

Granville Township  
Minutes of Regular Meeting July 10, 2013

Present: Granville Township and Granville Roads District Trustees\* Paul Jenks, Bill Mason, and Dan VanNess, Fiscal Officer Jerry Miller and Betsey Hampton, Recording Secretary  
Department Head: Superintendent Travis Binckley, Chief Jeff Hussey  
Guests: Chuck Peterson, Granville Sentinel  
Dr. Laurel Kennedy, Denison University

Trustee Jenks called the meeting to order at 7:00 PM followed by the Pledge of Allegiance.

Minutes of June 26, 2013:

Trustee Mason made a motion to approve the June 26, 2013, minutes as submitted. Trustee VanNess seconded the motion and it was approved by a unanimous vote after no further discussion.

Correspondence Received or Sent:

FO Miller reported he received several calls during the week concerning weather issues which were forwarded to Superintendent Binckley.

FO Miller reported he received a call concerning a trash issue which he forwarded to Trustee Mason.

FO Miller reported he received correspondence concerning a property line dispute. FO Miller advised the residents a property line issue is a civil matter between two parties.

FO Miller advised he received a complaint concerning noise at a Sunset Drive property. FO Miller advised the complaint has been forwarded to the Trustees and is being investigated.

Public Comment:

There was no public comment.

Elected Official Reports:

FO Miller:

BWC Check:

FO Miller reported he received a check from the Ohio Bureau of Worker's Compensation. The check resulted from a program where the BWC returned excess money. The check was for \$13,000. FO Miller will distribute the money back to the appropriate accounts.

Workers Compensation:

FO Miller requested approval to hire the Frank Gates Company to represent the Township on any Bureau of Worker's Compensation (BWC) claims. The Frank Gates Company is recommended by the Ohio Township Association's. By partnering with Frank Gates Company the Township will receive a Group Rating Premium discount of approximately \$9,390 off the Individual Premium rate. Frank Gates Company does charge an administration fee of \$3,151 for the current year.

Trustee VanNess questioned whether the \$3,151 fee is comparable to the fee charged in previous years and FO Miller responded it is comparable to previous years.

On a motion by Trustee VanNess and a second by Trustee Mason, by a unanimous affirmative vote the Trustees authorized F.O. Miller to hire Frank Gates Company to represent Granville Township for the upcoming fiscal year and to pay the \$3,151 administrative fee to Frank Gates.

#### Concrete Work:

FO Miller reported he received a bill from Holbrook Custom Concrete. FO Miller reported the work originally approved on May 22, 2013 was for \$23,000. The bill received is for \$25,000. FO Miller reported the extra \$2,000 was for concrete removed to catch a low drainage spot. FO Miller reported to pay the bill money will need to be transferred. FO Miller asked the Trustees' for approval to spend the extra money and to transfer the money to be able to pay the bill.

Trustee Mason asked Superintendent Binckley if the extra charge was warranted.

Superintendent Binckley advised Holbrook Custom Concrete's original estimate was for removal of a 6 ft portion from the edges. When the work was done there was misunderstanding as to where the trench was to be located. Holbrook Custom Concrete went 10 ft on both sides to be able to drain the water. Superintendent Binckley advised the charge was justified.

Trustee Mason moved to approve payment of the \$25,000 bill from Holbrook Custom Concrete. Trustee VanNess seconded the motion, and with no further discussion the motion was approved by a unanimous vote.

FO Miller advised he would need to transfer \$2,000 from a carryover account to the garage fund to be able to pay the \$25,000 bill. The garage fund originally had \$35,000 appropriated. Money was spent early in the year for the generator, etc, and an open purchase order for \$2,000 is set aside to pay Robertson Construction. An appropriation transfer is required to allow FO Miller to pay this bill.

Trustee VanNess made a motion to approve the \$2,000 appropriation transfer to allow FO Miller to pay the \$25,000 bill to Holbrook Custom Concrete. Trustee Mason seconded the motion and after no further discussion the motion was approved by a unanimous vote.

It was discussed the \$2,000 set aside to pay Robertson Construction has not been billed. Trustee Jenks requested Superintendent Binckley check into the money set aside for Robertson Construction and see if the work has been done and why the Township has not received the bill.

Trustee VanNess commented the balance was for extra concrete work around the side of the garage. Trustee VanNess commented the amount was not exactly \$2,000. FO Miller advised the Township will appropriate a slightly higher amount.

