

Granville Township
Minutes of Regular Meeting, October 28, 2015

Present: Granville Township and Granville Roads District Trustees* Melanie Schott, Fred Abraham, Kevin Bennett, Fiscal Officer Jerry Miller and Recording Secretary Maggie Barno
Department Heads: Superintendent Travis Binckley, Chief Jeff Hussey
Guests: Chuck Peterson, Granville Sentinel
Dan VanNess, Township Trustee Candidate
Rhonda Saunders, Township Trustee Candidate
Herb and Tammy Breymaier, North Street
Steve Layman, Township Land Consultant

Trustee Schott called the regular meeting of the Township Trustees to order at 7:00 PM followed by the Pledge of Allegiance.

Agenda Approval

Trustee Schott requested the addition of one item to the agenda: a resolution of appreciation under New Business. Trustee Bennett moved the approval of the agenda as modified, Trustee Abraham seconded the motion and the motion passed by unanimous vote.

Approval of Meeting Minutes

Trustee Abraham made a motion to approve the minutes of the October 14, 2015, meeting. Trustee Schott seconded the motion and the motion passed by unanimous vote.

Public Comment

There was no public comment at this meeting.

Correspondence Received or Sent

FO Miller reported he:

- Received from the State of Ohio, a 100 page guide, entitled, “A Residential Guide For Creating Safer Communities For Walking and Biking.” FO Miller stated he notified the Village Manager, Steve Stillwell that he had received the report. (Chief Hussey reported he had received e-mails from local citizens regarding the crosswalk at Washington and Pearl Streets.)
- Notified Pat Deering the Township will not become a local sponsor for the Ohio Department of Agriculture’s local agricultural easement purchase program. The Trustees chose to support Licking County Soil and Water District as the County’s local sponsor.
- Received an email from Bill Habig, of the Mid-Ohio Regional Planning Commission (MORPC) highlighting their work. The information was forwarded to the Trustees.
- Sent an email to Korda looking for an update on the remaining work which needs completed on the Rotary Bridge project. Bridge Engineer Carol Boehm responded and reported the work should be completed by the end of this year or early 2016.

Elected Official ReportsFO Miller:

