

Granville Township  
Minutes of Regular Meeting, January 22, 2014

Present: Granville Township and Granville Roads District Trustees\* Paul Jenks, Bill Mason, and Melanie Schott, Fiscal Officer Jerry Miller, and Betsey Hampton, Recording Secretary  
Department Heads: Superintendent Travis Binckley, Chief Jeff Hussey  
Guests: Chuck Peterson, Granville Sentinel  
Judy Preston, Chair, Granville Township Land Management Committee

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

Minutes of January 8, 2014:

Trustee Mason made a motion to approve the January 8, 2014, minutes as submitted. Trustee Schott seconded the motion and it was approved by a unanimous vote after no further discussion.

Public Comment: Granville Golf Course:

Trustee Jenks reiterated the Trustees will be setting aside a special time at each meeting for public comment concerning the possible conservation easement for the Granville Golf Course.

There was no public comment concerning the Granville Golf Course.

Second Public Comment Period:

Judy Preston thanked Superintendent Binckley for the nice work done by the Roads crew in clearing the James Road hill. Superintendent Binckley advised he will pass the compliment on to the employees.

Trustee Jenks commented the Roads Crew does a terrific job in clearing the roadways in the Township.

Correspondence Received or Sent:

Licking County Recorder zoning filings:

FO Miller reported he received a note from Brian Long, Licking County Recorder, reminding the Township if any filing of Zoning Resolutions is done they must also be filed with the Licking County Recorder's office. There is a \$50 fee for a zoning resolution and a \$20 fee for a zoning amendment.

Mid-Ohio Regional Planning Commission (MORPC):

FO Miller reported he received a notice from the Mid-Ohio Regional Planning Commission (MORPC) asking the Township for 2014 membership renewal. Fiscal Officer Miller asked the Trustees if they would like to renew the Township's MORPC membership for 2014 at a cost of \$1,298.

Trustee Mason commented MORPC and its lobbying power have been very helpful to the Township in the past. Trustee Mason made a motion to renew Granville Township's MORPC membership for 2014 at a cost of \$1,298. Trustee Jenks seconded the motion. Trustee Schott discussed the only other Licking County MORPC members are Etna Township and Pataskala. Trustee Schott questioned how much help MORPC could be. Trustee Schott commented she would like to see what MORPC offers this year. Trustee Mason advised Trustee Schott updates will be sent by MORPC. Trustee Schott commented some entities used MORPC and are not using them anymore. Trustee Schott stated the west end of Licking County, the Etna area, will be heavily involved with development and will have more contact with MORPC.

Trustee Jenks suggested Trustee Schott meet Bill Habig who is with MORPC. Trustee Jenks advised Trustee Schott there will be times when she will want information and be able to contact Mr. Habig. Mr. Habig will be able to obtain necessary information from MORPC and their contacts. Trustee Jenks reported he has found MORPC helpful.

After no further discussion the motion to renew Granville Township's MORPC membership for 2014 at a cost of \$1,298 was approved by a unanimous vote.

#### Tax Bill:

FO Miller reported he received the Granville Township property tax bills from the Licking County Treasurer's office. The Township has 24 parcels of property and the taxes for all of these parcels will be under \$10,000. The parcels include 310 acres in CAUV which includes 84 acres on River Rd., 130 acres on Burg St and 89 acres near the Township Service Complex. FO Miller reported the property tax for the house at the Spring Valley Nature Preserve is \$1,200, and is .3 acres. FO Miller noted it is an expensive piece of property tax wise and the house is currently empty. The rent for the home is \$1,200 per month. FO Miller reported the Township owns a total of 24 properties, however some are small. FO Miller reported the Township pays the small Muskingum Watershed District fee on the governmental property it owns.

#### 2013 Highway System Mileage Certificate:

FO Miller reported he received a form to fill out from the Licking County Engineer's office for ODOT. The form is the 2013 Highway System Mileage Certificate. Granville Township currently has 36.97 miles of road. FO Miller reported the Township has slightly less miles as part of Weaver Road was annexed into the Village. FO Miller reported the Trustees will need to sign the form which will be returned to the Engineer's office. The Licking County Engineer will sign the form and forward it to ODOT.

#### Elected Official Reports:

##### FO Miller:

##### Financial Matters:

##### CAUV application:

FO Miller reported he received and submitted the CAUV applications which must be filed every year with the Licking County Auditor's office.

##### W-2s and 1099s:

FO Miller reported all W-2s have been printed and distributed to all employees. The 1099s have been printed and have been mailed to all effected vendors.

