

Granville Township
Minutes of Regular Meeting, February 28, 2018

Present: Granville Township and Granville Roads District Trustees* Kevin Bennett, Dan VanNess, Bryn Bird, Fiscal Officer Jerry Miller, Recording Secretary Cathy Klingler,
Department Heads: Superintendent Travis Binckley and Fire Chief Casey Curtis
Guests: Judy Preston, 54 Tow Path Rd, Land Management Committee
Tim Klingler, 457 N. Granger St.

Trustee Bennett called the meeting to order at 7:00p.m., and lead the Pledge of Allegiance.

Agenda Approval:

Trustee VanNess moved the agenda be approved. Trustee Bird seconded. Fiscal Officer Miller asked to go into Executive Session following the regular meeting for a personnel matter. All approved.

Minutes Approval:

Trustee Bennett moved the minutes for the February 14, 2018 Township Trustees' Meeting be approved. Trustee VanNess seconded. All approved

Public Comment:

None

Fire Department:

Fire Chief Casey Curtis's reported:

- 392 runs in 2018, up from 370 which was a 6% increase over 2017
- Crews responded to a severe auto/truck accident SR 37, which included a fatality. Milk leaked from the tanker and the Village provided quick assist which prevented the spillage from reaching the creek. Chief Curtis thanked the Village.
- Attended several meetings, including a Union Township Trustees meeting and a Licking County Fire Chiefs' meeting
- Staff are finishing their annual physicals
- Staff have been attending medic refresher classes.
- 3 major purchases have been started, all were specified in the approved budget:
 - 6 structural fire gear at \$13,500
 - 14 fire helmets at \$3,100
 - Dual-certified rescue and wild land gear made for grass fires and auto accidents at \$8,000 (partially funded by grant)
- Greg Coyle submitted his resignation effective Feb. 19, 2018, as he is working fulltime at Heath FD and doesn't have the time to also serve at Granville.

Trustee Bennett moved to accept the resignation of Greg Coyle effective 2-19-2018. Trustee VanNess seconded. All approved.

Fire Station Progress Report:

- Chief Curtis reported a kick-off meeting will be Tuesday, Mar. 5, with Mull and Weithman; will hope to have recommendations for Trustees to look at soon.
- Trustee VanNess reported the testing for asbestos was complete at the Village Service Center, and the results will be forthcoming.
- Trustee Bennett is writing up a request for the final proposals (RFP) for selection of a construction manager at risk (CMAR) and expects it will be out by the end of the week.
- Fiscal Officer Miller reported contract with Mull and Weithman calls for \$412,500, of which \$5000 has already been paid; he needs a purchase order for \$407,500.

Trustee Bennett moved to authorize the execution of a purchase orders totaling \$412,500 (\$5,000 already paid and sent with the signed contract and \$407,500 remaining obligation) to Mull and Weithman Architects, Inc. from money moved from the Fire Station Fund (4901) Carryover to the Architect/Engineering line item. Trustee VanNess seconded. All approved.

Granville Township Road District:

Superintendent Travis Binckley reported:

- Continue to patch potholes and repair the berm
- Trimmed trees along Burg Street; removed a couple of leaning trees along Cambria Mill.
- Cleaned ditches on Jones Road, Cambria Mill and Goose Lane
- Will be replacing the culvert at the intersection of Old James Road and James Road next week; it is failing and starting to wash out near the road

Cemetery Department:

Travis Binckley reported:

- Crews performed 2 burials; one deed to sign
- Crews will be removing the winter decorations beginning next week

Cemetery Improvement Project:

Trustee Bennett reported he spoke with Architect Carl Jennings regarding improving the entrance to Maple Grove Cemetery, replacing the current service garage and meeting building. Trustee Bennett then presented a draft design. The following could be feasible:

- Removing the old building
- Greek revival style
- Office and meeting room available
- Gate and widened entrance
- Restroom facilities in both buildings (which would be required)
- Should start this summer.
- 3 parking spots.
- Will try to comply with Village zoning requirements

Fiscal Officer Miller stated prior Trustees decided to set aside funds from the sale of grave plots for further land purchases. Some of the money was used to purchase the land/house last year. FO Miller questioned which funds would be used for this project? It was noted there are around 200 years' worth of grave sites still available at the Maple Grove Cemetery.

