

RECORD OF PROCEEDINGS

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

December 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. Kent Searle, Dave Cotner were present; Lonnie Kosch was absent.

Trustee Searle presented the minutes of the November 25, 2024 Trustee Meeting. With no corrections or amendments noted, Trustee Cotner made a motion to approve the minutes as written; Trustee Searle seconded the motion.

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

FROM THE FISCAL OFFICER:

Fiscal Officer Kull asked for a motion to pay the bills associated with warrants 3507 through 3524, and electronic debits 249-2024 through 256-2024; Trustee Cotner made a motion to approve the above; Trustee Searle seconded the motion.

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

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

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

Fiscal Officer Kull noted there was an email proposal in the Board’s packet regarding moving the payroll services for Greenfield Township to Payroll Vault, a local company located at the intersection of Route 33 and Coonpath Road. This would be effective with the first full payroll cycle in 2025, pay period ending January 18, 2025. This would allow the Township to complete all payroll services for 2024 with HRButler. The Township would save a total of \$696.80 over the course of the year. Payroll Vault will also track leave accruals and usage in their portal as part of their yearly fee, and this will allow employees to view it each payroll cycle. HRButler did offer this service, but it would have been an additional fee. They will also provide reporting for OPERS and OP&F. There is a contract with HRButler, but it can be broken at any time (this has already been verified). Payroll Vault can also import the current payroll data from HRButler to begin providing the Township’s payroll services.

Trustee Cotner made a motion to change the Township’s payroll services to Payroll Vault; Trustee Searle seconded the motion.

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

Fiscal Officer Kull again confirmed this would commence with the pay period that starts on Sunday, January 5, 2025.

Fiscal Officer Kull noted a letter had been received from Brosious stating their fees would remain unchanged for 2025. Their fees are \$225 per hour for partner attorney; \$205 per hour for senior associate; \$180 per hour for an associate; \$120 per hour for a

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law clerk; and \$105 per hour for a legal assistant. There had been \$30,000 appropriated for legal and accounting fees for 2024; the current appropriation report indicates there is still \$13,000 available. The budget for next year is \$35,000 for this purpose. With the outstanding fees to be paid for the Land Use Plan, the budget may need to be adjusted before it is finalized. The resolution to retain Brosious as the Township's attorney will be tabled until either the December 31, 2024 Trustee Meeting, or the January 8, 2025 Trustee Meeting. Fiscal Officer Kull will investigate to determine whether this item would typically be held until the first Trustee meeting of the year.

Fiscal Officer Kull reminded the Board they need to RSVP to Rick May for the Fairfield County OTA dinner on December 30 if they plan to attend.

She also asked for anyone planning to attend the OTA conference luncheon to advise her as soon as possible. She currently has Lonnie Kosch, Donna Kosch and Jeff Williamsen confirmed as attendees. There is an extra fee associated with this. Trustee Searle stated he would like to be registered for the conference if he is able to have online access to the training(s) after the conference. Trustee Cotner and Chief Smith confirmed they would not attend. Tom Shafer will attend, depending upon weather conditions. Fiscal Officer Kull will attend one day of the conference. Trustee Searle noted the luncheon attendees need to pay for their luncheon attendance, but there is a per diem associated with this, so they can submit a receipt and be reimbursed as part of that.

Fiscal Officer Kull presented a cemetery deed for Paul Canterberry for Carroll Cemetery, Lot 120, Section E, Grave 3, which the present Trustees signed.

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

Jeff had presented a copy of the 5ARE1 settlement agreement; it had already been emailed to the Board, as well. After discussion, Trustee Searle stated he would review the settlement agreement and discuss at the next Trustee meeting.

Jeff raised the issue of House Bill 315, and had presented the Board with this information via OTA talking points. He noted this has passed in the House and is sitting in Committee in the Senate. This bill addresses the requirements for the Township to post notices in newspapers for public hearings, which will no longer be required with the passage of the bill. It also restores the Indigent Burial Funding.

