

Granville Township
Minutes of Regular Meeting, November 18, 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: Dan VanNess, Township Trustee Elect
Jim Havens and Joe Havens, Cardinal Title Company

Trustee Schott called the regular meeting of the Township Trustees to order at 7:15 PM followed by the Pledge of Allegiance.

Agenda Approval

Trustee Schott requested the agenda be amended to move # 11, Land Management and Open Space, to immediately after the Minutes Approval. Trustee Bennett made a motion to approve the agenda as amended. 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 28, 2015, meeting. Trustee Bennett seconded the motion and the motion passed by unanimous vote.

Land Management/ Open Space

Jim Havens representing Cardinal Title, presented documents to the Trustees to sign regarding the easement purchase of the Breymaier property. Attorney Havens noted the documents would be sent to Assistant Prosecuting Attorney (APA) Austin Lecklider for his review before being recorded, and after recording, the easement and title would be sent to FO Jerry Miller. Once APA Lecklider was comfortable, he will inform FO Miller, who will wire transfer the closing payment for the easement to Cardinal Title.

Public Comment

There was no public comment at this meeting.

Correspondence Received or Sent

FO Miller reported he:

- Received an e-mail from and replied to a Township resident requesting the Township do leaf pick-up like the Village. FO Miller explained current staffing and the size of the Township couldn't support a leaf pickup program.
- Received from the Ohio Department of Commerce the annual opportunity for the Trustees to request a public hearing on the renewal of liquor permits (2/1/2016) within the Township. After some discussion, the Trustees agreed there have been no complaints and agreed no action was needed.
- Received an email from Phyllis Ellis, McKean Township Fiscal Officer concerning the recent Ohio Attorney General Rock Salt Settlement money Granville Township received. Ms. Ellis provided the number of tons of salt McKean Township purchased from Granville

Township during part of the settlement timeframe. FO Miller will create a check for \$121.51.

Elected Official Reports

FO Miller reported:

- A Granville Township Records Commission meeting has been scheduled for December 6, 2015, at 6 PM at the Township Service Complex. This is being locally advertised.
- Will attend, with Susan Bain, the Auditor of State's year-end training session in Columbus on December 2.
- Reported open space consultant, Steve Layman still has some money left on his purchase order to cover the Breymaier easement.

Employee Benefit Renewals:

VFIS disability insurance policy:

FO Miller reported, Chief Hussey, Trustee Bennett and FO Miller met with VFIS representative, Darlene Kimball, and broker Brad Bush, to review the renewal of the accident policy. At the conclusion of the meeting, we agreed the policy provided a needed benefit to the Township and didn't overcompensate an injured worker. FO Miller requested the Trustees approve the policy renewal amount \$6521, effective December 1, 2015.

Trustee Bennett made a motion to renew the VFIS policy and authorize payment for the renewal amount of \$6521 effective December 1, 2015. Trustee Schott seconded the motion and the motion passed by unanimous vote.

Medical/Dental/Vision, etc.:

FO Miller reported he and Chief Hussey met with Frank Harmon with Ohio Insurances Services Agency (OISA) this past Monday. FO Miller reported on Tuesday he provided the Trustees with the following explanation and recommendation:

Medical Insurance (12/1/2015 – 11/30/2016)

Mr. Harmon looked at a group plan option, but their rates were higher than the renewal rate offered by Medical Mutual. Current provider Medical Mutual offered an overall rate increase was 11.8%

Note: The Affordable Care Act (ACA) is scheduled to impact any renewals after 10/1/2016 and may have a big impact on our rates for 2017. Next summer we will watch what is happening with the ACA and possibly need to do an early renewal to delay moving to ACA until 10/1/2017.

Medical Recommendation: Accept Medical Mutual rate increase and stay with the high deductible program (\$3,000-single/\$6,000-family)

HRA – Health Reimbursement Account (HRA) (CY 2016)

Tied directly to the high deductible Medical Insurance plan. The Township reimburses employees the first 1/3 of medical expenses, the employee pays the next 1/3 and the Township pays the last 1/3. Reimbursements currently processed by Med Ben at \$4.85/employee/month. Mr. Harmon would like the business and is offering \$3.50/employee/month.

