

Granville Township
Minutes of Regular Meeting, May 11, 2016

Present: Granville Township and Granville Roads District Trustees* Melanie Schott, Dan VanNess, Kevin Bennett and Fiscal Officer Jerry Miller

Department Heads: Fire Captain Casey Curtis

Absent: Superintendent Travis Binckley and Chief Jeff Hussey

Guests: Hugh Price, 48 Pinehurst Dr.

David English, Denison University

Jeremy King, Denison University

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 for the May 11, 2016, meeting. Trustee VanNess seconded the motion and the motion passed by unanimous vote.

Approval of Meeting Minutes

Approval of the prior meeting minutes were tabled as FO Miller reported Recording Secretary Barno has been ill and unable to prepare the minutes.

Public Comment

None

Correspondence Received or Sent

FO Miller presented Trustee Schott, Trustee representative to the Newark Granville Community Authority, with notices for the upcoming meeting scheduled for May 24.

Elected Official Reports

Fiscal Officer Miller

- FO Miller reported he received an invoice from Union Cemetery Treasurer Jim Patin for \$5000 and asked the Trustees to approve this budgeted expenditure. FO Miller noted he verified with the Village they had made their \$5000 payment this year.

Trustee Bennett motioned to pay \$5000 to the Union Cemetery Board as a matching share to cover expenses related to restoration and maintenance of the Old Colony Cemetery. Trustee VanNess seconded the motion and without further discussion, the motion passed by unanimous vote.

Workers Compensation Group Rating program - Enrollment deadline 5/24/2016

- FO Miller explained Workers Compensation fees are discounted when entities are able to be part of a group rating program. The Township is currently a member of the Ohio Township Association (OTA) Workers' Compensation Group Rating Program managed by CareWorksComp (CWC). CWC 2016 administrative fee was initially \$3,544, but has been reduced to \$2,750. FO Miller stated he received a new offer to join the Ohio Association of Public Treasurers (OAPT) Workers' Comp Group Rating Program which is now being formed and managed by Compmanagement. Compmanagement is offering a better discount rate and a reduced management fee of \$870. FO Miller provided an information sheet to the Trustees which included notes about each offer and

comments from the Village of Granville Finance Director and the OTA Executive Director. Based upon the accumulated information FO Miller recommended staying with CareWorksComp as Compmanagement's actual discount rate could not be determined until the group is actually formed. If they are successful, we could look at them next year.

Trustee Bennett motioned to renew the Township's participation with CareWorksComp, Trustee VanNess seconded the motion and without further discussion, the motion passed by unanimous vote.

Workers Compensation – MCO

- FO Miller explained another part of Workers Compensation is selecting a Managed Care Organization (MCO) to handle our claims processing. CareWorks currently handles this for the Township and is the largest claims processor for Township in Ohio. FO Miller recommended to the Trustees we stay with Care Works for the next year.

Trustee Bennett motioned to renew the Township's participation with CareWorksComp, Trustee VanNess seconded the motion and without further discussion, the motion passed by unanimous vote.

Life Insurance and AFLAC Offering

- During the last Trustee meeting, FO Miller reported the Township life insurance policy as provided by the Ohio Public Entity Consortium (OPEC) through broker Frank Harmon and Associates was changing from "The Hartford" to "The Standard". FO Miller reported all eligible employees have completed new beneficiary forms.
- Additionally, OPEC introduced two new benefit programs for the Trustees to consider. A voluntary life program and a disability program through AFLAC. FO Miller stated he met separately with Chief Hussey and Superintendent Binckley concerning the new programs and they saw no need to move from our current AFLAC representative and no need to offer optional life insurance. FO Miller recommended the Board to take no action. The Trustees agreed and took no action.

FO Miller presented a list of warrants, withholding vouchers, debit memos, and EFT's which were issued and asked for their approval.

