

Granville Township
Minutes of Regular Meeting, November 26, 2014

Present: Granville Township and Granville Roads District Trustees* Bill Mason, Melanie Schott, and Paul Jenks, Fiscal Officer Jerry Miller and Betsey Hampton, Recording Secretary.
Department Head: Chief Jeff Hussey, Superintendent Travis Binckley
Guests: Chuck Peterson, Granville Sentinel
Colleen Neuenschwander
Sam Schott

Trustee Jenks called the meeting to order at 11:00 AM followed by the Pledge of Allegiance.

Minutes of Regular Trustee Meeting, November 12, 2014:

FO Miller opened a discussion concerning the process of approving the minutes from Granville Township Trustees' meetings. FO Miller commented the meeting minutes are very detailed and long which is both good and bad. FO Miller reported the process has been Recording Secretary Betsey Hampton sends the minutes to him and he adds the appropriations transfers, lists of warrants and checks, and changes things around where needed. FO Miller then sends the minutes to Trustee Mason for review. Trustee Mason corrects the grammar by adding commas, etc. This set of minutes is then sent to the Trustees for review. FO Miller advised the tradition then is for the Trustees to make minor changes such as correcting misspelled names, etc.

FO Miller requested a review of the process. FO Miller questioned how much latitude there should be in making changes to the minutes. FO Miller reported the Township minutes are generally around 20 pages long while the Village Council's meeting minutes are only around 5-6 pages long. FO Miller reported the Township's and Village's meetings last the same length of time.

Trustee Schott commented the Village tapes their meetings, and the minutes are condensed.

FO Miller commented the discussion today concerns what is being done, and what should be done to make sure the Trustees have what they want represented in the minutes. FO Miller indicated if the meetings need to be recorded it could be done. Trustee Schott questioned if the minutes would then be condensed. FO Miller suggested there are multiple pages of discussion in the minutes that could instead state, "After a period of discussion." FO Miller suggested points made could be summarized and the conclusion provided.

Trustee Schott questioned why this is now an issue. Trustee Schott reported she proposed changes to the November 12, 2014 minutes, but they did not change content, only clarified. Trustee Schott discussed she previously took the minutes and can understand the Recording Secretary might not know everything going on and might not have information right. Trustee Schott commented clarification is needed so someone who was not at the meeting and reads the minutes can understand what happened. Trustee Schott indicated she understands the importance of not changing the content of the minutes.

Trustee Schott commented she made changes and now the issue is on the agenda but was not a problem other times.

Trustee Jenks commented the minutes have been an issue for some time. Trustee Jenks reported there was discussion when he became a Trustee about recording minutes. Trustee Jenks commented the minutes are more detailed. Trustee Jenks indicated two issues; that minutes are not ready until the Sunday before the meeting, and in the past there were only corrections such as adding commas and question marks, etc. The minutes were only corrected, not enhanced. Trustee Jenks commented the minutes would need to be ready earlier for the Trustees to have time to review before the meeting. Trustee Jenks discussed the big issue is the minutes went to 20 pages. Trustee Jenks suggested the Township do what the Village does and record the minutes. Trustee Jenks advised the Village destroys the meeting tapes after a period of time. Trustee Jenks suggested not including all the detail and making the minutes shorter.

Trustee Schott reported FO Miller asked for any proposed changes by 12:00 p.m. on Monday and her changes were sent before that time. Trustee Jenks commented the discussion is a general discussion about the minutes which are too long.

Trustee Schott commented she believes the discussion is about the changes she made and read an e-mail sent by Trustee Jenks to FO Miller which she received regarding the minutes.

There was an open discussion concerning these issues and the time required to review changes made to the minutes. Trustees Schott suggested approval of the minutes could be tabled for further review if required.

Trustee Mason commented he has felt the minutes record far too much discussion. Trustee Mason reported it takes at least an hour to read the minutes and make grammatical corrections. Trustee Mason reported he does not change the content of the minutes, but advised sometimes the last half of the sentence is better at the first, etc. Trustee Mason commented he does editing for a living and only edits grammar and changes some words such as, discussed to stated or opined, remove the word that, etc. Trustee Mason stated he does not have to review the minutes but was asked to do so by the former fiscal officer. Trustee Schott reported she read these minutes and made a couple changes which did not change the content. Trustee Schott reported she rarely makes changes.

There was further open discussion concerning recording the meetings, transcribing the recordings, setting a retention schedule for the recordings, approving the transcribed minutes, and public record requests.

Trustee Schott commented she took the minutes for 11 years for Granville Village. Trustee Schott reported in other meetings, corrections to minutes took place in public. Board members would review the minutes and propose corrections at the next meeting. Trustee Jenks reported he attended numerous public meetings and minutes were not changed in open session, instead changes were recommended. Trustee Schott reported she provided her changes so they would be able to be reviewed prior to the meeting. There was discussion concerning this issue.

FO Miller reported he would come up with options such as what is done by the Village and other Townships to present for discussion at a future meeting. There was further discussion concerning edits to the minutes from November 12, 2014.