**Payment for Hughes Landscaping:**

FO Miller reported the Trustees signed a check to pay Hughes Landscaping for the work they did on the stairs at the Spring Valley Nature Preserve. FO Miller reported he has not yet received the check from the Licking Land Trust. FO Miller contacted Mark Roth with the Licking Land Trust and sent him a copy of the bill. FO Miller reported Mark Roth stated the Licking Land Trust will pay this bill. FO Miller reported he will send payment to Hughes Landscaping tomorrow.

**Amended Certificate and Revised Revenue and Appropriation Amounts:**

FO Miller presented and explained the following appropriations transfers to the Trustees.

<u>Post Date</u>	<u>Transaction Date</u>	<u>Account Code</u>	<u>Amount</u>	<u>Resolution Number</u>	<u>Type</u>
01/21/2014	01/21/2014	1000-110-319-0010	\$950.00		Temporary
01/21/2014	01/21/2014	1000-110-599-0004	-\$950.00		Temporary
01/21/2014	01/21/2014	1000-110-599-0004	\$400,000.00		Temporary
01/21/2014	01/21/2014	2141-330-319-0010	\$950.00		Temporary
01/21/2014	01/21/2014	2141-330-360-0003	-\$950.00		Temporary
01/21/2014	01/21/2014	2141-330-360-0003	\$200,000.00		Temporary
01/21/2014	01/21/2014	2191-220-319-0010	\$2,310.50		Temporary
01/21/2014	01/21/2014	2191-220-599-0004	-\$2,310.50		Temporary
01/21/2014	01/21/2014	2191-220-599-0004	\$500,000.00		Temporary

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

FO Miller also 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 Mason and a second by Trustee Schott, 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:

## GRANVILLE TOWNSHIP, LICKING COUNTY

1/22/2014

**Payment Listing**

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1/9/2014 to 1/31/2014

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount
45-2014	01/17/2014	01/14/2014	EP	Joseph C Asselin	\$1,068.85
46-2014	01/17/2014	01/14/2014	EP	Susan A Bain	\$318.58
47-2014	01/17/2014	01/14/2014	EP	Thomas M Barnhill	\$269.92
48-2014	01/17/2014	01/14/2014	EP	Christopher M Bassetti	\$146.85
49-2014	01/17/2014	01/14/2014	EP	Andrew R Baughman	\$945.50
50-2014	01/17/2014	01/14/2014	EP	B. Travis Binckley	\$1,875.79
51-2014	01/17/2014	01/14/2014	EP	Charles D. Borden	\$702.85
52-2014	01/17/2014	01/14/2014	EP	Thomas A. Bowman	\$1,993.86
53-2014	01/17/2014	01/14/2014	EP	Tyler J. Bryan	\$1,162.00
54-2014	01/17/2014	01/14/2014	EP	Joshua M Butt	\$775.73
55-2014	01/17/2014	01/14/2014	EP	Derwin R Clemens	\$1,540.07
56-2014	01/17/2014	01/14/2014	EP	Gregory S. Coyle	\$416.38
57-2014	01/17/2014	01/14/2014	EP	Casey R. Curtis	\$1,693.29
58-2014	01/17/2014	01/14/2014	EP	Drew T DeSimone	\$500.66
59-2014	01/17/2014	01/14/2014	EP	Paul J. DuBeck III	\$237.95
60-2014	01/17/2014	01/14/2014	EP	Troy A Elmore	\$137.21
61-2014	01/17/2014	01/14/2014	EP	Bradley D Essick	\$2,245.98
62-2014	01/17/2014	01/14/2014	EP	Adam C Gottfried	\$438.89
63-2014	01/17/2014	01/14/2014	EP	Aaron T. Hall	\$1,458.39
64-2014	01/17/2014	01/14/2014	EP	Joshua B. Harrison	\$180.47
65-2014	01/17/2014	01/14/2014	EP	Kevin M Henry	\$606.47
66-2014	01/17/2014	01/14/2014	EP	Brianne M Hill	\$1,803.87
67-2014	01/17/2014	01/14/2014	EP	Jeff A Hussey	\$2,606.99
68-2014	01/17/2014	01/14/2014	EP	Aaron C. Jones	\$500.66
69-2014	01/17/2014	01/14/2014	EP	Brian P. Jones	\$264.95
70-2014	01/17/2014	01/14/2014	EP	Bradley A. Leckrone	\$530.23
71-2014	01/17/2014	01/14/2014	EP	Terry L. Lynn Jr	\$497.20
72-2014	01/17/2014	01/14/2014	EP	Ralph R Meisenhelder	\$609.18
73-2014	01/17/2014	01/14/2014	EP	Troy A Melick	\$268.22
74-2014	01/17/2014	01/14/2014	EP	Daniel J Mercer	\$561.47
75-2014	01/17/2014	01/14/2014	EP	Tyler S Poe	\$292.03
76-2014	01/17/2014	01/14/2014	EP	Brandon T. Reece	\$1,338.77
77-2014	01/17/2014	01/14/2014	EP	Steve L. Riley Jr.	\$148.70
78-2014	01/17/2014	01/14/2014	EP	Andrew T. Saunders	\$1,247.32
79-2014	01/17/2014	01/14/2014	EP	Douglas W. Smith	\$392.22
80-2014	01/17/2014	01/14/2014	EP	Scott M Smith	\$412.64
81-2014	01/17/2014	01/14/2014	EP	Michael J Theisen	\$543.42
82-2014	01/17/2014	01/14/2014	EP	Russell L. Thompson Jr.	\$1,558.44
84-2014	01/17/2014	01/14/2014	EW	Park National Bank-IRS (Fed, Med & SS w/h)	\$6,656.67
85-2014	01/17/2014	01/14/2014	EW	Ohio Public Employees Deferred Comp.	\$1,575.00
86-2014	01/17/2014	01/14/2014	EW	OCSPay Center-Knox Cty 7085726383	\$885.76
87-2014	01/17/2014	01/14/2014	EW	Park National Bank - for OPERS ACH Dr	\$2,280.11
88-2014	01/17/2014	01/14/2014	EW	Park National Bank - OP&FPP	\$8,929.38
9769	01/22/2014	01/21/2014	AW	Alpha Link	\$449.00
9770	01/22/2014	01/21/2014	AW	American Electric Power	\$155.87
9771	01/22/2014	01/21/2014	AW	Ashcraft Machine & Supply Inc	\$8.07

