

RECORD OF PROCEEDINGS

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

June 26, 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 asked those present to please silence their cell phones in order to make transcription of the minutes easier.

Trustee Searle presented the minutes from the June 12, 2024 Trustee Meeting. With no corrections noted, 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

FLOOR:

Jeff Williamsen, 1201 Winding Oak Court, spoke from the floor. He asked if the letter to the Ohio Power Siting Board was on the agenda; Trustee Searle confirmed that it was.

FISCAL OFFICER:

Fiscal Officer Kull asked for a motion to pay the bills associated with warrants 3349 through 3360, and electronic debits 114-2024 through 117-2024; Trustee Cotner made a motion to approve the above; Trustee Kosch seconded the motion.

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

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

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

Fiscal Officer Kull reported the pay issue for the firefighter who did not receive his pay increase in January 2024 has been rectified. It was brought to her attention at the last Trustee Meeting and corrected on the most recent paycheck.

Fiscal Officer Kull stated a public meeting needs to be scheduled in order to finalize the 2025 Budget. She suggested holding the meeting during the first few days of July, since the budget is due to the Auditor's Office on July 15, 2024, end of day. It was determined to schedule the budget meeting for Monday, July 8, 2024 at 4:00 p.m. at the Greenfield Township Fire Station.

Fiscal Officer Kull stated there was one applicant for the Zoning Inspector position, Carissa Jackson, who was in attendance at the meeting. Her resume' had been emailed to the Board and a copy included in the Trustees' packets. Trustee Searle stated the Board would address this in Executive Session at the end of the meeting.

ZONING DEPARTMENT: Fiscal Officer Kull presented the following zoning report in the absence of Tom Erlenwein, Zoning Inspector:

Rebate Check from South Central Power: Fiscal Officer Kull reported a rebate check had been received from South Central Power for \$6,000. This was originally to be a bill credit, but

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the check had been received. Trustee Searle asked if this money could be applied to the Road Department budget since the project was paid from the Road Capital Improvement budget. Fiscal Officer Kull agreed this could be applied to the Road Department Budget. Trustee Kosch made a motion to transfer that money into Roads - the \$6,000 from the South Central rebate back from the work we updated the lighting at the shop; Trustee Searle seconded the motion. ROLL CALL: Searle: Yes Kosch: Yes Cotner: Yes Motion Passed 3-0

Lot Split Behind Precision Pain Clinic: Fiscal Officer Kull reported this lot split had been denied due to not meeting the Township's zoning requirements. The Zoning Office is waiting for them to apply for a variance and pay the fee, but as of 3:30 today, no check was received. There was email communication between Tom Erlenwein and Metro Development to inform them there would need to be a minimum of ten days to get it posted due to scheduling for the BZA, the holiday, etc. The hearing will likely be held toward the middle to end of July based on these factors.

BZA Hearing Scheduled: There is a BZA hearing scheduled for July 9, 2024 at 6:00 p.m. regarding the property at 1799 Ginder Road. A variance is needed for an accessory structure that exceeds the two percent rule.

Question on BZA Pay - Two Meetings in One Day: Trustee Searle stated he had caught this in the payroll recently and noted there had been a decision made to only pay for one meeting if two meetings are held on one night. Dave Bichard, 5160 Coakley Road, was in attendance and spoke on this issue. He stated the BZA members do not get paid for both a meeting and a hearing held on the same night. Fiscal Officer Kull stated this was her error as she was not informed, and stated the decision was made by the Board in 2021. There was no written record of it, so when the BZA met the last time, they were paid for both a meeting and a hearing.

Trustee Kosch raised the issue of how long the BZA has to report their decision, and Mr. Bichard stated it was seven days. However, it was noted there had been a finding by the Prosecutor's Office in the past that the Board could use calendar days rather than business days when they got behind on their schedule. It was suggested that the Board attempt to be consistent on the timeframe in issuing their decisions. Jeff Williamsen noted it was difficult when there were two to three hour meetings and a board member has other responsibilities; it is difficult to produce those minutes in that timeframe. A participant also asked where the timeframe is addressed - is it in the Zoning Resolution or the Sunshine Law or elsewhere? The group agreed this timeframe was noted in the Zoning Resolution, and also noted this was a reason for only having one hearing per night. It was also asked who completes the minutes, and Mr. Williamsen responded that a member of the Board produces the minutes.

