

Granville Township
Minutes of Regular Meeting, May 27, 2015

Present: Granville Township and Granville Roads District Trustees* Melanie Schott, Bill Mason, and Paul Jenks, Fiscal Officer Jerry Miller, Recording Secretary Betsey Hampton
Department Heads: Chief Hussey, Superintendent Travis Binckley
Guests: Guests: Chuck Peterson, Granville Sentinel
Rob Schaadt, 2523 Burg Street, Zoning Commissioner
Mark Law, 1820 Newark Granville Rd. (Granville Christian Academy)
Erin Muth, 1820 Newark Granville Rd. (Granville Christian Academy)
Richard Van Meter, 446 Llanberis Dr.

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

Approval of Agenda:

Trustee Jenks asked to approve the agenda with the addition to move on three properties needing to have public hearings under compliance review. Trustee Schott moved to approve the agenda with the amendment suggested by Trustee Jenks. Trustee Jenks seconded the motion and it passed by unanimous vote.

Minutes Approval:

There was discussing to amend the minutes of the regular meeting of May 13, 2015. Trustee Jenks asked for a correction to the Public Comment section where Zoning Inspector Binckley responded to Mr. Downs changing "...would not be accepted..." to "... would be denied...". Within the same Public Comment section, Trustee Jenks also requested a change to the last sentence in the next paragraph from "... allowing solar panels on accessory structures." to "...allowing solar panels as an accessory structure.". Trustee Schott suggested and Trustee Jenks agreed Item 14.c. Rights and Responsibilities had not been removed from the approved agenda and should be added back to the minutes and report the "Item was not discussed". Trustee Schott moved to approve the amended minutes of the May 13, 2015. Trustee Mason seconded and the motion passed by unanimous vote.

Public Comment:

Mark Law, representing Granville Christian Academy, a part of Spring Hills Baptist Church, 1820 Newark-Granville Rd., stated the Granville Christian Academy is looking to expand the school, either a new building or occupying an existing one and is looking at purchasing several properties locally. Mr. Law stated the school is looking at perhaps buying 40 acres for a tax-exempt, non-taxpaying organization taking over a prime piece of the Dow Chemical property which could yield tax revenues today or tomorrow at some point. He asked for guidance on the proper form, if they were to pursue that property, for zoning regulations.

Trustee Schott advised Mr. Law how to apply for re-zoning. Zoning Inspector Binckley elaborated on the steps to making an application for re-zoning, stating the application will be turned into the Zoning Inspector who would turn it over to the Chair of the Zoning Commission. The Zoning Commission would review the request and go through their processes including any public hearings. The Zoning Commission would then make their recommendation to the

Township Trustees. Zoning Inspector Binckley provided Mr. Law with his business card to assist in filing the application. Trustee Schott noted there is a \$750 fee to make a re-zoning application.

Chief Hussey made comments on the fire safety issues and current lack of municipal water on the Dow properties. The complex is served by a private fire pump and grey water system on the property, which may not be able to be expanded. Chief Hussey suggested Mr. Law look at issue regarding having a school on the Dow property. Chief Hussey stated an educational complex would need a whole fire suppression system and an adequate water supply. Chief Hussey offered his help if Mr. Law needed to consult on the water situation.

Mr. Law asked if the same issues would apply to Building B currently on the property. Chief Hussey stated the building was on the grey water system and fire pump, and what Mr. Law was proposing would be a change of use and would require the system to be potentially reviewed if not redesigned to meet the new use category, and would probably need some significant system/building upgrades.

Trustee Jenks elaborated on the water issue at the Dow property noting the Board, when former Trustees Jim Havens was chairperson, had reached an agreement to allow water and sewer to come into the Township by an outside entity. Trustee Jenks told Mr. Law the Trustees would be happy to supply him with a copy of the original agreement.

There was no further public comment.

