

Granville Township
Minutes of Regular Meeting, May 9, 2018

Present: Granville Township and Granville Roads District Trustees* Kevin Bennett, Dan VanNess, Bryn Bird, Fiscal Officer Jerry Miller, Recording Secretary Cathy Klingler,
Department Head: Fire Chief Casey Curtis
Absent: Superintendent Travis Binckley
Guests: Carl Jennings

Trustee Bennett called the first portion of the meeting, a public hearing regarding Township Zoning Resolutions, to order at 7:00pm with the Pledge of Allegiance.

Agenda Approval:

Trustee VanNess moved to approve the agenda. Trustee Bennett seconded. Motion passed.

Minute Approval:

April 11, 2018 – Trustee VanNess moved to approve the minutes. Trustee Bennett seconded. Motion passed.

April 25, 2018 – Trustee VanNess requested to table the minutes until May 23, 2018. Tabling approved.

May 2, 2018 Joint Union Cemetery – Trustee Bennett moved to approve the minutes. Trustee VanNess seconded. Motion passed.

Public Comment:

None

Carl Jennings presented Cemetery Improvement plan - details moved under Cemetery Report

Fire Department:

Chief Curtis reported the following:

- 776 runs for the year, 2.5% increase from last year
- Attended a Union Township meeting on May 7, 2018
- Attended a MECC/EMS meeting; he is working on live-fire training on Gale Road
- Attended the FDIC Conference in Indiana 2 weeks ago; contacts were made; nothing significant to report
- 3 staff members are attending a Bowling Green State Fire School; 3 staff members attended Howell Rescue School near Kettering, Ohio, which provided beneficial hands-on experience
- 2 volunteers are finishing or have finished EMT basic training
- 2 tornado sirens are still not working
 - The intermediate school siren is more than a battery issue
 - Couldn't inspect the River Road siren because of bees, wasps and hornets

- Requested Trustees to accept the resignation of Alex Marcum effective May 9, 2018; Alex had 3-plus years of part-time service with the Township and is leaving on good standing.

Trustee VanNess moved to accept the resignation of Alex Marcum effective May 9, 2018. Trustee Bennett seconded and after no further discussion, the motion passed by unanimous vote.

Fire Station Progress Report

- Mull and Weithman presented to staff the results of his surveys, and had an open dialogue with crews
- Trustee Bennett reported sending an email to Christian Robertson regarding the contract for the fire station before sending it to the Prosecutor's Office for review; hasn't heard anything yet.
- Trustee Bennett attended a sustainability session at Denison University; they are interested in having students do volunteer work; Trustee VanNess suggested talking to the fire station architect to see about working with them; Chief Curtis encouraged the cooperative work.

Granville Township Road District:

Superintendent's report

Trustee Bennett reported on behalf of Superintendent Binckley the following:

- Spent 3 days grinding out bad spots on Canyon Road and patching with asphalt
- Spread top soil, seed and straw on areas on Knoll Drive and Amberly Drive where drainage tile had been replaced and/or installed
- Reviewed the Engineer's estimate for repaving affected sections of Canyon Rd. (\$87,222) and a section of Cambria Mill Road from North Hankinson Rd. to SR 661 (\$73,638.50); total = \$160,860.50; he recommended paving both; also recommended putting jobs out for bid at same time as the OPWC project. The estimate for Miller Ave. is 3 weeks from being ready.
- Working with the Engineer's office regarding the traffic light at Kendal and SR16; trying to get lower prices than the State bid contracts; installation would be a separate piece
- Requested and recommended the Trustees pass a Resolution to participate in the State bid contract for Road Salt for the 2018-19 winter season; he recommended ordering 750 tons (including 80 for McKean Township and 60 tons for Granville Exempted Village School District); he anticipates the same usage as last year; noting there are 220 tons in the barn.

Trustee Bennett moved to authorize the following resolution allowing the Township to participated in ODOT's 2018-19 Road Salt Contract. Trustee Bird seconded and without further discussion, the motion passed by unanimous vote.

