

RECORD OF PROCEEDINGS

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

September 11, 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 also asked the attendees to observe a few moments of silence immediately following the Pledge in remembrance of 9/11.

Trustee Searle asked if there was anyone present who wished to speak from the floor who had not signed in; there was not.

Trustee Searle presented the minutes of the August 28, 2024 Trustee Meeting. With no corrections noted, Trustee Kosch made a motion to approve the minutes as written; Trustee Cotner seconded the motion.

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

At this time, Trustee Searle conducted the swearing-in of Amy Brown, new member of the Board of Zoning Appeals, as follows:

“I, Amy Brown, do solemnly swear that I will support the constitution of the United States, and the constitution of the state of Ohio, and will faithfully discharge the duties of the Board of Zoning Appeals of Greenfield Township, Fairfield County, state of Ohio, during my continuance in office”.

FLOOR:

Trustee Searle recognized the first person signed in to speak, Marcy Fields, 4935 Stringtown Road NW. Ms. Fields is the Executive Director of the Fairfield County Alcohol, Drug Addiction and Mental Health - ADAMH - Board. She stated the Board was attending the various township meetings in Fairfield County to bring attention to the renewal levy which is on the ballot on November 5, 2024. This is a 10-year, .75 mill levy which is a renewal levy; it is not a tax increase. The renewal will allow the Board to continue its services, and approximately 60 percent of the services are provided from levy funds. The remainder of their budget comes from state and federal funds. She went on to explain the structure of the Board; they fund and monitor fifteen different agencies which provide services to the Fairfield County community, including the STARlight Center. Ms. Fields provided copies of flyers with information about the services the ADAMH Board provides, funds, and monitors. Chief Smith confirmed that the Fire Department has crisis information in their trucks/EMS to share with the community, as well. Trustee Searle thanked Ms. Fields for her attendance at the meeting, and thanked the Board for their service.

Judge Jim Fields was the next speaker. Judge Fields is a Fairfield County District Court judge, and stated he has lived in the Township for 35 years. Judge Fields was in attendance to speak on the importance of the ADAMH Board services and funding as it

RECORD OF PROCEEDINGS

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

September 11, 2024 - *Held 6:00 PM*

relates to the court system. He stated he has four specialty dockets: mental health court, drug court, special abilities court in conjunction with the County Board of Developmental Disabilities, and Veterans Court. He went on to explain the structure of the services and describe the clients who are provided those services. He reiterated the importance of the services provided, and keeping the clients out of jail whenever possible, and involved in treatment.

Joe Bizjak was the next speaker. Mr. Bizjak is also an ADAMH Board member. He was in attendance to raise support for the levy, and encouraged attendees to take the yard signs available in support of the levy, and continue to get the message out.

Cindy and Jim Guess were the next speakers. Ms. Guess stated the speed limit on Ginder Road between 158 and Stringtown to where it ends is 35 mph, but the section where she lives does not have a speed limit posted; therefore, people speed in that section. She stated she had spoken to Eric McCrady about having a speed study done, as well as speaking with many of her neighbors and gathering names. They are all in agreement that the speed limit needs to be 35 mph because it's not posted. Discussion continued as to who has control of the road and speed limit in that area, as well as how to go about having a speed study completed. Tom Shafer confirmed that Eric McCrady had told him it was no longer necessary to petition and gather signatures in order to request having a speed study completed. He stated the Township/Board could pass a resolution to request to have the speed study done. After further discussion, the Board agreed to create a resolution to be approved at the next meeting to address the requested speed study, so it could be given to the county to ask the state of Ohio to conduct the study. It was reiterated that the state - ODOT - is the entity who conducts the speed study.

Trustee Searle thanked Mr. and Mrs. Guess for bringing this issue to the Board's attention.

FROM THE FISCAL OFFICER:

Fiscal Officer Kull asked for a motion to pay the bills associated with warrants 3424 through 3440, and electronic debits 164-2024 through 172-2024; 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 Searle moved to approve this payment; Trustee Kosch seconded the motion.