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount
9772	01/22/2014	01/21/2014	AW	Blackboard Inc	\$4,210.50
9773	01/22/2014	01/21/2014	AW	Bound Tree Medical LLC	\$2,389.38
9774	01/22/2014	01/21/2014	AW	Cargill, Inc.	\$9,347.48
9775	01/22/2014	01/21/2014	AW	David C Hughes	\$5,566.25
9776	01/22/2014	01/21/2014	AW	Erie Insurance Company	\$6,402.00
9777	01/22/2014	01/21/2014	AW	Janet L. Packard	\$70.00
9778	01/22/2014	01/21/2014	AW	Newark Auto Electric	\$30.00
9779	01/22/2014	01/21/2014	AW	Ohio Health/Behavior Health	\$175.00
9780	01/22/2014	01/21/2014	AW	Tire Centers, LLC Store #199	\$1,606.96
9781	01/22/2014	01/21/2014	AW	United Aggregates Inc	\$351.86
9781	01/22/2014	01/22/2014	AW	United Aggregates Inc	-\$351.86
9782	01/22/2014	01/21/2014	AW	Medical Benefits Mutual	\$106.80
9783	01/22/2014	01/22/2014	AW	Korda/Nemeth Engineering, Inc.	\$10,700.33
9784	01/22/2014	01/22/2014	AW	Lawrence E Ball	\$1,000.00
9785	01/22/2014	01/22/2014	AW	United Aggregates Inc	\$304.64

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

Trustee Jenks:

Sunset Drive:

Trustee Jenks reported he received an e-mail from Laura Freidner, 80 Sunset Drive. Ms. Freidner is complained about the house on Sunset Drive where there were numerous previous complaints. Trustee Jenks reported he checked with the Licking County Prosecutor to see if the Township has standing to address the situation. Ms. Freidner reported the occupants are having furniture fires in the yard, etc. Trustee Jenks reported the Fire Department may be contacted concerning the fires. If trash is left out and is not collected the Health Department may be contacted. If there are problems with the children, Children's Services may be called. Trustee Jenks advised the agencies have to be called when the event is happening for the agencies to investigate. Trustee Jenks reported he is working with Ms. Freidner to set up communication. Trustee Mason suggested it may be appropriate for the Trustees to send a letter to the property owner. Trustee Jenks reported former Trustee VanNess spoke previously to the property owner so he was aware of problems. The Trustees agreed to have Trustee Mason craft a letter to the property owner explaining the concerns. Trustee Mason reported he also met with the Licking County Sheriff's Department.

