

RECORD OF PROCEEDINGS

Minutes of

Greenfield Township Trustees

Meeting

October 28, 2020

Held 7:00 PM

The Greenfield Township Trustees met in regular session at the Greenfield Township Fire Department. 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.

After each trustee reviewed the minutes from the Trustees’ Meeting held on October 14, Trustee Kosch asked if there were any changes to the minutes. Trustee Cotner made a motion to approve the minutes as written; Trustee Searle seconded the motion.

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

FISCAL OFFICER

Fiscal Officer Wyne distributed financial reports

Trustee Searle made a motion to pay the bills associated with warrants 33750 through 33813 and Electronic Debits 116-2020 through 117-2020 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 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 Kosch made a motion to approve Resolution 2020 10 28 01 for the following transfers of funds:

- \$200.00 from fund 1000-110-312-0000 to fund 1000-110-213-0000,
- \$5,995.64 from fund 2191-820-820-0000 to fund, 2191-760-740-0000
- \$4,000.00 from fund 2272-110-599-0000 to fund 2272-220-490-0000
- \$1,700.00 from fund 2272-330-599-0000 to fund 2272-220-490-0000,
- \$4,935.00 from fund 2272-220-599-0000 to fund 2272-220-740-0000.

Trustee Searle seconded the motion.

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

Trustee Searle made a motion to accept Resolution 2020 10 28 02 that states Be it resolved by the Greenfield Township Board of Trustees to amend 2020 Revenue and Appropriations due to the passage of H.B. 614, which approved additional Coronavirus Relief Funds. Revenue Fund 2273 was created for the Coronavirus Relief for the deposit of \$195,890.31 that will be received from the Fairfield County Auditor’s. Appropriation Fund 2273 was created to pay for the items purchased from the revenue received from the passage of H.B. 614. Trustee Cotner seconded the motion.

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

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According to the personnel policy for the road department as of 3-27-13, it states if called out for work during times other than regular work hours, an employee will be paid from the time he/she leave his/her house until he/she returns home. Fiscal Officer Wyne stated she checked the drive time for Road Department personnel. One was about 2-3 minutes; one was 16 minutes and the other was 22/30 minutes depending on the route taken. Lengthy discussion followed. Motion was made by Trustee Cotner that employees call back in would be paid a 1 hour minimum of travel time plus the actual hours that were clocked in and out for that employee; seconded by Trustee Searle.

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

The meeting with Aaron Willis, IT representative from OTARMA was held on Tuesday, October 20. He sent information on a couple of policies that need to be implemented and that were forward to each of the trustees and the Fire Chief.

A meeting was held on Wednesday, October 21 with Kathy Gonzales, OTARMA representative. Those in attendance with the Fiscal Officer were Chief Smith, Tom Shafer and Trustee Kosch. Kathy provided a few handouts, but her report hasn't been received by the township yet. Will forward when received.

All of the fire extinguishers have been inspected at the Road Department, Administrative Office and Fire Department.

Fiscal Officer Wyne also stated she has been in contact with Glen who has performed IT work for Greenfield Township in the past and is familiar with our computers and server. He stated that the server could be done away with providing Kevin doesn't need it for his zoning software and Tom doesn't need it for the cemetery program. He would also get us hooked up to be able to have shared access and hook the administrative and zoning new computers up to be able to work from home. The trustees are all in agreement this needs done.

FLOOR

Nothing

ZONING

Kevin not in attendance.

Trustee Kosch asked if Kevin had checked on the pool guy. Fiscal Officer Wyne stated she thought so and that Carla typed a letter for Kevin she thought. Trustee Cotner stated Kevin sent a letter to Wilson Road and Carnes Road and about the pool in Greenfield Estates. Trustee Kosch stated there is another one at 5295 Carnes Road that put a pool in and we don't have anything on that.

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Trustee Cotner stated we need to come up with something on this because they are putting water in as soon as the pool is dug and they still have to put in concrete. He stated the cement guy could be 2 or 3 weeks out and the same with the fence guy and then if the weather is bad this could back it up even longer. Trustee Kosch will stop by the office and give the address of this new pool to Kevin.

FIRE

Chief Smith gave an update on the lift station, reporting the pump had a bad bearing and is out for repair. This is under warranty as it is only a year old. We are keeping an eye on this and if we need to get the septic pumped out, we will, but he thinks it should be OK until the pump is repaired.

Chief Smith reported that Anthony Mastracci is scheduled for his stress test tomorrow. Chief Smith will work with Dawn on the effective date if everything comes back ok.

Chief reported engine rescue 561 is having some over heating issues and we had our mechanic come check it out. He recommended that we send it to Cummings since they are the ones that worked on it before and it should still be under warranty. We will be taking it to Cummings this week.

Chief Smith stated that Adam Warrix who recently resigned as a part-time firefighter to move into a fire Chaplin position has asked to come back on as a part-timer due to unforeseen circumstances. Motion made by Trustee Cotner to re-instate Adam Warrix as a part-time firefighter pending successful completion of a drug test with the re-hire date to be determined after the drug test: seconded by Trustee Searle.

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

Chief Smith discussed a situation that has occurred within the department. He stated there is a full-time fire fighter that had a family member diagnosed with Covid. The employee was told by the health department he needed to quarantine due to living in the same home, which he has done and is now back to work. He used sick time for the time he was off. Does this fall under sick time or should he be reimbursed his sick hours? Could we use straight time or can it be reimbursed under the CARES Act money? Discussion followed and it was decided to figure out if it can be CARES Act reimbursed. This will be followed up on at the next meeting after more research.

ROAD

Tom reported he had spoken to Trustee Searle earlier in the day about the issue at Randy Henwood’s place and will call Heidi at OTA and also check the ORC concerning road abandonment. Tom feels due to the road inventory and not being compensated for those roads, it isn’t our responsibility. Trustee Cotner drove back there and the trees in question are very big and we would have to hire someone to take them out. Trustee Searle stated he wasn’t sure that is the issue, he thinks the issue is determining if we still have a right of way there or not. Discussion on

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how to find out if the roads/alleyways have been abandoned followed. Trustee Kosch will go to the County Engineer's office to check if this road/alleyway has been abandoned.

Fiscal Officer Wyne asked Tom, on behalf of Spence Funeral Home, when foundations would be poured. Tom said he has the biggest amount of them dug. Tom stated he will call Dwayne Spence.

Tom stated there are a couple foundations in Greenfield Cemetery that have sunk and he feels the township should take care of these and re-pour them. Trustee Cotner agreed as the dirt down there is bad.

Trustee Kosch stated he will stop up at the office and go over the sign inventory as stated from the meeting with OTARMA. Tom said he hasn't done it yet as the meeting was just last week.

TRUSTEES

Motion made by Trustee Cotner to adjourn: seconded by Trustee Searle.

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

Business concluded; meeting adjourned at 8:17 p.m.