

**Granville Township**  
Minutes of Regular Meeting, June 22, 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: Chief Jeff Hussey and Superintendent Travis Binckley  
Guests: Andy Wildman, Director, Granville Recreation District (GRD)

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

Agenda Approval

Trustee Schott made a motion to approve the agenda with the amendment to move GRD Director, Andy Wildman's report to after Public Comment. Trustee Bennett seconded the motion and the motion passed by unanimous vote.

Approval of Meeting Minutes

FO Miller stated he had amended the May 25, 2016, minutes to include the road paving bid amounts.

Trustee Bennett made a motion to approve the May 25, 2016, minutes as amended. Trustee VanNess seconded the motion and the motion passed by unanimous vote.

Trustee VanNess made a motion to approve the minutes of the June 8, 2016, regular meeting of the Granville Township Trustees. Trustee Bennett seconded the motion. Trustee VanNess and Trustee Bennett voting yes and Trustee Schott abstained as she did not attend that meeting.

Public Comment

There was no one to speak under Public comment.

Granville Recreation District (GRD) Report

Andy Wildman, Director of the GRD reported the following:

- No changes in staff are anticipated
- McPeck Lodge was vandalized, a window had been broken and the window has been replaced; also a set of bases were stolen from the Raccoon Valley Park.
- Concerning the old shooting range area at McPeck Lodge, the GRD has stopped mowing the grass; however, a resident has been mowing the path back to the bike trail. Snow fence will be put up at McPeck Lodge and a torn down "No Trespassing" sign will be replaced
- Mr. Wildman presented the Trustees a plaque, which was an award the GRD won for the Rotary Bridge Project from the Ohio Parks and Recreation Association, and thanked the Trustees and FO Miller for their work and dedication to complete the Rotary Bridge.
- The third year audit process has been successfully completed and the initial report is the GRD received an A+.
- Starting to look at Wildwood Playground
- Discussion was held on the following topics:
  - Signage of Parks
  - Update on a firm that wanted to run soccer camps
  - Future notification to the Trustees of vandalism

- Possibility of a surveillance camera's where needed (i.e. Spring Valley and McPeck)

#### Correspondence Received or Sent

FO Miller reported:

- Received an invitation for the Township Officials to attend a farewell Open House for Village Manager, Steve Stilwell on July 8<sup>th</sup>.
- Sent an email to the Breymaier's reminding them a "condition report" is required to be filed with the Township as part of our conservation easement. Judy Preston offered to assist them as needed.
- On June 28, 2016, will attend the Licking County Recycling Workshop at the Newark Library to speak about Recycling

Trustee Bennett commented a letter was sent to Jerry Wray (ODOT) regarding a land transaction

#### Elected Official Reports

##### Fiscal Officer Miller

- The Township's 2014-2015 Audit had been accepted by the State Auditor's office
- Worked with APA Lecklider to update the Township's job application, based upon recently passed legislation. Ohio public employers can no longer have on their application form any questions "concerning the criminal history of the applicant."
- Still has not received a check from the ODOT for the closeout of the Rotary Bridge project.

