

Granville Township
Minutes of Regular Meeting November 14, 2012

Present: Trustees Bill Mason and Dan VanNess, Fiscal Officer Jerry Miller, and Betsey Hampton, Recording Secretary

Absent: Trustee Paul Jenks

Department Heads: Superintendent Travis Binckley, Chief Jeff Hussey

Guests: Brian Miller, Granville Sentinel,
Jim Neuenschwander, 362 Bryn Du Drive

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 Mason and a second by Trustee VanNess, by a unanimous affirmative vote the minutes of the regular meeting on October 24, 2012, and the special meeting on October 31, 2012, were approved as submitted.

Correspondence:

Fiscal Officer Miller reported he and the Trustees received an invitation to the Denison 33rd annual business industry breakfast which will be on December 7, 2012, in the Mitchell Center. Denison President Dale Knobel will be speaking. RSVP is due by November 30th. Trustee Mason commented the Trustees each received an invitation and he notified Trustee Jenks by e-mail.

Fiscal Officer Miller reported the Township also received an invitation from Bill Lozier, who be hosting the annual Licking County Trustees luncheon on December 7, 2012. Trustee Mason reported the Trustees all received invitations and will respond individually.

Fiscal Officer Miller reported the Township received an invitation from the Licking Memorial Hospital Cafe for a Corporate Breakfast which will be held on December 4, 2012. Trustee Mason indicated Trustee Jenks was the Township representative for recent breakfast which was scheduled specifically for Township level Trustees, but it was cancelled. There was discussion this invitation was addressed to Retired Fiscal Officer Norm Kennedy and may just be for something he was involved with and not necessarily something the Township needs representation at. Trustee Mason commented the Township should determine if it needs to attend. Fiscal Officer Miller will call and determine what this breakfast is for.

Fiscal Officer Miller reported the Township received an election ballot from the United States Department of Agriculture Farm Service Agency requesting a vote for a candidate. There is only one candidate on the ballot, H. Jeffrey Martin. Fiscal Officer Miller questioned whether the Trustees voted on such ballots in the past.

Trustee VanNess commented anyone who is a farm property landowner receives the ballots. The Township is receiving the ballot as it has farmland it is renting out. If there is only one candidate on the ballot, Trustee VanNess suggested it be thrown away.

Fiscal Officer Miller reported the Department of Commerce, Department of Liquor Control, sent a letter informing all permits to sell alcoholic beverages in Granville Township will expire on February 1, 2013. To maintain permit privileges every holder must file a renewal application. If the Township wants to object to a permit it may request a hearing concerning the permits.

Trustee Mason commented it does not really affect Granville Township as most of the businesses which sell alcohol are located within the Village of Granville. Creno's Pizza and Raccoon International Golf Course are the only business which would be affected. There have not been complaints concerning either business. It was determined no action was needed.

Fiscal Officer Miller stated there was no other correspondence received.

Public Comment:

Mr. Jim Neuenschwander, 362 Bryn Du Drive, Granville, addressed the Trustees concerning the large number of alcohol related incidents which recently occurred at Denison University. Mr. Neuenschwander commented, the recent alcohol related incidents may be overloading the Granville Township's EMS and the Licking Memorial Hospital emergency room and this could potentially be a risk to the community. Mr. Neuenschwander reported he read in the newspaper where the Newark and Alexandria EMS were called in to supplement the Granville Township's crews. Mr. Neuenschwander's was concerned there could be similar situations when all the EMS groups are disbursed and no one was available to support a Granville Township citizen who needed timely EMS transport to the hospital.

Mr. Neuenschwander also read in the newspaper there is a possibility the Licking Memorial ER was overloaded due to all the students transported there.

Mr. Neuenschwander recommended a study be done, with the input of Chief Hussey, to determine how the EMS groups responded to that particular October weekend and have Licking Memorial Hospital report what the impact was at the hospital level. Mr. Neuenschwander commented he was especially interested in a response from the emergency room doctor who had to deal with the high volume of additional student patients in addition to regular emergency room patients. Mr. Neuenschwander commented it was likely a very intense situation.

