

Granville Township
Minutes of Regular Meeting, November 9, 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: None

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 October 26, 2016, minutes as presented. Trustee Schott seconded the motion and the motion passed by unanimous vote.

Public Comment

There was no public comment.

Correspondence Received or Sent

FO Miller reported:

- Received favorable responses to the recent Township newsletter
- Received notice from Licking County Prosecutor's office the Board of Elections filing deadline for the May 2, 2017 election is February 1, 2017
- The annual Licking County Engineers office meeting for Township officials will be November 29, 2016. Trustee VanNess and FO Miller indicated they plan to attend.
- Received notice from Jared Knerr, of the Licking County Engineers office, a LTAP workplace seminar will be held on December 5, 2016. RSVP deadline is December 1, 2016
- FO Miller noted he has not yet received the report from the local waste service.

Granville Township Road District

Superintendent Binckley reported the following:

- Ditched near 580 Welsh Lane and on Canyon Rd near James
- Getting close to wrapping up the berming on newly paved roads
- Mowed the field at James Rd and SR 37
- Built up the berm on Burg St. near 3475
- Repaired and installed 75' of drainage tile along Burtridge Rd.

Superintendent Binckley requested approval from the Trustees to purchase a 10,000-gallon tank and pump to store brine and have it on hand to aid in snow removal duties. Superintendent Binckley noted the cost would be close to \$12,000 and would reduce salt usage 10 to 15 per cent.

Trustee VanNess commented the 10 per cent savings would pay for the tank and pump in about three years.

Trustee VanNess made a motion to appropriate \$11,500 from the equipment fund and building maintenance fund to purchase the 10,000-gallon tank and pump. Trustee Schott seconded the motion and the motion passed by unanimous vote.

Road Maintenance/ Fairview:

Superintendent Binckley noted, regarding the road maintenance agreement for Fairview Road, which he will meet with Terry Hopkins at the Village next week to discuss the issue.

Cemetery Department

Superintendent Binckley reported the following:

- Two funerals were held
- One grave was sold
- Cleaning up leaves continues

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

Superintendent Binkley had no report.

FO Miller noted he had talked to Russ Kroc at ADR, and Mr. Kroc will look at the bridge to provide an estimate to conduct a bridge inspection.

Trustee Schott followed up with GRD Director, Andy Wildman, regarding the email the Trustees received from Lyn Boone of the Licking Land Trust concerning road tracks near the creek at Raccoon Valley Park. After some discussion, it was agreed the tracks appeared to be the same that were reported a year earlier and if the Land Trust was concerned, they could install signage at their cost. Trustee Bennett agreed to draft and send the response to Ms. Boone.

Zoning

Zoning Inspector and Compliance Officer Binckley reported:

He was working with Schumacher Homes for a new build at 3117 Hankinson Rd

Zoning Commission

There was no report.

Board of Zoning Appeals (BZA)

There was no report.

Fire Department

Chief Curtis reported the following:

- Incident activity - 1700 runs to date, which is a 2% increase over 2015
- Attended many meetings at Denison and with local groups and boards
- Met with Village Manager Pyles, and Trustee Bennett for a Question and Answer session with a few architects and RFQs are due by Friday at 4:30 PM.
- 2016 AFG Grant: The grant has been submitted.
- UTV: The lights and siren have been installed and were donated by Whelan, Joe Warner, and a Columbus area sales representative. A public presentation is forthcoming.
- NEW EMPLOYEES: The Chief noted new employees have begun their orientation and should be able to pick up and schedule shifts within a week or two.
- Hiring and promotional testing will take place on November 11, 2016 and November 15, 2016
- Chief Curtis reported he had asked intermittent employee Joe Pettigrew for his resignation because of many call offs and lack of participation.

Trustee Bennett made a motion to accept the resignation of firefighter Pettigrew effective immediately. Trustee VanNess seconded the motion and without further discussion, the motion passed by unanimous vote.

- Chief Curtis reported the copier is in constant need of repair, so he met with the copier sales representative who provided a proposal to replace both the Fire Departments and the Roads Departments copiers and renew copying machine lease agreements.

Trustee Schott made a motion to approve a new lease agreement for two copiers, the cost to be split appropriately by FO Miller and the agreement to be signed by FO Miller. Trustee Bennett seconded the motion and the motion passed by unanimous vote.

It was noted the Roads Department copier was owned by the Township as well as an old Dell printer which was used by the Business Office several years ago.