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

Fiscal Officer Kull stated the resolution that was discussed at the last meeting is no longer needed, as Mr. Moore of Ginder Road had paid for his building permit by the stated deadline, per the last Trustees Meeting.

RECORD OF PROCEEDINGS

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

September 11, 2024 - *Held 6:00 PM*

Fiscal Officer Kull also addressed the issue of the Bethel Cemetery in Baltimore, per an email from Amy Brown-Thompson in the Prosecutor's Office. Ms. Brown-Thompson advised as follows: "At this point, I would rather the Township hold off from executing the quit claim deed. The cemetery association is doing some work on the cemetery before they transfer it over". Ms. Kull will advise the Board when there is an update on this issue. She also confirmed that any and all records will be transferred to the Township at the time of ownership.

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

Solar and Wind Energy - Permit Fees: Jeff is proposing fees be established for both of these types of permits, and suggested a \$250 fee for a solar energy system permit, and \$500 for a wind energy conversion system permit be added to the fee schedule. It was confirmed the permits are good for six months, once submitted; if nothing is done in a six-month period, the resident must reapply.

Trustee Searle made a motion to establish permit fees for solar energy permits and wind energy permits; solar would be \$250 and wind energy would be \$500; Trustee Kosch seconded the motion.

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

Property Records Research Fee: Based on the number of these types of requests being received, Jeff recommended that a fee of \$150 be established and added to the fee schedule. Discussion continued as to establishing the rate, and identifying who is requesting the information, as well as the types of questions being asked. These questions include who owns a property, any violations on a property, how the property is zoned, etc., and it is typically realtors who are seeking this information; however, there could also be residents asking for this information, as well. Jeff stated he would be creating a form for this purpose. A participant suggested this could be considered as a public records request, and stated she would research this further. The Board stated they would table this item until they have further information.

Conditional Use - Defining Employee: Zoning Inspector Williamsen addressed this issue, especially as it relates to the Zoning Code, and the definition of employee. He noted the definition is vague. The question relates to the number of employees who are not family. He noted without defining employee, it would be difficult to enforce the conditional use code. Discussion continued as to the difference between an employee who receives a W-2, and those who are independently contracted and receive a 1099, and determining who is considered an employee. A participant noted there is a specific set of criteria that defines who is considered an employee; the status of W-2 vs. 1099 doesn't matter. Zoning Inspector Williamsen again stated he felt the definition needed

RECORD OF PROCEEDINGS

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

September 11, 2024 - *Held 6:00 PM*

to be broken down in the code in order to enforce it. The Board recommended he work with the Zoning Commission to define this, and noted legal counsel could be consulted, as well.

Randy Henwood Complaint: Trustee Kosch stated he had received a phone call from Mr. Henwood about his complaint on Route 158. Jeff responded he had not worked through any complaints as yet; however, he has cleared out the 70+ voicemails that had remained on the zoning phone line, as well as reviewing 500+ emails in the queue. He will begin reviewing and investigating complaints next.

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

Vacation Request: Tom asked the Board to approve his vacation request which had been sent to them previously via email, and noted the Chair may have this to be considered at a later point in the meeting.

Indigent Burial: Tom had received a phone call regarding an indigent burial, and raised the issue of a resolution that was created to address this. Trustee Searle noted that an Indigent Burial Policy (not a resolution) had been written with the help of Day Funeral Services, and it was shared with local funeral homes. The policy addresses all of the items that need to be provided in order for the Township to pay the funeral home; and then in turn, the Township can apply for their reimbursement from the state of Ohio. Tom stated that Frank Smith Funeral Home had provided documentation regarding an indigent burial; however, Tom needs confirmation that the documents are what is required in order to move forward. The policy will be reviewed to determine next steps.

Brook Road: The paving has been completed on Brook Road, and it looks good. Berming has started on the north end of Brook Road between Pleasantville and Carroll Eastern Roads, and is 90 percent completed. The south end was started today.