Trustee Jenks stated if there is something outstanding the Township should make sure it is resolved. Superintendent Binckley will check with Robertson Construction.

Amended Certificate and Revised Revenue and Appropriation Amounts:

FO Miller presented the following appropriations transfers to the Trustees and explained the transfers concerned the Township Garage drain project.

Post Date	Transaction Date	Account Code	Amount	Resolution Number	Type
07/10/2013	07/10/2013	2141-330-360-0003	-\$2,074.96		Permanent
07/10/2013	07/10/2013	2141-760-720-0001	\$2,074.96		Permanent

Trustee VanNess made a motion to approve the appropriation transfers. Trustee Mason seconded the motion and it was approved by a unanimous vote with no further discussion.

FO Miller provided a list of the warrants and payroll checks previously issued. FO Miller requested approval for the warrants, withholding vouchers, debit memos, and EFT's which were issued.

On a motion by Trustee VanNess and a second by Trustee Mason, 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:

WV651	Aflac	849.22	E652	Bain	279.17
E653	Barnhill	274.81	E654	Bassetti	538.83
E655	Baughman	620.14	E656	Binckley	2189.33
E657	Borden	1119.69	E658	Boudinot	2176.51
E659	Bowman	1619.53	E660	Bryan	944.36
E661	Butt	795.99	E662	Clemens	1579.89
E663	Coyle	269.68	E664	Curtis	1661.25
E665	DeSimone	377.64	E666	DuBeck	231.30
E667	Duncan	291.29	E668	Essick	906.27
N/A	Gottfried	0.00	E669	Hall	1435.82
E670	Hampton	155.21	E671	Harrison	403.96
E672	Henry	595.36	E673	Hill	2417.29
E674	Hussey	2568.33	E675	Jenks	1077.32
E676	Jones, A	250.27	E677	Jones, B	133.81
E678	Kindell	380.64	E679	Kreager	531.12
E680	Leckrone	11.99	E681	Lynn	373.66
E682	Martell	402.79	E683	Mason	941.88
E684	May	567.52	E685	Meisenhelder	596.31
E686	Melick	344.93	E687	Miller	1506.32

E688	Monroe	2022.58	E689	Poe	142.80
N/A	Poole	0.00	E690	Reece	1427.04
N/A	Riley	0.00	E691	Saunders	492.78
E692	Smith, D	711.06	E693	Smith, S	533.53
E694	Thompson	1709.47	N/A	Tracy	0.00
E695	VanNess	1042.51	WV697	IRS	8332.84
WV698	Deferred Comp	1535.00	WV699	OCS-Knox Co	885.76
WV700	OPERS	8990.99	9362	T Binckley	300.00
9363	T Bryan	75.00	9364	J Butt	75.00
9365	K Henry	75.00	9366	Certified	4373.34
9367	Cintas	454.44	9368	Elm	455.66
9369	Granville Lumber	71.40	9370	Granville Lumber	74.20
9371	Granville Lumber	39.53	9372	Granville Milling	87.75
9373	Granville Milling	71.40	9374	Jan Packard	32.00
9375	Jan Packard	24.00	9376	KPS/NAPA	126.66
9377	KPS/NAPA	80.43	9378	KPS/NAPA	85.28
9379	MT Business	46.16	9380	M&H	1550.00
9381	Ohio Fire	850.00	9382	PMMG	1800.51
9383	Public Safety	597.00	9384	Ross	36.11
9385	Ross	70.68	9386	Scioto Materials	475.65
9387	Scioto Materials	143.64	9388	V Catalogna	451.00
9389	Wright Brothers	24.08	9390	Wright Brothers	8.99
9391	Zee Medical	132.94	9392	Newark Winnelson	43.08
9393	Elan/PNB	636.87	9394	Auto Trim	50.00
9395	Newspaper Network	89.14	9396	TWC	97.49
9397	Wright Brothers	7829.00	9398	Holbrook Concrete Inc	25,000.00

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

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Jerry A. Miller, FO

**Kendal Rededication:**

FO Miller reported he attended the Kendal rededication and ribbon cutting ceremony on Friday, June 28, 2013, at 10:30 a.m. FO Miller commented it was an informative event.

**Fourth of July Parade:**

FO Miller thanked Trustee Mason for driving the truck for the Granville Township Officials in the Fourth of July Parade.

**Denison President Reception:**

FO Miller reported he attended the reception for the new Denison President, Dr. Adam Weinberg, at Bryn Du on July 9, 2013.

