

**RECORD OF PROCEEDINGS**

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

April 10, 2024 - Held 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. Dave Cotner, Lonnie Kosch and Kent Searle were present.

**FLOOR:**

David Day, 3050 Lithopolis Road, Lancaster, Ohio was the first speaker. Mr. Day reported he had had his home inspected by people who inspect homes after fires, etc. He stated he was told by these people that he and his wife should not be living in their house, and should find another place to live, due to the toxins that had built up from the burning that is taking place. If the person who is burning uses the chimney in the barn so that it goes above the roof line, he could burn barn wood in there, according to what the EPA told Mr. Day. Chief Smith confirmed that the Greenfield Township Fire Department had done an inspection in the building and did not find anything out of compliance. Mr. Day also explained that his neighbor, Steven Wheaton, 3060 Lithopolis Road, needed to evacuate his home due to the effect the smoke/burning has had on his home. He explained that both his wife, as well as Mr. Wheaton, have asthma, and Mr. Day has heart issues, so being around smoke can cause additional problems for his health and his heart. Mr. Day went on to say that Troy has not burned since March 12, 2024, since the owner of the property told him not to burn anything else.

Mr. Day also stated that he will be moving away. He can no longer tolerate the issues that have occurred, such as having a restraining order placed against him by the person running the business across the road. He stated he had not said anything against Troy, but he can no longer deal with the issues that are occurring. He expressed his appreciation to the Township for their time and the assistance he has received. At this time, he asked for someone to walk with him to his car because Troy was in the parking lot. Tom Shafer, Road Superintendent, accompanied Mr. Day to his vehicle.

At this time, Trustee Searle asked for a motion to approve the March 27, 2024 Trustee Meeting Minutes, if there were no changes to be made. Trustee Kosch moved to approve the minutes; Trustee Cotner seconded the motion.

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

Trustee Searle presented the minutes of the Special Trustee Meeting of April 4, 2024 which granted bank access to the new Fiscal Officer, Jessica Kull. With no corrections noted, Trustee Cotner motioned to approve the minutes as written; Trustee Kosch seconded the motion.

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

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Trustee Searle presented the minutes of a second Special Trustee Meeting of April 4, 2024 to approve the minutes of the first meeting. With no corrections noted, Trustee Kosch motioned to approve the minutes as written; Trustee Cotner seconded the motion.

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

**FROM THE FISCAL OFFICER:**

Fiscal Officer Kull noted the bank reconciliation for March 2024 had been completed, and the report was included in the packet which had been distributed.

Fiscal Officer Kull asked for a motion to pay the bills associated with warrants 3248 through 3257. Trustee Searle moved to pay these bills; Trustee Cotner seconded the motion.

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

Fiscal Officer Kull asked for a motion to approve the electronic debits 57-2024 through 66-2024; Trustee Cotner moved to approve these debits; Trustee Kosch seconded the motion.

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

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

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

**ZONING DEPARTMENT:** Tom Erlenwein, Zoning Inspector, presented the following business:

The BZA hearing for conditional use has been scheduled for May 7 at 6 p.m. at the fire station. This was confirmed with the BZA chair, and notices will be sent out. There were two conditional uses: one was a landscape company; the other was for outdoor displays. Also, the Stebeltons are storing trailers and trucks on the property and leasing it to someone as rentals, so there will be an additional use on the property, as he wants to be included on the usage application, which has been completed and signed. It was noted that multiple conditional uses can be applied for/approved - IF the BZA allows it. Tom will be seeing clarification from counsel as to whether the BZA can approve only one or two of the conditional uses, rather than all three listed on the application.

There is a hearing set for tomorrow night to review additions to the code. The Zoning Commission has worked very hard on the additions to the code, with research and collaboration amongst themselves, as well as with other townships. Trustee Searle clarified that this hearing is regarding alternative energy/solar panels. Discussion continued which confirmed that the County Commissioners had passed the Township's

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resolution regarding solar power as of March 23, 2024. The only exception was Cottontail East, Walnut Township, because the project was already passed a certain point. This means the Township has the authority to regulate anything less than 50 megawatts. Any amount beyond that number will go to the Ohio Power Siting Board.

Another meeting notice will be posted which has to do with some definitions that need to be corrected, and this needs to be submitted to the RPC first. Then, comments need to go back to the Zoning Commission.

