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| <p style="text-align: center;">RECORD OF PROCEEDINGS <i>Minutes of Greenfield Township Trustees Meeting</i> November 24, 2025 - Held 6:00 PM</p> |
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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.

- o **Cotner presented the minutes of the November 12, 2025 Trustees Meeting.**
 - o Discussion: n/a
 - o Kosch made motion to approve minutes.
 - o Second by Searle.

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

- o **Cotner presented the minutes of the Special Nov. 21, 2025 Trustees Meeting.**
 - o Discussion: n/a
 - o Searle made motion to approve minutes.
 - o Second by Kosch.

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

From the Fiscal Officer: not present.

- **Cotner presented Motion to Pay Bills:**
 - o Warrants: 3897-3915
 - o Electronic Debits: 266-2025 to 276-2025
 - Motion to pay by Kosch
 - Discussion:
 - Kosch: Question: the bills for OPWC, Cheryl Downour gave a figure of \$75,000, but the (checks presented) were actually \$81,000 – what is the difference? Tom (Shafer), did you see the bills?
 - (Tom) Shafer: the only thing I can think of is the additional work that we did on Election House for that pipe, because County Engineer's was originally thinking to allow it to go through OPWC funding. We had an abundance of money, more than we initially thought (we could use), but the last we heard, Jeremiah Upp thought that would not be a good move to allow Election house to go through OPWC funding because that was not (within the) original scope

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- Kosch – I was looking for clerical errors
 - Shafer: I looked through the email and found (I believe) the same thing the board looked at from the County Engineers, and maybe a better description on the actual itemized deductions – not sure if you saw each individual (itemized list). I printed off the original Resolution for (the) original contract dollar amount that (was) reduced down from \$148,000
 - Cotner – we told (Jessica Kull) to call Cheryl (Downour) to see what was owed
 - Kosch – yes, we asked her to verify what to pay
- Second by Searle.

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

● **Cotner presented Motion to pay Purchase Orders.**

- Motion to pay by Cotner
- Second by Kosch
- Discussion:
 - Kosch: I saw we had a late payment on a purchase order on Fire – they charged us \$100 – did you see that? It looked like the date was in August?
 - (Chief) Smith – do you know what it was for?
 - Kosch – a penalty for late payment, I've never seen one
 - Smith – I'm not sure
 - Kosch – (for the) pension fund? I'd like to find out
 - (From the floor) Dawn Wyne: because it was not paid on time - if you don't pay by a certain time it keeps going.
 - Searle – yeah that's what it was

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

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- **Cotner presented a request to approve the Benestar policy for 2026**

- Motion to approve: Kosch
- Second by Cotner
- Discussion: N/A

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

- **Cotner presented a request to approve the additional cost of \$27.15 per month for the hearing benefit, per person. (Related to Benestar policy, above)**

- Discussion:
 - Kosch – it includes hearing and dental - only three of us on it; it saves the township \$86,000/year
 - (from the floor) Wyne: it comes out of township's (budget) – individuals only pay 10%, remainder paid by township
- Motion: Kosch
- Second: Cotner

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

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

Attached report (with exhibits):

- **Future meetings:** 11/25 ZC K9 Continuance Hearing, 12/1 Trustee hearing on posting on website, 12/2 RPC, 12/9 Zoning Commission Meeting
- **Past Meetings:**
 - 11/18 R-1 to R-3 ZC Hearing: The Commission approved it but I don't have the official letter yet
 - 11/19 Rockmill review: Went to Rockmill, half is according to plan, the other half is not (as far as the Bed and Breakfast). They have to come back to the trustees and show what is different from last plan and approve the new plan. There is a lot.
 - 11/24 Trustee meeting (currently attending)
- **Zoning Certificates Issued since last Trustee Meeting:** Two (2)
- **Violations/Complaints since last trustee meeting:** Zero (0)
- **Property Visits and Inspections:** won't go through unless someone has questions
- **General:**
 - Motion to change fees for Zoning Hearings (attachment).
 - Proposed fees include:
 - Appeal Hearing: from \$1,200 to \$500
 - Variance/Conditional Use: from \$1,200 to \$500
 - Zoning Amendment Hearing: remain at \$1,200.
 - Zoning Amendments take three times the work as anything else – propose that it stay at \$1200.
 - Kosch – that covers all our expenses, since it doesn't have to go to paper
 - Searle – does the newspaper make all that difference? Shouldn't have been that high
 - Kosch – every now and then they had to get a stenographer for an additional cost, I thought they'd change that if it was additional