Trustee Bennett made a motion to declare both old copiers as surplus. Trustee Schott seconded the motion and the motion passed by unanimous vote.

It was agreed the both copiers were very old and had little or no value, but before discarding, have Superintendent Binckley see if any local group could use.

Trustee Schott made a motion to declare the old salt spreaders as surplus and to authorize Superintendent Binkley to put them on govdeals.com.

- Trustee VanNess asked Chief Curtis if the tornado siren had been fixed. Chief Curtis noted he would check on the issue.
- FO Miller commented the following:

- received a call concerning a fire insurance settlement in the Township and learned the Township is a member of the State's Fire Demolition Fund. This requires the insurance company to set aside money to ensure the site is properly cleaned up.
- received the annual Volunteer Fire Fighters Dependents Fund certification documents from the Ohio Department of Commerce. Chief Curtis will schedule the annual meeting.
- received the Reverse 911 (Blackboard) 2017 renewal contract at a cost of \$4200, which is no increase from last year's cost.

Trustee Bennett made a motion to authorize FO Miller to sign the Reverse 911 (Blackboard) contract and to take action to make the necessary payment. Trustee VanNess seconded the motion and the motion passed by unanimous vote.

- Trustee Bennett commented on the Fire Station Project noting six architect firms were at the meeting (previously in the Chief's report) for a Question and Answer session. Chief Curtis commented the timeline was as following:
 - the RFQs are due Friday
 - RFQs will be evaluated
 - finalist interviews will be completed by December 18, 2016.
- Trustee Schott asked if a public hearing on the Fire Station project would be in the first quarter of the 2017. Trustee Bennett responded it would probably be in the first three months of the year, but it would depend on how the Village Council wants to proceed.

Land Management/Open Space

Trustee Schott noted the Open Space Levy passed. Trustee VanNess announced the Open Space Levy passed 70.5 % to 29.5%. Trustee VanNess noted he called Doug Wagner to congratulate him and the Open Space Committee.

Economic Development

No report at this time.

Elected Official Reports

Fiscal Officer Miller

FO Miller reported the following:

- He will send insurance information for open enrollment to our eligible employees
- The Bureau of Workers Compensation changed its billing procedure to pay in advance and added if paid in full, by January 3, 2017, a 2% savings could be received.
- The Federal government increased the Flexible Spending Account (FSA) limit to \$2600 for 2017 and asked the Trustees if they desired to increase our program to the federal limit.