**Public Complaints:** There hasn't been a lot of progress on working through the complaints due to the workload; however, there have been amendments made to the complaints of the storage of trailers and vehicles on the 3015 Lithopolis Road property. There may be some additional issues the BZA will decide to consider during this hearing.

**South Central Power Lighting Project:** There is a change order to be considered by the Board. It has been reconciled and includes credit for the fixtures. It also includes quotes for the fixtures they need to come back and install for the Road Department. This will allow the Township to completely close out the contract. A full walk-through was conducted. There are also warranty statements included in the packet for the Board.

The rebate was maximized for a total of \$6,000. If it is processed in the same manner as the first rebate, it will be processed as a bill credit. Tom mentioned this may be a good public relations opportunity/photo opp for the Township and South Central to hold a formal presentation at a meeting.

**Proposed Motocross Track:** David Kirkbride is applying to put a motocross track on his property for recreational use. It is an industrial zoned property; however, there was no direct mention of it in the code. It is open land, as well as some of Mr. Kirkbride's businesses on the land. It is the old gun range property by the airport, and there are buffer areas around it. Tom has reached out to legal counsel for their ruling on this in relation to something he saw in the code about recreational usage.

**Application from Mr. Moore:** Tom noted he is still waiting for an application from Lloyd Moore. A letter was sent to him after the last meeting with a thirty day notice; deadline of April 19.

**Bainter Property:** There has been a lot of contact with the realtors who are involved in this property. Counsel has been consulted for their opinion on this matter: a house - rental - being occupied on an industrial property.

**RPC Map Changes:** There are five addresses that have been found which were not included on the map for Greenfield Township. If the zoning changes are approved, the

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documents will need to be assembled and there will be a cost associated with getting the maps updated/reprinted.

**Claypool Electric - Change Order:** Trustee Searle confirmed with Tom Shafer that he was okay with all of the items in the change order. Trustee Cotner made a motion to approve the payment to Claypool Electric in the amount of \$4,549 for the change order; Trustee Searle seconded the motion.

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

**4400 Carroll Southern Road - Parcel Split:** Tom explained conditional use was granted under a business plan that used a shared driveway, per a BZA hearing. The property owner was asking for a parcel split because they wanted to use a separate parcel for a specific business use. Then, if that part of the business was sold, they could sell it separately. Discussion continued as to the status of the parcel split and what the RPC had said about it, per a lengthy email that was received. They have requested a response by April 19, 2024.

Trustee Searle stated he would contact Holly Mattei to get clarification on what she is requesting from the Township.

**Rock Mill Question:** Trustee Kosch asked if there was any information on Rock Mill since it sold? He had heard they do not have the acreage they had before. It is rumored to be in foreclosure. With the original PUD, it was required to have 20 acres, and if any changes were going to be made, they would be required to come back to the Township.

At this time, a Sheriff's Deputy entered the meeting and asked for confirmation as to whether a specific individual had been present in the meeting prior to his arrival, and if the Board was aware of the incident that had occurred between two parties at the meeting earlier in the evening. The Board confirmed the individual in question had been present, and was in the meeting prior to the second individual entering the meeting. They also confirmed the first individual had spoken in the meeting. With this information, the Deputy left the meeting.

**FIRE DEPARTMENT:** Chief Brad Smith presented the following business:

**New EMS Billing Vendor:** This process is ongoing, and Brad hopes to have this wrapped up in the next week or two. At that time, he will involve Fiscal Officer Kull to get things set up on the accounting and billing business for the Township.

**Bloom Carroll High School CPR Training:** The Department was at the high school last Thursday to teach/train CPR, stop-the-bleed and AED usage to the entire freshman class. He noted it was a good interaction, as some of the students had been witness to cardiac

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events in their home in the past.

**Career Center Presentation:** The Department will be at the Career Center tomorrow to present and discuss the Fire Service with the students.

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

**South Central Power Quote:** Tom presented a quote from South Central Power regarding having a security camera installed inside the Township Administrative Office. The total was \$459: \$260 for a zone camera; miscellaneous cables/connectors/labor: \$199. It's unknown whether it will affect the monthly bill, but it may not since the system has eight channels, and adding this dome camera will be using seven of the eight channels. Trustee Searle asked why this camera was being proposed. Tom stated that due to some issues that have occurred, it was felt that for the safety of the employees, a camera was a good idea. He noted the outside of the building is already monitored. With no further discussion presented, Trustee Searle moved to allocate \$459 to pay Claypool Electric to install a camera inside the Administrative Office; Trustee Cotner seconded the motion.

