

Granville Township
Minutes of Regular Meeting, September 28, 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: Lee Heckman, 1090 Burg Street, Granville, OH
Adam Himes, 1174 Newark Granville Road, Granville, OH

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. Trustee VanNess seconded the motion and the motion passed by unanimous vote.

Approval of Meeting Minutes

Trustee VanNess made a motion to approve the September 14, 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:

- A Notified Phyllis Ellis that all Trustees would attend the Township Association meeting on October 13, 2016.
- The Trustees will have a combined meeting with Village Council on October 5, 2016 to discuss, in Executive Session, items related to Real Estate transactions.

Granville Township Road District

Road Maintenance Agreement/Fairview

Trustee Bennett made a motion to remove Road Maintenance Agreement/Fairview from the table. Trustee Schott seconded the motion and the motion passed by unanimous vote.

Resident Adam Himes introduced his attorney, Lee Heckman, who represents Mr. and Mrs. Himes, regarding to the annexation of 1174 Newark Granville Road into the Village of Granville. Mr. Heckman reviewed the failing septic problems of the home at 1174 Newark Granville Road which is causing the property to need annexation to Granville Village, per the Licking County Health Department.

Mr. Heckman stated:

The maps of Fairview Road were found to be incorrect and that all of Fairview Road is in Granville Township.

Granville Village would not approve the annexation and as it does not want to maintain Fairview Road.

The County suggested the Village enter into an agreement with the Township to maintain the road on Fairview.

Trustee VanNess said if the Township goes into an agreement with the Village, if more properties are annexed into the Village, the Township would bill the Village 26 % to cover the costs of maintaining the road that is technically in the Village. Trustee VanNess said he would support a road maintenance agreement with the Village (for Fairview) if the Township can cover its costs of maintaining Fairview.

Lee Heckman suggested the road maintenance was the only obstacle keeping the Village from annexing the property.

Trustee Bennett made a motion to authorize Superintendent Binckley to enter into negotiations to execute an agreement with the Village for Fairview road maintenance. Trustee VanNess seconded the motion and the motion passed by unanimous vote.

Superintendent Binckley reported the following:

- Completed final round of roadside mowing
- Installed a culvert on Country Lane
- Installed 60 feet of drainage tile along the road near 449 Orchard Dr.
- Ditched on Jones Road and Phillips Road after the recent heavy rainfall

Superintendent Binckley explained he was getting close to completing the OPWC project and needed the Trustees to pass a resolution authorizing Superintendent Binckley to prepare and submit the application to participate in the OPWC program and execute contracts as required, with Trustee VanNess as Trustee signee.

Trustee VanNess made a motion to authorize Superintendent Binckley and Trustee VanNess to prepare and submit the application to participate in the OPWC program and execute contracts as required. Trustee Bennett seconded the motion and without further discussion, the motion passed by unanimous vote.

Superintendent Binckley stated he needs a certification of local funds by Fiscal Officer Miller for the OPWC program.

Trustee Bennett made a motion to authorize \$198,400 to be moved from carry over into a line item for contract and paving for the OPWC program. Trustee Schott seconded the motion and the motion passed by unanimous vote.

Superintendent Binckley requested a purchase agreement to replace the bed and plow on truck number 43, which is a 2007 GMC medium duty truck, at a (scheduled and budgeted) cost of \$23,000.

Trustee VanNess made a motion to approve \$23,000 to replace the bed and plow on the 2007 truck number 43. Trustee Bennett seconded the motion and without further discussion, the motion passed by unanimous vote.

Trustee VanNess made a motion to put the old plow on Govdeals as surplus equipment. Trustee Schott seconded the motion and the motion passed by unanimous vote.

Superintendent Binckley provided an update for the paving schedule by Shelley Company.

Cemetery Department

Superintendent Binckley reported the following:

- There have been two funerals
- One grave has been sold and one deed needs to be signed
- Removed a large dead pine tree in section 5, with the help of the Village.
- Will be pouring foundations within the next few weeks Funerals were held

Superintendent Binckley reported he received quotes to Chip and Seal Maple Grove Cemetery, sections 1-10 and 17-18. The Shelley Company was the lowest quote received. This is a planned and budgeted item for 2016.

Trustee VanNess made a motion to appropriate \$30,000 for Chip and Seal for the cemetery with Shelley Company. Trustee Bennett seconded the motion and without further discussion, the motion passed by unanimous vote.

