

Granville Township
Minutes of Regular Meeting, February 24, 2016

Present: Granville Township and Granville Roads District Trustees* Melanie Schott, Dan VanNess, Kevin Bennett, Fiscal Officer Jerry Miller and Recording Secretary Maggie Barno
Department Heads: Superintendent Travis Binckley, Fire Chief Jeff Hussey
Guests: Craig McDonald, Granville Sentinel
Judy Preston, 54 Towpath, Granville
Bill and Margie Lonzo, 63 Burtridge Rd., Granville
Doug and Nancy Berg, 98 Burtridge Rd., Granville

Trustee Schott called the meeting to order at 7 PM followed by the Pledge of Allegiance.

Agenda Approval

Trustee Bennett made a motion to approve the agenda. Trustee VanNess seconded the motion and the motion passed by unanimous vote.

Approval of Meeting Minutes

Trustee VanNess made a motion to approve the minutes of the January 27, 2016, regular meeting of the Granville Township Trustees. Trustee Bennett seconded the motion and the motion passed by unanimous vote.

Trustee VanNess made a motion to approve the minutes of the February 9, 2016, special meeting of the Granville Township Trustees. Trustee Bennett seconded the motion and the motion passed by unanimous vote.

Trustee VanNess made a motion to approve the minutes of the February 10, 2016, regular meeting of the Granville Township Trustees. Trustee Schott seconded the motion and the motion passed by unanimous vote.

Public Comment

Doug Berg and Margie Lonzo spoke before the Trustees regarding their concern of a howling dog (and sometimes two dogs) in their neighborhood and to ask the Trustees if there was currently in place a noise ordinance in Granville Township. Mr. Berg mentioned he had filed complaints at the Sheriff's office and the Dog Warden had also visited his neighborhood regarding the howling dogs. Mr. Berg noted the Dog Warden stated there was nothing he could do because the dogs were not being mistreated, nor were the dogs abusive to people.

Trustee Schott asked Zoning Inspector Travis Binckley to provide an overview of the Township's current zoning code regarding noise and dogs. Zoning Inspector Binckley explained the current Zoning Code does not address noisy dogs. Zoning Inspector Binckley outlined the process to request a resolution to change the code, and stated he had previously spoken to Mr. Berg about the process. Trustee VanNess asked Mr. Berg if the neighborhood had a Homeowners Association, to which Mr. Berg replied there was no Homeowners Association.

Discussion followed regarding the noisy dog/s issue.

Trustee Schott commented the Trustees would write a letter to the dog owner; ask APA Austin Lecklider if there were anything in the Ohio Revised Code regarding noise which could help with the issue; and would then get back to Mr. Berg.

Trustee Schott closed Public Comment at 7:17 PM.

Correspondence Received or Sent

FO Miller reported he:

- Received an invitation from the Granville Historical Society regarding a Welsh Heritage celebration
- Received a email from Doug Spieles, from the Licking Land Trust, reporting the Licking Land Trust was now one of 1700 accredited Land Trust's in the nation.
- Received a reminder from the Licking County Engineer's Office the Trustees needed to RSVP if attending the upcoming Workplace Safety session.
- Received a reminder the MS4 report is due Friday. Trustee VanNess replied the report had been submitted.
- Contacted ODOT regarding closing out the Rotary Bridge Project.
- FO Miller mentioned he would send - to the Trustees in office in CY 2014/2015 – audit disclosure forms from Wilson, Shannon and Snow (WSS) for the Trustees to complete and return directly to WSS.