Meeting Schedule: There are two variance hearings with the BZA next Wednesday. One is regarding the Coakley Estates; the other is a project by Steve Eversole regarding setbacks.

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Jeff also attended the RPC meeting on December 3, and the Zoning Commission meeting on December 10, 2024. There is one more update to the Zoning Code book, so the final process will not be done until January 2025. The issue is regarding the two acre change, so another public hearing will need to be held before the book can be finalized.

Zoning Permits: Five permits have been issued since the last Board meeting: two for accessory buildings and three signs- all for the Ohio Credit Union.

Public Complaints:

5185 Lithopolis Road - Old Nursing Home: Jeff has spoken with the Health Department and they are checking with the county land bank to find out if anything can be done.

4255 Coonpath Road: This is the corner of Coonpath and Route 33. There is an issue with a work trailer sitting there. The owner needs a survey so they can apply for a variance. In the interim, Jeff is in communication with the owner's attorney to have them move the trailer.

4755 Meadowgrove: The owner owns a roofing company with trucks and equipment parked there. The HOA President called to complain about this, so Jeff has sent a letter, but hasn't gotten a response. However, follow-up on this may wait until spring, as there really isn't any activity at this time.

790 Schadel: A letter was sent on November 2, and Jeff took photographs on that date, as well as on December 10. At that point, the piles were even bigger. There are various old appliances, mattresses and other debris piling up in front of the house. The neighbors state the owner lives in California; the person living there appears to be renting and collecting these excess items.

Model Zoning Code: Jeff presented this information at the Zoning Commission meeting on December 10, and they plan to schedule Holly Mattei to speak with the group on the information.

Uplands PUD: This hearing will be scheduled in January. This is the Nick Babamov project on Old Columbus Road.

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

Failed Road Levy/New Road Levy: Tom asked the Board for their input and thoughts on the failed levy, as well as whether they wanted to move forward in the future with another levy. There would be several items related to the levy that would need to be addressed through the Auditor and the Board of Elections, and a timeline for submitting

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the necessary information, with the first deadline date being February 5, 2025. An email from Amy Brown-Thompson was provided to the Board with the information and steps. Tom reviewed the following numbers for a new levy in 2025: 1.75 - 2 mill, instead of the 2.5 that was on the original ballot. The 1.75 mill would generate an additional \$422,170; 2 mill would be \$505,339; the 2.5 would be \$631,672. Discussion continued as to why the levy failed, including rumors and information that was shared in the community via social media.

Fiscal Officer Kull noted the two resolutions that would need to be created and passed: a Resolution of Necessity, which could be done at the December 31, 2024 Trustee Meeting; and then a second resolution at the first January 2025 meeting. This will give the Auditor the ten-day window of time they need to get the necessary information to her. Then, all the needed information can get to the Board of Elections by February 5, 2025.

It was noted that the original levy was not widely publicized, and there were community members who were willing to be involved to get the word out on a new levy. The numbers of millage and the tax impact were cited as follows: The original levy asked for 2.5 mills which would equal \$87.50 per \$100,000 value of a house. A 2 mill levy would be \$70 per \$100,000 value of a house; a 1.75 mill levy would be \$61.25 cents per \$100,000 value of a house. Tom stated with a 1.75 mill levy that would generate approximately \$442,000, he felt this amount would support the Road Department well. He also confirmed this would be an additional levy, not a replacement levy. He stated it had been 23 years since the Road Department had put on a levy, and the group noted this needed to be shared and publicized. Fiscal Officer Kull stated with the Board's permission, she will move forward with verifying the information with the Auditor's Office regarding the 1.75 mill levy = \$61.25 per \$100,000 valuation of a house, and will generate a total \$442,170. She will alert the Board if there are any changes to these figures. She will also ask Amy Brown-Thompson to draft the first Resolution needed for the December 31, 2024 Trustee Meeting. Both Trustee Searle and Trustee Cotner agreed with the 1.75 mill levy moving forward. The group agreed they would reach out to various business owners and community members who had expressed interest in helping to support and publicize the levy.

