

## RECORD OF PROCEEDINGS

*Minutes of*

**Greenfield Township Trustees**

*Meeting*

December 13, 2023 - Held 6:00 PM

The Greenfield Township Trustees met in regular session at the Firehouse. 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.

Trustee Kosch presented the November 29, 2023 Special Trustee Meeting minutes for approval. After each trustee reviewed the minutes from the Trustees' Meeting held on November 29, 2023, Trustee Kosch asked if there were any corrections needed. 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

Trustee Kosch presented the November 29, 2023 Trustee Meeting minutes for approval. With no corrections to the minutes needed, Trustee Searle made a motion to approve the minutes as written; Trustee Cotner seconded the motion.

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

**FROM THE FISCAL OFFICER:** Dawn Wyne, Fiscal Officer, reported the following business:

The financial reports were distributed.

The November bank reconciliation was submitted to the Trustees for review.

Trustee Cotner made a motion to pay the bills associated with warrants 3077 through 3099, and Electronic Debits 190-2023 through 204-2023 which are listed on the payment report; seconded by Trustee Kosch.

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

Trustee Searle made a motion to approve the Purchase Orders and/or Then and Now Purchase Orders; Trustee Kosch seconded.

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

Trustee Cotner made a motion to approve Resolution 2023 12 13 01 for the following transfer of funds:

\$10,000.00 from Fund 2191-220-190-0011 to Fund 2191-220-221-0000

Trustee Searle seconded the motion.

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

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### **FLOOR:**

Jeff Zech, 5177 Carnes Road, Carroll, Ohio 43112, spoke from the floor. Mr. Zech stated he wanted to speak about the recent zoning hearing regarding the Keefer property. He also stated he is a member of the Zoning Board, as well as a resident of the township. He expressed his concern about the nature of the zoning in the township in the future with the decision that was made at the hearing. He stated he felt a new precedent had been set in the township as a result of the hearing, as well as feeling like the ability to enforce the code as it is written is going to be quite a bit harder in relation to the issues discussed at the hearing. He noted that during his time on the Zoning Board, several properties had been rezoned from R1 to PRB - Planned Rural Business with no issues. They were similar sizes and businesses etc. as the Keefer property. He expressed his concerns based on the hearing from the previous night that getting rezoned is no longer the same process as it had been. Various statements from the hearing about how and why the trucks, equipment, etc. were on the property did not appear to be represented accurately. It was also stated at the hearing that the business is being operated out of the husband's truck/used as an office - not at the business address listed at the Ohio Secretary of State's office. Mr. Zech reiterated that as a member of the Zoning Commission and as a resident, he is very concerned about the potential of the zoning code being skirted in the township. He also again enforced the thought that he is not against business, noting that his wife runs a business out of their house. His concern is with the fact that when it comes to issues of this magnitude, there are procedures in place for a reason.

Tom Erlenwein, Zoning Inspector, stated that he wanted to take responsibility for the outcome of the hearing, noting that his technical abilities were challenged, and he did the best he could to prepare his presentation for the hearing.

Trustee Kosch suggested that perhaps the Zoning Commission could continue with review of the zoning rules and regulations that pertain to this particular set of circumstances; Mr. Zech agreed this was a learning experience.

The Board members expressed their thanks to Mr. Zech for his service on the Zoning Commission, as well as conducting all the research they have done in the past as it relates to the Zoning Book, noting it takes a lot of time and patience to do so.

**ZONING BUSINESS:** Tom Erlewein, Zoning Inspector, presented the following items:

The Zoning Report was distributed to the Board.

Tom noted an application had been received for a variance from Mr. Dacy for his side yard requirements.

