

RECORD OF PROCEEDINGS

Minutes of

Greenfield Township Trustees

Meeting

December 14, 2016

Held 7:00 PM

The Greenfield Township Trustees met in regular session at the firehouse. Dave Cotner called the meeting to order and led those present in the Pledge of Allegiance. Dave Cotner, Lonnie Kosch, and John Reef were present. After each Trustee had reviewed the minutes from the previous meeting, John moved to approve the minutes; Dave seconded, and all voted yes.

ZONING BUSINESS

Kevin submitted zoning permits report.

Kevin passed out a letter from PZR requesting property information on Colonial Estates. Kevin stated he is getting a lot of requests for detailed information regarding the property. Chief Schwinne advised he is also receiving inquiries on the property and he will need to go down there and do inspections of their three buildings.

Kevin advised he received information regarding a lot split of the Meuse property (Woodland Heights) involving Leonard Gorsuch and Lancaster City Schools. Kevin stated RPC didn't have any issues; however, he will be requesting additional information. Kevin stated that a resident came in and expressed concerned about an easement that could possible go through their land.

Kevin is going to contact the Prosecutor Office regarding Joe Schmitz's property. No permit has been issued for the property. Kevin is going to advise that the request needs to goes before the BZA board

Trustee Reef stated that he was contacted regarding a home was sold or is in contract on Carroll Northern, and it was advertised as a three car carriage house with a rental apartment upstairs. John indicated that the lender agency inspector advised the realtor that the property was against Greenfield Township zoning. Kevin will be sending the home owner a letter regarding the description of the sale and requesting their intentions for the property.

FIRE DEPARTMENT BUSINESS

Chief Schwinne advised he has received a resignation from part time Firefighter/Paramedic Nick Innes. He was offered a job at another department with the possibility to move to full-time status. John moved and Dave seconded to accept Innes' resignation. All voted yes.

Chief Schwinne stated a full-time Firefighter that was injured at home and may be off work for several months, however, he will know more in the next two weeks.

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Chief Schwinne stated another Full-Time Firefighter was injured at work lifting a large non-ambulatory patient in October. The employee has been on light duty but the 90 day light duty will run out on January 20.

Chief Schwinne advised he has gotten clearance for his knee surgery from work related injury sustained in June. Surgery is schedule for Friday, December 23 and he hopes to return the following week with restrictions.

Chief Schwinne stated he had 5 part-time firefighters off with either injuries from their other jobs or illnesses but still maintain the schedule.

ROAD AND CEMETERY DEPARTMENT BUSINESS

Tom advised he would like to receive pay stub statement after each pay. Dawn will check with payroll to see about getting employees a copy of their direct deposit.

Tom advised he couldn't make software upgrades or add programs on his computer since he doesn't have the administrative password. Tom was advised to contact Elite.

Tom asked if a decision was made by the Village of Carroll regarding buying the truck. Dave stated that the Village has money appropriated. Harold and possibly Tammy will come over and look at the truck.

Tom advised with the recent snow fall he was contacted by Village of Carroll asking if the department could clear the streets of snow since their vehicles are not working properly

Tom advised he got back to Ms. Bowers regarding her inquire of pricing of foundation and headstone. Tom said he had also talked with Andy Schmitz.

FROM THE FISCAL OFFICER

Recommendation that Carla Jacobs be hired as Administrative Assistant to the Fiscal Officer at a rate of \$15.50 per hour with hours not exceeding 15 hours per week, unless there is a special project. Dave made a motion to approve the pay of \$15.50 per hour and Lonnie second. All voted yes.

2017 Winter Conference Applications due in by December 29, 2016 to Dawn.

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

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Approve Resolution #2016 12 14 01 Transfers Between Line Items. John approved, Dave seconded. All voted yes.

Dave moved, Lonnie seconded, and all voted yes to approve financial reports, and all Then & Now Purchase Orders. All voted yes

John moved, Dave seconded, and all voted yes to pay the bills and the Payroll Electronic debit associated with warrants 31376 through 31420 listed on the Check Register. All voted yes

Business concluded; meeting adjourned.