- Met with Chief Hussey and Trustee Bennett to learn about the accidental insurance policy for fire fighters and volunteers offered through the Township's current VFIS policy. Insurance broker Brad Bush, from Wichert Insurance, and Darlene Kimball, from VFIS explained the policy and its benefits. Ms. Kimball will prepare a two-page leaflet explaining the plan to give to employees and volunteers.
- There were no appropriation transfers.
- 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 Abraham and a second by Trustee Bennett, 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
1049-2015	10/28/2015	10/12/2015	CH	Medical Mutual of Ohio	\$13,669.47
1050-2015	10/23/2015	10/19/2015	EP	Frederick Lee Abraham	\$1,305.78
1051-2015	10/23/2015	10/19/2015	EP	Joseph C Asselin	\$1,011.91
1052-2015	10/23/2015	10/19/2015	EP	Susan A Bain	\$267.92
1053-2015	10/23/2015	10/19/2015	EP	Thomas M Barnhill	\$139.33
1054-2015	10/23/2015	10/19/2015	EP	Margaret H Barno	\$281.76
1055-2015	10/23/2015	10/19/2015	EP	Christopher M Bassetti	\$149.80
1056-2015	10/23/2015	10/19/2015	EP	Andrew R Baughman	\$1,619.48
1057-2015	10/23/2015	10/19/2015	EP	Brynn Kevin Bennett	\$1,485.61
1058-2015	10/23/2015	10/19/2015	EP	B. Travis Binckley	\$2,018.88
1059-2015	10/23/2015	10/19/2015	EP	Charles D. Borden	\$852.93
1060-2015	10/23/2015	10/19/2015	EP	Thomas A. Bowman	\$2,206.30
1061-2015	10/23/2015	10/19/2015	EP	Tyler J. Bryan	\$1,048.44
1062-2015	10/23/2015	10/19/2015	EP	Joshua M Butt	\$926.95
1063-2015	10/23/2015	10/19/2015	EP	Derwin R Clemens	\$1,683.81
1064-2015	10/23/2015	10/19/2015	EP	Gregory S. Coyle	\$119.40
1065-2015	10/23/2015	10/19/2015	EP	Casey R. Curtis	\$1,708.84
1066-2015	10/23/2015	10/19/2015	EP	Alexander J Daniels	\$433.97
1067-2015	10/23/2015	10/19/2015	EP	C. Michael Duncan	\$305.80
1068-2015	10/23/2015	10/19/2015	EP	Troy A Elmore	\$386.23
1069-2015	10/23/2015	10/19/2015	EP	Bradley D Essick	\$1,773.43
1070-2015	10/23/2015	10/19/2015	EP	Adam C Gottfried	\$150.72
1071-2015	10/23/2015	10/19/2015	EP	John R Guegold	\$1,142.43
1072-2015	10/23/2015	10/19/2015	EP	Benjamin S. Hagstad	\$141.16
1073-2015	10/23/2015	10/19/2015	EP	Joshua B. Harrison	\$399.98
1074-2015	10/23/2015	10/19/2015	EP	Kevin M Henry	\$625.19
1075-2015	10/23/2015	10/19/2015	EP	Brianne M Hill	\$1,646.45
1076-2015	10/23/2015	10/19/2015	EP	Jeff A Hussey	\$2,428.87
1077-2015	10/23/2015	10/19/2015	EP	Jeremiah C Irwin	\$364.62
1078-2015	10/23/2015	10/19/2015	EP	Aaron C. Jones	\$391.22
1079-2015	10/23/2015	10/19/2015	EP	Brian P. Jones	\$270.23
1080-2015	10/23/2015	10/19/2015	EP	Bradley A. Leckrone	\$546.51
1081-2015	10/23/2015	10/19/2015	EP	Terry L. Lynn Jr	\$622.74
1082-2015	10/23/2015	10/19/2015	EP	Nicholas J Marcum	\$275.51
1083-2015	10/23/2015	10/19/2015	EP	Ralph R Meisenhelder	\$622.86
1084-2015	10/23/2015	10/19/2015	EP	Troy A Melick	\$257.19
1085-2015	10/23/2015	10/19/2015	EP	Jerry A Miller	\$1,617.89
1086-2015	10/23/2015	10/19/2015	EP	Maxwell F Newton	\$251.74
1087-2015	10/23/2015	10/19/2015	EP	Tyler S Poe	\$151.00
1088-2015	10/23/2015	10/19/2015	EP	Brandon T. Reece	\$1,656.36
1089-2015	10/23/2015	10/19/2015	EP	Andrew T. Saunders	\$1,531.08
1090-2015	10/23/2015	10/19/2015	EP	Melanie J Schott	\$1,102.96
1091-2015	10/23/2015	10/19/2015	EP	Douglas W. Smith	\$640.63
1092-2015	10/23/2015	10/19/2015	EP	Scott M Smith	\$674.08
1093-2015	10/23/2015	10/19/2015	EP	Seth W Teagle	\$502.15
1095-2015	10/23/2015	10/20/2015	EW	Park National Bank-IRS (Fed, Med & SS w/h)	\$7,289.12