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 VanNess 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
567-2016	06/17/2016	06/14/2016	EP	Joseph C Asselin	\$1,040.61
568-2016	06/17/2016	06/14/2016	EP	Susan A Bain	\$243.55
569-2016	06/17/2016	06/14/2016	EP	Margaret H Barno	\$140.88
570-2016	06/17/2016	06/14/2016	EP	Christopher M Bassetti	\$430.05
571-2016	06/17/2016	06/14/2016	EP	Andrew R Baughman	\$1,516.46
572-2016	06/17/2016	06/14/2016	EP	Brynn Kevin Bennett	\$1,552.05
573-2016	06/17/2016	06/14/2016	EP	B. Travis Binckley	\$2,219.90
574-2016	06/17/2016	06/14/2016	EP	Charles D. Borden	\$772.28
575-2016	06/17/2016	06/14/2016	EP	Thomas A. Bowman	\$1,926.13
576-2016	06/17/2016	06/14/2016	EP	Tyler J. Bryan	\$1,065.25
577-2016	06/17/2016	06/14/2016	EP	Joshua M Butt	\$929.06
578-2016	06/17/2016	06/14/2016	EP	Derwin R Clemens	\$1,504.51
579-2016	06/17/2016	06/14/2016	EP	Gregory S. Coyle	\$121.46
580-2016	06/17/2016	06/14/2016	EP	Casey R. Curtis	\$1,706.79
581-2016	06/17/2016	06/14/2016	EP	Alexander J Daniels	\$292.70
582-2016	06/17/2016	06/14/2016	EP	Paul J. DuBeck III	\$248.44
583-2016	06/17/2016	06/14/2016	EP	C. Michael Duncan	\$135.63
584-2016	06/17/2016	06/14/2016	EP	Troy A Elmore	\$155.43
585-2016	06/17/2016	06/14/2016	EP	Bradley D Essick	\$1,529.97
586-2016	06/17/2016	06/14/2016	EP	Adam C Gottfried	\$255.73
587-2016	06/17/2016	06/14/2016	EP	John R Guegold	\$1,072.03
588-2016	06/17/2016	06/14/2016	EP	Benjamin S. Hagstad	\$277.91
589-2016	06/17/2016	06/14/2016	EP	Joshua B. Harrison	\$391.75
590-2016	06/17/2016	06/14/2016	EP	Kevin M Henry	\$629.56
591-2016	06/17/2016	06/14/2016	EP	Brianne M Hill	\$1,490.85
592-2016	06/17/2016	06/14/2016	EP	Jeff A Hussey	\$2,653.00
593-2016	06/17/2016	06/14/2016	EP	Jeremiah C Irwin	\$794.62
594-2016	06/17/2016	06/14/2016	EP	Aaron C. Jones	\$247.70
595-2016	06/17/2016	06/14/2016	EP	Bradley A. Leckrone	\$287.60
596-2016	06/17/2016	06/14/2016	EP	Terry L. Lynn Jr	\$263.16
597-2016	06/17/2016	06/14/2016	EP	Nicholas J Marcum	\$731.54
598-2016	06/17/2016	06/14/2016	EP	Ralph R Meisenhelder	\$634.33
599-2016	06/17/2016	06/14/2016	EP	Troy A Melick	\$236.70
600-2016	06/17/2016	06/14/2016	EP	Daniel J Mercer	\$153.89
601-2016	06/17/2016	06/14/2016	EP	Jerry A Miller	\$1,435.06
602-2016	06/17/2016	06/14/2016	EP	Christopher I Mize	\$428.66
603-2016	06/17/2016	06/14/2016	EP	Maxwell F Newton	\$324.91
604-2016	06/17/2016	06/14/2016	EP	Joseph L Petticrew	\$91.44
605-2016	06/17/2016	06/14/2016	EP	Tyler S Poe	\$154.03
606-2016	06/17/2016	06/14/2016	EP	Brandon T. Reece	\$1,501.12
607-2016	06/17/2016	06/14/2016	EP	Andrew T. Saunders	\$1,587.49
608-2016	06/17/2016	06/14/2016	EP	Melanie J Schott	\$1,087.01
609-2016	06/17/2016	06/14/2016	EP	Douglas W. Smith	\$530.28
610-2016	06/17/2016	06/14/2016	EP	Scott M Smith	\$686.52
611-2016	06/17/2016	06/14/2016	EP	Daniel D VanNess	\$1,359.81
613-2016	06/17/2016	06/14/2016	EW	Park National Bank-IRS (Fed, Med & SS w/h)	\$7,256.20

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount
614-2016	06/17/2016	06/14/2016	EW	Ohio Public Employees Deferred Comp.	\$1,557.00
615-2016	06/17/2016	06/14/2016	EW	OCSPay Center-Knox Cty 7085726383	\$682.62
363	06/17/2016	06/14/2016	WH	Granville Township	\$8,012.87
364	06/17/2016	06/14/2016	WH	Park National Bank - G Twp FSA W/H	\$3,438.30
365	06/22/2016	06/21/2016	AW	DMO Security	\$220.00
366	06/22/2016	06/21/2016	AW	Fackler Country Gardens Inc	\$15.01
367	06/22/2016	06/21/2016	AW	Galls LLC	\$279.98
368	06/22/2016	06/21/2016	AW	Granville Milling Company	\$95.95
369	06/22/2016	06/21/2016	AW	Hope Timber Garden Center Ltd	\$100.00
370	06/22/2016	06/21/2016	AW	KE-WA-PA Inc.	\$492.57
371	06/22/2016	06/21/2016	AW	James L. Murr, MAI	\$3,900.00
372	06/22/2016	06/21/2016	AW	Lakes' End	\$204.95
373	06/22/2016	06/21/2016	AW	Ohio Public Entity Consortium	\$1,426.18
374	06/22/2016	06/21/2016	AW	Ohio Public Entity Consortium	\$4,500.00
375	06/22/2016	06/21/2016	AW	Pinkerton Real Estate Services	\$71.50
376	06/22/2016	06/21/2016	AW	State Farm	\$528.00
377	06/22/2016	06/21/2016	AW	Wright Brothers Power, LLC	\$199.95

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

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Jerry A. Miller, Fiscal Officer

Trustee Schott

Trustee Schott had no report at this time.