Trustee Schott commented she would like a motion to approve the meeting minutes, with the modifications she proposed, from November 12, 2014, but approval of the minutes could also be tabled to allow for further review.

There was further discussion concerning condensing the minutes and recording the minutes.

Trustee Schott commented Trustee Mason makes changes to the minutes prior to her review of the minutes and questioned how that is different from her making changes to clarify the minutes. Trustee Schott commented Trustee Mason has made changes to the minutes for years, but it is treated as a problem when she made changes. Trustee Mason commented the problem is the minutes have become longer, and the changes made by Trustee Schott made the minutes longer.

Trustee Jenks commented Trustee Schott made 13 additions. Trustee Schott commented Trustee Mason could have made 26 additions, but she did not see his additions. There was discussion concerning changes to the minutes.

Trustee Schott made a motion to table approval of the minutes from November 12, 2014. Trustee Jenks seconded the motion and it was approved by a unanimous vote.

Trustee Jenks commented it has been suggested the minutes be recorded and an abbreviated record created. Trustee Jenks stated the minutes are two to three times as long as when he began as a Trustees. This creates an issue with style and clarification. Trustee Jenks commented if the minutes are short and a recording is available for a period of time such as 30 or 90 days the Sunshine Law will still be followed. It was noted if the meetings are recorded and someone takes issue with something in the minutes, they could be tabled and amended after the recording is listened to again. Trustee Jenks commented this would be more efficient.

FO Miller indicated the Village minutes had 35 minutes of citizen comments on one page. Trustee Schott reported when she took the Village Council meeting minutes, if there was a question about something which did not get into the minutes, she was asked to listen to the tape.

There was discussion changes to the minutes should be proposed at the time the minutes are approved. Trustee Schott requested the Trustees look over her changes before the next meeting. Trustee Schott emphasized she was not attempting to change the minutes prior to the Trustee meeting, she was proposing changes to be discussed and approved at the meeting.

FO Miller will bring suggestions to the next Trustee meeting.

Public Comment:

There was no public comment.

Correspondence Received or Sent:Denison Business Breakfast:

FO Miller reported he received an invitation for the annual Denison Business Breakfast which will take place on December 3, 2014, at 7:30 a.m. FO Miller reported he sent the notice to the Trustees and RSVP'd on behalf of himself and Trustee Jenks. Trustee Mason reported he sent his RSVP.

Licking County Engineer's Trustees Meeting:

FO Miller reported he received an invitation to the Licking County Engineer's Trustees Meeting on December 12, 2014. FO Miller reported he will be attending the meeting. Trustees Mason, Jenks and Schott reported they will attend and sent their RSVP's.

Kendal TIF:

FO Miller reported he received correspondence from Brad Cottrell and Licking County Auditor Mike Smith. FO Miller reported he forwarded the Resolution to end the Kendal TIF to the Auditor's office.

Elected Official Reports:Financial Matters:Records Meeting:

FO Miller reported he attended a records meeting with Trustee Jenks, Chief Hussey, and Superintendent Binckley. The record retention schedule, RC-2, was discussed. It was decided to work off the 2008 schedule and update it at a later time. Trustee Jenks commented nothing is being destroyed which was not similar to what was destroyed in past years.

FO Miller reported they approved a new RC-3, request to destroy records and it was sent to the Ohio Historical Society. FO Miller reported he will be allowed to destroy the records on December 8, 2014, if the Ohio Historical Society does not object.

Trustee Jenks commented items being destroyed are more than 1 year old and FO Miller advised most is much older than one year. FO Miller reported many items are allowed to be destroyed after audits are completed. FO Miller advised some of the records were not destroyed after earlier audits. FO Miller stated the prior Fiscal Officer had records at his home which were later consolidated at the Township Building. Many of the records should have been destroyed long ago.

Kendal TIF:

FO Miller reported he continues to work with Licking County Auditor Mike Smith's office concerning the Kendal TIF. Part of the agreement was the Township would be compensated for Fire and EMS. The final bill for 2014 is still being determined.

Big O Contract:

FO Miller reported there was a waste management contract with Big O which ends the beginning of 2015. At a previous meeting it was questioned if there was an automatic renewal of the Big O contract. FO Miller reported the Licking County Prosecutor's office is reviewing the issue. FO Miller reported the contract may need to be put out to bid, but he is waiting for direction from the Prosecuting Attorney.