Mr. Neuenschwander believed if the study indicated there was a risk to the community a conversation with Denison should follow. Mr. Neuenschwander commented he was advised Denison had a meeting today with its faculty to talk about this problem and he wondered whether the risk to the community was discussed.

Trustee Mason thanked Mr. Neuenschwander for his comments and advised him the Trustees share his concerns. Trustee Mason stated Granville Township is working with Denison. There is a committee set up in which the Fire Chief is involved. Recently Denison University did bring in officials from police forces and fire departments from other campus areas throughout Ohio.

Trustee Mason reported this is an ongoing discussion and not something which has been pushed to the side. Trustee Mason commented Chief Hussey would be happy to share with Mr. Neuenschwander discussions Granville Township is having with Denison. Trustee Mason also stated if Mr. Neuenschwander had specific kinds of questions he would be happy to meet with him.

Trustee Mason commented the Granville Township Trustees are anxious to see the issue resolved to the best of everyone's ability. The issue is something the Township has been and will continue to work on.

Chief Hussey stated the Township Fire Department has then effective and he is optimistic the efforts the University is taking will help resolve some of the issues. Chief Hussey commented Mr. Neuenschwander's point about the hospital is a good one and the Fire Department has not had Licking Memorial Hospital involved. Chief Hussey indicated it was a good point and they may suggest the hospital be included in some of the discussions and efforts. Chief Hussey commented he shares Mr. Neuenschwander's concerns and thanked him for his comments as it is valuable to know what the Granville Township residents' think about the situation.

Mr. Neuenschwander commented his son is an emergency room doctor in Zanesville and based on conversations with him, he is aware of what goes on in an emergency room. Mr. Neuenschwander can imagine what the Licking Memorial Hospital emergency room doctor went through with the wave of students arriving in addition to the normal patient activity. Mr. Neuenschwander commented he was sure everyone was handled properly but it must have been extremely stressful for the doctor.

Mr. Neuenschwander commented he knows there is a lot of cooperation with the community and with Denison. Mr. Neuenschwander indicated he is aware the Fire Departments ladder truck was partially paid for from a contributed by Denison. Denison students also volunteer in the community.

Trustee VanNess commented he agrees with the statements made by Trustee Mason and Chief Hussey. Trustee VanNess agreed the Trustees are extremely aware of the situation and how it affects the rest of the Granville Township residents, and are working to come up with a solution.

Trustee Mason commented there currently is an outgoing president at Denison and an incoming president who will not officially come in until July. It will be part of the Trustees' agenda to get the new president up-to-date on the issue. The goal is to maintain and increase interaction with the University officials to quell the problem.

Elected Officials Reports:

Financial Matters:

Fiscal Officer Miller:

UAN training:

Fiscal Officer Miller reported UAN training has occurred. They are putting in a new accounting and payroll system on January 1, 2013. Susan Bain has been to both the classes and completed online training. Fiscal Officer Miller also reported there is UAN year end training on December 6, 2012, at the Fawcett Center in Columbus which he and Susan Bain will attend.

FEMA:

Fiscal Officer Miller announced he met with a new FEMA representative, John Hurst. Fiscal Officer Miller reported he met with the previous representative in September and then went for a period of time with no contact from FEMA, so he contacted FEMA and the new representative came and met with him this past Monday (11/12). Chief Hussey also sat in on part of the meeting.

Fiscal Officer Miller reported Mr. Hurst is working on the details of the Township's reimbursement. He is looking at equipment, manpower, days, payroll, etc. Mr. Hurst needs to document each piece of equipment which was used, including make, model, engine size, etc. Chief Hussey has provided the details for the Fire Department and Superintendent Binckley is providing more details on his employees.

Fiscal Officer Miller will take the information provided by Chief Hussey and Superintendent Binckley, will call the FEMA representative back, and hopes to meet with him this Saturday. They are hoping to finalize everything by early December 2012.