Correspondence Received or Sent:

FO Miller reported:

- Sheriff Deputy Tim Caldwell provided a Granville Township crime statistics report which was shared with the Trustees.
- Received a phone call from Janet Worth who wanted a Trustee to contact her regarding a fence line dispute. Trustee Jenks stated Ms. Worth's neighbor, Steve Finlayson, had contacted him regarding the fence line dispute, asking the Trustees to serve as arbitrators between him and Ms. Worth; however, the Prosecutor's Office advised the Trustees not get involved because it is a civil matter between the two. Trustee Jenks recommended following the Prosecutor's original recommendation because this issue is not in the Trustee's jurisdiction.

Supt. Binckley commented further on the topic and stated the Prosecutor suggested the two neighbors seek counsel to settle the dispute privately and the Trustees have no authority to determine where a partition line fence actually exists.

Trustee Jenks will call Ms. Worth to let her know the issue is not in the jurisdiction of the Trustees.

- Received a public information request which he and Chief Hussey are working on.

- Received a call from Frank Harmon representing the Ohio Insurance Agencies who would like to meet regarding the Township's health insurance policy. Trustee Schott agreed to sit in the meeting.
- Submitted the ODOT application for 775 tons of salt.

Elected Official Reports:

FO Miller:

- Attended the Memorial Day Parade and Service.

FO Miller is in need of approval of a purchase order for \$5000 for Steve Layman's services on grant application and green space work.

Trustee Schott moved to approve a purchase order of \$5000 for Steve Layman's services. Trustee Mason seconded. The motion passed by unanimous vote.

Amended Certificate and Revised Revenue and Appropriation Amounts:

Supplemental Appropriations:

FO Miller reported, as approved during the Trustee May 13, 2015 meeting, the creation of the Contingency Line Item (1000-930-930-0000) within the General Fund and moved \$10,000 from the Carryover Line Item (1000-110-599-0004), then moved from the Contingency Line Item the following approved expenditures:

1. \$1000 for Steve Layman to work on the SR 37/James Rd. property (1000-110-319-0000)
2. \$100 for flowers (1000-610-599-0000)
3. \$180.52 weed killer (1000-610-599-0000)

FO Miller requested approval of a purchase order for \$5000 for Steve Layman's services. FO Miller noted there was \$450 left from a 2014 Carryover PO, but he had received a bill for \$2500. FO Miller reported Mr. Layman has been working on a Federal Grant application and will continue to work on other Open Space matters for the Trustees. Money was included in the Township's approved 2015 budget.

Trustee Schott moved to approve a purchase order of \$5000 for Steve Layman's services from the Open Space Fund, Trustee Mason seconded and without further discussion, the motion passed by unanimous vote.

FO Miller provided a list of the warrants and payroll checks 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.