Cemetery Funds Used Toward New Road Department Truck: Per Trustee Kosch's prior question on this issue, Tom reported he had gotten a response from Austin Lines in the Prosecutor's Office, and the answer was that no Cemetery Funds would be used to offset the cost of the truck. Tom read the email as follows:

"Any funds collected by the Township Road Levy can only be used for the purpose of which the tax was levied. In this instance, for the general construction, reconstruction, resurfacing and repair of streets, roads and bridges in the Township. Ohio Revised Code 5573.13 and 5705.19G. If the Board of Trustees has determined that the truck will be used for cemetery purposes ten to

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fifteen percent of the time, it is my opinion that that portion of the truck cannot be paid from the Road funds, as it does not fall within the purpose of the Road levy. However, this does not mean that the ten to fifteen percent must be paid from the Cemetery Fund. The Township can use General Fund monies for this purpose, if it chooses; or can transfer money from the General Fund into the Cemetery Fund for this purpose. Ohio Revised Code 5705.14E. If you have any questions, please let me know”.

Discussion continued as to how to interpret this information, with Trustee Searle stating that there needed to be an updated evaluation of how much the truck may be used for Cemetery purposes. He noted he felt ten to fifteen percent seemed to be too high of a percentage, and Tom agreed. Fiscal Officer Kull suggested looking back at 2024 for the number of burials that occurred, and in which cemeteries. Trustee Searle also stated the mileage should be tracked/evaluated to determine the usage of the truck, and then the percentage that could be used from another fund toward the truck. Fiscal Officer Kull and Tom Shafer will work on gathering this information for the next meeting.

FIRE DEPARTMENT: Chief Brad Smith presented the following business:

Grants: Five different grants are being worked on at this time:

- Fire Marshal Grant awarded the Department \$1,200. This covers the entire MARCS user fee. The Department is still waiting for approval of one grant, and also waiting for another grant to open.
- FEMA Grant: Will hopefully be submitted by the end of the week.
- ODNR Grant: The Department is hoping to replace the current unit on the grass truck. Some of the welds are broken due to age. The bed of the truck needs replaced, as well.
- Ohio Department of EMS Grant: All of the purchases have been finalized and will be reimbursed, saving the Department \$4,284.72.

Department Events and Training:

- Safety Council Meeting: Chief Smith reported this was a very good class, and the Council stated they could provide some free web security for the Township.
- Santa in the Village: This event was held on December 7.
- Community Heart Watch: The Department received 17 additional AED's through a grant from a bank. They are looking for areas to place the AED's around the community, including area subdivisions. He asked the Board for their input on this initiative.

Chief Smith noted the recent vehicle break-ins at the Firehouse; the Board was made aware at the time of the incident.

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FLOOR:

There was no one in attendance wishing to speak from the floor.

FROM THE TRUSTEES:

- Trustee Cotner had spoken to Pete Griggs and there was nothing major with the CEDA and NCA, other than a couple of questions. Trustee Cotner spoke with Trustee Kosch, and he is available to meet with Mr. Griggs on Wednesday, December 18, 2024 at 3:00 p.m. Trustee Searle is also available, and the meeting will be held at the Township Office. Trustee Cotner will confirm this schedule with Mr. Griggs.
- Trustee Searle raised the issue of part-time hours and the cap that was placed. He noted there had been a resolution which placed the cap at 1,800 hours in recent years, and asked if that could be produced to be reviewed. Fiscal Officer Kull will find this resolution and share it with the Board.

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

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

Trustee Cotner noted the next Trustee Meeting is scheduled for December 31, 2024 at 3:00 p.m. at the Firehouse.

The meeting adjourned at 7:03 p.m.