Elected Official Reports

FO Miller reported:

- Attended the annual Granville Township Sanitary District (GTSD) meeting held in Judge Marcelain's courtroom. Norm Kennedy on behalf of Wes Sargent provided unaudited financial reports to the Judge Marcelain. Molly Prasher from the Village, Licking County Health Dept. Commissioner Joe Ebel and others attended. Hearing no disbute, Judge Marcelain renewed Mr. Sargent as the GTSD administrator for a new 5 year terms. FO Miller noted the GTSD coordinates mosquito control using the Licking County Health Department for Granville Township, including the Village. FO Miller clarified the Township Trustees have no authority over the GTSD, as it is a separate legal governmental entity and can collect taxes (up to .3 mil) as needed.
- The Personnel Policy had been updated and is asking all personnel to sign a form acknowledging they have access to the updated policy.
- 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 Schott and a second by Trustee VanNess, 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
99-2016	02/12/2016	02/09/2016	EP	Joseph C Asselin	\$1,029.95
100-2016	02/12/2016	02/09/2016	EP	Susan A Bain	\$280.91
101-2016	02/12/2016	02/09/2016	EP	Thomas M Barnhill	\$142.33
102-2016	02/12/2016	02/09/2016	EP	Christopher M Bassetti	\$380.17
103-2016	02/12/2016	02/09/2016	EP	Andrew R Baughman	\$1,959.54
104-2016	02/12/2016	02/09/2016	EP	B. Travis Binckley	\$2,218.06
105-2016	02/12/2016	02/09/2016	EP	Charles D. Borden	\$800.70
106-2016	02/12/2016	02/09/2016	EP	Thomas A. Bowman	\$1,910.26
107-2016	02/12/2016	02/09/2016	EP	Tyler J. Bryan	\$1,065.25
108-2016	02/12/2016	02/09/2016	EP	Joshua M Butt	\$964.68
109-2016	02/12/2016	02/09/2016	EP	Derwin R Clemens	\$1,497.03
110-2016	02/12/2016	02/09/2016	EP	Gregory S. Coyle	\$422.78
111-2016	02/12/2016	02/09/2016	EP	Casey R. Curtis	\$1,741.93
112-2016	02/12/2016	02/09/2016	EP	Alexander J Daniels	\$711.23
113-2016	02/12/2016	02/09/2016	EP	Paul J. DuBeck III	\$114.11
114-2016	02/12/2016	02/09/2016	EP	C. Michael Duncan	\$311.60
115-2016	02/12/2016	02/09/2016	EP	Troy A Elmore	\$275.36
116-2016	02/12/2016	02/09/2016	EP	Bradley D Essick	\$1,594.07
117-2016	02/12/2016	02/09/2016	EP	Adam C Gottfried	\$444.34
118-2016	02/12/2016	02/09/2016	EP	John R Guegold	\$566.39
119-2016	02/12/2016	02/09/2016	EP	Joshua B. Harrison	\$266.75
120-2016	02/12/2016	02/09/2016	EP	Kevin M Henry	\$643.26
121-2016	02/12/2016	02/09/2016	EP	Brianne M Hill	\$1,511.81
122-2016	02/12/2016	02/09/2016	EP	Jeff A Hussey	\$2,653.00
123-2016	02/12/2016	02/09/2016	EP	Jeremiah C Irwin	\$576.31
124-2016	02/12/2016	02/09/2016	EP	Brian P. Jones	\$393.17
125-2016	02/12/2016	02/09/2016	EP	Bradley A. Leckrone	\$388.52
126-2016	02/12/2016	02/09/2016	EP	Terry L. Lynn Jr	\$521.98
127-2016	02/12/2016	02/09/2016	EP	Nicholas J Marcum	\$348.25
128-2016	02/12/2016	02/09/2016	EP	Ralph R Meisenhelder	\$648.17
129-2016	02/12/2016	02/09/2016	EP	Troy A Melick	\$379.63
130-2016	02/12/2016	02/09/2016	EP	Daniel J Mercer	\$357.90
131-2016	02/12/2016	02/09/2016	EP	Maxwell F Newton	\$541.92
132-2016	02/12/2016	02/09/2016	EP	Tyler S Poe	\$154.03
133-2016	02/12/2016	02/09/2016	EP	Brandon T. Reece	\$1,528.56
134-2016	02/12/2016	02/09/2016	EP	Andrew T. Saunders	\$2,058.43
135-2016	02/12/2016	02/09/2016	EP	Caleb A Scott	\$100.15
136-2016	02/12/2016	02/09/2016	EP	Douglas W. Smith	\$774.33
137-2016	02/12/2016	02/09/2016	EP	Scott M Smith	\$428.42
138-2016	02/12/2016	02/09/2016	EP	Seth W Teagle	\$230.77
140-2016	02/12/2016	02/09/2016	EW	Park National Bank-IRS (Fed, Med & SS w/h)	\$6,901.77
141-2016	02/12/2016	02/09/2016	EW	Ohio Public Employees Deferred Comp.	\$1,527.00
142-2016	02/12/2016	02/09/2016	EW	OCSPay Center-Knox Cty 7085726383	\$682.62
122	01/12/2016	01/11/2016	AW	Anderson Layman Co	\$2,950.00 *
122	02/18/2016	02/18/2016	AW	Anderson Layman Co	-\$2,950.00
173	02/11/2016	02/10/2016	AW	Washington Auto Parts Inc	\$906.35