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He also explained he had received a full conditional use package for 4400 Carroll Southern Road. He had a conference call with the investors who explained they wanted to be able to submit a package to the RPC to split the parcel of the 40 acre site. They want to keep the storage structures and temporary office spaces in one area, but they want to expand it to keep trenching gear and some other materials in a second parcel, and the third parcel will be kept as wetland and future development. He discussed with the RPC whether he could hold the Dacy hearing as well as holding this conditional use hearing in the same date/evening, and they agreed that it was reasonable. Lengthy discussion continued as to whether the parcel could or should be split before the RPC had conducted their full technical review, and Tom stated the conditional use would go with the parcel when it is split. The hearing will be held for the conditional use for the whole parcel. Trustee Kosch asked what would happen to the conditional use if the RPC denies the split? Tom replied the conditional use would stand as is. It was pointed out that there are two separate issues - the conditional use, which is decided upon by the Township, and the parcel split, which is decided upon by the county. Tom reiterated that the RPC looks at Greenfield's Zoning Code in determining whether or not the conditional use meets the code, and also whether or not it meets the access requirements. The RPC is working on getting this hearing scheduled in January.

**Zoning Commission/Zoning Book Update/Reprint/Zoning Map:** Tom reported that another Zoning Commission meeting needed to be scheduled as there was some confusion with the scheduling of a recent Zoning Commission Hearing with a Zoning Commission Meeting. The Zoning Commission needs to review the recommendations from the RPC regarding the changes to the zoning book, and once that is done, the book needs to be reprinted and made available to all who need it, i.e. BZA, Zoning Commission, Trustees. It was pointed out that a public hearing will need to be held before the book can be updated, and this will be after the Zoning Commission and the Board have completed their review, so it will probably be sometime in January.

Tom also stated that the zoning map needs to be updated with the changes that have occurred in the past year. Trustee Kosch had obtained maps from the RPC which include a clean map and a color coded map with the zoning as it stands currently.

**Public Complaint:** Tom reported he had investigated the 3015 Lithopolis Road business where there had been two written complaints from neighbors adjacent to that property. Tom will formalize his review and send a letter regarding the issue.

**South Central Power Project:** Tom has reached out to them and left messages regarding the change order modifications that are needed. Tom Shafer reported there were upcharges for the six to seven additional lights that he had added in the shop, as well as the two additional lights in the salt barn that included anti-corrosive coating. Tom Erlenwein stated he would get the labor and materials break-out on those items to the Board. The work has been completed, and they did come back to correct things where they were given informal feedback. He also suggested he would be happy to

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walk around with a Trustee if they wanted to walk through and check off the work on the punch list. Dawn pointed out that if the total amount of the work is going to change, a new motion and resolution will need to be done to change that amount. Tom Shafer stated the cost for the administrative side of the building will remain the same, but the Road side was an increased cost with the changes that were included. Trustee Searle emphasized that any cost increases need to be approved before the work is completed, not after.

**Home Occupation Violation Hearing:** Tom reported the Zoning Commission had ruled in favor of the Keepers on this issue. He had done a debriefing with legal counsel, and they advised if it happened again, to reissue a violation. Tom also pointed out and asked that a Trustee plan to be present whenever these hearings are scheduled to represent the Township. He noted Trustee Kosch did step up when called and attended the meeting.

**ROAD AND CEMETERY DEPARTMENT BUSINESS:** Tom Shafer, Road & Cemetery Superintendent, presented the following business:

**New Tires for the Ford Pick-Up Truck:** Tom presented the quotes he had received from the following vendors: Mid-State Tire, Carroll Truck & Auto, and Bob Boyd Ford. He used the same specifications for all three quotes: a high-end tire, and also a mid-grade tire. The following information was shared: Four new tires for a Ford 2008 F250; tire sizes LT 245 75 R17. Tom's recommendation is to use Carroll Truck & Auto at a price point of \$677.72. These are Milestar Patagonia low grade E - ten-ply tires. Mid-State Tire had a quote on MasterCraft courser tires for \$873.84. Bob Boyd had the Vulcan Wild Peak tires at a quote of \$1,289.49. Trustee Cotner noted he has a second set of the same tires on his truck from Carroll Truck & Auto, and he stated how well they performed.

