

RECORD OF PROCEEDINGS

Minutes of

Greenfield Township Trustees

Meeting

December 29, 2023 - Held 4:00 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 December 13, 2023 Trustee Meeting minutes for approval. With no corrections to the minutes 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

At this time, Trustee Kosch acknowledged the sheriff's deputy who was present. There was no business to be discussed from the Board or the Sheriff's Office.

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

The financial reports were distributed.

Trustee Searle made a motion to pay the bills associated with warrants 3100 through 3131, and Electronic Debits 205-2023 through 209-2023 which are listed on the payment report; seconded by Trustee Cotner.

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 29 01 for the following transfer of funds:

\$50.00 from Fund 2041-410-599-0000 to Fund 2041-419-190-0000

Trustee Kosch seconded the motion.

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

Fiscal Officer Wyne advised that the personnel policy that was approved on June 14, 2023, had a section regarding personal leave. Employees were required to acknowledge that they had received the policy and it was their responsibility to read it. Under Section 11 - Personal Leave it stated that employees got 16 hours of personal leave the first full pay period of the year and that all personal leave had to be used by the second pay date in December. It also stated that personal leave was not permitted to be carried over to the next year. The township has three employees that failed to use their personal leave. Fiscal Officer Wyne was advised by an employee that he intended to be off on Friday, December 29, and would be using personal leave. This individual also advised me that his employee took off Tuesday, December 26 as personal leave.

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She advised him that according to the personal policy that neither of them have personal leave available. She advised that she is required to follow the policy but would take it to the trustees for their opinion. It was noted this had not been a policy that was new nor had been changed, but rather that the policy specified the leave needed to be used by the second pay date in December, which the employees failed to use.

Trustee Kosch made a motion that the 16 hours of personal leave had to be used by the second pay in December. The motion failed due to lack of a second.

After further discussion, Trustee Searle moved to hold the non-bargaining unit employees to the personnel policy that gives an end date for which they have to use their personal time for 2023; Trustee Kosch seconded the motion.

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

Fiscal Officer Wyne reached out to Leann Racki about attending an interview with the Board regarding her potential service on the Board of Zoning Appeals. It was determined that she could be interviewed before the next Trustee Meeting on Wednesday, January 10, 2024 at 5:30 p.m. (Trustee Meeting is scheduled for 6:00 p.m.). Dawn will reach out to her with this information.

FLOOR: There was no one signed in to speak from the floor.

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

The Zoning Report was distributed to the Board.

The following meetings and hearings are scheduled:

- January 3, 2024 - Variance Hearing for Ginder Road
- January 3, 2024 - Conditional Use Hearing for 4400 Carroll Southern Road
- January 9, 2024 - Zoning Commission Meeting to review the recommendations from the RPC. Once this meeting is completed with changes approved, an open public hearing will be scheduled for the Zoning Commission regarding renewable energy.

The Keefer appeal was granted. The transcript was distributed to the board. A copy of the zoning files including the transcript would be posted on the website as a part of our business notice updates.

Tom noted the following incidents that had occurred regarding the Keefers, and noted he had made the Board aware of these items:

There were two interactions - December 19 and December 21, 2023. On December 19, 2023, the Keefers came to his personal residence and briefly spoke with his wife; they

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did not leave a message nor did they identify themselves. On December 21, 2023, as Tom was leaving his home, a sheriff's deputy arrived and explained he had taken a report from Danielle Keefer stating that Tom had been taking photographs of the Keefer residence, which he had not been doing. Tom has been trying to get a transcript of the report as there are errors in it; however, he has been unable to obtain the report to get it corrected, so he is still trying to work through that.

Also, Tom had received a strange note from Amy at the Prosecutor's Office on December 28, 2023. This is regarding an appeal on a BZA finding. Tom is not aware of an appeal process on a BZA decision. Trustee Cotner agreed with Tom that there is not an appeal process in place for this.

The primary activities at this time are BZA and Zoning Commission activities and hearings. There are not very many open applications for zoning at this time.

Also, the website needs updated regarding the business notices, expanded occupation, limited occupation and hearing data, which Tom will be addressing.

There is a current zoning violation, and Tom has had a conversation with the homeowner, who happens to be his neighbor across the street. Tom would like to have the Board give assistance with addressing the issue. Tom did inform the neighbor he needed to come into the office and get a zoning application; however, there has been no response. Tom suggested that one of the Trustees could speak with the homeowner regarding the substantial deck he had added to his home. Trustee Cotner said he would assist Tom with this. Tom will provide the name and address to him.

The reprint of the Zoning Code Book will take place once all of the updates have been reviewed and approved.

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

Station Vehicles:

- The old medic will be listed on gov.deals; hopefully soon.
- An email had been sent regarding the Chief's truck and repairs that needed to be done. The total cost was \$2,219.98. Trustee Cotner made a motion to approve \$2,219.98 to repair the Chief's truck; Trustee Searle seconded the motion.

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

Brad noted there will be more repairs needed, but he asked the company for quotes before the additional work was done.

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Grants:

FEMA/AFG Grant: Discussion has centered around replacing the dated apparatus in the firehouse, including consolidating the engine and the tanker, or trying to do just the tanker. It is currently in service and is 33 years old.

Employee Updates:

Part-Time Resignation: Brad presented two resignations of part-time employees: Ian Straight is the first firefighter who is resigning. He is moving on to a full-time job. Trustee Cotner moved to accept the resignation of Ian Straight, effective immediately; Trustee Searle seconded the motion.

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

The second resignation is for John Edwards, who is currently in medic school. He hopes to return to the organization once he has completed school. Trustee Cotner moved to accept the resignation of John Edwards, effective January 9, 2024; Trustee Kosch seconded the motion.

