

Granville Township
Minutes of Regular Meeting, October 12, 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: Kate Wollenberg, 538 Knoll Drive, Granville, OH
Craig McDonald, The Granville Sentinel

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

Agenda Approval

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

Approval of Meeting Minutes

Trustee VanNess made a motion to approve the October 5, 2016, minutes as presented. Trustee Bennett seconded the motion and the motion passed by unanimous vote.

Trustee VanNess made a motion to table the minutes of September 28, 2016. Trustee Schott seconded the motion and the motion passed by unanimous vote.

Public Comment

Kate Wollenberg spoke regarding her concern there was “no communication” when her street, Knoll Drive, was paved and suggested accommodations were not made to travel on the road. Also, she said school busses were not allowed on the road. Ms. Wollenberg stated she could not find her child for a brief time on that day after he was let off of the school bus (noting there was a substitute bus driver that day). Ms. Wollenberg stated Superintendent Binckley told her the road was not closed. Ms. Wollenberg was upset that the chain of events happened.

Trustee Schott commented she understood not all reverse 911 calls were through. Discussion occurred as to better confirm notifications are provided. Trustee VanNess noted there was an accident at the site and the Sheriff’s Department had closed the road. Trustee Bennett commented he had received Ms. Wollenberg’s extended email and that she has articulated her points very well, then suggested it was not productive to engage in prolonged questions and answers and asked to move on with the meeting.

The Trustees thanked Ms. Wollenberg for her comments.

Correspondence Received or Sent

FO Miller reported:

- Items were provided to the Trustees in their packets.
- Received a public information request from Riley Peters, in San Diego, California. FO Miller provided him with the link to the February 9, 2016, meeting minutes, which provided the budget information he requested.

- Received a request from Union Township Trustee, Charlie Prince, who wanted year to date revenues for the Granville Fire Department as well as last year's revenues. FO Miller stated he is in the process of putting the report together.
- The Granville Township Trustees and Chief Curtis provided FO Miller with a signed thank you letter for the Kiwanis Club of Granville for their donation to purchase the Honda Pioneer for the Fire Department. FO Miller will deliver to Kiwanis president Don Lewis.

Granville Township Road District

Superintendent Binckley reported the following:

- The Shelley Company finished the Township's road paving for this year, including James Rd which was a shared project with Union Township.
- A split tree on Canyon Road was taken down.

Trustee Schott asked when Knoll Drive was last paved, to which Superintendent Binckley answered it was paved 10 years ago.

Road Maintenance/ Fairview:

There was no complete update on Fairview Road maintenance, but Superintendent Binckley commented he had been in touch with Licking County Engineers to explain the Fairview Road situation.

Cemetery Department

Superintendent Binckley reported the following:

- Shelley Company completed the Maple Grove Cemetery chip and seal road paving project.
- The crew is in the middle of digging foundations.
- The crew will be busy mulching leaves as they accumulate.

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

Superintendent Binckley had no report on parks at this time.

Trustee Schott had no report on the Bryn Du Commission at this time

FO Miller reported he heard from Randy Comisford, ODOT District 5 regarding the Township's responsibility for maintenance and inspection of the Rotary Bridge. Mr. Comisford stated while the Township is responsible for maintenance of the structure there is currently no requirement for an annual inspection of pedestrian bridges; however, it may be a good idea for the Township or the Park District (GRD) to inspect the bridge every few years. FO Miller spoke with County Engineer Lozier who suggested Russ Krock, at ADR, could provide a "ballpark" estimate of the cost to inspect the bridge.

Zoning

Zoning Inspector and Compliance Officer Binckley reported:

- A permit was issued for a breezeway at 495 Orchard.

Zoning Commission

There was no report.

Board of Zoning Appeals (BZA)

There was no report.

Fire Department

Chief Curtis reported the following:

- 1540 runs to date
- Attended several local and county wide meetings.
- Staff provides coverage at Granville High School and Denison football games. Last Friday's crew responded to an injured player on the field, plus assisted with 3 other incidents with the crowd. Our presence is appreciated and we have a lot of interaction with the public.
- Crews will be participating in the Chili Cook Off the weekend of October 15, 2016.
- 2016 Assistance to Firefighters Grants (AFG): Grant application was scheduled to open October 11, 2016. Chief Curtis asked for support from the Trustees to move forward, noting the Fire Department's cost share is typically 10%. Chief Curtis suggested using the grant money to purchase power cots for the medics. It was noted this will be part of the 2017 budget. Trustee Bennett commented the sense of the Trustees are supportive, Trustee Schott agreed. No formal vote was taken.
- New Medic: The manufacturer has officially fixed the new medic after a few trips back to the plant for work on it.
- UTV: Delivery of the new UTV has been taken and work on the decals, lighting and accessories is being done. A future date for the ceremonial presentation by Kiwanis is being arranged.
- Education: Two members will be finishing the paramedic class at Grant medical center at the end of this month. One member is set to finish his Firefighter II at the Ohio Fire Academy this month. Ten members have successfully completed an Advanced Medical Life Support class. Four members will be attending a Tactical Emergency Care Class fully supported by the Licking County EMS on October 22 and 23, 2016.
- New Employees: Interviews are complete and preliminary background checks have been started on five potential part-time/intermittent employees.

Trustee VanNess asked when the testing would be done to fill the vacant Lieutenant position? Chief Curtis stated in November there will be a test to hire another full time employee and a week later a test for the promotional opportunity. Denison University agreed to provide a testing facility.

Trustee Bennett reported Chief Curtis is taking the lead on working with Village Manager, Steve Pyles, for the selection criteria for the architect for the proposed facility project. The hope is to have an architect selected by mid-November and a site plan completed by the end of 2016. The sub-committee will select the architect.

Land Management/Open Space

Trustee Bennett commented the Trustees' Letter to the Editor would be in The Granville Sentinel this week (October 13, 2016).

Trustee Schott reported the Licking Land Trust will be planting a white birch tree in memory of Mr. Wiper near the Rotary Bridge this fall.

Economic Development

No report at this time.

Elected Official Reports

Fiscal Officer Miller

Medical Insurance Policy Renewal:

FO Miller reported a healthcare benefits renewal package was prepared by broker Frank Harmon and forwarded to the Trustees, Chief Curtis and Superintendent Binckley. The proposal was a 13-month renewal with Medical Mutual of Ohio which would be effective from December 1, 2016 thru December 31, 2017. The overall rate increase is 4.6%, which is the smallest increase the Township has seen in years. Chief Curtis and Superintendent Binckley agreed the employees are happy with Medical Mutual of Ohio.

Trustee Schott made a motion to accept the healthcare package proposal. Trustee VanNess seconded the motion and without further discussion, the motion passed by unanimous vote.

Firefighter/Volunteer - Accident and Sickness Policy Renewal:

FO Miller reported the second policy for renewal was the Firefighter/Volunteer Accident and Sickness policy provided by VFIS thru broker Eric Bush at Wickert Insurance. The renewal price stayed the same at last year (\$6,521).

Trustee VanNess made a motion to except the VFIS insurance policy renewal. Trustee Bennett seconded the motion and without further discussion, the motion passed by unanimous vote.

FO Miller reported receiving the Township's first monthly "Issues Report" from Eric DeHayes with Local Waste Service, noting there was nothing critical and all issues were reported as resolved. Trustee VanNess stated he plans to review the report each month and to randomly verify with residents their issue was resolved.

FO Miller reported that since the previous Trustee board meeting (September 28, 2016), the Township's property insurance was paid and allocated to the proper departments. FO Miller is working with Auditor Jason Carr, to properly adjust previous payments.