Rotary Bridge:

Trustee Jenks reported the permits are ready, the secondary grant was awarded, and everything is favorable for completion of the Rotary Bridge. Trustee Jenks reported the Rotary Bridge Committee is meeting with ODOT tomorrow at 10:00 a.m. in the Village. Superintendent Binckley will be attending the meeting to discuss tree cutting. The meeting will review the next steps to be taken in the project. Trustee Jenks invited Trustee Schott to attend the meeting.

Trustee Jenks reported he sent a document which the State has requested concerning the Rotary Bridge. Trustee Jenks requested approval for FO Miller or himself to sign the document on behalf of the Trustees. Trustee Jenks will return the form to ODOT. Trustee Jenks reported he will not sign the document until Trustee Schott reviews the document and is satisfied with it.

Trustee Mason reported he reviewed and is satisfied with the document. Trustee Mason made a motion to authorize Trustee Jenks to sign the document on behalf of the Trustees. Trustee Jenks seconded the motion and it was approved by a unanimous vote.

Trustee Jenks reported everything else he has to report is covered later in the meeting.

Trustee Mason:

Trustee Mason reported he met with Trustee Schott to review the Township staff appraisal process.

Trustee Mason reported he attended Public Records training which is required for everyone elected to public office. Each time a public official is re-elected, he or she must attend the training. The training was conducted by the State Township Association. Trustee Mason reported he sent the Township Board notes concerning the training.

Trustee Mason reported he met with the Licking County Sheriff's office concerning problems with the Sunset Drive tenants.

Trustee Jenks requested Ms. Freidner be copied on any correspondence Trustee Mason sends regarding the residence.

Trustee Mason reported everything else he has to report is covered later in the meeting.

Trustee Schott:

Pending Zoning Permits:

Trustee Schott reported she met with Granville Township Zoning Inspector and Compliance Officer May and with Superintendent Binckley to discuss pending zoning permits.

Meeting with Licking County Auditor:

Trustee Schott reported she and Granville Township Zoning Commission member Rob Schaadt met with the Licking County Auditor to review maps depicting lots of record under five acres in Granville Township. Commission member Schaadt shared this information with the Zoning Commission at their meeting on January 20, 2014.

GRD Meeting:

Trustee Schott reported she met with Andy Wildman, Granville Recreation District (GRD) Executive Director, on January 16, 2014. Trustee Schott reported the Township Trustees received a request from the Granville Studio of Visual Arts (GSVA) to place a mural at the Spring Valley Nature Preserve. Trustee Schott met with the GRD and it was decided a better location for the mural would be Raccoon Valley Park. The GSVA will put the mural at Raccoon

Valley Park concession stand. It was noted the concession stand is located in the Village of Granville so no action is required by the Township Trustees. Director Wildman did want informal approval by the Trustees. The Trustees did not have any concerns with a mural being painted on the concession stand. It was reported a portion of the Park was annexed into the Village as part of the James Road annexation.

**Public Records Training:**

Trustee Schott reported she met attended the public records training at the Johnstown Village Offices on January 17, 2014.

**Old Colony Cemetery:**

Trustee Schott reported she had an introductory and overview meeting with Lyn Boone, At Large Member of the Old Colony Burial Ground Committee, on January 20, 2014.

**Zoning Commission Meeting:**

Trustee Schott reported she attended the Zoning Commission meeting on January 20, 2014. Trustee Schott reported the members continued discussion of changes to the zoning amendment, specifically for lots of record under five acres. No one from the public attended the meeting.

Trustee Schott reported she provided the Commissioners with the documents given out for applications and they were fine with the documents being placed on the Township website.

The January 6, 2014, Zoning Commission meeting minutes were approved and were sent to FO Miller to be placed on the Township website.

**Meeting with Village Manager Steve Stilwell:**

Trustee Schott reported she had an introductory meeting with Village Manager Steve Stilwell. Trustee Schott and Manager Stilwell discussed current Township matters including the Granville Golf Course easement, GRD, cemeteries, and zoning.

Trustee Schott reported she had a three hour meeting with FO Miller for an overview of the budget on January 22, 2014.

Trustee Jenks stated the Township is still working on the 2014 budget.