Amended Certificate and Revised Revenue and Appropriation Amounts:
REVENUES APPROPRIATIONS:

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

Post Date	Transaction Date	Account Code	Amount	Resolution Number	Type	Purpose
11/17/2014	11/17/2014	2041-110-111-0000	\$1,000.00		Permanent	Trustee Salary Allocation
11/17/2014	11/17/2014	2041-410-190-0001	\$200.00		Permanent	Cemetery OT
11/17/2014	11/17/2014	2041-410-599-0102	-\$200.00		Permanent	Cemetery OT
11/17/2014	11/17/2014	2041-410-599-0102	-\$1,000.00		Permanent	Trustee Salary Allocation
11/17/2014	11/17/2014	2141-110-111-0000	\$2,000.00		Permanent	Elected Official Salary Allocations
11/17/2014	11/17/2014	2141-110-121-0000	\$500.00		Permanent	Elected Official Salary Allocations
11/17/2014	11/17/2014	2141-330-360-0003	-\$2,500.00		Permanent	Elected Official Salary Allocations
11/17/2014	11/17/2014	2191-220-310-0007	\$800.00		Permanent	Annual Service Contract - Additional AED's need covered
11/17/2014	11/17/2014	2191-220-599-0004	-\$800.00		Permanent	Annual Service Contract - Additional AED's need covered
11/17/2014	11/17/2014	2195-110-111-0000	\$2,000.00		Permanent	Trustee Salary Allocation
11/17/2014	11/17/2014	2195-110-599-0008	-\$2,000.00		Permanent	Trustee Salary Allocation
11/25/2014	11/25/2014	2041-410-222-0000	\$110.00		Permanent	fix life ins. charge
11/25/2014	11/25/2014	2041-410-599-0001	-\$110.00		Permanent	Holiday decorations
11/25/2014	11/25/2014	2041-410-599-0006	\$110.00		Permanent	Holiday decorations
11/25/2014	11/25/2014	2041-410-599-0102	-\$110.00		Permanent	fix life ins. charge
11/25/2014	11/25/2014	2191-220-213-0005	\$500.00		Permanent	
11/25/2014	11/25/2014	2191-220-229-0000	\$7,000.00		Permanent	VFIS insurance
11/25/2014	11/25/2014	2191-220-599-0004	-\$7,000.00		Permanent	VFIS insurance
11/25/2014	11/25/2014	2191-220-599-0004	-\$500.00		Permanent	

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 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 Schott 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:

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount
1158-2014	11/21/2014	11/18/2014	EP	Joseph C Asselin	\$935.04
1159-2014	11/21/2014	11/18/2014	EP	Susan A Bain	\$288.35
1160-2014	11/21/2014	11/18/2014	EP	Thomas M Barnhill	\$138.41
1161-2014	11/21/2014	11/18/2014	EP	Christopher M Bassetti	\$280.63
1162-2014	11/21/2014	11/18/2014	EP	Andrew R Baughman	\$1,333.02
1163-2014	11/21/2014	11/18/2014	EP	B. Travis Binckley	\$2,137.77
1164-2014	11/21/2014	11/18/2014	EP	Charles D. Borden	\$857.13
1165-2014	11/21/2014	11/18/2014	EP	Thomas A. Bowman	\$2,068.30
1166-2014	11/21/2014	11/18/2014	EP	Tyler J. Bryan	\$1,029.86
1167-2014	11/21/2014	11/18/2014	EP	Joshua M Butt	\$900.68
1168-2014	11/21/2014	11/18/2014	EP	Dorwin R Clemens	\$1,667.08
1169-2014	11/21/2014	11/18/2014	EP	Gregory S. Coyle	\$276.20
1170-2014	11/21/2014	11/18/2014	EP	Casey R. Curtis	\$1,615.95
1171-2014	11/21/2014	11/18/2014	EP	Alexander J Daniels	\$931.15
1172-2014	11/21/2014	11/18/2014	EP	Paul J. DuBeck III	\$237.97
1173-2014	11/21/2014	11/18/2014	EP	C. Michael Duncan	\$389.14
1174-2014	11/21/2014	11/18/2014	EP	Troy A Elmore	\$129.20
1175-2014	11/21/2014	11/18/2014	EP	Bradley D Essick	\$1,581.11
1176-2014	11/21/2014	11/18/2014	EP	Adam C Gottfried	\$438.95
1177-2014	11/21/2014	11/18/2014	EP	Benjamin S. Hagstad	\$431.87
1178-2014	11/21/2014	11/18/2014	EP	Elizabeth G Hampton	\$294.44
1179-2014	11/21/2014	11/18/2014	EP	Joshua B. Harrison	\$276.47
1180-2014	11/21/2014	11/18/2014	EP	Kevin M Henry	\$630.45
1181-2014	11/21/2014	11/18/2014	EP	Brianne M Hill	\$1,660.46
1182-2014	11/21/2014	11/18/2014	EP	Jeff A Hussey	\$2,583.18
1183-2014	11/21/2014	11/18/2014	EP	Paul R. Jenks	\$1,356.73
1184-2014	11/21/2014	11/18/2014	EP	Jaime J Jones	\$289.89
1185-2014	11/21/2014	11/18/2014	EP	Bradley A. Leckrone	\$299.57
1186-2014	11/21/2014	11/18/2014	EP	Terry L. Lynn Jr	\$383.51
1187-2014	11/21/2014	11/18/2014	EP	Nicholas J Marcum	\$1,270.96
1188-2014	11/21/2014	11/18/2014	EP	William R. Mason Jr.	\$1,238.18
1189-2014	11/21/2014	11/18/2014	EP	Ralph R Meisenhelder	\$624.78
1190-2014	11/21/2014	11/18/2014	EP	Troy A Melick	\$393.51
1191-2014	11/21/2014	11/18/2014	EP	Daniel J Mercer	\$295.03
1192-2014	11/21/2014	11/18/2014	EP	Jerry A Miller	\$1,752.65
1193-2014	11/21/2014	11/18/2014	EP	Tyler S Poe	\$292.05
1194-2014	11/21/2014	11/18/2014	EP	Brandon T. Reece	\$1,693.40
1195-2014	11/21/2014	11/18/2014	EP	Andrew T. Saunders	\$1,384.85
1196-2014	11/21/2014	11/18/2014	EP	Melanie J Schott	\$1,249.58
1197-2014	11/21/2014	11/18/2014	EP	Douglas W. Smith	\$603.78
1198-2014	11/21/2014	11/18/2014	EP	Scott M Smith	\$542.32
1199-2014	11/21/2014	11/18/2014	EP	Seth W Teagle	\$534.33
1202-2014	11/21/2014	11/25/2014	EW	Park National Bank-IRS (Fed, Med & SS w/h)	\$7,385.00
1203-2014	11/21/2014	11/25/2014	EW	Ohio Public Employees Deferred Comp.	\$1,297.00
1204-2014	11/21/2014	11/25/2014	EW	OCS Pay Center-Knox Cty 7085726383	\$682.62
1205-2014	11/21/2014	11/25/2014	EW	Ohio Department of Taxation	\$2,094.94

