

Granville Township
Minutes of Regular Meeting September 12, 2012

Present: Trustees Bill Mason, Paul Jenks and Dan VanNess, Fiscal Officer Jerry Miller, and Betsey Hampton, Recording Secretary
Department Heads: Jeff Hussey, Travis Binckley
Guests: Brian Miller, Granville Sentinel

The meeting was called to order by Trustee Mason at 7:00 p.m. followed by the Pledge of Allegiance.

On a motion by Trustee VanNess and a second by Trustee Jenks, by a unanimous affirmative vote the minutes of the regular meeting on August 22, 2012, were approved as submitted and revised.

Correspondence:

Fiscal Officer Miller reported he received a notice from Jon Husted, Ohio Secretary of State, requesting elected official information to be published in the Ohio Municipal Township Roster. This is required by law to be done. Fiscal Officer Miller will prepare the information and send it to the Secretary of State's office.

Fire Truck:

Fiscal Officer Miller reported he received the certificate of origin for the new fire truck. Fiscal Officer Miller filed this with the Clerk of Courts' Office and received the certificate of title for the new fire truck.

Stublyn Drive:

Trustee Jenks reported the Township Trustees received a letter from a Stublyn Drive Resident disagreeing with the Township's position concerning the decorative wall on his property. Trustee Jenks commented he will take the opportunity to draft a letter. Ty Yoho from the Licking County Engineer's Office is going to look at the wall and confirm whether the position the Trustees have taken is appropriate.

Cherry Valley Interchange:

Trustee Jenks reported he was in a meeting with Steve Stilwell regarding the Cherry Valley Interchange. Steve Stilwell sent an e-mail inviting the Granville Township Board to attend a discussion on September 19, 2012, at the Village Council meeting. There will be a presentation on the Cherry Valley Interchange from the State. It will be the State's position on funding and how they are going to move the interchange to a higher priority status. Trustee Jenks provided a copy of the invitation to the Trustees and it is also in the Trustee's e-mail.

Trustee Jenks reported there is an e-mail from Bill Dornman regarding the Beechwood Thornewood chip and seal project. Road Superintendent Binckley will address the matter later in the meeting.

Trustee Jenks stated there has been a string of correspondence from ODOT regarding the Rotary Bridge project. Trustee Jenks indicated he will discuss the correspondence later in the meeting.

Nuisance Hunting:

Trustee VanNess reported there was concern from Kendal residents there was hunting taking place during the nuisance hunting period nearby Township property. Trustee VanNess reported Doug Helman was away during that week for a funeral. In past years Mr. Helman would put a note up concerning the hunting and there was never a problem. He did not put the note up, and there were complaints. Trustee VanNess reported Mr. Helman is aware of the situation and everything is fine.

Trustee Jenks commented after one Trustee meeting, he heard rapid fire high powered weapons being used by three or four people to shoot ground hogs. Trustee Jenks commented it is too close for high powered weapons as they are too close to Rt. 16, Kendal, Township building, etc. They were using long range weapons. Trustee Jenks indicated the Trustees need to do something such as changing the permits when the current farm lease contract is up not to permit high powered and long range weapons. Trustee Jenks commented the issue does not need to be resolved tonight, but as a courtesy should be resolved. Trustee Jenks commented he does not have a problem with killing any animal which is destroying crops.

Trustee VanNess commented he will mention the complaints and the issue with the high powered weapons and request they cease the practice. Trustee VanNess will let them know the Trustees would appreciate it if they not use a .30-06 when a .22 would work. Trustee VanNess will re-stress safety issues.

Public Comment:

There was no public comment.

Elected Officials Reports:

Fiscal Officer Miller:

Vacation Accrual Rate:

Fiscal Officer Miller stated there was an issue with vacation leave accrual due to amount of service. An employee reported he believed he should be receiving more vacation time due to his length of service. Fiscal Officer Miller researched the issue and discovered when the employees have worked six years they should go to the higher leave accrual rate of three weeks rather than two weeks. Josh Butt and Superintendent Binckley were both on the list. Based on their hire dates they should have begun accruing vacation at a higher rate.

Fiscal Officer Miller determined the correct accrual rate and the missed leave time. Fiscal Officer Miller has corrected the situation. Trustee Jenks commented he appreciated Fiscal Officer Miller's efforts to find and correct the error.

Financial Matters:

Fiscal Officer Miller reported the previous three weeks have been very busy and interesting. The Township received the second half tax collections and there was a lot of reporting and accounting which needed done; breaking the money into the appropriate funds, etc. For example, there was an election expense the Township was charged and Fiscal Officer Miller had to determine if the expense was being charged for this spring's open space levy or last fall's general election, as the expense needed to be charged against the correct fund.

Fiscal Officer Miller contacted the Board of Elections. Fiscal Officer Miller said it was interesting to learn about the different charges from the Board of Elections. The election expense was charges for the 2011 election. The payment for the 2011 elections comes from the 2012 allocations. He learned elections held in even numbered years are cheaper than those in odd numbered years as there are state and federal issues during the even number years and the election costs are better distributed. Fiscal Officer Miller reported the Township's charge was a few thousand dollars (\$2,573.96).

Fiscal Officer Miller also reported the Kendal TIF was received. He is learning about the TIF from Retired Fiscal Officer Kennedy. Granville Township receives the TIF money and distributes it back to Kendal and a portion goes to the schools.

Fiscal Officer Miller requested the Trustees approve the amended certificate. It includes the appropriation of the TIF money including \$7,566.06 in auditor's fees. Trustee VanNess questioned what auditor's fees were being paid? Fiscal Officer Miller responded whenever there is an income tax distribution, there are fees to be paid to the auditor, treasurer, and other county officials. Fiscal Officer Miller stated the money is deducted from the amount the Township receives. The Township receives a statement with the amount collected with a line showing the auditor's fees deducted. There are itemized deductions as the other entities take their portions.

