

RECORD OF PROCEEDINGS
Minutes of Greenfield Township Trustees Meeting
December 10, 2025 - Held 6:00 PM

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.

- **Cotner presented the minutes of the November 24, 2025 Trustees Meeting.**
 - Discussion: n/a
 - Searle made motion to approve minutes.
 - Second by Cotner.

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

- **Cotner presented the minutes of the Special December 1, 2025 Trustees Meeting.**
 - Discussion: n/a
 - Kosch made motion to approve minutes.
 - Second by Cotner.

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

From the Fiscal Officer:

- **Kull presented Motion to Pay Bills:**
 - Warrants: 3916-3936
 - Electronic Debits: 277-2025 to 308-2025
 - Motion to pay by Cotner
 - Second by Searle
 - Discussion:
 - Kosch: Inquired re: the checks we signed today, we had one for Law General for \$48,000, and we signed another check last meeting for \$81,000 – can we make sure we get the one for \$81,000 transferred (refunded) first since there is a \$30-some thousand dollar difference? Kull responded yes.
 - Kosch: “My other question is why didn’t we write separate checks for the three different invoices, because some of them come out of different funds or fund at different times? The one was when I was President in ’23 – the \$9,000 one? If we have to backtrack and look at it for Tom’s funding, then we would have a way to do it instead of looking at just one big check – if you look at the check (for \$46,000) you can see each one, but wouldn’t it be easier to do each check separate for each account?”

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- Cotner questioned whether Law General wanted it that way. Shafer did not know. Kosch commented that they just wanted paid but it would be easier to track if each invoice was paid separately. Kull commented that it's easier to send one check since they're being paid to the same entity at the same time. Kosch agreed except one of the checks was from August of '23 and it would be easier to track. Cotner commented that one is fine as long as the check tracks what was paid at the bottom of it. Kosch commented that it's still harder to research. Searle commented that he didn't think anything of it unless one might be reimbursed by disaster relief. Kosch agreed. Shafer suggested that he receive a copy of the receipt showing individual dollar amounts, which would make research easier. Kosch agreed. Searle reiterated the uncertainty for reimbursement for disaster relief.
- Shafer commented that he printed off what the actual dollar amounts consisted of, minus the \$32,000 invoice that we got for the Havensport job – that's what got removed off that check that we're speaking of now. Kosch asked if the township has to show where the \$32,000 goes back to the county. Shafer commented that he reached out to Cheryl (playing phone tag) but if they did issue payment, the only way they could have done that is if they used our allocation money or borrowed from the allocation money. Kosch commented that if we're going to file for disaster relief we have to show that. Cotner suggested moving on and revisiting this conversation under Road Dept agenda.

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

- **Kull presented Motion to pay Purchase Orders.**
 - Motion to pay by Cotner

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- Second by Searle
- Discussion: n/a

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

- **Kull presented a request to approve the Delta Dental policy for 2026**

- Kull: rates will remain the same as 2025
- Motion to approve: Kosch
- Second by Cotner
- Discussion: N/A

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

- **Kull presented a request to approve VSP Vision Policy**

- Kull: The rates will remain the same through 2028
- Motion: Cotner
- Second: Kosch

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

- **Discussion:**

- Kosch inquired whether everything for Benestar got turned in? He received an email inquiring about the number of people on it. Kull confirmed.
- Kosch questioned why the bank statements are three months late. Kull responded that her mother's illness became a priority during September, October and November. Once she passed (a week ago) Kull caught up within two days and apologized for the inconvenience and said it would be ok moving forward.

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

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Attached report (with exhibits):