Amended Certificate and Revised Revenue and Appropriation Amounts:

Fiscal Officer Miller distributed a sheet which listed details for the appropriation transfers. There was a transfer due to the demolition of the barn, a few Fire Department items and several transfers due to dental insurance. Fiscal Officer Miller requested approval of the appropriation transfers.

On a motion by Trustee VanNess and a second by Trustee Mason, by a unanimous affirmative vote the following appropriation transfers were approved:

From	2021-330-599-0002	Carryover	140.00	
To	2021-330-223-000	Dental Insurance		140.00
From	2191-220-599-0004	Carryover	300.00	
To	2191-220-223-0000	Dental Insurance		300.00
From	2141-330-599-0000	Other Expense	300.00	

To	2141-330-223-0000	Dental Insurance	300.00
From	1000-110-599-0004	Carryover	415.00
To	1000-110-223-0000	Dental Insurance	415.00
From	2141-330-360-0000	Contracts/Paving	800.00
To	2141-330-430-0003	Snowplow expense	800.00
From	2191-220-599-0004	Carryover	1084.00
To	2191-110-318-0001	Squad Train	1084.00
From	1000-110-599-0004	Carryover	2000.00
To	1000-110-314-0003	Coll Fees Estate Taxes	2000.00
From	2191-220-599-0004	Carryover	500.00
To	2191-110-111-0000	Allocated Trustees Salary	500.00
From	2041-410-599-0102	Carryover	100.00
To	2041-410-599-0002	Concrete	100.00
From	2195-110-319-0001	Professional Services	6500.00
To	2195-110-319-0003	Demolition	6500.00
From	2191-220-323-0001	R&M – All Oth	75.00
To	2191-220-323-0002	R&M – Fire Dept Bldgs	75.00
From	2191-220-323-0001	R&M – All Oth	800.00
To	2191-220-323-0000	Rep & Main – Veh Main	800.00
From	2141-330-599-0000	Other Expense	800.00
To	2141-330-599-0002	Uniforms	800.00
From	2191-220-599-0004	Carryover	750.00
To	2191-220-251-0000	Uniforms	750.00

On a motion by Trustee VanNess and a second by Trustee Mason, by a unanimous affirmative vote the following warrants, withholding vouchers, debit memos and EFT's were approved for payment and processing:

8883	VOID		8884	Coughlin Auto	26646.11
8885	Beveridge Trailers	2150.00	8886	Riverbend Logistics	6500.00
E5350	Bain	304.20	E5351	Binckley	1616.71
E5352	Borden	411.22	E5353	Boudinot	869.47
E5354	Bowman	1544.08	E5355	Bryan	987.45
E5356	Butt	737.81	E5357	Clemens	1403.37
E5358	Coyle	122.65	E5359	Curtis	1590.20
E5360	DuBeck	227.19	E5361	Duncan	432.45
E5362	Essick	69.88	N/A	Gottfried	0.00
E5363	Hall	1351.09	E5364	Hampton	129.33
E5365	Harrison	461.45	E5366	Henry	636.31
E5367	Hill	1277.04	E5368	Hussey	2506.72
E5369	Jenks	1076.55	E5370	Jones, A	364.94
E5371	Jones, B	949.29	N/A	Kindell	0.00
E5372	Laatsch	398.88	E5373	Leckrone	113.71
E5374	Lynn	375.52	E5375	Martell	396.24
E5376	Mason	941.17	E5377	May	836.02
E5378	Meisenhelder	582.96	E5379	Melick	501.93