Trustee VanNess made a motion to raise the township Flexible Spending Account (FSA) limit to \$2600 to match the federal limit. Trustee Bennett seconded the motion and 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 VanNess, 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
1120-2016	10/28/2016	10/24/2016	CH	Medical Mutual of Ohio	\$15,228.04
1121-2016	10/28/2016	10/26/2016	EW	AFLAC	\$1,300.06
1122-2016	11/04/2016	11/01/2016	EP	Joseph C Asselin	\$1,004.68
1123-2016	11/04/2016	11/01/2016	EP	Susan A Bain	\$263.94
1124-2016	11/04/2016	11/01/2016	EP	Christopher M Bassetti	\$279.34
1125-2016	11/04/2016	11/01/2016	EP	Andrew R Baughman	\$1,907.76
1126-2016	11/04/2016	11/01/2016	EP	B. Travis Binckley	\$2,218.06
1127-2016	11/04/2016	11/01/2016	EP	Charles D. Borden	\$970.09
1128-2016	11/04/2016	11/01/2016	EP	Thomas A. Bowman	\$2,069.88
1129-2016	11/04/2016	11/01/2016	EP	Tyler J. Bryan	\$1,106.18
1130-2016	11/04/2016	11/01/2016	EP	Joshua M Butt	\$929.06
1131-2016	11/04/2016	11/01/2016	EP	Derwin R Clemens	\$1,656.47
1132-2016	11/04/2016	11/01/2016	EP	Gregory S. Coyle	\$121.46
1133-2016	11/04/2016	11/01/2016	EP	Casey R. Curtis	\$2,277.72
1134-2016	11/04/2016	11/01/2016	EP	Kathryn M Darrah	\$272.90
1135-2016	11/04/2016	11/01/2016	EP	C. Michael Duncan	\$311.60
1136-2016	11/04/2016	11/01/2016	EP	Troy A Elmore	\$278.77
1137-2016	11/04/2016	11/01/2016	EP	Bradley D Essick	\$1,464.71
1138-2016	11/04/2016	11/01/2016	EP	Adam C Gottfried	\$153.75
1139-2016	11/04/2016	11/01/2016	EP	John R Guegold	\$794.89
1140-2016	11/04/2016	11/01/2016	EP	Benjamin S. Hagstad	\$188.53
1141-2016	11/04/2016	11/01/2016	EP	Joshua B. Harrison	\$509.84
1142-2016	11/04/2016	11/01/2016	EP	Kevin M Henry	\$629.56
1143-2016	11/04/2016	11/01/2016	EP	Brianne M Hill	\$1,528.48
1144-2016	11/04/2016	11/01/2016	EP	Ryan P. Hussey	\$77.02
1145-2016	11/04/2016	11/01/2016	EP	Jeremiah C Irwin	\$138.09
1146-2016	11/04/2016	11/01/2016	EP	Aaron C. Jones	\$393.17
1147-2016	11/04/2016	11/01/2016	EP	Brian P. Jones	\$275.36
1148-2016	11/04/2016	11/01/2016	EP	Jaimeson A Kass	\$12.80
1149-2016	11/04/2016	11/01/2016	EP	Andrew R Kuhnash	\$17.19
1150-2016	11/04/2016	11/01/2016	EP	Bradley A. Leckrone	\$601.18
1151-2016	11/04/2016	11/01/2016	EP	Terry L. Lynn Jr	\$506.59
1152-2016	11/04/2016	11/01/2016	EP	Alexander M Marcum	\$592.09
1153-2016	11/04/2016	11/01/2016	EP	Ralph R Meisenhelder	\$634.33
1154-2016	11/04/2016	11/01/2016	EP	Troy A Melick	\$503.33
1155-2016	11/04/2016	11/01/2016	EP	Daniel J Mercoer	\$64.20
1156-2016	11/04/2016	11/01/2016	EP	Christopher I Mize	\$278.37
1157-2016	11/04/2016	11/01/2016	EP	Jonathan P Nessel	\$384.41
1158-2016	11/04/2016	11/01/2016	EP	Maxwell F Newton	\$591.17
1159-2016	11/04/2016	11/01/2016	EP	Tyler S Poe	\$307.24
1160-2016	11/04/2016	11/01/2016	EP	Brandon T. Reece	\$1,994.73
1161-2016	11/04/2016	11/01/2016	EP	Andrew T. Saunders	\$2,280.00
1162-2016	11/04/2016	11/01/2016	EP	Douglas W. Smith	\$525.19
1163-2016	11/04/2016	11/01/2016	EP	Scott M Smith	\$525.59
1164-2016	11/04/2016	11/01/2016	EP	Seth W Teagle	\$84.77
1165-2016	11/04/2016	11/01/2016	EP	Mason D Wilkins	\$273.00

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount
1167-2016	11/04/2016	11/01/2016	EW	Park National Bank-IRS (Fed, Med & SS w/h)	\$7,241.71
1168-2016	11/04/2016	11/01/2016	EW	Ohio Public Employees Deferred Comp.	\$1,657.00
1169-2016	11/04/2016	11/01/2016	EW	OCSPay Center-Knox Cty 7085726383	\$682.62
1170-2016	11/04/2016	11/01/2016	EW	Park National Bank - OP&FPP	\$31,105.27
1171-2016	11/02/2016	11/02/2016	CH	Certified Oil Company	\$3,004.01
1172-2016	11/04/2016	11/02/2016	EW	Park National Bank - for OPERS ACH Dr	\$9,131.64
1173-2016	10/31/2016	11/02/2016	CH	Windstream	\$402.00
1174-2016	10/31/2016	11/02/2016	CH	American Electric Power	\$1,360.45
1175-2016	10/31/2016	11/02/2016	CH	Columbia Gas - Utility Payments	\$315.50
1176-2016	10/31/2016	11/02/2016	CH	Village of Granville	\$325.22
568	11/08/2016	11/07/2016	AW	Cardmember Service	\$298.11
569	11/08/2016	11/07/2016	AW	Cintas Corporation	\$660.89
570	11/08/2016	11/07/2016	AW	Fackler Country Gardens Inc	\$169.40
571	11/08/2016	11/07/2016	AW	Finley Fire Equipment Co., Inc.	\$880.83
572	11/08/2016	11/07/2016	AW	Flora's Diesel Repair Service Inc	\$487.15
573	11/08/2016	11/07/2016	AW	Galls LLC	\$101.00
574	11/08/2016	11/07/2016	AW	Granville Lumber	\$5.18
575	11/08/2016	11/07/2016	AW	Howell Rescue Systems	\$1,010.00
576	11/08/2016	11/07/2016	AW	Janet L. Packard	\$50.00
577	11/08/2016	11/07/2016	AW	KE-WA-PA Inc.	\$43.72
578	11/08/2016	11/07/2016	AW	MT Business Technologies Inc	\$58.66
579	11/08/2016	11/07/2016	AW	Ohio Public Entity Consortium	\$81.00
580	11/08/2016	11/07/2016	AW	Ross' Granville Market	\$29.96
581	11/08/2016	11/07/2016	AW	Scioto Materials LLC	\$370.00
582	11/08/2016	11/07/2016	AW	Time Warner	\$121.68
583	11/08/2016	11/07/2016	AW	Verizon Wireless	\$321.24
584	11/08/2016	11/07/2016	AW	Washington Auto Parts Inc	\$104.12
585	11/08/2016	11/07/2016	AW	Wright Brothers Power, LLC	\$117.27