**RESOLUTION AUTHORIZING PARTICIPATION
IN THE ODOT WINTER CONTRACT (018-19) FOR ROAD SALT**

WHEREAS, the GRANVILLE TOWNSHIP, LICKING COUNTY (hereinafter referred to as the "Political Subdivision") hereby submits this written agreement to participate in the Ohio Department of Transportation's (ODOT) annual winter road salt bid (018-19) in accordance with Ohio Revised Code 5513.01(B) and hereby agrees to all of the following terms and conditions in its participation of the ODOT winter road salt contract:

- a. The Political Subdivision hereby agrees to be bound by all terms and conditions established by ODOT in the winter road salt contract and acknowledges that upon award of the contract by the Director of ODOT it shall be bound by all such terms and conditions included in the contract; and
- b. The Political Subdivision hereby acknowledges that upon the Director of ODOT's signing of the winter road salt contract, it shall effectively form a contract between the awarded salt supplier and the Political Subdivision; and
- c. The Political Subdivision agrees to be solely responsible for resolving all claims or disputes arising out of its participation in the ODOT winter road salt contract and agrees to hold the Department of Transportation harmless for any claims, actions, expenses, or other damages arising out of the Political Subdivision's participation in the winter road salt contract; and
- d. The Political Subdivision hereby requests through this participation agreement a total of (750) tons of Sodium Chloride (Road Salt) of which the Political Subdivision agrees to purchase from its awarded salt supplier at the delivered bid price per ton awarded by the Director of ODOT; and
- e. The Political Subdivision hereby agrees to purchase a minimum of 90% of its above-requested salt quantities from its awarded salt supplier during the contract's effective period of September 1, 2018 through April 30, 2019; and
- f. The Political Subdivision hereby agrees to place orders with and directly pay the awarded salt supplier on a net 30 basis for all road salt it receives pursuant to ODOT winter salt contract; and
- g. The Political Subdivision acknowledges that should it wish to rescind this participation agreement it will do so by written, emailed request by no later than Thursday, May 24, 2018 at 12:00 p.m. The written, emailed request to rescind this participation agreement must be received by the ODOT Office of Contract Sales, Purchasing Section email: Contracts.Purchasing@dot.ohio.gov by the deadline. The Department, upon receipt, will respond that it has received the request and that it has effectively removed the Political Subdivision's participation request. Furthermore, it is the sole responsibility of the Political Subdivision to ensure ODOT has received this participation agreement as well as the receipt of any request to rescind this participation agreement. The Department shall not be held responsible or liable for failure to receive a Political Subdivision's participation agreement and/or a Political Subdivision's request to rescind its participation agreement.

NOW, THEREFORE, be it ordained by the following authorized person(s) that this participation agreement for the ODOT winter road salt contract is hereby approved, funding has been authorized, and the Political Subdivision agrees to the above terms and conditions regarding participation on the ODOT winter salt contract:

B. K. Buma (Authorized Signature) 5.9.2018 Approval Date
B. B. B. (Authorized Signature) 5.16.2018 Approval Date
 _____ (Authorized Signature) _____ Approval Date
 _____ (Authorized Signature) _____ Approval Date
 _____ (Authorized Signature) _____ Approval Date

**THIS RESOLUTION MUST BE UPLOADED TO THE WINTER SALT PARTICIPATION WEBSITE
BY NO LATER THAN WEDNESDAY, MAY 18, 2018.**

PLEASE NOTE: THE DEPARTMENT WILL NOT ACCEPT TYPED SIGNATURES. PARTICIPATION AGREEMENTS SUBMITTED WITH TYPED SIGNATURES WILL BE INVALID AND INELIGIBLE FOR APPROVAL. YOU CANNOT SUBMIT A WORD DOCUMENT VERSION OF THIS PARTICIPATION AGREEMENT. NO EXCEPTIONS.

Trustee Bennett reported he received complaints from people who travel River Rd. to Canyon Rd., where American Electric Power (AEP) has been doing repairs for about 3 weeks; the road has been closed intermittently, but was not coordinated with the Township. Trustee Bennett sent an email to AEP outlining the problem, the issues that have occurred, and what procedures AEP needs to be followed.

Cemetery Department:

Superintendent's report

Trustee Bennett reported on behalf of Sexton Binckley the following:

- Had only 2 burials since the last meeting
- Began mowing, weed eating, spraying
- Dug foundations for the spring concrete pour
- Met with Lyn and Keith Boone to discuss the "work" day at Old Colony Burial Ground; also purchased railings and posts for replacing and/or repairing the broken sections of the split rail fence located near the storage shed.