**Roads District:**

**Superintendent's Report:**

**Step Raises for Roads & Cemetery Employees (see chart):**

Superintendent Binckley presented the following chart outlining step raises for Roads and Cemetery Employees. Superintendent Binckley reported he has met with Trustee Jenks, Trustee Schott, and with FO Miller concerning the proposed step raises. Superintendent Binckley provided Chuck Peterson, Granville Sentinel with a copy of the chart. The Trustees reviewed and discussed the proposed step increases.

Trustee Jenks stated he supports the proposed step raises. Trustee Jenks reported the costs are in line with what was projected. Trustee Jenks reported most of the employees will be capped in a few years. Trustee Jenks commented it is a reasonable approach.

Trustee Jenks made a motion to approve the proposed salary matrix retroactive to January 1, 2014. Trustee Mason questioned if Trustee Jenks was comfortable with the range between steps. Trustee Jenks advised he is comfortable with the ranges. Trustee Jenks commented Superintendent Binckley reported the peak range will make the Township competitive without breaking the budget. Trustee Jenks reported the employee who will receive an 11% raise is for a position with a salary that was out of line with market rates.

Trustee Mason seconded the motion and after no further discussion it was approved by a unanimous vote.

FO Miller reported he will provide the information to Susan Bain. She will be able to update the pay rates for Monday, but may need longer to complete the retroactive payments.

Trustee Jenks commented all the full time Township employees, Roads, Cemetery, and Fire, will now have step raises. Trustee Jenks commented the Township is now consistent and it should probably have been addressed in the past.

### Granville Township Road & Cemetery Salary Matrix

**2013**

Pay Grade	Classification	Step	1	2	3	4	5	6
EO2	Eq. Operator w/ CDL	Hour	\$15.50	\$15.97	\$16.44	\$16.94	\$17.45	\$17.97
		Annual	\$32,240	\$33,207	\$34,203	\$35,230	\$36,286	\$37,375
EO1	Eq. Operator (No CDL)	Hour	\$14.20	\$14.63	\$15.06	\$15.52	\$15.98	\$16.46
		Annual	\$29,536	\$30,422	\$31,335	\$32,275	\$33,243	\$34,240
L2	Laborer	Hour	\$10.50	\$10.82	\$11.14	\$11.47	\$11.82	\$12.17
		Annual	\$21,840	\$22,495	\$23,170	\$23,865	\$24,581	\$25,319
L1	Laborer	Hour	\$10.00	\$10.23	\$10.47	\$10.71	\$10.95	\$11.17
		Annual	\$21,278	\$21,278	\$21,278	\$21,278	\$21,278	\$21,278

3% step increase on anniv.

**2014** 2.5% increase from 2013

Pay Grade	Classification	Step	1	2	3	4	5	6
EO2	Eq. Operator w/ CDL	Hour	\$15.89	\$16.36	\$16.86	\$17.36	\$17.88	\$18.42
		Annual	\$33,046	\$34,037	\$35,059	\$36,110	\$37,194	\$38,309

		Hour	\$14.56	\$14.99	\$15.44	\$15.90	\$16.38	\$16.87
EO1	Eq. Operator (No CDL)	Annual	\$30,274	\$31,183	\$32,118	\$33,082	\$34,074	\$35,096
		Hour	\$10.76	\$11.09	\$11.42	\$11.76	\$12.11	\$12.48
L2	Laborer	Annual	\$22,386	\$23,058	\$23,749	\$24,462	\$25,196	\$25,952
		Hour	\$10.17	\$10.48	\$10.79	\$11.11	\$11.45	
L1	Laborer	Annual	\$21,788	\$21,788	\$21,788	\$21,788	\$21,788	

Employee	Classification	Yr Hired	Anniv Date	Current Wage	2.50% incr.	Wages per Scale	% inc.	Step incr. 2014	Step incr. 2015
Ralph	Cemetery Laborer			\$11.17	11.45	\$11.45	2.50%	0	no
Kevin	Cemetery Laborer	2008		\$12.02	12.32	\$12.48	3.83%	0	no
Josh	Eq. Operator (No CDL)	2006		\$14.20	14.56	\$15.90	11.97%	0.48	yes
Joe	Eq. Operator (No CDL)	2013		\$14.20	14.56	\$14.56	2.50%	0.43	Yes
Tyler	Eq. Operator w/ CDL	2009		\$17.64	18.08	\$17.88	1.36%	0.54	no

Ralph will be placed into the final step of Pay Grade L1

Kevin will be placed into the final step of Pay Grade L2

Josh will be placed into step 4 of Pay Grade EO1 then will move into the step 5 on his anniversary this year.