Trustee Jenks:

## Kendal Rededication:

Trustee Jenks reported he attended the Kendal rededication and ribbon cutting ceremony on Friday, June 28, 2013, at 10:30 a.m.

## Energy Aggregation:

Trustee Jenks reported he met with a person from American Electric Power (AEP) concerning energy aggregation. AEP would like to also be considered when the Township moves forward with aggregation. Trustee VanNess will meet with the AEP representative on Friday.

## Denison President Reception:

Trustee Jenks reported he attended the reception for the new Denison President, Dr. Adam Weinberg, at Bryn Du on July 9, 2013. Trustee Jenks commented he was very impressed with Dr. Weinberg.

## Tree:

Trustee Jenks reported he had a question from Ruth Owen concerning a tree which had fallen on her property. Mrs. Owen thought the tree may have been on Township property. Superintendent Binckley thought the tree was on the Owen's property. Superintendent Binckley identified the stakes for the property and confirmed the tree was on the Owen's property. The Owens will take care of the tree removal.

Trustee Mason:

## Fourth of July Parade:

Trustee Mason reported he attended the Fourth of July Parade.

## Kendal Rededication:

Trustee Mason reported he attended the Kendal rededication and ribbon cutting ceremony on Friday, June 28, 2013, at 10:30 a.m.

## Joint Communications Meeting:

Trustee Mason reported he attended a joint communications meeting.

## Open Space Application:

Trustee Mason reported he met with Elizabeth Shiplet for several hours regarding an application for open space. Trustee Mason reported it was an interesting discussion and Ms. Shiplet is going to proceed with the open space application.

Trustee Mason reported everything else he has will be discussed in executive session.

Trustee VanNess:

## Kendal Rededication:

Trustee VanNess reported he attended the Kendal rededication and ribbon cutting ceremony on Friday, June 28, 2013, at 10:30 a.m. Trustee VanNess commented Kendal is a great facility.

#### Fourth of July Parade:

Trustee VanNess commented the Fourth of July Parade went well and thanked Trustee Mason for driving the truck for the Granville Township Officials. Trustee VanNess requested FO Miller thank the Granville Kiwanis for the great job they did in organizing the festival.

#### Denison President Reception:

Trustee VanNess reported he attended the reception for the new Denison President, Dr. Adam Weinberg, at Bryn Du on July 9, 2013. Trustee VanNess commented Dr. Weinberg will be an asset to Denison.

Trustee VanNess reported everything else he has to report is elsewhere on the agenda.

#### Roads District:

##### Superintendent's Report:

##### Mowing:

Superintendent Binckley reported the crews completed a second pass of mowing on the south side of the Township.

##### Trench Drains:

Superintendent Binckley reported Holbrook Custom Concrete completed the installation of the trench drains. Superintendent Binckley advised the drain installation went well, and will make a huge difference with water and hopefully will solve the problems with the liners in the Township Garage.

##### Paving:

Superintendent Binckley reported the Shelly Company completed the paving on Monday evening. The paving took longer than expected due to the rain.

Superintendent Binckley reported the streets paved this year included, River Rd., South of SR 16, parts of James Rd., Burtridge Rd., Spring Valley Dr., Sunset Dr., and the Granville Township Garage. It was noted a part of River Rd that was paved by the Township is actually in the Village of Granville. The Village will reimburse the Township for the paving. Superintendent Binckley is preparing the invoice for that portion of the paving and will forward the invoice to FO Miller so he may bill the Village.

Trustee Jenks reported the Township discussed the paving project with the Village and it was determined it would be easier to have the Township pave the Village's portion of River Rd. while the equipment was there, etc., and then bill the Village.

##### Burg St Right of Way (ROW):

Superintendent Binckley reported that for several years the Township was told it did not have a ROW on Burg St. The Township received an e-mail from the Licking County Prosecutor's office stating the Township does have a 60' ROW on Burg St.

#### Evergreen Hills:

Superintendent Binckley reported he spoke with Licking County Assistant Engineer Kurt Simross who indicated the Engineer's Office is conducting a traffic count in Evergreen Hills this week for a speed limit study. This resulted from a residence's request made several months ago. The Engineer's Office will provide feedback.

#### Tree Removal:

Superintendent Binckley reported he met with Tim Sawyer to show him the dead tree in Salt Run near Donna Tegtmeyer's property as well as two other dead trees in the right of way along Orchard Dr. Mr. Sawyer will coordinate with Mrs. Tegtmeyer to find a good time to take down the tree. Superintendent Binckley reported one of the trees along Orchard Dr. is an Ash tree which is 4 ft across the base and is losing limbs when the wind blows.

