

**Granville Township**  
Minutes of Regular Meeting, August 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 Head: Chief Casey Curtis and Superintendent Travis Binckley

Guests: Craig McDonald, Granville Sentinel

Adam Himes, 1174 Newark Granville Road, Granville, Ohio

Ron Howard, 46 Clover Court, Granville, Ohio

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

Agenda Approval

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

Approval of Meeting Minutes

Trustee VanNess made a motion to approve the August 10, 2016, minutes as presented. Trustee Bennett seconded the motion and the motion passed by unanimous vote.

Public Comment

There was no one to speak under Public comment.

Correspondence Received or Sent

FO Miller reported:

- Received an email from Village Clerk, Mollie Prasher, asking for an early September 2016 meeting with the Electrical Aggregation team. Trustee Bennett will coordinate the meeting.
- Received a reply from Eric DeHays regarding trash pickup reports and sent it to Trustee VanNess. Trustee VanNess commented Mr. DeHays will prepare a monthly report and send to the Trustees starting September 1, 2016, but added complaints for missed pick-ups from customers who had not paid their bills would not be included in the report. Trustee VanNess further reported the trash issue with a resident on Whipkey had been resolved.
- Received a note from Bill Wilken. Trustee Bennett explained the note from Mr. Wilken stating the Granville Historical Society had been commissioned to recreate the old KinFinder website (to update location of cemetery graves) that Don Young (now deceased) had worked on in the past. Jay Young informed the Historical Society that his father's laptop, containing his notes, had been found and could be uploaded to the Historical Society website.

Elected Official Reports

Fiscal Officer Miller

FO Miller reported:

- FO Miller presented an overview of the Township insurance policies, noting the commercial property policy which includes a catastrophic umbrella policy is coming up for renewal. FO Miller explained the policies and the associated terrorism waiver form and fees. FO Miller asked the Trustees if they wanted to waive the terrorism coverage fee.

Trustee Schott made a motion to waive the terrorism coverages on the the upcoming insurance policy renewals and to allow FO Miller to sign on behalf of the Trustees. Trustee VanNess seconded the motion and without further discussion, the motion passed by unanimous vote.

- FO Miller held a meeting with Brad Bush from Wichert Insurance, Chief Curtis and Trustee Bennett regarding the Fire Department's Accident and Sickness policy provided by VFIS. This served as an introductory meeting with new Fire Chief Curtis and Mr. Bush. The VFIS policy was reviewed and a policy questionnaire was completed.
- A peak time firefighter received an eye injury when lighting a flare at an accident. His doctor excused him from work for a few days. Worker's Compensation papers were filed to cover the medical costs. FO Miller then reached out to Andy Frank, with CareWorksComp who manages the Township's WC Claims to provided direction on how to proceed concerning any lost wages. Mr. Franks recommendation the Township not pay for any lost wages, as Worker Comp has a 14 waiting period before any lost wages can be paid. FO Miller stated the Township's personnel manual includes a provision to pay an employee for injury leave. FO Miller recommened the Trustees authorize using 12 hours of "injury leave" to pay the fire fighter for the missed shift.

Trustee Bennett made a motion to approve payment of 12 hours of Injury Leave for the injured firefighter. Trustee Schott seconded the motion and the motion passed by unanimous vote.

FO Miller stated he would provide the injured firefighter with information on how to apply for any benefits which he would be entitled to under the Township's VFIS policy.