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount
484-2015	05/22/2015	05/19/2015	EP	Joseph C Asselin	\$1,177.80
485-2015	05/22/2015	05/19/2015	EP	Susan A Bain	\$274.50
486-2015	05/22/2015	05/19/2015	EP	Christopher M Bassetti	\$298.53
487-2015	05/22/2015	05/19/2015	EP	Andrew R Baughman	\$1,677.95
488-2015	05/22/2015	05/19/2015	EP	B. Travis Binckley	\$2,177.34
489-2015	05/22/2015	05/19/2015	EP	Charles A. Borden	\$837.39
490-2015	05/22/2015	05/19/2015	EP	Thomas A. Bowman	\$1,625.31
491-2015	05/22/2015	05/19/2015	EP	Tyler J. Bryan	\$1,107.61
492-2015	05/22/2015	05/19/2015	EP	Joshua M Butt	\$1,150.54
493-2015	05/22/2015	05/19/2015	EP	Derwin R Clemens	\$1,520.84
494-2015	05/22/2015	05/19/2015	EP	Gregory S. Coyle	\$269.95
495-2015	05/22/2015	05/19/2015	EP	Casey R. Curtis	\$1,689.76
496-2015	05/22/2015	05/19/2015	EP	Alexander J Daniels	\$574.47
497-2015	05/22/2015	05/19/2015	EP	Paul J. DuBeck III	\$111.53
498-2015	05/22/2015	05/19/2015	EP	C. Michael Duncan	\$142.91
499-2015	05/22/2015	05/19/2015	EP	Troy A Elmore	\$396.03
500-2015	05/22/2015	05/19/2015	EP	Bradley D Essick	\$1,395.58
501-2015	05/22/2015	05/19/2015	EP	Adam C Gottfried	\$150.69
502-2015	05/22/2015	05/19/2015	EP	John R Guegold	\$917.78
503-2015	05/22/2015	05/19/2015	EP	Joshua B. Harrison	\$387.27
504-2015	05/22/2015	05/19/2015	EP	Kevin M Henry	\$711.10
505-2015	05/22/2015	05/19/2015	EP	Brianne M Hill	\$1,520.96
506-2015	05/22/2015	05/19/2015	EP	Jeff A Hussey	\$2,627.21
507-2015	05/22/2015	05/19/2015	EP	Jeremiah C Irwin	\$141.13
508-2015	05/22/2015	05/19/2015	EP	Paul R. Jenks	\$1,358.41
509-2015	05/22/2015	05/19/2015	EP	Aaron C. Jones	\$510.36
510-2015	05/22/2015	05/19/2015	EP	Brian P. Jones	\$361.08
511-2015	05/22/2015	05/19/2015	EP	Jaime J Jones	\$324.43
512-2015	05/22/2015	05/19/2015	EP	Bradley A. Leckrone	\$380.28
513-2015	05/22/2015	05/19/2015	EP	Terry L. Lynn Jr	\$257.99
514-2015	05/22/2015	05/19/2015	EP	Nicholas J Marcum	\$868.08
515-2015	05/22/2015	05/19/2015	EP	William R. Mason Jr.	\$1,240.51
516-2015	05/22/2015	05/19/2015	EP	Ralph R Meisenhelder	\$622.52
517-2015	05/22/2015	05/19/2015	EP	Troy A Melick	\$385.80
518-2015	05/22/2015	05/19/2015	EP	Daniel J Mercer	\$250.95
519-2015	05/22/2015	05/19/2015	EP	Jerry A Miller	\$1,616.83
520-2015	05/22/2015	05/19/2015	EP	Tyler S Poe	\$150.98
521-2015	05/22/2015	05/19/2015	EP	Brandon T. Reece	\$1,479.84
522-2015	05/22/2015	05/19/2015	EP	Steve L. Riley Jr.	\$151.65
523-2015	05/22/2015	05/19/2015	EP	Andrew T. Saunders	\$1,881.76
524-2015	05/22/2015	05/19/2015	EP	Melanie J Schott	\$1,102.63
525-2015	05/22/2015	05/19/2015	EP	Douglas W. Smith	\$272.64
526-2015	05/22/2015	05/19/2015	EP	Scott M Smith	\$600.23
527-2015	05/22/2015	05/19/2015	EP	Seth W Teagle	\$447.82
529-2015	05/22/2015	05/19/2015	EW	Park National Bank-IRS (Fed, Med & SS w/h)	\$7,283.07
530-2015	05/22/2015	05/19/2015	EW	Ohio Public Employees Deferred Comp.	\$1,517.00