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount
1096-2015	10/23/2015	10/20/2015	EW	Ohio Public Employees Deferred Comp.	\$1,517.00
1097-2015	10/23/2015	10/20/2015	EW	OCSPay Center-Knox Cty 7085726383	\$882.62
1098-2015	10/23/2015	10/20/2015	EW	Ohio Department of Taxation	\$2,156.55
1099-2015	10/23/2015	10/20/2015	EW	School District Income Tax	\$255.41
1100-2015	10/23/2015	10/20/2015	EW	Village of Granville - Income Tax Dept	\$1,268.36
1101-2015	10/27/2015	10/27/2015	EW	AFLAC	\$937.54
10946	10/23/2015	10/20/2015	WH	Park National Bank - G Twp FSA W/H	\$1,184.58
10947	10/21/2015	10/20/2015	AW	Madison Collins Stephens Agency Inc	\$6,319.00
10948	10/21/2015	10/20/2015	AW	Burden Machine & Welding Inc	\$35.00
10949	10/21/2015	10/20/2015	AW	Certified Oil Company	\$2,328.09
10950	10/21/2015	10/20/2015	AW	Finley Fire Equipment Co., Inc.	\$134.30
10951	10/21/2015	10/20/2015	AW	Fire House	\$162.00
10952	10/21/2015	10/20/2015	AW	Generator Systems Inc	\$461.00
10953	10/21/2015	10/20/2015	AW	Granville Lumber	\$47.64
10954	10/21/2015	10/20/2015	AW	Howell Rescue Systems	\$965.00
10955	10/21/2015	10/20/2015	AW	INT Information Systems, Inc.	\$450.00
10956	10/21/2015	10/20/2015	AW	Jae's Towing & Recovery	\$1,507.98
10957	10/21/2015	10/20/2015	AW	Janet L. Packard	\$10.00
10958	10/21/2015	10/20/2015	AW	Medical Benefits Mutual	\$100.50
10959	10/21/2015	10/20/2015	AW	Ohio Health/Behavior Health	\$175.00
10960	10/21/2015	10/20/2015	AW	Ohio Public Entity Consortium	\$1,451.54
10961	10/21/2015	10/20/2015	AW	Stephens Publishing Co	\$940.00
10962	10/21/2015	10/20/2015	AW	Treasurer State of Ohio - Oh Dept Comm	\$150.00
10963	10/21/2015	10/20/2015	AW	Wright Brothers Power, LLC	\$890.12
10964	10/21/2015	10/20/2015	AW	Pinkerton Real Estate Services	\$71.50

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

Jerry A. Miller, Fiscal Officer

Trustee Schott

- Heard from the Licking County Health Department regarding the September 21, 2015, inspection of the Benson property on River Road. Trustee Schott was told that at the inspection, the property owners shared their intention was to rent the property and they were concerned the property was potentially going to be demolished. Another inspection by the Health Department will take place on November 4, 2015, to determine what would happen going forward. Trustee Bennett stated he would attend the November 4, 2015, inspection.

Trustee Abraham

- Met with Superintendent Travis Binckley regarding township roads.

Trustee Bennett

- Attended a meeting at the Licking County Health Department regarding an update of the sewage treatment systems, both aerators and septic. Attendees included LC Commissioner Dwayne Flowers and State Representative Scott Ryan. Findings from this meeting included:
 - Granville is the lower priority, so it will be 2-3 years before they come to Granville.
 - The Health Department did away with annual permitting fee.
 - Aerator systems will be required to be inspected yearly and septic systems will be required to be inspected every five years.
 - Health Department Inspections cost \$45, but private service contract can be purchased. A self certification test is available online.
 - Private sewage systems will be inspected when a property sells, or when a neighbor complains of raw sewage.
 - No followup meeting was scheduled.

Granville Township Road District

Trustee Abraham reported on behalf of Superintendent Binckley the roads crew:

- A drainage culvert was installed on Silver Street by the Columbia Gas sub-station.
- Griffin Stripping came back and fixed the road stripes on Silver St. and Granview Rd.
- The fuel tank on truck # 43 was repaired and replaced.
- Met with representatives from Union Township regarding their responsibility on clearing the roads in the winter on James Road.

Cemetery Department

Trustee Abraham reported on behalf of Superintendent Binckley:

- Cleaning up leaves is continuing.
- New foundations have been poured and stones have been reset.
- 1 funeral was held.