E5380	Miller	1617.26	E5381	Monroe	1351.99
E5382	Poe	403.62	E5383	Poole	389.04
E5384	Reece	1196.89	E5385	Riley	145.40
E5386	Saunders	500.36	E5387	Smith, D	720.45
E5388	Smith, S	525.90	E5389	Thompson	1385.99
N/A	Tracy	.00	E5390	VanNess	1158.77
E5391	Watling	142.83	WV192	AFLAC	724.76
WV193	IRS	6349.94	WV194	Deferred Comp	1510.00
WV195	OCS-Knox Co	1088.91	DM146	HRA	687.78
DM147	Windstream	361.55	DM148	AEP	2065.26
DM149	W&S Granville	194.20	DM150	Columbia Gas	727.84
DM151	Township	8948.85	DM152	Medical Mutual	9335.40
8887	Treasurer of State	150.00			
8888	Ace Truck	1752.16	8889	Auto Trim	1260.00
8890	Boehm	11.09	8891	CVS	7.48
8892	Certified	3906.31	8893	Chromate	450.99
8894	D Skeen	29.40	8895	Elan	1310.82
8896	Elm Recycling	196.00	8897	Enviro Specialists	159.00
8898	Erie Insurance	14152.00	8899	Granville Lumber	306.97
8900	Howell Rescue	865.00	8901	KPS/NAPA	1144.75
8902	Lawson Products	536.03	8903	Lucas Truck	82.26
8904	MT Business	40.14	8905	Mathews Ford	906.67
8906	Mini-Mix	493.75	8907	Newspaper Network	137.56
8908	OH Public Entity	176.00	8909	Physio-Control	3423.61
8910	Pinkerton	130.00	8911	Ross'	45.72
8912	Shelly Material	723.78	8913	Sir Speedy	70.00
8914	S Bain	98.60	8915	Wince Welding	48.14
8916	C-TEC	7446.00	8917	Cintas	507.65
8918	Fire House	652.00	8919	OH Health	135.15
8920	Time Warner	127.27	8921	Treasurer, OH	180.00
8922	Paumier MMG	1445.59			

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

County Commissioner Resolutions:

Fiscal Officer Miller went over the following Licking County Commissioners resolutions:

LCR 70-66: The Licking County Commissioners adopted the Granville Comprehensive Plan on October 30, 2012. Trustee VanNess stated he sent copies

electronically to the elected officials, the Village Mayor, and to all parties who worked on the comprehensive plan.

LCR 70-67: This resolution had to do with advertising for a public hearing concerning subdivision regulations. The public hearing was held on November 6, 2012. Trustee VanNess commented he explained the proposed subdivision changes at the last Trustee meeting.

LCR 70-271: This resolution identified the 2013 MS-4 fees and their distribution amongst participating Licking County entities. The annual report and data collection fee will be \$20,000 in 2013. There is a breakdown by the participants: Licking County, several Townships, the Village of Granville, the Village of Buckeye Lake, etc. Granville Township's percentage is 5.65% or \$1,130.81. Previously Granville Township's share was \$1,500. Trustee VanNess commented Granville Township was the only entity whose share went down due to the reformulation. This was done at the MS-4 meeting and had to go to the County Commissioners for approval.

LCR 70-181 and 70-212: This resolution granted the expedited annexation of the 32.036+ acres at Weaver Dr. from Granville Township to the Village of Granville.

Trustee Mason:

Trustee Mason reported he made several trips to Knoll Drive investigating a property maintenance complaint. The Trustees have asked the person making the complaints to provide pictures of the area in question and will move forward when the pictures are received.

Trustee Mason reported he attended the welcoming of Dr. Adam Wineberg, the new Denison University President, effective July 1, 2013, at Swasey Chapel.

Trustee Mason reported he met with Superintendent Binckley and toured the Granville Township Building. Trustee Mason was updated on the new truck and what will happen to fix the deteriorating walls of the Township building.

Trustee Mason reported he met with the Granville Village Mayor to update her concerning a Joint Communications meeting she missed due to her injury.

Trustee VanNess:

Knoll Drive:

Trustee VanNess reported he went to 274 Knoll Drive a few times and he believed everything looked good. Trustee VanNess commented it is a good idea to ask for pictures as from the street everything looks good. If the problem area is around back the Trustees do not have the right to go onto the property.

