

**RECORD OF PROCEEDINGS**

*Minutes of*

**Greenfield Township Trustees**

*Meeting*

November 13, 2019

*Held 1:00 PM*

The Greenfield Township Trustees met in regular session at the firehouse. Kent Searle called the meeting to order and led those present in the Pledge of Allegiance. Dave Cotner, Lonnie Kosch & Kent Searle were present.

After each trustee reviewed the minutes from the meeting held on October 23, 2019, Trustee Cotner made a motion to approve the minutes as written; Trustee Kosch seconded the motion.

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

**FROM THE FISCAL OFFICER**

Fiscal Officer Wyne passed out various pieces of correspondence and the financial reports.

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

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

Trustee Cotner made a motion to pay the bills associated with warrants 33244 through 33272 and electronic debits 120-2019 through 132-2019; Trustee Kosch seconded.

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 Searle made a motion to approve Resolution 2019 11 13 01, transfer of funds of \$4500.00 from 2191-220-190-0012 (salary – volunteer) to 2191-220-599-0000 (other expenses). Trustee Kosch seconded.

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

Trustee Searle made a motion to approve Resolution 2019 11 13 02 to establish the Fire Department Capital Improvement Fund 4904 to purchase apparatus, structural fire gear and improvements to the building effective 1-1-20. This fund will receive funds transferred from Fund 2191. The maximum amount of money that can be deposited in to Fund 4904 will be \$600,000.00 for a maximum of 10 years; Trustee Kosch seconded the motion.

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

Trustee Cotner made a motion to approve Resolution 2019 11 13 03 to establish the Road Department Capital Improvement Fund 4903 to purchase vehicles and equipment to maintain the roads effective 1-1-20. This fund will receive funds transferred from Fund 2131. The maximum amount of money to be deposited in to Fund 4903 will be \$400,000.00 for a maximum of 10 years; Trustee Searle seconded the motion.

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

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Trustee Searle made a motion to approve the Fire Department to permit 10 part-time employees to work past their 1500 hours limit in 2019 per the request of the employee and the employee realizes they are not entitled to benefits; motion seconded by Trustee Cotner.

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

Fiscal Officer Wyne stated that the township has received a letter of interest from June Queen to serve on either the Zoning Commission or the Zoning Board of Appeals. The letter of interest was placed in each of the trustees' boxes. Trustee Kosch made a motion to appoint June Queen to serve on the Zoning Commission; Trustee Cotner seconded the motion.

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

Kevin Yeamans also advised he received a letter of interest from Jeff Zech to serve on the Zoning Commission. Trustee Kosch made a motion to appoint Jeff Zech to serve on the Zoning Commission as an alternate; Trustee Searle seconded.

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

Discussion on what positions were still vacant on the Zoning Commission and Board of Zoning Appeals. It was determined that the Zoning Commission is still in need of 1 alternate and a secretary and the Board of Zoning Appeals is in need of 2 alternates.

Fiscal Officer Wyne reminded Trustee Searle that at the February 13 he volunteered to get the township recorder from the Zoning Commission since they no longer record their meetings and he was reminded again on August 28 that the recorder needs to be returned to the township. Carla is working on the yearend inventory for the department. Trustee Searle stated that he talked with Kim Wickham who advised him that the recorder is not broken but they will need the recorder when they have hearings so he advised her to keep it.

Trustee Kosch requested that the Board go into executive session to discuss a Fire Department personnel legal matter; Trustee Searle seconded the motion.

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

Trustee Searle made a motion to come out of executive session. Trustee Kosch seconded the motion.

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

Trustee Searle made a motion to send Care Works to the BWC hearing next Tuesday, motion seconded by Trustee Cotner.

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

**FLOOR**

Nothing from the floor, however, Trustee Searle asked Josh Horacek about fire impact fees and Josh stated it is a no go for townships.

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**ZONING DEPARTMENT BUSINESS**

Kevin passed out the fee & permit report.

Kevin distributed a meeting notice that on December 3, MORPC will be having their meeting in Violet Township. Kevin stated at one time Greenfield Township was a member of MORPC but not currently.

There was discussion about the bus stop on Victor Road and sign position/right of way issues. Kevin and Tom are to call a Mr. Dietz on this subject for more clarification.

Kevin talked about the fee for BZA hearings and the need for possibly raising the fee. Kevin explained the costs associated with a hearing and we are in the red by a small amount but because we have to have another meeting to approve minutes or if it would require an additional meeting, it would be a larger deficit.

Trustee Cotner brought up the subject of having Pete Griggs with Brosius Law Firm attend the annexation meeting on the 19<sup>th</sup>. Discussion followed and it was decided that Trustee Searle would call Pete Griggs for advice on if he should attend this meeting.

Trustee Kosch asked Kevin about the camper that people are staying in. Kevin will drive by next Wednesday evening.

**FIRE DEPARTMENT BUSINESS**

Chief Smith distributed a news article that featured employees of the Fire Department who were recognized at the award ceremony at KIA who were instrumental in saving a KIA employee.

Chief Smith stated the department will be at Bloom Carroll High School to give a presentation on careers as a firefighter.

Chief Smith advised that full time employees Colin Osterman and Lee Hayes are taking the Fire Inspector training course. The department currently allows full time personnel 80 hours of education leave; however, the Fire Inspector course requires more hours than allotted. He is requesting the Trustees permit an additional 30 hours of training hours for Osterman and Hayes for 2019. Trustee Cotner made a motion to extend Colin Osterman and Lee Hayes' education hours by 30 hours for 2019; Trustee Kosch seconded the motion.

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

Chief Smith reminded everyone that the department's Turkey Supper is Saturday, November 23 from 4:00 p.m. to 7:00 p.m. at the fire house.

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**ROAD AND CEMETERY DEPARTMENT BUSINESS**

Road Supervisor Tom Shafer asked the Board of Trustee if they would be willing to share the cost with Liberty Township for the purchase of a broom. Tom said that a good used broom cost about \$30,000.00. Discussion followed; however, no decision was made.

Tom stated he was working on his inventory that Dawn had requested. He stated that he could not find the program that he used for his road inventory. Tom stated he talked with Softworks and advised what he was experiencing. Tom stated that the individual from Softworks that wrote the program advised him how it was written and was able to see that the programming had been changed. Tom asked how that could have happened and she advised someone had gotten in there and changed it. Discussion followed.

**FROM THE TRUSTEES**

Trustee Searle stated that the current zoning book is not posted on the website. Discussion followed.

Trustee Cotner made a motion to adjourn; seconded by Trustee Kosch at 3:43 p.m.

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