A new Amended Certificate of Estimated Resources (+\$3,604.20 RVP Bridge – Donation from Rotary Club, +\$47,848.10 from the Refund of Real Estate Taxes. +\$219,224.85 of TIF tax revenue) for acceptance approval by the Trustees along with the following appropriations of the money (+\$7,566.06 for TIF tax County Auditor Collection fees 2901-760-314 and +\$211,658.79 for TIF Capital Outlay 2901-760-700). On a motion by Trustee Jenks and a second by Trustee VanNess by a unanimous affirmative vote the Amended Certificate was accepted and the appropriations adopted.

Fiscal Officer Miller also presented a resolution from the Licking County Auditor's Office concerning the Township's tax collection for next year. It certifies the tax amounts are correct. Fiscal Officer Miller gave the Trustees copies. It indicates what the tax collection projections will be.

Trustee VanNess made a motion to accept the resolution from the Licking County Auditor's office. Trustee Jenks seconded the motion and with no further discussion it was approved by a unanimous vote.

Amended Certificate and Revised Revenue and Appropriation Amounts:

Fiscal Officer Miller also presented and requested approval of the appropriations transfers. On a motion by Trustee Jenks and a second by Trustee VanNess, by a unanimous affirmative vote the following appropriation transfers were approved:

From 2141-330-360-003 Road District Fund Carryover	150.00
To 2141-110-213-0000 Road District Admin Medicare	150.00
From 1000-110-599-0004 General Fund Carryover	73.96
To 1000-110-315-0000 General Fund Election Expenses	73.96
From 2901-760-700-0000 Kendal TIF Capital Outlay	6970.48
To 2901-760-314-0000 Kendal TIF Tax Coll Fee	6970.48
From 2191-110-599-0008 Green Space Carryover	2489.51
To 2191-110-314-0000 Green Space Cty Auditor Fees	2489.51
From 1000-130-599-0000 Zoning Other	300.00
To 1000-130-211-0000 Zoning PERS	300.00
From 2141-330-190-0000 Road District Wages	300.00
To 2141-110-211-0000 Road District Admin OPERS	300.00

On a motion by Trustee Jenks and a second by Trustee VanNess, by a unanimous affirmative vote the following warrants, withholding vouchers, debit memos, EFT's and if applicable, then and now purchase order certificates were approved for payment and processing:

E5162	Bain	251.36	E5163	Binckley	1604.29
E5164	Borden	655.67	E5165	Boudinot	887.24
E5166	Bowman	2213.67	E5167	Bryan	1003.48
E5168	Butt	749.98	E5169	Clemens	1437.17
E5170	Coyle	263.61	E5171	Curtis	2602.78
E5172	DuBeck	232.46	E5173	Duncan	397.46
E5174	Essick	636.00	E5175	Gottfried	439.67
E5176	Hall	1374.13	N/A	Hampton	.00
E5177	Harrison	255.09	E5178	Henry	636.31
E5179	Hill	1444.11	E5180	Hussey	2506.72
N/A	Jenks	.00	E5181	Jones,A	834.81

E5182	Jones,B	704.07	E5183	Kindell	107.99
E5184	Leckrone	564.70	E5185	Lynn	370.65
N/A	Mason	.00	E5186	May	838.22
E5187	Meisenhelder	582.96	N/A	Miller,J	.00
N/A	Miller,A	.00	E5188	Monroe	1441.10
E5189	Poe	143.15	E5190	Reece	1265.79
N/A	Riley	.00	E5191	Saunders	509.99
E5192	Smith	384.34	E5193	Thompson	1415.91
E5194	Tracy	128.39	N/A	VanNess	.00
E5195	Watling	273.09	WV157	IRS	6080.24
WV158	Deferred Comp	1435.00	WV159	OCS-Knox Co	1088.91
DM118	HRA	3131.03	DM119	Windstream	352.86
DM120	AEP	2012.87	DM121	Granville Water	277.28
DM122	Columbia Gas	292.38	8770	PNB/FSA	1730.67
WV160	Granville IT	1535.47	WV161	Ohio IT	3397.76
WV162	School IT	263.63	WV163	AFLAC	1052.58
WV164	OP&F	17319.73	E5196	Bain	161.14
E5197	Binckley	1490.16	E5198	Borden	688.10
E5199	Boudinot	887.24	E5200	Bowman	1798.45
E5201	Bryan	1003.48	E5202	Butt	749.98
E5203	Clemens	1403.37	E5204	Coyle	289.17
E5205	Curtis	1590.20	E5206	DuBeck	466.62
E5207	Duncan	432.45	E5208	Essick	868.43
E5209	Hall	1351.09	E5210	Hampton	129.33
E5211	Harrison	255.09	E5212	Henry	636.31
E5213	Hill	1277.05	E5214	Hussey	2506.72
E5215	Jenks	1076.55	E5216	Jones,A	606.11
E5217	Jones,B	134.30	E5218	Leckrone	119.68
E5219	Lynn	250.04	E5220	Mason	941.17
E5221	May	529.80	E5222	Meisenhelder	582.96
E5223	Miller	1617.26	E5224	Monroe	1351.99
E5225	Poe	285.55	E5226	Reece	1196.89
E5227	Riley	145.40	E5228	Saunders	389.19
E5229	Smith	119.58	E5230	Thompson	1565.54
E5231	Tracy	128.39	E5232	VanNess	1158.77
E5233	Watling	523.48	WV165	IRS	5718.07
WV166	Deferred Comp	1435.00	WV167	OCS-Knox CO	1088.91
8771	Abe's Auto	1121.60	8772	Certified Oil	5185.57
8773	Chromate	289.73	8774	Cintas	556.55
8775	Compu-Fax	122.13	8776	Dish Network	49.19
8777	Elan/PNB	1512.41	8778	Elm Recycling	1128.25
8779	Finley Fire	549.51	8780	Fire House	323.00
8781	Generator Systems	327.00	8782	GovDeals	3678.75
8783	Granville Lumber	34.39	8784	Griffin Pavement	11339.25
8785	Jae's Towing	610.38	8786	KPS/NAPA	998.51

8787	LMH	4.20	8788	Mathews Ford	981.04
8789	McDonald Auto	499.72	8790	Mercer Door	133.00
8791	MT Business	40.14	8792	MT Business	57.12
8793	NIPST	360.00	8794	Newspaper Network	87.10
8795	OH Health	127.50	8796	OH Public Entity	176.00
8797	Pinkerton	65.00	8798	Public Safety	362.00
8799	Ross' Market	55.89	8800	Shelly Co	23311.41
8801	Sprint	102.96	8802	Time Warner	54.94
8803	Treasurer, OH	1125.00	8804	Verizon	167.98
8805	V Catalogna	569.00	8806	Wichert	293.00
8807	Wince Welding	74.80	8808	Wright Brothers	288.05

I hereby certify the funds were on hand or in process of collection and properly appropriated for payment of the aforementioned warrants.