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount
531-2015	05/22/2015	05/19/2015	EW	OCS Pay Center-Knox Cty 7085726383	\$682.62
532-2015	05/22/2015	05/19/2015	EW	Ohio Department of Taxation	\$2,297.83
533-2015	05/22/2015	05/19/2015	EW	School District Income Tax	\$265.95
534-2015	05/22/2015	05/19/2015	EW	Village of Granville - Income Tax Dept	\$1,265.39
10682	05/22/2015	05/19/2015	WH	Park National Bank - G Twp FSA W/H	\$1,184.58
10683	05/27/2015	05/26/2015	AW	Certified Oil Company	\$2,814.85
10684	05/27/2015	05/26/2015	AW	Dish Network	\$35.21
10685	05/27/2015	05/26/2015	AW	ELM Recycling LLC	\$471.00
10686	05/27/2015	05/26/2015	AW	Enzo's Cleaning Solutions LLC	\$528.00
10687	05/27/2015	05/26/2015	AW	Finley Fire Equipment Co., Inc.	\$1,032.00
10688	05/27/2015	05/26/2015	AW	Fire House	\$55.80
10689	05/27/2015	05/26/2015	AW	Genuine Parts Co	\$3.75
10690	05/27/2015	05/26/2015	AW	GovDeals, Inc.	\$65.79
10691	05/27/2015	05/26/2015	AW	Granville Milling Company	\$355.75
10692	05/27/2015	05/26/2015	AW	Jae's Towing & Recovery	\$201.50
10693	05/27/2015	05/26/2015	AW	Janet L. Packard	\$116.00
10694	05/27/2015	05/26/2015	AW	McDonald Auto and Truck Repair	\$3,282.15
10695	05/27/2015	05/26/2015	AW	Medical Benefits Mutual	\$100.50
10696	05/27/2015	05/26/2015	AW	MT Business Technologies Inc	\$62.92
10697	05/27/2015	05/26/2015	AW	Nationwide Children's Hospital	\$450.00
10698	05/27/2015	05/26/2015	AW	Ohio Health/Behavior Health	\$343.00
10699	05/27/2015	05/26/2015	AW	Ohio Public Entity Consortium	\$1,540.18
10700	05/27/2015	05/26/2015	AW	Pinkerton Real Estate Services	\$143.00
10701	05/27/2015	05/26/2015	AW	Treasurer State of Ohio - Oh Dept Comm	\$150.00
10702	05/27/2015	05/26/2015	AW	Verizon Wireless	\$321.26
10703	05/27/2015	05/26/2015	AW	Wright Brothers Power, LLC	\$119.99
10704	05/27/2015	05/27/2015	AW	Andy McCall	\$180.52
10705	05/27/2015	05/27/2015	AW	Christine McGowan	\$100.00
10706	05/27/2015	05/27/2015	AW	NAI Ohio Equities	\$2,500.00

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

Jerry A. Miller, Fiscal Officer

Trustee Bill Mason:

- Received an e-mail from Eric DeHays indicating a number of people had not paid their trash bill. Trustee Mason believes this situation has occurred because people who are not using the service are being billed.
- Met with Chief Hussey and one member of Village Council regarding the fire station site.
- Attended the retirement ceremony for Seth Patton, VP of Finance, Denison University and read the Township's Resolution honoring Mr. Patton.
- Attended an unveiling of a statue of Thomas Edison, by world-renowned Zanesville sculptor, Alan Cottrill, at the State Capitol.

Trustee Melanie Schott:

- Attended the retirement ceremony for Seth Patton.
- Attended another dedication of the Granville Inn.
- Attend a taping at the Granville Business Park by the new owner of the Business Park, Mr. Leggo, who was making a video to promote the area. Trustee Schott was asked to provide a few remarks on the video regarding Granville. Trustee Schott stated as a precaution, she contacted the Prosecutor's Office and asked if it were permissible for her, as a Trustee, to speak. The Prosecutor Office suggested she contact the Ohio Ethics Commission, which she did. A decision on the request would take 15 days; however, Trustee Schott was told a decision on a similar request stated if no compensation was received there was no problem.

Trustee Schott asked the other Trustees if they had any concerns with this. Trustee Mason and Trustee Jenks each indicated they had no problem with Trustee Schott speaking on the video. Trustee Schott stated she would release the signed document allowing Mr. Leggo to use her statements on the video.

- Attended the MS4 quarterly meeting. The MS4 billing concept is going to change based upon the number of acres held in the MS4 program, but no changes are official to date. Trustee Schott believes based upon the small number of acreage the Township holds now in the program, the Township is paying more than its fair share. The changes are up to the County Commissioners. The Ohio EPA report the Township filed has not received comments back yet from the EPA and Trustee Schott was told it would be emailed to the Trustees at a later date.

Trustee Paul Jenks:

- Attended retirement ceremony for Seth Patton, VP of Finance, Denison University.
- Attended an unveiling of a statue of Thomas Edison, by world- renowned sculptor, Alan Cottrill, at the State Capitol.
- Met with Adam Weinberg, president of Denison University.