FSA – Flexible Spending Account (CY 2016)

Option program where employees set aside tax free dollars through a payroll deduction, then reimbursed for eligible medical expenses. Form currently processed by Med Ben at \$1.65/employee/month.

Mr. Harmon would like this business, but his fee is 6.25/employee/month with a minimum of 10 employees. Currently we have 8 employees how participate in the optional FSA program. Mr. Harmon will see if he can get this

HRA/FSA Administration Recommendation: Need to look at the combined HRA/FSA cost. MedBen's annual cost is \$ 1474.20 vs. OISA \$ 1548.00, plus MedBen is a locally owned company. Stay with MedBen unless Mr. Harmon can make a better offer.

Dental (CY 2016)

Delta Dental Insurance – brokered by Mr. Harmon through the Ohio Public Entity Consortium (OPEC). No Change in benefits or rates

Dental Recommendation: No Change, renew with Delta Dental

Vision (CY 2016)

Vision Service Plan (VSP) - brokered by Mr. Harmon through the Ohio Public Entity Consortium (OPEC). Currently have "VSP OPEC – Plan 2" which cost \$21.44 per employee per month

Option to "VSP OPEC Plan 4" which is a tier cost

Employee only - \$ 5.99/mo

Employee + 1 – \$ 11.77/mo

Family – \$ 19.84/mo

Plan difference:

Lens allowance decreases from \$150 to \$130

Materials Copay increases tom \$15 to \$25 (will waive if we move HRA/FSA administration to Mr. Harmon)

Vision Recommendation: Move to the new plan (VSP OPEC – Plan 4). Rate decrease for all employees, plus the rate tier is fairer. Total annual savings is almost \$1500.

Life Insurance (CY 2016)

\$50,000 Policy for each FT Employee (elected official not eligible) Hartford Insurance, but changing to The Standard effective 1/1/2016 - brokered by Mr. Harmon through the Ohio Public Entity Consortium (OPEC). Current cost is \$11/month per employee. Moving to the Standard, we will see a 10% rate savings.

Life Insurance Recommendation: No Change, renew with OPEC and move to The Standard on 1/1/2016.

COBRA (Paid through 5/31/2016)

Currently provided by Infinisource at \$675/year and the Township is paid up through 5/31/2016.

Mr. Harmon offered to provide free COBRA coverage through 5/31/2016, then will charge \$325/year.

COBRA Recommendation: Switch to Mr. Harmon (OISA) + FO will contact Infinisource to see if a partial year refund is available.

Other Notes:

Medical Insurance open enrollment is on now. Forms will only need filled out, if an employee needs to change their dependents.

Dental/Vision and FSA open enrollment will go through December.

FO Miller reviewed each item with the Trustees. After a period of discussion, Trustee Bennett suggested approving the recommendations of FO Miller.

At this time, Trustee Schott noted her experiences with MedBen had not been good. Discussion regarding staying with MedBen ensued.

Following discussion, Trustee Bennett made a motion to approve FO Miller's insurance policies recommendations with the understanding the FSA/HRA administration will be decided at the next meeting. Trustee Abraham seconded the motion and the motion passed by unanimous vote.

BZA and Zoning Commission per Diem

FO Miller reported on his research concerning \$35/meeting reimbursement/compensation currently set for Zoning Commission and BZA Board members. FO Miller reported he would like to table the matter until he hears back from APA Lecklider.

Trustee Schott made a motion to table the compensation discussion until the December 9, 2015, meeting. Trustee Abraham seconded the motion and the motion passed by unanimous vote.