On a motion by Trustee Schott 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
405-2016	04/29/2016	04/25/2016	CH	Medical Mutual of Ohio	\$16,531.54
407-2016	05/06/2016	05/02/2016	EW	AFLAC	\$1,324.54
408-2016	05/06/2016	05/03/2016	EP	Joseph C Asselin	\$1,021.88
409-2016	05/06/2016	05/03/2016	EP	Susan A Bain	\$284.32
410-2016	05/06/2016	05/03/2016	EP	Thomas M Barnhill	\$142.33
411-2016	05/06/2016	05/03/2016	EP	Christopher M Bassetti	\$152.80
412-2016	05/06/2016	05/03/2016	EP	Andrew R Baughman	\$1,969.13
413-2016	05/06/2016	05/03/2016	EP	B. Travis Binckley	\$2,218.67
414-2016	05/06/2016	05/03/2016	EP	Charles D. Borden	\$800.70
415-2016	05/06/2016	05/03/2016	EP	Thomas A. Bowman	\$2,101.88
416-2016	05/06/2016	05/03/2016	EP	Tyler J. Bryan	\$1,065.25
417-2016	05/06/2016	05/03/2016	EP	Joshua M Butt	\$929.06
418-2016	05/06/2016	05/03/2016	EP	Derwin R Clemens	\$2,023.67
419-2016	05/06/2016	05/03/2016	EP	Gregory S. Coyle	\$274.11
420-2016	05/06/2016	05/03/2016	EP	Casey R. Curtis	\$1,741.93
421-2016	05/06/2016	05/03/2016	EP	Alexander J Daniels	\$292.70
422-2016	05/06/2016	05/03/2016	EP	C. Michael Duncan	\$311.60
423-2016	05/06/2016	05/03/2016	EP	Troy A Elmore	\$284.38
424-2016	05/06/2016	05/03/2016	EP	Bradley D Essick	\$1,393.47
425-2016	05/06/2016	05/03/2016	EP	Adam C Gottfried	\$293.95
426-2016	05/06/2016	05/03/2016	EP	John R Guegold	\$517.18
427-2016	05/06/2016	05/03/2016	EP	Benjamin S. Hagstad	\$143.72
428-2016	05/06/2016	05/03/2016	EP	Joshua B. Harrison	\$266.75
429-2016	05/06/2016	05/03/2016	EP	Kevin M Henry	\$629.56
430-2016	05/06/2016	05/03/2016	EP	Brianne M Hill	\$1,475.44
431-2016	05/06/2016	05/03/2016	EP	Jeff A Hussey	\$2,653.00
432-2016	05/06/2016	05/03/2016	EP	Jeremiah C Irwin	\$386.59
433-2016	05/06/2016	05/03/2016	EP	Aaron C. Jones	\$515.06
434-2016	05/06/2016	05/03/2016	EP	Bradley A. Leckrone	\$287.60
435-2016	05/06/2016	05/03/2016	EP	Terry L. Lynn Jr	\$382.98
436-2016	05/06/2016	05/03/2016	EP	Nicholas J Marcum	\$536.08
437-2016	05/06/2016	05/03/2016	EP	Ralph R Meisenhelder	\$634.33
438-2016	05/06/2016	05/03/2016	EP	Troy A Melick	\$387.38
439-2016	05/06/2016	05/03/2016	EP	Maxwell F Newton	\$408.60
440-2016	05/06/2016	05/03/2016	EP	Tyler S Poe	\$154.03
441-2016	05/06/2016	05/03/2016	EP	Brandon T. Reece	\$1,693.16
442-2016	05/06/2016	05/03/2016	EP	Andrew T. Saunders	\$1,710.95
443-2016	05/06/2016	05/03/2016	EP	Caleb A Scott	\$238.77
444-2016	05/06/2016	05/03/2016	EP	Douglas W. Smith	\$733.73
445-2016	05/06/2016	05/03/2016	EP	Scott M Smith	\$557.87
446-2016	05/06/2016	05/03/2016	EP	Seth W Teagle	\$660.02
448-2016	05/06/2016	05/03/2016	EW	Park National Bank-IRS (Fed, Med & SS w/h)	\$6,918.46
449-2016	05/06/2016	05/03/2016	EW	Ohio Public Employees Deferred Comp.	\$1,557.00
450-2016	05/06/2016	05/03/2016	EW	OCS Pay Center-Knox Cty 7085726383	\$682.62
451-2016	05/06/2016	05/03/2016	EW	Park National Bank - for OPERS ACH Dr	\$9,042.23
452-2016	05/06/2016	05/03/2016	EW	Park National Bank - OP&FPP	\$30,926.20