Trustee Cotner made a motion to use Carroll Truck & Auto for four new tires, at a price of \$677.72; Trustee Searle seconded the motion.

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

**Lighting Issues at the Carroll Civic Center:** Tom stated he had spoken with James at the Village of Carroll. There are some lighting issues outside and also one inside the center. There is a security light at the rear of the building, near the back bay where the septic tank used to be. Tom told James he would bring it to the Board since there would be costs associated with these issues. Tom stated the pole did not belong to South Central, and there is no identification on the pole. Tom did a walk-through with him and took him to the panel. One breaker was tripped for the outside security light. Tom stated he planned to go back tomorrow to investigate. Dawn noted the Village should be paying for the repairs, according to the current contract. Tom stated he would point this out to James and suggest he take the information back to the council members.

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**FIRE DEPARTMENT BUSINESS:** Chief Brad Smith presented the following items:

**Station Vehicles:** Brad presented a couple of options to the Board regarding the old medic which is basically out of service. One recommendation may be selling it on the government auction site. Also, the Fairfield County Sheriff's Office, SWAT unit, has expressed interest. He suggested trying to place it on the auction site first with a minimum, and if that is not reached, then offer it to Fairfield County Sheriff's Dept. Trustee Cotner agreed that this scenario is a good idea. Brad noted the Fairfield County Sheriff is in need of two medics right now. He specified this was the older medic that had been purchased some years ago from another Department. Also, he said there is no cot-securing line in it. He stated the minimum for this age and condition of truck is generally in the range of \$2,000 to \$10,000. Brad stated he and Dawn would work on determining the cost to be used, and then a resolution would be drawn up for approval by the Board.

**Station Generator:** The generator is officially installed and functioning. Brad suggested that he and some of the firefighters could come up with some kind of gift to be presented to Brad Hutchinson at the meeting in January as a thanks for allowing them to use his generator for over a year. Brad noted the generator they had been using had not been picked up yet.

### **Grants:**

**FEMA/AFG Grant:** Brad will be working on this grant which will be opening up early next year. The other two grants that were applied for were not approved/received.

### **Employee Updates:**

**Part-Time Resignation:** Brad presented the resignation of part-time employee Anthony Mastracci, effective 12/15/2023. The resignation is due to having a full-time job, and wanting to spend more time with family. Trustee Cotner moved to accept the resignation of Anthony Mastracci as of 12/15/2023; Trustee Kosch seconded the motion.

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

### **Special Events:**

- Blood Drive at the Firehouse from 10 a.m. until 5 p.m. on December 14, 2023. Thompson Concrete is hosting. Brad noted walk-ins are welcome.
- Stroke Training with Fairfield Medical Center next week.
- CPR Training with staff at Pine Hill Golf Course next week.

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**AED's - Community Heart Watch:** Brad noted he had received pricing and other relevant information regarding the AED's he reported on at the last meeting, so he can share with anyone who is interested.

**Annexation Update:** Brad reported a meeting will be held tomorrow at 9:30 a.m. regarding the property between the Kia dealership and 84 Lumber, in case anyone wanted to attend. He stated it is likely being held at the Commissioner's Office. This is basically for anyone wishing to speak on their opposition to the annexation. It was noted there was a large document received from the County that appeared to have been approved, but apparently, there were some unknown issues that had occurred.

### **FROM THE TRUSTEES:**

It was noted the next Trustee Meeting had been rescheduled, and will be held on Friday, December 29, 2023 at 4:00 p.m. at the Firehouse. This had been rescheduled and posted several weeks ago.

Fiscal Officer Wyne announced that the Savvy Citizen app is up and running.

Trustee Kosch stated he had gotten the signed contract from the Village of Carroll. He also went to the map room and picked up a blank map, as well as an updated zoning map as of 2023. He was told it takes approximately two months to have any new zoning changes updated on the maps.