- 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
1102-2015	11/08/2015	11/03/2015	EP	Joseph C Asselin	\$1,011.91
1103-2015	11/08/2015	11/03/2015	EP	Susan A Bain	\$241.27
1104-2015	11/08/2015	11/03/2015	EP	Christopher M Bassetti	\$298.60
1105-2015	11/08/2015	11/03/2015	EP	Andrew R Baughman	\$1,689.31
1106-2015	11/08/2015	11/03/2015	EP	B. Travis Binckley	\$2,021.94
1107-2015	11/08/2015	11/03/2015	EP	Charles D. Borden	\$825.06
1108-2015	11/08/2015	11/03/2015	EP	Thomas A. Bowman	\$1,705.19
1109-2015	11/08/2015	11/03/2015	EP	Tyler J. Bryan	\$1,048.44
1110-2015	11/08/2015	11/03/2015	EP	Joshua M Butt	\$926.95
1111-2015	11/08/2015	11/03/2015	EP	Derwin R Clemens	\$1,510.04
1112-2015	11/08/2015	11/03/2015	EP	Gregory S. Coyle	\$119.40
1113-2015	11/08/2015	11/03/2015	EP	Casey R. Curtis	\$2,294.54
1114-2015	11/08/2015	11/03/2015	EP	Alexander J Daniels	\$569.41
1115-2015	11/08/2015	11/03/2015	EP	C. Michael Duncan	\$291.89
1116-2015	11/08/2015	11/03/2015	EP	Troy A Elmore	\$128.97
1117-2015	11/08/2015	11/03/2015	EP	Bradley D Essick	\$1,468.77
1118-2015	11/08/2015	11/03/2015	EP	Adam C Gottfried	\$150.72
1119-2015	11/08/2015	11/03/2015	EP	John R Guegold	\$759.02
1120-2015	11/08/2015	11/03/2015	EP	Benjamin S. Hagstad	\$141.16
1121-2015	11/08/2015	11/03/2015	EP	Kevin M Henry	\$625.19
1122-2015	11/08/2015	11/03/2015	EP	Brianne M Hill	\$1,472.67
1123-2015	11/08/2015	11/03/2015	EP	Jeff A Hussey	\$2,428.87
1124-2015	11/08/2015	11/03/2015	EP	Jeremiah C Irwin	\$510.67
1125-2015	11/08/2015	11/03/2015	EP	Aaron C. Jones	\$505.77
1126-2015	11/08/2015	11/03/2015	EP	Bradley A. Leckrone	\$453.73
1127-2015	11/08/2015	11/03/2015	EP	Terry L. Lynn Jr	\$258.07
1128-2015	11/08/2015	11/03/2015	EP	Ralph R Meisenhelder	\$622.86
1129-2015	11/08/2015	11/03/2015	EP	Troy A Melick	\$827.32
1130-2015	11/08/2015	11/03/2015	EP	Daniel J Mercer	\$659.57
1131-2015	11/08/2015	11/03/2015	EP	Maxwell F Newton	\$229.56
1132-2015	11/08/2015	11/03/2015	EP	Tyler S Poe	\$151.00
1133-2015	11/08/2015	11/03/2015	EP	Brandon T. Reece	\$1,468.09
1134-2015	11/08/2015	11/03/2015	EP	Andrew T. Saunders	\$1,518.55
1135-2015	11/08/2015	11/03/2015	EP	Douglas W. Smith	\$490.62
1136-2015	11/08/2015	11/03/2015	EP	Scott M Smith	\$532.08
1137-2015	11/08/2015	11/03/2015	EP	Seth W Teagle	\$426.32
1139-2015	11/08/2015	11/05/2015	EW	Park National Bank-IRS (Fed, Med & SS w/h)	\$6,157.37
1140-2015	11/08/2015	11/05/2015	EW	Ohio Public Employees Deferred Comp.	\$1,517.00
1141-2015	11/08/2015	11/05/2015	EW	OCSPay Center-Knox Cty 7085726383	\$682.62
1142-2015	11/13/2015	11/10/2015	EW	Park National Bank - for OPERS ACH Dr	\$8,691.40
1143-2015	11/13/2015	11/10/2015	EW	Park National Bank - OP&FPP	\$29,400.02
1144-2015	10/31/2015	11/11/2015	CH	Granville Township - Dummy vendor	\$1,147.81
1145-2015	10/31/2015	11/11/2015	CH	Windstream	\$378.51
1146-2015	10/31/2015	11/11/2015	CH	American Electric Power	\$1,739.16
1147-2015	10/31/2015	11/11/2015	CH	Columbia Gas - Utility Payments	\$296.93
1148-2015	10/31/2015	11/11/2015	CH	Village of Granville	\$240.41

