

RECORD OF PROCEEDINGS

Minutes of

Greenfield Township Trustees

Meeting

December 14, 2022 - 6:00 PM

The Greenfield Township Trustees met in regular session at the firehouse. Trustee Searle called the meeting to order and led those present in the Pledge of Allegiance. Kent Searle, Lonnie Kosch and Dave Cotner were present.

After each trustee reviewed the minutes from the Special Trustees' Meeting held on December 7, 2022, which was for the purpose of discussing investments with Fifth Third, and a zoning issue, Trustee Searle asked if there were any changes to the minutes. Trustee Kosch 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

After each trustee reviewed the minutes from the Trustees' Meeting held on November 30, 2022, Trustee Searle asked if there were any corrections needed. Trustee Cotner made a motion to approve the minutes as written; Trustee Kosch seconded the motion.

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

FROM THE FISCAL OFFICER:

Fiscal Officer Wyne distributed the financial reports.

Fiscal Officer Wyne stated that the November bank reconciliation has been completed and was given to the Trustees for their review and signatures.

Trustee Cotner made a motion to pay the bills associated with warrants 35032 through 35066 and Electronic Debits 184-2022 through 193-2022 which are listed on the payment report; seconded by Trustee Kosch.

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

Trustee Cotner 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

Fiscal Officer Wyne stated that MedMutual Life (Life Insurance) and Delta Dental (Dental Insurance) rates for 2023 stayed the same.

Trustee Searle made a motion to approve Resolution 2022 12 14 01 for the following transfer of funds.

\$4,000.00 from fund 2191-220-190-0011 to fund 2191-220-323-0304

\$150.00 from fund 2191-220-222-0000 to fund 2191-220-223-0000

\$3,500.00 from fund 2021-330-599-0000 to fund 2021-330-221-0001

\$940.00 from fund 2191-220-190-0011 to fund 2191-220-221-0001

\$3,500.00 from fund 2191-220-190-0011 to fund 2191-220-221-0001

\$2,000.00 from fund 1000-110-230-0000 to fund 1000-110-221-0000

Trustee Cotner second the motion.

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

Trustee Cotner made a motion to accept Resolution 2022 12 14 02 which states BE IT RESOLVED by the Board of Trustees of Greenfield Township, Fairfield County, Ohio, that to provide for the current expenses and other expenditures of said Board of Trustees, during the

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fiscal year, ending **December 31, 2023**, the attached sums be and the same are hereby set aside and appropriated for the several purposes for which expenditures are to be made for and during said fiscal year, as on the attached sheets;

Trustee Searle second the motion.

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

Fiscal Officer Wyne stated that Vinton County Bank charged the township a late fee of \$25 and interest fee (approximately \$15.47) for the Visa payment since the Trustees' meeting was November 30, and payment wasn't received until December 1; payment was due November 26. She had been informed by the bank prior to the due date that there was a ten day grace period. She has advised the bank and asked that the late fee be removed. She will also be looking into making the payment on-line.

Fiscal Officer Wyne stated that she contacted Amy with the Prosecutor's Office regarding Greenfield Township revising their policies. Amy stated she could review when she got time. I inquired if she was ok with the township using David Riepenoff, and she stated she was good with that as he probably has some templates. Dawn stated that she emailed David and he advised it could be up to \$4,500.00. After discussion, the Board agreed a proposal should be sought.

ZONING DEPARTMENT BUSINESS: Thomas Erlenwein, Zoning Inspector, reported on the following items:

