

RECORD OF PROCEEDINGS

Minutes of

Greenfield Township Trustees

Meeting

November 14, 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 24, 2018, Trustee Kosch made the motion to approve the minutes as written; Trustee Cotner seconded the motion.

Roll Call: Cotner: Yes; Kosch: Yes; Searle: Yes Motion Passed 3-0.

After each Trustee reviewed the minutes from the Special Meeting that was held on November 5, 2018, Trustee Cotner made the motion to approve the minutes as written; Trustee Searle seconded the motion.

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

FROM THE FISCAL OFFICER

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

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

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

Trustee Cotner made a motion to pay the bills associated with warrants 32644 through 32673 and; Electronic Debits 94-2018 – 101-2018 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 Kosch made a motion to approved the Purchases Orders and/or Then and Now Purchase Orders; Trustee Searle seconded.

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

Trustee Kosch moved to approve Resolution #2018 11 14 01 transfer of \$4,000.00 from 2191-760-740-0000 (Machinery, Equipment & Furniture) into 2191-220-323-0301(Repair and Maintenance (Building Repair) - \$2,500.00 and 2191-420-0203 (Operating Supplies (Fuel) - \$1,500.0; Trustee Searle seconded the motion.

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

Trustee Cotner made a motion to keep COSE (Medical Mutual) for the township health insurance for 2019; Trustee Kosch seconded the motion.

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

Fiscal Officer Wyne advised she received a Delta Dental Contract that needs to be signed and returned if the township wishes to continue using Delta Dental as a dental provider. The cost for an enrollee only is \$26.34 per month, an enrollee and 1 dependent is \$49.40 and an enrollee with two or more dependents is \$86.34 per month. Fiscal Officer Wyne advised that this is currently what the township is paying.

Trustee Searle made a motion to accept the Delta Dental contract; Trustee Cotner seconded.

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

Fiscal Officer Wyne advised she received the contract from (FDAR) Fishel Downey Albrecht & Riepenhoff Law Firm to work on the townships FLSA and education leave issue. The cap of services is listed as \$3,000.00 which

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was approved in the November 5, 2018 special meeting. The contract needs to be signed by the two trustees that were in attendance for the special meeting on November 5, 2018.

Fiscal Officer Wyne distributed the Managed Services fee schedule that Glen (TCR) provided to her which includes 4 different levels of service, Bronze, Silver, Gold and Platinum and there are also ala cart services which can be added to each device. Glen stated that at this time he fills we can get by on the Bronze level, which is \$20.00 a month for each device and \$100.00 a month for each server. The Bronze level includes essential monitoring of each device, managed anti-virus on each device and maintenance service. Trustee Searle asked Dawn to provide the figure on what has been paid to TCR in 2017 & 2018.

Fiscal Officer Wyne distributed a letter she received from Department of Commerce advising that all permits to sell alcoholic beverages in the political subdivision will expire on February 1, 2019. In order to maintain a permit privilege, each permit holder must file a renewal application. Ohio Revised Code Section 4303.27 1(B) provides legislative authority with the right to object to the renewal of a permit and to request a hearing. The hearing may be held in the county seat of the county in which the permit premises is located if the request is made in writing. This will be the Township's only opportunity to object to the renewal of a liquor permit premises of which might be a problem to the community. A resolution is needed to request a hearing that specifies the problems at the liquor permit premises and legal grounds for the objection. If the trustees feel that there is an issue with an establishment and wish to file an objection, this needs to be addressed and postmarked no later than January 2, 2019.

Fiscal Officer Wyne stated that the Fairfield County OTA annual dinner and meeting is Sunday, December 9 at 6:00 p.m. at the Liberty Center. She advised that the cost is \$18.00 per person and each individual should bring 1 unwrapped toy to be donated to a local charity. The township only pays for the OTA member meal, so if any spouse attends, they will have to pay the \$18.00. She advised that she needs to know no later than November 21, on who is attending so she can RSVP and send a check. Trustee Kosch advised he would not be attending. Trustee Cotner and Trustee Searle advised they would be attending.