- **Future meetings:**
 - December 17th – Sarah and Douglas Cutright on Rainbow Drive & BZA variance hearing for height clearance
 - December 29th – Trustee meeting
- **Past Meetings:**
 - 11/25 – Zoning Commission's K9 Continuance meeting
 - 12/1 – trustee hearing regarding posting to website
 - 12/2 – regional planning
 - 12/9 – zoning commission meeting
- **Zoning Certificates Issued since last Trustee Meeting:** Four (4)
- **Violations/Complaints since last trustee meeting:** Zero (0)
- **Property Visits and Inspections:** multiple
- **General:**
 - Scott Lines - present to present modification to planned rural business, which was approved 12/19/22 and the two-year time span is about to expire and wants to make a slight modification to the plan.
 - Lines: The original building that was approved is 50 by 80, looking to add a lean-to to the side and on the back. One will be 15 feet, the other 15 by 50
 - Cotner: so that's all you're adding?
 - Searle: is it still set within the set-backs, Jeff?
 - Williamsen: Yes, the set-backs are shown on there (referring to picture during meeting). Originally it was 4000 sq ft, it will end up being 5584 sq ft. To Lines – I wanted to ask you if they are just lean-to's and open on all sides?
 - Lines: One will be open except against the building, the back one will be closed
 - Williamsen: so it's an extension of the building, basically?
 - Kosch: gives more square footage
 - *Discussion on where set-backs are on picture*
 - Lines: the four corners are staked right now on the property, we're going to shift it 15 feet (discussion on moving the building up to remain within set-backs)

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- Searle: The one on the side is just a roof?
- Lines: Correct
- Cotner: I'm good with that
- Searle: I have no problem
- Kosch: It meets the setbacks?
- Williamsen: yes, he just has to have the application approved before PRB expires on the 19th
- Searle: alright, do you have an updated development plan that will go in the file?
- Williamsen: yes, and these (footprint) from Eversole Builders
 - Searle: I make a motion that we approve the design plan upgrades for Scott Lines at his property at 3600 Havensport Rd for his PRB
 - Cotner: I second

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

- Williamsen referenced email from Zoning Commission Chairperson with a recommendation for the Old Columbus Road change from R-1 to R-3 (copies available) – it is his recommendation to approve that from the Commission. Trustees need to schedule a hearing date.
 - Searle: When do you want to try to do it? This month? January?
 - Williamsen: Going to be difficult this month there is really only a week left. We still have to put it in the newspaper until the 31st
 - Cotner: Have to go to January
 - Searle: I'm good any day in January (lol)
 - Kosch: How many days out do you need, Jeff?
 - Williamsen: The first two weeks of January would be good.
 - Kosch: Supposed to get done within 30 days (yes)
 - Cotner: it'll be 21 days the end of this month, do the first week in January
 - *Discussion on dates for Babamov Trustee Hearing and decided on on Monday, January 5th at 6:00 pm at the Greenfield Township Fire Department
- Williamsen presented Rockmill Brewery PUD Update: went out to meet with owner, was not available, but while there took measurements of buildings that were in plan and not in plan, and there are many discrepancies so I asked to meet with him again and have not heard back, will need to chase him down. Not sure if 2016 or 2018 plan, Searle pointed out no record of approval of 2018 plan,

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so need to fall back on 2016 plan. Still on radar, there are many discrepancies with either one.

- Williamsen reported first Zoning Commission meeting to discuss Model Zoning Code – had copies printed for all members and have started work on it. Will be a long haul.
- Williamsen presented copy of Zoning Resolution to use website instead of newspaper, would like gentlemen to sign signature page. (Passed around)
- Copy of Minutes from Trustees meeting from February 28, 2024: there was a discussion about anonymous complaints. There was an agreement, not a motion but a general consensus, that anonymous complaints would not be addressed. Is that still the way you want to handle anonymous complaints?
 - Cotner: I think they ought to sign it.
 - Williamsen: Ok, that's good enough for me. I have nothing else.
 - Searle: Is that the general complaint that goes into the complaint book, is that what you're talking about?
 - Williamsen: Yes
- Searle: That Rockmill Development plan – I think it's dated 2015 and the (PUD) wasn't passed until 2016
 - Williamsen: ok, that's when it was approved so that's what I go by
 - Searle: I think on the plan it says 2015
 - Williamsen: Ok

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

- Shafer presented a cemetery deed for Bill Cox, Carroll Cemetery, Section E, Lot 116, Grave #1. Does not require a motion. Passed around for Trustee signatures