Fiscal Officer Miller presented and asked the Trustees to sign this year's contribution (\$2,000) for the Union Cemetery Board, noting he had spoken with their Treasurer Jim Patin, who agreed to reimburse the Township for expenses (cost of split rail fence, etc.).

Cemetery Improvement Project

Veterans Monument /Architectural Design Review and Comment –

Carl Jennings provided architectural plans for the Trustees to review and presented the following evolving features/details:

- 250 columbarium niches, entry buildings with office and chapel, wrought-iron-looking gate system, 21-foot roadway/4-foot walkway, kiosk for grave site locations
- Site plan incorporating two buildings, columbarium niches, veterans' memorial garden, and benches
- Pavers, gardens, lawn panels (grass), planter areas, trees; Trustee VanNess suggested keeping the gardens at low maintenance; Carl Jennings suggested their care could be an opportunity for community involvement, i.e. garden clubs
- There was discussion about a flagpole and its location
- Wall or bollards could be used to keep people from driving into the memorial garden
- 18-foot parking spaces
- Architectural style of buildings
- Materials to be used on buildings would be long lasting
- Maintenance garage

The Trustees stated needing to know the approximate costs; Carl Jennings suggested checking with Robertson Construction.

The following topics were discussed regarding the project:

- Widening an entrance
- Pros and cons for restrooms
- Sponsorship options

- Gate opening options
- Kiosk options
- Parking options

It was agreed the next steps to be taken are:

- To work with the Village regarding zoning
- Get an engineering proposal from ADR
- Get a proposal from John Klauder for landscaping
- Contact Christian Robertson (Robertson Construction).

Zoning:

Zoning Inspector and Compliance Officer:

Zoning Inspector Binckley reported:

- Has written 1 permit:
 - 116 Stublyn Road for a front porch

Zoning Commission:

- Nothing to report

Board of Zoning Appeals:

- Hearing scheduled for May 21, 2018 for:
 - Conditional use permit submitted by Paul Busta to establish a bed and breakfast at 1673 Welsh Hills Road
 - Variance request submitted by Emily Rutherford for road frontage (lot split)

Fiscal Office Miller reported the complaint about noise regulations was sent to the Trustees; Trustee VanNess said the complaint should go to the Zoning Commission if those objecting want to have a document changed.

Parks

Spring Valley Rental House

Trustee Bennett reported receiving an estimate from Blanchard Construction for the Spring Valley rental house repairs caused by the tree damage; there was discussion about the following:

- Tim Howarth performed an appraisal estimating approximately \$8800.
- Suggested pressure-washing the house in their estimate
- Uncompleted work from last fall.
- Vinyl replacement on the back side of the house
- The importance of replacing the roof quickly
- How much siding to actually replace
- Which company would be able to do the work more quickly
- Timeline of repairs

Trustee VanNess suggested comparing the two bids, including materials to be used. Trustee Bennett suggested hiring Blanchard Construction, contingent on them being able to do it quickly, and to get a price for vinyl siding for the whole house as a separate project.

Trustee Bennett moved to authorize the Township to proceed to contract with Blanchard Construction for necessary repair work to be done to the Spring Valley rental, less the cost for pressure-washing and for siding on the back side of the house. Trustee Bird seconded and after no further discussion, the motion passed by unanimous vote.

Superintendent Binckley reported per a written report:

- McCullough's Tree Service removed the large pine in the front yard of the rental house at Spring Valley.

Land Management / Open Space

Trustee Bird reported the following:

- Sent an application to an interested resident
- Forwarded George Martin's request to Licking County Parks and the Evans Foundation

Economic Development

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

Trustee Bird reported the following:

- Setback on Marathon station got approved; the Village will get bids to take sewer to the Weaver Drive/River Road intersection and go down River Road to the Thornborough property; EPA can't make Marathon hook up, but Marathon can't connect without being annexed; trying to have Marathon sit down with the Village for negotiations. Trustee VanNess commented that the 2012 Comprehensive Plan had language about expanding utilities without being annexed
- Met with Thornborough property owners
- Had a meeting with Grow Licking County, the Planning Department and the Village about TIF's (Tax Increment Financing) and a possible future JEDD (Joint Economic Development District) project; there are opportunities to do economic development but they would require costly legal fees up front
- To make a pedestrian pathway across Route 16 and the bridge replacement happen, there should be a Township Pathway Plan, since the Village has one; will meet with Bill Habig May 10, 2018 to show LCATS (Licking County Area Transportation) and ODOT (Ohio Department of Transportation) why a pathway is still believed to be necessary.