Trustee VanNess noted the Welker property hasn't been zoned to be cemetery yet, and needs to be changed to Open Space and Conditional Use.

Trustee Bennett reviewed the events that will transpire after this feasibility study.

Zoning:

Zoning Inspector and Compliance Officer Binckley reported:

- Have written 2 permits:
 - 3264 Raccoon Valley Road - addition
 - 109 Orchard Wood Path - dwelling

Board of Zoning Appeals:

Zoning Inspector Binckley reported:

- Variance requests:
 - Addition at 2759 Canyon Road
 - Front yard setback on Lots 7-11 on Orchard Wood Path (Estates at Olde Orchard Subdivision)
 - Addition at 1617 Loudon Street
 - Possibly to come:
 - Conditional Use request for property on Columbus Road
 - Variance on road frontage on Chelsea Drive

Trustee VanNess reported BZA Recording Secretary is on a medical leave and the Township needs someone to help the BZA in her absence. Cathy Klingler was asked if she would be interested in helping as an independent contractor and working on an as-needed basis. It was agreed Ms. Klingler would be paid at \$15/hour for the extra work. Ms. Klingler was asked to call Stacy Engle, BZA Chairperson, for a list of tasks.

Parks:

Fiscal Officer Miller reported the Granville Recreation District received a phone call concerning a rope hanging from a tree near the shelter house at the Spring Valley Park. The Fire Department assisted by removing the rope.

Trustee VanNess witnessed lights at Raccoon Valley Park and under-aged persons in a car; Village Police were contacted and took care of it.

Correspondence Received or Sent:

Fiscal Officer Miller reported:

- Provided McKean Township Fiscal Officer Phyllis Ellis with PDF copy of the signed (5 year) McKean/Granville Township Fire Department Service contract.
- Received several notices about Ohio Scenic Bi-Way and forwarded onto Trustee Bennett
- Received the 2017 OPWC project close out letter
- Per Mollie Prasher, 500+ deer were harvested this year
- Forwarded notices about the State Auditors Annual Conference to be held March 22-23.
- Received notice from the Village regarding the Southgate Project meeting being held on March 5, 2018
- Received the annual notice from Pat Deering, Licking County Soil and Water, to report on land conservation costs during CY 2017.

Land Management / Open Space:

Trustee Bennett reported a letter was sent out regarding the Township interest in purchasing land.

Judy Preston commented there will be a Land Management Committee meeting here on Friday.

Economic Development/River Road/Weaver Drive/South Main Street Task Force:

Trustee Bird reported the following:

- Reviewed the ideas shared at the Feb. 15, 2018 Task Force meeting which involved a charrette; the March 1, 2018 meeting will look at ideas shared with engineering realities; at March 8 meeting people will present regarding a pedestrian crossing.
- Village hired an engineer firm to assist in a traffic study
- Attended a meeting with the Village to talk about the fire station regarding the road and how it plays into the proposed layout; once the committee makes a decision, it will be presented to the Village. Chief Curtis stated the layout of the new fire station will be determined by where the fire trucks can exit.
- Grow Licking County has a breakfast coming up.

Elected Officials Reports:

Fiscal Officer Miller reported:

- Continues to work on the upcoming audit
- FO Miller provided a list of the warrants and payroll checks issued and requested approval for the warrants, withholding vouchers, debit memos and EFT's, which were issued.
- On a motion by Trustee VanNess 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:

GRANVILLE TOWNSHIP, LICKING COUNTY

2/28/2018

Payment Listing

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2/15/2018 to 2/28/2018

| Payment Advice # | Post Date | Transaction Date | Type | Vendor / Payee | Amount |
|------------------|------------|------------------|------|------------------------|-------------|
| 165-2018 | 02/26/2018 | 02/19/2018 | CH | Medical Mutual of Ohio | \$19,924.39 |
| 166-2018 | 02/23/2018 | 02/20/2018 | EP | Joseph C Asselin | \$1,487.06 |
| 167-2018 | 02/23/2018 | 02/20/2018 | EP | Susan A Bain | \$276.74 |
| 168-2018 | 02/23/2018 | 02/20/2018 | EP | Christopher M Bassetti | \$329.89 |
| 169-2018 | 02/23/2018 | 02/20/2018 | EP | Andrew R Baughman | \$2,061.14 |
| 170-2018 | 02/23/2018 | 02/20/2018 | EP | Brynn Kevin Bennett | \$1,647.57 |
| 171-2018 | 02/23/2018 | 02/20/2018 | EP | Prentice M Berry | \$413.50 |
| 172-2018 | 02/23/2018 | 02/20/2018 | EP | B. Travis Binckley | \$2,305.05 |
| 173-2018 | 02/23/2018 | 02/20/2018 | EP | Bryn A Bird | \$1,399.07 |
| 174-2018 | 02/23/2018 | 02/20/2018 | EP | Thomas A. Bowman | \$1,732.72 |
| 175-2018 | 02/23/2018 | 02/20/2018 | EP | Tyler J. Bryan | \$1,440.98 |
| 176-2018 | 02/23/2018 | 02/20/2018 | EP | Joshua M Butt | \$1,079.71 |
| 177-2018 | 02/23/2018 | 02/20/2018 | EP | Derwin R Clemens | \$1,623.85 |
| 178-2018 | 02/23/2018 | 02/20/2018 | EP | Gregory S. Coyle | \$74.46 |
| 179-2018 | 02/23/2018 | 02/20/2018 | EP | Casey R. Curtis | \$2,186.13 |
| 180-2018 | 02/23/2018 | 02/20/2018 | EP | Kathryn M Darrah | \$43.05 |
| 181-2018 | 02/23/2018 | 02/20/2018 | EP | Paul J. DuBeck III | \$264.74 |
| 182-2018 | 02/23/2018 | 02/20/2018 | EP | Troy A Elmore | \$378.86 |
| 183-2018 | 02/23/2018 | 02/20/2018 | EP | Bradley D Essick | \$1,448.27 |
| 184-2018 | 02/23/2018 | 02/20/2018 | EP | Cameron S Evans | \$290.92 |
| 185-2018 | 02/23/2018 | 02/20/2018 | EP | Jason C George | \$730.72 |
| 186-2018 | 02/23/2018 | 02/20/2018 | EP | John R Guegold | \$321.97 |
| 187-2018 | 02/23/2018 | 02/20/2018 | EP | Benjamin S. Hagstad | \$154.65 |
| 188-2018 | 02/23/2018 | 02/20/2018 | EP | Gary T Harman II | \$1,366.58 |
| 189-2018 | 02/23/2018 | 02/20/2018 | EP | Joshua B. Harrison | \$677.40 |
| 190-2018 | 02/23/2018 | 02/20/2018 | EP | Kevin M Henry | \$655.47 |
| 191-2018 | 02/23/2018 | 02/20/2018 | EP | Brianne M Hill | \$1,521.30 |
| 192-2018 | 02/23/2018 | 02/20/2018 | EP | Ryan P. Hussey | \$1,763.14 |
| 193-2018 | 02/23/2018 | 02/20/2018 | EP | Jeremiah C Irwin | \$268.05 |
| 194-2018 | 02/23/2018 | 02/20/2018 | EP | Aaron C. Jones | \$153.32 |
| 195-2018 | 02/23/2018 | 02/20/2018 | EP | Andrew R Kuhnash | \$165.44 |
| 196-2018 | 02/23/2018 | 02/20/2018 | EP | Bradley A. Leckrone | \$567.81 |
| 197-2018 | 02/23/2018 | 02/20/2018 | EP | Terry L. Lynn Jr | \$411.71 |
| 198-2018 | 02/23/2018 | 02/20/2018 | EP | William D McCullough | \$138.40 |
| 199-2018 | 02/23/2018 | 02/20/2018 | EP | Troy A Melick | \$453.99 |
| 200-2018 | 02/23/2018 | 02/20/2018 | EP | Daniel J Mercer | \$146.74 |
| 201-2018 | 02/23/2018 | 02/20/2018 | EP | Jerry A Miller | \$1,461.85 |
| 202-2018 | 02/23/2018 | 02/20/2018 | EP | Jonathan P Nessel | \$329.72 |
| 203-2018 | 02/23/2018 | 02/20/2018 | EP | Maxwell F Newton | \$113.41 |
| 204-2018 | 02/23/2018 | 02/20/2018 | EP | Robert M. Otter | \$12.75 |
| 205-2018 | 02/23/2018 | 02/20/2018 | EP | Graham L Parsley | \$768.95 |
| 206-2018 | 02/23/2018 | 02/20/2018 | EP | Tyler S Poe | \$160.20 |
| 207-2018 | 02/23/2018 | 02/20/2018 | EP | Brandon T. Reece | \$1,618.92 |
| 208-2018 | 02/23/2018 | 02/20/2018 | EP | Andrew T. Saunders | \$2,036.12 |
| 209-2018 | 02/23/2018 | 02/20/2018 | EP | Tristan J Shoults | \$1,383.60 |
| 210-2018 | 02/23/2018 | 02/20/2018 | EP | Thomas S Smallsreed | \$1,311.06 |

