

**RECORD OF PROCEEDINGS**

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

May 22, 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.

Trustee Searle presented the April 17, 2024 Comprehensive Plan Meeting minutes for approval. With no additions or corrections, Trustee Kosch moved to approve the minutes as written; Trustee Cotner seconded the motion.

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

Trustee Searle presented the minutes from the May 8, 2024 Trustee Meeting. Trustee Cotner moved to approve the minutes as written; Trustee Kosch seconded the motion.

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

Fiscal Officer Kull noted the April 24, 2024 Trustee Meeting minutes needed to be reapproved, as there was an edit needed under the Zoning section. The minutes previously stated that a gentleman received a zoning permit, and he had not. Trustee Cotner moved to approve the minutes of the April 24, 2024 meeting with the additions added; Trustee Kosch seconded the motion.

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

**FLOOR:**

Jeff Williamsen, 1201 Winding Oak Court, was the first speaker. He stated the solar exclusion for Fairfield County was passed on May 21, 2024 by the county commissioners. He noted Walnut Township and Amanda Township will have issues due to the eastern cottontail project in Walnut Township, and a separate project in Amanda Township. This will cost the citizens money to hire attorneys and the need to battle the Ohio Siting Board. Mr. Williamsen encouraged residents to go to the website: Citizens for Fairfields.org, and find information where citizens can comment to the Ohio Power Siting Board on whether they are in favor of the eastern cottontail project in Walnut Township. The application for the project has been turned in; however, there is a public meeting on May 28, 2024 at Fairfield Union High School in the cafeteria. There will be one more public meeting scheduled, and then they go before the Ohio Power Siting Board. Once approved by the Siting Board, it will go before PJM for their approval. Mr. Williamsen expressed his appreciation to the Board for their quick action on the resolution for Greenfield Township. He also noted that in Walnut Township, they are talking about taking 1,600 acres of prime farmland to put solar panels in. Trustee Searle thanked Mr. Williamsen for all of his work on the resolution related to the solar energy issue.

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**FROM THE FISCAL OFFICER:**

Fiscal Officer Kull asked for a motion to pay the bills associated with warrants 3303 through 3319, and electronic debits 90-2024 through 95-2024; Trustee Cotner moved to approve these debits; Trustee Kosch seconded the motion.

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

Fiscal Officer Kull noted there was an updated draft of the Land Use Plan in the packet for the Board’s review and approval to be placed on-line for the public. She noted the plan had changed regarding the commercial property on Plum Road, and revision of the R2 section. Trustee Searle noted he had some discussion, but it would be more appropriate for the next Land Use Plan meeting.

Fiscal Officer Kull stated she has reached out to the Fiscal Officer in Liberty Township to ask for some guidance with the budget during this cycle, so she can get it done properly and has enough time to get it turned in; she is awaiting his response. Depending on his response, she can also contact the Fiscal officer in Amanda Township for assistance. Trustee Cotner also stated the Fiscal Officer at Berne Township could be contacted.

Fiscal Officer Kull also stated in relation to review of the budget, she is looking at changing the percentage on the General section for the wages and benefits for Trustees and Fiscal Officer from 10 percent to 25 percent. This would change the deduction for the Fire Department and Road Department from 45 percent to 37.5 percent, which would save them money on their budget. She noted the percentages need to be an accurate representation of the time spent by the Board and herself in their duties over the three areas: General, Road and Fire. With the Land Use Plan, Zoning, and other issues, more spending is being done out of the General fund.

She went on to state she wanted to make a general apology. She noted she is fifty-two days into her term, and she wanted to apologize for her mistakes thus far, and apologized for any confusion that they may have caused to people in the community. She stated there are protocols in place so they will not happen again.

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

There is another meeting scheduled with the Mayor of Lancaster on May 23, 2024 at 1:30 p.m. which he will be attending.

Tom noted the current number of zoning permits being processed is eight.

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He also stated the check from Troy Hicks had been misplaced, and he left a voice mail message for Mr. Hicks to inform him, and to request a replacement check; however, he hasn't gotten a return call. Tom has also called Roger Stebelton, owner of the property, and informed him about the check situation; it was noted the check has not been cashed. There is a conditional use hearing scheduled for May 29, 2024, so a check needs to be in place prior to the hearing.