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- Williamsen – if we put it in our quote, we can (charge additional)
 - Kosch - \$500 would not cover the cost of a stenographer
 - Williamsen – the Keefer one is the only one we've had that and it was an appeal. It's hard to say; we should leave it at \$1200 just in case
 - Searle – maybe we could break out appeals separately?
 - Williamsen – it is, on here. (We) can leave it at \$1200
 - Cotner – I think we should leave (appeals) at \$1200, we can always change it
 - Williamsen – (it's) not usually difficult for (an) appeal hearing
 - Searle – (I'm) not understanding why we have them so high, since we're not supposed to be making money on these
 - Cotner – I thought we raised (the fees) since we were losing money on them? Like \$800 (of loss)?
 - Williamsen – which one?
 - Cotner – BZA
 - Kosch – I think the paper cost is so much higher (for the fees)
 - Williamsen – (the publishing cost) averages \$150/notice
 - Cotner – it was higher back in the day
 - (From the floor) Wyne - \$400
 - Williamsen = the paper cost will go away, in theory
 - Cotner – I say we leave (appeals) at \$1200
 - Searle – (let's) wait and see
 - Cotner – (we) can always change it, we were losing money a couple times
-
- 3076 Lithopolis: RPC approved change back to R-1. May updated. Received printed copies. Sent a letter to the property owner.
 - Rockmill – many discrepancies from the 2018 plan. Currently documenting.
 - 48-2025 R-1 to R-3 approved by ZC on 11/18. No letter yet from ZC.
 - Kosch – we have 30 days (to schedule the hearing) after we receive letter from zoning commission? Were there many people there?
 - Williamsen: the usual crowd, not many, 10 or so?

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o Model Zoning Code: Received analysis from RPC, scheduling working sessions in January.

- o Williamsen: Looks like a significant amount of work to convert over to the model zoning code. There may be some things we want to keep, the MZC follows ours for the most part but we have to identify those things so we don't lose what we had.
- o Kosch: (is the RPC) going to help with that?
- o Williamsen – they'll go by our recommendation and let us keep the things we want to keep. It will take some heavy work sessions to get through this. I'd like an ok to make 7 copies of 230 pages printed.
- o Kosch – I though supposed to be shorter?
- o Williamson – (there are) lots of pictures; (I) don't want to burn our resources. (It'll probably cost) less than \$150
- o Searle – I have no problem with that
- o Williamsen – do you (all) want a copy?
- o Kosch and Cotner – yes
- o Searle – I don't need one

o Cleaning up News and Notices page

- o Williamsen: There is a bunch of old stuff on there, like an old announcement from Trustee Searle regarding flooding. (There is) also road department news which is very much outdated. I'd like to clean that page up as more pertinent things come up
- o Searle- was something on there about county EMA that should be left for awhile on how to apply for assistance, should stay because there COULD be people that want to apply for it
- o Williamsen (to Tom Shafer) – is it ok to take down the road closed notice from August 12th ?
- o Shafer: I passed messages along to Jess (Kull), I think we were doing Savvy updates. We must have started doing them that after that. When was that?
- o Williamsen: August 11th
- o Shafer – everything I did over the summer was through Savvy for those types of updates
- o Williamsen – so take (August road closure notice) off?
- o Shafer : I would