Roads District:

Superintendent's Report:

Superintendent Binckley reported crews:

- Replaced driveway culvert at 2493 Cambria Mill Rd.
- Called in for fallen tree at North Hankinson and Cambria Mill Rd
- Filled pot holes on Orchard Dr. and patched section of Silver St. between Orchard Dr. and Granview South
- Put a dry well in the turnaround at the end of Denbigh Drive
- Trimmed trees at the intersections of Joy Lane and Burg St and Burg St and Carmarthen Way
- Raked, seeded and scattered straw at the end of Brecon Circle. (Prior plow damage, grass seed didn't take hold)
- Began first round of roadside mowing (started in the Northwest Quadrant)

Trustee Jenks commented Brecon Circle residents have built lawn ten feet out on Township property to the edge of the road where the plows and salt kill the lawn. Normally or typically in the Township that area would be gravel, not lawn. The Township has repaired this every year,

but one would ask if it is wise to continue to do that. Trustee Jenks commented he thinks continued high-level maintenance at Brecon Circle is something we should discuss with the property owners.

Cemetery Department:

Superintendent Reported the following activity:

- There were three funerals, one grave sold and one deed to sign
- Foundations were poured
- Crews spent ten days to finish getting the cemetery ready for the annual Memorial Day Celebration.

Trustee Schott added June 6 is the Union Cemetery workday.

Trustee Schott provided an update on the old cemetery stone found at Denison University and it was determined it was not a stone belonging in a Granville Township Cemetery. Trustee Schott reported she would reach out to other communities to try to find out where the cemetery stone belonged and if it cannot be determined, it will be returned to Denison University.

Parks Department/ Granville Recreation District (GRD)/ Bryn Du Commission:

Superintendent Binckley received a picture of the damaged snow fence between Golf Land and the GRD property and reported it has been repaired.

FO Miller noted last year the Township Trustees provided over \$8000 to the GRD to help pay for planting of trees in this area.

Agreement between GRD and the Township:

Trustee Schott reported GRD Director, Andy Wildman continues to work on a lease agreement.

Fire Department:

Chief Hussey reported staff completed the following activities:

- Attended Denison University Graduation to provide EMS standby.
- Chief Hussey, Firefighter Ryan Hussey and Firefighter Andy Saunders completed 80 hours of Fire Officer I training at the Ohio Fire Academy
- Firefighter Andy Baughman completed 80 hours of Fire Instructor training
- Firefighter Charlie Borden attended advanced pump operations at Ohio Fire School
- Firefighter Derwin Clemens attended Command and Control at State Fire School for 32 hours each.

Chief Hussey reported the total number of runs year to date is 786. We are on pace for 1950 calls annually.

Chief Hussey reported Medic 201 recently received emergency repairs at McDonalds Auto Repair in Hebron for \$3200. Work included a turbo rebuild, EGR replacement, EGR cooler replacement and oil cooler replacement. Chief Hussey stated Medic 202 is in need of similar repairs and will be scheduled in the near future. One of these trucks will be replaced at year-end by a new EMS vehicle.

Trustee Mason moved to allocate \$3200 for repair of Medic 202, Trustee Schott seconded the motion and after no further discussion was unamiously passed.

Chief Hussey noted Grass Truck 201 is at Abe's Body Shop for some corrosion repairs. This is being charged to regular maintenance and repairs and Trustee Mr. Mason is in agreement with the work. The estimate was \$1600.

Chief Hussey reported the Fire Department received \$3390 from the Ohio Fire Marshal Training Grant earlier this month. This is a reimbursement for much of the fire training in 2014.

Volunteer and part-time employee appointments:

Chief Hussey recommended Max Newton for hire as an intermittent firefighter/paramedic. Mr. Newton is a DU graduate and former volunteer who is moving back to Granville from Maine. Also recommending appointment of Alex Marcum as a volunteer FF/EMT. Mr. Marcum has completed training on his own and will be attending paramedic training in the future. He lives in Gahanna and frequently spends observation time here at the GTFD

Trustee Mason moved to hire Max Newton as a intermittent firefighter/paramedic and to appoint Alex Marcum as a volunteer FF/EMT. Trustee Schott seconded the motion and with out further discussion it passed by unanimous vote.