Trustee Bennett

Trustee Bennett reported he checked McPeck Lodge to make sure the grass is growing at designated areas.

Trustee Bennett reported he sent notice again to the Glenn and Sally Funk (who have not yet responded to numerous inquiries). Trustee Bennett commented he will wait another week for a response from the Funks and will then proceed with the application for the grant to pay for additional lead testing.

Trustee VanNess

Trustee VanNess commented his report would be covered during the meeting.

Granville Township Road District

Superintendent Binckley reported the following:

- Staff replaced five culverts in the Knoll Drive subdivision
- Repaired a ditch on Beechwood Drive
- Road crew is in the process of taking down two large ash trees along Hankinson Road

Discussion was held on the James Road improvement project (tree trimming, ditching and paving) which is shared by Union Township and Granville Township. Superintendent Binckley noted he and Trustee VanNess have been meeting with Union Township Officials (Trustee Charlie Prince and Superintendent Dave Cable) and we seem to be on the “same page” as to what is needed to improve the road.

Trustee VanNess reported Granville Township paid approximately \$22,000 in 2013 to pave a portion of James Rd., but that cost was not shared by Union Township. Earlier this year Union Township bid out the paving of James Rd and the winning bid price came in at \$80/ton for asphalt. By adding James Rd. to Granville Township’s 2016 paving contract the cost would go down to \$62.49/ton. Union Township has agreed to pay their share from 2013 project (\$11,000) and to add the James Rd. paving to Granville Township’s paving contract. Additionally Granville Township will replace the James Rd and Canyon Rd culvert. Union Township crews plan to start ditching along James Rd next week. Superintendent Binckley estimated the completed project would provide a good road for the next 10-12 years.

#### Cemetery Department

Superintendent Binckley reported the following:

- Two burials were held
- One grave was sold
- One Deed needs signing
- Gravel and sand was hauled to Old Colony Cemetery for the Fannins (restoration project).

FO Miller reported he had received a bill in the amount of \$100 for mulch for Old Colony Cemetery, which FO Miller paid and sent to Jim Patin for reimbursement.

Discussion was held regarding the donated property (Welker) located next to the Maple Grove Cemetery. FO Miller reported, according to the Village, the zoning of the donated property is “Open Space” which is the same as the Maple Grove Cemetery.

FO Miller reported Licking County Auditor’s Office taxes the property as a “Commercial Property”, but the land appraisal the Township received in 2015 lists it as “Residential” with a value of \$25,000. FO Miller will contact the Auditor’s office to get the property correctly classified. Additionally, FO Miller would like to file for property tax exemption and asked the Trustees to decide if they want to keep the property for future Cemetery use.

Trustee Bennett asked if anyone had offered to purchase the property. FO Miller noted the owner (Welker’s) had contacted a local realtor, but there had been no interest in purchasing the property, so the owner decided to donate the property to the Township in 2015.

After some discussion Trustees VanNess, Schott and Bennett all stated their desire was to keep the donated property for the Township.

Trustee Bennett made a motion to authorize FO Miller to proceed with getting the needed tax exemption for the property. Trustee Schott seconded the motion and the motion passed by unanimous vote.

Trustee VanNess suggested the Trustees authorize Superintendent Binckley to create an access to the property in order to clean up the property. Trustee Schott commented this should include tearing down the building on the property. No action was taken by the Board.

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

Trustee Bennett commented Mayor Hartfield had approached him with reports of youngsters congregating in Spring Valley Park possibly engaging in illicit activity. Trustee Bennett indicated he has visited the Park to monitor the situation. Trustee Schott reported she had asked the Sheriff Deputy to monitor the area more closely. It was also noted that Greg Dixon, who lives in the area, has frequently checked the area during evening hours and interacted with visitors in an effort to prevent inappropriate activity.

#### Fire Department

Chief Hussey reported the following:

- Incidents included one serious auto crash on Columbus Road and another incident on Broadway and Pearl, in which a child was struck by an auto at the crossing.
- The Licking County Commissioners asked Chief Hussey to serve on the Technical Advisory Committee to revise the 911 plan for the County and also to serve on the Licking County Emergency Plan Committee, because of my role as president of the Fire Chief Association.
- There have been four staff resignations (Volunteers: Emily Appelt, Logan Williams and Matt Edwards) and also part time/intermittent employee Caleb Scott who took a Full Time job in Columbus.

