing is scheduled for 11/18, middle of notification for that.
- 43-2025: Greenfield K9 Performance Center at 463 Pleasantville hearing on 10/14 continued to 11/25
- Model Zoning Code – working session with regional planning completed, RPC will re-issue comparative study based on input at that meeting. Did a list of comparing each part of code, made recommendations with what to adopt, Jeff Zech and I were there and had a session in more detail so will be modified with more information to help zoning commission when they consider adopting model zoning code

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- **Resolution #2025-1022:** A Resolution to allow Greenfield Township to fulfill public notice requirements online.
 - Zoning recommended approval
 - Will need to be a public hearing
 - Searle – this will be an amendment? Zoning Commission will have to hold a public hearing first, then bring to trustees
- **Discussions for Williamsen:**
 - Kosch: on News and Notices: when you go to Sign UP for hearing on the 14th, it was sent out came out as “special meeting notice.....called to order for February 2, 2025....for executive session.” Why is that?
 - Williamsen – I do not know, I need more detail
 - Kosch – I can show you after the meeting
 - Discussion on showing the process.
 - Williamsen – changed “sign up”
 - Kosch – thank you for changing, no longer says “Newsletter”
 - Searle: just talked about notice – lot to do with publishing in newspaper, thought: working on other amendments we can couple with instead of two public hearings?
 - Williamsen – it’s over \$100 every time in newspaper, lots of things working on and holding off until we go through Model Zoning Code, so we can add to it, need a good source document to work on
 - Searle – would be a better use of public’s time

Road and Cemetery Department: Tom Shafer, Road and Cemetery Superintendent, presented the following business:

- Storm Damage update: had a sit-down team meeting with Bill Maravy, chief deputy engineer, Brock Metzger at Ohio EMA and a tech girl, Natalie, working

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with for months now. Working through a lot of paperwork already submitted, some work complete and some not completed - hopefully we can get assistance with that. Looks like completed work will get reimbursed for in some fashion – uncertainty on what percentage on their end, culvert on north end of Stringtown, big pipe on Pleasantville Rd, thought it would pretty cut and dry and that we were going to get a lot of financial assistance on state level; I (Tom) made a prediction we would get caught holding the bag and we are. Other than OPWC grant, which we received, and may be applied toward that project. Will not receive any other assistance from the state

- **Kosch** – will it help if we get information from Engineer, Jeremiah, that he made decision that it needs replaced – will that help?
- **Shafer** -that's our next play, between Upp, Maravy, Metzger, as of right now does not look good, estimate of \$400K for box culvert, can use \$113,000 grant, Maravy spoke up during meeting and told EMA that not a lot of townships – that's huge financial burden to any township. County engineers did make a repair for us – with dump rock, installed a bunch of big blast rock for weight to keep it from buckling further. Also fastened a concrete pipe, cut water off to keep it dry, turned it loose for a chemical reaction to temporary fix. Opinion: long-lasting temporary fix. Maybe as we move forward, there may still be additional OPWC funding that we can apply for – this was a pipe we looked at two years ago and it wasn't going to score good, so we diverted away to get work done this year. Other pipes do qualify. Very confident that board of trustees appointed me as point of contact for this – submitted letter of intent, EMA office reviewed but would not permit me (Tom) to be point of contact without authority, showed Trustees minutes, Chairman will need to sign off on it, or whomever wants to sign off on it. Things moving forward, no timeframe on reimbursements to us. Very unclear.
- **Kosch**: whatever turned in was satisfactory?
- **Shafer**: it is. In all that paperwork, asked if returning site back to pre-disaster conditions. Yes, but also wishing to do upgrades – guardrail comes into play, posts are lenient, recognizing that. Paper just emailed from EMA – willing to pay 15% of guardrail cost for each site.
 - Kosch – drop in the bucket, originally posts were standard, now the standard is guardrail
 - Shafer – Bill Maravy made that point yesterday

