

RECORD OF PROCEEDINGS

Minutes of **Greenfield Township Trustees** *Meeting*

March 26, 2025 - *Held 7:00 PM*

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

Trustee Cotner presented the minutes of the March 12, 2025 Trustee Meeting for approval, and asked for any changes or discussion; or a motion if no changes were noted. Trustee Kosch made a motion to approve the minutes as presented. He also asked to receive his jump drive with the recording of the meeting earlier so he could go over the tapes to make sure since they have to proofread this all the time. Trustee Cotner seconded the motion.

ROLL CALL: Cotner: Yes Kosch: Yes Searle: Absent Motion Passed 2-0

FROM THE FISCAL OFFICER: Fiscal Officer Jessica Kull reported on the following business:

Fiscal Officer Kull asked for a motion to pay the bills for warrants 3603 through 3611, and to approve the electronic debits 59-2025 through 76-2025. Trustee Cotner moved to approve the payments; Trustee Kosch seconded the motion.

ROLL CALL: Cotner: Yes Kosch: Yes Searle: Absent Motion Passed 2-0

Fiscal Officer Kull explained there were some certificates of deposit that needed to be addressed for reinvestment. The percentage rates reported from the bank range from 3.8 to 4 percent for two year and three year options. Updated rates (which change daily) will be investigated, and she will email the Board with the current information.

Fiscal Officer Kull asked for a motion to pay the purchase orders. Trustee Kosch moved to approve the payments; Trustee Cotner seconded the motion.

ROLL CALL: Cotner: Yes Kosch: Yes Searle: Absent Motion Passed 2-0

Fiscal Officer Kull reported the rate on the CDs as of 4:00 p.m. today was 4.0 to 4.05 percent. The rates are not locked in yet. They would be locked in for two to three years. They would be staggered in order to have maturity dates from 2026 to 2028. There are five CDs that have matured. As of 2.28.2025, there was 2.1 mill cash available to roll over. Another CD just matured again on 3.17.2025. These are through Fifth Third. Discussion continued concerning the Township’s investments with Star Bank and their rates.

Trustee Kosch asked about the Township Facebook page which is in existence. Fiscal Officer Kull explained the page was created many years ago, and there is no idea who the administrator is; therefore, the Township has no access to the page. It has been reported multiple times as spam. Trustee Kosch stated he will look into the issue himself.

Trustee Kosch asked how much money remains in the education fund, and whether it was all used up at the convention. Fiscal Officer Kull stated there are still some funds available, and an email will be sent with the information.

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ZONING DEPARTMENT: Jeff Williamsen, Zoning Inspector, presented the following items:

Meeting Schedule:

- April 1 - RPC Meeting
- April 2 - BZA Minutes Approval; then Zoning Commission has a hearing for a zoning change for R1 to HB - Highway Business.
- April 8 - Zoning Commission Meeting
- April 9 - Trustee Meeting

Past Meetings:

- March 14 - Cloud Permit Presentation
- March 24 - BZA Variance Hearing - Jill Maiher variance approved.

Five permits have been issued since the last Trustee meeting.

Property Visits: 497 Rainbow; 3080 Kauffman- these were pre-zoning permit application visits.

Zoning Issues:

Public Notices regarding HB 513 effective 4/3: Jeff looked at Revised Code 519.15. There are three options regarding public notices to be considered:

1. Use the newspaper, as has been done in the past, and is being done currently.
2. Use the official public notice website established under section 125.182 of the Ohio Revised Code which is PublicNoticesOhio.com. This consolidates all the public notices from the state in one place. It can be searched under county or anything.
3. Use the Township website and social media.

Jeff recommended using option three. He will verify with the Prosecutor's Office whether Savvy Citizen can be considered a social media website to be used for this purpose. Notices would also be posted on the Greenfield Township website.

Cloud Permit Software Demo: The license fee is \$5,000 per year with the permitting and enforcement module, or \$4,000 without it. The setup fee is \$1,000. Jeff did not see anything to justify spending \$5,000 for it.

5ARE1 Final Consent Decree: Jeff has this decree and needs to know what to do with it.

Sign Permits for Old Columbus Road Businesses: Trustee Kosch had raised this issue; however, Jeff was unable to find anything on any signs for the building. He noted he is having trouble finding permits from the past overall.