Jerry A. Miller, Fiscal Officer

Fiscal Officer Miller reported he received, a Resolution Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the necessary Tax Levies and Certifying them to the County Auditor for collection of property taxes in 2013.

On a motion by Trustee VanNess and a second by Trustee Jenks, by a unanimous affirmative vote, the Trustees' agreed to accept the 2013 Resolution of Amounts and Rates as prepared by the County Auditor.

FEMA/ Debris Clean-up:

Fiscal Officer Miller reported he attended a FEMA meeting on September 7, 2012, concerning the debris clean-up. Granville Township is trying to obtain a grant. Fiscal Officer Miller was given a big book concerning the grant application. The process for reimbursement will take six to eight months. Fiscal Officer Miller has started a reimbursement application. He will submit the application and wait to hear from the state. The state will set up a meeting and Fiscal Officer Miller will have Superintendent Binckley and Chief Hussey attend the meeting with him.

UAN Training:

Fiscal Officer Miller reported the Ohio Auditor of State is replacing their UAN, uniform accounting network, this year. There will be training in October, and Fiscal Officer Miller and Susan Bain will attend the training.

Policy for Township vehicle use:

Fiscal Officer Miller reported he presented Superintendent Binckley with the tax information associated with a commuter policy. Trustee Jenks discussed the Trustees previously approved Superintendent Binckley to take his work vehicle home. Fiscal Officer Miller was requested to put together a set of rules. Fiscal Officer Miller checked into state law concerning the issue and there has to be a policy in place prohibiting

personal use of the vehicle for Superintendent Binckley to be able to take the vehicle home. Trustee Jenks stated he will speak later in the meeting concerning the Township's personnel policies. Trustee Jenks reported it will probably be sixty days until the Township's personnel policies are published.

Trustee Jenks requested approval from the Board for Fiscal Officer Miller to be allowed to write a specific policy to replace the one in the policy manual. This will allow the Township to be in compliance with state law to allow Superintendent Binckley to take his work vehicle home. The policy will state Superintendent Binckley will not be allowed to use the vehicle for personal use.

Fiscal Officer Miller reported he looked on the State of Ohio's website and reviewed the Adjutant General's policy and will follow their example.

Trustee Mason referred to the document from the IRS which spelled out the requirements for the policy. Trustee VanNess questioned what will be different in the policy than will be in the personnel handbook. It was discussed the personnel handbook will likely not be ready for sixty days, and a policy for Superintendent Binckley is needed now to allow him to take the vehicle home. Trustee Jenks commented he is looking for a single policy which will later be inserted into the handbook.

Trustee Jenks made a motion to allow Fiscal Officer Miller to write a commuter policy for Superintendent Binckley. Trustee VanNess seconded the motion and with no further discussion it was approved by a unanimous vote.

Fiscal Officer Miller reported he will have the policy completed by the weekend, and if Superintendent Binckley agrees to it, he may begin taking the work vehicle home Monday.

Trustee Jenks:

Kiwanis Meeting:

Trustee Jenks reported he attended a Kiwanis meeting on Monday where he made a presentation concerning topical items in the Township. Trustee Jenks commented he sent the other Trustees a draft of the PowerPoint presentation. There were a few changes made and Trustee Jenks stated if anyone wants a copy of the final presentation he will provide it. Trustee Jenks reported the presentation was received well. Kiwanis members asked questions concerning a possible new fire station, and the possibility of maple trees being tapped again in the cemetery.

Trustee VanNess asked whether Trustee Jenks talked about the cemetery levy. Trustee Jenks commented the cemetery levy was in the PowerPoint. Trustee Jenks reported he discussed the cemetery levy is a renewal levy and the Township has a \$90,000 deficit but the Trustees are committed to keeping taxes low and cutting costs. Trustee Jenks reported he focused on how the Township is saving money such as Chief Hussey buying

one truck instead of two, and the EMS billing project. The Township is dedicated to keeping taxes low, cutting costs, and being efficient. Trustee Jenks spoke about the general fund and how income from inheritance taxes will be lost next year, but it would probably be a few years before the Township has to ask for an increase in taxes.

Trustee VanNess questioned whether information concerning the Union Cemetery funding was included in the presentation. Trustee Jenks replied it was not, but he would speak concerning Union Cemetery later in the meeting. Trustee Jenks reported he discussed with the Kiwanis the Trustee's goal of trying to find cuts to make up for the \$90,000 deficit.

Personnel Manual:

Trustee Jenks reported several years ago, before he became a Trustee, several people including Retired Fiscal Officer Kennedy, Trustee Mason, Chief Hussey spent a great deal of time working on an employee policy manual. The manual was approved, but never published. They wrote two manuals, one for the Fire Department and one for everyone else. The manuals are the same with sections specific to the Fire Department. Copies were not printed or distributed.

Trustee Jenks reported he and Trustee Mason have looked at the employee manual and is requesting Assistant Prosecuting Attorney Austin Lecklider to also look at the manual. Trustee Jenks suggested one manual be published with any differences italicized.

Chief Hussey agreed ninety percent of the manual is common for all the employees, and there are even Fire Department employees who do not fall within the fifty-six hour workweek.