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- Kosch – not our fault new standards
 - Shafer- yes, law changed for safety reasons, 5 ft drop offs around sites, so guardrails meet requirements. Going to take a while, no clear-cut answer.
 - Kosch – timeline?
 - Shafer- cutoff was 15th of September, did everything. Uncompleted work list is started, they want more info. Came up with \$158,538.50 is what I (Tom) thinks it will take for labor, material, equipment to get all roads back to pre-disaster states, due to berm loss, they want pictures and GPS log points.
 - Kosch – culverts?
 - Shafer – I might ask you to help me and take pictures so we can put on a scan disk, that's where I need help, I'm not savvy like that. I will ask Brad to help. The 8-10 pictures already submitted being scrutinized because the actual picture, everyone sees something different, it's subjective and there will be questions. Dealing with since end of July. Happy to answer questions.
- **Shafer:** Cemetery footers is a focus – would have started this week, but had to repair dump truck steering box, PTO shaft, dig a grave today, and funeral tomorrow
 - **Searle** ; several weeks ago - approved speed study on Coakley road – any updates? Happened yet?
 - Shafer – did speed study on Old Columbus Rd first, County Engineer has received data collection on both roads, did not like first answer from ODOT on Old Cbus, kicked out and resubmitted, still waiting on Coakley in motion, still have Old Cbus ahead of Coakley
 - Searle - understand

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Fire Department: Chief Brad Smith reported on the following business:

- See attached report
 - New Business:
 - **Departmental**
 - Tanker 561 - Is back and functioning
 - **Events**
 - Greenfield Estates – Trick or Treat – this Sunday
 - Fairfield Career Center – Extinguisher Training next Tuesday
 - Village of Carroll – Trick or Treat Next Thursday
 - Tractor Supply – Safety Day – November 1st
 - Fairfield County Safety Council – Monthly Meeting – Teaching Stop the Bleed to all attendees next month with help of duty crew and EMA
 - **Searle** – haven't discussed in a long time – extra engine still broken? We need to fix or replace. Do we have a cost repair? Close to \$1 million and two years out
 - Smith: close to \$1.5 million to replace, close to \$70K to fix frame quote, another quote closer to six figures for cost. Applied to FEMA Grant to consolidate vehicles and replace tanker and engine, pumper tanker would suffice as both vehicles. Haven't heard back, with all shut downs haven't heard about FEMA Grant, once a year and notices not sent until very end, then reapply.
 - Searle – grant would give second engine? Would it be worth to repair even if \$100K to give two engines, low mileage, asking to consider

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- Kosch – age of equipment?
- Brad – 30 years old, beyond requirements after 25 yrs

Floor: Dawn Wyne – requesting trustee’s packet, also not getting anything from new platform (to Jeff Williamsen)

From the Trustees:

- **Cotner:**
 - Minutes – can get out tomorrow, then we can meet and approve sooner?
 - Searle – that’s fine, but why a hurry?
 - Cotner – Lonnie not having time to review a day before and now we have a backlog of minutes to approve
 - Searle – can take care of edits if Jennifer can get minutes out to trustees, who makes corrections?
 - Jennifer – happy to be helpful in any capacity (Jennifer to make corrections)
 - Kosch – no rush to approve?
 - Cotner – get out to constituents so they know what’s going on
 - Kosch – tired of mess of minutes and back ups (getting the minutes the day before short notice)
 - Church interested in Civic Center – in purchase
 - Tom- would like to keep two stalls for storage,
 - Cotner: so only the office room and kitchen and big room for sale
 - Kosch – do we need that space?
 - Cotner – need for storage

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- Kosch – equipment not using anymore? Last time we used distributor?
 - Shafer – used last year for Liberty
 - Kosch – not using for us?
 - Shafer – not using currently, but see need in future for chip sealing
 - Cotner – where would we put it?
 - Kosch – why keep storage if we don't use equipment, expense to service and get up to use again
 - Cotner – unknown if we need it?
 - Shafer – tar distributor stored, stone box that stores stone, and one of road mowers
 - Kosch – need to get rid of old equipment, maintenance more expensive, look into to replace, 1994?
 - Shafer – 1986 model Ford
 - Cotner – all township buildings stuffed, no room for anything
 - Searle – can it be split and part sold?
 - Cotner – can do what we want, they just want big area and kitchen
 - Searle- split parcel?
 - Cotner – split building- Keep land
 - Kosch – where the old canal was
 - Searle – can you even do that? Split building and keep land?
 - Kosch – utilities have separate meters
 - Cotner – call Lacy and ask (Cotner contacted Lacey Kraner)
 - Searle – we have a ways to go, old building that township won't use again
- Cotner -Insurance- was told no reason to have meeting, you guys are the best, people we have with percentages are great, can have meeting