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount
174	02/11/2016	02/10/2016	AW	Licking County HS/EMA	\$1,666.66
175	02/11/2016	02/10/2016	AW	Mid-Ohio Regional Planning Commission	\$1,373.13
176	02/11/2016	02/10/2016	AW	MIRK Inc	\$1,197.86
179	02/18/2016	02/18/2016	AW	Anderson Layman Co	\$2,950.00
180	02/24/2016	02/23/2016	AW	Abe's Automotive, LLC	\$19.55
181	02/24/2016	02/23/2016	AW	Blackboard Inc	\$4,210.50
182	02/24/2016	02/23/2016	AW	Cargill, Inc.	\$5,265.28
183	02/24/2016	02/23/2016	AW	Certified Oil Company	\$1,832.96
184	02/24/2016	02/23/2016	AW	Fire House	\$91.00
185	02/24/2016	02/23/2016	AW	Granville Lumber	\$11.59
186	02/24/2016	02/23/2016	AW	Lakes' End	\$159.95
187	02/24/2016	02/23/2016	AW	MT Business Technologies Inc	\$53.08
188	02/24/2016	02/23/2016	AW	Ohio Public Entity Consortium	\$1,419.01
189	02/24/2016	02/23/2016	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

Trustee Schott reported the following:

- Attended a meeting regarding Granville becoming a designated “Ohio Scenic Byway.” Discussion followed regarding the matter.
- Plans to attend the Joint Communication meeting on Friday, February 26, 2016.

Trustee Bennett

Trustee Bennett reported the following:

- Had a conversation with Mayor Melissa Hartfield regarding the possibility of cooperation between the Village and the Township for a new Fire Station. Discussion followed regarding the matter. Trustee Bennett concluded the discussion by saying the Village Mayor understands the urgency of the Fire Station matter and will follow up with Trustee Bennett as soon as possible.

Trustee VanNess

Trustee VanNess reported the following:

- Had a conversation with Doug Hines at the Licking County Auditor’s office regarding Granville Township conservation easements and noted conservation easements are all different from one another. Discussion followed on conservation easements and appraisals of conservation easements.
- Had a conversation with a resident regarding a junk vehicle; however after talking to Zoning Inspector Binckley, discovered the vehicle did not qualify as a junk vehicle and would respond to the resident about the complaint.
- The same resident had a complaint regarding recyclables as well as a complaint regarding a food truck parked in a driveway at a home in a residential area. Superintendent Binckley will check into the matter.

- Had a conversation with Doug Helman, Director of Kendal, who reported residents had a problem with dogs running on Kendal property. Trustee VanNess asked Mr. Helman to contact Superintendent Binckley or himself if this happened again. Superintendent Binckley reported he is aware of the problem as the dogs have been around the Township Building property. Superintendent Binckley spoke with the dogs owner and told her they could not run loose on Township property. The issues will be monitored.