Trustee VanNess reported due to the emerald ash borer killing many trees, employees taking down trees should look to see if there are any ash trees which should also come down. Superintendent Binckley commented the emerald ash borer will be hitting Licking County harder and faster than was expected. The Township has responsibility for tree removal in the ROWs. Superintendent Binckley reported at the Orchard Dr. location there were no other ash trees.

Trustee VanNess requested the Roads Department look for anything that's dangerous, even if it is off the ROW. Trustee VanNess commented the Township should begin thinking about how to inform people concerning dangerous trees near roadways, etc. Trustee Jenks reported the Township has a request into the Licking County Prosecutor's Office concerning the issue. Trustee Jenks reported there are dead trees not in the Township's ROW which could fall on roads. Trustee Jenks is asking the Prosecutor's Office whether the Township has any jurisdiction, etc.

#### Driveway Application Permit:

Superintendent Binckley reported he issued an application for a permit to install a driveway and culvert at 2456 Cambria Mill Rd. Superintendent Binckley stated he met with the resident on Saturday, and the driveway was installed on Monday. Superintendent Binckley therefore held the check for the \$500 deposit and will return it to the resident with the Trustees' approval. The driveway and culvert were installed, checked, and everything looks good.

Trustee Mason questioned what the slope of the driveway at the road must be. Superintendent Binckley reported it must be 0 degrees or a negative slope for 20 feet off the road.

Trustee Mason questioned if Superintendent Binckley is involved with every driveway built in the Township. Superintendent Binckley reported he tries to be involved. The County refers some residents to Superintendent Binckley. Superintendent Binckley reported he was involved with this driveway after the residents spoke to Granville Township Zoning Inspector Warren May. The resident had not previously known he needed a permit for the driveway.

There was further discussion concerning the driveway requirements on County roads. Trustee Mason questioned whether residents have to go through an application process to put in a driveway on a County road. It was noted the County also has a permit process. Trustee Mason questioned what happens if the driveway does not have a zero grade and whether the County would have the owners alter the drive. Superintendent Binckley commented the County should come back and have the owners correct the driveways, but it is part of the County process and he is not familiar with their processes.

There was further discussion concerning pre-existing drives versus new driveways and driveways on Welsh Hills Rd which do not appear to have 0 or less degree grading. Trustee Mason reported there are driveways on Welsh Hills where a lot of water crosses the road and creates a dangerous situation. Superintendent Binckley reported the County is aware of one driveway on Welsh Hills Rd. and he has had conversations with the County concerning the driveway. Superintendent Binckley reported the County has made the owners of one driveway make changes, but it has not been enough. Superintendent Binckley will follow up with the County concerning the issue. Superintendent Binckley commented he is not sure who enforces the requirement. It was noted there may be lenience as it can be difficult to obtain a 0 degree grade.

#### Griffin Striping:

Superintendent Binckley reported the Township has a program where it stripes portions of the roads every year. Superintendent Binckley stated in the past the Township did its own striping. The Township can buy the paint at a lower cost, but with labor costs there is no savings. Superintendent Binckley requested approval to have Griffin Pavement Striping Inc. stripe approximately 8 miles of roads on the South side of the Twp plus Jones Rd. They will do edge and double yellow lines. The cost will be \$14,490. The cost is less per mile than in 2012.

Trustee Jenks make a motion to allocate \$14,490 to hire Griffin Pavement Striping Inc. to stripe 8 miles of roadway. Trustee Mason seconded the motion. FO commented he would have to ensure there is enough money in the fund. Superintendent Binckley reported \$18,000 should be in the fund. Without further discussion, the motion passed by an affirmative vote with Trustee Mason absent.

#### Street Signs:

Superintendent Binckley reported he called Osmond Signs and he anticipates the street signs will be in toward the end of next week. Trustee Jenks noted this was a five year project to comply with federal mandates. Superintendent Binckley advised the Township will likely complete the project within three years.

#### Out of Office:

Superintendent Binckley reported he will be on vacation starting July 12, and will be back to work on July 22, 2013. While Superintendent Binckley is on vacation, Tyler Bryan will be in charge.

#### Cemetery Department:

### Superintendent's Report:

Superintendent Binckley reported there has been one funeral, and there are three deeds to sign.

