

RECORD OF PROCEEDINGS

Minutes of

Greenfield Township Trustees

Meeting

October 24, 2018

Held 7:00 PM

The Greenfield Township Trustees met in regular session at the Fire House. Lonnie 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 Trustee Meeting that was held on October 10, 2018, Trustee Cotner made the motion to approve the minutes as written; Trustee Kosch seconded the motion.

Roll Call: Cotner: Yes; Kosch: Yes; Searle: Abstained Motion Passed 2-0.

After each Trustee reviewed the minutes from the Special Meeting that was held on October 18, 2018, Trustee Cotner made the motion to approve the minutes as written; Trustee Kosch seconded the motion.

Roll Call: Cotner: Yes; Kosch: Yes; Searle: Abstained Motion Passed 2-0.

FROM THE FISCAL OFFICER

The Fiscal Officer passed various pieces of correspondence and the Financial Reports.

Trustee Cotner made a motion to approve financial reports; Trustee Searle seconded the motion.

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

Trustee Searle made a motion to pay the bills associated with warrants 32611 through 32643 and; Electronic Debits 93-2018 which are listed on the attached payment report; Trustee Kosch seconded the motion;

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

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

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

Trustee Cotner moved to approve Resolution #2018 10 24 01 transfer of \$600.00 from 2021-330-213-0001 (Medicare – Trustees & Fiscal Officer) into the following line items: \$200.00 for line item 2021-330-223-0001(Dental – Trustees & Fiscal Officer), \$100.00 for line item 2021-330-224-0001 (Vision – Trustee & Fiscal Officer), and \$300.00 for line item 2021-330-221-0001 (Medical – Trustee & Fiscal Officer). Transfer \$65,000.00 from line item 3101-830-830-0000 (Principal Payment - Bonds) to line item 3101-810-810-0000 (Interest Payment); Trustee Kosch seconded the motion.

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

Fiscal Officer Wyne stated that she received an email from Kim Wickham (Zoning Commission) prior to the Trustees meeting on 10-10 questioning if she would get paid for typing the minutes for the Zoning Public Hearing on the Zoning Code Book held on August 21 since Lacey Storts didn't have time to do them. Lacey Storts was appointed as zoning secretary and it was her responsibility to complete them in a timely manner. Lacey was paid \$65.00 on September 6 for that responsibility. This issue was tabled from the October 10 Trustees meeting for additional information. Motion made by Trustee Cotner to pay Kim Wickham the \$25.00, seconded by Trustee Searle.

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

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On October 14, Fiscal Officer Wyne received an email from Lacy Storts, saying attached are the payroll sheet, sign in sheet and previous meeting minutes. The payroll form was dated October 16, 2018, the sign in sheet was dated October 16. Since the email was sent prior to the meeting date, I'm assuming that the date on the payroll sheet and sign in sheet are not correct, therefore, they were not submitted for payroll for the pay date of November 1. Fiscal Officer Wyne asked Kim for clarification on these forms and dates, Kim stated she could not explain how the forms were sent on October 14 prior to the October 16 meeting date but the form are correct. Fiscal Officer Wyne advised that the payroll will be paid on the pay date of November 15.

Fiscal Officer Wyne stated she received an email from Assistant Prosecutor Amy Brown Thompson about the FLSA issue. Amy stated since she is not a FLSA attorney and has not been successful in finding satisfactory answers to my questions, and feels the Township should consider consulting with a firm that practices FLSA in their normal course of business. Amy can provide me with a name, but this will be something that is going to cost the township. A motion was made by Trustee Cotner to contact a firm that deals with FLSA issues in their course of business; Trustee Kosch seconded the motion.

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

Fiscal Officer Wyne stated that she talked with Jim Organ (Burnham and Flowers) about a month ago, regarding our health insurance and what she could expect during renewal. He said we had the option to do Fox Fire and have everyone update their medical conditions and their dependents. He advised this could make our insurance go higher or lower depending on what was found. I recommended that since I have seen an increase in HRA spending this year, we just go with what we have. I received a call from Jim today advising that the township's health insurance saw a very slight decrease (-.02%)! This means that staff will save a few pennies on their insurance! I'll let all staff carrying health insurance what their cost per month will be by the end of November.

During the October 10 meeting trustee meeting, Greenfield Township resident John Reef questioned the withdrawal of money from 5/3 in early of 2016 to pay for the fire levy. I advised that CDs were cashed in and we probably paid a penalty. I contacted Mike Savage, my contact at 5/3 and he advised that 2 CDs were cashed in. He said that those CDs were purchased on September 30, 2015 with maturing dates of September 30, 2016, which would have yielded .60% on each. Since they were cashed in early on April 15, 2016, each yielded only .263%. Fiscal Officer Wyne will set up a meeting with Trustee Searle and John Reef (since he was a trustee at the time).