Fiscal Officer Wyne stated she received an email from Zoning Commission Board Member Kim Wickham advising that they are going to have a meeting on November 20, 2018 and a Public Hearing on November 27. She stated she has not posted this information on the website because she is questioning the reason why a zoning meeting is needed for November 20 since the board members already agreed to a Public Hearing for November 27. Trustee Cotner said they will be addressing the fencing issue amendment to the zoning book.

Fiscal Officer Wyne stated a Zoning Commission meeting was held on October 16 and there were no zoning issues to discuss except briefly saying the fence issue needed to be addressed. The new zoning code didn't take effect until 10-24-18! However, the township paid out close to \$325.00 to hold a one hour and 6-minute meeting when it had no zoning issues to discuss! She said as a fiscal officer and taxpayer, she is disappointed that public funds are being used this way!

Fiscal Officer Wyne wanted to let the Zoning Commission know that the audit is done and can be viewed during regular business hours in the township office.

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FLOOR

Kim Wickham questioned what is going on at the property on Havensport Road with the 3 mailboxes, Kevin's position is and his duties as zoning inspector. Discussion on the Havensport property followed and it was determined that at this point nothing can be done as buildings are in the process of being built. Trustee Kosch feels Kevin should go to the zoning commission meetings and relay information from RPC. Trustee Searle asked if it is part of Kevin's job description to attend the zoning commission meetings. Kevin stated he is to attend "as needed". Trustee Searle asked who determines if it is needed and Kevin stated he didn't know. Trustee Searle said that Kevin should attend to add his knowledge and relay any information.

Kim questioned if corrections are being made by the trustees, Trustee Cotner said they are being worked on. Fiscal Officer Wyne asked why they are wanting the book printed if there are still being changes made. Kim stated those changes would be amendments to the book.

Trustee Cotner said Kevin needs to attend the next zoning commission meeting because of the zoning changes.

Discussion of who will publish the notice and do the legal notices for the hearings. Fiscal Officer Wyne stated that the previous zoning secretary (Jennifer Wolfe) posted an ad, as that was part of her duties.. Kim advised that the zoning secretary didn't publish any. Kevin is the one to publish the notice. Trustee Cotner and Trustee Kosch feel Kevin should set up the commission meetings. ORC and the zoning book state the chairman of the zoning commission call the meetings.

The Zoning Commission hearing will be set for December 11th at 7:00 pm. Kevin will send notification to paper.

Motion made by Trustee Cotner to increase payment to Kevin for attending the zoning commission meetings to \$50.00 per meeting, the same as the commission members receive who attends, motion died, no second was made.

Trustee Cotner recommends that Kevin calls the meetings for the Zoning Commission the same as he does for the BZA meeting since he knows when there are zoning issues. Trustee Kosch feels the Chairman of Zoning Commission should set up Zoning Commission meetings and Kevin is to attend these meetings

ZONING DEPARTMENT BUSINESS

Kevin passed out fee & permit reports

Kevin advised he scheduled the continuance of the BZA hearing for Monday evening, November 19, 7:00 at the township office.

Trustee Kosch asked if Kevin had gotten anymore quotes for new zoning software. Kevin said only the one, he hasn't gotten a price back on the second one but almost certain it will be higher.

FIRE DEPARTMENT BUSINESS

Interim Fire Chief stated that the department had a training fire over the weekend and it went very well. Just prior to that we found out that there were mechanical issues with the tanker truck. It is currently being serviced at Midwest, so we are down a truck.

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Interim Chief Schultz stated the requested changes had been made to the training policy. Motion was made by Trustee Searle to accept the training policy as it is written with the changes and seconded by Trustee Cotner.

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

We have a volunteer firefighter that is going to take a firefighter 2 class for transition from volunteer to part time firefighter and the interim chief would like to pay \$905.00 out of the training budget and she has signed the waiver form. Motion made by Trustee Searle to pay for this class, seconded by Trustee Cotner.

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

The interim chief asked if we had gotten the needed information to write the waiver pertaining to the 1500-hour rule for part-time firefighters or if we could take another townships waiver and write it with our name in it. Fiscal Officer Wyne said that because of the FLSA issues, education issues that the township is working with the Prosecutor's office, she recommends we don't move on this and she also advised that she has not received the information from the Prosecutor's office to look into this waiver and determining how close the township is at with full time equivalent capacity.