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount
453-2016	05/04/2016	05/04/2016	CH	Bureau of Workers' Compensation - Ins F.	\$13,538.22
454-2016	04/30/2016	05/04/2016	CH	Windstream	\$384.53
455-2016	04/30/2016	05/04/2016	CH	Columbia Gas - Utility Payments	\$695.76
456-2016	04/30/2016	05/04/2016	CH	Village of Granville	\$185.16
457-2016	04/30/2016	05/04/2016	CH	American Electric Power	\$1,045.38
295	05/11/2016	05/10/2016	AW	Rob Schaadt	\$20.00
296	05/11/2016	05/10/2016	AW	Ashcraft Machine & Supply Inc	\$20.40
297	05/11/2016	05/10/2016	AW	Bound Tree Medical LLC	\$761.96
298	05/11/2016	05/10/2016	AW	Cardmember Service	\$2,200.67
299	05/11/2016	05/10/2016	AW	Cintas Corporation	\$584.21
300	05/11/2016	05/10/2016	AW	CVS Pharmacy	\$8.99
301	05/11/2016	05/10/2016	AW	Dexter Company	\$40.00
302	05/11/2016	05/10/2016	AW	Finley Fire Equipment Co., Inc.	\$3,468.72
303	05/11/2016	05/10/2016	AW	Granville Lumber	\$88.65
304	05/11/2016	05/10/2016	AW	Granville Milling Company	\$146.94
305	05/11/2016	05/10/2016	AW	Granville Union Cemetery	\$5,000.00
306	05/11/2016	05/10/2016	AW	Indoff Incorporated	\$72.96
307	05/11/2016	05/10/2016	AW	Jae's Towing & Recovery	\$246.75
308	05/11/2016	05/10/2016	AW	KE-WA-PA Inc.	\$370.12
309	05/11/2016	05/10/2016	AW	McDonald Auto and Truck Repair	\$1,281.70
310	05/11/2016	05/10/2016	AW	MT Business Technologies Inc	\$53.08
311	05/11/2016	05/10/2016	AW	Newspaper Network of Central Ohio	\$58.97
312	05/11/2016	05/10/2016	AW	Ohio Health/Behavior Health	\$168.00
313	05/11/2016	05/10/2016	AW	Paumier Medical Management Group Inc	\$1,723.81
314	05/11/2016	05/10/2016	AW	Ross' Granville Market	\$74.36
315	05/11/2016	05/10/2016	AW	Treasurer State of Ohio	\$1,074.00
316	05/11/2016	05/10/2016	AW	Treasurer State of Ohio	\$690.00
317	05/11/2016	05/10/2016	AW	Washington Auto Parts Inc	\$1,078.69
318	05/11/2016	05/10/2016	AW	Wichert Insurance	\$1,181.00
319	05/11/2016	05/10/2016	AW	Scott Romei	\$65.00

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 Schott

Trustee Schott reported the following:

- Attended the Joint Communication Meeting on April 29. Highlights from the meeting included an update from the School's concerning their lead issue where about half their water fountains will be replaced. David English of Denison University spoke about neighboring properties where non-permanent structures have been located on Denison's property, and will be asking those property owners, including Granville Schools, to sign lease agreement to prevent any adverse possession claims.
- Attended the Union Cemetery Joint meeting on May 4.