Trustee Jenks noted Retired Fiscal Officer Kennedy has volunteered to combine the two manuals and will italicize anything unique to the Fire Department. Trustee Jenks reported there is one issue, concerning whether the Township is required to have a FMLA policy, which is still being reviewed. Trustee Jenks discussed the federal law stating the employer had to have a certain number of employees. Chief Hussey commented there was contradictory language. Trustee Jenks indicated the law requires a certain number of employees and the Township does not meet the threshold. On the other hand, the Department of Labor has an information document which says all government agencies, regardless the number of employees, must have an FMLA policy. Retired Fiscal Officer Kennedy did not put an FMLA policy in the Township employee manual. Trustee Jenks reported he requested Assistant Prosecuting Attorney (APA) Austin Lecklider to review the Township's responsibility concerning FMLA. APA Lecklider believes if the Department of Labor says all government agencies need an FMLA policy, the Township should have an FMLA policy. APA Lecklider will review the issue and an FMLA policy along with the commuter policy previously discussed tonight may be inserted into the employee manual.

Trustee Jenks commented after APA Lecklider reviews the manual; it will be given to the Trustees, to Superintendent Binckley, and to Chief Hussey to review. Trustee Jenks

reported the manual currently is over sixty pages and needs to be published and distributed to the employees so they may affirm they were given a copy of the manual.

Trustee Jenks reported there was a press release sent by Craig Koester concerning the land for the GRD pool. GRD has a deal with Licking Memorial Hospital to purchase property north of Wendy's if the GRD pool levy is passed. There is a levy committee and Melanie Schott is the co-chair with Ms. Neuenschwander. Trustee Jenks reported he is still hearing people say Granville has to have a pool, and others say Granville has to keep taxes low.

Trustee Jenks stated everything else he has to report is covered somewhere else.

Trustee Mason:

Trustee Mason reported part of the Fire Department's duties is fire prevention and inspection of buildings. Trustee Mason commented Officer Mike Duncan does a great job with inspections and also follows up. Trustee Mason commented as a manager of a good sized building on the Denison campus he believed the inspection done was very thorough and was much appreciated.

Trustee Mason reported he attended a Joint Communications meeting.

Trustee Mason reported the Township does hold regular evaluation meetings with personnel. Trustee Mason met with Chief Hussey in the previous week and had a good discussion. Trustee Mason commented regular meetings with personnel are important.

Trustee Mason reported he attended a safety meeting with Chief Hussey today.

Trustee VanNess:

Newark Granville Community Authority:

Trustee VanNess reported he went to the Newark Granville Community Authority meeting. During the meeting they presented a document showing what they spent. The Newark Granville Community Authority brings in approximately \$151,000 per year. They allocated \$24,500 for security cameras in various school buildings, \$5,800 for widening of the intermediate school sidewalk, \$50,000 for technology. There was a total of \$80,000 allocated. They are saving up for a new chiller system at the Granville Middle School which will cost 1/2 million.

Roads Department:

Superintendent's Report:

Road District:

Mowing:

Superintendent Binckley reported the road crews completed another pass of mowing along the roads. The entire Township has been mowed for a second time.

Township Logo:

Superintendent Binckley reported Tim Church is still working on the Township logo. Superintendent Binckley met with Mr. Church earlier this week. Trustee VanNess questioned whether the logo would be similar to the open space logo. Superintendent Binckley responded it will be basically the same, just be oval and the border may be slightly different. It will be the same general concept as the open space logo. As soon as Tim Church completes a sample, Superintendent Binckley will present the sample to the Trustees and make sure it is approved.

Beechwood and Thornewood:

Superintendent Binckley reported the berming of Beechwood and Thornewood Dr. has been completed. The crews also flushed out two culverts and lined the ditch with class D rip rap near 60 Beechwood Dr. There had been some erosion there. Superintendent Binckley reported the resident at 60 Beechwood Dr. expressed his concerns with the recent road improvements. Superintendent Binckley and Ty Yoho from the Licking County Engineer's office met out there to look at the concerns expressed and responded by email. Superintendent Binckley reported Ty Yoho was comfortable with everything done on the road project and it looked good. When Ty returns from vacation he and Superintendent Binckley are going to meet with the resident in person to hear his issues and concerns.

Miller and Burg Intersection:

Superintendent Binckley reported the Township crews removed all the undergrowth and small trees from the intersection of Miller Ave. and Burg. St. to improve the sight distance when pulling onto Burg St. Superintendent Binckley reported the sight distance has been improved to almost 200 ft.

1028 Burg St.:

Superintendent Binckley reported the crews went down further and improved the ditch and berm at 1028 Burg St. The resident was having problems with water runoff washing the berm material into her yard. Superintendent Binckley reported the problem has been corrected.

Culvert Repair:

Superintendent Binckley reported the crews repaired a washed out culvert on Battee Rd. This issue was caused by a downed tree and by recent heavy rainfall.

Superintendent Binckley reported the crews ditched the Township portion of Welsh Hills Rd.

Sink Hole Repair:

Superintendent Binckley reported his crews repaired sink holes along the road near 48 Denison Ct. Superintendent Binckley and Trustee Jenks visited the location to figure out

the possible reasons for sink holes. It seems as though a new sink hole occurs every year or two for no apparent reason. Superintendent Binckley stated he is going to request the help of the Licking County Engineer's office to try to determine why the sink holes are occurring. The sink holes occur in random spots and do not appear to be caused by water issues. Superintendent Binckley will keep the Trustees posted.

Trustee Mason questioned the Township boundaries near Welsh Hills Rd. Superintendent Binckley clarified which portions are in Granville Township and which are in Newark Township, and which are serviced by Granville Township.

Cemetery Department:

Superintendent's Report:

Superintendent Binckley reported there have been three funerals, two graves were sold and there are two deeds to be signed.

Superintendent Binckley reported the Township has caught back up on mowing after falling a little behind due to the June 29 windstorm. The Cemetery crew has everything back in good shape.