Anonymous Complaint - Driveways on Ginder Road: Tom noted the anonymous complaint that was phoned into the township. He explained he had driven by the area in question, which was a driveway that was put in on Ginder Road. It does appear the driveway was put in without coordinating with the township. There had been a building permit issued for a second home on a property, and it was split into three parcels. The original driveway was put in to the west; the second driveway has been built to the east, closer to the property line. Tom went and spoke to the owner, Sandy Shull, to inform her she needed to speak with Tom Shafer, Road and Cemetery Superintendent, for a driveway permit, and she told Tom Erlenwein she had already spoken with the County Engineer. They moved forward with putting the driveway in without any kind of culvert, and put gravel all the way to the road by using their contractor, Yutzy Builders. Tom Shafer explained that Ms. Shull and her daughter had stopped at the township some time back, and he told them he wasn't comfortable with the driveway being put in clear down along the property line; that they should use the driveway at the top of the hill. It appears and sounds as if they contacted the county about it, and said that the county didn't have a problem with it. However, they didn't consult the township about building the driveway, obtaining a driveway permit, any line of sight issues, etc. Tom Erlenwein and Tom Shafer have looked at the driveway and/or pictures of the driveway in question, discussed it at length, and Tom Shafer stated he would not recommend the driveway be installed where it is currently located. He stated it should be at the top of the hill, where it is the safest. Discussion continued concerning permits that were obtained, the location and safety of the first and second driveways, and what Ms. Shull was advised to do, i.e. work with Tom Shafer to obtain a driveway permit. It was determined that Tom Erlenwein will contact James Mako regarding the original lot split information, and also send a warning letter to Ms. Shull about the current driveway situation and not having a driveway permit.

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Bob Boyd Permit: Tom advised he will be processing this permit. It is a little over a 100,000 square foot structure. They have submitted revised prints so that Election House Road will have protective screening from headlights.

Metro Development Application: Tom has received a revised application from them, with a check. He will be comparing that to the current code and will advise the Board as to his findings before he responds..

Lines Hearing: Tom reminded the Board the Lines Hearing is scheduled for Monday, December 19, 2022 at 6:00 p.m. for the rezoning of the property.

TIF: Tom explained there needed to be a TIF for every school district involved (email sent to the Board) so it has been broken into three school districts: Lancaster, Bloom-Carroll, and Liberty Union. There are two parcels in Liberty Union. Another resolution will need to be passed to include Liberty Union. In order to get it into this calendar year, letters will need to be delivered by Friday, December 16, 2022. Then, a meeting needs to be held within fourteen days after delivery for public comment. Trustee Cotner asked which properties are in the Liberty Union School District. Tom replied that they are two commercial properties; the addresses are in the packet - Lancaster Kirkersville Road. After discussion on how to handle the resolution that was initially passed, Fiscal Officer Wyne noted another resolution will need to be created/amended. Tom also stated that he would need to personally deliver the letters to the school districts and get a signed receipt. The Board stated they could assist with this process, as needed. Tom also noted the letters/front cover page need to be on letterhead, and was trying to determine how to accomplish this. Fiscal Officer Wyne said she would be able to process and print these on the township letterhead on Thursday, so they can be delivered and signed on Friday. Also, she stated that the resolution to be signed at the December 30, 2022 public meeting will need to be sent to her in a Word document so she has time to prepare it for the meeting.

Steve Eversole asked what properties/businesses will be affected by the TIF/what is the goal of the TIF. He stated as a commercial and business property owner in the township, he wants to be able to read and review the TIF document prior to the December 30, 2022 meeting. Trustee Cotner explained if any of the township property was annexed, the township would still receive some tax revenue IF the property is valued higher than the previous year. It would be 75% of that amount for ten years. After additional discussion, Mr. Eversole asked again, on the record, to receive a copy of the TIF document for review prior to the meeting. It was noted that any public records request needs to go through Dawn Wyne, Fiscal Officer. Ms. Wyne noted the request that Mr. Eversole made, and stated she would send him the document as soon as she received it. She also asked Tom Erlenwein to send her a copy of the document in a Word document on Thursday morning so she can amend it for each of the three school districts, and she will bring them to the special meeting on Friday morning, December 16, 2022 at 9 a.m., so they can be delivered that day.

The Board stated if the meeting on December 30, 2022 needs to be a public hearing, the notice will need to be published in the newspaper (hearings require a ten day notice in the newspaper), and recommended that Tom Erlenwein consult with the attorney to confirm a hearing needs to be held, rather than a meeting. Trustee Searle recommended the meeting/hearing be held on Friday, December 30, 2022 at 10 a.m. at the Greenfield Township Firehouse; Trustees Cotner and Kosch concurred. It was also determined that no vote on the issue was required at the current meeting.