MS-4

Trustee VanNess reported he was unable to attend the MS-4 meeting on October 29th; however he contacted Dan Bladder and was updated. The biggest thing was the redistribution of the fees. Superintendent Binckley also must be sure to have the road crew attend and obtain yearly MS-4 training updates.

FRPP (Farm Ranch Protection Program):

Trustee VanNess reported Jim Muir completed the supplemental report on the Wolf property appraisal which the Township is trying to get into the FRPP program. Trustee VanNess is hoping to know by the end of the week if it goes through.

Superintendent's Report:

Roads District:

Logo:

Superintendent Binckley reported the logos arrived and Tim Church has placed the Township logos on all the trucks and equipment.

New Truck:

Superintendent Binckley reported the Township took delivery of the new truck and flat bed. Superintendent Binckley reported they attached the flatbed earlier today. The only remaining work is putting the strobe lights on the cab and it will be ready to place in service.

Gov Deals Update:

Superintendent Binckley reported with the help of Chief Hussey the 1979 pickup was placed on GovDeals.com and is doing well. Bids are over \$2,300 and the auction will be over next Tuesday (11/20).

Winter Season:

Superintendent Binckley reported the road crew is getting ready to start putting up snow fences as well as getting the trucks ready for the winter season.

New concrete pad for generator and dumpster:

Superintendent Binckley reported they poured a concrete pad for the new generator as well as for the trash dumpster. The dumpster was sliding and the drainage was being affected. The new generator is in and they are waiting for Hittle Electric to come and hook up the generator.

Training Class:

Superintendent Binckley reported Josh Butt and Mathew Boudinot be attending a training class on snow and ice control. It is a one day, eight hour class being held in New Philadelphia, Ohio.

Upgrading Radios:

Superintendent Binckley reported he received a quote to replace/ upgrade the radios to narrow band. The estimate is from D & R Communications, LLC (Dave Skeen) for nine (9) mobile radios, installation, and four (4) portables totaling \$3,942.77. Superintendent Binckley reported the Township did budget money for this. All the Township radios are outdated. There are two which can be upgraded and they will be put in the tractor and one given to the employees to take to the cemetery so they are able to contact someone, if necessary. The price quoted is a State bid and is 40% off. With the updated radios the crew will be able to communicate throughout the Township. Superintendent Binckley requested the Trustees' approval to move forward with the purchase of the new and upgraded radios to be in compliance by the end of the year.

Trustee VanNess questioned whether the amount was within the budgeted amount. Superintendent Binckley responded yes, with the 40% off, the amount is within the amount budgeted. Trustee VanNess commented on the importance of communication, how much more efficient good communication makes the Department and the downfalls due to lack of communication like during the summer windstorm.

Trustee VanNess moved to approve the purchase of nine (9) mobile radios and four (4) portable radios from D& R Communication, LLC for \$3,942.77. The motion was seconded by Trustee Mason and with no further discussion was approved by a unanimous vote.

Generator:

Trustee Mason made a motion to officially approve the purchase of a generator for the Township building from Hittle Electric. Trustee VanNess seconded the motion and with no further discussion it was approved by a unanimous vote.

Cemetery Department:

Superintendent Binckley reported they have about a week left of work at the cemeteries. The crew is wrapping up mulching leaves, blowing leaves from headstones, and taking flower pots down.

Superintendent Binckley reported they have had five funerals and sold four graves. He has passed the deeds to the Trustees for signature.

Parks Department:

There was nothing new to report for the parks department.

Fire Department:

Chief's Report:

Department Runs:

Chief Hussey reported the Fire Department responded to the recent fire on Johnstown Utica Rd. where there were three children trapped inside the house. Fortunately the

children are recovering. The Granville Fire Department was a key part in putting the fire out. Chief Hussey commented it was a good example of mutual aid. Chief Hussey reported the Granville truck was the second arriving truck and was not too far behind the first truck. Chief Hussey commented it showed the efficiency of staffing and how quickly the Township was able to get a truck out.