Superintendent Binckley stated he and Trustee VanNess walked the cemetery to discuss the fence in the cemetery and extending the cemetery.

Tree trimming will be done this winter.

Discussion was held regarding extending the cemetery.

Discussion was held regarding cemetery plans of St. Luke's Episcopal Church.

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

Trustee Schott commented the Bryn Du Commission was meeting tonight to work on the Strategic Plan.

Trustee Schott commented the GRD asked to hold off on tearing down the shooting range structure.

Zoning

Zoning Inspector Binckley stated he had written one permit at 516 Knoll Road for a shed.

Zoning Commission

There was no report.

Board of Zoning Appeals (BZA)

There was no report.

Fire Department

Chief Curtis reported the following:

- 1450 runs to date
- Scheduling interviews for volunteer and full-time positions

The Kiwanis Club of Granville presented the Fire Department with a grant for \$13,017 to purchase a Honda utility vehicle.

Trustee Bennett made a motion to accept a \$13,017 grant from the Kiwanis Club of Granville to purchase a Honda Pioneer 700 Utility Vehicle for the Granville Township Fire Department and move \$13,017 from the Fire Department contingency line item to the special capital line item and to authorize Chief Curtis to sign all closing documents on behalf of the Trustees. Trustee Schott seconded the motion and the motion passed by unanimous vote.

Chief Curtis commented a presentation would be scheduled during Fire Prevention Week. Discussion was held regarding thanking the Kiwanis Club for the UTV.

Chief Curtis asked the Trustees to appropriate \$2000 for lighting and accessories for the UTV.

Trustee Bennett made a motion to approve up to \$2000 to purchase and acquire the necessary accessories to make the vehicle fully functional. Trustee VanNess seconded the motion and the motion passed by unanimous vote.

(FO Miller had a check ready for the Trustees to sign.)

Land Management/Open Space

Trustee VanNess met with Doug Wagner of Open Space regarding Open Space signs.

Economic Development

Trustee Schott commented that Alison Terry presented two proposals for the Economic Committee:

- 1) \$1500 to map properties in Granville that are developable
- 2) \$4500 for a detailed marketing package

Discussion was held regarding which proposal to support.

Trustee Bennett made a motion to authorize expenditure of \$750 to reimburse the Village for half of the fee for proposal number 1 of the Economic Development analysis. Trustee Schott seconded the motion and the motion passed by unanimous vote.

FO Miller noted he would move dollars from the legal fees to put into professional services to cover the expenditure.

Elected Official Reports

Fiscal Officer Miller

FO Miller reported:

- Gave a report on a meeting he had with Meeder Investments
- An employee was stung by a bee and left one hour early. FO Miller asked for a motion to pay him for injury leave.

Trustee Schott made a motion to pay the employee with one hour of injury leave. Trustee VanNess seconded the motion and the motion passed by unanimous vote.

- The Township and Village will not sign an exclusive contract with our electrical aggregation representative Marc Hollinger, as one was not done in the past. Mr. Hollinger agreed and dropped the request.

Public Officials (PO) and Employment Practices Liability Insurance (EPLI) Policy Renewal

FO Miller provided the Trustees with the renewal quote which was up 12% over last year's premium and explained our insurance broker Brian Newkirk with Madison, Collins and Stephens Insurance (MCS) had shopped the rates with several companies and it was still the best rate. Insurance broker Newkirk provided rate quotes with the current \$2500 deductible as well as \$5000 and \$7500 deductibles.

After a period of discussion Trustee VanNess made a motion to renew the policy with a \$7500 deductible. Trustee Bennett seconded the motion and without further discussion the motion passed by unanimous vote.

Employee Health Insurance Renewal

FO Miller reported Medical Mutual of Ohio through broker Frank Harmon provided our employees' health insurance renewal rate quote for next year. The rate increase was much lower than expected up only 4.6%. FO Miller will review the policy and report at a later meeting.

Property and Liability Insurance – Township and GRD

FO Miller, Trustee Schott, and our insurance broker Brian Newkirk (MCS) met with GRD Director, Andy Wildman and the GRD's insurance broker John Gardner with Parker Gardner Insurance regarding the Township/GRD lease agreement and both entities property insurance. The following results were reported:

- McPeck Lodge: The building and garage structures will be covered by the GRD's policy.
- Spring Valley Nature Preserve: The GRD will insure all the structures (i.e. shelter houses, platform tennis) except the rental house and garage, which the Township will insure.
- Raccoon Valley Park: The GRD will insure all the structures (i.e. dugouts, concession, storage barn and contents).
- Both entities agree to carry liability insurance on all properties.
- Rotary Bridge: it was agreed that no property insurance will be carried. FO Miller reported he had spoken with County Engineer Bill Lozier and the County does not insure any of their bridges. FO Miller also reached out to the Metro Parks (Franklin County) and learned they only insure two of their bridges as they both expand large roadways (SR 33 and I-270).