Superintendent Binckley reported he received an email from Debbie McPeek regarding the Cemetery. Superintendent Binckley walked Maple Grove Cemetery with Debbie McPeek to go over her concerns about the Cemetery. He will be bringing a few topics to the next meeting to discuss, some possible rule changes or variations of current rules. Superintendent Binckley will prepare a rough draft for a discussion.

Parks Department:

Superintendent's Report:

Superintendent Binckley reported the crews relocated the wooden bridge, crossing the creek at Spring Valley Park. The project went smoothly. The bridge had been built by the Boy Scouts.

Trustee VanNess commented he spoke to Bernie Williams, who commented he had heard a lot of noise at night from back in the Spring Valley Park. Mr. Williams indicated the noise echoes back to his house. Trustee VanNess questioned whether anyone else has had issues.

Trustee Jenks discussed several people have reported misdeeds occurring at Spring Valley Park. There has been dubious material left in the park and in the shelter house, and there have been reports of people being in the park late at night. Trustee Jenks reported the sheriff has been requested to look into it, but will likely not go back into the Park. Trustee Jenks commented the Park is operated by the GRD, and the issues were reported to the GRD, but they do not have the manpower. Trustee Jenks discussed an issue where picnic benches were moved and piled up by the shelter house and kids were using the benches and riding bikes off the roof of the shelter house.

Trustee VanNess suggested the Trustees think of ideas to curtail the problem activities.

Trustee Jenks commented the gate is chained, but people go around the chain. Superintendent Binckley commented he thought things had slowed down when school began and the trouble Trustee Jenks described was due to high school kids. Trustee VanNess advised Mr. Williams to report when noise is heard again.

Trustee Mason questioned whether the Granville Village Police could help with the situation. As the Park is outside the Village, the Police Department will not be able to help.

Trustee VanNess questioned whether the renter could be requested to watch the Park and report when something was heard or seen and call the police. No action was taken.

Fire Department:

Chief's Report:

Denison Fall Safety Forum:

Chief Hussey reported he and Trustee Mason attended a fall safety forum meeting with Denison. They have been having the meetings quarterly. There has been progress made on campus safety issues.

CPR Classes:

Chief Hussey reported another function of the Fire Department is conducting CPR classes. The Fire Department held a CPR class this evening for family and friends of Landon Thagard. There were several young families taking the class.

Tanker:

Chief Hussey reported the tanker the Township purchased went into service on August 28, 2012. Chief Hussey reported the truck is running great. There were a few punch-out issues taken care of. The old truck was picked up and on its way to Saskatchewan. Chief Hussey reported he wanted to bring the new truck to the Trustee meeting, but it was out on a run.

Peak time SAFER Grant:

Chief Hussey reported the Peak time Safer Grant will begin on Monday. Chief Hussey stated there was a minor adjustment which will be covered under appointments.

Experience Granville Event:

Chief Hussey reported the Fire Department is involved in the Experience Granville Event being held at Bryn Du on Sunday, September 16, 2012, from 1-4 p.m. Chief Hussey reported there had been some push back from the merchants during the annual Fire Department open house, therefore this year the Fire Department will not have the

open house but will instead have trucks at the Experience Granville Event. Turn out at the open house had been light the past couple years.

Chief Hussey reported he spoke with Englefield Oil concerning emergency fueling. The Department is not large, and an above ground tank would cost approximately \$20,000. Chief Hussey indicated the Township would need partners, so he contacted the Village, School District, and Denison to see if they were interested in participating and sharing in the cost. Denison responded they are not interested, but Chief Hussey has not yet heard from the Village. Chief Hussey said the School District has some interest and wants to improve its fueling situation, but he will follow up with them. Chief Hussey is not sure the Department will have the volume of use to pay for the capital expense for the storage tank. Englefield Oil is putting generators in some of the Newark gas stations, and the Department may be best served with having access to those stations.

Trustee Jenks questioned whether Chief Hussey had any information regarding the County fueling station. Chief Hussey responded he had not heard any further information. Chief Hussey commented the fueling station would be on the east side of Newark which would be a challenge for accessibility for the Department. Chief Hussey also stated the accessibility to the gas stations with the generators being put in by Englefield may also be an issue.

Generator:

Chief Hussey reported he also talked about the generator situation. Chief Hussey talked to the contractor Superintendent Binckley has been working with. The contractor is going to look at the Fire Department generator set up. The contractor believes the three separate buildings will probably require three separate generators. It would be hard to power all the buildings on one generator. There could be a time when only one building is out of power and it would be difficult to have one generator to address those times. Chief Hussey stated he believes it is unlikely the contractor will recommend moving the Fire Department generator to the Township garage. The Fire Department generator is a 35K generator. Chief Hussey stated the generator has plenty of power for the Department's campus and maybe there is a way to run outlets to the other buildings when necessary. Chief Hussey stated the Fire Department generator issue should not hold up Superintendent Binckley's purchase of a generator for the Township building.

Fiscal Officer Miller commented in the recent FEMA meeting it was stated generators which are attached to structures will not be reimbursable through FEMA. They would reimburse for the cost of the fuel. Portable units would be reimbursable.

Trustee VanNess commented new generators should be on wheels. Chief Hussey commented a portable generator could be a solution to the problem with the Fire Department's two houses. The houses could be run by a truck with a generator, and when the truck is needed for a run, it unplugs.

Union Township Contract Fees:

Chief Hussey reported Union Township did pay their 2012 contract fees.

Personnel Appointments:

Chief Hussey requested Bo Hammock, a CTEC graduate who is going to paramedic school be appointed to a volunteer firefighter/EMT position with the Granville Township Fire Department.

Chief Hussey reported one of the part time Peak time employees, AJ Robbins, withdrew his application. Chief Hussey requested Scott Smith, a current intermittent employee, be appointed as an additional part time peak employee.

Trustee Jenks made a motion to appoint Bo Hammock to a volunteer firefighter/EMT position with the Granville Township Fire Department, and Scott Smith to a part time peak employee position. Trustee VanNess seconded the motion and with no further discussion it was approved by a unanimous vote.