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:

- Attended the Joint Communications meeting, noting Village Manager Pyles reported three developments coming:
 - The Frolking Development
 - Millennial Condos
 - Larsen Property
- Trustee Schott asked Manager Pyles to send notification of developments in the Village to the Township Trustees, as this had always been the typical practice in the past.

Trustee Schott made a motion to pay up to \$150 for the Scenic By-Way signs. Trustee Bennett seconded the motion and the motion passed by unanimous vote.

- Kendal Traffic Light: Trustee Schott commented the Township could possibly apply for a 2017 OPWC Grant (in October of 2017). Trustee Bennett noted by then there might be another OPWC project. FO Miller commented Kendal might not want to wait that long.

Trustee Bennett

Trustee Bennett reported the following:

- Met with Joe Ebel of the Licking County Health Department regarding Township septic system issues and previously sent an email to the Trustees with a report on the meeting.
- The Township will be a sponsor for the Veteran's Day Event at Swasey Chapel.

Trustee VanNess

Trustee VanNess reported the following:

- Sent an email to the Trustees regarding the MS4 document regarding expectation for members. Trustee VanNess stated he had signed it and would like the approval of the Trustees to return the document.

Trusty Schott made a motion to authorize Trustee VanNess to signing the documents on behalf of the Trustees and to return the MS4 document. Trustee Bennett seconded the motion and the motion passed by unanimous vote.

Old Business

Policy on removal of signage in the Right of Way

Trustee Bennett sent a letter to Sue Barton regarding the rules of signage in the Right of Way.

Electrical Aggregation

FO Miller stated before signing the electrical aggregation contract with Dynegy, he sent the contract to APA Lecklider, who suggested changes to the contract. FO Miller will incorporate the changes and send the revised contract to Dynegy.

New Business

Watts Farming Lease Agreement

Trustee VanNess reported he spoke with Mr. Watts regarding a new land lease agreement which would include new language to address the possibility the Township could use some of the land for other project. Trustee VanNess provided the new language to Trustee Bennett to insert into the new lease agreement. Trustee VanNess then stated Mr. Watts was okay with the change and asked if he could be given the authority to execute the new modified lease with Mr. Watts.

After a period of discussion, it was agreed, Trustee Bennett would create the new lease agreement and the Trustees would take formal action at their next meeting. Trustee VanNess will verbally convey the Trustees intent to renew the lease with modification to Mr. Watts.

Trustee Meeting Schedule

The Trustees discussed the upcoming meeting schedule and the holiday season.

After a period of discussion, Trustee Schott made a motion to cancel the November 23rd and December 28th Trustee regular meetings and to advertise the meetings have been cancelled. Trustee VanNess seconded the motion and the motion passed by unanimous vote.

Board and Committee Assignments 2017

The Trustees divided the list of people to contact on Township boards and committees whose terms expire at the end of 2016. The Trustees will ask each volunteer if they want to serve another term. It was noted the Zoning Inspector, Zoning Commission and Board of Zoning Appeals act independently from the Trustees, but the other appointments serve on behalf of the Trustees and are to periodically report to the Trustees.

With no further action, Trustee Schott made a motion to adjourn the meeting at 8:24 PM. Trustee Bennett seconded the motion and the motion passed by unanimous vote.

Calendar Reminder

- The next regular Board meeting is scheduled for December 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.