ROAD DEPARTMENT: Fiscal Officer Kull reported on Road Department business in the absence of Tom Shafer, Road and Cemetery Superintendent.

Bid Opening Update: The microsurfacing and cape seal bid was awarded to Strawser Paving. Fiscal Officer Kull presented Resolution 2024-06-26-01:

Whereas the Fairfield County Engineer is recommending that the contract for the 2024 Greenfield Township micro surfacing cape seal project be awarded to Strawser Construction Inc., a representative and responsible bidder, for the amount of \$107,588.55.

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Fiscal Officer Kull presented another resolution which the Prosecutor’s Office had sent to the Township regarding reentering cemetery lots that had been sold in the past, and never used. Tom Shafer had brought this to the Board at the last meeting. Once the resolution is approved, there is an ad to be placed in the Lancaster Eagle Gazette and once that is sent to them, it will begin the 180-day period which is required as part of the process. Once the 180 days have passed and no one comes forth to provide documentation that they are legal heirs or the party now responsible for the cemetery deeds, then the lots can be taken back by the Township.

Fiscal Officer Kull presented the Resolution as follows: 2024-0626-03:

Whereas, the Board pursuant of the Ohio Revised Code 517 operates the Carroll Cemetery, located at 4501 Carroll Cemetery Road, Carroll, Ohio; and the Greenfield Cemetery, located at 3862 Columbus Lancaster Road NW, Carroll, Ohio.

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

Trustee Searle asked for any discussion. Trustee Kosch asked if this information should be placed on the Township website. Fiscal Officer Kull stated it could be included on the website.

With no further discussion, roll call was as follows:

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

Trustee Searle confirmed the following information for those present who were not aware: The information is in reference to the Jim Dove family for grave lots purchased in 1944. He asked that if anyone present knew of any descendants of the Jim & Nellie Dove family, to please ask them to contact the Township. There are between eight to sixteen grave spaces that were purchased.

RESOLUTION FOR TRUSTEES TO REENTER CEMETERY LOTS

The Board of Township Trustees of Greenfield Township, Fairfield County, Ohio, (the “Board”) met in regular session on the 26th day of June 2024, with the following members present:

Dave Cotner

Lonnie Kosch, Sr.

Kent Searle

Kent Searle moved the adoption of the following:

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WHEREAS, the Board pursuant to Ohio Revised Code Section 517 operates the Carroll Cemetery located at 4501 Carroll-Cemetery Road, Carroll, OH 43112, (the "Carroll Cemetery") and the Greenfield Cemetery located at 3862 Columbus-Lancaster Road, NW, Carroll, OH 43112 (the "Greenfield Cemetery"); and

WHEREAS, it is necessary to provide for the efficient management and use of space in these cemeteries; and

WHEREAS, Ohio Revised Code Section 517.073 outlines the authority for the reentry of unused cemetery lots; and

WHEREAS, under Ohio Revised Code Section 517.073(A) the Board may reenter an unused cemetery lot for which the terms of sale or cemetery deed was executed before July 24, 1986; and

WHEREAS, Jim and Nelly Dove purchased Lot 32, Graves 1 to 4, and Lot 33, Graves 1 to 4, in Section C of the Carroll Cemetery, in or around 1949; and

WHEREAS, the records of the Board indicate that Lot 32, Graves 1 to 4, and Lot 33, Graves 1 to 4, in Section C of the Carroll Cemetery are unused and do not contain any burials; and

WHEREAS, the Board will publish this Resolution 2024-0626-03 on the Board's internet website (<https://www.greenfieldtwp.org/Greenfield-Township-News-Notices.html>); and

WHEREAS, the current address for Jim and Nelly Dove, or their heirs, is currently unknown to the Board and cannot be obtained reasonably; and

WHEREAS, the Board will publish notice of this Resolution 2024-XX in the Lancaster-Eagle Gazette, Fairfield County, Lancaster, Ohio, at least once; and

WHEREAS, Jim and Nelly Dove, or their heirs, the last known owners of Lot 32, Graves 1 to 4, and Lot 33, Graves 1 to 4, in Section C of the Carroll Cemetery, will have 180 days after publication of notice in the Lancaster-Eagle Gazette to contact the Greenfield Township Cemetery Superintendent at (740) 756-4930 or at the Greenfield Township Building, 4663 Carroll-Cemetery Road NW, Carroll, Ohio 43112; and

WHEREAS, the interest of Jim and Nelly Dove, or their heirs, in Lot 32, Graves 1 to 4, and Lot 33, Graves 1 to 4, in Section C of the Carroll Cemetery will cease unless they respond within the 180 days provided.