Fiscal Officer Wyne stated she has a concern with the Firefighter's contract, Article 21. She states that Article 21, Section 2 – Accumulation of Sick Leave states sick leave may accrue and be accumulated and carried over from year to year; provided, however, that sick leave may only be accumulated up to a maximum amount of one thousand four hundred forty (1,440) hours. At the end of each calendar year, any member having sick leave in excess of the maximum allowable amount (i.e. 1,988 hours) will be paid at the rate of thirty-three percent (33%) for those excess hours. She stated the example of 1,988 doesn't make since. She also said the department has a firefighter nearing the allowed maximum amount of sick leave of one thousand four hundred forty (1,440) hours. She stated that the way it reads, the maximum accrued can only be one thousand four hundred forty (1,440 hours), so how could you have an excess if the maximum amount that can be accrued is one thousand four hundred forty (1,440) hours? She advised that firefighters earn 24 hours of sick leave per month, which equal to 288 hours a year. She stated since she was not fiscal officer at the time the contract was signed, she doesn't know

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what the intent was. Trustee Searle asked if any union officers were present and stated they should look into this and we should try and get this resolved as soon as possible.

Trustee Kosch made a motion to go into executive session at 7:25 pm to discuss fire personnel promotion, motion seconded by Trustee Cotner.

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

Motion made by Trustee Cotner to come out of executive session, seconded by Trustee Kosch at 7:36 pm.

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

Trustee Searle stated since the resignation of John Schwinn, Slade Schultz has served as Interim Fire Chief and the plan was to groom Captain Brad Smith for the position. Trustee Searle stated that effective the first pay period of January 2019, Captain Brad Smith would become the new fire chief for Greenfield Township.

FLOOR

Jack Barr (1642 Winding Oak Drive) – Wanted to ask a couple questions of Kevin. Jack stated there is a pool being built on Winding Oak North and wondered how long do they have to put a fence up. Kevin stated we use a year. Jack also stated that there is a new building going on in a sub-division and he doesn't see any permits and asked if Kevin tells them to display it. Kevin stated he does and there isn't anything else he can do.

Kim Wickham (5964 Havensport) questioned the barn that had apartments in it and burned down, if it was being rebuilt as an apartment complex. Kevin stated that because the building burned down, the property owner doesn't need another permit to rebuild and he doesn't know what is being rebuilt there. Discussion followed on the zoning and allowable uses.

Kim asked if the corrections concerning sets backs to the zoning book had been made. Trustee Cotner said no and it hasn't been sent to the prosecutor yet. Kim asked when it does come back and is approved will it be posted to the web site, Trustee Kosch answered yes. Trustee Cotner suggested the zoning board needs to put in a section on fences and Kim stated they had talked about fences at their last zoning commission meeting.

Kim asked how to notify the public of zoning commission meeting dates since we may not have them monthly. Trustee Kosch said to inform Dawn so she can post the information on the web site.

Gary Griffin, 3425 Lancaster Kirkersville Road – stated he came to a trustee meeting about a year ago concerning the property to the north with all the junk cars on the property and more junk in the back. Trustee Cotner stated it has been turned over to the prosecutor. Kevin stated we may need to contact our own legal counsel on this as the prosecutor doesn't have enough time. Trustee Cotner will call the Health Department and ask how to contact EPA. Trustee Kosch will call the prosecutor again to check on the status of this issue.

John Reef – Asked about the \$70,000 for the fire truck that he brought up 7 - 8 months ago and wanted to know if anything had been done about it. Trustee Kosch stated that is what Dawn previously talked about, John stated it was 2 separate issues. Trustee Searle stated they are intertwined and they will be looked at. Trustee Cotner and

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Trustee Kosch reiterated that this what will be looked at when they meet and go over everything. Dawn stated she will send an email to John and Trustee Searle to schedule a meeting.