### Cemetery Rules and Regulations:

Trustee Jenks reported concerning the cemetery rules and regulations. The cemetery rules and regulations were obtained at the Ohio Township Association's winter conference. Granville Township revised the Township's rules to comply with state laws concerning cemeteries. The rules were revised to accommodate Granville Township's needs. Ms. McPeck reviewed the rules as there were issues she wanted addressed. The rules were also sent to the Licking County Prosecuting Attorney's office for review. The Prosecutor's Office has made language changes. The Township now has a draft of the rules and regulations to review. Trustee Jenks reported there were issues with four items.

The Trustees reviewed the four items and changes were noted. The changes will be made to the draft and will be voted upon at the next Trustee meeting.

The first issue concerned the definition of the board and designated employees. Trustee Mason was concerned with giving the authority to duly authorized representatives. There was discussion concerning the issue and it was determined what the rules allow the authorized representatives to do are not things the Trustees want to do themselves. Superintendent Binckley does not want to have to call a Trustee each time one of the decisions needs to be made. Trustee Jenks commented he is fine with the language as it is. Trustee VanNess commented he is good with the language as it is written. Trustee VanNess stated this is something which could be changed later if there are problems. Trustee VanNess commented he has confidence in the current employees. Trustee Jenks noted the Township can revoke someone's authorization if necessary.

The second issue concerned language allowing the Township to remove a headstone if it contains objectionable language or appearance. Trustee VanNess stated his concern is that some headstones have something about God or religion. Trustee VanNess discussed he doesn't want Trustees to be told something like that is offensive to some people, or have a court determine something is offensive to people. Trustee VanNess questioned if the language in the rules and regulations opens the Township up to objections. Trustee Jenks stated if a court determines something is offensive the Township will not have much choice. The decision is subjective. Trustee Jenks commented the Township wants the ability to take a headstone out of the cemetery if it is offensive.

A third issue concerned language barring the public from speaking to cemetery employees. Trustee Jenks commented the cemetery employees represent the Township very well. Trustee Jenks agreed this language should be removed. Trustee VanNess questioned whether this had been an issue in the past. Trustee Jenks reported there have not been any problems with this issue and the wording was taken from the rules provided at the winter conference. It was decided to remove this section.

The final issue concerned people who die of contagious diseases. The language states people who die of contagious diseases may not be buried in the cemetery, but does not address cremation. Trustee Jenks will have the language changed to include cremation.

The changes will be made and the cemetery rules and regulation will be voted on at the next Trustee meeting. They will be posted, given to the local funeral directors, and placed online. Sections of the rules will be put in a brochure.

Parks Department/ Granville Recreation District:

Superintendent Binckley reported he had gravel delivered to McPeck Lodge and Spring Valley for the GRD. This was requested by GRD Program Director Lesa Miller. The Township will bill the GRD for the cost of the gravel.

Fire Department:

Fire Chief's report:

Chief Hussey reported the Fire Department was busy with the Fourth of July activities. Chief Hussey commented the Granville Kiwanis do a phenomenal job with the fireworks.

EMS Calls and Outcomes:

Chief Hussey reported there was a neighbor by the fire station whose wife previously suffered cardiac arrest. The paramedics successfully resuscitated her and she is functional and is doing well. Last week her husband suffered a heart attack and was cared for by the paramedics. At the hospital the paramedics were invited to go to the Cardiac Care/Cath Lab with the patient, where they were able to watch the cardiac catheterization. Everything went very well and he came home from the hospital today. Chief Hussey stated his passion for making sure there is quality EMS care for the residents and his pride in the work done by the Fire Department staff.

Chief Hussey presented a copy of a research report from Riverside Hospital which referenced care provided by Granville paramedics. Granville takes many of the stroke patients to Riverside Hospital due to the technology available at Riverside. The case published told of a Granville Township resident who suffered a major clot in his brain stem and would have died without the emergency care he received. The resident was found in the morning and was combative due to his condition. The Granville Township paramedics performed aggressive care, paralyzed him, and intubated him. He was taken to Riverside as local care did not have the resources to address his serious stroke. Riverside removed the clots from the brain stem and the patient has fully recovered and is neurologically intact. Chief Hussey reported it was an amazing case and nice to have staff receive recognition for their work which had a positive effect on the quality of life for the family.

Trustee Jenks reported the Granville Township Fire Department does not always take cases to the closest hospital. They are taken to the closest hospital with the best capacity to care for the patient. Chief Hussey reported last year 30% of the patients were taken to Columbus hospitals

for a variety of reasons such as medical resources, trauma center, stroke care, patient choice, etc. Chief Hussey commented that due to current staffing model the Department is able to take patients to Columbus hospitals. This is a change within the past 6 years. The Township is glad it can provide this service to the residents.