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount
10940	10/13/2015	10/12/2015	AW	Paumier Medical Management Group Inc	\$1,634.88
10940	11/04/2015	11/04/2015	AW	Paumier Medical Management Group Inc	-\$1,634.88
10965	11/04/2015	11/04/2015	AW	Paumier Medical Management Group Inc	\$1,634.88
10965	11/04/2015	11/04/2015	AW	Paumier Medical Management Group Inc	-\$1,634.88
10966	11/04/2015	11/04/2015	AW	Paumier Medical Management Group Inc	\$1,634.88
10967	11/04/2015	11/04/2015	AW	Erie Insurance Company	\$9,553.00
10968	11/04/2015	11/04/2015	AW	Time Warner	\$117.49
10969	11/04/2015	11/04/2015	AW	Verizon Wireless	\$321.22
10970	11/04/2015	11/04/2015	AW	Dish Network	\$35.21
10971	11/04/2015	11/04/2015	AW	MT Business Technologies Inc	\$61.09
10972	11/04/2015	11/04/2015	AW	Fire House	\$89.00
10973	11/04/2015	11/04/2015	AW	KE-WA-PA Inc.	\$364.52
10974	11/04/2015	11/04/2015	AW	Wince Welding Supply Inc.	\$85.90
10975	11/04/2015	11/04/2015	AW	Jae's Towing & Recovery	\$2,946.19
10976	11/04/2015	11/04/2015	AW	McDonald Auto and Truck Repair	\$781.82
10977	11/04/2015	11/04/2015	AW	Finley Fire Equipment Co., Inc.	\$65.00
10978	11/10/2015	11/09/2015	AW	Bound Tree Medical LLC	\$983.75
10979	11/10/2015	11/09/2015	AW	Cardmember Service	\$1,714.39
10980	11/10/2015	11/09/2015	AW	Cintas Corporation	\$590.20
10981	11/10/2015	11/09/2015	AW	CVS Pharmacy	\$113.90
10982	11/10/2015	11/09/2015	AW	ELM Recycling LLC	\$1,993.00
10983	11/10/2015	11/09/2015	AW	Fire House	\$591.00
10984	11/10/2015	11/09/2015	AW	Granville Lumber	\$4.66
10985	11/10/2015	11/09/2015	AW	Griffin Pavement Striping Inc	\$14,368.60
10986	11/10/2015	11/09/2015	AW	JEMS (Journal of EMS)	\$24.00
10987	11/10/2015	11/09/2015	AW	MT Business Technologies Inc	\$53.08
10988	11/10/2015	11/09/2015	AW	Paumier Medical Management Group Inc	\$2,139.10
10989	11/10/2015	11/09/2015	AW	Pinkerton Real Estate Services	\$71.50
10990	11/10/2015	11/09/2015	AW	Rich Cherry	\$278.00
10991	11/10/2015	11/09/2015	AW	Ross' Granville Market	\$108.15
10992	11/10/2015	11/09/2015	AW	Tire Centers, LLC Store #199	\$1,076.38
10993	11/10/2015	11/09/2015	AW	Warren Fire Equipment Inc	\$3,324.00
10994	11/10/2015	11/09/2015	AW	Washington Auto Parts Inc	\$769.01

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

- Trustee Schott noted she looked forward to working with newly elected Trustees Bennett and Van Ness.
- Attended the Joint Communications meeting on October 30, 2015.