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount
1206-2014	11/21/2014	11/25/2014	EW	School District Income Tax	\$280.28
1207-2014	11/21/2014	11/25/2014	EW	Village of Granville - Income Tax Dept	\$1,137.59
10345	11/25/2014	11/24/2014	AW	Delta Dental Plan of Ohio	\$1,026.78
10346	11/25/2014	11/24/2014	AW	DJL Material & Supply Inc	\$1,867.50
10347	11/25/2014	11/24/2014	AW	Fire House	\$43.00
10348	11/25/2014	11/24/2014	AW	Granville Lumber	\$3.49
10349	11/25/2014	11/24/2014	AW	Janet L. Packard	\$62.65
10350	11/25/2014	11/24/2014	AW	Lawson Products Inc	\$412.80
10351	11/25/2014	11/24/2014	AW	Medical Benefits Mutual	\$95.55
10352	11/25/2014	11/24/2014	AW	Mini-Mix Inc.	\$640.50
10353	11/25/2014	11/24/2014	AW	MT Business Technologies Inc	\$53.08
10354	11/25/2014	11/24/2014	AW	Ohio Health/Behavior Health	\$175.00
10355	11/25/2014	11/24/2014	AW	Physio-Control Inc	\$6,786.84
10356	11/25/2014	11/24/2014	AW	Pinkerton Real Estate Services	\$71.50
10357	11/25/2014	11/24/2014	AW	Verizon Wireless	\$321.24
10358	11/25/2014	11/24/2014	AW	Vince Catalogna	\$691.00
10359	11/25/2014	11/24/2014	AW	Wright Brothers Power, LLC	\$82.10
10361	11/25/2014	11/25/2014	AW	Dish Network	\$33.21
10362	11/25/2014	11/25/2014	AW	Ohio Public Entity Consortium	\$176.00
10363	11/25/2014	11/25/2014	AW	Wichert Insurance	\$6,552.00

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:

Trustee Jenks advised everything he has to report is covered later in the agenda.

Trustee Mason:

Trustee Mason reported everything he has to report will be covered later in the agenda.

Trustee Schott:

Trustee Schott reported everything she has to report is covered elsewhere in the agenda.

Roads District:

Superintendent's Report:

Marathon Pipeline:

Superintendent Binckley reported there was a ROW permit to Marathon oil to repair line along Mill Race Rd. This has been completed and Marathon will have a crew come back in the Spring to put in turf.

Berm Repair:

Superintendent Binckley reported the crew repaired the berm along Old Columbus Rd.

Snow and Ice Removal:

Superintendent Binckley reported the crews performed snow/ice removal duties on three occasions. They used approx. 40 tons of salt and 20 tons of #9 gravel w/ brine.

Salt:

Superintendent Binckley reported the Township took delivery of 121 tons of salt of the 280 ton order of salt from Cargill. Superintendent Binckley advised the Township has plenty of salt and more is on the way. Trustee Jenks reported the Township contracted for 775 tons of salt as part of the state salt purchase contract. Some of the salt will go to the school district and to McKean Township. 660 tons of salt will come to the Township. Trustee Jenks reported 660 is a larger amount than was ordered in previous years. Trustee Jenks indicated although 40 tons have already been used the Township should still have an adequate salt supply.

High Wind Damage:

Superintendent Binckley reported the crews cleaned up several trees and limbs from the recent high winds.

Trustee Mason thanked Superintendent Binckley for taking care of the problem with the tree on power lines. Superintendent Binckley reported there was a tree which fell on phone lines on Canyon Road. If the tree had fallen, it would also have taken down power lines. Superintendent Binckley reported the Township crews cut the tree away from the lines, and the AEP subcontractor arrived and finished the work. The AEP subcontractor had pictures of the tree and wanted to take care of the problem before the tree fell into the roadway. The tree had been nearer the ground, but had risen up before the Township crew arrived. Superintendent Binckley reported there was a lot of tension on the lines due to the tree. The AEP subcontractor stated the tree was classified as an emergency and they were pulled off another job to take care of it.