Trustee Kosch also met with Rick Szabrak at the Development Work Center to make arrangements for the Board to meet with him. Mr. Szabrak will schedule a meeting for sometime after the first of the year. This meeting will also include Tony Vogel. They will work with the Board on what their next steps are for a development plan, including potentially meeting with the city. Trustee Cotner raised the issue of whether the Board wants to work with Brosious, or to work with Rick Ricketts on this issue. He stated he felt that Mr. Ricketts was already quite familiar with all the people involved in the development issues. Trustee Kosch stated that could work; however, any conflict(s) of interest needed to be investigated first, due to any clients he already works with. He also noted that Holly at Regional Planning could also be contacted since she works with development plans.

Trustee Searle presented the following agenda items:

In their last two meetings, the Fairfield County Commissioners have acknowledged the resolution that had been passed by Greenfield Township which asks them to limit large scale solar facilities in the Township; however, they have not addressed the issue, and seem to be reluctant to do so. Jeff Williamsent stated he had attended a couple sessions to state his opinion on the issue; however, the Commissioners are not required to respond to the participants in those discussions. He noted the Commissioners had stated that if all three Commissioners don't agree on an issue, it will not pass/be

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approved. Also, he had sent a couple of emails and had not gotten a response from them. Trustee Cotner noted the residents from Millersport and Amanda have also been in contact with them, and they have not responded to them.

Trustee Searle raised the issue of the email from the RPC regarding the development of a model zoning code for all 13 townships in the county for those that want to participate. They have set a deadline of December 22, 2023 for response. Trustee Searle stated he felt the Township needed to be involved in order to be informed, and to decide whether or not they want to adopt this proposed code. He also stated he felt they wanted the Township's plans to match what they want to do with the comprehensive plan. Trustee Cotner stated he felt the intent was to have all 13 townships to have the same zoning across the board - for them to have the same classifications. Trustee Searle will send an email to inform them that Greenfield Township wants to be involved.

Trustee Searle also stated the Savvy Citizen app needs to be downloaded from the app store. Jeff Williamsen explained when you sign up and put your address into the app., it will show you adjacent townships or areas that are using the app., and then you can sign up for alerts from them, as well.

Trustee Searle noted the Board had received a letter from Leanne Racke regarding her interest in serving on the Board of Zoning Appeals. Discussion continued as to the membership of both the Zoning Commission and the BZA. There are technically five current membership and two alternates that should be on the roster. None of the Trustees or anyone in attendance knows Ms. Racke, but Jeff Williamsen stated he had met her and thought that Dave Bichard's wife was a friend of hers. Dawn noted that Dave Brown's resignation had not been officially accepted, so this action needs to be taken, and then another action needs to take place to formally put Elizabeth McNeese, alternate, in his spot. Also, it is unknown when Tim Anderson will be returning to the Township and if he will want to continue his service on the Board. Dawn will check with Ms. Racke to find out what her schedule is so the Board can hold a special meeting with her before the end of the year, and she can potentially be named as an alternate or member.

For the Zoning Commission, Trustee Searle confirmed that Kim Wickham and Amy Brown had been approved to switch their positions on the Commission. Jack Barr's service will expire at the end of 2023, as well as Tim Anderson's service. He stated he thought Jack Barr would want to continue his service on the Commission. Dawn stated she would call Tim Anderson to have a discussion about whether he wanted to continue serving on the Commission. Jeff Williamsen stated Josh Arter had spoken with Tim; however, there is still the issue of whether he will be living in the Township in the future.

Trustee Searle made a motion to go into Executive Session to discuss a personnel issue; Trustee Cotner seconded the motion.

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

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Executive Session was entered at 7:10 p.m.

The Board returned from Executive Session at 7:38 p.m. Trustee Kosch made a motion to come out of Executive Session; Trustee Cotner seconded the motion.

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

Trustee Kosch announced that no further action would be taken at this time.

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

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

Meeting adjourned at 7:39 p.m.