Arson Fire:

Chief Hussey reported there was a fire after the last Township meeting on October 24th, in Beaver Hall at Denison University. This fire has been ruled arson and an investigation is ongoing. The investigation is taking a great deal of time. Chief Hussey reported the State Fire Marshal is the lead agency in the investigation and the Granville Township Fire Department is using many man hours helping with the investigation. The Department spent most of today conducting interviews and there has been good cooperation from most of the students and staff.

LMH Urgent Care:

Chief Hussey reported he attended the ribbon cutting last Friday of the new Licking Memorial Hospital Urgent Care on Westgate Drive. The urgent care facility opened officially on Monday morning. Chief Hussey announced an urgent care facility has a great effect on local EMS. Chief Hussey commented the twin to the new urgent care is in Pataskala and generates between 250-300 EMS calls per year. People go to the urgent care with illnesses or injuries the urgent care cannot handle and EMS will be called. Chief Hussey reported today West Licking transported three people out of the Pataskala Urgent Care. The new urgent care had 25 people on the first day and the Fire Department has already had the first run and was taking someone to Children's Hospital at the time of today's Township meeting.

Chief Hussey commented he is thankful Granville Township already has EMS billing in place. 250 -300 transports could be from a 33% to 50% increase over the current number of yearly transports for the Department and would have otherwise been unfunded. Chief Hussey also reported closing time for Urgent Care is likely to be a busy time for EMS calls as everyone has to be out of the facility at closing time. Chief Hussey reported the PEAK time staff is working their last hour at the closing time for Urgent Care.

Trustee VanNess questioned if the PEAK time staff is called out when it is close to the time for Urgent Care to close and have to work longer if they will go into overtime status. Chief Hussey responded the PEAK time employees are hourly employees so there is not any overtime. Chief Hussey reported there is wiggle room with the grant and because PEAK employees are coming from other jobs in the morning they are typically starting a half hour later (7:30). Chief Hussey acknowledged he is able to shift the work time some.

Fleet Insurance Renewal:

Chief Hussey reported he has been working with Brad Bush of Wichert Insurance to go over the fleet insurance for the Fire Department. Mr. Bush is working on a proposal and will schedule a meeting to meet with Fiscal Officer Miller.

Health Care:

Chief Hussey reported all of his staff has completed their health care questionnaires. This will be further discussed in the agenda.

Personnel Policy Manual:

Chief Hussey reported the personnel policy manual has been reviewed and signed by all the Fire Department staff.

Fire Department Physicals:

Chief Hussey reported the Fire Department staff will be completing physicals on Monday and Tuesday. Superintendent Binckley agreed the trailer for physicals could be at the Township Service Complex on Monday and Tuesday.

Personnel Issues:

Chief Hussey reported he received Norm Kennedy's retirement request. Mr. Kennedy has been with the Granville Township Fire Department for 39 1/2 years, which is the longest tenure of anyone in the history of the Department. Chief Hussey reported they are working on plans to recognize Mr. Kennedy for his remarkable service. They are trying to keep the plans quiet right now. They will be thanking Mr. Kennedy for his amazing service and thousands of runs on behalf of the Community.

Trustee VanNess made a motion to accept Norm Kennedy's resignation from the Granville Township Fire Department. Trustee Mason seconded the motion and with no further discussion it passed by a unanimous vote.

Chief Hussey reported a Denison Junior, Rachel Laughlin, has applied to be a volunteer fire fighter with the Department. Ms. Laughlin is a softball pitcher at Denison, an outstanding athlete, and a really nice person. Chief Hussey indicated the Fire Department does not normally accept juniors as volunteers; however Ms. Laughlin has been persistent and has agreed to remain in Granville over the summer to give extra volunteer hours. Volunteering will help her in her future career plans to become a physician's assistant. Chief Hussey requested the Trustees' approval to appoint Ms. Laughlin as a volunteer fire fighter and EMT.