Trustee Bennett made a motion to accept the resignations, Trustee VanNess seconded the motion and the motion passed by unanimous vote.

- Chief Hussey reported a grant is being written by the staff to fund a RTV, to help with Special Events. This is not a budgeted item, so we are looking for full funding.
- The administration building is being painted.

#### Volunteer Compensation

Chief Hussey presented and discussed a new proposal for volunteer compensation. For many decades our volunteers have received some compensation through a points system averaging between \$2 and \$10 per incident. Disparity existed in the points system as a 5 minute fire alarm run received the same number of points as a 5 hour hazmat event. Chief Hussey indicated the switch would help solve some inequities in the points system and would incorporate some industry best practices. The proposal also provides an option to use qualified volunteers to meet the Departments scheduled (and budgeted) manpower goals. The proposal included a salary structure based upon the volunteer's qualifications up to the current part time/intermittent pay rate.

Chief Hussey further explained the two programs:

“Call In” for volunteers would operate the same as in the past, but instead of awarding points volunteers would receive an hourly compensation using the money budgeted for the current points system.

“Fill In” is new and would provide licensed (FF II, EMT) volunteers an opportunity to be paid hourly for filling an unmanned (and budgeted) shift. Chief Hussey explained the Department uses a flow chart when we look to fill a vacant shift and the new proposal would add volunteers at the end of the flowchart. Captain Curtis will attend the next Trustees meeting and further explain the process of scheduling employees to meet the minimum manpower goals (6/day and 4/night).

Trustee Schott questioned if this could cause volunteers to compete for time? Chief Hussey noted the limited number of volunteers (12) and indicated this is no change from the current points program.

It was decided to table the discussion until the next meeting when Captain Curtis will attend and address the mechanics of the program.

### Land Management/Open Space

#### Process for Requests to Modify Existing Easements

A discussion was held regarding the process for requests to modify existing easements. Trustee Bennett commented if the Trustees could not come to a consensus on an established process, the Trustees would, therefore, make a determination on applicants’ requests based on its merits. Trustee VanNess commented he had spoken to a dozen people and none of them wanted a program to be put in place to modify existing easements.

Following discussion, Trustee Schott stated the process to modify existing easements would be removed from the agenda.

#### Preservation (Green Space Levy)

FO Miller reported the Auditor’s office estimated a renewal levy for \$319,810 per year would cost \$30.13 per \$100,000.

FO Miller presented the following resolution which was prepared by APA Lecklider and after a period of discussion the following resolution was passed and will be filed by FO Miller with the Licking County Board of Elections.

### **RESOLUTION DECLARING IT NECESSARY TO LEVY A TAX IN EXCESS OF THE TEN MILL LIMITATION**

5705.19(HH)

The Board of Township Trustees of Granville Township, Licking County, Ohio, met in regular session on the 22 day of June, 2016 with the following members present:

Melanie Schott

B. Kevin Bennett

Dan VanNess

Trustee Bennett moved the adoption of the following:

RESOLUTION

BE IT RESOLVED, and it is hereby determined, by the Board of Township Trustees of Granville Township, Licking County, Ohio, that the amount of taxes which may be raised within the ten mill limitation will be insufficient to provide an adequate amount for the necessary requirements of Granville Township, and it is necessary to levy a tax in excess of such ten mill limitation for the purpose of acquiring, other than by appropriation, an ownership interest in land, water, or wetlands, or to restore or maintain land, water, or wetlands in which the board has an ownership interest, not for purposes of recreation, but for the purposes of protecting and preserving the natural, scenic, open, or wooded condition of the land, water, or wetlands against modification or encroachment resulting from occupation, development, or other use, as provided in Section 5705.19(HH) of the Ohio Revised Code.

BE IT FURTHER RESOLVED that a renewal levy of one mill (1 mill) for each year be placed upon the tax duplicate for such purposes, pursuant to Section 5705.19 of the Ohio Revised Code, said levy to be for a period of five years.

BE IT FURTHER RESOLVED that said levy be placed upon the tax list beginning with the tax year 2017, and for the tax years 2018, 2019, 2020 and 2021 to be first collected in calendar year 2018.

BE IT FURTHER RESOLVED that the question of such levy be submitted to the electors of Granville Township, Licking County, Ohio at the same time as the General Election, to be held in the usual voting places within said Township on the 8<sup>th</sup> day of November, 2016.

BE IT FURTHER RESOLVED that the form of the ballots cast at such election shall be:



A majority vote shall be necessary for passage.