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November 6th, or you (Lonnie) and Donna can call on phone – any changes? Just talk to about insurance?

- Kosch – want to make sure not missing anything, could find out information
- Cotner – can have meeting or you can call?
- Searle – would also like to know if something else available but not sure if there is?
- Cotner – otherwise we can have a meeting and sign and approve instead of waiting until next meeting. (Cotner called insurance – nothing available. Trustees have saved over \$80,000 each year for township).
- Searle- go ahead and have meeting (to Lonnie) with Donna, I may join
- Kosch – would then need to be special or public meeting
- Cotner – **November 6th – what time? Thursday – 1 pm at township building**
- Searle – sounds good, not a lot of people want to talk about insurance

- **Kosch**

- OPF – Jess not here to update
 - Cotner – going into Ex Session with gentleman right here (Darius Burnette)
- Anything special to sign up for Savvy Citizen? Website?
 - Williamsen – button online to sign up
 - Kosch – good idea to send information to sign up, so people know about it, my concern, keep hearing about transparency. I'm tired of hearing about it.
 - Williamsen – looked at activity, last time went out Sept 30th, announcement for commission meeting, went to 142 people, 121 opened email and read it. List of who opened and who didn't.

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- Searle – wow, pretty amazing
- Williamsen – marketing programs tell you that. Nice about emails – two way – Campaign Monitor. Are we keeping Savvy Citizen?
- Kosch – already paid for a year
- Cotner – which do people like the best? Find out in a year which is better.
- Kosch – good idea to do a test and see which is better getting info out
- Williamsen – not job for zoning inspector
- Kosch – job of trustees to figure out
- Williamsen – survey? I don't look at that. Administrator job
- Kosch – not your job, no. Fiscal or admin info. You just oversee the site
- Williamsen – got sucked into this thing
- Searle – invites floor member to speak
 - Alyson Cupp – offer unofficial capacity – we can post information on CPCO page if you want me to do that?
 - Searle – yea, you're welcome to do that, we have only committed to one year, from October 1st. Too early to do survey, wait until later in year, especially campaign monitor. Probably need to put "sign up" button back up
 - Kosch - Agree so people can get back on
 - Williamsen – two buttons?
 - Kosch – either/or for options, all new to me too
 - Williamsen – will that confuse people?
 - Searle – turn one off, confusing to have two notification systems. Food for thought.
 - Williamsen – 6 months ago no Savvy, substitute email for \$100/yr, then back on Savvy.
 - Cotner – will talk about it

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- Williamsen – will put button back on

- **Searle**

- OP&F Audit questions – will address in ex session
- Speed study on Coakley Road – already discussed
- Fire Contract negotiations – anyone form 4622?
 - Jack Schumacher : Yes - Will set up meeting
 - Brad Smith – Captain Spires shooting for November so everyone is here
 - Schumacher: Did send email with notice to negotiate,
 - Searle- last meeting on run, have Corey email potential dates, putting together information
 - Still working on it

Executive Session:

Trustee Cotner made a motion to enter executive session to discuss Employee Compensation Issues – OP&F. Second by Searle.

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

Entered executive Session at 7:05 pm. Attendees included: Cotner, Kosch, Searle, Burnette (Payroll Vault rep), Smith (Fire Chief).

Exit executive session: 7:34 p.m.

- Cotner – still working on situation, no action taken

Adjourn:

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

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

The meeting adjourned at 7:35 p.m.

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Respectfully submitted,

Jennifer Sitterley, by assignment