

RECORD OF PROCEEDINGS

Minutes of

Greenfield Township Trustees

Meeting

December 16, 2020

Held 4:00 PM

The Greenfield Township Trustees met in regular session at the Greenfield Township Administrative building. Trustee Kosch called the meeting to order and led those present in the Pledge of Allegiance. Dave Cotner (absent); Lonnie Kosch and Kent Searle were present.

After each trustee reviewed the minutes from the Trustees' Meeting held on November 24, Trustee Kosch asked if there were any changes to the minutes. Trustee Searle made a motion to approve the minutes as written; Trustee Kosch seconded the motion.

ROLL CALL: Kosch: Yes Searle: Yes. Motion Passed 2-0

After each trustee reviewed the minutes from the Trustees' Meeting held on December 1, 2020, Trustee Kosch asked if there were any changes to the minutes. Trustee Searle made a motion to approve the minutes as written; Trustee Kosch seconded the motion.

ROLL CALL: Kosch: Yes Searle: Yes. Motion Passed 2-0

FISCAL OFFICER

Fiscal Officer Wyne distributed financial reports

Trustee Kosch made a motion to pay the bills associated with warrants 33854 through 33904 and Electronic Debits 134-2020 through 138-2020 which are listed on the payment report; seconded by Trustee Searle.

ROLL CALL: Kosch: yes, Searle: yes. Motion Passed 2-0

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

ROLL CALL: Kosch: Yes Searle: Yes. Motion Passed 2-0

Trustee Searle made a motion to approve Resolution 2020 12 16 01 for the following transfers of funds:

- \$200.00 from fund 1000-110-122-0000 to fund 1000-110-213-0000,
- \$50.00 from fund 1000-130-330-000 to fund 1000-330-341-0000,
- \$5,763.75 from fund 2021-330-599-0000 to fund 2021-330-360-0000,
- \$200.00 from fund 2191-220-314-0000 to fund 2191-220-224-0000,

Trustee Kosch seconded the motion.

ROLL CALL: Kosch: Yes Searle: Yes. Motion Passed 2-0

Fiscal Officer Wyne stated that there is a need for at least two hotspots for Kevin and Carla's computer so they have access to work from home. After discussion the trustees asked that these employees borrow the Road Department MiFi and try it out at their locations.

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Fiscal Officer Wyne asked the Trustees if they felt that the floor for the administration was ok to come out of the COVID money or if it needed to come out of the General fund (\$3410.77). Chief Smith stated he had spoken with Amy at the Prosecutor’s Office and she did say this was an acceptable purchase using the covid funds. Fiscal Officer Wyne also let the trustees know that the office would be painted while all the furniture and equipment has been removed for the floor installation.

Motion was made by Trustee Searle to charge the fire chief’s salary for October thru year-end to the Cares Act money received if needed, since he has been working on paperwork pertaining to Covid for this period of time; seconded by Trustee Kosch.

ROLL CALL: Kosch: Yes Searle: Yes. Motion Passed 2-0

Cemetery deeds need signed for Karen Ankrom, Carroll Cemetery, Lot 23, Section E, Graves 1 & 2 & Benjamin Cox, Carroll Cemetery, Lot 23, Section E, Graves 3 & 4. Both of these were transfers from Vicki Norris. Cemetery deed for Vicki Norris, Carroll Cemetery, Lot 22, Section E, Grave 2 also needs signed.

Trustee Kosch asked the Fiscal Officer to check the website on the posting of the next meeting. He stated there is no time listed. She will check it out. Trustee Searle informed Fiscal Officer Wyne that his name is spelled wrong on the website; she will also check on this.

Trustee Searle questioned how many 1500 hour waivers for the part-time firefighters we were allowed per the Prosecuting Attorney’s office. Fiscal Officer Wyne stated she had spoken to Chief Smith telling him that any part-time fire fighters that want to go over the 1500 hours need to send an email requesting a waiver in advance of reaching the 1500 hours.

FLOOR - Nothing

ZONING

Kevin stated he has received an application for a variance on Election House Road and asked the trustees how he is to proceed since it will have to be done virtually. Trustee Searle stated anyone can attend by using a phone, there just won’t be visual as if they used a laptop.

Kevin passed out information on a possible project on Kull Road involving apartments (144 units). Discussion followed concerning PUD, annexation, self-containment for road maintenance, hearings concerning the development, etc.

FIRE

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Chief Smith discussed the 1500-hour waiver for 2021 and asked if we could make the max 2200 hours instead of the 1800. Discussion followed. Fiscal Officer Wyne stated it was Amy from the Prosecutor's Office that set the 1800-hour limit. We would have to go back through her.

Chief Smith stated he had spoken to Amy at the Prosecutors Office on the purchase of a walk behind floor scrubber using Covid funds. Chief obtained a quote for \$11,035.00 for a floor scrubber. Discussion followed. Motion Kosch made by Trustee to purchase a floor scrubber for \$11, 035.00; seconded by Trustee Searle.

ROLL CALL: Kosch: Yes Searle: Yes. Motion Passed 2-0

Chief Smith stated he has a previous part-time employee (Scott Hite) interested in coming back to Greenfield Township Fire Department. Motion made by Trustee Searle to re-hire Scott Hite upon successful completion of background and drug testing. Motion seconded by Trustee Kosch.

ROLL CALL: Kosch: Yes Searle: Yes. Motion Passed 2-0

Captain Spires reported on an MOU for the fire contract. Changes to the contract pertained to dates of raises, making them effective at the beginning of a pay period. This eliminates having to pay at 2 different rates in one pay period. Motion made by Trustee Searle to accept the MOU: seconded by Trustee Kosch.

ROLL CALL: Kosch: Yes Searle: Yes. Motion Passed 2-0

Trustee Searle asked what the pay increase for the firefighters is in 2021. Captain Spires stated it is 3%. Trustee Searle made a motion to give Chief Smith a 3% pay increase effective with the first pay period that January 1st falls in: seconded by Trustee Kosch

ROLL CALL: Kosch: Yes Searle: Yes. Motion Passed 2-0

ROAD – Tom not in attendance (snow removal)

TRUSTEES

Trustee Searle reported he attended a virtual TID meeting this week. He reported that they will be working on the intersection of Ety Road and Route 33.

Trustee Searle said that he read an article in the OTA publication on indigent burials. The article stated that in Ohio you can bury indigents naturally (in a box) and townships can make a resolution for that. Chief Smith stated one of the fire fighters also work in the coroner's office and he could check with him of this and will report back.

Trustee Kosch checked on the posting for the end of the year meeting on December 30th at 2:00 p.m.

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Trustee Searle asked about the new HVAC system being installed in the firehouse and the completion date being after December 30th as stated in the CARES Act funding regulations. Chief Smith reported he had spoken to Amy at the Prosecutor's office pertaining to this. She stated that if we do a good faith letter (or ITB) stating what is to be done and dates of completion of various stages of the process we can go ahead and pay them by the 30th. Chief Smith is to contact Amy to see if she will be available on December 30th at 1:00 to virtually attend the trustee meeting to talk more on this.

Trustee Searle made a motion based on the ORC to rescind motion to hire Capital City to provide the HVAC service for the firehouse; seconded by Trustee Kosch.

Motion made by Trustee Searle to adjourn: seconded by Trustee Kosch.

ROLL CALL: Kosch: yes, Searle: yes. Motion Passed 2-0

Business concluded; meeting adjourned at 5:17 p.m.