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- o Williamsen: How about the flood update from August 25th? It talks about SBA disaster related program with website reference for making reports?
- o Searle: the one we were just looking at? Yeah, (keep it) for awhile
- o Williamsen: what about (Tim) Shaffer's office? There is a link to request help from Tim Shaffer's office and Fairfield County EMA?
- o Searle: I don't think the citizens need to contact Tim Shaffer's office, that can probably go. What's the other part?
- o Williamsen and (Chief) Smith : where county was trying to ascertain where damages were
- o Searle – I think keep it, is that all part of same post?
- o Williamsen: no
- o Searle – it looks like it
- o Williamsen: "from Trustee Kent Searle"
- o Searle : I don't know how important it is, but if they need help (they) probably won't find it on our website. (I) might be backstroking but (that) can be taken off there
- o Williamsen: So remove anything?
- o Cotner – take it all off
- o Searle – yeah
- o Williamsen: (the) Savvy Citizen announcement –keep another year
- o Kosch – is there a place to link to Savvy?
- o Williamsen – the home page has it – what (do you want) to do with Savvy Citizen announcement?
- o Kosch – yes, keep it, people still ask about it. Before, we used to have a little (info) about how to sign up and passed out cards - not sure if we still have (those) anymore
- o Williamsen – I'll leave it on there, it doesn't hurt

- o Kosch – (there) hasn't been any permits on (the webpage) since Sept 11th
 - o Williamsen – how often (do you want those updated)? Every couple of months?
 - o Cotner – every two months? I think that'd be fine
 - o Kosch – I'd say every month so we'd have an idea – I thought the one (past) Lamb road was a permit but it was a split
 - o Williamsen: I don't think I was here when that happened
 - o Searle- it is too much to do monthly?
 - o Williamsen – I often (updated) just every 1-2 months. (It's) not the easiest thing but I can do it every month
 - o Searle- Does Web Chick do it?

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o Williamsen – I do it and send to her

o Proposal for upgrading the fire house meeting room (attachment)

o Williamsen: (this includes) two TVs that can be moved around anywhere (putting on a wall restricts where they can be used). One can face the audience and one can face here. It can be put any way you want. Also includes:

- New podium to replace that one
- New storage cabinet so stuff not laying all over the place
- Wireless HDMI – this can plug into the back of a TV and can broadcast from a laptop to TVs. All you need is power, everything else is wireless
- A TV for the administrative office because occasionally there are meetings there and it would be handy to project there also. A smaller tv and associated wall mount with miscellaneous equipment (would be) needed.
- Estimate: \$2,420.00

o Searle – (the estimate is) not much, but once it's here you have to take care of it (directed at Chief Smith)

o Smith: I met with (Williamsen) last week, I think it's a good idea and we will maintain and protect it

o Searle – I like it

o Kosch – will it be used that much? For hearings or what?

o Williamsen: Every hearing we have here I wish I had it. Some people use the overhead projector but it gets washed out with the lights and it's hard to see. I wish I had it now so people out there are in the dark- it would keep them awake and off their phone

o Cotner – (does the)firehouse pay for this?

o Searle – no, they just have to take care of it; it's just more work for them. (Payment) could come from the general fund

o Kosch – if it comes out of the general fund, that's where zoning money comes out of (the general fund)

o Williamsen: Black Friday is coming up, lots of this will be on sale

o Cotner – I'm good with (payment) out of general fund

o Searle – unless the fire department wants to pay for it

o Smith – we have more things to pay for, we don't use this room that often. Most (our) training is in the kitchen. Occasionally, we have Ohio Health here but not as often

o Searle – I make a motion to approve list of firehouse conference room upgrades that Williamsen (Williamsen) has proposed, not to

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exceed \$3,000, currently (estimated) at \$2,420.00 to be paid for out of general fund.