NOW, THEREFORE, BE IT RESOLVED that the Board of Township Trustees of Greenfield Township, Fairfield County, Ohio, determines that Lot 32, Graves 1 to 4, and Lot 33, Graves 1 to 4, in Section C of the Carroll Cemetery located at 4501

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comment made during the last meeting when these items were discussed, “the cheapest option isn’t always the best”, Tom would like to go with the quote that is not the lowest. However, no other vendors can meet the parameters that he needs. The Board decided to table this item until the next meeting when Tom Shafer is available to discuss this again.

FIRE DEPARTMENT: Captain Cory Spires reported the following business in the absence of Chief Brad Smith who was on vacation and will return on June 27, 2024:

Medical Billing Vendor: The process continues with the new medical billing company and more meetings have been held. Things are moving forward at this point with no issues.

Employee Update: Hadyn Ashby began her employment this week as a full-time firefighter.

Sam Stanley was set to start this week; however, due to an injury, he was not able to begin his employment, and an Executive Session needs to be held to discuss this situation.

Department Events:

- A blood drive will be held at the Fire Station tomorrow.

Trustee Searle noted the Executive Session regarding Sam Stanley will be held at the end of the meeting.

FROM THE TRUSTEES:

Trustee Cotner stated that some meetings need to be scheduled rather quickly, the first being a Land Use meeting. In speaking with Tony, he needs to get things done on the water and sewer so he doesn’t get behind.

Trustee Kosch also noted that he had spoken with Marshall, the lawyer, who had planned on attending the last Land Use meeting; however, he had the wrong date, but he is willing to attend the next meeting, and asked to be kept informed if there are things that need to be discussed with him. Discussion continued with the consensus being that Marshall did not need to attend any meetings as part of the planning process. Trustee Cotner reiterated that the Land Use Plan needs to be done as soon as possible. He also noted that he had attended the meeting with Lancaster/the Mayor, and Tony confirmed that he needs as much yellow as he can get on the left side of the map so he can bring water and sewer to that area.

After discussion, the Board determined to schedule the next Land Use Plan meeting for Monday, July 8, 2024 at the Greenfield Township Fire Station at 6:00 p.m.

The Board also decided to move the Special Meeting to discuss the 2025 budget to 5:30 p.m. This meeting was already scheduled for Monday, July 8, 2024 at the Greenfield Township Fire Station.

Trustee Cotner also raised the issue of meeting with Rick Ricketts to discuss CEDA's and NCA's, and getting more detailed information. He suggested Monday, July 1, 2024 to hold that meeting. The Board agreed to hold this meeting on Monday, July 1, 2024 at 3:00 p.m. at the

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Township Office. It was noted that this will be an Executive Session meeting, since it is a meeting with an attorney.

Trustee Searle raised the issue of the letter to the Ohio Power Siting Board which Jeff Williamsen had prepared, and it was also shared with the Board via email. It was noted this will be placed on Township letterhead.

Trustee Searle moved to use the letter to the Ohio Power Siting Board to respond negatively towards the Eastern Cottontail Solar project in Walnut Township, as some other Townships have done, and put this on the Township letterhead, and it can be in the office and it can be signed at the Board's leisure over there; Trustee Cotner seconded the motion.

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

Jeff Williamsen thanked the Board for their action on this matter.

Trustee Searle raised the issue of the Zoning Inspector applicant who was in attendance at the meeting. He asked if the position had been advertised yet. Fiscal Officer Kull stated the position was advertised on-line, as well as by word of mouth. She was in the process of contacting the Town Crier to advertise there when the application was received, but that advertisement had not taken place yet. She also noted the Board had discussed not placing an advertisement in the Lancaster Eagle Gazette due to it being cost prohibitive, and with the paper having low readership.