FO Miller stated the Township received a donation, last spring, of a vacant parcel located just west of the Maple Grove Cemetery. The owner of the property which lies just north of the Township's new parcel, encroaches onto the Township's property. FO Miller suggested sending a letter to the owner of the property (Ms. Barton) explaining the Township has taken ownership of the property and although there are no current plan to use the property, future Trustees will use the property as a cemetery or other purpose.

FO Miller asked for Board approval to send a letter to the owner of the property, then will file the letter with the County Records Office. Trustee Schott made a motion to approve FO Miller sending a letter to the property owner of the adjacent lot next to the Township property. Trustee Bennett seconded the motion and the motion passed by unanimous vote.

Trustee Bennett reported on the Joint Union Cemetery meeting he attended:

Plans are underway to recognize the Fannons for the restoration work they have done on the Old Colony Cemetery during the last 20 years. A historical plaque will be set in the Old Colony Cemetery to describe its history, as well as the restoration of the cemetery.

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

Trustee Schott reported she received a call from Assistant Prosecuting Attorney (APA) Austin Lecklider stating he received the paperwork for the lot split for Golf Land and he is working on the deed, which will need to be signed by the Trustees.

FO Miller reported Brian Newkirk of MCS Insurance is reviewing the Township's insurance coverage now that the agreement between the GRD and the Township has been finalized.

Fire Department

Chief Hussey reported:

- Attended several Granville School Safety Committee meetings.
- On October 23, Fire Department staff conducted Heart Safety CPR training to all GEVSD staff members. Next week there will be some Active Shooter training.
- Chief Hussey and six firefighters attended FEMA training at Denison University.
- Responses: Year to date, the fire Department has responded to 1605 calls.
- One of the contracting Township asked how many training courses were attended. Chief Hussey reported:
 - CY 2014: 185 classes involving 3733 man-hours
 - CY 2015 YTD: 128 classes involving 2700 man-hours
- Licking County Commissionrs approved a new billing structure for agencies using the 911 center for dispatched emergency calls. Beginning in July 2016 the rate will be \$6 per call and the rate will increase to \$12 per call in 2017. Previously the City of Newark was paying approximately \$30 per call while other agencies paid nothing.

McKean Township Contract:

The 2 year contract ends at the end of CY 2015 and needs renewed. long-standing contract is year-end. Chief Hussey reported this contract works well and typically brings approximately \$135,000 in revenue. All fire and EMS tax revenues generated by McKean Township properties within our service area are passed along to Granville Township. Development and call volume has remained stable so there has been very little change from the past contract. Chief Hussey recommended approving a two-year contract renewal to be presented to McKean Township's Board of Trustees for 2016- 2017 with no changes. The Trustees asked Chief Hussey for a copy of the contract to review prior to their final approval. Chief Hussey noted Union Township has a 5 year contract. Trustee Schott asked Chief Hussey to ask McKean Township if they would be interested in a longer contract.

Blackboard Connect – Reverse 911 System:

Chief Hussey explained the reverse 911 system is used to communicate to the Community through email and phone calls and explained how the Township shares this service with the Village. The program costs \$1.91 per contact and there are 1550 residents in the unincorporated portion of the Township. Additionally the weather alerting option costs an additional cost \$1250 to the Township, so the total renewal cost is \$4,210.50. Chief Hussey confirmed with Molly Prasher the Village plans to continue the program.

Trustee Schott made a motion to authorize Chief Hussey to execute the agreement on behalf of the Trustees, as long as the Village agrees to participate. Trustee Bennett seconded and after no further discussion, the motion passed by unanimous vote.