Chief Hussey reported he became aware of something this afternoon which is an issue for the Trustees to discuss. Chief Hussey stated one of his goals for the Fire Department is to replace all the radios with new radios for the MARCS system. Chief Hussey he has applied for a grant to replace the radios but the grant has not yet been approved or denied. Jefferson Township Fire Department in Franklin County has received a grant for all new radios and is offering to sell five portables which will work on the MARCS system for \$1,000 each. They are \$3,500 radios. Chief Hussey indicated this is not a long term solution, but will currently benefit the Department. Chief Hussey commented if the Granville Fire Department is not awarded the requested grant, he still needs at least one MARCS radio in each truck. The Jefferson Township offer is a much lower cost than buying new radios. If the Granville Fire Department is awarded the grant he will not have any trouble re-selling the radios purchased from Jefferson Township to another community to help them.

Trustee Jenks questioned whether there was money in the budget to purchase the radios. Chief Hussey responded there is currently \$75,000, the radios will cost \$5,000. Chief Hussey reported if Granville does not purchase the radios, there are several other fire stations waiting to purchase them.

Trustee VanNess made a motion to allow the Granville Fire Department to purchase 5 MARCS system radios from the Jefferson Township Fire Department. Trustee Jenks seconded the motion and with no further discussion it was approved by a unanimous motion.

Land Management/ Zoning/ Open Space:

Zoning Resolution Changes:

Trustee VanNess reported he attended the Zoning Commission meeting on September 10, 2012. The Zoning Commission approved the one house per five acres change. The

Zoning Commission has given Fiscal Officer Miller the information. The Township will need to schedule a public hearing which should be on October 10, 2012. There will be thirty days after the public hearing for the public to respond.

Fiscal Officer Miller will watch the dates on the calendar to make sure everything is done within the correct timeframes. Fiscal Officer Miller commented he, Trustee VanNess, and Chip Blanchard met previously and established all the correct dates, such as when the meeting needs to be announced in the paper, when displayed in the library, etc.

Trustee Jenks made a motion to hold a public hearing concerning the proposed zoning change on October 10, 2012. Trustee VanNess seconded the motion and with no further discussion it was approved by a unanimous vote.

223 Fairview Ave.:

Trustee VanNess reported he sent the Trustees an e-mail from Zoning Inspector Warren May concerning the property maintenance issues at 223 Fairview Avenue. Trustee VanNess commented he has not yet been to the property to see if it has been cleaned up, but the owner said he was going to spend Labor Day cleaning up the property. Trustee VanNess said he would go past the property to see if it looks better.

Comprehensive Plan:

Trustee VanNess reported he attended the Licking County Planning Commission Board meeting on August 27 and approved the Comprehensive Plan with the changes. Trustee VanNess worked on the changes for a few days before the meeting with Jerry Newton. Trustee VanNess gave the changes to Fiscal Officer Miller and requested he include them in the minutes (see below).

II. Natural Resources/Conservation Policy and Strategy Recommendations

5) Natural Resources/Environmental Protection

FORMER DRAFT TEXT (pg.63 bottom)

It is recommended that all new development be set back a minimum of 400 feet from the centerline of any existing rural road within the Scenic Corridor (SC) or in a Planned Unit Development (PUD) unless a lesser setback would be less intrusive to the scenic corridor. For existing lots or new development along existing roads not within the SC or PUD, the setback shall be a minimum of 250 feet or 50% of the lot depth, whichever is less.

NEW TEXT

So as continue the community value to maintain the scenic vistas and rural aesthetics of the Township as viewed from the public roadways, it is recommended that all new rural development be designed so as to visually blend land-form and non-agricultural structures in harmony with the terrain. Additionally, construction and development should be visually designed with retention of existing natural elements to hide or minimize building contrast to existing land views. This goal can be implemented through existing application of the PUD regulations or alternatively deep set back standards from existing rural roads. For existing lots or new development along existing roads not within a PUD, the setback and structure location shall be similarly established based on rural design form code principles.¹

III. Transportation/Mobility/Gateway Policy and Strategy Recommendations

1) Roads

FORMER DRAFT TEXT (pg. 65 top.)

Local governments should adopt the Complete Streets principles for new streets and roadways and/or when major improvements are carried out on existing ones.

NEW TEXT

Local governments should develop and adopt a series of locally appropriate Complete Streets principles for existing and future rural roads and village streets. A determined policy and application can be developed utilizing local knowledge and guidance provided by the Mid-Ohio Regional Planning Commission's *Complete Streets Toolkit- Spring 2012*.

¹ Rural design and form codes include but are not limited to use of "soft edges", maintaining existing vegetation and agrarian activities, not clear cutting houselots to road edges, maintaining wooded buffers and hedgerows along roads, protecting riparian strips, maintaining existing fence rows/vegetative lines on parcels, blending development and construction with contours, not breaking ridgeline views, "cluster form/land form meeting", avoiding "piano keyed road frontage development" and use of access roads, careful mixing of a rural street design, farmhouse and structure clustering.

The plan will now go to the Licking County Commissioners. Trustee VanNess commented the Licking County Commissioners meet twice per week, but the comprehensive plan is not yet on their agenda. Trustee VanNess will find out how long it will take. As soon as it is approved by the Licking County Commissioners the plan will become effective.

Old Business:

Rotary Bridge Project- status

Trustee Jenks reported currently there are a lot of housekeeping issues being resolved. The State of Ohio and ODOT wants the Township to sign a letter, a copy of which Trustee Jenks has forwarded to the other Trustees. Trustee Jenks announced he objected to some of the language in the letter, and they have removed a reference to the Licking County Parks Board. Trustee Jenks still objects to signing the letter on behalf of the owners and operators. Trustee Jenks is working with a person at ODOT. She can provide new language to solve the problem. The GRD needs to agree. Trustee Jenks has spoken to Justin Lodge with the GRD. ODOT will rewrite the letter with the new language, Austin Lecklider will review the letter, and the GRD as the park operator and the Township as owner will sign.