Old Colony Cemetery- the Village and the Old Colony Cemetery Board do not carry insurance on the cemetery. The Township does carry liability insurance on the Old Colony Cemetery.

FO Miller stated at the last meeting, the Trustees approved up to \$20,000 for property insurance policies. FO Miller noticed prior year's property insurance payments were only charged to the Roads and General Fund. FO Miller provided a cost breakdown by each property and suggested parts of the insurance cost should be paid from the Cemetery and Open Space Funds.

Trustee VanNess made a motion to move from the carry-over line items amounts sufficient to cover the insurance costs for each correct fund, including the cemetery and open space funds. Trustee Schott seconded the motion and without further discussion the motion passed by unanimous vote.

FO Miller reported he ran short of funds while processing this month's payroll and asked for a motion to allow moving \$7000 from the Fire Department contingency line item to meet the elected officials' payroll.

Trustee Bennett made a motion to allow moving \$7000 from Fire Departments contingency line item to meet payroll. Trustee Bennett seconded the motion and without further discussion, the motion passed by unanimous vote.

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
946-2016	09/23/2016	09/20/2016	EP	Joseph C Asselin	\$1,004.68
947-2016	09/23/2016	09/20/2016	EP	Susan A Bain	\$238.18
948-2016	09/23/2016	09/20/2016	EP	Margaret H Barno	\$250.94
949-2016	09/23/2016	09/20/2016	EP	Christopher M Bassetti	\$152.80
950-2016	09/23/2016	09/20/2016	EP	Andrew R Baughman	\$1,529.83
951-2016	09/23/2016	09/20/2016	EP	Brynn Kevin Bennett	\$1,552.05
952-2016	09/23/2016	09/20/2016	EP	B. Travis Binckley	\$2,218.06
953-2016	09/23/2016	09/20/2016	EP	Charles D. Borden	\$965.15
954-2016	09/23/2016	09/20/2016	EP	Thomas A. Bowman	\$1,718.54
955-2016	09/23/2016	09/20/2016	EP	Tyler J. Bryan	\$1,126.63
956-2016	09/23/2016	09/20/2016	EP	Joshua M Butt	\$929.07
957-2016	09/23/2016	09/20/2016	EP	Derwin R Clemens	\$1,543.78
958-2016	09/23/2016	09/20/2016	EP	Gregory S. Coyle	\$121.46
959-2016	09/23/2016	09/20/2016	EP	Casey R. Curtis	\$3,132.40
960-2016	09/23/2016	09/20/2016	EP	Kathryn M Darrah	\$211.50
961-2016	09/23/2016	09/20/2016	EP	C. Michael Duncan	\$311.60
962-2016	09/23/2016	09/20/2016	EP	Troy A Elmore	\$141.32
963-2016	09/23/2016	09/20/2016	EP	Bradley D Essick	\$1,637.64
964-2016	09/23/2016	09/20/2016	EP	Adam C Gottfried	\$12.81
965-2016	09/23/2016	09/20/2016	EP	John R Guegold	\$434.80
966-2016	09/23/2016	09/20/2016	EP	Benjamin S. Hagstad	\$143.72
967-2016	09/23/2016	09/20/2016	EP	Joshua B. Harrison	\$514.94
968-2016	09/23/2016	09/20/2016	EP	Kevin M Henry	\$629.56
969-2016	09/23/2016	09/20/2016	EP	Brianne M Hill	\$1,565.45
970-2016	09/23/2016	09/20/2016	EP	Ryan P. Hussey	\$12.89
971-2016	09/23/2016	09/20/2016	EP	Jeremiah C Irwin	\$272.33
972-2016	09/23/2016	09/20/2016	EP	Aaron C. Jones	\$499.88
973-2016	09/23/2016	09/20/2016	EP	Brian P. Jones	\$706.41
974-2016	09/23/2016	09/20/2016	EP	Jaimeson A Kass	\$10.97
975-2016	09/23/2016	09/20/2016	EP	Andrew R Kuhnash	\$9.82
976-2016	09/23/2016	09/20/2016	EP	Bradley A. Leckrone	\$634.10
977-2016	09/23/2016	09/20/2016	EP	Terry L. Lynn Jr	\$644.67
978-2016	09/23/2016	09/20/2016	EP	Alexander M Marcum	\$627.93
979-2016	09/23/2016	09/20/2016	EP	Nicholas J Marcum	\$12.85
980-2016	09/23/2016	09/20/2016	EP	Ralph R Meisenhelder	\$634.33
981-2016	09/23/2016	09/20/2016	EP	Troy A Melick	\$493.05
982-2016	09/23/2016	09/20/2016	EP	Daniel J Mercer	\$715.72
983-2016	09/23/2016	09/20/2016	EP	Jerry A Miller	\$1,435.06
984-2016	09/23/2016	09/20/2016	EP	Christopher I Mize	\$278.37
985-2016	09/23/2016	09/20/2016	EP	Jonathan P Nessel	\$223.89
986-2016	09/23/2016	09/20/2016	EP	Maxwell F Newton	\$133.11
987-2016	09/23/2016	09/20/2016	EP	Robert M. Otter	\$2.50
988-2016	09/23/2016	09/20/2016	EP	Tyler S Poe	\$459.20
989-2016	09/23/2016	09/20/2016	EP	Brandon T. Reece	\$1,528.56
990-2016	09/23/2016	09/20/2016	EP	Andrew T. Saunders	\$1,934.66
991-2016	09/23/2016	09/20/2016	EP	Melanie J Schott	\$1,087.01