- Held the Scenic Byways workshop on May 9. The only suggested change from the original 2010 application was to add a full circle which would add in Dry Creek Road to tie Loudon St to SR 161. Tom Barrett from ODOT indicated the only action would be for McKean Township Trustees to pass a resolution to participate in the Scenic Byway. Trustee Schott notified the Village (Mayor Hartfield and Manager Stilwell) to seek their approval of the proposed change. Program costs would be \$15 per stock sign, plus \$40 per sign for installation by ODOT. There is an annual seminar fee of \$35. Also, ODOT representative Tom Barrett stated the bike path cannot be part of the byway as originally proposed in 2010. June 9 is the next Scenic Byway meeting in Columbus and Mr. Barrett indicated we should attend to notify ODOT we plan to apply. Mr. Barrett suggested the best time to officially apply would be this Fall which would allow our byway to be included in the 2017 byway publications. Nancy Recchie and/or Bill Habig are willing to attend the June 9th meeting.
- On May 10 met with David English from DU to discuss Solar Energy Systems and reviewed the process to get the Zoning Resolution Changed.
- Attended the Grow Licking County Seminar on Economic Development. Enterprise Zones and TIF's were discussed. Sheri Hottinger and Columbus 2020 spoke on the subject.

Trustee Bennett

Trustee Bennett reported the following:

- Met with a member from the Open Space and Land Management Committee's to discuss a potential process for reviewing easement change requests. This will be discussed at a future meeting.

Trustee VanNess

Trustee VanNess reported the following:

- Attended a MS4 meeting. The Townships fee has not changes and is expected to be \$1582 this year. A software package purchase was briefly discussed, but no plans to purchase.
- Mr. Carson reported an issue with his trash collection.

Granville Township Road District

Trustee VanNess reported on behalf of Superintendent Binckley the following:

- Crews have repaired berms and other washout areas.
- Spring Cleanup went well – 3 containers used. No issues.
- Cleaned up a tree that was down on Snowden.
- Replaced a culvert on Orchard Drive.
- Bid packets have been sent to paving companies.

Cemetery Department

Trustee VanNess reported on behalf of Superintendent Binckley the following:

- Two graves were sold
- One deed needs to be signed
- Crews are busy mowing, weeding, planting flower beds, etc.
- Foundations will be poured soon.
- Chip and Seal will not be completed before Memorial Day

- Looking at possibly paving the entry of the Cemetery to help match up with the concrete gutters. Trustee VanNess asked the other Trustees to visit the Cemetery to see what they think. Trustee VanNess will get a cost estimate.

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

Trustee Schott spoke with Andy Wildman concerning the Rotary Bridge dollars to see what it might cost to do paving at the park and if paving of the park be added in?

Fire Department

Captain Curtis reported the following:

- Incident Activity: 691 calls YTD.
- Chief Hussey went to the McKean Township Trustees meeting to show them the new medic.
- The old medic is being sold on GovDeals. The online auction ends tomorrow and the buyer can pick up anytime. FO Miller will locate the title and work with Chief Hussey to execute the sale.
- The Chief and Captain Curtis conducted interviews and would like to recommend to the Board the hiring of two new part-time employees. Joe Petticrew who lives in Newark and is employed fulltime at Monroe Township and part-time at St. Albans. Chris Mize who lives in Powell Ohio and is employed fulltime at Genoa Township and part-time at Orange Township.

Trustee Bennett made a motion to appoint Joe Petticrew and Chris Mize as part time employees, contingent upon their successful completion of a background check; Trustee VanNess seconded the motion and the motion passed by unanimous vote.

Land Management/Open Space

Trustee Bennett report he met with Judy Preston, of the Land Management Committee and Vince Paumier of the Open Space Committee. The meeting addressed recent requests for changes/clarifications of existing conservation easements. The first issue concerned problematic easement language. As an example one easement says “No excavation” and another section of the same easement allows field tile to be replaced. Trustee Bennett stated they recommended this process start with a sit down between the landowner and the Township.