Cardiac Monitor Agreement Renewal:

Both of the heart monitors and six automatic external defibrillators are all under annual maintenance agreement with Physio Control. The rate for this agreement was locked in for five years at the time of purchase for \$5004.90 per year. This covers semi-annual inspection and certification on all equipment, free replacement batteries, loaner equipment as needed, and discounted parts and accessories. This is an ongoing annual operating expense that is accounted for in the current budget. Chief Hussey requested approval to sign a two-year renewal on the agreement.

Trustee Abraham made a motion to authorize Chief Hussey to sign the Physio Control Maintenance Agreement on behalf of the Trustees. Trustee Bennett seconded the motion and without further discussion, the motion passed with no objection.

Fleet Repairs: All fire and EMS apparatus recently received annual inspection and preventative maintenance. The vendor discovered the 18-year-old ladder truck is in need of extensive brake and chassis work; as many of the parts are original and showing significant wear. The work is estimated to cost up to \$2500, which has been budgeted, and the work is scheduled to be done at Jae's in Heath.

Part-time Employee Hiring: The part-time roster is in need of two additional part-time firefighters to ensure proper scheduling and coverage. Caleb Scott, a firefighter paramedic from Pataskala, has interviewed for the position. Mr. Scott has several years of experience and recently moved to Licking County and is seeking employment in this area. Chief Hussey requested the Trustees approve the hiring of Caleb Scott, contingent on a background check.

Trustee Schott made a motion to approve the hiring of Caleb Scott contingent on a background check. Trustee Abraham seconded the motion. Discussion followed regarding the number of intermittent firefighter are employed and the number of hours they are paid. After no further discussion the motion passed by unanimous vote.

FO Miller requested a motion to move \$175,000 from the Fire Department's Operational Fund to the Miscellaneous Capital Projects/Equipment Fund, which is used for fleet repair/replacement.

Trustee Bennett made a motion to approve the administrative shift of \$175,000 from the Fire Department's Operational Fund (2191) to the Miscellaneous Capital Projects Fund – Fire Equipment (4902). Trustee Schott seconded the motion and the motion passed by unanimous vote.

Land Management/Open Space

Breymaier Property

Trustee Schott reported the Breymaier property is still in the process of negotiating final terms.

Trustee Schott updated the Trustees on the carve out for the pump house at the Denison Granville Golf Club. Trustee Schott spoke to Mr. English, at Denison University, who reported he had reviewed the paperwork and had sent it back to the Granville Village Attorney, Mike

King. Trustee Schott commented she would contact Mr. King to get a copy of the final language to forward to the Township Land Management Committee.

Zoning

Zoning Inspector and Compliance Officer

Trustee Abraham reporting on behalf of Zoning Inspector Binckley the following activity:

- 26 Welsh Hills Road.

Trustee Schott mentioned the Licking County Planning Commission meeting is November 16, 2015 and she would contact Zoning Inspector Travis Binckley regarding a Township representative attending the meeting.

Zoning Commission

Trustee Schott stated she spoke to Zoning Commissioner Chairman, Rob Schaadt, and made him aware that all of the Zoning Commissioners and alternates whose terms are up are willing to continue for another term.

Board of Zoning Appeals (BZA)

Trustee Schott stated the Zoning Appeals Board had not met.

Old Business

Spring Valley Rental Property

FO Miller noted one window still needs to be replaced. FO Miller reported the new tenants have sent a new list of requests for the property and shared it with the Trustees. Discussion followed regarding the requests. Trustee Abraham suggested that property manager, Pinkerton Real Estate, be contacted to take care of items on the list, and to contact Trustee Abraham or Travis Binckley before making any repairs on the property. As the number of items on the list could amount to more than had been previously appropriated for the Spring Valley property, FO Miller asked the Trustees for further appropriations.

Trustee Schott made a motion to move an additional \$1000 from the Contingency Fund to the cost of repairing/replacing appliances at the Spring Valley Rental property. Trustee Abraham seconded the motion and the motion passed by unanimous vote.