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
1011-2016	09/29/2016	09/28/2016	EW	AFLAC	\$1,312.30
1012-2016	10/03/2016	10/03/2016	CH	Certified Oil Company	\$1,775.97
1013-2016	10/07/2016	10/04/2016	EP	Joseph C Asselin	\$1,004.68
1014-2016	10/07/2016	10/04/2016	EP	Susan A Bain	\$280.91
1015-2016	10/07/2016	10/04/2016	EP	Andrew R Baughman	\$1,807.32
1016-2016	10/07/2016	10/04/2016	EP	B. Travis Binckley	\$2,218.67
1017-2016	10/07/2016	10/04/2016	EP	Charles D. Borden	\$1,088.52
1018-2016	10/07/2016	10/04/2016	EP	Thomas A. Bowman	\$1,878.22
1019-2016	10/07/2016	10/04/2016	EP	Tyler J. Bryan	\$1,065.25
1020-2016	10/07/2016	10/04/2016	EP	Joshua M Butt	\$983.88
1021-2016	10/07/2016	10/04/2016	EP	Derwin R Clemens	\$1,618.48
1022-2016	10/07/2016	10/04/2016	EP	Gregory S. Coyle	\$121.46
1023-2016	10/07/2016	10/04/2016	EP	Casey R. Curtis	\$2,268.95
1024-2016	10/07/2016	10/04/2016	EP	Kathryn M Darrah	\$145.60
1025-2016	10/07/2016	10/04/2016	EP	C. Michael Duncan	\$273.76
1026-2016	10/07/2016	10/04/2016	EP	Troy A Elmore	\$413.66
1027-2016	10/07/2016	10/04/2016	EP	Bradley D Essick	\$1,928.26
1028-2016	10/07/2016	10/04/2016	EP	Cameron S Evans	\$163.26
1029-2016	10/07/2016	10/04/2016	EP	John R Guegold	\$626.54
1030-2016	10/07/2016	10/04/2016	EP	Benjamin S. Hagstad	\$407.20
1031-2016	10/07/2016	10/04/2016	EP	Joshua B. Harrison	\$266.75
1032-2016	10/07/2016	10/04/2016	EP	Kevin M Henry	\$629.56
1033-2016	10/07/2016	10/04/2016	EP	Brianne M Hill	\$1,799.44
1034-2016	10/07/2016	10/04/2016	EP	Ryan P. Hussey	\$571.56
1035-2016	10/07/2016	10/04/2016	EP	Jeremiah C Irwin	\$266.75
1036-2016	10/07/2016	10/04/2016	EP	Aaron C. Jones	\$269.83
1037-2016	10/07/2016	10/04/2016	EP	Brian P. Jones	\$275.36
1038-2016	10/07/2016	10/04/2016	EP	Jaimeson A Kass	\$29.25
1039-2016	10/07/2016	10/04/2016	EP	Andrew R Kuhnash	\$44.19
1040-2016	10/07/2016	10/04/2016	EP	Bradley A. Leckrone	\$306.54
1041-2016	10/07/2016	10/04/2016	EP	Terry L. Lynn Jr	\$670.14
1042-2016	10/07/2016	10/04/2016	EP	Alexander M Marcum	\$479.96
1043-2016	10/07/2016	10/04/2016	EP	Nicholas J Marcum	\$139.45
1044-2016	10/07/2016	10/04/2016	EP	Ralph R Meisenhelder	\$634.33
1045-2016	10/07/2016	10/04/2016	EP	Troy A Melick	\$436.52
1046-2016	10/07/2016	10/04/2016	EP	Daniel J Mercer	\$153.89
1047-2016	10/07/2016	10/04/2016	EP	Christopher I Mize	\$278.37
1048-2016	10/07/2016	10/04/2016	EP	Jonathan P Nessel	\$285.70
1049-2016	10/07/2016	10/04/2016	EP	Maxwell F Newton	\$234.57
1050-2016	10/07/2016	10/04/2016	EP	Robert M. Otter	\$107.06
1051-2016	10/07/2016	10/04/2016	EP	Joseph L Petticrew	\$86.87
1052-2016	10/07/2016	10/04/2016	EP	Tyler S Poe	\$307.24
1053-2016	10/07/2016	10/04/2016	EP	Brandon T. Reece	\$1,569.68
1054-2016	10/07/2016	10/04/2016	EP	Andrew T. Saunders	\$1,643.84
1055-2016	10/07/2016	10/04/2016	EP	Douglas W. Smith	\$407.20
1056-2016	10/07/2016	10/04/2016	EP	Scott M Smith	\$600.91