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
777-2016	08/12/2016	08/09/2016	EP	Joseph C Asselin	\$975.08
778-2016	08/12/2016	08/09/2016	EP	Susan A Bain	\$321.69
779-2016	08/12/2016	08/09/2016	EP	Thomas M Barnhill	\$142.33
780-2016	08/12/2016	08/09/2016	EP	Christopher M Bassetti	\$430.05
781-2016	08/12/2016	08/09/2016	EP	Andrew R Baughman	\$1,639.91
782-2016	08/12/2016	08/09/2016	EP	B. Travis Binckley	\$2,218.67
783-2016	08/12/2016	08/09/2016	EP	Charles D. Borden	\$806.37
784-2016	08/12/2016	08/09/2016	EP	Thomas A. Bowman	\$1,918.15
785-2016	08/12/2016	08/09/2016	EP	Tyler J. Bryan	\$1,126.63
786-2016	08/12/2016	08/09/2016	EP	Joshua M Butt	\$929.07
787-2016	08/12/2016	08/09/2016	EP	Derwin R Clemens	\$1,504.51
788-2016	08/12/2016	08/09/2016	EP	Gregory S. Coyle	\$127.86
789-2016	08/12/2016	08/09/2016	EP	Casey R. Curtis	\$1,706.79
790-2016	08/12/2016	08/09/2016	EP	Alexander J Daniels	\$580.25
791-2016	08/12/2016	08/09/2016	EP	C. Michael Duncan	\$516.44
792-2016	08/12/2016	08/09/2016	EP	Troy A Elmore	\$278.77
793-2016	08/12/2016	08/09/2016	EP	Bradley D Essick	\$2,352.93
794-2016	08/12/2016	08/09/2016	EP	John R Guegold	\$434.80
795-2016	08/12/2016	08/09/2016	EP	Benjamin S. Hagstad	\$277.91
796-2016	08/12/2016	08/09/2016	EP	Joshua B. Harrison	\$545.64
797-2016	08/12/2016	08/09/2016	EP	Kevin M Henry	\$629.56
798-2016	08/12/2016	08/09/2016	EP	Brianne M Hill	\$1,450.80
799-2016	08/12/2016	08/09/2016	EP	Jeff A Hussey	\$7,385.35
800-2016	08/12/2016	08/09/2016	EP	Jeremiah C Irwin	\$140.90
801-2016	08/12/2016	08/09/2016	EP	Aaron C. Jones	\$507.48
802-2016	08/12/2016	08/09/2016	EP	Brian P. Jones	\$142.44
803-2016	08/12/2016	08/09/2016	EP	Bradley A. Leckrone	\$135.60
804-2016	08/12/2016	08/09/2016	EP	Terry L. Lynn Jr	\$516.87
805-2016	08/12/2016	08/09/2016	EP	Nicholas J Marcum	\$411.58
806-2016	08/12/2016	08/09/2016	EP	Ralph R Meisenhelder	\$634.33
807-2016	08/12/2016	08/09/2016	EP	Troy A Melick	\$575.16
808-2016	08/12/2016	08/09/2016	EP	Daniel J Mercer	\$306.96
809-2016	08/12/2016	08/09/2016	EP	Christopher I Mize	\$126.84
810-2016	08/12/2016	08/09/2016	EP	Maxwell F Newton	\$302.47
811-2016	08/12/2016	08/09/2016	EP	Joseph L Petticrew	\$70.15
812-2016	08/12/2016	08/09/2016	EP	Tyler S Poe	\$154.03
813-2016	08/12/2016	08/09/2016	EP	Brandon T. Reece	\$1,501.12
814-2016	08/12/2016	08/09/2016	EP	Andrew T. Saunders	\$1,873.48
815-2016	08/12/2016	08/09/2016	EP	Douglas W. Smith	\$530.28
816-2016	08/12/2016	08/09/2016	EP	Scott M Smith	\$568.64
817-2016	08/12/2016	08/09/2016	EP	Seth W Teagle	\$122.89
819-2016	08/12/2016	08/09/2016	EW	Park National Bank-IRS (Fed, Med & SS w/h)	\$8,733.53
820-2016	08/12/2016	08/09/2016	EW	Ohio Public Employees Deferred Comp.	\$1,557.00
821-2016	08/12/2016	08/09/2016	EW	OCS Pay Center-Knox Cty 7085726383	\$682.62
822-2016	08/19/2016	08/19/2016	CH	Bureau of Workers' Compensation - Ins F.	\$5,670.87

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 reported the following:

- A lot of commercial trash was piled near one of the trash cans at the Spring Valley Park. Trustee Schott reported the issue to Andy Wildman at the GRD. After a period of discussion the Trustees agreed to monitor the situation.
- Regarding the Scenic Byway Committee: Trustee Schott will attend the McKean Township meeting on September 12<sup>th</sup>, as well as the meeting with ODOT on September 20<sup>th</sup>. The Scenic Byway Committee requested we have our own scenic byway logo, noting most scenic byway committees create their own logos. Trustee Schott noted the cost of the signs would be about \$40 each, but the design would be extra, which Trustee Schott hoped the Village could share the cost. Trustee VanNess commented the Open Space Committee had a competition to develop its logo and suggested that might be a good way to get the public involved. Trustee Schott will check with ODOT on the sign requirements.

### Trustee Bennett

Trustee Bennett reported the following:

- Will attend a MORPC seminar next week (week of August 29, 2016)
- Is working with Bill Wilken and the Granville Historical Society on restoring Granville (Cemetery) History on-line
- Continues to work with Laura Philabaum (ODOT District 5), regarding the acquisition of 20+ acres for the Township's Open Space program.

