

**Granville Township**  
Minutes of Regular Meeting, August 23, 2017

Present: Granville Township and Granville Roads District Trustees\* Melanie Schott, Kevin Bennett, Dan VanNess, Fiscal Officer (FO) Jerry Miller and Recording Secretary Maggie Barno  
Department Heads: Fire Chief Casey Curtis, Superintendent Travis Binckley  
Guests: Craig McDonald, representing The Granville Sentinel  
Olivia Aguilar, 402 W. Maple  
Doug Helman, representing Kendal at Granville, 109 Longford Drive  
Butch Curtis, 1942 Columbus Road

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 Bennett made a motion to approve the minutes of July 12, 2017. Trustee VanNess seconded the motion and without further discussion, the motion passed by unanimous vote. Trustee VanNess made a motion to approve the minutes of the August 9, 2017 minutes. Trustee Bennett seconded the motion and without further discussion the motion passed by unanimous vote.

Public Comment

Doug Helman asked the Trustees to give their highest priority to supporting a traffic signal to be installed by ODOT at the entrance to Kendal at Granville on SR 16. Mr. Helman stated the traffic count is now compelling enough to allow ODOT to put in the traffic signal, however ODOT will not pay for it. Mr. Helman stated he desires an OPWC grant be submitted for the traffic light.

With no further public comment, Trustee Schott closed the Public Comment portion of the meeting at 7:05 PM.

Correspondence Received or Sent

FO Miller reported:

- Forwarded appropriate correspondences to Superintendent Binckley and Chief Curtis
- Received notice from the State Auditor's Office that trainings are being held throughout the State for cyber security. FO Miller indicated he would try to attend one of the sessions.
- Received notice the County Commissioners granting the small piece of land on Newark Granville Rd. to be annexed into the Village.
- Received notice from the Village regarding the Township's petition for structural demolition for property at 347 E. Maple St.
- Received notice from the Judge Stansbury of the Licking County Municipal Court stating the person who directed the community service program passed away and the position will not be immediately filled, but the program is still available.

Trustee Schott reported:

- Forwarded to the Trustees notice that Granville received an award from Scenic Ohio that will be presented in October at the Heritage Ohio Conference. Trustee Schott reported the Executive Director of Scenic Ohio stated the reason for the award is in great part due to receiving the Scenic Ohio Byway status and the charming Village of Granville.
- Trustee Schott sent “thank you” notes to Bill Habig and Nancy Recchie for their help with making Granville a Scenic Byway.
- Received notification from William Murdock and MORPC on their upcoming September visit to Granville Township.

Trustee Bennett reported

- Sent a letter to the last known resident at the house at the intersection of Sharon Valley and Welsh Hills Roads seeking their assistance with cleaning up the property and will wait for a response from the occupant. (Superintendent Binckley has received numerous calls from concerned neighbors regarding the property).

Trustee VanNess reported

- Spoke to Chip Gordon, who property is surrounded by the Spring Valley Nature Preserve. Mr. Gordon wanted to “touch base” with the Trustees regarding the removal of dead ash trees within his easement (driveway). Mr. Gordon did not ask for any monetary help from the Township to cut down the trees (Per the easement agreement, the Gordon’s are responsible for maintenance of their driveway easement).

#### Granville Township Road District

Road District Superintendent Binckley reported:

- Work has been done on replacing culverts for the OPWC paving projects.
- There is a verbal agreement with the paving company to pave the entrance to Raccoon Valley Park. (Trustee Schott added the GRD wanted advance notice of when the work would be done).
- About 80% of our force account work pertaining to the OPWC project has been completed.
- Shelly Company is in Mill Race replacing the culverts. The culvert on Falmouth has been completed and work is currently being done on Stonehenge.
- Township crew worked on a few limbs that came down during the high winds yesterday. (Battee Rd., N. Hankinson and Jones Rd.)
- Cut down a couple of dead ash trees along Cambria Mill Rd.
- Met with the resident at 635 Mill Race Rd. about issues with the cul de sac and it was determined to extend asphalt 3 to 4 feet.

Superintendent Binckley requested permission from the Trustees to trade in the 2006 Kobelco SK35 mini excavator for a 2017 Caterpillar 305E2 mini excavator, which is a budgeted purchase (of \$56,000) and would be under the State Term Schedule (STS) program with a 36% discount. The total after the discount would be \$61,426, then after trade in the total purchase cost would be \$45,500. Superintendent Binckley stated the equipment will be used 90% by the Roads Department and 10% at the Cemetery and recommended the cost of the equipment be split 90/10.