MS-4 Training:

Superintendent Binckley reported the annual MS4 Training will be held on Dec 11, 2014, at 2:00pm at Licking County Highway Department. All the Roads District and Cemetery Personnel are required to attend as part of the MS-4 report.

Cemetery Department:

Superintendent Binckley reported there have been four funerals.

Superintendent Binckley reported the crews cleaned up several limbs and one up rooted tree after the high winds. Superintendent Binckley reported no markers were damaged.

Parks Department/ Granville Recreation District (GRD):

Superintendent Binckley reported he met with Judy Preston, Land Management Committee. Superintendent Binckley reported per Ms. Preston's request, the crews moved stones to create a sitting area and repaired one of the stone pillars at Spring Valley Nature Preserve.

FO Miller reported Ken Blair decided to take back the semi-trailer which was discussed at a previous meeting. FO Miller reported the GRD was going to vote to give the semi-trailer back to Mr. Blair at their last meeting. FO Miller reported the Township will, therefore, not need to put the semi-trailer on Gov.Deals.com.

Trustee Schott reported GRD Director Andy Wildman advised her the GRD's attorney reviewed their proposed lease with Granville Township and do not have any changes. Trustee Schott reported she e-mailed APA Lecklider and is waiting for his review of the lease.

Fire Department:

Chief's Report:

Runs:

Chief Hussey reported to date the Fire Department has had 1682 runs for 2014, which puts them on track for completing 1860 runs for the year.

Denison:

Chief Hussey reported he participated in the Denison Head of Security interviews before the previous Trustee meeting. Chief Hussey reported Denison announced they chose the candidate the interview committee hoped would be chosen. Chief Hussey reported the new Head of Security is from California and worked for USC. It was discussed the new Security Chief will begin on December 8, 2014.

Granville Police Chief:

Chief Hussey reported he participated in the Granville Police Chief interviews. Chief Hussey reported there were strong candidates and it is good Granville began the process again. Trustee Schott questioned if Chief Hussey could advise if any of the candidates are local. Chief Hussey responded one purchased a house in Newark, at the edge of Granville. There was also a candidate from Cincinnati and one from Delaware.

Chief Hussey indicated there will be a strong coalition of safety personnel working together to solve challenges and move in the same direction.

Department Physicals:

Chief Hussey reported department physicals were completed last week.

FEMA:

Chief Hussey reported FEMA contacted him concerning the assistant fire fighter grant program. FEMA wants to use the Granville Township Fire Department as a showcase agency concerning the impact of the grant programs on local communities. Chief Hussey reported the story will be published on a national level to promote grant successes. Chief Hussey commented Granville Township was awarded two staffing level grants from FEMA and equipment grants. Chief Hussey reported the Fire Department is working on a new grant application.

Out of Office:

Chief Hussey reported he will be out of the office from December 7, 2014, until December 12, 2014, and Lieutenant Curtis will be acting chief. Chief Hussey reported he will be available by phone.

Personnel:

Chief Hussey reported he received two resignations which he received with regrets. The first resignation is from Dave Kishler who has been a Volunteer Firefighter since 1980. Chief Hussey commented Fire Fighter Kishler is a wonderful resident who has had a big impact on the Fire Department's culture and during the transition from a private corporation to the Township Fire Department. Chief Hussey reported Fire Fighter Kishler was a stabilizing factor during the transition and was very supportive. Chief Hussey commented he is sorry to see Fire Fighter Kishler leave. Chief Hussey reported they are going to have an open house for Fire Fighter Kishler on December 16, 2014, at 7:00 p.m.

Chief Hussey reported he also received a resignation request from Ryan Sitters. Fire Fighter Sitters began with the Township after he graduated high school. He is now employed full time as a police officer in Shaker Heights, Ohio

Trustee Mason made a motion to accept, with regrets, the resignations of Dave Kishler and Ryan Sitters effective November 30, 2014. Trustee Schott seconded the motion and it was approved by a unanimous vote.

Volunteer Fire Fighter Program:

Chief Hussey reported he will prepare a report concerning the status of the volunteer fire fighter program. Chief Hussey indicated he is committed to maintaining a healthy volunteer program and it is a core piece. Chief Hussey reported over the past three years there have been retirements for some of the senior members such as Norm Kennedy, Larry Schneider, and Dave Kishler. These were very active volunteers. Chief Hussey reported the number of volunteers look the same, but replacements are college students who want into the business, and Denison students who are only here for a few years.

Chief Hussey reported there are the same numbers, but deployment capability is declining because there are not local residents with the same activity level. Chief Hussey reported he will discuss this more in planning for next year. The Department is more exposed on the weekends when the Department drops to four people on duty. Chief Hussey will further analyze the situation and prepare a formal report.