Granville Township Road District

Superintendent Binckley reported crews:

- The road crew has been out four times for snow removal duties using 76 tons of salt
- Took delivery of 200 tons of salt from Cargill
- Continue to trim trees along Old Columbus Road
- Installed a new driveway culvert at 3266 Burg Street

Superintendent Binckley reported he plans to have road-paving bids go out in April. There was discussion regarding a new process called micro surfacing. Superintendent Binckley wants to visit some roadway's to see how it is holding up.

Cemetery Department

Superintendent Binckley reported the following:

- There were two funerals
- Wreaths and grave blankets have been removed

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

Trustee Bennett reported a local resident has asked about placing a bench near the Rotary Bridge. Discussion was held regarding park benches, noting the Township currently has no policy. Trustee Schott was going to reach out the the GRD to see what policy they may have in place. No decision were made until more research can be conducted.

Fire Department

Fire Chief Hussey reported the following:

- 260 runs to date in 2016
- Licking County Emergency Management Association (EMA) updated the tornado siren policy to allow for area specific alarms vs. county wide alerts.
- A training burn of an old house (former Jenkin Jones home on Lancaster Rd), is being scheduled for March
- He and Capt. Curtis drove to VanWert Ohio to inspect the new ambulance.
- Will attend a meeting on March 3, 2016, of the Old Park Technical Review Committee at Licking County
- Have been working on grants. Chief Hussey requested the Trustees approve a federal staffing grant (SAFER) for three full-time positions. Chief Hussey explained the positions are not guaranteed continued employment once the grant runs out.

Trustee VanNess made a motion to allow Chief Hussey to apply for the two year SAFER Grant. Trustee Bennett seconded the motion and the motion passed by unanimous vote.

Land Management/Open Space

Judy Preston, of the Land Management Committee (LMC) provided an overview of the LMC meeting held on February 17, 2016. Minutes of the meeting will be placed on the Granville Township website once approved. Discussion was held regarding making changes to conservation easements. No action was taken on the matter.

Trustee VanNess reported he had a short conversation with Open Space Committee Chair, Doug Wagner, who stated the Committee had met, but did not go into any depth on any one topic. The Committee has another meeting scheduled for Thursday, February 25, 2016.

FO Miller reported he located in prior Trustee meeting minutes three Open Space documents and forwarded them to the Trustees.

- 2-26-2012 special meeting - Procedures for Securing Open Space
- 3-14-2012 regular meeting – By-Laws for Granville Township Open Space Committee
- 9-14-2011 regular meeting – Scoring System

The Trustees held discussion regarding the Open Space Committee.

Zoning

Zoning Inspector and Compliance Officer Travis Binckley reported the following:

- One permit was issued for an addition/garage at 3365 Hankinson Road
- Received a complaint regarding the junk vehicle at the Benson property. In Zoning Inspector Binckley's opinion, it meets the requirements of a junk motor vehicle. Inspector Binckley requested the Trustees' permission to send a letter to the Benson siblings regarding the vehicle and also to follow the steps to take action to remove the vehicle, which would include holding a Public Hearing regarding the vehicle at the next general meeting of the Granville Trustees. The Trustees agreed on having Zoning Inspector Binckley proceed with the steps to remove the junk vehicle on the Benson property.
- Received an e-mail regarding a possible home business on Knoll Drive because a food truck was parked at a residence.
- Received notice of a "junk-vehicle" at 274 Knoll Drive. Compliance Officer Binckley checked on the vehicle and determined it did not qualify as a junk vehicle.

Mr. Binckley noted for a vehicle to be termed a Junk Motor Vehicle, it must meet the requirements of the Ohio Revised Code 505.173:

1. The vehicle must be older than three model years
2. The vehicle must be apparently inoperable
3. The vehicle must have extensive damage, including, but not limited to, any of the following:
missing wheels; tires; engine or transmission.

Zoning Commission

The Zoning Commission did not meet in February.