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

**Cold Storage Records Room:** Tom had sent an email to the Board regarding this room. He recommends either destroying the records that can be destroyed, per records retention policy, or adding more room for records storage. Fiscal Officer Kull noted the information addressing this by the state of Ohio is vague. She plans to reach out to the Ohio Historical Society for clarification on destruction and retention of records since they are the entity who helps to design a records retention policy.

**Softworks Invoice Approval:** Tom asked for approval to pay this invoice in the amount of \$1,555. This is for the annual maintenance agreement. Softworks is the culvert and sign inventory program, and also includes the response log. This does not include the cemetery program, which is a totally separate program. Trustee Searle moved to approve \$1555 to Softworks Inc. for their new contract on their software; Trustee Cotner seconded the motion.

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

**OPWC Funding Update:** The two pipes on Ginder and the big pipe on Stringtown have been located as of last week, so now the engineering portion of the project can begin.

Also, in relation to that, at 3675 Election House Road, the heavy rains have taken a toll on the berms and pipes in that area. That pipe will need to be replaced probably later this year. The rock coming from the field on the inlet side had beaten the bottom out of the pipe. However, the road was stabilized eight to ten years ago, and the stabilization was done with cement, so it has a fantastic base. Tom spoke to Eric McCrady at Fairfield County, and he thinks the Township can possibly get reimbursed for this. Tom stated he plans to meet with

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Eric McCrady and Cheryl Downour to review and learn the forced accounting processes and things that have been updated, so he knows how it applies to things like this culvert pipe. The forced accounting paperwork needs to be reviewed through the Engineer's Office. If they think the work can be done cheaper by the Township, then that will be allowed. But if it is over a certain dollar amount - possibly more than \$75,000 - it will need to be bid out.

**Thanks to the Fire Department:** Tom expressed his thanks to Chief Smith, Captain Spires and Firefighter Jack Schumacher during the clean-up after the recent Mount Zion Road flooding. When Tom was cleaning up the mud, debris, etc. on the road, the Department brought four tanker loads of water to assist with the clean-up.

At this time, Trustee Cotner raised the issue of waiving the opening and closing fee for the burial being held on Friday for the husband of the former Fiscal Officer. After discussion, it was determined that the motion had died due to no second being received on the motion. Trustee Searle will communicate with the prosecutor's office on this issue to be sure that the Township is not doing anything that would be considered illegal/unethical. He did express his agreement that he felt this would be a kind and caring gesture in light of the situation.

**Levy Update:** At this time, there is no update.

### **FROM THE TRUSTEES:**

Trustee Searle reported that Fairfield County is moving forward with the basic zoning code, and stated this was presented at the last county Mayors Meeting. He asked if anyone had seen any information on this subject yet? Trustee Kosch stated there had been something in draft form presented at an RPC meeting, but there's nothing formal yet.

Trustee Searle also inquired as to the status of the resignation of part-time Road Department employee, Jim Reinheld. The former Fiscal Officer was inquiring about a formal letter of resignation from this employee. Tom Shafer explained that Mr. Reinheld had left his employment last August with a health issue (not related to his employment). No communication had occurred between them at this point. Tom does not expect him to be able to return to work, from what he has heard. Discussion was held concerning obtaining a letter of resignation from Mr. Reinheld. Tom said he would call Mr. Reinheld and ask for this; however, he stated the Board may not get what they are seeking. It was determined if Mr. Reinheld can give a verbal statement of resignation, this can be recorded and used as official notice to end his employment with the Township.

Trustee Searle stated the Township has received a letter from OTARMA concerning the need for a property appraisal as part of the Township policy. Trustee Kosch stated he thought they conducted the appraisal every year or two. The Board is generally in agreement to have OTARMA conduct the appraisal. After further discussion, it was

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determined that Trustee Searle will contact OTARMA for clarification, and report an update at the April 24 meeting.

At this time, Trustee Searle asked if the Board needed to go into Executive Session regarding a Fire Department issue. Chief Smith reported he had received a letter today with a copy going to the Board. Trustee Searle moved to go into Executive Session to discuss a legal issue; Trustee Kosch seconded the motion.

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

Trustee Searle moved to return from Executive Session; Trustee Kosch seconded the motion.

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

Trustee Searle stated the Executive Session was for informational purposes; no decisions were made.

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 7:10 p.m.