At the last trustee meeting, pertaining to making Brad Smith the Fire Chief, we will have a plan in place of who we would like to recommend to the board to take Brad's place with the pay period beginning December 30th and will present that to the board the first trustee meeting in December.

Trustee Cotner thanked Interim Fire Chief Schultz for what he has done to help out with filling in as fire chief, Trustee Searle seconded those feelings. Slade Schultz asked if he would go back to his former position as Assistant Fire Chief. The trustees advised that would be Brad's call.

ROAD AND CEMETERY DEPARTMENT BUSINESS

Tom stated that when we chip sealed with Liberty Township, they want us to sign a held harmless agreement and he will put it over in the office for them to sign. Fiscal Officer Wyne stated that it is something we should also be doing, as per suggestion from OTARMA.

Tom advised that the price of chip seal stone is going to be going up after the first of the year. He would like to buy product now for use in 2019 to save the township money.

Salt trucks are ready to go as needed.

Our 2003 F350, the bed is in bad shape but surprisingly the frame is in good shape. Tom would like to look at replacing the bed with a steel or aluminum flat bed.

Due to the wet weather we have been cleaning sludge and mud off Mt. Zion Road.

Tom would like to recommend to the board to hire Terry Smith as part time help as needed pending all testing comes back OK. He has run a plow truck for 25 years. Trustee Cotner asked what he would like to start him at, Tom said \$17.00 with the ability to raise that after maybe 90 days or so. Motion made by Trustee Searle to hire Mr. Smith as permanent part time, seconded by Trustee Cotner.

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

Trustee Kosch asked several questions of Tom: Had he checked the holes on Rausch Road and Tom responded no, concerning, the ditch along Jeannie Drive and Bonita Drive and Tom stated he needs to locate that and also about the hole along the side of the road at 3990 Plum Road. Tom said they need to do something different out there because it keeps getting washed away after they fix it, maybe dig it out and lay stone.

Kim Wickham stated the street sign at Havensport & Pleasantville Road, the sign needs re-bolted to the post. She also asked the status of the flooding issue with the Fairfield County Engineers office. Tom stated that was off the table due to the cost. Our portion would have been over \$50,000 and we can do it for under \$20,000. Trustee Kosch stated that Tom was going to look into putting it through our budget in 2019, Tom agreed and will get with the county engineer and we can possibly use our motor vehicle money towards it.

Trustee Kosch asked if Tom could get a force account for the tar and chipping for comparison pricing and how many miles did we do this year. Tom stated about 8 miles.

Trustee Kosch also asked if they will be doing anymore mowing this year, Tom responded, yes hopefully, depending on the weather.

FROM THE TRUSTEES

Trustee Searle said that last meeting we tabled the issue of the MOU from the union on FLSA concerning comp and education time and he has spoken to a couple union reps about issues he still sees with this. He recommends leaving it tabled.

Trustee Searle also wanted to give an update on the issue of how the bond money was spent on the fire truck. He said John Reef has more information and wants to leave this tabled also.

Trustee Searle asked if there is a salary package for the new fire chief and do we need to sit down and talk to him. Fiscal Officer Wyne said yes, we do need to talk to him. Lt. Spires stated that Brad is checking with surrounding fire departments on what they do and maybe creating a similar contract to present to the board.

Trustee Searle said he feels that the trustees have had a hard time dealing with nuisance abatements concerning yards overgrown and yards with junk cars in them. He wanted to let everyone know that in the OTA News magazine, there is a whole section on how a township should handle this. Maybe next year we should look into this instead of going through the prosecutor.

Trustee Cotner wanted to let everyone know that the noise problem at Colonial Estates will be taken care of. Price Gregory will be moving out after Thanksgiving or the first of December.

On the Dumontville property, Trustee Cotner said the gentleman that owns it has a warrant out in Lancaster and a warrant out for this property. They were both taken to court in Lancaster and he has cleaned up the Lancaster property and has 30 days to clean up the Dumontville property.

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Trustee Cotner wanted to check on the dates for the December meetings, will we have only 1 meeting or do we want to change the date. It was decided to leave them as scheduled due to end of the year bills that will need paid and checks signed.

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

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

Business concluded; meeting adjourned at 8:59 p.m.