Zoning Assistant: Jeff proposed that a high school or college student be hired to go through all of the old boxes of zoning records, including cold storage, and organize and scan documents

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into the cloud, and file the paper copies correctly in the filing system. This would be done under his supervision. Discussion continued, and it was suggested Jeff find out how much money is in the budget to be used for this position.

Signs for Hearings: Trustee Kosch asked if Jeff would be placing the signs for hearings on April 2 and 6 on Old Columbus. Jeff stated he could do so.

Trustee Kosch noted there was a speed study trailer on Old Columbus Road.

ROAD AND CEMETERY DEPARTMENT:

Tom Shafer, Road and Cemetery Superintendent, presented the following business:

Bids for Microsurfacing Work and Capeseal: Tom stated the following information was for budgetary numbers only. He is working through Shelly Company and Strawser Construction (SCI) to get information and numbers. He noted this bidding will all be going through the county, as he feels they should do the bid packet and conduct the bid process.

For paving only - no microsurfacing and capeseal: Franchel Court - one inch of leveling - (all numbers rounded up): \$49,243; Feldon Court - \$47,700; Wendy, Jeanne and Bonita Drives: \$58,372. He is still waiting to get pricing back from SCI - Strawser - on capeseal and microsurfacing. He is leaning toward blacktopping for now in order to get the roads leveled up. Then, go back in a year or two and do the microsurfacing. Tom reminded the Board the Township would be responsible for 26 percent of \$174,000 through the Ohio Public Works Commission, assuming there is no change order once the work begins. This would be approximately \$45,000 of the \$174,000 the Township is responsible for.

Softworks: Steve Miller of Softworks mailed the annual maintenance agreement. The price has not changed: \$1,195 for the maintenance agreement. Tom recommends getting the extra four hours of tech support - \$360; which totals \$1,555. There are nine programs included in this agreement. Trustee Cotner made a motion to do the software maintenance agreement for \$1,555 through Softworks; Trustee Kosch seconded the motion.

ROLL CALL: Cotner: Yes Kosch: Yes Searle: Absent Motion Passed 2-0

Ohio Public Works Commission: Tom asked if the Board had any further questions on this issue, noting that the County will handle a lot of it for the Township. He noted they will have inspectors at the job site all day every day until the job is done.

Right of Re-Entry on Unused Grave Spaces: Tom had brought this issue to the Board more than 180 days ago. Tom was unable to find any information for Jim Dove at that time, other than his name on a paper map and the fact that he had eight grave spaces. The resolution for the Board to reclaim the rights to the property was passed and the required notices were placed. However, since that time, Tom found information for Paul Alspaugh AND Jim Dove on a shared deed. The two men have a shared deed for 16 grave spaces which were purchased in 1949. Forest Rose Cemetery has confirmed they are all buried in Forest Rose Cemetery. Tom needs to ask the Prosecutor's Office whether the Township now has to go back and complete the same process again since Paul Alspaugh's name is included on the deed. Lots 32 and 33 were specifically advertised as being owned by Jim Dove; but the deed with Paul Alspaugh that

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includes Jim and Nellie Dove shows Lots 32, 33, 40 and 41 - owned by the Alspaugh family. The Board agreed to do what the Prosecuting Attorney’s office recommends.

Tom explained he had reached out to a company that conducts ground penetrating radar. Tom would like to hire the company for four hours in order to get re-entry into the grave spaces. The cost is \$1,500 for four hours, which will confirm occupancy in the spaces in question. This would be done for multiple grave spaces close together. There are 56 lots that Tom feels may be unoccupied - all in Carroll Cemetery. There are no stones at the spaces in question. He noted by spending the \$1,500 for the service, it could potentially recoup \$56,000 in profit. Trustee Cotner made a motion to spend \$1,500 for the ground penetrating radar; Trustee Kosch seconded the motion.

ROLL CALL: Cotner: Yes Kosch: Yes Searle: Absent Motion Passed 2-0

It was determined Trustee Cotner would sign the contract.

Cemetery Deed: Tom presented a cemetery deed for Diane Underwood, Carroll Cemetery, Section E, Lot 175, Graves 3 and 4.