**Sign Issue:** Tom explained that Serv-Pro had been denied a permit application for a sign, but they attempted to use a pre-existing pylon-based sign (re-facing) on their property. Those signs are not approved in the code; only monument and wall-based signs are allowed. They were advised they would need to apply for a variance to use that sign, but they found a sign company to re-face it without a permit. Tom noted multiple emails had been exchanged with them, as well as reaching out to Trustee Cotner as to why they could not post the sign; however, they had still posted the sign. An email has been sent to them; no violation letter has been sent out yet.

Mr. Moore now has a permit ready; his letter went out on Tuesday, and it was noted that the Board waived his penalty fee, per resolution as of the last Trustee meeting. He does need to pay his base fee.

The Zoning Books still need to be reprinted and reissued, but Trustee Searle is working on the content and issues associated with this. Tom noted there are more additions that need to go into the book based on the zoning definition updates from the RPC. This includes information regarding renewable energy, solar panel regulations, wind, etc., as well as definitions about breezeways, construction, and how they are applied.

Upon Tom's request to have a few minutes of the Board's time, Trustee Searle moved to enter Executive Session to discuss a personnel compensation issue; Trustee Cotner seconded the motion.

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

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

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

Trustee Searle stated the Board received notice that the Zoning Inspector would be resigning in two to three weeks, so they will be looking for another Zoning Inspector.

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

Tom stated there were two resolutions to present to the Board:

One to allow the county to advertise for the microsurfacing cape-seal project, and the other to

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allow for the advertising for resurfacing on Brook Road. The microsurfacing will cover Helena Drive, Claypool Drive and Dolson Court.

Fiscal Officer Kull read the resolutions as follows: Resolution number 2024-05-22-01.

“A resolution to approve advertising for the 2024 micro surfacing and cape-seal project. Whereas the county engineer is requesting approval to advertise for bids for the 2024 micro surfacing cape seal project”.

Trustee Searle moved to approve the resolution as presented; Trustee Cotner seconded the motion.

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

The second resolution was Resolution number 2024-05-22-02: This is a resolution to approve advertising for the 2024 resurfacing project: “Whereas, the county engineer is advising this Board that the construction drawings for the 2024 resurfacing project have been completed; and whereas, the county engineer is requesting approval to advertise for bids for the 2024 resurfacing project”.

Trustee Searle moved to approve the resolution as presented; Trustee Cotner seconded the motion.

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

**Cemetery Footers:** All footers have been dug, and the soonest concrete can be delivered is Friday, so they will be done then. Weather has played an immense part in getting this done.

**New Truck:** More quotes have been obtained; however, Tom hasn't had an opportunity to review them thoroughly at this point, so they will be reviewed at the next meeting. He recommends purchasing the cab and chassis this year to save money, and then purchasing the upfitter, i.e. bed, hydraulics, plow and spreader at the beginning of the year. By doing it this way, it will give another \$45,000 to go into capital projects. Everything is on state bid, and is under the bidding threshold of \$75,000. He is looking at a Ford F600 which will be a smaller dump truck. It will take the place of the old 2003 one-ton truck with the lift gate. He wants this smaller truck that he will be able to get into the cemeteries more easily. A CDL will not be required to drive this truck. He also noted this truck will be more economical, and he wants to have a gas engine.

At this time, Trustee Searle addressed the Deputy in attendance. There was no business to be discussed from either party at this time, but the Deputy stated anything that arose in the meantime could be emailed to him, and he would see that the appropriate person responds.

Tom Shafer had one more item concerning the damage that was done by the semi truck in Oak Creek subdivision. He reached out to Atlas Van Lines claims department, but hasn't

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heard anything back at this point. He does have a reference number in relation to his phone call. He explained what happened as follows: Atlas Van Lines had a semi truck that went to the back of Winding Oak South which is a cul-de-sac. When the driver made the turn, the tires heaved the pavement, which is blacktop and microsurfacing. Tom plans to call the claims department on Thursday and make sure the claim is in their queue. He also is unsure as to how to repair it, due to the microsurfacing and the mixture with the portland cement. It was suggested to ask Strawser what they recommend. There are cones around the area currently, and the school buses are able to navigate around it. Trustee Kosch suggested keeping track of how many hours are spent on this issue.