Joe will be placed into step 1 of Pay Grade EO1 then will move into the step 2 on his anniversary this year.

Tyler will be placed into step 5 of Pay Grade EO2 then will move into the final step on his anniversary this year.

**Intermittent Employee:**

Trustee Jenks reported the plowing schedule this winter has been brutal and it is flu season. Currently one Roads District employee is off sick. Trustee Jenks reported there was discussion what should be done as the weather forecast states more snow is coming. A former Roads District employee might be interested in becoming an intermittent employee on an on call basis. He will be able to be called in when an employee is ill and road clearing is required.

Trustee Jenks proposed creation of an intermittent Roads District position and to allow Superintendent Binckley to offer the position to Zach Huhn. It was noted Mr. Huhn was a very good employee who left the Township to run a saw mill. The intermittent position will be similar to intermittent positions in the Fire Department. The employee will only be called when necessary.

Trustee Schott questioned how liability insurance would be affected. Trustee Jenks reported the employee would be covered by the Township's insurance, same as an intermittent Fire Fighter. There was further discussion concerning the creation of the position.

Trustee Jenks reported in the future the position will already exist and only a proposed employee would need approved. Trustee Jenks stated the winter season has already required many extra hours of snow removal and as it is flu season he would like to ensure the Township continues to provide the same level of snow removal. It was noted Mr. Huhn will be able to operate any truck or plow the Township has. Superintendent Binckley reported Mr. Huhn worked for the Township for 5 years, has a CDL, and had a good safety record.

It was determined the Trustees are approving Mr. Huhn for the position. If he is not interested in the position, any other possible candidate would need to be approved by the Trustees.

Trustee Mason questioned what would be the pay scale for the proposed intermittent position. Trustee Jenks suggested the Township use the step increase system and include a small premium as the Township will not be paying health insurance. Superintendent Binckley will be able to negotiate salary within the range.

Trustee Schott questioned how the position will affect the Roads District budget. Trustee Jenks commented if an employee is off work he will not be paid overtime. The intermittent employee will be paid straight time. Trustee Jenks indicated the only person who would be operating a truck and not receiving overtime would be Superintendent Binckley. Trustee Jenks reported the Township should, therefore, have a slight net increase as it will only be paying straight time rather than overtime.

FO Miller reported the Fire Department has a line item for intermittent employees. This may be added to the Roads Department budget. The number of trucks being used for snow removal was discussed.

Trustee Jenks made a motion to create an intermittent Roads District position consistent with the new step system with a slight premium increase and to authorize Superintendent Binckley to offer the position to Zach Huhn. Trustee Schott seconded the motion and it was approved by a unanimous vote.

#### Snow Removal/ Salt Usage:

Superintendent Binckley reported the crews have been out six times to perform snow removal duties since the last meeting using approximately 140 tons of salt. Superintendent Binckley reported the Township has used about 510 tons so far this season.

Superintendent Binckley reported he placed an order for salt (200 tons). This will bring the Township to near 98% of its contract. The Township can still purchase an additional 110 tons per contract. Superintendent Binckley stated the Township is going to begin mixing more grit with the salt to make it last longer, etc. Superintendent Binckley commented the drawback to mixing grit with the salt is the ice may not melt as quickly. Superintendent Binckley reported if the weather continues to require road clearing there may be issues with salt later in the season.

#### Ditching:

Superintendent Binckley reported the crews ditched approximately 400' near 3540 Hankinson Rd.

Superintendent Binckley reported he met with a resident on Morse Rd. about the drainage along/in his fields. Superintendent Binckley reported they are going to clean the ditch line when the weather permits.

Cemetery Department:

Superintendent's Report:

Superintendent Binckley reported there have been three funerals and there is one deed to be signed.

Parks Department/ Granville Recreation District:

Rental House:

Superintendent Binckley reported he met with Richard Pinkerton for a walk through inspection of the rental at Spring Valley Nature Preserve. Superintendent Binckley is currently working on the punch list. Superintendent Binckley reported he will provide the Trustees with a copy of the punch list and update them when items are completed. Superintendent Binckley noted most of the items are minor, such as light bulbs, patching drywall, painting, etc. Superintendent Binckley reported the chimney was cleaned today. Superintendent Binckley reported if the weather improves, the employees will be able to finish the work in a few weeks, but if the problem weather continues, it will take longer.

GRD:

Trustee Schott reported she already discussed the mural for Raccoon Valley Park. Trustee Schott reported she will be meeting to review the lease agreement between the GRD and the Township. Trustee Jenks advised he will provide Trustee Schott with a folder containing information about the lease and he will review it with Trustee Schott.