Trustee Jenks reported Don Wiper of the Licking Land Trust, is taking the three Land Trust easements and consolidating them to one. Trustee Jenks had two objections to the new document.

1. The language they gave which allows the bridge to be built has to be acceptable to ODOT.
2. The new document took rights away from the Township. Particularly to allow effluent from the old Township garage.

Trustee Jenks reported after negotiating with the State and Candy Moore, there is now a land trust easement the State agrees to, the Land Trust agrees to, and reinstates the Township's right to have effluent from the old garage septic. It will take about 45 days for the document changes to be filed with the County. It also needs filed with the State. This will keep the project moving.

Barn Roof:

Trustee Jenks reported Superintendent Binckley was requested to obtain hauling costs for the barn on River Rd. Superintendent Binckley reported hauling costs for 30 yard roll off containers will be \$395 per roll off, with no delivery, or fuel surcharge. An additional charge of \$36.50 per ton over a five ton limit. Superintendent Binckley commented unless the lumber is being cut and stacked it will unlikely go over 5 tons. Superintendent Binckley announced Big O will work with the Township on whether all the containers should be filled up at one time with a dedicated driver to shuttle the container or start with six containers.

Trustee Jenks guessed there would be between 10-20 loads and estimated a cost of \$8,000.

Trustee VanNess questioned whether the Trustees are in agreement the barn should be torn down as the only feasible option.

Trustee Jenks commented he mentioned the barn; if anyone wants to move it, etc. during a meeting with the Village. Terry Hopkins with the Village is going to look at the barn.

The Trustees discussed the barn issue and questioned whether anyone wants to keep the barn. Trustee VanNess commented there would be a savings of \$700 in taxes and \$185 for insurance if the barn is taken down. Trustee VanNess believed tearing down the barn is the only viable option. It was agreed it is a nice barn, and it is too bad the barn can't be moved. Trustee VanNess commented if the barn is to be taken down it should be done before the ground becomes too soft. Trustee VanNess volunteered to move the hoe to the barn, if Superintendent Binckley's employees could demolish the barn.

Trustee Mason indicated he is not in favor of Township employees demolishing the barn due to possible injury. Superintendent Binckley commented the employees could demolish the barn if the Trustees want them to. Trustee Jenks requested Superintendent Binckley obtain an estimate for a demolition company to take care of the entire demolition as a comparison. Trustee Jenks commented if a demolition company quotes \$10,000, it would probably be better to hire them.

Township Garage - Rust Issue:

Trustee Jenks reported Robinson Construction installed a section of stainless steel. Trustee Jenks requested the Trustees look at the repair after the Township meeting. Trustee Jenks does not like the stainless steel solution. Trustee Jenks asked Jim Riddle, a professional engineer to look at the building and make suggestions. Mr. Riddle's first suggestion was for the Township to elevate the building and put it on a concrete stoop. Trustee Jenks advised it would be too expensive. Trustee Jenks reported Christian Robinson was asked about installing a concrete curb. He had hoped to hear back from Christian this past Friday, but has not.

Trustee Jenks reported Mr. Riddle also made a second suggestion for repairing the building. Trustee Jenks diagramed and explained the suggestion to the other Trustees. Trustee Jenks stated without a fix, the Township would continue to have the problem as there are portions where there is water standing with salt and other chemicals. The Trustees commented on the suggestions and the procedures.

Trustee Jenks reported there are four possible actions to happen regarding the Township building:

1. The stainless steel solution.
2. Raising the building up six inches onto a concrete curb.
3. Doing Mr. Riddle's 2nd suggestion which was discussed and diagramed.
4. Doing nothing which was really is not an option.

Trustee Jenks commented he hates to wait for the building to deteriorate as it is only three years old this month. Trustee VanNess indicated, if Mr. Riddle's suggestion is followed the bottom bracket should also be replaced with stainless steel.

Weaver Drive Annexation- Road maintenance:

Trustee Jenks reported he and Superintendent Binckley met with Steve Stilwell and Terry Hopkins this morning. Trustee Jenks presented the Trustees with a sample map of the Granville Snow Removal Plan. The map shows what the Village and Township plow. Trustee Jenks commented the map is incorrect, but corrections will be made and a correct map provided at the next Trustee meeting. The Township and Village will meet once per year to make sure both sides are comfortable with the agreement.

Trustee Jenks also commented the Township mows some grass for the Village as they do not have mowers with arms to handle some areas such as River Rd., James Rd and Weaver Dr. There will be another map with this information. There is no reciprocal agreement for the mowing.

Union Cemetery:

Trustee Jenks reported the Union Cemetery Committee met today at 1:30 p.m. Trustee Jenks indicated Lynne Boone is going to talk to the Fannins regarding possible changes to reduce headstone repair expenses such as coming every other year, or having someone local help them. It was announced Mark Masterson, with Felumlee Monument, has done this type of work. Lynne Boone is working with Jim Patin concerning the issue. Connie is talking to the Village about their helping out with funding. Trustee Jenks reported the meeting went well and there was good dialogue.

Trustee VanNess questioned whether Mr. Masterson could do one headstone as an example of his work. Trustee Jenks reported Lynne Boone is concerned with offending the Fannins as the project is personal to them. She does not want to offend them by taking away part of the project from them. She will start by talking to the Fannins, and if they agree to see about introducing Mr. Masterson to them.

Trustee Jenks commented the Fannins may not continue to be able to come. Having Mr. Masterson come would not only save money but ensure someone local could continue the project if the Fannins are unable to finish the headstone repairs.

Trustee Jenks reported there was discussion about the Fannins spending 1/3 of their time pouring headstone foundations. The Township pours foundations all the time. If the Fannins would provide the dimensions, the Township could possibly pour the foundations in advance for the Fannins. The Fannins could then spend more time doing what the Township cannot, repairing headstones. Trustee Jenks reported there were other similar discussions, but nothing was definitive. Examples were volunteers could clean headstones, etc.