Fiscal Officer Kull presented two resolutions: The first resolution is Resolution Number 2025-03-26-01: A Resolution to Approve the Contract Bid Award for the Greenfield Township various culvert projects to Law General Contracting for a total of \$174,440.17. Trustee Cotner moved to approve the resolution; Trustee Kosch seconded the motion.

ROLL CALL: Cotner: Yes Kosch: Yes Searle: Absent Motion Passed 2-0

Tom noted no starting date had been set, but said they cannot start before June 6.

Resolution 2025-03-26-01

A Resolution to Approve the Contract Bid Award for Greenfield Township Various Culverts Project.

WHEREAS, the opening of sealed bids on March 17, 2025, for the Greenfield Township Various Culverts Project, resulted in the following bids:

J&J Bridge Company	\$259,949.00
Axis Civil Construction	\$222,510.70
Rock River Construction	\$254,480.00
Double Z Construction	\$272,985.00
Law General Contracting	\$174,440.17

WHEREAS, the Fairfield County Engineer is recommending that the Contract for the Greenfield Township Various Culverts Projects be awarded to Law General Contracting; 9128 Mount Vernon Road; St. Louisville, Ohio 43071, a responsive and responsible Bidder, for the amount of \$174,440.17.

NOW THEREFORE: BE IT RESOLVED BY THE BOARD OF GREENFIELD TOWNSHIP TRUSTEES, COUNTY OF FAIRFIELD, STATE OF OHIO:

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SECTION 1: that this Board of Greenfield Township Trustees resolves to, and does hereby, approve the Award to Bid in the amount of \$174,440.17, to Law General Contracting for the Greenfield Township Various Culverts Project.

SECTION 2: that the Fiscal Officer of this Board return a signed copy of this Resolution to the County Engineer for further processing.

Motion by: David Cotner **Seconded by:** Lonnie Kosch Sr.

that the Resolution be adopted was carried by the following vote: YEAS: 2; NAYS: 0; ABSTENTIONS: 0

ADOPTED: March 26, 2025.

The next resolution was Resolution 2025-03-26-02. This is a resolution to request the County Engineer’s Office to complete a speed study on Old Columbus Road between Coonpath and State Route 33.

Trustee Kosch questioned whether a speed study vs. a traffic study would be conducted, and how it would be recorded. Discussion continued as to the differences in how each study would potentially be conducted.

Trustee Kosch made a motion to approve the Resolution for a speed study on Old Columbus; Trustee Cotner seconded the motion.

ROLL CALL: Cotner: Yes Kosch: Yes Searle: Absent Motion Passed 2-0

Resolution 2025-03-26-02

GREENFIELD TOWNSHIP BOARD OF TRUSTEES

Fairfield County, Ohio

The board of Trustees of Greenfield Township (the”Board”), Fairfield County, Ohio (the “Township”) met in regular session on March 26, 2025, at the Greenfield Township Fire Station, with the following members present: David Cotner; Lonnie Kosch Sr.

A RESOLUTION TO REQUEST THE COUNTY ENGINEER’S OFFICE TO COMPLETE A SPEED STUDY ON OLD COLUMBUS ROAD, BETWEEN COONPATH ROAD AND STATE ROUTE 33

Whereas, The Board of Trustees (the”Board”) of Greenfield Township, Fairfield County, Ohio (the”Township”), desires a speed study of Old Columbus Road, between Coonpath Road and State Route 33.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF GREENFIELD TOWNSHIP TRUSTEES, COUNTY OF FAIRFIELD, STATE OF OHIO:

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Section 1. The Board hereby agrees to refer this matter to the Fairfield County Engineer’s Office to complete a speed study.

Lonnie Kosch Sr. moved to adopt the resolution; David Cotner seconded; and the vote was as follows:

2 YES; 0 NO; 0 ABSTENTIONS

Adopted: March 26, 2025

FIRE DEPARTMENT: Chief Brad Smith reported the following business:

Full-time Firefighter Resignation/Part-Time: Chief Smith reported Dylan Anthony, full-time firefighter, has submitted his resignation effective April 11, 2025. His last shift will be April 11, 2025. He wants to remain on the roster as a part-time firefighter/paramedic.