Trustee Schott reported the advertisement was prepared and placed in the newspaper and on the Township's website for the open Township's appointment to the GRD Board. Trustee Schott is the contact for applications. The deadline to apply is February 7, 2014.

Trustee Jenks reported Justin Lodge sent the Trustees a letter stating he did not wish to be reappointed to the GRD Board. A letter was sent thanking Mr. Lodge for his service to the Township and to the GRD.

Fire Department:

Fire Chief's report:

2014 Budget:

Chief Hussey reported he has been working on the Fire Department Budget and it is 99% completed.

Mobile Data Computers:

Chief Hussey reported he has been working on the final roll out of the mobile data computers. Chief Hussey reported he has been working with the 911 Center to train all the employees.

Personnel:

Chief Hussey reported Andy Saunders was hired to a full time Fire Fighter position which left a Peak Time Fire Fighter vacancy. Chief Hussey reported he has screened applicants and selected a candidate, Robert Glaze. Mr. Glaze is able to start tomorrow. Mr. Glaze works for the Westerville Fire Department and is a 15 year veteran fire fighter/paramedic.

Trustee Mason made a motion to follow Chief Hussey's recommendation and approve hiring Robert Glaze as a PEAK time Fire Fighter effective January 23, 2014. Trustee Schott seconded the motion and it was approved by a unanimous vote.

Land Management/ Open Space:

Wolfe Property Status:

Trustee Jenks reported he spoke to Steve Layman who advised the FRPP appraisal has been approved by FRPP. Mr. Layman believes the mortgage situation will be resolved in the next 30-60 days so the Township may close on the Wolfe property in time.

Granville Golf Course Status:

Trustee Mason reported the attorneys are reviewing the easement agreement. There will be more information when the review is completed.

FO Miller reported he received the bill for the survey of the Granville Golf Course. FO Miller reported the bill was shared between the Village and the Township. FO Miller requested approval to pay the survey bill.

Trustee Mason questioned whether money was previously set aside to pay for the survey work. Trustee Jenks reported money was set aside for a lawyer and for an appraiser, but was not set aside for surveying.

Trustee Jenks indicated the area needed surveyed for the Village to be able to be responsible for their portion of the easement property. The survey will be able to be entered into both easements.

Trustee Mason made a motion to approve paying the \$1,000 survey bill for the Granville Golf Course. Trustee Schott seconded the motion and after no further discussion it was approved with Mason-Yes, Schott-Yes, and Jenks- Abstaining.

Zoning:

Zoning Inspector and Compliance Officer:

Interim Zoning Inspector Binckley reported he issued a rebuilding permit for 159 Clouse Lane. Interim Zoning Inspector Binckley reported the resident requested a permit in December 2013 to raise the roof of the home. While working on the project, something went wrong and an interior

wall collapsed. It will now be as expensive to repair as to rebuild. The owners, therefore, decided to request a permit to rebuild the home. Interim Zoning Inspector Binckley reported a permit to rebuild was issued.

Interim Zoning Inspector Binckley reported he has also had several phone calls with a wide variety of questions. Interim Zoning Inspector Binckley reported he has been meeting with Zoning Inspector Warren May, who has been very helpful.

#### Zoning Commission:

Trustee Schott reported Keith Wills needs formal approval from the Trustees for the amendment to the existing Spring View PUD which was approved by the Granville Township Zoning Commission at their meeting on January 6, 2014.

Trustee Schott read the portion of the Granville Township Zoning Code which requires the Trustees to approve the amendment to the PUD. Trustee Schott will work with Interim Zoning Inspector Binckley to prepare a document for the Trustees to approve and provide for Keith Wills. Trustee Jenks reported the request should first have gone to the Trustees for approval and then to the Licking County Planning Commission, but due to a notification error, it went to the Licking County Planning Commission first. The Licking County Planning Commission's approval was contingent upon the Granville Township's Zoning Commission's approval.

Trustee Jenks thanked Trustee Schott for her time and commitment.

Trustee Schott reported the next Zoning Commission meeting will be February 3, 2014. The meetings are being posted and are open to the public. Trustee Schott reported she will be unable to attend the meeting.

#### Zoning Appeal Board (ZBA):

Trustee Schott reported the ZBA has not met and she has not received any updates from them.

#### Old Business:

##### Rotary Bridge Project-status

Trustee Jenks reported the Rotary Bridge project was covered earlier in the agenda.