| Payment Advice # | Post Date | Transaction Date | Type | Vendor / Payee | Amount |
|------------------|------------|------------------|------|--|-------------|
| 211-2018 | 02/23/2018 | 02/20/2018 | EP | David J Smith | \$1,232.06 |
| 212-2018 | 02/23/2018 | 02/20/2018 | EP | Douglas W. Smith | \$697.11 |
| 213-2018 | 02/23/2018 | 02/20/2018 | EP | Scott M Smith | \$455.58 |
| 214-2018 | 02/23/2018 | 02/20/2018 | EP | Zachary T Smith | \$315.70 |
| 215-2018 | 02/23/2018 | 02/20/2018 | EP | Seth W Teagle | \$101.94 |
| 216-2018 | 02/23/2018 | 02/20/2018 | EP | Daniel D VanNess | \$1,423.47 |
| 217-2018 | 02/23/2018 | 02/20/2018 | EP | Mason D Wilkins | \$522.40 |
| 219-2018 | 02/23/2018 | 02/20/2018 | EW | Park National Bank-IRS (Fed, Med & SS w/h) | \$7,895.00 |
| 220-2018 | 02/23/2018 | 02/20/2018 | EW | Ohio Public Employees Deferred Comp. | \$1,935.00 |
| 221-2018 | 02/23/2018 | 02/22/2018 | EW | Ohio Department of Taxation | \$2,681.08 |
| 222-2018 | 02/23/2018 | 02/22/2018 | EW | School District Income Tax | \$306.15 |
| 223-2018 | 02/23/2018 | 02/22/2018 | EW | Village of Granville - Income Tax Dept | \$1,395.60 |
| 224-2018 | 02/27/2018 | 02/26/2018 | EW | AFLAC | \$1,405.02 |
| 225-2018 | 02/27/2018 | 02/27/2018 | CH | Certified Oil Company | \$3,905.20 |
| 226-2018 | 02/28/2018 | 02/27/2018 | EW | Park National Bank - for OPERS ACH Dr | \$7,340.66 |
| 227-2018 | 02/28/2018 | 02/27/2018 | EW | Park National Bank - OP&FPP | \$24,909.16 |
| 1420 | 02/19/2018 | 02/19/2018 | AW | Mull & Weithman Architects Inc | \$5,000.00 |
| 1421 | 02/27/2018 | 02/26/2018 | AW | Advantage Ag & Equipment LLC | \$22.40 |
| 1422 | 02/27/2018 | 02/26/2018 | AW | Bound Tree Medical LLC | \$252.37 |
| 1423 | 02/27/2018 | 02/26/2018 | AW | Cargill, Inc. | \$2,520.81 |
| 1424 | 02/27/2018 | 02/26/2018 | AW | Dish Network | \$45.27 |
| 1425 | 02/27/2018 | 02/26/2018 | AW | Fackler Country Gardens Inc | \$60.59 |
| 1426 | 02/27/2018 | 02/26/2018 | AW | Finley Fire Equipment Co., Inc. | \$2,023.57 |
| 1427 | 02/27/2018 | 02/26/2018 | AW | Fire House | \$932.00 |
| 1428 | 02/27/2018 | 02/26/2018 | AW | Fire Safety Services, Inc. | \$239.00 |
| 1429 | 02/27/2018 | 02/26/2018 | AW | Granville Lumber | \$64.57 |
| 1430 | 02/27/2018 | 02/26/2018 | AW | Grow Licking County | \$2,500.00 |
| 1431 | 02/27/2018 | 02/26/2018 | AW | Janet L. Packard | \$20.00 |
| 1432 | 02/27/2018 | 02/26/2018 | AW | Kokosing Materials Inc | \$205.00 |
| 1433 | 02/27/2018 | 02/26/2018 | AW | Lucas Truck Sales Inc | \$140.68 |
| 1434 | 02/27/2018 | 02/26/2018 | AW | McDonald Auto and Truck Repair | \$35.00 |
| 1435 | 02/27/2018 | 02/26/2018 | AW | Mid-Ohio Regional Planning Commission | \$25.00 |
| 1436 | 02/27/2018 | 02/26/2018 | AW | Ohio Public Entity Consortium | \$1,584.99 |
| 1437 | 02/27/2018 | 02/26/2018 | AW | Southeastern Emergency Equipment Co | \$48.70 |
| 1438 | 02/27/2018 | 02/26/2018 | AW | Tracy Flanagan | \$245.00 |
| 1439 | 02/27/2018 | 02/26/2018 | AW | United Aggregates Inc | \$205.92 |
| 1440 | 02/27/2018 | 02/26/2018 | AW | US Bancorp Equipment Finance Inc | \$135.00 |
| 1441 | 02/27/2018 | 02/26/2018 | AW | Catherine H Klinger | \$270.00 |