Trustee Bennett made a motion to authorize Roads Superintendent Binckley to move forward to purchase the 2017 Caterpillar 305E2 mini excavator in the amount of \$45,500 and to trade in the existing excavator and to charge 90% of the cost to the Roads District Fund and 10% to the Cemetery Fund. Trustee Schott seconded the motion and the motion passed by unanimous vote.

#### OPWC Projects- Deadline October 1, 2017

Trustee VanNess reported that all applicants (licking county) for the 2017 OPWC grants were awarded grant dollars. The Township will apply for the next OPWC grant for \$200,000 for paving (priority 1) and also apply for \$87,000 on behalf of Kendal for funds to go towards the traffic light at the entrance to Kendal at Granville (priority 2). Trustee VanNess commented if the Township were awarded the grant for paving and not the grant for Kendal, that since the dollars for paving has already been budgeted, we could utilize some of that (paving) budget to support 50% of the traffic light for Kendal, adding that Kendal had agreed to allow the Township to put in a second entrance thru Kendal for a connector road to the Township.

Trustee Schott stated she assumed the grant would be harder to get, since the Township was awarded the grant this year and asked to whom did we need to talk regarding the connector road through Kendal? Trustee Schott asked if grant funding is not provided can we re-prioritize funding?

Trustee Bennett suggested for tonight, to just move on because we won't know what grant dollars we would get and to go ahead and apply for both grants.

Superintendent Binckley commented he would work with the Engineer's Office to do a traffic count for the traffic light.

#### Cemetery Department

Superintendent Binckley reported the following:

- There have been four burials
- Sold four graves, two transfers, and six deeds were presented for signatures

Trustee Schott reported Lyn Boone was looking for volunteers to help with this year's Cemetery Ghost Tours.

Trustee Bennett reported ten individuals have volunteered to work on the Phillips Cemetery cleanup project. Keith and Lyn Boone will lead the project, which may not occur until spring.

#### Cemetery Improvement Project

Trustee VanNess reported:

- The closing for the house at 347 E. Maple was completed. On August 28, 2017 he will attend the Village Planning Commission Meeting regarding the demolition permit which was submitted for the house at 347 E. Maple. Trustee VanNess noted there is a 10- day waiting period before Village Council can take final action to approve the demolition and expected it would be on the September 20, 2017 Village Council's Agenda.
- The demolition cost would be \$7000, to pay for demolition, temporary fencing, grass seed, straw etc.

Trustee Bennett made a motion to approve up to \$7000 for demolition expenses of the property at 347 E. Maple subject to the approval of the Village of Granville and to allow FO Miller to charge to the appropriated account. Trustee Schott seconded the motion and without further discussion the motion passed by unanimous vote.

Superintendent Binckley commented he would disconnect the utilities at the property.

FO Miller reported he contacted Insurance Broker Brian Newkirk to add liability insurance on the new property.

### Parks

FO Miller asked if a meeting was held regarding donations from Ned Roberts. Trustee Schott will follow-up with Judy Preston.

### Fire Department

Fire Chief Curtis reported the following:

- Runs are up to 1375 YTD, which is a 14% increase over 2016
- Attended the Licking County Chiefs Meeting
- Conducted Resident Advisor Training at Denison University (classes start at Denison on August 28)
- Conducted Freshmen Orientation at Denison will include:
  - Safety Presentation
  - Fire Extinguisher Demonstration
  - Smokey Dorm Hallway
- The power cots have been ordered
- Continue to working on hiring a part-time fire inspector

Chief Curtis asked the Trustees approval to hire three part-time employees and a volunteer, pending successful background checks, then provided a brief history of each candidate.

Part-time Firefighters/Paramedics:

- Kenneth King - 17 year Mifflin Twp. FF/Medic
- William McCullough - 7 year Jefferson Twp. BC/Medic
- Tristan Shoults - 10 year Hebron Village Lt./Medic

Volunteer:

- Philip Reger, Firefighter II pursuing his EMT Basic

Trustee Schott made a motion to hire part-time firefighters: Kenneth King, William McCullough, and Tristan Shoults, and appoint Philip Reger as a volunteer, all pending successful background checks. Trustee VanNess seconded the motion and without further discussion, the motion passed by unanimous vote.

Trustee VanNess suggested the Chief invite the new hires and volunteers to a future meeting so the Trustees can meet them.

### Fire Station Lighting Project

Chief Curtis presented a LED light replacement project for the Fire Station, explaining lots of balusters need replaced and the new LED setup bypass the baluster. It will cost \$1776 with \$750 being refunded through an AEP grant. The electrical cost savings is expected to pay for the cost of the LED lights in about 9 months. Fire Department Staff will do the installation. Chief Curtis noted the LED lights could be moved to another location, as needed.