Land Management/ Open Space:

Clean Ohio Local Agricultural Easement Purchase Program (LAEPP):

Trustee Jenks reported he contacted the LAEPP program verbally and in writing and advised the Township will not be participating in the program at this time. Trustee Jenks reported he was advised this will not have an impact on the Township's ability to participate in the program in the future.

Steve Layman/ ALE Program:

Trustee Mason reported Steve Layman is still working on behalf of the Township. When Mr. Layman has something to report he will contact the Township. Trustee Jenks reported he spoke to Mr. Layman and asked him to assure the Township Trustees the Township will not miss this year's ALE Federal Program. Trustee Jenks reported the Township Trustees would take over if

necessary to make sure the window for the ALE program was not missed. Mr. Layman assured Trustee Jenks he is on top of the situation.

Zoning:

Zoning Inspector and Compliance Officer:

Olde Park Subdivision:

Zoning Inspector and Compliance Officer Binckley reported the Licking County Technical review committee will meet on Wednesday Dec. 03, 2014, at 9:00 am to discuss the Olde Park Subdivision. They will review the updated sketch map. Trustee Schott questioned if Zoning Inspector and Compliance Officer Binckley was attending the meeting and he advised he can attend if needed but did not plan on attending. Chief Hussey reported he will attend the meeting.

It was discussed cul-de-sacs were added to the subdivision. Trustee Schott reported the Zoning Commissioner Chair stated the changes were enhancements and were welcomed changes.

Junk Vehicles:

Zoning Inspector and Compliance Officer Binckley reported due to a complaint the Township received concerning junked motor vehicles he worked with APA Lecklider to draft a letter.

Zoning Inspector and Compliance Officer Binckley requested permission to send the letter by certified mail to the residents at 2082 Welsh Hills Rd.

Trustee Jenks made a motion to permit Zoning Inspector and Compliance Officer Binckley to send a certified letter to the residents at 2082 Welsh Hills Rd. requesting a hearing to discuss two abandoned vehicles. Trustee Mason seconded the motion and it was approved by a unanimous vote.

Zoning Appeal Board (ZBA):

Trustee Schott reported the ZBA has not met.

Zoning Commission:

Trustee Schott reported she attended their meeting on November 17, 2014. The meeting was a work session with John Reese concerning the proposed cheese processing and conditional use changes to the Township's Zoning Resolution.

Trustee Schott questioned if Trustee Jenks discussed with Zoning Commission Chairperson Blanchard their meetings on December 1, 2014, and December 15, 2014. Trustee Schott reported the public hearing regarding the conditional use will be on December 15, 2014. Trustee Schott questioned if Trustee Jenks knew why the Zoning Commission was meeting on December 1, 2014, and Trustee Jenks advised he did not know. Trustee Schott reported the Zoning Commission will send public notice concerning the public hearing by December 3, 2015.

Trustee Schott reported the Zoning Commission reviewed information forwarded by Trustee Jenks about Denison potentially making application for a solar arrays. No application has been filed by Denison.

Trustee Jenks reported Trustee Schott, Zoning Inspector and Compliance Officer Binckley, the auditor, and prosecutor thought a solar array would require a Zoning Resolution change. Trustee Jenks commented he saw an e-mail from Denison which stated a solar array would not require a change.

Trustee Schott reported Denison is holding off for now and will have their attorney talk to APA Lecklider. Trustee Schott reported APA Lecklider stated if Denison wants to present a case why they believe a solar array fits in another use, he will look at it. There was further discussion concerning this issue.

Trustee Schott reported Chip Blanchard reported at the meeting he had a conversation with Trustee Jenks and is going to resign as chairperson of the Zoning Commission but would like to be considered for reappointment to the board. Trustee Jenks reported Chairperson Blanchard advised him his business is thriving and he does not have the additional time to devote to being Chairman.

Old Business:

Rotary Bridge Project-status

Trustee Jenks reported the bridge pylons are in. The armoring is finished or close to finished. Trustee Jenks discussed most of the work is being completed on the South Side of the bridge. Trustee Jenks reported the bridge is due to arrive on December 3, 2014, and will be set December 4, 2014, if the weather is okay. Trustee Jenks reported the bridge will not be usable. The bridge will be on top of the abutments, but the connectors, etc. will not be complete.

Superintendent Binckley reported the crane will come on December 3, 2014. Trustee Jenks reported the Rotary Bridge was designed to look like the bridge which crosses Main Street.

FO Miller noted part of the ODNR grant requires status reports. FO Miller reported a status report is due December 1, 2014. FO Miller questioned what percentage of the bridge is completed. It was determined approximately 35% of the project is complete. There was further discussion concerning the work which has been completed.

FO Miller reported ODNR questioned reimbursement. FO Miller reported he understands the Township will not receive reimbursement until the project is done. Trustee Jenks agreed.

Chief Hussey questioned if the bridge will support light trucks, and Trustee Jenks reported it was designed structurally to be able to support an emergency vehicle as part of the federal grant. Trustee Jenks discussed posts will be in place to prevent traffic other than pedestrian or bike. Chief Hussey advised some posts are removable or fold. Chief Hussey reported the fire department has approximately 6 runs every year for the bike trail and it would be helpful to be able to take a light truck.