o Second: Cotner

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

Road and Cemetery Department: Tom Shafer, Road and Cemetery Superintendent

- **John Deere 310L Backhoe Repair**

- o Shafer: During the summer, the heating and AC went down on John Deere 310L backhoe. We (brushed it) off as (likely) a fuse and would look at it later. It wasn't a fuse. After tearing apart the side operator station where blower motor switch is, we had power down to the blower motor, but it wasn't operating. Since there was so much wire, we were not comfortable

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(exploring more), so a technician from John Deere came down who tore more stuff off to get to the assembly. The blower motor assembly with labor (attachment) is estimated to be \$1,540.87 (to repair) and if the board allows, I will pay out of fund 20213303230000. Everything is there if you want to look at the job order from Murphy on what they found, and the needed part.

- Searle do we need to do it?
- Shafer: absolutely, yes. For Murphy Tractor and Equipment for \$1,540.87
- Kosch – for the AC
- Shafer – yes
- Searle- I make a motion to repair the AC system on the JD 310L backhoe for Murphy Tractor and Equipment, not to exceed \$2,000
- Cotner: I second

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

o News on Speed studies in the queue this year with different roads

- Shafer: Old Columbus Rd - I printed the original resolution for permission to proceed with the County to do the study and printed off the report by Eric McCrady from the Engineers office. It's a good read – email attached. The short version is that data collected by the County Engineer submitted to ODOT (who has the final say on speed posting on township roads) they set up a speed limit tailer, collected average # of cars, speed, and the lowest ODOT posting is 50 MPH. (The current speed limit is) already 55 (not posted). I agree with Eric 100% - we do not act on posting sign at 50 MPH – majority of traffic already averages below that, if we post it that'll encourage traffic to speed up
 - Cotner – the average speed (from the study) is 44 MPH
 - Williamsen – I'd like a copy, it'll come up in zoning
 - Cotner – it already did
 - Shafer – I need to tell Eric how to proceed
 - Cotner – I agree with the recommendation (not to post)
 - Shafer: don't think the board needs to sign off, just stop the study
 - Searle- (there is) no advantage to reduce by 5 MPH
 - Kosch – agree
 - Cotner – we all agree to stop the study
 - Kosch – do you need a motion? (It will) be in the minutes

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- Shafer – yeah may as well, if any paperwork to follow I'll get back with you
- Kosch – I make a motion to drop the study for Old Columbus Road
- Cotner – second
- Searle- based on the recommendation to not reduce by 5 MPH – this is why

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

- Shafer: Coakley road is in the process of being looked at right now. Eric was hoping to have something in the next week or so. Then we'll see how it comes back with a recommended speed limit.

o John Deere 6320

- o Shafer: I don't have an estimate yet, but the township John Deere 6320 has a hydraulic leak on the transmission foundation. We called the tech – the O-rings have failed inside the housing where lines go into it. It might possibly exceed \$1,500, but there is no quote yet. Since it's verbal only, I may need to come back in the future for approval for that.

o Cemetery Deed: Shafer: I don't have this yet

- Kosch – while you're at it, have the tech check the AC – it's out also. We also talked about Kull road and replacing pipe where it goes across church – get with Bill Muravey about what size. The contractor at the site will put a 50-inch pipe on church property is what the city told me. Look at that and look at Center's Court at the right-of-way to clean that up. Did you get ahold of Kim Wickham yet? Give her a call . She had a complaint.
- Shafer – I may need a phone number, I may have an old email
- Williamsen – I have her number
- Kosch – that's right, she's on Zoning (Commission)

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

- New Business:
 - Smith: I need motion to move Sam Stanley to part-time status, effective immediately. He is unable to pass the paramedic test and has to start over again, which exceeds our contract. He will be paid at his part-time firefighter/EMT-B Rate.