Trustee Cotner made a motion to accept Dylan Anthony’s resignation, effective April 11, 2025. Trustee Kosch seconded the motion.

ROLL CALL: Cotner: Yes Kosch: Yes Searle: Absent Motion Passed 2-0

State Fire Marshal Grant: Chief Smith continues to work with vendors on quotes for the turnout gear, and should have more information at the next meeting.

Volunteer Firefighter Assistance Grant: A grant was received in the amount of \$7,077.50 from this group to help purchase a skid unit for the grass truck which is basically a pump and a tank that is put on the grass unit. The current unit is rusting and falling apart. The bed is also deteriorating. Chief Smith hopes to have more information on this grant for the next meeting, as well.

Departmental Training: Some members will attend the upcoming training on March 29 to include Firefighter Risk Profile, Building Assessment, Reading Smoke and Scene Size-Up to help them become more familiar on a structure fire.

FROM THE TRUSTEES:

Trustee Kosch stated he did not have any new business.

Trustee Cotner reported he had recently attended a meeting with County Commissioner Jeff Fix, along with several local mayors and attendees, where Mr. Fix received a leadership award.

Trustee Kosch raised the issue of a fire prevention question from OP&F regarding violations. He responded, and advised the party to contact the Chief or Fiscal Officer Kull.

FLOOR: Dawn Wyne spoke from the floor and requested a copy of the meeting packet. She asked if there was a fund status report in the packet, and Fiscal Officer Kull confirmed there was. Mrs. Wyne went on to state she had received a phone call asking for information about the road levy, how much money was in the Township fund, and also asking the salary and benefits information for the Road Department, as well as asking what percentage of the levy would be used for salary and benefits for the Road Department. Road Superintendent Shafer responded that a small portion would be used to hire another full-time employee, as well as doing more paving and chipseal. The remaining portion will be for budget sustainability. He also wanted people to know that the Road Department is working

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off of a levy from 2004.

Mrs. Wyne also asked about minutes from a Retention Meeting from Nov. 20, stating if the minutes were approved, they are not posted on the website. This was attended by Trustee Searle and Fiscal Officer Kull.

Mrs. Wyne noted the February 26 minutes where she had asked about the April 4 minutes. She stated Fiscal Officer Kull had said "I gave them to you", and in an email, she had said "I believe". Mrs. Wyne had sent an email to the Board and Fiscal Officer Kull to respond to this issue. Mrs. Wyne offered to play the recording to the Board. She stated the minutes needed to be amended due to this contradiction in order to be accurate, and Trustee Cotner stated he would get the minutes updated.

Road Superintendent Shafer stated he would send the Road Department wage information to Mrs. Wyne, and he could obtain the benefits information from Fiscal Officer Kull to be sent to her.

Mrs. Wyne asked about Jeff Zech stating in a prior meeting that he would work on the Zoning Code Book to type it and reformat it; and if so, was he paid for this work. Jeff Williamsen stated he wasn't sure if it was Mr. Zech or Mr. Callahan who had done this. Mrs. Wyne stated the person completing this work in the past had been paid to do so. Trustee Kosch stated no bill had been received for this. Mrs. Wyne stated no bill had been received in the past; the Trustees would volunteer to pay the individual for doing the work. Trustee Cotner asked to have this clarified so the person could be compensated.

Mrs. Wyne also suggested Mr. Williamsen ask Fiscal Officer Kull to look in UAN for receipt reports, going back to 2017 to 2018, to determine who paid for signs and/or sign permits.

Zoning Inspector Williamsen asked Mrs. Wyne about the online financial status information provided by the state which was discussed the prior year. Mrs. Wyne stated it was called the Ohio Checkbook; she stated she had applied for it and sent them information, and it has not been updated as yet.

Curt Cupp, 4202 Harvest Ridge, asked the Board if there was a time limit variance on zoning that is approved and implemented. He explained he had been approved six to seven years ago to build his garage, but had not done so. He wanted to know if he could still do so. Zoning Inspector Williamsen explained the permit is only good for six months after issuance; if construction doesn't start within six months, he needs to apply again. Once construction starts, the owner has two years to complete the construction.

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

ROLL CALL: Cotner: Yes Kosch: Yes Searle: Absent Motion Passed 2-0

The meeting adjourned at 7:53 p.m.