### Trustee VanNess

Trustee VanNess reported the following:

- Met with Paul Treece regarding a culvert replacement. Superintendent Binckley was able to resolve the issue.
- Spoke to Township resident Dwight Davidson regarding ash trees on his property. Trustee VanNess determined the trees were far from the road, so it was not a Township issue.
- Mike Sobul, Granville Exempted Village School System Treasurer, asked Trustee VanNess if the Township had any properties where the schools could relocate their school bus barn. Treasurer Sobul wanted to know if there was any property available near the Township Garage. Trustee VanNess told Treasurer Sobul the Township had property on River Rd. and they could look at it. Mr. Sobul asked about sharing the Township's garage, but Trustee VanNess suggested the Township has invested money in our equipment and we want to keep it inside and he really didn't think we had enough room.

### Granville Township Road District

Superintendent Binckley reported the following:

- Patched with asphalt all the culverts which were recently replaced
- Repaired a catch basin on Denison Dr.
- Repaired a wash out along Welsh Hills Rd. near Price Rd.
- Cut the berm and ditched in front of 2797 Old Columbus Rd.
- Ditched along New Burg between 758 & 788

- Crews were not able to complete the scheduled round of mowing because one of the mowers has been down for 2 weeks. The cost of parts to repair and flush the system would be about \$5000. Superintendent Binckley asked for a motion to repair the mower.

After a period of discussion, Trustee VanNess made a motion to authorize Superintendent Binckley to spend up to \$5000 to get a new motor to repair the mower. Trustee Bennett seconded the motion and after no further discussion, the motion passed by unanimous vote.

- Superintendent Binckley reported the Shelley Company would begin road paving after Labor Day.

#### Road Maintenance Agreement- Fairview

Trustee VanNess reported he met with Village Manager Steve Pyles regarding resident, Adam Himes failing septic system and who has requested annexation into the Village. Trustee VanNess commented he wondered if a simple utility extension into the Township could be done when the Health Department recommends the Villages sewer system is the only “fix” for a failed septic system, instead of an annexation.

Adam Himes (1174 Newark Granville Rd.), owner of the property in question, explained his situation to the Trustees. Mr. Himes stated his property is the first property outside the Village. Mr. Himes commented the Licking County Health Department recommends he hook up to the Village sewer, but the Village requires annexation. Mr. Himes stated he had not yet filed for annexation and the holdup was the right of way down Fairview and whether it should be included in an annexation. Mr. Himes noted he had Village water, but no sewer. The Trustees discussed how the Village could provide water, but no sewer. It was noted the County and the Village were against the annexation without a road maintenance agreement.

Discussion followed regarding annexation and road maintenance. Trustee VanNess asked Mr. Himes to keep the Trustees posted. Trustee Bennett suggested the Himes family needed to be helped if possible, and asked to table the discussion in order to have time to get some questions answered. The Trustees agreed to keep the Road Maintenance Agreement/Fairview on the next meeting’s agenda.

#### Cemetery Department

Superintendent Binckley reported the following:

- There have been two funerals
- He and Trustee VanNess met with Reverend Steven Applegate, Rector of St. Luke’s Episcopal Church to discuss possibilities of columns at the Maple Grove Cemetery for the church
- He and Trustee Bennett met at the Historical Society with Bill Wilkins to talk about updating cemetery data
- Crews, removed a limb which had fallen from the large pin oak tree in Old Colony Cemetery.

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

- Superintendent Binckley reported a snow fence was installed around the area that was being mowed by an unknown person at McPeck Lodge and the “No Trespassing” sign was replaced.
- Trustee Schott mentioned that GRD Director Wildman wanted to thank FO Miller for his help launching the GRD football program this fall and helping at the Senior Citizen Luau.

### Fire Department

Chief Curtis reported the following:

- 1208 runs year to date
- Continued being busy with meetings and getting further acclimated to the new Chief position
- Firefighter Ryan Hussey and Chief Curtis attended the Granville Kiwanis meeting regarding a grant request for a utility vehicle
- Three firefighters are taking firefighter classes
- Attended a “Meet and Greet” with Denison University officials and hosted by former Township Trustee Bill Mason.
- Reported Denison terminated its contract with Courtesy Ambulance and is working on new protocols. Discussion occurred on how this might impact the Fire Departments run numbers.
- A meeting is being set up with Denison, including Laurel Kennedy (VP for Student Development) and Security Chief Dan Heck as well as Granville Police Chief Caskey to review safety procedures.
- Completing final building inspections at Denison before the new school years starts
- Received Denison University’s annual donation (\$35,000).
- Attended a 4.5 hour “table top” meeting with Denison and the Licking County Health Department regarding pandemic response to infectious disease
- Continuing to work on finding a vendor to perform annual fire fighter physicals
- Continuing to follow up with the broken tornado siren
- Did safety follow up with the fire fighter who had the eye injury while on the job

Trustee Bennett noted there would be a swearing in of Chief Curtis on August 31 at 5:30 PM.