Trustee VanNess questioned the Township's cost of training the volunteer firefighters and EMTs. Chief Hussey responded all the volunteers go through class at CTEC, and the cost is \$1,000. They also have to complete Firefighter I, which is also about \$1,000. Chief Hussey commented 90% of the Firefighter I class is reimbursed at the end of the year through a state training grant. The Township also receives an EMS grant every year from money collected for seat belt fines. An allowable expense is EMT training and the Township usually receives \$5,000 to \$7,000 per year from the grant. The cost of training the volunteers is usually covered by grant funds.

Trustee VanNess made a motion to appoint Rachel Laughlin as a Granville Township Volunteer Firefighter and EMT. Trustee Mason seconded the motion and with no further discussion the motion was passed by a unanimous vote.

Land Management/ Zoning/ Open Space:

Zoning:

Trustee VanNess reported the 30 day referendum period for zoning changes has expired. Trustee VanNess talked to Fiscal Officer Miller and they are sending an e-mail and literature to all the appropriate parties. Fiscal Officer Miller reported he stopped by the County Recorder's Office and filed the copy there. Fiscal Officer Miller also gave a copy to Brad Mercer and to the Prosecutor's Office. Fiscal Officer Miller also has other copies to distribute and will put the changes on the website.

Comprehensive Plan:

Trustee VanNess reported the Township has an approved comprehensive plan. The next step will be to have hard copies made and distributed to Zoning Commission Members, the library, and Trustees. Trustee VanNess was uncertain how funding for the copies and distribution is normally handled and questioned whether the Township would work with the Village to distribute the copies.

Fiscal Officer Miller stated it would be best to work with the Village as the Township's copy capabilities are not as good as those of the Village. Fiscal Officer Miller recommended the Village make the copies and bill the Township. The level of printer the Village has is very high tech and capable of making great copies of maps, etc.

Trustee VanNess reported he will call Village Planner Alison Terry tomorrow as the Township had made a few changes in the comprehensive plan. Trustee VanNess will see if the Village wants to incorporate and approve the changes made by the Township so the Township and the Village have the identical plan. Fiscal Officer Miller commented Planner Terry is on vacation this week. Trustee VanNess will instead contact Village Manager Steve Stilwell.

Trustee VanNess stated the comprehensive plan may be removed from the next agenda. Trustee Mason agreed.

Old Business:

Rotary Bridge Project- status

Trustee Mason reported he does not believe there has been a change in the rotary bridge project status and it may wait until the next meeting when Trustee Jenks is present.

Fiscal Officer Miller reported there was a "CLOMR" document signed on October 31st. This is a certified letter and map revision reports on the impact the bridge will have on

the flood plan. Planner Terry's identified one property owner who needed notified. Fiscal Officer Miller signed the letter and will distribute.

Township Garage- Rust Issue:

Trustee VanNess reported he has been working with Christian Robertson and they have finally come to an understanding concerning how to fix the Township garage. Trustee VanNess reported he sent everyone a copy of the MOU agreed to by Christian Robinson. The Township will provide the stainless steel to go around the base of the perimeter. There will be a concrete curb on the wash bay area, around 90 feet long. The concrete will cost the Township around \$1,025. It will cost the Township \$1,200 for the stainless steel. The company will cover all costs of replacing the inside liner. The Township could elect to do drains. The price would be under \$25,000 for the drains. Trustee VanNess reported he will have Trustee Jenks deal with the drain issue when he returns.

Trustee VanNess made a motion to approve the MOU agreed to by Christian Robinson to handle the rust issue. The company will do the work in January. Trustee Mason questioned whether Superintendent Binckley also recommended the MOU agreed to by Christian Robinson. Superintendent Binckley responded he also recommends the MOU. Trustee Mason seconded the motion and with no further discussion it was approved by a unanimous vote.

Union Cemetery:

Superintendent Binckley reported he and Trustee Jenks met with Lynne Boone and Jim Patin last Friday. They have requested Superintendent Binckley contact Mark Masterson. Ms. Boone and Mr. Patin will mark some headstones and meet with Mr. Masterson to see if he believes he can perform repairs and work on the headstones. They are looking into ways to be more cost effective. They are not going to place any of the big projects upon him, but want to see what he can do.