New EMS Vehicle:

Chief Hussey reported the new EMS vehicle committee will complete its work in the next few weeks. One new EMS vehicle will be presented for approval and ordering in June for approximately \$200,000 from the fleet replacement fund as planned. There is an ambulance standard change which will become effective July 1st, and it is important to place this order before that date to avoid additional costs associated with the new standards. This will be an Ohio state bid purchase. Chief Hussey will present this for approval at the next meeting.

Fire Station Project:

Chief Hussey and Trustee Mason have met with the majority of Village Council members and there appears to be widespread support for conducting a feasibility study of the current site for a replacement fire station. At this point, Chief Hussey is recommending approval to hire Moody Nolan Architects from Columbus to conduct a feasibility study for a replacement fire station on the existing site for \$7600 as they have proposed. Chief Hussey also requested approval to spend up to \$4000 for a detailed land survey of the existing site and adjacent Township properties in conjunction with the feasibility study.

Trustee Mason moved to hire Moody Nolan Architects for up to \$7600 and up to an additional \$4000 for detailed land survey of the existing site and adjacent properties, Trustee Schott seconded the motion and without further discussion the motion passed by unanimous vote.

Land Management/ Open Space:

Trustee Schott said there was nothing to report on land management and open space.

Zoning

Zoning Inspector and Compliance Officer

Zoning Inspector Travis Binckley reported:

- Issued two permits:
 - 67 Wyddfa Ct- Dwelling
 - 44 Hampden Dr – Swimming pool
- John Reese (Black Radish Creamery) dropped off his application for a conditional use permit
- Met with Trustee Melanie Schott and Rob Schaadt, Zoning Commissioner, to discuss the Zoning Resolution
- Received about ten complaints concerning 145, 217 and 223 Fairview Ave. regarding over-grown vegetation, garbage and debris on the properties

After some discussion,

Trustee Schott moved to hold a public hearing concerning 145 Fairview Ave. property, Trustee Mason seconded the motion and the motion carried by unanimous vote.

Trustee Schott moved to hold a public hearing concerning 217 Fairview Ave. property, Trustee Mason seconded the motion and the motion carried by unanimous vote.

Trustee Schott moved to hold a public hearing concerning 223 Fairview Ave. property, Trustee Mason seconded the motion and the motion carried by unanimous vote.

Zoning Inspector and Compliance Officer Binckley will provide proper notification to each property owner.

Zoning Inspector Binckley stated there is a discrepancy in the language of the zoning code regarding accessory structures, saying the Agricultural District has different language in the code than other sections and this language difference needs to be provided to the Zoning Commission. Zoning Commissioner Rob Schaadt stated he would like to get all of the changes made at one time.

FO Miller stated Trustee Schott recently updated the current version of the Zoning Resolution cleaning up format inconsistencies. FO Miller asked if these changes should be reviewed by the Zoning Commission before being implemented. Trustee Schott noted nothing changed except the formatting. Trustee Jenks and Trustee Mason agreed the updated version should be updated on the Township's website and provided to the Zoning Commission, but not recorded with the County Records Office, as that would need a public hearing.

Zoning Commission

Trustee Schott reported the Zoning Commission has not met.

Zoning Appeal Board

Trustee Schott reported the BZA has not met.

Old Business:

Rotary Bridge Project-status:

Trustee Jenks reported the bridge is open. There is a punch list that needs to be completed in June before the grand opening of the bridge.

Trustee Jenks suggested the Township plant trees at the end of Vill Edge Drive with funds from the general fund to keep people from driving onto the bike path. Trees pricing will be obtained and a decision moved to the next meeting.

Farm Sale SR37/ James Rd.:

Trustee Schott reported there is no update on this other than the signs have not yet been put up and she has been told they will be up soon.

Procedures for Purchases

FO Miller reported he has no formal draft as of yet and expects to have one at the next meeting.

New Business

There was no new business to be discussed.

Trustee Jenks moved to close the meeting at 8:35 PM, Trustee Mason seconded the motion and it passed by unanimous vote.

Calendar Reminder

- Regular Board* meetings 6/10/2015 and 6/24/2015 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.