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Vegetation Issue: Trustee Cotner asked Tom if he had received a call from Mr. Malone? Tom stated he had received a call regarding vegetation. Trustee Cotner stated it was probably the Summers property on Carroll Southern. He stated the spraying is not working, and he feels the Board needs to mandate that the vegetation be cut down. Mr. Malone reports the weeds are up to eight feet tall. He also stated there is Johnson grass in his field and he's never had that on his property before. Discussion continued regarding the presence of noxious weeds, and whether mowing can be mandated, as the spraying has not been effective. The Board identified the property as the Reserve at Farms Creek (map on file in the township office) and recommended that Tom Erlenwein send them a letter instructing them to mow in the spring of 2023.

ROAD DEPARTMENT BUSINESS: Tom Shafer, Road and Cemetery Superintendent, reported on the following items:

Pavement Seminar: Tom reported this seminar, hosted by Fairfield County Engineer's, was moved to the Mill Event Center due to increased attendance. He stated there was a lot of good discussion, and presentation of new pavement techniques that have come out in the last five to ten years. The ODOT 101 contract was also discussed. Tom recommends that the township check into this for 2023. It keeps the township from needing to bid out projects. He did find out that the pricing on the ODOT website is a "worst case, last minute" scenario, and not what the township would need to use.

Cemeteries: Tom stated they have been busy, with two burials last week, and also he has sold several grave spaces, with another burial on Monday.

Berming: Tom stated he has done berming on Rainbow Drive, and started berming on Carroll Eastern and Stringtown. He noted there is more to be cut that needs put down.

Disciplinary Notice: Tom stated he had presented the disciplinary notice to his employee.

Trustee Cotner noted Kincaid on Election House needs attention.

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

FAA Training: Brad reported the Department received training this week, with the FAA sharing some new safety devices that some planes have. One of the devices is a rocket-propelled parachute on some of the new planes which the Department needs to be aware of. He noted there have been four planes that have crashed on Mr. Eversole's property in the last year. This parachute acts as a safety device to keep the plane from crashing to the ground.

Renewal of EMS Software: Brad asked for approval to renew the payment so the Department can continue using this software. The cost is \$6,236.90, which is the annual fee. Information gets shared to the EMS billing company, and it is based on the run volume. Trustee Searle moved to approve \$6,236.90 for ESO software for the Fire Department; Trustee Kosch seconded the motion.

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

FEMA Grant: Brad stated that the Department received notice they did not receive the SAFER grant; however, they are still in the running for two other AFG grants. One is for the SCBA's,

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and the other is for a possible tanker replacement. Since a "no" letter hasn't been received, the Department is still in the running.

Christmas Clothing and Toy Drop-Off: Brad reported the first drop-off had taken place to the person who facilitates this activity in the Carroll community. Another drop-off will be done as soon as the coordinator is available.

Part-Time Resignation: Brad reported part-time firefighter Chase Moeller had submitted his resignation due to other job obligations. Trustee Searle moved to approve the resignation of Chase Moeller, part-time firefighter, effective immediately. Trustee Cotner seconded the motion.

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

FROM THE TRUSTEES:

Trustee Searle noted the township has been in negotiations with Local 4422 on their contract. With no other discussion presented on this issue, he moved to approve the contract with Local 4422 and the township; Trustee Cotner seconded the motion.

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

He noted this contract is effective through December 31, 2025.

Trustee Searle also stated the OTA Conference registration forms have been distributed. These should be completed and returned to Fiscal Officer Wyne for anyone who wishes to attend..

At this time, Trustee Searle moved to enter Executive Session to discuss compensation for employees; Trustee Cotner seconded the motion.

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

Trustee Searle moved to come out of Executive Session; Trustee Cotner seconded the motion.

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

Executive Session was exited at 7:35 p.m.

Trustee Searle stated the Board only discussed one employee increase, and moved to give the Fire Chief a 15 percent increase in pay, effective the first full pay in January 2023; Trustee Cotner seconded the motion.

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

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

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

Meeting adjourned at 7:35 p.m.