The second issue concerned changing an existing easement. Trustee Bennett introduced the following proposed process:

1. Applicant drops off something in writing to the Fiscal Officer.
2. Create a committee with members from the Open Space Committee, Land Management, someone with an Agriculture background, etc.). This group would listen to the presentation and make a non-binding recommendation back to the Trustees.
3. The Trustees would take final action.

Trustee VanNess suggested using the entire Land Management and Open Space Committees to review the change requests and make a recommendation to the Trustees.

Trustee Bennett noted this was his initial proposal, but wanted more input from the Trustees and the other Committees. Trustee Schott noted she wanted input from others, but ultimately the Trustees held the final decision.

Trustee Bennett asked this to remain on the agenda for further discussion at the next meeting.

Economic Development

Trustee Schott reported everyone on the Economic Development Committee attended the Grow Licking County seminar this week. Jeremy Johnson is writing a proposal to hire Allison Terry to map all of the properties which would be zoned favorably for development and to include current utilities, plus cost estimates to extend utilities where needed. The group estimated the effort would take 40-80 hours and Trustee Schott will come to the Trustee as funding is needed.

Zoning

Trustee Schott reported on behalf of Zoning Inspector and Compliance Officer Travis Binckley reported the following:

- The junk vehicle at the 1161 River Rd.
- Two building permits were issues:
 - 30 Phillip Glen Dr.
 - 2228 Loudon St.
- Two BZA Application were submitted to the BZA
 - Adding Solar panels
 - Area Variance - McKean/Granville Township line
- Stacey Engle wanted to ensure Ms. Barno is aware of her duties as ZBA Secretary.

Zoning Commission

Trustee Schott reported the Zoning Resolution language passed by the Zoning Commission has been forwarded to the Trustees for a final decision. The Trustees public hearing has been set for May 25. Trustee Schott noted the Trustees have 20 days from the date of the public hearing to make their decision.

Board of Zoning Appeals (BZA)

Two applications are in process.

Old Business

Shooting Range –Environmental Study

Trustee Bennett reported the Ohio EPA came out and would like additional soil testing near the bike path and on a portion of the neighbor's property, Charles and June Funk. Trustee Bennett is working to obtain consent to access the Funk property. Trustee Bennett noted he is working on a grant application (Brownfield Fund) to pay for the additional testing.

New Business

Spring Clean-Up Program

Superintendent Binckley stated he had no issues/reasons to not continue the program and thought it was a worthwhile service. Superintendent Binckley recommended operating the program the exact same way as it was done last year.

Trustee Bennett made a motion to move into Executive Session pursuant to Ohio Revised Code 121.22 G(1) to discuss a personnel issue and 121.22 G(2) to discuss possible land acquisition.

Trustee Schott seconded the motion and called the roll. The roll call was as follows:

Trustee Schott - yes

Trustee Bennett- yes

Trustee VanNess- yes

The Trustees moved into Executive Session at 8:15 PM.

At 9:03 PM Trustee Bennett moved to end the Executive Session and move back into Regular Session. Trustee VanNess seconded the motion. Trustee Miller called the roll as follows:

Trustee Schott - yes

Trustee Bennett - yes

Trustee VanNess - yes

Trustee Bennett moved to hire Jim Murr to conduct a land appraisal of two tracks of properties for an amount not to exceed \$5000, coming out of the appropriate account. The motion was seconded by Trustee Schott and after no further discussion, the motion passed by unanimous vote.

The meeting adjourned at 9:05 PM.

Calendar Reminder

May 25, 2016 starting at 7PM at the Township Service Complex the following is scheduled:

1. 2016 Road Paving Bids Opened
2. Public Hearing on the proposed Zoning Resolution changes (Solar Energy Systems)
3. Regular Board meeting

*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.