A renewal of a tax for the benefit of Granville Township, Licking County, Ohio, for the purpose of acquiring, other than by appropriation, an ownership interest in land, water, or wetlands, or to restore or maintain land, water, or wetlands in which the board has an ownership interest, not for purposes of recreation, but for purposes of protecting and preserving the natural, scenic, open, or wooded condition of the land, water, or wetlands against modification or encroachment resulting from occupation, development, or other use at a rate not exceeding one mill for each one dollar of valuation which amounts to ten cents (\$.10) for each one hundred dollars in valuation for a period of five years commencing in tax year 2017, first due in calendar year 2018.

<p><b>FOR THE TAX LEVY</b></p> <p><b>AGAINST THE TAX LEVY</b></p>
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BE IT FURTHER RESOLVED that the Fiscal Officer of Granville Township be, and hereby is, directed to certify a copy of this Resolution to the Board of Elections of Licking County, Ohio, along with copies of the Resolution and certified information from the Licking County Auditor pursuant to R.C. 5705.03(B), and cause notice of the same to be given as required by law.

Trustee VanNess seconded the Motion, and the roll being called upon its adoption, the vote resulted as follows:

Yea: Trustee Schott                      Trustee Bennett                      Trustee VanNess

Nay: \_\_\_\_\_

Dated this 22 day of June, 2016.

\_\_\_\_\_  
Jerry Miller  
Granville Township Fiscal Officer

## TO THE BOARD OF ELECTIONS OF LICKING COUNTY, OHIO:

I hereby certify that the foregoing is a true and accurate copy of the Resolution of the Board of Township Trustees of Granville Township, Licking County, Ohio, adopted on the 22 day of June, 2016 at its regular meeting. I have attached hereto copies of the Resolution and Auditor's certified response required by R.C. 5705.03(B).

Dated this 30 day of June, 2016.

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Jerry Miller  
Granville Township Fiscal Officer

APPROVED:

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Kenneth W. Oswalt  
Licking County Prosecuting Attorney

Economic Development

Trustee Schott stated there was no report on Economic Development at this time.

Zoning

Zoning Inspector and Compliance Officer Travis Binckley reported the following:

- There was a Public Records request for emails regarding the K9 Spot
- Discussed and resolved a situation with a resident on Lincliff Dr. regarding solar panels which were being installed prematurely
- The van (junk vehicle) was removed from the property at 1161 River Road

Zoning Commission

There was no report from the Zoning Commission at this time.

Board of Zoning Appeals (BZA)

There was no report from the Zoning Appeal's Board at this time.

Old Business

Shooting Range –Environmental Study

See notes under Trustee Bennett's comments

Granville Foundation/ Township Representative

FO Miller stated there had been no response to the advertisement for the representative to the Granville Foundation and the deadline to apply is July 4, 2016.

Personnel Manual/Longevity Plan

FO Miller stated he had proposed adding language to the Township's Personnel Manual to allow "Longevity Pay at Retirement". Below are the current 5.8 Longevity Pay language and the proposed new 7.7 Longevity Pay at Retirement language.

Current Language5.8 Longevity Pay

Longevity pay will be paid to full-time employees with satisfactory performance evaluations, in the December following completion of five years of full-time service with Granville Township. The initial payment is \$500 and increases \$100 per year for each additional satisfactory year of service. Payments will be made each December following the employee's anniversary.

Suggested LanguageArticle 7- Retirement/Resignation7.7 Longevity Pay at Retirement

An full-time employee who retires from active service with the Township meets the age and length of service requirements or approved disability retirement from the OPERS or OP&FPF pension plans, and who was also in the service of the Township for a period of five years shall be entitled to a prorated longevity pay for any month worked since the previous December payment as provided in section 5.8 Longevity Pay above.

After a period of discussion, Trustee VanNess made a motion to include the proposed pro-rated longevity pay at retirement language to the Personnel Manual. Trustee Bennett seconded the motion and the motion passed by unanimous vote.

New Business

Trustee VanNess reported the deadline for the State's (ODOT) salt contract had been missed. Trustee VanNess and Superintendent Binckley indicated new avenues for purchasing salt were being researched. FO Miller noted he requested the State (ODOT) include him on future e-mails regarding salt contracts.

Executive Session

Trustee Bennett made a motion to move into Executive Session pursuant to 121.22 (G) (1) to discuss a personnel issue and 121.22 (G) (2) to discuss a potential property purchase at 8:49 PM. FO Miller called the roll: Trustee Schott- yes, Trustee Bennett- yes, Trustee VanNess- yes

After moving out of Executive Session, no further action was taken and the meeting adjourned at 9:30 PM.

Calendar Reminder

- The next regular Board meeting is scheduled for July 13, 2016, 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.