Trustee Jenks commented it is good the Township is able to do this for the residents and hopes the Township always has the funding to be able to do this. If funding becomes short, the Township may not be able to continue the long trips to Columbus. Chief Hussey stated people have relationships with hospitals. For example they are being treated at OSU James Hospital and would like to be transported there. Chief Hussey commented the PEAK time staff has been a help with being able to transport to Columbus hospitals. Enough resources/services are still in town when the long trips are being made.

Trustee VanNess questioned whether the EMS billing changes based on where patients are taken. Chief Hussey responded there is a charge for mileage, but the base rate remains the same. Trustee VanNess questioned whether insurance companies question taking a patient to a hospital which is farther away. Chief Hussey responded this has not been an issue. Charges are negotiated with the providers and the Department does not generally receive the full rate, but the insurance companies do not question mileage.

#### EMS Grant:

Chief Hussey reported he received a small EMS grant from the State of Ohio for \$3,750. This is from the seat belt fine fund and is to be used to provide training and education. Chief Hussey reported the grant is generally used to send a volunteer to paramedic school.

Trustee Mason made a motion to approve acceptance of the \$3,750 EMS grant. Trustee VanNess seconded the motion and it was passed by a unanimous vote after no further discussion.

#### Personnel:

Chief Hussey reported he would like to hire Dan Mercer as a new intermittent employee. Mr. Mercer is a career Whitehall Fire Fighter. Chief Hussey has known Mr. Mercer for 15 years and he will be a great fit for the Department.

Chief Hussey reported he also received a resignation request from Dan Long, a volunteer fire fighter. Mr. Long has had a change in situation and is no longer able to commit.

Trustee Mason made a motion to hire Dan Mercer as a new intermittent fire fighter and to accept the resignation of volunteer fire fighter Dan Long. Trustee VanNess seconded the motion and it was approved by a unanimous vote after no further discussion.

#### Zoning/Land Management/Open Space:

Trustee Mason reported he has an item concerning open space which will be covered in executive session.

#### Old Business:

### Rotary Bridge Project-status

Trustee Jenks reported the Federal Emergency Management Agency (FEMA) has approved the CLOMR/ LOMR study.

Trustee Jenks reported the Ohio Department of Transportation (ODOT) needs a right of way (ROW) letter. FO Miller will provide a copy of the ROW letter. Trustee Jenks advised he will need approval to sign the ROW letter and send it to ODOT.

Trustee VanNess made a motion to allow Trustee Jenks to sign the right of way letter and send it to the Ohio Department of Transportation. Trustee Mason seconded the motion. Trustee Jenks indicated the ROW letter is required for the bridge project to proceed and noted the letter was approved by the Licking County Prosecutor's office. The motion was unanimously approved after no further discussion.

Trustee Jenks requested FO Miller send a signed copy to the attention of Randy Comisford from ODOT District 5 and to also provide a copy to Village Planner Allison Terry.

### Website Redesign:

FO Miller reported it has been challenging uploading some of the new files. FO Miller has been in contact with the provider, but has not heard back yet.

It was decided to remove website redesign from the Township meeting agenda. FO Miller will update the Trustees if needed.

### Kendal TIF:

Trustee Jenks reported he spoke to Mike Sobul who asked if the Township has heard anything from the Licking County Auditor's Office concerning the end of the Kendal TIF. Trustee Jenks advised Mr. Sobul the Prosecutor's Office has verbally stated everything is the same as he has not received a letter from the Auditor's Office.

Trustee Jenks has asked LC Auditor Mike Smith about the letter and Auditor Smith has stated he owes the Township a letter, but has not yet sent a letter. FO Miller will contact Auditor Smith to try to obtain a letter concerning the action required at the end of the Kendal TIF.

FO Miller noted the second half payment should arrive in August, but will likely not be enough to pay off the TIF. The TIF will not be paid off until the February 2014 payment is made.

Trustee Mason requested the Kendal TIF remain on the agenda.

### Energy Aggregation:

Trustee VanNess reported he will meet with the AEP representative on Friday, July 12, 2013. Trustee VanNess reported Granville Village Council is meeting on July 17, 2013 and energy aggregation is on their agenda. The Village will discuss and might decide to join Granville Township.