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

**New Medical Billing Vendor:** Chief Smith presented two items for signature: A letter which terminates the services of Change Healthcare and Optum, effective June 1, 2024. The second item was a contract with AccuMed which was approved and written by Amy, Prosecutor's Office, as well as the legal department from AccuMed. Chief Smith will make a copy of the documents and email them to Fiscal Officer Kull.

Trustee Cotner made a motion to approve the changing of the EMS billing company from Change Healthcare and Optum to AccuMed; Trustee Kosch seconded the motion.

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

Chief Smith noted this would be a long process, as billing had been halted with Change Healthcare as of February 1, 2024. Any billing will be held until June 1, 2024. He stated Change Healthcare's system had crashed in early March, and the Department received notice just prior to that occurrence. No further invoice has been received from Change Healthcare since this happened. AccuMed will retro back the billing to begin February 1, 2024. He also noted there would be a savings by going to AccuMed.

**Employee Update and Memorandum of Understanding:** Chief Smith asked for a motion to hire Sam Stanley as a full-time firefighter. He is currently a firefighter/EMT basic and he is attending medic school. He will complete school in July. With the Local 4422, they have established an additional Memorandum of Understanding (MOU) to allow him to become a full-time employee as an EMT basic upon successful completion of school, and a year to get his certification. He is currently on probation and will serve an additional probation due to not having his medic card; he has a year to get a successful paramedic card. If he does not obtain his card in the timeframe discussed, the Department has the option to release him from his duties. Chief Smith explained there are three opportunities to obtain the card, and if he is not successful with that, remedial training can be taken, and he can have three more attempts to pass. He stated Mr. Stanley is attending Grant's paramedic school and they have a 95 percent passing rate, so he doesn't anticipate any issues with him obtaining his card. He will still be used on the firetrucks as a third person or a driver in the meantime, in his role as a current part-time employee. Concerning the one-year timeframe to obtain the

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card, Cpt. Spires explained the union had talked to the Chief and said if they need to consider a full-time basic, they would prefer a candidate be at least 50 percent through medic school before they can be considered. Mr. Stanley would be filling one of the full-time open positions; however, he will not be eligible for the paramedic bonus until he receives his paramedic card.

Discussion continued with Trustee Searle asking for clarification between the EMTA - Advanced, and EMTB - Basic, designation. He also was concerned that it is changing the union contract. Chief Smith noted the Department would be doing the same thing as the city of Lancaster and Violet Township. They have a three-year program to get a candidate to a paramedic level. It is in their contract if the candidate does not get their paramedic card, they are dismissed. Although it is not in the union contract currently, the Department is in a unique situation for having applicants at this time. Cpt. Spires reiterated that the Department would not consider an applicant who was not at least 50 percent through paramedic school. He also stated most programs are fourteen months now, and most are going to a two-year program, so the Department wouldn't consider anything less than that. Chief Smith also confirmed that the Department was in contact with the instructors for those candidates who are in school, and if they are doing well, chances are that they will complete it and be successful.

Trustee Searle made a motion to approve the Memorandum of Understanding with Local 4422 which basically addresses the qualifications of a new hire, changing it from an EMTA to an EMTB; Trustee Cotner seconded the motion.

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

Trustee Searle reiterated that all of his questions were to clarify the details for his knowledge, and to understand how it would affect the Department in the long-term. He also stated that the Department does an excellent job, and has excellent employees. He appreciates the fact that everyone is a paramedic.

Chief Smith asked for a motion to move forward with Sam Stanley upon successful completion of his pension/stress test; Trustee Cotner made a motion to promote Sam Stanley to full-time upon completion of his pension/stress test; Trustee Kosch seconded the motion.

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

This will be effective in the pay period in which the successful results are received from the doctor, but it will most likely be the week of June 10, 2024. All the paperwork will be forwarded to Fiscal Officer Kull in preparation for the results to be received. Once he is hired as a full-time member, it will alleviate the current overtime issues.