Trustee Jenks requested Chief Hussey contact Dave Wade and make sure the posts are removable so a vehicle can travel on the bridge. Chief Hussey reported he will also obtain a weight limit for the bridge which may be posted for emergency vehicles.

Superintendent Binckley reported the construction crew has begun sloping. Superintendent Binckley advised the Township will receive approximately 400 tons of dirt which needed hauled from the site and will be stored on Township property. Superintendent Binckley reported the dirt will be used as fill.

Health Insurance:

FO Miller reported the Township renewed with Medical Mutual. The Trustees signed the check to pay for coverage for December. FO Miller requested approval to continue the Township's Flexible Savings Account (FSA) program. FO Miller commented the FSA has been done for 3-4 years. FO Miller explained the Township allows an employee to have up to \$2,500 in an FSA. FO Miller reported the federal government increase the allowable amount to \$2,550, but recommended the Township's program continue to allow up to \$2,500.

Trustee Schott questioned what percentage of employees participate in an FSA. FO Miller reported 4-5 people participate and find value in the FSA program. FO Miller reported with the Township's Health Reimbursement Account (HRA) program, the Township reimburses the first \$2,000, and the employee is responsible for the second \$2,000. The FSA program helps with the second \$2,000. FO Miller recommended continuing the FSA program through Med Ben. FO Miller received a proposal from Med Ben for rates of \$4.85 per month per participant. Med Ben quoted \$6.50 per month for an FSA and an HRA. FO Miller advised the rates are paid by the Township and did not change for 2015.

Trustee Mason made a motion to renew the Township's FSA and HRA with Med Ben. Trustee Jenks seconded the motion and it was approved by a unanimous vote.

FO Miller reported he did not receive updates concerning dental and vision.

Trustee Jenks reported the Township had a 14% increase in health insurance costs. Trustee Jenks commented FO Miller was getting quotes from the Township's agent to see if there are any better deals. FO Miller reported the agent told him he would have prices by the first of December. Trustee Jenks commented if the Township finds a better program it has the opportunity to change insurance carriers mid-term.

Farm Lease SR 37/James Rd.:

Trustee Jenks reported the Township previously leased the property at SR 37 and James Rd. to the Martins. The lease was up at the end of the farm season. Trustee Jenks indicated the property is not large and the Township does not receive a large rent. Trustee Jenks reported CAUV tax values are going up and the issue is whether the Township can receive enough rent to cover the CAUV tax for the property, sell it, etc.

Trustee Jenks reported he asked Andy Wildman, GRD, if the GRD thought there was value to the property for the GRD. Trustee Jenks indicated he wants enough information to be able to advise the Trustees before the farm season starts.

Trustee Jenks reported he is waiting for an opinion on what the CAUV tax for the property will be to determine if the Township can lease the property. FO Miller reported he was advised the CAUV tax would be \$600-\$650. FO Miller was not sure if the amount is for the current year or the new rates. FO Miller reported the rent received was \$900 and if CAUV taxes go up by 50%, the Township would still break even.

FO Miller reported the two parcels being discussed were tax exempt and requested permission to move the parcels to a CAUV tax status. Trustee Jenks requested the status not change to CAUV at this time and explained if the Township does not farm the property it does not want to be in CAUV and then leave again. Trustee Schott reported there could be a penalty to get out of the CAUV status. There was further discussion concerning CAUV taxes.

It was decided to leave the farm lease on the agenda.

There was further discussion concerning CAUV taxes.

FO Miller reported the properties were purchased with money from the Opera House fund. Trustee Jenks reported this allows latitude concerning what to do with the money.

New Business:

2015 Board Appointments:

Zoning Inspector and Compliance Officer:

Trustee Jenks made a motion to re-appoint Travis Binckley as Zoning Inspector and Compliance Officer for 2015. There was no further discussion. Trustee Schott seconded the motion and it was approved by a unanimous vote.

Granville Arts Council:

Trustee Schott reported she contacted Mickey Smith, and she is willing to continue to serve on the Granville Arts Council. There was no further discussion. Trustee Schott made a motion to appoint Mickey Smith to the Granville Arts Council for a one year term. Trustee Mason seconded the motion and it was approved by a unanimous vote.

Licking County Tax Incentive Council:

As no one contacted Leonard Hubert to determine if he would like to continue to serve on the Licking County Tax Incentive Council it was decided to table his appointment until the next Trustee meeting.

Open Space Committee:

Trustee Mason reported Jeff Brown, Vince Paumier, and Leonard Hubert, were willing to again serve on the Open Space Committee. There was no further discussion.

Trustee Mason made a motion to appoint Jeff Brown to the Open Space Committee for a three year term. Trustee Jenks seconded the motion and it was approved by a unanimous vote.

Trustee Mason made a motion to appoint Vince Paumier to the Open Space Committee for a three year term. Trustee Schott seconded the motion and it was approved by a unanimous vote.