Trustee Jenks discussed the energy aggregation issue. Trustee Jenks reported Granville Township had a presentation by Scott Belcastro, Trebel LLC. concerning energy aggregation. The Township Trustees determined energy aggregation is a good idea and passed a motion to put the issue on the fall ballot. Trustee Jenks reported Trebel, LLC. would like Granville Township to pick them as the aggregator and a representative from AEP's energy aggregation has also contacted the Township. Trebel, LLC. sent an e-mail asking if the Township will choose them as the aggregator. Trustee Jenks reported the Township is not choosing an aggregator yet. The issue will be on the ballot and the Township will determine which is the best company.

Trustee Jenks reported he is attending a Village meeting with PUCO on July 11, 2013, concerning energy aggregation to see if there is any new information for Granville Township. Trustee VanNess commented he is also interested in the meeting as PUCO is a neutral party.

Trustee Jenks reported when PUCO decided to deregulate the electric industry they decided to first deregulate First Energy in North East Ohio. PUCO knew it would take time to deregulate the entire state but allowed for energy aggregation so people could obtain competitive rates before deregulation was complete. First Energy is finished and people may look at North East Ohio to see what happens at the end of deregulation and before bidding processes begin.

Trustee VanNess reported he talked to Rob Barclay with AEP. AEP has said they are able to offer everything Trebel, LLC. can offer including the ability to opt out of the program without paying a penalty. Trustee Jenks reported he asked AEP why they are bidding against themselves and was advised AEP will lose customers to other companies if they do not enter the aggregation business. Trustee VanNess reported AEP stated it can offer multiple year contracts. Trustee VanNess commented he is glad the Township made a generic resolution.

Trustee Mason questioned the benefit of multiple year contracts as everything may change within a year. Trustee Jenks agreed and discussed the auction starts in 2014-15. There was further discussion concerning how rates are currently determined and how they will be determined in the future. Trustee Jenks commented the Township is fact finding.

Trustee VanNess commented on multiple year contracts, noting if inefficient power plants are closed in the future, electricity may become more expensive. With an opt out at any time provision, a multiple year contract could lock in good rates in case rates climb and if rates fall instead they could opt out of the program.

Water Line Flow Switch:

Trustee Jenks questioned whether the water line flow switch should be left on the agenda. Trustee VanNess requested the issue remain on the agenda.

Trustee VanNess reported due to the storm he was unable to provide print outs of some of the water line flow switches he has researched. Trustee VanNess reported there are tons of water line flow switches. The majority are foreign made and Trustee VanNess is trying to isolate ones which are high quality as the Township would not want something which fails.

Changes to Personnel Manual:

FO Miller presented recommended changes to the Granville Township Personnel Manual to the Trustees and Department Heads. FO Miller explained he wanted a change concerning how vacation leave is granted to something consistent between fire fighters and the roads and cemetery employees. FO Miller reported in the past fire fighters had to work the full calendar year before being credited with their vacation leave.

FO Miller reported Brady Monroe, a fire fighter who recently resigned, had to be paid for 60 hours of vacation which he earned during the first half of the year. FO Miller noted the Mr. Monroe never had an opportunity to use the leave he accrued and it became an expense for the Township. FO Miller reported he would rather have the employees be able to use the vacation time than have a potential payoff cost to the Township.

FO Miller presented the changes which included a new table to the Trustees.

3B.3 Vacation Leave

Full-time employees of the Township are eligible for vacation leave. Vacations are designed for employees to have time away from the job. Vacation leave will be accrued each payroll period up to the maximum accrual.

Years of Full Time Service	40 Hour Employee			56 Hour Employee		
	Bi-Weekly	Annual	Max Accrual	Bi-Weekly	Annual	Max Accrual
Less than 6	3.1	80	160	4.6	120	240
Less than 11	4.6	120	240	6.5	168	336
Less than 16	6.2	160	320	9.2	240	480
More than 16	7.7	200	400	11.1	288	576

In order to catch up existing 56 hour employees hired prior to 6/30/2013, the Township will provided a one time, half year vacation accrual credit on the pay period ending 7/13/2013. Additionally, all 56 hour employees will start their biweekly vacation accrual effective on the payroll ending 7/13/2013. Employees will be able to use their accrued vacation leave up to the number of hours reported on their last earnings statement.

FO Miller requested, if the changes are approved, they become effective the next pay period. This will make all fire fighters eligible to immediately receive their first half of 2013 vacation accrual. They will also begin biweekly accrual.