Tina Phillips, Park Manager for Colonial Estates at 2445 Columbus Lancaster Road came to discuss the property located at 2735 Columbus Lancaster Road which backs up to Colonial Estates. The business at this location is causing anguish to residents close to that property with the noise, air & ground pollution. They have contacted the EPA and there are violations being issued. Tammy VanScoy, a resident of Colonial Estates stated it is zoned business and showed a video showing the noise level inside her home and how close it is to her bedroom. This can start as early as 5AM and will go till 11PM some days. Trustee Kosch asked for a copy of the list sent to the EPA along with the phone numbers. Trustee Cotner stated they will have to check on the zoning. Cathy Dickson said shame on the system if it is zoned industrial, the dump truck banging began at 7:30 am this morning and they have put up very large lights. Kevin stated we will have to look at the zoning and when it was zoned to see what the rules were at that time. Trustee Cotner will go over there tomorrow and talk to that business again.

Rebecca Fugate (4105 Brook Road) wanted to let the trustees know that the house at 4155 Brook Road has been accumulating old cars, trucks, go-carts and lawn mowers in the front and back yards. It is becoming an illegal junk yard. She also stated the property at 4237 built a pole barn up by the road and there has been a car parked by the barn and she suspects someone is living in the pole barn. Now a camper is parked by the barn and when she leaves for work there are lights on in the camper. There is a generator and they have cars parked there and they keep coming and going. There is a lot of trash laying around. Trustee Searle asked Kevin what he does about this type of situation and Kevin replied he sends a warning letter to the home owner. Kevin stated he will have to check on the zoning to see if it is agricultural. Rules for a migrant labor camp and sewage/water disposal were also discussed.

ZONING DEPARTMENT BUSINESS

Kevin distributed the zoning permit & fee reports.

Kevin stated that Josh from the Prosecuting Attorney's office will be at the township office on October 31 at 9:00 A.M. for clarification on a BZA issue.

Trustee Kosch asked if Kevin was at the last Zoning Commission meeting, in which Kevin replied no. Trustee Kosch stated remember you are to try to attend them, in which Kevin replied yes, when there is zoning business to discuss with them and there was none.

FIRE DEPARTMENT BUSINESS

Interim Fire Chief Schultz is seeking approval on the rewritten training policy. Fiscal Officer asked about additional changes discussed of someone that received the money either dropped out or didn't pass, the money needs to be repaid to the township. After discussion on the wording of the policy, the trustees asked Interim Chief Schultz to add the wording for repayment if dropped out or failing the class and bring it to the next trustee meeting to be signed.

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Interim Chief Schultz needs approval to enter into a service contract for 2019 with Physio-Control for the Life Pack 12 (EKG machines) on the 2nd out trucks. This is for maintenance and it gives discounts for parts. Motion made by Trustee Searle to enter into a contract with Physio-Control, seconded by Trustee Cotner.

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

Interim Fire Chief Schultz reported that the company that does their bi-annual bed bug inspections was at the station and nothing was found.

The Fire Department is working with River Valley Life Center, the church at Coonpath & Rainbow and the structure next to them. There will be a controlled burn training fire sometime next month. The permit has been obtained through the EPA.

There are a couple MOUs that were given to Interim Chief Schultz by the union president, and he wondered if they would be approved tonight. They pertain to health care and training. The trustees would like to read through these before approving.

ROAD AND CEMETERY DEPARTMENT BUSINESS

Tom was not in attendance. Trustee Cotner stated he talked to Tom and was told they have been fixing berms, patching holes in Greenfield Estates, worked on Mt. Zion Road raising it so it doesn't sink anymore and will be working on cemetery foundations soon.

FROM THE TRUSTEES

John Reef wanted to apologize for being out of order when he told Trustee Cotner there needed to be a reason stated for the executive session. John also said you are not allowed to make decisions in executive session. You can only discuss in executive session. Trustee Cotner replied he had looked it up before the meeting and didn't see that in what he read.

A motion was made by Trustee Cotner to promote Captain Brad Smith to Fire Chief effective the first pay period in 2019 and seconded by Trustee Searle.

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

Fiscal Officer Wyne asked if a decision has been made on the salary for the new fire chief. Trustee Cotner stated it would be the same as what the previous fire chief salary. Trustee Searle stated he feels there needs to be a policy for the fire chief and Dawn agreed and stated there needs to be a policy for all non-union employees and we need to establish one. Dawn recommended that we form a committee to work on policies. It was decided Tom, Slade, herself, Carla & one trustee be on the committee. Trustee Searle will be the trustee to serve on this committee. Dawn stated that Amy of the Prosecutors Office stated the policy for non-union employees should be the same across the board, no one should be treated differently. Trustee Searle doesn't agree with that as the Fire Chief has training and is just a different position.

Trustee Searle made a motion to adjourn, seconded by Trustee Cotner.

ROLL CALL: Cotner: yes, Kosch: yes. Motion Passed 2-0

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Business concluded; meeting adjourned at 9:03 p.m.