Board of Zoning Appeals (BZA)

The ZBA did not meet in February.

Zoning Commissioner Binckley noted there could be an issue upcoming before the ZBA soon.

Old Business

Shooting Range –Environmental Study

Trustee Bennett noted the Denison students continue to work at the McPeck Lodge property and will include testing the water from Raccoon Creek at the Denison Lab.

SR 37/James Road Property:

The contract with Steve Layman has expired although his sign is still on the property.

Trustee VanNess commented there are many qualified realtors in Granville who could list the property. It was decided to keep the SR 37/James Road Property matter on the agenda for future discussion.

Township Investment Policy:

FO Miller stated he had sent the draft copy of the Meeder Investment Policy to APA Lecklider for review. APA Lecklider made a couple of revisions and returned it to FO Miller. FO Miller read the letter he received from APA Lecklider and noted his revisions. The Trustees signed the investment policy and FO Miller will send a copy to the State Auditors Office.

FO Miller requested a motion from the Trustees to approve the Meeder Investment Policy. Trustee Bennett moved that The Granville Township Investment Policy as outlined on the document, signed by the three Granville Township Trustees, be approved by the Granville Township Trustees for presentation to Meeder for execution and the State Auditor for review and filing. Trustee Schott seconded the motion and the motion passed by unanimous vote.

FO Miller followed with the matter of the Meeder Investment Agreement, stating APA Lecklider reviewed the agreement and deemed the proposed Meeder Investment Agreement as “fine.” FO Miller pointed out the agreement stated the fee for up to \$25 million investment is 1/10 of a percent and the fee is subject to a minimum \$5000 per year.

FO Miller requested the Trustees provide FO Miller the authorization to sign on behalf of the Trustees. Discussion was held regarding investing.

Trustee Bennett made a motion to authorize FO Miller to sign, on behalf of the Trustees, the investment management agreement with Meeder Investments and to take steps necessary to formulate our investment policy with Meeder Investments. Trustee VanNess seconded motion and the motion passed by unanimous vote.

FO Miller reported there was a 14- page agreement document with US Bank, who will hold the Township money and requested the Trustees provide FO Miller authorization to sign on behalf of the Trustees any paperwork to set up accounts with US Bank.

Trustee Bennett made a motion to provide FO Miller the authorization to execute the necessary paperwork with US Bank as the holding company for any funds invested by Granville Township. Trustee Schott seconded the motion and the motion passed by unanimous vote.

FO Miller will set up a meeting with Meeder and the Trustees to discuss investments.

New Business

Newark-Granville Road Annexation Presentation:

Trustee Bennett commented he had a conversation with Village Law Director Mike King, regarding the Newark-Granville Road annexation. Mr. King indicated the annexation presentation before Village Council had been withdrawn and also noted the annexation could not happen by May 2016.

Trustee Schott commented she had spoken to APA Lecklider to ask him if the Trustees needed to take any action regarding the annexation. APA Lecklider indicated no action was needed by the Trustees.

Meeting Schedule:

The March 23, 2016 regular Township Trustees meeting was cancelled as there would not be a quorum of Trustees.

Trustee Schott reported the Trustees received invitations from Village Mayor Hartfield to attend a economic development meeting/dinner on March 30, 2016. The Trustees plan to attend. It was decided to ask the Village to include the Township Trustees in the advertisement of the meeting.

Trustee VanNess nominated Trustee Schott be the the Township's lead on the smaller Joint Economic Committee.

Village Manager Search

It was decided Trustees Schott and Bennett would represent the Township agreed to would be on the Search Committee for a new Village Manager.

FO Miller reported he will be out of town for the March 9, 2016 and the April 13, 2016 regular Township Trustees meeting.

The meeting adjourned at 9:18 PM.

Calendar Reminder

Regular Board meeting 3/9/2016 at 7:00 PM at the Township Service Complex.

Economic Development meeting 3/30/2016.

*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.