Trustee Jenks questioned if Chief Hussey had any comments to make before the Trustees voted on the proposed changes. Chief Hussey replied the changes will not have an operation effect on the Fire Department and will make book keeping easier.

Trustee VanNess commented the change seems logical, and there will not be an added expense in the long run. FO Miller noted the Roads and Cemetery employees currently accrue vacation every two weeks, but fire fighters do not begin to accrue until after they have worked one year. FO Miller reported the amount of hours for a fire fighter with 15 years of service was incorrect in the previously approved employee manual and has been corrected to 288 hours.

FO Miller explained employees will only be able to use the leave which shows up on their prior earnings statement. They will not be able to use hours the same pay they are accruing them.

FO Miller advised sections dealing with PEAK time employees, administrative assistant, etc. were not changed. FO Miller also discussed the maximum accrual column and clarified the amount is two years worth of accrual. An employee cannot accrue more than 2 years of vacation. Hours over the limit will be lost.

Trustee Mason made a motion to approve FO Miller's recommended changes to the Granville Township Personnel Manual. Trustee VanNess seconded the motion and after no further discussion it was approved by a unanimous vote.

#### Longevity Pay:

FO Miller reported he was reviewing the time being brought over by a new fire fighter and questioned the language concerning longevity pay. There is a bonus given to employees after five years. The new employee has been a part time employee who will now be a full time employee. FO Miller wanted to clarify the longevity pay language to state full time employees.

Trustee Mason made a motion to approve FO Miller's recommendation to change the wording concerning longevity pay to state, "following the completion of five years of full time service." Trustee VanNess seconded the motion and after no further discussion it was approved after a unanimous vote.

Trustee Jenks asked FO Miller to update the manual, provide a current revision number, publish it online, e-mail a copy to the employees and let them know there were changes, and put a copy at the library. When the copy is sent to the employees the changes will be highlighted. Trustee VanNess requested a page be added to the end of the manual indicating the dates of any revisions.

#### New Business:

##### High Grass:

Trustee Mason reported while the Township does not have jurisdiction over mowing high grass a polite letter from the Township may help situations.

Trustee Mason commented the Township does have jurisdiction concerning noxious weeds after the noxious weeds are identified. It was discussed the Licking County Extension Office previously identify the noxious weeds, but they do not have to be the ones to identify the weeds.

Trustee Jenks stated there are areas which do not have weeds but should be mowed. There is nothing in the Ohio Revised Code which allows the Township to make someone mow their grass.

Trustee Mason presented the following letter:

Dear \_\_\_\_\_

It has come to the attention of the Granville Township Trustees your property at \_\_\_\_\_ currently harbors unsightly high grasses and weeds. We are hopeful you will cooperate by having the high grasses mowed within 30 days of the receipt of this letter and continue to maintain the property in an esthetically acceptable condition. Your assistance and cooperation is appreciated and will forgo the need for Township Officials to take any further action.

Again, thanks for your assistance and cooperation.

Respectfully,  
Granville Township Trustees

Trustee Jenks questioned what would trigger the letter being sent to a resident. It was questioned if the letter would be sent when a resident complained, whether someone has to look at the property first, etc. Trustee Mason advised he has been the person in the past who has gone and looked at the properties in question.

Trustee VanNess indicated the Township could have Zoning Inspector Warren May look at any properties which residents have complained about.

Trustee Mason made a motion to use the above letter when, in Zoning Inspector Warren May's judgment, the letter is warranted. Trustee VanNess seconded the motion and after no further discussion the motion was approved by a unanimous vote.

#### Executive Session:

On a motion by Trustee Jenks, and a second by Trustee Mason, with, Jenks-Yes, Mason-Yes and VanNess-Yes the meeting was moved into Executive Session under ORC section 122.21(G)(2), at 8:04 p.m.

After a period of discussion on a motion by Trustee Mason and a second by Trustee VanNess, with Jenks-Yes, Mason-Yes, and VanNess-Yes the meeting was reconvened into regular session.

With no further action being taken, the meeting was adjourned at 8:45 PM.

#### Calendar Reminder

- a) Regular Board\* meetings 7/24 and 08/14 starting at 7:00PM
- b) Sons of the American Revolution Ceremony at Old Colony on 07/20 at 1:00 p.m.

\*The Board of Township Trustees of Granville Township, Licking County, Ohio, meet in their dual capacity as the Board of Township Trustees of Granville Township and the Board of Granville Township Road District Trustees.