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- Kosch – is this premature? (Does he) need a new contract or will he go down now?
- Smith – (move him) down now
- Searle- how many times (can you fail a paramedic test)? Three?
- Smith – Six
- Searle – I hate to say told you so, but anytime you do a MOU, this is what happens.
- Smith- (we have a) timeframe to have certification within a year of appointment, (his was) already extended due to military leave, so in theory we gave him until this timeframe
- Searle – (is this) also cause for disciplinary action? Does it fall under that?
- Smith – no
- Kosch – was he planning to leave anyway?
- Smith – no
- Kosch – (he was) hired halfway through school
- Searle – (when is he) starting school again?
- Smith – March (2026)
- Searle – (he took the test) six times and he can't pass it?
- Smith – it's a hard test, so many variables to make it even harder
- Searle – for the national registry?
- Smith – yes, not Ohio, you have to have it to get license
- Kosch – (so he moves) down to part-time, down to EMT?
- Smith- yes, EMT Basic, give enough to maintain hours but not overtime

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- Searle – MOU dictates we do this. I make a motion based on Chief's recommendation, effective immediately. When (is that)?
- Smith – Sunday was new payroll
- Cotner – I second the motion

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

- Searle – I hate to see this
- Smith – we have another with same issue, you get three tries, then remedial training, then three more tries, then start over with school – 14 to 16 months long, hate to see anyone not pass, it's a commitment
- Smith: We will be posting for new applicants, others are posting too, and (there are a) handful in school and (we are) needing to avoid more overtime issues with them in school. Another two members – one has accepted position (that begins) between now and early January – not sure exactly when. Still waiting on the other guy to see what he's going.
- Kosch – so it's not definite yet?
- Smith – no
- Events:
 - Annual Turkey supper – over 200 meals were served, we are super thankful for everyone's support: family, friends, Shalom church, Shepard's group – the young boys there were energetic and did a great job, Thank you.
 - December 3rd – we will be at the career center with assistance of the County EMA for "Stop the Bleed"
 - December 6th – Santa in the Village
- Feedback received:
 - Smith: We received feedback from an recent event where a family member passed, which was unfortunate, but we were informed that the crew did a great job to the point where they even offered to do chores. I'm very proud of them.
 - Cotner: good job
 - Searle: great job

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From the Floor:

- Dawn Wyne – (I'd like to) know next meeting Jessica will be at so I can get questions answered
 - Cotner- can't
 - Wyne: (do you know when) the last bank reconciliation was done ?
 - Cotner – no
 - Wyne: Should be done monthly and documented in minutes, the last one was July 1, 2025 – is that ok with you that it hasn't been done? If check fraud comes back, you will be losing money, you only have 60 days to know there was fraud. Last time we didn't lose a penny. This isn't only time it's not been done monthly, there seems to be a pattern. The last time it was documented in the minutes was February (2025). It's set by state auditor.
 - Wyne: How much is in the checkbook? At the start of 2025, it was approximately \$503,000. At the last meeting, it was over \$2.6 million - only earning .05%. As of 11/21/25, the yield for State of Ohio was only .09%. Trustees take (a fiduciary) oath
 - Cotner – you said we're not in business to make money
 - Wyne – but don't let it sit there
 - Searle – I agree, but we did address what is in bank account in special meeting last week, and we brought it up and Jessica (Kull) was there. She said she'd rather address it at next meeting and will give an amount to keep in there and what to move
 - Wyne – what you have (in there now) will cover almost two years
 - Searle – I'm not sure what to recommend without the fiscal officer
 - Wyne –(to Shafer) – what have you paid for flooding so far?
 - Shafer: I've paid what we've been appropriated

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- Wyne – any grants received yet?
- Shafer – no
- Wyne – how have you coded to earmark how to pay?
- Shafer – we need to earmark funds – did bring up at earlier meeting, I've been keeping track of bills for pipes, rock, and all that
- Wyne – funds that could come back in – is that FEMAs?
- Searle- It's State, Ohio Dept of Disaster Relief
- Kosch – that's who we fill out paperwork for
- Searle- (we're) too small for FEMA
- Shafer – I have referred to the disaster relief program as EMA, not FEMA, but SDRP is correct term
- Wyne- where does township stand with OP&F
- Searle – no decision has been made, but when we're done here we go into Executive session, so I can't discuss until all trustee discuss
- Wyne – can I have a packet for tonight?
 - Shafer offers his