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- Shafer presented a Resolution 2025-1210 to accept the Bethel Cemetery on Stringtown Road. Attorney Kyle Weakley for the Cemetery Association has requested the board accept the transfer of Bethel Cemetery from Baltimore United Methodist Church pursuant to ORC 517.27. Located in unincorporated portion of the territory. The Cemetery Association will forward funds to assist with maintenance of the cemetery pursuant to ORC 517.27 Section C. Upwards of \$2000 will accompany the transfer to Greenfield Township.
 - Cotner: Motion to approve the Resolution 2025-1210 to accept the Cemetery on Stringtown Road
 - Searle: Second

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

- Shafer discussed OPWC emergency funding, discussed with Trustee Searle week ago. The township did capture on September 9 of this year, \$113,427 from Ohio Public Works Commission emergency grant, and that was written by the County Engineers on our behalf for the repair on Havensport Road and Stringtown. Reached out to Nick Rose, one of the Directors at OPWC. If the township takes reimbursement for a bill that's already been paid for \$32,162.92 (the Havensport Road repair) – that portion is reimbursable back through OPWC and can still happen. That leaves a balance of \$80,665.08 on the emergency grant. Since the grant was specifically for Havensport and Stringtown, that is where it must stay unless the County does another application re: the remaining balance still needed in different areas of the township. Discussed with Bill Mulvaney at County Engineer's – he said he would check into it. Want to avoid issues between agencies.
 - Kosch: so the paperwork we turned into the State – that was the disaster relief fund; this is a different fund?
 - Shafer: Correct
 - Kosch: but can we use that money since the county engineer says we have to replace that pipe on Stringtown, and the cost of that is astronomical?
 - Shafer: Bill (Mulvaney) thinks we can retain this money for awhile, I just didn't get too in depth with the conversation about that since he (Mulvaney) wasn't feeling good (sick but taking calls that day).
 - *discussion re: timeline, engineering, estimates – Shafer will report back with additional information*
 - Searle: so the county paid the \$32,000 for the Havensport Road project, are you saying OPWC money goes back to the county?
 - Shafer: I don't really know – I didn't have the right conversation yet. Might be out of our allocation money. We don't want to leave \$80,000 on

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the table, but might be a stretch to get it re-allocated elsewhere if it was specifically allocated.

- Searle – did we pay the invoices for Stringtown? How much did they come to?
 - Shafer – yes, there were two parts. First draw was \$27,142.92 and the second draw was \$9,465.72 and the other check was an additional \$12,015.
 - Searle: so for the remaining \$80,000, \$48,000 should come back (to us), right?
 - Shafer: The county engineer did the original application – the total amount was \$431,000. OPWC only kicked in 25% of that (\$113,427). The county engineer was expecting to put the big box culvert in on Stringtown and do a long-term repair on Havensport. They did the long-term repair on Havensport and a temporary repair on Stringtown. They can either seek the reimbursement for that from OPWC or disaster relief program OR take from our allocation.
 - Searle: I'm worried about the invoices WE paid. We're not getting reimbursements for those. (Shafer – correct). I would think those would fall under that \$113,000 designated.
 - Shafer: SDRP is not going to cross lines with the OPWC. For the \$12,000 for Election House, they WILL reimburse us a portion (SDRP will), OPWC will not, I tried.
 - *Discussion about not knowing what will happen, three different funds at play, desire to get as much as possible, confusion on how and how much (%) reimbursement may apply. Shafer will attempt to find out more and obtain as much reimbursement as possible.*
- Shafer presented update on electrical short on one of the plow trucks. Truck has positive charge on it, not normal, not good. Small problem is now a conundrum. Seeking diagrams from Mack as a starting point. Involves manufacturer and body builder of bed and hydraulics.

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

- New Business:

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- Smith requested a motion from the board that they approve a full-time candidate, Derek Short, as a lateral transfer. Effective start date still to be determined.
 - Searle: Motion to approve the hiring of Derek Short as a full-time firefighter paramedic TBD with background checks and physical
 - Kosch: second

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

- Smith requested a motion to accept Arthur Green as a part-time firefighter EMT-Basic, again, pending a successful background and physical
 - Searle: Motion to approve the hiring of Arthur Green as a part-time firefighter EMT-Basic pending a successful background check and physical
 - Kosch: Second

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

- Smith reported that current part-time resigning, effective immediately, seeking board Motion to accept Dylan Anthony
 - Searle: Motion to accept
 - Kosch: Second

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

- Past Events:
 - December 3rd – “Stop the Bleed” training at the Career Center with the EMA, was a successful event
 - December 6th – Santa in the Village had a good turn out
- Smith: Shout out to Company Wrench and Brad Hutchinson who looked at Engine 562 frame with engineers and welders and successfully fixed (cleaned off rust and rewelded) Engine 562 so we now have our back-up engine. Engineers signed off (for liability). Searle suggested trustees put something in writing to sign next meeting.
- Kosch inquired about our numbers now (personnel). Smith reported 1 is leaving early January and one still contingent (up in the air); 1 confirmed spot needing to be filled.