- On November 10, 2015, signed a deed for the lot split with Golfland.
- On November 11, 2015, attended the Veteran's Day dinner.
- Could not attend the November 17, 2015, NPDES meeting; however, Trustee Schott received a report on the meeting from Denise Brooks, who stated the meeting centered on the pull out by Newark Township from the MS4 Consortium and whether or not new entities should be allowed to join the MS4 Consortium.
- Trustee Schott ran into John Reese, owner of Black Radish Creamery, and had a discussion with him regarding EPA standards required of him by Licking County Water and Soil, requiring him to put in a sediment pond and a water driveway, both of which are above and beyond Ohio EPA standards (according to his environmental consultant from Franklin County). Trustee Schott set a meeting with Zack, of Licking County Soil and Water, and Mr. Reese, to discuss the situation.

Trustee Abraham

- On November 10, 2015, signed a deed for the lot split at Golf Land.
- Met with Trustee Bennett with LCMH to learn about the property on Galway, which has to do with the Village, and not the Township.
- On November 11, 2015, attended the Veteran's Day dinner.

Trustee Bennett

- Attended a Town and Gown meeting at Denison with Chief Hussey.
- On November 4, 2015, met with the Licking County Health Inspector at the Benson property. Trustee Bennett reported there is an abandoned vehicle on the property, as well as a dilapidated sedan. There have been superficial repairs done to the property and the door has been put back on its hinges. Discussion followed regarding the Benson property.

Granville Township Road District

Superintendent Binckley reported:

- Patched bad spots on Glyn Cairn, Denbigh Drive, Goose Lane, Old Columbus Road, and Miller Avenue
- Serviced all of the trucks and equipment
- Cleaned catch basins and checked culverts
- Following heavy winds on November 12, 2015, cleaned up limbs that came down on Beachwood, Maplewood, Denison Drive, Snowden, Cambria Mill and Whipkey.
- Will take Truck # 45 to Ace Truck to have a new bed installed.

Superintendent Binckley requested a purchase order for salt (which is \$71.93 per ton) in the amount of \$26,000. Superintendent Binckley reported this will fill our bin before the season starts and is about half of our 2015/16 contracted amount through the ODOT purchase program. Discussion followed regarding the salt purchase.

After discussion, Trustee Bennett made a motion to authorize transferring up to \$26,000 from the carryover line item to purchase 300 tons of road salt. Trustee Abraham seconded the motion and the motion passed by unanimous vote.

Cemetery Department

Superintendent Binckley reported:

- Leaves are continuing to be mulched
- The water has been shut off
- There has been one funeral
- Three graves have been sold with three deeds needing to be signed.

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

- Trustee Schott reported she forwarded an email to the Trustees from the GRD regarding recognition they will receive from the State of Ohio for the million-dollar Rotary Bridge project.
- GRD planted 52 trees on the lot split by Golf Land.
- Noticed a lot of trash at McPeck Lodge and spoke to Andy Wildman about it. Also noticed trash at Bicentennial Park.

Fire Department

Chief Hussey reported:

- 1735 runs to date
- House fire at Burg Street
- Responded to two automobile accidents
- Had a Hazmat run
- Finished annual Fire Fighters' physicals last week
- The funeral for Fire Fighter Thompson will be November 19, 2015.

Chief Hussey requested an approval to purchase ten EMS jackets at a total cost of \$3590.

Trustee Abraham made a motion to approve Chief Hussey to purchase ten EMS jackets at a cost of \$3590. Trustee Bennett seconded the motion and the motion passed by a unanimous vote.

Zoning

Zoning Inspector and Compliance Officer

Zoning Inspector Binckley three building permits were issued:

- 3354 Battee Road- addition
- 3193 Canyon Road- dwelling
- 1579 Hankinson Road- addition

Zoning Commission

Trustee Schott reported Zoning Commission Chair, Rob Schaadt, plans to update the Trustees regarding the Zoning Commission at the December 9, 2015 meeting.

Board of Zoning Appeals (BZA)

Trustee Schott stated the Zoning Appeals Board had not met.

Old Business

Spring Valley Rental Property

Trustee Abraham reported the windows and two appliances have been installed and that after the painting has been done, all repairs will be complete. Discussion followed on the rental property.