Tom asked the Board to waive the \$1,500 threshold in order for him to purchase the necessary stone to continue the berming, rather than waiting until the next meeting. This will require \$6,500 to \$7,000 of stone. It was confirmed that Tom and the Fiscal Officer had checked the budget, and the funds are available for this purchase.

Trustee Cotner moved that the Road Department get up to \$8,000 of berm material for Brook Road; Trustee Searle seconded the motion.

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

Roadside Mowing and Ditching: Another round of roadside mowing was done. The Road Department has also been ditching. In Oak Creek Subdivision, on Winding Oak South, that ditch was cleaned out. Trustee Cotner noted the Department had cut down the cattails

RECORD OF PROCEEDINGS

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

September 11, 2024 - *Held 6:00 PM*

on Carnes Road and the resident was appreciative of that work. Tom stated the Department has been able to access certain areas since the weather has been so dry.

Tom noted he had been trying to reach Eric McCrady to set-up a meeting with himself, Lonnie and Eric regarding the Kincaid property. He would like their input to determine what the plan should be on this issue.

Strawser Paving: Strawser has completed the chip sealing on Dolson, Claypool and Helena Drives as of yesterday. They will sweep it and let it cure, and then they will come back in a week and microsurface those streets. This will complete the road surfacing work for the year.

Trustee Kosch asked if the repair on Oak Creek had been done. This repair will be done when the microsurfacing is done.

Bethel Cemetery: Tom noted there were approximately six headstones in the cemetery that are marked with ribbon/tape, and it is unknown whether those are flagged for some type of restoration in order to spend down the available funds before any transferring of the ownership of the cemetery to the Township.

At this time, Trustee Searle recognized the Fairfield County Sheriff's Deputy in attendance. Trustee Kosch noted there were residents who had inquired about speed studies, and asked how often the deputies are on Township roads to enforce the speed limits. These inquiries were specifically relating to Rainbow Drive, Ginder Road, Stringtown. The deputy stated he could pass this along to his corporal with the Community Relations team, and she could reach out to the Township. Depending on availability and calls, they can schedule monitoring for 30-45 minutes on a shift. Trustee Kosch also asked about the speed monitor signs and whether they can gather information from those. The deputy stated that the speed trailers do not gather data, but are used as a deterrent. Typically, if this is requested, a deputy will complete the monitoring and track the speeds of vehicles for reporting purposes. Chief Smith stated he would pass the information on to Tom Shafer.

Trustee Searle raised the issue of consistently having a deputy in attendance at the Township Trustee Meetings. He noted this was more consistent when the meetings started at 6:30 p.m. in the past. The deputy stated this has been addressed with the lieutenant and the sergeants. He noted the fact that shift change occurs at 6:00 p.m. (and they are also now on twelve hour shifts rather than eight hour shifts) so they are unable to be in attendance at the start of the meeting, without having changes to individual schedules. He stated it took him approximately a half-hour to arrive at the meeting today due to traffic, since he was coming from Violet. Fiscal Officer Kull noted she had called and arranged for a deputy to attend all the meetings for the remainder of September and October after the incident occurred at the last meeting, when no deputy was in attendance. Trustee Searle stated they could move the floor section of the meeting to the end of the meeting to ensure that a deputy was available, and the deputy also stated he would again address having a deputy scheduled so they can attend the entire meeting. Trustee Searle expressed his

RECORD OF PROCEEDINGS

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

September 11, 2024 - *Held 6:00 PM*

thanks for the deputy's attendance.

FIRE DEPARTMENT: Chief Brad Smith presented the following business:

MOU for Local 4422: Chief Smith presented this document which had been emailed to the Board and discussed previously. Fiscal Officer Kull noted this document will help to decrease any confusion in future audits as it relates to the Fire Department timekeeping. Trustee Searle made a motion to accept the Memorandum of Understanding between Local 4422 and the Township. This has to do with the hours they are paid per week, to clarify that, as it was not clear in the contract. Trustee Kosch seconded the motion.