From the Trustees:

- **Cotner:** do we want to sell the civic center or not? The church wants to buy it and Jimmy Jonson wants to buy it, so we may have a bidding war
 - Kosch – do we need to put out for public auction?
 - Cotner – Amy Brown-Thompson said she'd write up an agreement if we decide to sell; she said we do not need to put out for bid
 - Kosch – a sealed bid?
 - Cotner - \$225,000 is what Lacey (Kraner) said we could get out of it, so we have to pay her some money too. It could go into a bidding war between the church and Jimmy Johnson, or Johnson said he'd give \$225K right now, so it's good but we have to decide whether ot sign or not. I feel

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obligated to talk to the church first. They wanted us to fix the furnace first and they'd pay \$2,000 (towards that)

- Wyne – who is paying for the sewer going through there?
- Shafer – phase 2/3 going through Beaver Street up through Carnes Road will require something else
- Cotner – didn't we get rid of the tank?
- Kosch – 6 years ago
- Shafer – at least (six years ago)
- Cotner- we might need to check into that, we paid Jimmy Bensen to do something, may have run line from the other side
- Shafer – just in that parking lot area, I don't recall a new line from the station to the holding tank? (Was it to) repair bad line through village? Not a large sum of money
- Cotner- only 50 ft
- Shafer: The contractor, at the rate they're moving, it's a 400 day project, will still be in village next year. If you sell, buyer beware if you buy it, that's your deal
- Cotner – not sure if they'll be off Beaver Street by then, still have to go out Carnes
- Searle – Is there any reason to keep Civic Center?
- Smith – Fire Dept can't utilize it, it's outdated and we would have to start from scratch
- Cotner – The church uses two times a week, they have a group that buys houses and flips them. Jimmy Johnson is talking about doing what Brad Hutchinson did to The Mill and build it out as a recreation center
- Kosch – how do we do it? Not sure we can just put it out (for bid)?
- Cotner – Amy Brown-Thompson said we can do it, you can call and ask her
- Searle – I believe you, but if we have two people looking, there could be more, should we give to a realtor or put up for sale?
- Cotner – will that create a bidding war? I asked if we could do it between two people she said yes, but I haven't talked to church yet, I'm trying to get ahold of them.
- Kosch – see what they say
- Cotner – I'll have to walk into the church, I'm supposed to talk to Kenny (Rideour?) after the meeting, so I'll stop on my way home and see what he has to say. Table it then?

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- Searle – I'm leaning that direction, it's an old building, no reason for the township to keep it
 - Cotner – should we hire Lacey (Kraner) as realtor?
 - Smith – do an auction
 - Kosch- get opinion from Prosecutor so we do it correctly, watch it since it's public property – does it matter if it's selling to public or private – (it) depends if it's a sealed bid versus auction.
 - Cotner – I'll call Amy Brown-Thompson tomorrow, that's all I have
-
- **Searle** – TIFs: Jeff (Williamsen) did a good job investigating the parcels to be developed, have you had a chance ot look at the list? I'll send to (Attorney) Chris Connelly and let him prepare the document to activate those. I'll send him that final list tomorrow. Didn't you email those, Jeff (Williamsen)?
 - Kosch – I'm good with it

Executive Session:

Trustee Searle made a motion to enter executive session to discuss employee compensation. Second by Kosch.

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

Entered executive Session at 7:16 pm. Attendees included: Cotner, Kosch, Searle, Williamsen

Exit executive session: 7:21 p.m.

Cotner: no action taken in ex session

Adjourn:

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

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

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The meeting adjourned at 7:22 p.m.

Respectfully submitted,

Jennifer Sitterley, by assignment