From the Floor:

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- Dawn Wyne requested a copy of tonight's packet. Inquired on the September 24th minutes and why the minutes are almost 3 months old and not approved and posted on website? Searle responded that they have not. Wyne is concerned about timeliness and transparency. Kosch reported that he gave corrections for minutes that were never corrected. Cotner reported that it was the first time that every page had to have a correction. Wyne reported that it shouldn't take so long to get corrected. Searle commented that corrections have not yet been made and presented for trustees to vote on.

From the Trustees:

- **Cotner** inquired about whether the township wants to sell the civic center or not. Lacey (Kraner) previously appraised the incorrect address; the correct (valuation) is \$469,000 for the building, \$12,900 for the parking lot (by the auditor). Cotner presented that the board needs to decide whether to sell, whether to use a realtor or auction. Kosch said the board also needs to decide what to do with the equipment inside (that Tom Shafer has stored there). Cotner presented the possibility of tearing down the salt barn and building a new building. Kosch agreed with the idea of selling but the township needs a plan for the equipment storage, and the dilemma of picking one realtor within the township (over others). Cotner explained freedom in deciding who to contract with, referenced an email avoiding the need to bid.
 - Wyne referenced Ohio Revised code 505.10 as a guide for the sale of township property.
 - Cotner: That's the one Amy (Brown-Thompson) referenced
 - Wyne: Anything over \$2,500 needs to go out to bid
 - Cotner: Amy (Brown-Thompson) said she would write the (purchase agreement up to avoid going out to bid). Williamsen sent info about purchase agreement to Cotner (not other trustees)
 - Searle commented that it's a very old fire station that will never be used for that again, no use or plans for township unless it's torn down and build something the township WOULD use
 - Shafer reports (his department) has about outgrown the property, believes there were provisions for fire dept property to build more
 - Cotner made motion to sell civic center and have Lacey Kraner do it and set a price
 - Searle encouraged an appraisal other than auditor's value
 - Kosch agreed on getting an appraisal before listing for sale
 - Cotner expressed that this is the third meeting they've discussed this issue without a decision to move forward

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- Kosch seconded the motion to appraise but not move forward with a realtor yet.
- Searle and Cotner agreed that the realtor can get it appraised.
- Searle seconded the motion to list the property for sale

ROLL CALL: Kosch – Y (approval to sell) Cotner Y Searle – Y
Motion Passed: 3-0

- **Cotner** clarified that the next trustee meeting is **Monday December 29th, 6 pm.**
- **Kosch** – no comments
- **Searle** commented that Union 4422 has a contract.
 - Cotner invited a motion to approve the Union Fire contract
 - Searle made the motion to approve the Union contract that includes raises of 6% 4% and 4% over next three years, increases the paramedic stipend from \$2,000 to \$2,400, increase the boot allowance from \$150 to \$200/year, and changes the comp time from 280 to 288.
 - Seconded by Cotner

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

- **Searle** updated the board about the status of the TIFs and drawing up DTE 24s to enact the parcels that were selected. The Zoning Inspector looked at the parcels being developed; one affects Lancaster School District and one affects Bloom Carroll School District.
 - Searle made motion to approve the DTE 24 (TIF number 1 – Lancaster School District)
 - Cotner seconded

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

- Searle made motion to approve the DTE 24 (TIF number 2 – Bloom Carroll School District).
 - Cotner seconded

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

- Searle will sign and give copies to County Auditor.

Adjourn:

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

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

The meeting adjourned at 6:59 p.m.

Respectfully submitted,

Jennifer Sitterley, by assignment

Ken Searle
Thomas A. Kosch Jr.
Donna M. Cotner