Correspondence Received or Sent:

Fiscal Office Miller reported the following:

- Zoning Inspector Binckley received a note from John Demarest (Marathon) about not receiving a copy of the 2/28/2017 BZA minutes. FO Miler provided him with a copy.
- Received from the Prosecutor Office, noise regulation documents which he forwarded onto the Trustees. As needed, it may be provided to the Township Zoning Commission.
- Received an Invitation to Terry Hopkins, May 24, 2018 retirement reception being held at the Village Offices from noon to 1:00pm

- Received a note from Amy Klein, Love and Learning Child Care on Columbus Road, regarding long grass and ticks on the neighbor's property. The issue was forwarded to Trustee VanNess to address.
- Ken Richards (W. Broadway) called concerned about a tree on the Township's property which was leaning and/or overhanging his house. The issue was referred to Superintendent Binckley.

Trustee Bennett reported he received a note from Jon Miller, Village Planning Department, regarding parklets; Trustee Bennett wants to respond that a decision needs to be made about what will be going in the current fire station before any parklet action occurs

Elected Officials Reports:

Fiscal Officer Miller reported:

- Fiscal Officer Miller reported the following:
- Superintendent Binckley had a note from John Demarest about not receiving BZA minutes for the February 28, 2017 meeting
- Noise regulation complaint [reported during the Zoning report]
- Invitation to Terry Hopkins' May 24, 2018 retirement reception at the Village Hall from noon-1:00pm
- Note from Amy Klein, Love and Learning Child Care on Columbus Road, regarding long grass and ticks on the neighbor's property which was forwarded to Trustee VanNess
- Ken Richards called with a tree issue on Broadway next to a Township property which was referred to Superintendent Binckley
- Trustee Bennett reported he received a note from Jon Miller, Village Planning Department, regarding parklets; Trustee Bennett wants to respond that a decision needs to be made about what will be going in the current fire station before any parklet action occurs

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 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:

GRANVILLE TOWNSHIP, LICKING COUNTY

5/9/2018

Payment Listing

U.