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

FROM THE TRUSTEES:

Trustee Cotner addressed a rumor that he heard has been circulating in the community. This rumor consists of insinuating that Trustee Cotner works for Steve Eversole, that Steve is his boss, that he has poured concrete for him all these years, and that Steve tells him what to do as a Trustee. Trustee Cotner vehemently stated that he does not and has not ever worked for Steve Eversole, and has never received a check for anything done or related to him. He stated he and Steve Eversole are friends. Trustee Cotner also noted that he talks with Lloyd Helbert, Brad Hutchinson, Dick Paulus, The Johnsons and Kenny and Danny Ridenour, and these men own approximately 80 percent of the land in the township. He stated that anyone can ask Steve Eversole to confirm this. Trustee Cotner stated he wanted this item included in the Trustee Minutes. Mr. Eversole was in attendance and attested to these statements. He noted that he and Trustee Cotner have known each other for 50+ years. Trustee Searle also noted that he has never worked for Steve Eversole.

Trustee Kosch reported he had attended a breakfast at the County Engineer's Office and met with Jeremiah Upp. Mr. Upp stated he would be meeting with the Board after the first of the year regarding the road work being planned at Rainbow Drive and Ginder Road.

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Also, the land use development plan will be discussed after the first of the year with representatives from the county since more land is being annexed into the city of Lancaster. This will probably be a special meeting that is held.

Trustee Searle reported he had reached out to Randy Kemmerer of Liberty Township in Fairfield County regarding their comprehensive plan and what they had submitted to the County Commissioners. He had not heard back from Mr. Kemmerer as yet, but he is interested in who they worked with to get assistance on compiling their comprehensive plan, as it is a thorough, well-put together plan with detailed maps. It was also completed in an approximately six-month period. Trustee Kosch had spoken to Trustee Kemmerer at the county meeting he had attended, and he had told him the county had their map information open to the public and all the information is available there. He also stated that one of the Trustees from Liberty could meet with the Board to provide more information on their plan.

Trustee Searle also addressed the issues that had arisen for Tom Erlenwein, Zoning Inspector, since the Keefer appeal. The Board had reached out to Brosious, attorneys for zoning issues for the Board, and they drafted a letter to be sent to the Keefers. This letter asks them to refrain from coming to the Erlenwein home, or questioning the integrity of Mr. Erlenwein, etc. An attendee from the floor stated that Mr. Erlenwein invited them to his house by way of stating his address during a public meeting and stating come over whenever you want. Trustee Searle noted that Mr. Erlenwein no longer entertains this invitation any longer; stating that statement was made some time before the most recent incident. Trustee Kosch noted the letter addresses the Greenfield Township Complaint Form, and if they wish, they can obtain the form and use it for any issues they may have to bring to the Board. The form should be submitted to the clerk, and it will then be forwarded to the appropriate party for review and action. Trustee Kosch made a motion to sign the letter and send it to the Keefers; Trustee Searle seconded the motion.

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

Trustee Searle reported he had been in contact with BZA Chair Tim Anderson. Mr. Anderson will no longer be able to serve due to health issues. Mr. Anderson became a BZA member in 1976 and has been in service to the Township all this time. He is not able to submit a written resignation; however, he offered a verbal resignation to Trustee Searle over the phone. Trustee Searle made a motion to accept Mr. Anderson's verbal resignation from the Board of Zoning Appeals; Trustee Cotner seconded the motion.

Tom Erlenwein noted the outstanding, unselfish service both the Zoning Commission members and the Board of Zoning Appeals members provide to the Township.

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

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Trustee Searle stated the Regional Planning Meeting scheduled for January 3, 2024 has been canceled.

Trustee Searle also noted there has been some work done for the Township in the recent past where the cost exceeded \$1,500, and the Board's approval was not sought before the work was done. He expressed his concern that technically, this is not how the process is to occur, and stated a special meeting can be called if the work needs done on a more urgent basis; the work does not have to wait two weeks until a Board meeting is held in order to obtain approval. He stated he will also reiterate this information with Tom Shafer, Road and Cemetery Superintendent.

Trustee Searle stated he had been contacted by Jessica Kull, incoming Fiscal Officer, regarding receiving training before she takes office on April 1, 2024. Trustee Searle reached out to Amy Brown-Thompson in the Prosecutor's Office, and Amy advised the Township has an obligation to start paying for training beginning December 1, and up until the time the new Fiscal Officer takes office. Ms. Kull was in attendance and stated she had spoken with Jim Snyder, who stated he did not conduct one-on-one training; however, specific questions or situations could be answered. He also provided some web sites and resources for her to consult. She also stated she had begun working on the online training with the OTA, as well as training on the Auditor's or Secretary of State's website. She is also signed up for a seminar being held in February regarding recordkeeping, noting that this is required training. She stated she also needs to start logging her continuing education hours beginning in January. Chief Smith stated Natalie Clum at the Basil Fire District is also a resource who can be contacted. Ms. Kull also confirmed that Mr. Snyder had sent her a pdf of the UAN software information for her review. He was also going to send her a copy of a spreadsheet template that he uses to track information.

Tom Erlenwein reported one more item of business. He noted there was clear testimony in the court reporters report from the Keefers claiming that they were not operating a business; that all the equipment they have there is for their personal hobbies, and they have since moved most of their equipment into accessory structures, and there has not been any additional, visible evidence of business operations there. He noted even if the Township failed in pursuit of a zoning violation, they still had accomplished the goal. He wanted to make sure this was clear to the Trustees.

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

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

Meeting adjourned at 4:41 p.m.