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**Departmental Events:**

- The Bloom Carroll Elementary Fire Truck ride along has been scheduled with the principal.
- First Responder event at Tractor Supply this Saturday - touch-a-truck.
- Cooper Shirk's 5K run on June 8, 2024; a community member has reached out to ask the Department to be involved; more details will be gathered.

Chief Smith thanked Fiscal Officer Kull for all of her work and help since she has been in office.

**FROM THE TRUSTEES:**

Trustee Searle made a motion to go into Executive Session to discuss employee compensation issues; Trustee Cotner seconded the motion.

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

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

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

The Board returned from Executive Session at 7:24 p.m.

Trustee Searle stated that the Board had discussed compensation for the Fire Chief. In the past, it was understood that the Chief made twenty percent more than a captain's base pay; however, this had fallen behind since the most recent raises were given in order to keep firefighters in the Department. Trustee Searle moved to put the Chief back up to twenty percent above a base captain's pay; Trustee Cotner seconded the motion.

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

This will be effective in the next pay period, starting May 26, 2024.

Trustee Searle made a motion to go into Executive Session again to discuss employee compensation issues; Trustee Kosch seconded the motion.

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

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

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

Trustee Searle stated the Board had not made a decision on Road compensation; however, they would be looking at some additional numbers and information at the next meeting. Fiscal Officer Kull explained the Board had questions regarding the percentage other

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townships are covering on insurance, as well as OPERS contributions.

It was noted there is a Special Trustee Meeting scheduled for May 30, 2024 at 6:00 p.m. at the Township Administrative Office to meet with the attorney regarding the Land Use Plan. Also, June 17, 2024 will be the next Land Use Meeting at 6:00 p.m. at the Firehouse.

Trustee Searle stated the Board had received an email from the Village of Carroll regarding a tornado siren in Bloom Township. The Village has agreed to assume fifty percent of the cost of repair of the siren: \$2,160.01. They are asking Greenfield Township if they will share in that cost by paying half. It was noted that Greenfield has two sirens, and recently had one repaired. The second siren still needs to be repaired. Chief Smith noted the EMA tests the sirens each year, and the second siren in Greenfield Township on Ginder Road currently has five drivers out (there are a total of 16 drivers in the siren). Six drivers were replaced in the siren on Dolson Court with a grant; the Township paid the labor to have the work done, approximately \$700. Fiscal Officer Kull noted the cost of the seven drivers that need to be replaced in the Bloom siren is \$4,320.02, per the proposal from the Village. After discussion, the Board determined to wait to find out what action would be taken by Bloom Township.

Trustee Searle raised the issue of whether the Township needed to advertise for the opening for the Zoning Inspector, in light of Tom Erlenwein's resignation. Tom Shafer stated he knew someone who may be interested; however, it was decided that some type of advertising needs to be done. Chief Smith suggested that a BZA member could be a facilitator for the position since they are the people dealing with the zoning code; however, the Board stated there has been difficulty getting the BZA meetings scheduled, and the members are only paid for meetings and hearings. Fiscal Officer Kull stated she could post the job opening on social media, Savvy Citizen, etc.

Fiscal Officer Kull presented the resolution for the bid for resurfacing:

Resolution 2024-05-22-03. "A resolution declaring it necessary to levy a tax outside the ten mill limitation for an additional road and bridge levy by the November 5, 2024 general election; whereas the Board has determined that the amount of taxes which may be raised within the ten mill limitation by levies on the current tax duplicate will be insufficient to provide for the necessary requirements of the Township, the Board has determined that it is necessary to levy a tax in excess of such limitation for the general construction, reconstruction, resurfacing and repair of streets, roads and bridges in the Township as provided by RC 5705.19G; and, whereas the Board as determined said levy shall be an additional at a rate not exceeding 2.5 mil for each one dollar valuation".

Trustee Searle moved to approve the resolution; Trustee Cotner seconded the motion.

Discussion was held concerning the levy, and Trustee Kosch stated he had received several phone calls related to the possible levy being approved. He stated he had a resident tell him they do not want the levy as they cannot afford more taxes. Trustee Searle stated he has



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also received one phone call from a resident who is against the levy.

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

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

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

Meeting adjourned at 8:38 p.m.