FO Miller shared an “above and beyond service” thank you note from Granville Police Officer Cara Butts thanking Chief Curtis for his support.

### Land Management/Open Space

Trustee Schott mentioned the Land Management Committee would like to have its meeting at the Township complex building, which was approved.

### Economic Development

Trustee Schott had no report on Economic Development at this time.

### Zoning

Zoning Inspector and Compliance Officer Binckley reported the following:

The following permits were issued:

- 595 Welsh Hills Rd – a shed
- 315 Carmarthen Way – a pole building

Zoning Commission

There was no report.

Board of Zoning Appeals (BZA)

Zoning Inspector and Compliance Officer Binckley reported the BZA met and approved the variance for 595 Welsh Hills Rd. The BZA has scheduled to meet on September 6, 2016 regarding a Variance Hearing.

Trustee Bennett asked what the zoning requirements were for election signs? Zoning Inspector Binckley thought it was 30 days before the election and noted signs cannot be in a right of way.

FO Miller mentioned a Granville realtor complained about realty signs being removed and suggested the Township's Zoning Policy be followed. Superintendent Binckley noted Township crews will remove a sign when it interferes with their mowing. It was noted a local resident was approved by prior Trustees to remove signs in the right of way. After a period of discussion, it was determined the Township's policy needs to be reviewed and will be added to the next meeting agenda.

Trustee Schott mentioned the Licking County Planning Commission (LCPC) sent a notice to the Trustees defining the technical review committee that reviews developmental proposals to ensure compliance. Trustee Schott wanted to make sure the Trustees received the notice from the LCPC regarding Ohio Senate Bill 75 on agri-tourism.

Old Business

The Trustees divided responsibilities of Township newsletter articles and set a target date of October 1, 2016, for articles to be completed.

Trustee VanNess noted the Open Space Committee plans to meet on August 25, 2016.

New Business:

Trustee Schott reported the Licking Soil and Water requested a Proclamation to declare River Round-Up Day on September 10, 2016. The Trustees signed the following proclamation.

# Proclamation

**Whereas**, our health, comfort and standard of living depend on an abundant supply of safe, high quality water; and,

**Whereas**, clean Ohio waterways promote economic development and attract business, industry and tourism to our state; and,

**Whereas**, Licking County is dedicated to cleaning up our waterways to show we care about our environment and are proud of our County's rich heritage of natural and human resources; and,

**Whereas**, Licking County has demonstrated a desire to clean our local waterways through the voluntary, Licking County River Round Up clean-up program sponsored by the Licking County Soil & Water Conservation District, Licking County Recycling, Licking County Health Department, Granville Township and other various municipalities.

**Now Therefore**, the Granville Township Trustees in Licking County, Ohio, do hereby proclaim Saturday, September 10, 2016 as

### ***Licking County River Round Up Day***

and urge all citizens to participate in this effort to clean-up our local waterways in order to maintain and protect our water for the well-being of present and future generations.

**In Witness Whereof**, I have hereunto set my hand and caused the seal of the Granville Township of Licking County, Ohio, to be affixed, on this the twenty fourth day of August, Two Thousand Sixteen.

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Melanie Schott, Township Trustee

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Dan VanNess Township Trustee

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Kevin Bennett, Township Trustee

Trustee Schott made a motion to proclaim September 10, 2016 as River Round-Up Day. Trustee Bennett seconded the motion and the motion passed a unanimous vote

#### Executive Session

At 8:18 PM, Trustee Schott 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. Trustee Bennett seconded the motion.

FO Miller called the roll:

Trustee Schott- yes

Trustee Bennett- yes

Trustee Van Ness- yes

Steve Layman was asked to attend part of the Executive Session.

At 9:15 PM, Trustee Schott made a motion to move out of Executive Session and back into General Session. Trustee Bennett seconded the motion.

FO Miller called the roll:

Trustee Schott- yes

Trustee Bennett- yes

Trustee Van Ness- yes

Trustee Bennett moved retain the services of Steve Layman to conduct real estate business on behalf of the Trustees at a rate of \$200 / hours, not to exceed \$1,000. Trustee Schott seconded the meeting and without further discussion, the motion passed by unanimous vote.

With no further action, the meeting adjourned at 9:16 PM.

#### Calendar Reminder

- The next regular Board meeting is scheduled for September 14, 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.