Shooting Range – Environmental Study

Trustee Bennett reported he had contacted Dr. Justine Law, who heads the McPhail Environmental Center at Denison University, regarding Denison students working on the Environmental Study at the Shooting Range. After hearing back from Dr. Law, Trustee Bennett stated he would contact Mark Winterstein or Mark McClellan, of CTL, regarding the students working on this community project.

Partitioned Fence Hearing

Trustee Bennett reported the Findlayson/Worth partition fence issue had been settled.

Board and Committee Assignments

FO Miller reported on the committee assignments as follows:

Current Board of Zoning Appeals alternate, Andy Crawford was contacted and asked if he was interested in serving a 5 year term on the BZA. Mr. Crawford preferred to stay as an alternate.

Discussion followed on advertising all committee positions that are available versus reappointing committee persons for another term or moving up the alternates.

Trustee Schott made a motion to authorize the Fiscal Officer to advertise the position on the Zoning Appeals Board. Trustee Abraham seconded the motion and the motion passed with no objection.

New Business

Trustee Schott read a Granville Township Resolution of Recognition and Appreciation of Chuck Peterson, to honor him as retiring editor of The Granville Sentinel, for his years of service to the Granville community.



Resolution of Recognition and Appreciation Chuck Peterson

WHEREAS, Chuck Peterson has served as a reporter and editor for the Granville Sentinel with distinction for nearly twenty years, and forty years experience working in the newspaper business;

WHEREAS, Chuck Peterson has been instrumental in providing a service to the greater Granville community by attending numerous Township Trustee meetings over the years to report on various issues affecting the Township and its residents; and

WHEREAS, Chuck Peterson has been active in the Granville Historical Society, Granville Rotary Club, and honored as the 2015 grand marshal of the Granville Fourth of July Parade.

NOW, THEREFORE, BE IT RESOLVED that:

On behalf of the citizens of the community of Granville, the Granville Township Officials and personnel wish to recognize Chuck Peterson upon his retirement and express our gratitude and extend well wishes to him on all future endeavors.

NOW THEREFORE BE IT FURTHER RESOLVED that a copy of this Resolution of Recognition be provided to Mr. Peterson as well as being recorded in the October 28, 2015 minutes of the Board of Granville Township Trustees.

Melanie J. Schott, Trustee Chair

B. Kevin Bennett, Trustee Vice-chair

Fred Abraham, Trustee

Jerry A. Miller, Fiscal Officer

Trustee Bennett made a motion to move into executive session, pursuant to section 121.22 (G) (2) of the ORC to discuss a potential property purchase. Trustee Abraham seconded the motion. FO Miller called the roll with Trustee Schott, yes; Trustee Abraham, yes; Trustee Bennett, yes. Herb and Tammy Breymaier and Steve Layman were invited to attend.

After a period of discussion on a motion by Trustee Bennett and a second by Trustee Abraham, with Schott-Yes, Abraham-Yes, and Bennett-Yes, the meeting was reconvened into regular session.

Trustee Schott stated the Trustees were pleased to be able to purchase a conservation easement on the Breymaier property and thanked the Breymaiers and Mr. Layman for finalizing the agreement. Mr. Layman explained the closing documents and the steps needed to complete the transaction through Cardinal Title. APA Lecklider will receive and review the final documents, then notify the Trustee of any issues/concerns. FO Miller would then wire transfer the funds to Cardinal Title.

After a period of discussion, Trustee Schott motioned to approve the Breymaier conservation easement purchase at a settlement cost of \$924,320.25 and to authorized FO Miller to wire transfer the funds to Cardinal Title once APA Lecklider approves the final documents, Trustee Bennett seconded the motion and a role vote was called. With Trustee Schott-yes, Trustee Abraham-yes and Trustee Bennett-yes.

Having no further business, Trustee Schott adjourned the meeting at 8:50 PM.

Calendar Reminder

Regular Board meeting at 11/18/2015 and 12/9/2015 at 7 PM.

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