Trustee Searle raised the issue of the April 4, 2024 Special Trustee Meeting minutes when Trustee Kosch and Trustee Cotner met with Fiscal Officer Kull to give her the ability to sign checks. Then, the minutes needed to be amended because it mistakenly said that Trustee Kosch had abstained. Once that correction had taken place, then Trustee Searle had voted to approve it; however, he could not vote because he was not present at the meeting initially. This means the minutes need to be amended for the third time.

Trustee Cotner made a motion to amend the April 4, 2024 Special Trustee Meeting minutes; Trustee Kosch seconded the motion.

ROLL CALL: Searle: Abstain Cotner: Yes Kosch: Yes Motion Passed 2-0
Abstention: 1

Trustee Searle raised the issue of a request by Scott Lines to amend his development plan for the PRB he has on Election House Road. Zoning Inspector Erlenwein had reached out to Julie at Brosious to get advice on this matter. Trustee Searle stated he recalled that an amended development plan would need to come before the Board of Trustees, but Julie will review the Township Zoning Resolution and give an opinion on this matter.

Trustee Searle raised the issue of a request by a Township resident who is requesting an amendment to the Zoning Resolution. He also received an email from a resident who asked what the process was. There was also a request from another resident who wanted to do the same thing with amending the resolution. These requests will be forwarded to the Zoning Commission for their review and response.

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Trustee Searle reported that he had received a phone call from David Day. Mr. Day wanted to report that there had been a “considerable” or “significant” amount of dumping on the property across the road from him - the Stebelton’s property. Mr. Day wanted this issue raised at the meeting. He said it was brush and debris. Trustee Kosch stated Mr. Day had called him a couple days previously, and wanted to know what the Board was doing. Trustee Kosch informed Mr. Day the Board was waiting on a copy of the BZA’s minutes in order to discuss what the options were. Then, legal counsel would be sought.

Trustee Searle raised the issue of the Ascend Cannabis Dispensary on Claypool Drive. He explained a state issue had passed last fall to legalize recreational marijuana use in the state; however, the Board had voted to deny the sale of recreational marijuana in the Township after the state issue had passed last fall. The Ascend Cannabis Dispensary on Claypool has a license to do medical marijuana. They provided a provisional license - a dual-purpose - to also sell recreational marijuana. Trustee Searle contacted legal counsel because this should not be allowed in the Township since it had been prohibited months ago, and Amy in the Prosecutor’s Office is working on the issue.

Trustee Searle moved to go into Executive Session to meet with Carri Jackson for a potential Zoning Inspector position; Trustee Cotner seconded the motion.

ROLL CALL: Searle: Yes Cotner: Yes Kosch: Yes Motion Passed 3-0
The Board entered Executive Session at 6:43 p.m.

Trustee Searle moved to come out of Executive Session; Trustee Cotner seconded the motion.
ROLL CALL: Searle: Yes Cotner: Yes Kosch: Yes Motion Passed 3-0

The Board came out of Executive Session at 7:11 p.m.

Trustee Searle reported the Board had met with a candidate for the Zoning Inspector position; however, there was nothing to report at this time.

Trustee Searle moved to go into Executive Session to discuss employment issues with a firefighter ; Trustee Cotner seconded the motion.

ROLL CALL: Searle: Yes Cotner: Yes Kosch: Yes Motion Passed 3-0
The Board went into Executive Session at 7:12 p.m.

Trustee Searle moved to come out of Executive Session; Trustee Cotner seconded the motion.
ROLL CALL: Searle: Yes Cotner: Yes Kosch: Yes Motion Passed 3-0

The Board came out of Executive Session at 7:20 p.m.

Trustee Searle reported the Board had held discussion about Samuel Stanley and his non-employment injury just prior to starting employment with the Greenfield Township Fire Department as a full-time firefighter, and Trustee Searle moved to redact the offer to Samuel

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Stanley as a full-time firefighter, and advertise that vacancy; Trustee Cotner seconded the motion.

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

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

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

Meeting adjourned at 7:21 p.m.