Chief Curtis asked to Trustees to accept the resignation of volunteer firefighter Nick Willeke effective 8/2/2017.

### Fire Station Project

Trustee Schott reported the Trustees just became aware the Village had not done a "Phase One" environmental study for the proposed fire station Main Street location. Village Clerk, Molly Prasher apologized to the Township and especially Trustee Bennett for the misinformation. Clerk Prasher found where the Village had allocated money to pay for a study, but just learned the study was not completed.

Trustee Bennett stated Trustee VanNess had contacted Resource International in Columbus to do a Phase One study for \$1900. Trustee VanNess noted he spoke with Village Manager, Steve Pyles, who agreed a Phase One study was needed and he would have no objections to the Township paying for the study.

Trustee Bennett made a motion to authorize the expenditure of up to \$1900 to conduct a Phase One Environment Study of the proposed Fire Station property with the money coming from the Fire Station Building Fund. Trustee VanNess seconded the motion and the motion passed by unanimous vote.

Trustee Bennett commented the present fire station site (Prospect Street) was the location of Granville's first gas station and earlier was a blacksmith shop, then suggested that in the future it might be opportune to have a Phase One study completed.

### Open Space/Land Management

Trustee Bennett stated he met with Open Space Committee Chairperson Doug Wagner and some members of Village Planning Commission about some concerns on Newark Granville Road. Trustee Bennett also plans to meet with Mr. Straker next week to discuss his Silver Lakes PUD.

### Zoning

Zoning Inspector Binckley reported:

- 6 permits were written (3 garages, covered patio, deck, and a tool shed)

### Zoning Commission

Did not meet this month.

### BZA

Zoning Inspector Binckley reported

- There has been no contact from Granville Christian Academy.
- Worked with Certified Oil Company regarding the lot split between Certified Oil and the Dixon, Davis, Bagent accounting office next to it. Septic is the biggest concern.

#### Economic Development

Trustee Schott stated no Economic Development meeting has been held.

Trustee Schott will attend a MORPC Economic Development luncheon on Tuesday and submitted the Township to pay the \$20 cost. FO Miller noted the budget already had funds approved for meetings and travel.

#### Elected Officials Reports

##### FO Miller

FO Miller reported the following:

- 2<sup>nd</sup> half income tax collection of approximately \$1.1 million will be deposited this week
- Provided Wichert insurance updated employee/volunteer numbers concerning the Fire Department's insurance policies.
- Updated the Trustees on issues the Township's Medical Insurance Broker Frank Harmon, was having with the Ohio Public Entity Consortium, noting the Township's medical insurance is not in that program. Chief Curtis stated there has been some delays in getting employee HRA reimbursements. FO Miller will set up a meeting with Mr. Harmon to discuss our insurance plans, as the end of the year is coming quickly.

FO Miller provided a list of the warrants and payroll checks issued. FO Miller requested approval for the warrants, withholding vouchers, debit memos and EFT's, which were issued.