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount
992-2016	09/23/2016	09/20/2016	EP	Douglas W. Smith	\$499.60
993-2016	09/23/2016	09/20/2016	EP	Scott M Smith	\$729.24
994-2016	09/23/2016	09/20/2016	EP	Daniel D VanNess	\$1,359.81
996-2016	09/23/2016	09/20/2016	EW	Park National Bank-IRS (Fed, Med & SS w/h)	\$7,645.99
997-2016	09/23/2016	09/20/2016	EW	Ohio Public Employees Deferred Comp.	\$1,657.00
998-2016	09/23/2016	09/20/2016	EW	OCS Pay Center-Knox Cty 7085726383	\$682.62
999-2016	09/23/2016	09/21/2016	EW	Ohio Department of Taxation	\$2,306.27
1000-2016	09/23/2016	09/21/2016	EW	School District Income Tax	\$338.57
1001-2016	09/23/2016	09/21/2016	EW	Village of Granville - Income Tax Dept	\$1,298.87
1002-2016	09/23/2016	09/21/2016	EW	City of Columbus	\$112.67
1003-2016	09/23/2016	09/21/2016	EW	Heath Income Tax	\$3.43
1004-2016	09/23/2016	09/21/2016	EW	Lancaster Income Tax	\$35.75
1005-2016	09/23/2016	09/21/2016	EW	Newark Income Tax Department	\$445.35
1006-2016	09/23/2016	09/21/2016	EW	City of Westerville	\$135.41
1007-2016	09/23/2016	09/21/2016	EW	Regional Income Tax Agency	\$47.13
1008-2016	09/23/2016	09/21/2016	EW	Park National Bank - for OPERS ACH Dr	\$6,725.59
1009-2016	09/23/2016	09/21/2016	EW	Park National Bank - OP&FPP	\$18,121.89
1010-2016	09/28/2016	09/21/2016	CH	Medical Mutual of Ohio	\$15,228.04
499	09/15/2016	09/14/2016	AW	Cardmember Service	\$1,122.41
500	09/15/2016	09/14/2016	AW	Ohio Public Entity Consortium	\$18,000.00
501	09/15/2016	09/14/2016	AW	Ohio Public Entity Consortium	\$2,500.00
502	09/23/2016	09/21/2016	WH	Granville Township	\$8,872.59
503	09/23/2016	09/21/2016	WH	Park National Bank - G Twp FSA W/H	\$3,597.90
504	09/28/2016	09/27/2016	AW	Kevin Bennett	\$63.88
505	09/28/2016	09/27/2016	AW	Dish Network	\$37.24
506	09/28/2016	09/27/2016	AW	Evolution Ag LLC	\$4,032.97
507	09/28/2016	09/27/2016	AW	Fackler Country Gardens Inc	\$63.54
508	09/28/2016	09/27/2016	AW	Finley Fire Equipment Co., Inc.	\$229.00
509	09/28/2016	09/27/2016	AW	Fire House	\$509.00
510	09/28/2016	09/27/2016	AW	Granville Milling Company	\$48.93
511	09/28/2016	09/27/2016	AW	KE-WA-PA Inc.	\$455.49
512	09/28/2016	09/27/2016	AW	Lawson Products Inc	\$387.72
513	09/28/2016	09/27/2016	AW	Legend Electric Inc	\$200.70
514	09/28/2016	09/27/2016	AW	MT Business Technologies Inc	\$58.66
515	09/28/2016	09/27/2016	AW	MT Business Technologies Inc	\$53.08
516	09/28/2016	09/27/2016	AW	Ohio Public Entity Consortium	\$86.50
517	09/28/2016	09/27/2016	AW	Ohio Public Entity Consortium	\$1,329.99
518	09/28/2016	09/27/2016	AW	Scott Romei	\$126.07
519	09/28/2016	09/27/2016	AW	Verizon Wireless	\$321.20
520	09/28/2016	09/28/2016	AW	John Hinderer Honda	\$13,017.00