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount
1057-2016	10/07/2016	10/04/2016	EP	Mason D Wilkins	\$32.41
1059-2016	10/07/2016	10/04/2016	EW	Park National Bank-IRS (Fed, Med & SS w/h)	\$6,876.53
1060-2016	10/07/2016	10/04/2016	EW	Ohio Public Employees Deferred Comp.	\$1,657.00
1061-2016	10/07/2016	10/04/2016	EW	OCS Pay Center-Knox Cty 7085726383	\$682.62
1062-2016	09/30/2016	10/05/2016	CH	Windstream	\$403.08
1063-2016	09/30/2016	10/05/2016	CH	American Electric Power	\$1,605.71
1064-2016	09/30/2016	10/05/2016	CH	Village of Granville	\$239.40
521	10/11/2016	10/10/2016	AW	Travis Binckley	\$300.00
522	10/11/2016	10/10/2016	AW	Joseph Asselin	\$75.00
523	10/11/2016	10/10/2016	AW	Tyler Bryan	\$75.00
524	10/11/2016	10/10/2016	AW	Joshua Butt	\$75.00
525	10/11/2016	10/10/2016	AW	Kevin Henry	\$75.00
526	10/11/2016	10/10/2016	AW	Advantage Ag & Equipment LLC	\$627.00
527	10/11/2016	10/10/2016	AW	Cardmember Service	\$2,890.31
528	10/11/2016	10/10/2016	AW	Cintas Corporation	\$647.73
529	10/11/2016	10/10/2016	AW	City of Newark	\$155.25
530	10/11/2016	10/10/2016	AW	CVS Pharmacy	\$8.04
531	10/11/2016	10/10/2016	AW	Erie Insurance Company	\$18,459.00
532	10/11/2016	10/10/2016	AW	Finley Fire Equipment Co., Inc.	\$3,427.61
533	10/11/2016	10/10/2016	AW	Fire House	\$199.00
534	10/11/2016	10/10/2016	AW	Fire Safety Services, Inc.	\$242.00
535	10/11/2016	10/10/2016	AW	Granville Lumber	\$23.07
536	10/11/2016	10/10/2016	AW	Granville Milling Company	\$103.99
537	10/11/2016	10/10/2016	AW	MT Business Technologies Inc	\$53.08
538	10/11/2016	10/10/2016	AW	Paumier Medical Management Group Inc	\$1,699.62
539	10/11/2016	10/10/2016	AW	Ross' Granville Market	\$48.78
540	10/11/2016	10/10/2016	AW	Scioto Materials LLC	\$135.63
541	10/11/2016	10/10/2016	AW	Time Warner	\$117.49
542	10/11/2016	10/10/2016	AW	Treasurer State of Ohio	\$1,550.00
543	10/11/2016	10/10/2016	AW	Treasurer State of Ohio	\$690.00
544	10/11/2016	10/10/2016	AW	United States Post Office	\$138.00
545	10/11/2016	10/10/2016	AW	Washington Auto Parts Inc	\$222.83

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 VanNess noted he learned one of the credit cards had been cancelled due to fraudulent activity (in California) on the card. FO Miller explained Chief Curtis, Superintendent Binckley and himself, have credit cards and each month the billing statements are reviewed and matched up with purchase orders.

FO Miller reported he had received the \$11,000 check from Union Township for the 2013 roadwork on Jones Road.

Trustee Schott

Trustee Schott reported the following:

- Attended the Joint Communications meeting on September 30, 2016.
- There are two designs in the running for the logo for Granville's Scenic Byway route signs.
- Doug Helman contacted Trustee Schott regarding Kendall's interest in installing a traffic light at the entrance to Kendal and is looking at ways to fund installing a traffic light. Trustee Schott provided input to Mr. Helman with funding ideas. Discussion was held regarding the traffic light at Kendal.
- Received three calls regarding the paving of Knoll Drive: one was complimentary and two regarded notification of paving.

Trustee Bennett

Trustee Bennett reported the following:

- Old Colony Cemetery financial need will drop from \$5000 to \$1000 next year as the Fannin's are no longer fixing stones. Lyn and Keith Boone will be doing a lot of the work. Park National Bank provided 10 volunteers who worked on cleaning headstones up at the cemetery.
- Dingey Movers, a specialty mover out of Zanesville, Ohio looked at the possibility of moving Fire Department houses if the need arises, at a possible cost from \$85,000 to \$100,000 per house.
- The meeting with the Licking County Health Department to discuss septic systems on Sunset Drive was canceled and will be rescheduled.
- The Township is an official sponsor of the November 11, 2016, Veterans Day Awards ceremony to recognize area World War II veterans and to present the French Legion of Honor Award. Trustee Bennett commented he has been contacted two times by Governor Kasich's office regarding the possible attendance of the Governor at the ceremony.

Trustee VanNess

Trustee VanNess reported the following:

- Reached out to Trustee Schott to put a notice in the upcoming newsletter to encourage people to sign up for the reverse 911 for Township notifications.
- Corresponded with a few people regarding the recent paving work has been done.

Old BusinessNewsletter for Township

Trustee Schott reported 4800 residents received the last newsletter and the newsletter will be sent by bulk rate.

Trustee Bennett will report at the next meeting regarding signage in the right-of-ways.

Trustee Schott asked which fund should Fiscal Officer Miller use to pay the Township's portion of the Firehouse architect. Trustee VanNess commented he considered the Fire Department Building Fund to be the appropriate fund to use and Trustees Bennett and Schott agreed.

Executive Session

At 7:55 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 8:30 PM.

Calendar Reminder

- Licking County Township Association meeting on Thursday, October 13, 2016 at 6 PM at Ellis Park in Fredonia.
- The next regular Board meeting is scheduled for October 26, 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.