Trustee VanNess commented the biggest news for the Cemetery is the Cemetery Levy passed.

Superintendent Binckley reported Fiscal Officer Miller passed on a message there was some vandalism at the Old Colony Burial Ground. There were some stones pulled up. Superintendent Binckley will try to meet with the woman who reported the vandalism and see which stones were damaged.

Trustee VanNess questioned whether Superintendent Binckley sees much vandalism occurring at the cemeteries. Superintendent Binckley responded there will generally be two or three reports per year at Maple Grove of some type of vandalism. Superintendent Binckley reported there also have been some thefts of the bronze VA markers, but Granville Township has not been hit as hard as other places. Trustee VanNess questioned whether the gates at Maple Grove are being locked regularly. Superintendent Binckley confirmed they are locked regularly. Trustee VanNess questioned whether vandalism is happening in the daytime or later with someone walking in. Superintendent

Binckley responded he does not know when incidents are occurring. The cemeteries are frequently visited by many people and there is no way to tell.

Spring Valley Shelter House:

Trustee Mason reported he has been to the Spring Valley Shelter House and nothing new is happening there so it can be taken off the agenda.

Personnel Policy Manual:

Trustee Mason stated the personnel manual has been completed and can be taken off the agenda. Fiscal Officer Miller commented the Township is receiving the forms back from the employees. There are only a couple left to receive. Fiscal Officer Miller indicated there has been feedback from some of the employees on a couple of items. Fiscal Officer Miller is clarifying those questions and will provide feedback.

New Business:

Cemetery Levy:

Fiscal Officer Miller reported the cemetery levy did pass by a 64.12% to 35.88% margin. Fiscal Officer Miller indicated less than \$20 was spent on the cemetery campaign. Fiscal Officer Miller and Trustee Mason commented part of the reason for the easy levy approval was due to the fact the cemetery crew does such a good job maintaining the cemeteries and the cemeteries are viewed as assets to the community.

Employee Benefits and Open Enrollment:

Fiscal Officer Miller reported the employee benefits and open enrollment period is going on. The employees are completing the online FormFire. Employees are concerned about the price increase. Fiscal Officer Miller reported they have received a rough estimate and the cost is going to go up substantially from last year, it will be approximately 15% higher. This impacts not only what the Township pays, but what the employees pay. After the FormFire application is completed the Township will be able to look at other vendors and compare prices.

Trustee Mason requested Fiscal Officer Miller also question Wichert Insurance about the waiver completion process.

Flexible Savings Accounts:

Fiscal Officer Miller announced the Township offers the employees a flexible savings account (FSA). After some discussion it was determined the \$2,500 limit was the same as last 2012. Fiscal Officer Miller reported there is some liability for the Township with a flexible savings account program. The employees put in a certain amount each pay check, however they may use the whole amount early in the year. If the employee then leaves Township service, the Township will have to attempt to have the employee pay back the money used which was not yet taken out of the employee's paychecks. Fiscal Officer Miller commented the Township employees generally do remain in service, and it is a good benefit to the employees.

Chief Hussey commented there is a possibility the money could be taken out of the employee's final check.

Committees:

Fiscal Officer Miller reminded the Trustees to check on all Township committees and see if there are any appointments which have to be voted on at the end of the year.

Trustee VanNess said he has already received feedback from the Land Management Committee and everyone wants to remain on the committee next year. Trustee VanNess commented the Township will need to look at the timetable to see whose term expires.

Fiscal Officer Miller will obtain the information concerning whose term expires for the Trustees to review.

Calendar Reminder:

Trustee Mason reported the next regular meetings of the Granville Township Trustees will be on November 28, 2012, and December 12, 2012.

Executive Session:

Trustee Mason stated there was no need for an executive session.

The meeting was adjourned at 7:55 PM.