Trustee Jenks said the Cemetery Committee has been informed the Township is not spending any money until the issues are resolved. Fiscal Officer Miller commented the

Cemetery Committee has not been paid the \$20,000 this year. Fiscal Officer Miller said one payment of \$8,000 or \$9,000 has only been paid. Trustee Jenks reported at the beginning of the year the Cemetery Committee had approximately \$30,000. They have enough to fund almost two years. The Township not paying anything will not stop work on the cemetery. They are all aware the Township is on hold concerning the cemetery. They asked if there is a solution found for 2013, will the Township honor the 2012 commitment. Trustee Jenks believed the Township probably would, but it would be predicated on a solution for future years.

Brine:

Trustee Jenks reported the Township needs to make a decision concerning usage of brine. Trustee Jenks spent a good deal of time talking to testing labs, other areas, Bill Habis, the County, etc. to try to find what people are doing concerning brine.

Superintendent Binckley put together a detailed brine costs and usage worksheet concerning brine and salt usage for Granville Township from 2006-2012. The worksheet was presented to the Trustees. The worksheet indicated when brine is not used the costs would be higher than originally estimated. The average savings to the Township by using brine as an aid to clearing the roads is \$28,571. Trustee Jenks indicated there is a benefit to using brine on the roads as the roads are cleaner.

Trustee Jenks reported the Township's brine comes from shallow wells, none are deep wells, and none have come from fracking fluids. Trustee Jenks reported the Township is able to test the product, but does not have anything to test against as there are no set standards. The State says if it is from a shallow well and not in contact with fracking fluid it may be used. The State did test brine usage in Licking County by testing water after brine was used on a road and determined brine usage was safe. There was an increase in salinity, but no other chemicals were found in the ground water next to the road.

Trustee Jenks reported Licking County does not put brine down as a liquid. They treat their grit with brine. The County has already decided to continue using brine. There may be differences in quantity, but there will be brine on County roads in the Township. Trustee Jenks reported there will be some people unhappy if the Township uses brine on the roads. The Township needs to let the brine supplier know the decision. The Township can use brine, or pay almost \$30,000 per year more.

Trustee Jenks commented the Township will never use brine from deep wells that have been fracked. Trustee VanNess stated the Township should continue using brine until there are fracking wells in the area. Trustee Jenks reported the Township's brine comes from very old wells, and the supplier is not drilling any more wells.

Trustee Jenks reported he wished he had more information, but the information is the best he can provide. Trustee VanNess stated the report is good with the information available, and \$30,000 extra if brine is not used is a lot of money, and the Trustees

would have to go to the taxpayers and request more money. Trustee Mason agreed with Trustee VanNess.

Trustee VanNess moved the Township contact the brine supplier, order brine for this year, and continue to use brine until evidence is found the brine is coming from fracking wells. Trustee Jenks again advised the Township will never use brine from fracking wells. Trustee Jenks seconded the motion, and the motion was passed by a unanimous vote.

New Business

Cemetery Levy Campaign:

Trustee Jenks questioned how much energy and money do the Trustees want to spend on the cemetery renewal levy. Trustee Jenks suggested the Trustees do very little this time, possibly a mailer and signs. Trustee Jenks recommended the campaign emphasize the levy is a renewal levy. If people do not understand the levy is a renewal levy and it fails, more effort and expense could occur the next election period. Trustee Jenks reported the Trustees individually have to supply the money; it cannot come from Township funds. Trustee Jenks suggested a mailer may be too much for a renewal levy. Trustee Jenks recommended a letter to the paper emphasizing the levy is a renewal levy and placing signs.

Trustee VanNess commented one thing to consider is the cost of having the levy on the ballot this election year is cheaper than it would be next year. Trustee VanNess questioned what the cost for placing the levy on the ballot this year and what the cost for placing the levy on the ballot next year would be. It was commented this cannot be determined as it is not known what else will be on the ballot to share the cost of holding an election. If the levy is all that is on the ballot, the expense is greater. If two or three other issues are on the ballot, the cost is shared. It is less expensive on even years as there are State and Federal issues. Fiscal Officer Miller commented the election expense for the Township for 2011 was \$2,573.

Fiscal Officer Miller and Superintendent Binckley reported there are 28 signs from the previous cemetery levy. It was decided to add a 'renewal' bumper sticker to the signs. Trustee VanNess questioned how much a mailer would cost. He advised he would rather do a mailer this year to help make sure the renewal levy passes rather than next year when placing the levy on the ballot will cost more. Trustee VanNess question by what percentage the last levy passed.

Superintendent Binckley stated he believed the last cemetery levy passed by an overwhelming majority, possibly 70%. Trustee Jenks commented what the Trustees need to do is make sure voters know the levy is a renewal levy, not a new or replacement levy. They will not be paying any more. A campaign could be very expensive, possibly \$2,000 for a mailer.

Trustee VanNess commented if the previous passing percentage was 70%, he is comfortable with not doing letters, but rather getting articles in the newspaper, and placing signs with the addition of a renewal sticker.

Fiscal Officer Miller commented the cemetery is well maintained, and the Memorial Day Ceremony is well attended with many comments how nicely the cemetery is kept. Fiscal Officer Miller believes the levy will pass without a problem. Trustee Mason commented he believed the Trustees should use the signs with the renewal sticker and work through the newspaper to promote the levy.

Fiscal Officer Miller commented a motion was not needed. The Trustees need to form a political action committee, and he could file the paperwork and act as treasurer. Superintendent Binckley commented the old signs being used indicate Retired Fiscal Officer Kennedy is the treasurer. Fiscal Officer Miller indicated the treasurer has to be included by law. He would make sure the correct name is on the signs.

Trustee Jenks stated he heard if under a certain amount is spent there is an exemption from filing, but he did not know the amount. Trustee Jenks suggested Fiscal Officer Miller check with Gloria Carson at the Board of Elections concerning the issue.

Calendar Reminder:

Trustee Mason reminded the Trustees the next Township meetings will be held on September 26, 2012, and October 10, 2012.

The meeting was adjourned at 8:34 p.m.