FO Miller reported concerning an additional \$2,500 needed for the project, which the Township does not have. Trustee Jenks reported he will contact Dr. Weigand tomorrow to obtain the money. It was noted the work has not been completed, but FO Miller will need the money to be able to pay when the work is completed. Trustee Jenks reported the fee is for a survey identifying which trees need cut for construction to begin. There was further discussion concerning the project and negotiation of survey costs.

FO Miller reported the Township made a payment of \$10,700.13 to Korda for work they completed for the project.

#### Kendal TIF:

Trustee Jenks reported there was nothing new concerning the Kendal TIF.

Energy Aggregation:

Trustee Schott reported she received an e-mail from Mollie Prasher. Ms. Prasher reported she was advised by Bob Stallman, DPL Energy, the Village's information to request certification was filed with PUCO.

Trustee Schott reported the Township's request for certification was provided to PUCO before the Village's. Trustee Jenks questioned if there was an estimated date when the residents would begin to see savings. Trustee Schott reported it is dependent on when the Township and Village are certified by the PUCO as aggregation providers. Trustee Schott reported approval by the PUCO may take six weeks.

FO Miller stated there will not be another energy aggregation meeting until the Village receives its approval as a certified aggregator. Savings likely will not be seen until at least April.

Rental Home/ Spring Valley Nature Preserve:

Trustee Jenks reported this was discussed previously in the agenda. FO Miller reported he has received bills for the utilities at the house. The gas and electric bills were \$150 for January. FO Miller indicated the Township would like to have someone rent the house as soon as possible. Superintendent Binckley reported the heat is on and they are letting the water run slightly to prevent pipes from freezing.

Home on Raccoon Valley:

Trustee Jenks reported the home on Raccoon Valley was taken off the agenda as it had sold at the Sherriff's auction for \$61,000. Trustee Jenks reported he thought the home would be torn down. Trustee Schott reported there is a tarp over the roof of the home and there is a rumor they are restoring the home.

Trustee Jenks reported he was given what was read to the potential buyers at the auction from Licking County Treasurer Scott Ryan. Trustee Jenks read the statement which stated in part the dwelling has been declared a public health nuisance... potential bidders should proceed accordingly. Trustee Jenks commented the notice did not state the home has to be torn down. The home is dangerous for habitation, but if someone can make it safe and approved by the Health Department it could be lived in.

New Business:

Farm Leases:

Trustee Jenks reported Superintendent Binckley has worked on the farm leases. There are some small changes to be made and they will then be sent tomorrow. Trustee Jenks presented the leases to the Trustees. No action is required by the Trustees. The issues concerning guns, soil, drainage, hedge rows, etc. were addressed. All leases will look the same.

Superintendent Binckley recommended to the Trustees to get the bids out as soon as possible. Superintendent Binckley advised he would like to open bids on February 26, 2014. This will allow the farmers the ability to plan, buy fertilizer, etc.

Trustee Jenks stated the lease is not new and is the same format which has been used in the past. There have only been changes to strengthen some areas. Trustee Jenks reported the past two farmers of the property near the Township also farmed adjacent land which belonged to Kendal. Trustee Jenks reported it should be clear the farmer who leases the land is only to farm the Township's property and not Kendal's property. Trustee Jenks commented this does not need to be in the lease. Trustee Schott commented the Township can only lease its own property.

It was decided the farmer should be informed which land belongs to Kendal. Trustee Jenks stated when the Township realized the farmers were farming on Kendal's property the Trustees decided to pay Kendal a portion of the rent. The farmers were wrong for doing what they did. In the future, the farmer may make a separate deal with Kendal if he or she wishes to farm the Kendal property. The size and location of the Kendal portion was discussed.

Trustee Mason questioned whether the Kendal portion was marked. Trustee Jenks reported the property was surveyed and marked, but the markers were removed. Trustee Mason suggested Superintendent Binckley use the white markers which were used on other properties to mark the area. Superintendent Binckley indicated he may be able to find some of the old stakes and remark the property.

#### Vacation:

FO Miller reported he will be on vacation beginning January 23, 2014, until January 31, 2014. Trustee Jenks reported he will be on vacation beginning January 31, 2014, and will return March 1, 2014.

#### Executive Session:

There was no need for an executive session.

Trustee Jenks moved adjournment, and the meeting was adjourned at 8:00 PM.

#### Calendar Reminder:

- Regular Board Meetings 02/12/2014 and 02/26/14 starting at 7:00 PM

\*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.