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 Bennett reported:

- Plans to attend the LC Health Department meeting scheduled for March 6, 2018.

Trustee VanNess reported:

- He scheduled a meeting with Denison Administration on March 9, 2018 regarding Fire Department funding.
- Plans to meet with a Union Township Official regarding the Fire/EMS Contract with Granville Township.

Trustee Bird reported:

- Attended a meeting with Laurel Kennedy as an introduction regarding her transition as the Township Trustees representative to the University.
- Was unable to attend the last MS4 meeting.

Old Business: None

New Business:

Trustee Bennett reported the following:

- GEVSD Superintendent Brown requested a letter of support from the Township for the upcoming levy; Trustee Bennett suggested drafting a general resolution regarding the Township's support of education; he will take care of it. All agreed.
- MORPC is making a benefit package available. Details to follow.
- Mill Race subdivision residents are concerned about coyote infestation, as 2 pets have been killed. It was noted the Township cannot financially assist, but a consultant will look at the situation, and will set snares and traps, which will allow him to eradicate the situation. No people/animals are likely to get caught in snares. All were in agreement.

Trustee Bennett moved to go into Executive Session under ORC 121.22(G)(1) to discuss a personnel issue. Trustee Bird seconded. Trustees Bennett, VanNess and Bird each voted yes to go into Executive Session at 7:50pm.

At 8:25 the Trustees moved out of Executive Session back into Regular Session.

Trustee Bennett moved to correct employee vacation leave balances as discussed in Executive Session, including the waiving of any vacation leave inadvertently credited in 2013 during the change from annual vacation lumps to a pay period accrual method for Fire Department personnel. Trustee VanNess seconded the motion and after no further discussion, the motion passed by unanimous vote.

With no further business, the meeting adjourned at 8:27p.m.

Calendar Reminder

- The next regular Board meeting is scheduled for March 14, 2018, 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.