Trustee Mason made a motion to appoint Leonard Hubert to the Open Space Committee for a three year term. Trustee Jenks seconded the motion and it was approved by a unanimous vote.

FO Miller reported Doug Wagner only committed to serve on the Open Space Committee until December 31, 2014. Trustee Mason reported when he contacted Mr. Wagner he was advised everyone wanted to continue to serve. As Mr. Wagner's original term is not over, it was decided nothing would be done concerning his term at this time.

Land Management Committee:

Trustee Schott reported she contacted Judy Preston and was advised Mickey Smith and Andy McCall would like to continue to serve on the Land Management Committee. There was no further discussion.

Trustee Schott made a motion to appoint Mickey Smith to the Land Management Committee for a three year term. Trustee Mason seconded the motion and it was approved by a unanimous vote.

Trustee Schott made a motion to appoint Andy McCall to the Land Management Committee for a three year term. Trustee Mason seconded the motion and it was approved by a unanimous vote.

Zoning Appeals Board:

Trustee Schott reported she contacted Stacy Engle who is willing to continue to serve on the Zoning Appeals Board. There was no further discussion.

Trustee Schott made a motion to appoint Stacy Engle to the Zoning Appeals Board for a five year term. Trustee Mason seconded the motion and it was approved by a unanimous vote.

Trustee Schott reported she spoke with Andy Crawford and Bill Brady who are willing to serve as alternates to the Zoning Appeals Board. There was no further discussion.

Trustee Schott made a motion to appoint Andy Crawford as an alternate to the Zoning Appeals Board for a one year term. Trustee Mason seconded the motion and it was approved by a unanimous vote.

Trustee Schott made a motion to appoint Bill Brady as an alternate to the Zoning Appeals Board for a one year term. Trustee Mason seconded the motion and it was approved by a unanimous vote.

Zoning Commission:

Trustee Schott reported she contacted Chip Blanchard and asked if he wanted to remain on the Zoning Commission and if he would meet to discuss concerns she has concerning his

appointment. Trustee Schott reported Mr. Blanchard did not wish to meet with her. Trustee Schott reported she has concerns about Mr. Blanchard's reappointment.

Trustee Jenks reported he received a phone call from Rob Schaadt who advised Mr. Blanchard was going to step down as chair of the Zoning Commission. Rob Schaadt and Vince Paumier would like to be co-chairs. Mr. Schaadt requested the Trustees receive input from the Zoning Commission concerning skill sets for appointments to the Zoning Commission.

Trustee Schott reported she spoke to Mr. Schaadt within the past two days, and Mr. Schaadt did not give her this information. Trustee Schott reported Mr. Schaadt is aware the Trustees have not conferred with the Zoning Commission on previous appointments. Trustee Schott indicated Judy Preston was recently appointed to the Zoning Commission and the Trustees did not meet with the Zoning Commission prior to appointing her. Trustee Schott questioned why the Trustees would meet with the Zoning Commission concerning any appointments.

Trustee Schott reported Mr. Schaadt stated his hope is if the Trustees do not reappoint Mr. Blanchard, it would be remiss as Mr. Blanchard brings experience, etc.

Trustee Schott reported she has an interested candidate for the Zoning Commission appointment who brings more experience and expertise. Trustee Schott reported he was born and raised in Granville, owned a construction company, worked for a commercial construction company, but no longer does business in Granville. Trustee Schott commented Mr. Blanchard could have a conflict of interest.

Trustee Mason questioned if the Zoning Commission could be expanded and was advised it may not as the size is statutory.

Trustee Schott made a motion to appoint Keith Lonzo to the Zoning Commission for a five year term. Trustee Schott reported Mr. Lonzo is willing to meet with the Trustees.

Trustee Schott commented she believes sometimes change is good. Trustee Schott commented she appreciates Mr. Blanchard's service to the community and he served for a long time.

There was further discussion by the Trustees concerning the appointment. Trustee Schott's motion died for lack of a second. Trustee Mason commented he has not spoken to anyone on the Zoning Commission. Trustee Schott commented she has worked with the Zoning Commission for the past year and attended a majority of their meetings. Trustee Schott indicated she has reported back concerning the Zoning Commission to the other Trustees. Trustee Schott commented she brought to their attention information she called the Prosecuting Attorney's office about questioning Mr. Blanchard's removal from the Zoning Commission. Trustee Mason questioned whether there was a leadership or lack of knowledge issue. There was further open discussion.

Trustee Jenks commented Judy Preston and Rob Schaadt were appointed without input from the rest of the Zoning Commission, but the Zoning Commission had not asked for input. They have now asked to be involved. Trustee Schott said she was not told they wanted input. Trustee Jenks

commented the Zoning Commission requested input and he wants to honor the request. Trustee Jenks reported Mr. Blanchard contacted him and wants to be reappointed to the Zoning Commission. There was further discussion concerning Mr. Blanchard's resignation as Chairperson.

Trustee Mason moved adjournment. Trustee Jenks seconded the motion, and the meeting was adjourned at 12:35 PM.

Calendar Reminder:

- Regular Board Meeting, 12/10/14 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.