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

Employee Update:

Chief Smith presented the resignation of Corey Lenigar, part-time employee, effective date September 25, 2024. Chief Smith noted Firefighter Lenigar's 20 years of service to the Greenfield Township Fire Department, and the fact that he has always been a great employee. At this time, he wants to focus on his full-time job. Trustee Searle made a motion to accept Corey Lenigar's resignation, effective September 25, 2024; Trustee Cotner seconded the motion.

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

Grant Awards:

- Ohio Department of EMS - Priority One grant: Chief Smith and Lieutenant Tobin are working with vendors to determine what will be purchased with this grant money. They are working with one of the EMS equipment vendors to save money; she is also assisting with the EMS billing process to recognize items to bring to the EMS billing company to potentially save even more money.

Training:

- Black Sheep Hands-On Training: Some employees attended this training last week which included forcible entry and hose movement.
- Fire Officer One Class: This class will be held the next two weeks for some of the employees. This class will help prepare them to become an officer at some point. The class will be held at Berne Township Fire Department, and the Ohio Fire Chiefs are hosting the training.
- EMS Training with Riverside will be held remotely tomorrow.
- Fairfield Career Center Fire Extinguisher Training will be held on the morning of September 24, 2024 for the nursing, construction and automotive students.

Fiscal Officer Kull will provide the mutual termination agreement from Change Healthcare to

RECORD OF PROCEEDINGS

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

September 11, 2024 - *Held 6:00 PM*

Chief Smith as it will require his signature.

FROM THE TRUSTEES:

Trustee Cotner stated he would be speaking with Mr. Bell, Attorney, tomorrow morning at 10 a.m. regarding the NCA's and CEDA's. Trustee Cotner requested to set up a meeting, preferably in the afternoon, to meet with Mr. Bell to discuss his rate and potentially hire him. It was determined the Board will meet with Mr. Bell at 2 p.m. on Wednesday, September 18, 2024 at the Firehouse.

Trustee Cotner also noted the next meeting with the Mayor and Jeff Fix would be held on September 20, 2024 at 2 p.m. This meeting will be held at the Commissioner's Office.

Trustee Kosch raised the issue of appointing David DeLong to the Zoning Commission. Zoning Inspector Williamsen noted he had met with Mr. DeLong and chatted with him. He felt he would be a good fit for the group. Trustee Kosch also noted he would be a good representative on the Commission for the area around Carroll Southern.

Trustee Searle made a motion to appoint David DeLong to fill the vacancy on the Zoning Commission that Amy Brown left; Trustee Cotner seconded the motion.

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

After discussion, it was determined that one of the Trustees will attend the next Zoning Commission meeting on Tuesday, September 24, 2024 at 6:00 p.m. to conduct the swearing-in of Mr. DeLong.

Trustee Searle raised the issue of changing the homepage of the Township website, per the recommendation of the Zoning Inspector. He had recommended removing the information related to conducting a business out of a home from the homepage. After discussion, the Board agreed that this information should be moved to the Zoning portion of the website. Zoning Inspector Williamsen had suggested placing some general information on the history of Greenfield Township on the home page, and the Board was in agreement with this change. He will look for some graphics to accompany this information. Fiscal Officer Kull suggested a box or banner could also be added to the homepage to click for Greenfield Township Zoning.

Trustee Searle raised the issue of a complaint received regarding the old nursing home on Lithopolis Road being in disrepair. Trustee Kosch stated he had been out to look at the building and grounds, and stated there are weeds growing up, and some tree limbs have been cut and are piled up; however, there are no noxious weeds growing. He did note there are parts of it falling down. Discussion continued as to whether or not permission is needed to go onto someone's property to inspect it, and this was addressed with the deputy in attendance. He stated the Zoning Inspector could go onto a property in the course of conducting his job duties. He did suggest that he make himself known to the homeowner by knocking on the door before conducting his inspection, or giving them advance notice by

RECORD OF PROCEEDINGS

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

September 11, 2024 - *Held 6:00 PM*

calling ahead or sending a letter.

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 7:16 p.m.