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:

- The Trustees have been invited to participate in the Chili Cook-Off on October 15, 2016. Trustee VanNess will be a judge and the Fire Department will make Chili. Trustee VanNess will provide the meat for the chili.
- Trustee Schott asked if the Trustees received the email regarding House Bill 413 and the MS4 email.
- Reported that Mike Sobul, of the Granville Exempted Village School District, asked the Township to be aware of their need for a property to locate school busses.

Trustee Bennett

Trustee Bennett reported the following:

- Regarding McPeck Lodge, the fence has been repaired and the grass is growing and has not been mowed.
- Regarding the Licking County Health Department septic inspections on Sunset Drive, Trustee Bennett contacted Chad Brown to ask which houses are impacted and what is the nature of the problem. An explanatory meeting is forthcoming.

Trustee VanNess

Trustee VanNess reported the following:

- Responded to resident Ron Howard regarding his request for a “No Outlet” sign on his road, Clover Court.
- (Based on a notice from Zoning Inspector Binckley that Noah Forni was considering building agricultural structure(s) on his property and wanted the Trustees to be aware.)

Trustee VanNess stated he reviewed some of the conservation easements (Goss/Forni and Smith/Saunders), to better understand what may be built on the properties. Trustee VanNess called Mr. Forni to better understand his plans, but was only able to leave a message.

Trustee VanNess reported he spoke to APA Lecklider who stated the Trustees could do whatever they wanted, but it was clear the easement didn't allow much. Also, the Trustee should also look at the purchase price to see if a premium was paid to be more restrictive. Trustee Bennett suggested some of the easement language might be contradictory. Trustee Schott reported she read the easement and it seems very restrictive. Trustee Schott also spoke with APA Lecklider who strongly stated the Township's easement overrides any ORC agricultural zoning allowances. Deed restrictions vs zoning restrictions were discussed.

Trustee VanNess commented he reached out to Mike Mickleson on the Licking Land Trust Board, who told him the Land Trust only allows easement changes when it benefits the Land Trust.

After further discussion, Trustee VanNess agreed to reach out to Mr. Forni to get more details.

Old BusinessNewsletter for Township

Trustee Schott commented the articles for the Township newsletter are due by October 1, 2016. Trustee Schott led a detailed discussion regarding the newsletter articles.

The policy on removal of signs in the right-of-way was tabled until the October 12, 2016 meeting.

New Business:

Trustee Schott reported on the Granville portion of the Ohio Scenic Byway. The Granville scenic byway is a 6 mile route which begins at State Route 37, intersects with James Road and continues north onto State Route 661 through the Village of Granville along the eastern campus of Denison University, and ends ¼ mile north of Cambria Road at the north boundary of Granville Township. Granville will have Byway signs unique to Granville.

Executive Session

At 9:10 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 for the vote to move into Executive Session, which was as follows:

Trustee Schott- yes

Trustee Bennett- yes

Trustee VanNess- yes

With no further action, the meeting adjourned at 10:00 PM.

Calendar Reminder

- Special Joint Village Council, Township Trustee meeting is scheduled for October 5, 2016 at 8:15 PM at the Village Council Chambers.
- The next regular Board meeting is scheduled for October 12, 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.