Shooting Range/ Environmental Study

Trustee Bennett stated the environmental report from CTL showed good results except for the area down by the woods. CTL would like to do more detailed testing on one area at an estimated cost of \$5000. The Trustees decided re-testing was not needed at this time. Trustee Bennett suggested putting up a snow fence or posting “no trespassing” signs at the wooded area and the area coming off of the bike path. Discussion followed on the Shooting Range. Trustee Abraham suggested getting a price on permanent fencing for the wooded area. It was decided Superintendent Binckley would purchase and post “no trespassing” signs and would also get pricing for permanent fencing before the December 9, 2015, meeting.

Board and Committee Assignments

FO Miller reported all appointments expiring at the end of 2015 were previously discussed and asked the Trustees for approval. FO Miller noted the BZA vacancy and the Volunteer Dependency Board will need approval at a later meeting.

2016 Board Appointments

<u>Zoning Inspector (1 yr. term)</u>	Expires 12/31	
Travis Binckley	2016	11-18-2015 minutes
<u>Zoning Commission (5 yr. term)</u>		
Vince Paumier	2016	
Steve Brown	2017	12-12-2012 minutes
Rob Schaadt	2018	12-19-2013 minutes
Susan Walker	2019	01-14-2015 minutes
Judy Preston	2020	11-18-2015 minutes
Alternative (one year term):		
Tara Parsley	2016	11-18-2015 minutes
Keith Lonzo	2016	11-18-2015 minutes
<u>Zoning Appeals Board (5 yr. term)</u>		
Leonard Hubert	2016	
John Gordon	2017	12-12-2012 minutes
Jonathan Downes	2018	12-11-2013 minutes
Stacy Engle	2019	11-26-2014 minutes
Larimer - Vacancy	2020	ADVERTISED – 11/27 Deadline
Alternatives (one year term):		
Andy Crawford	2016	11-18-2015 minutes
Bill Brady	2016	11-18-2015 minutes
<u>Land Management (3 yr term)</u>		
Judy Preston	2016	12-11-2013 minutes
Emily McCall	2016	09-09-2015 minutes
Dick Kinsley	2016	12-11-2013 minutes
Mickey Smith	2017	11-26-2014 minutes
Andy McCall	2017	11-26-2014 minutes
Greg Dixon	2018	11-18-2015 minutes
Lynn Connelly	2018	11-18-2015 minutes
Craig Connelly	2018	11-18-2015 minutes

Open Space Committee (3 yr term)

Doug Wagner	2016	12-11-2013 minutes
Jackie O'Keefe	2016	12-11-2013 Village Rep
Leonard Hubert	2017	11-26-2014 minutes
Vince Paumier	2017	11-26-2014 minutes
Jeff Brown	2017	11-26-2014 minutes
Bill Wernet	2018	11-18-2015 minutes

Licking County Tax Incentive Council:

Leonard Hubert	2016	11-18-2015 minutes
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Recreation District (3 yr term):

Hugh Masterson	2-28-2017	2-26-2014 minutes
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Bryn Du Committee (3 yr term):

Laurence Bicking	4-30-2018	2-25-2015 minutes
Candi Moore	4-30-2018	2-25-2015 minutes

Granville Foundation (3 yr term):

Mary Lee VanMeter	2016	12-11-2013 minutes
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Granville Arts Council (1 yr term):

Mickey Smith	2016	11-18-2015 minutes
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Volunteer Dependency Bd (1 yr term):

Janet Curtis	2015	1-14-2015 minutes
Gary Hamilton	2015	1-14-2015 minutes

Trustee Abraham made a motion to approve the 2016 Board appointments and committee assignments as presented. Trustee Schott seconded the motion and the motion passed by unanimous vote.

New Business

There was a discussion on the Policy for Documents and Records Request. It was determined to review the current policy for any revisions that may be needed and to add it to the agenda for the December 9, 2015, meeting.

Adjournment

Having no further business, Trustee Bennett moved to adjourn the meeting at 9:05 PM. Trustee Schott seconded the motion and the motion passed by unanimous vote.

Calendar Reminder

Regular Board meeting 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.