On a motion by Trustee Bennett 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
810-2017	08/11/2017	08/08/2017	EP	Joseph C Asselin	\$1,007.63
811-2017	08/11/2017	08/08/2017	EP	Susan A Bain	\$245.69
812-2017	08/11/2017	08/08/2017	EP	Christopher M Bassetti	\$155.81
813-2017	08/11/2017	08/08/2017	EP	Andrew R Baughman	\$1,662.96
814-2017	08/11/2017	08/08/2017	EP	Prentice M Berry	\$790.01
815-2017	08/11/2017	08/08/2017	EP	B. Travis Binckley	\$2,226.51
816-2017	08/11/2017	08/08/2017	EP	Charles D. Borden	\$829.46
817-2017	08/11/2017	08/08/2017	EP	Thomas A. Bowman	\$2,429.90
818-2017	08/11/2017	08/08/2017	EP	Tyler J. Bryan	\$1,074.75
819-2017	08/11/2017	08/08/2017	EP	Joshua M Butt	\$930.97
820-2017	08/11/2017	08/08/2017	EP	Derwin R Clemens	\$1,515.42
821-2017	08/11/2017	08/08/2017	EP	Kyle L Conaway	\$307.56
822-2017	08/11/2017	08/08/2017	EP	Casey R. Curtis	\$2,017.64
823-2017	08/11/2017	08/08/2017	EP	Kathryn M Darrah	\$59.59
824-2017	08/11/2017	08/08/2017	EP	Paul J. DuBeck III	\$116.87
825-2017	08/11/2017	08/08/2017	EP	Bradley D Essick	\$1,407.18
826-2017	08/11/2017	08/08/2017	EP	Cameron S Evans	\$411.01
827-2017	08/11/2017	08/08/2017	EP	Teresa Ann Forson	\$128.15
828-2017	08/11/2017	08/08/2017	EP	Jason C George	\$780.08
829-2017	08/11/2017	08/08/2017	EP	Benjamin S. Hagstad	\$146.48
830-2017	08/11/2017	08/08/2017	EP	Joshua B. Harrison	\$274.22
831-2017	08/11/2017	08/08/2017	EP	Kevin M Henry	\$641.51
832-2017	08/11/2017	08/08/2017	EP	Brianne M Hill	\$1,535.28
833-2017	08/11/2017	08/08/2017	EP	Ryan P. Hussey	\$1,986.70
834-2017	08/11/2017	08/08/2017	EP	Jeremiah C Irwin	\$146.48
835-2017	08/11/2017	08/08/2017	EP	Aaron C. Jones	\$514.43
836-2017	08/11/2017	08/08/2017	EP	Terry L. Lynn Jr	\$274.18
837-2017	08/11/2017	08/08/2017	EP	Troy A Melick	\$442.62
838-2017	08/11/2017	08/08/2017	EP	Daniel J Mercer	\$156.92
839-2017	08/11/2017	08/08/2017	EP	Jonathan P Nessel	\$599.17
840-2017	08/11/2017	08/08/2017	EP	Maxwell F Newton	\$251.13
841-2017	08/11/2017	08/08/2017	EP	Tyler S Poe	\$313.26
842-2017	08/11/2017	08/08/2017	EP	Brandon T. Reece	\$1,944.32
843-2017	08/11/2017	08/08/2017	EP	Andrew T. Saunders	\$1,764.96
844-2017	08/11/2017	08/08/2017	EP	Scott M Smith	\$408.88
845-2017	08/11/2017	08/08/2017	EP	Mason D Wilkins	\$653.40
847-2017	08/11/2017	08/08/2017	EW	Park National Bank-IRS (Fed, Med & SS w/h)	\$6,671.95
848-2017	08/11/2017	08/08/2017	EW	Ohio Public Employees Deferred Comp.	\$1,726.00
849-2017	08/11/2017	08/08/2017	EW	OCSPay Center-Knox Cty 7085726383	\$682.62
850-2017	08/17/2017	08/21/2017	CH	Chicago Title Agency of Newark Inc	\$87,948.15

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

- Met with Brian Parsley for 2 hours regarding the Fire Station.
- Participated in a video on women running for office.
- Attended the Licking Land Trust “Farm to Feast” event.

Trustee Bennett

No report

Trustee VanNess

- Reported he was copied on an e-mail regarding road maintenance of River Road and Weaver Drive and the tax dollars going to Granville Township. The email suggested the tax dollars be given to the Village for sidewalks. After some discussion, it was concluded that all properties in the Road District pay the tax regardless of what road the property is physically located (State, County, Township or Village).

Old BusinessLighting Project

Trustee VanNess stated it would cost \$4808 to replace all of the lighting at the Service Complex with LED lights, but will defer discussion until Superintendent Binckley has a chance to meet with the contractor.

New BusinessRiver Round-up Proclamation

Trustee Schott stated she prepared a proclamation for the River Round-Up that will be held on September 9, 2017.



# 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,

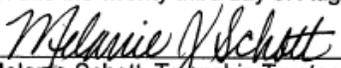
*Whereas*, Licking County has demonstrated a desire to clean our local waterways through the voluntary, Licking County River Round Up clean-up program sponsored by the Licking County Soil & Water Conservation District, Licking County Recycling, Licking County Health Department, Granville Township and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

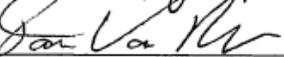
*Now Therefore*, the Granville Township Trustees in Licking County, Ohio, do hereby proclaim Saturday, September 9, 2017 as

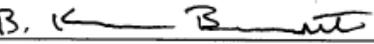
## ***Licking County River Round Up Day***

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 Thereof*, 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 third day of August, Two Thousand Seventeen.

  
 \_\_\_\_\_  
 Melanie Schott, Township Trustee

  
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 Dan VanNess Township Trustee

  
 \_\_\_\_\_  
 Kevin Bennett, Township Trustee

With no further action the meeting adjourned at 8:01 PM.

### Calendar Reminder

- The next regular Board meeting is scheduled for September 13, 2017, 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.