4/26/2018 to 5/9/2018

ayment dvice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount
394-2018	04/26/2018	04/10/2018	CH	Medical Mutual of Ohio	\$18,013.08
451-2018	05/04/2018	04/30/2018	EW	AFLAC	\$1,585.38
452-2018	05/04/2018	05/02/2018	EP	Joseph C Asselin	\$1,107.11
453-2018	05/04/2018	05/02/2018	EP	Susan A Bain	\$192.79
454-2018	05/04/2018	05/02/2018	EP	Christopher M Bassetti	\$303.63
455-2018	05/04/2018	05/02/2018	EP	Andrew R Baughman	\$2,143.47
456-2018	05/04/2018	05/02/2018	EP	Prentice M Berry	\$270.08
457-2018	05/04/2018	05/02/2018	EP	B. Travis Binckley	\$2,305.05
458-2018	05/04/2018	05/02/2018	EP	Thomas A. Bowman	\$1,767.24
459-2018	05/04/2018	05/02/2018	EP	Tyler J. Bryan	\$1,110.58
460-2018	05/04/2018	05/02/2018	EP	Joshua M Butt	\$980.97
461-2018	05/04/2018	05/02/2018	EP	Derwin R Clemens	\$1,682.36
462-2018	05/04/2018	05/02/2018	EP	Casey R. Curtis	\$2,186.13
463-2018	05/04/2018	05/02/2018	EP	Paul J. DuBeck III	\$124.91
464-2018	05/04/2018	05/02/2018	EP	Troy A Elmore	\$275.08
465-2018	05/04/2018	05/02/2018	EP	Bradley D Essick	\$1,500.61
466-2018	05/04/2018	05/02/2018	EP	Cameron S Evans	\$424.68
467-2018	05/04/2018	05/02/2018	EP	Jason C George	\$756.54
468-2018	05/04/2018	05/02/2018	EP	Benjamin S. Hagstad	\$294.20
469-2018	05/04/2018	05/02/2018	EP	Gary T Harman II	\$1,287.34
470-2018	05/04/2018	05/02/2018	EP	Joshua B. Harrison	\$415.24
471-2018	05/04/2018	05/02/2018	EP	Kevin M Henry	\$655.47
472-2018	05/04/2018	05/02/2018	EP	Brianne M Hill	\$1,922.36
473-2018	05/04/2018	05/02/2018	EP	Ryan P. Hussey	\$1,823.73
474-2018	05/04/2018	05/02/2018	EP	Jeremiah C Irwin	\$323.18
475-2018	05/04/2018	05/02/2018	EP	Andrew R Kuhnash	\$30.05
476-2018	05/04/2018	05/02/2018	EP	Bradley A. Leckrone	\$716.03
477-2018	05/04/2018	05/02/2018	EP	Terry L. Lynn Jr	\$417.29
478-2018	05/04/2018	05/02/2018	EP	William D McCullough	\$294.24
479-2018	05/04/2018	05/02/2018	EP	Troy A Melick	\$631.31
480-2018	05/04/2018	05/02/2018	EP	Maxwell F Newton	\$413.89
481-2018	05/04/2018	05/02/2018	EP	Brandon T. Reece	\$1,905.94
482-2018	05/04/2018	05/02/2018	EP	Andrew T. Saunders	\$1,826.16
483-2018	05/04/2018	05/02/2018	EP	Tristan J Shoults	\$1,561.71
484-2018	05/04/2018	05/02/2018	EP	Thomas S Smallsreed	\$1,395.08
485-2018	05/04/2018	05/02/2018	EP	David J Smith	\$1,262.58
486-2018	05/04/2018	05/02/2018	EP	Douglas W. Smith	\$290.66
487-2018	05/04/2018	05/02/2018	EP	Scott M Smith	\$556.56
488-2018	05/04/2018	05/02/2018	EP	Zachary T Smith	\$341.89
489-2018	05/04/2018	05/02/2018	EP	Seth W Teagle	\$380.35
490-2018	05/04/2018	05/02/2018	EP	Mason D Wilkins	\$418.10
492-2018	05/04/2018	05/02/2018	EW	Park National Bank-IRS (Fed, Med & SS w/h)	\$6,759.48
493-2018	05/04/2018	05/02/2018	EW	Ohio Public Employees Deferred Comp.	\$2,080.00
494-2018	05/04/2018	05/02/2018	EW	Park National Bank - for OPERS ACH Dr	\$7,025.95
497-2018	04/30/2018	05/07/2018	CH	Windstream	\$405.39
498-2018	04/30/2018	05/07/2018	CH	American Electric Power	\$1,053.83

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount
499-2018	04/30/2018	05/07/2018	CH	Columbia Gas - Utility Payments	\$1,152.70
500-2018	04/30/2018	05/07/2018	CH	Village of Granville	\$223.19
501-2018	05/09/2018	05/09/2018	CH	Staples Contract & Commercial Inc	\$619.33
1538	05/02/2018	05/01/2018	AW	Ace Truck Equipment	\$242.29
1539	05/02/2018	05/01/2018	AW	Bound Tree Medical LLC	\$610.80
1540	05/02/2018	05/01/2018	AW	Catherine H Klinger	\$465.25
1541	05/02/2018	05/01/2018	AW	Dish Network	\$45.27
1542	05/02/2018	05/01/2018	AW	ELM Recycling LLC	\$550.98
1543	05/02/2018	05/01/2018	AW	Goss Supply Co	\$41.34
1544	05/02/2018	05/01/2018	AW	Granville Milling Company	\$17.69
1545	05/02/2018	05/01/2018	AW	Mercer Door Sales	\$137.00
1546	05/02/2018	05/01/2018	AW	Ohio Health/Behavior Health	\$168.00
1547	05/02/2018	05/01/2018	AW	Ohio Public Entity Consortium	\$1,632.62
1548	05/02/2018	05/01/2018	AW	Pinkerton Real Estate Services	\$71.50
1549	05/02/2018	05/01/2018	AW	Southeastern Emergency Equipment Co	\$527.96
1550	05/02/2018	05/01/2018	AW	United Aggregates Inc	\$1,223.27
1551	05/02/2018	05/01/2018	AW	US Bancorp Equipment Finance Inc	\$135.00
1552	05/02/2018	05/01/2018	AW	Verizon Wireless	\$321.36
1553	05/02/2018	05/02/2018	AW	Resource International Inc	\$2,708.00
1554	05/02/2018	05/02/2018	AW	Cintas Corporation	\$740.20
1555	05/09/2018	05/08/2018	AW	Bound Tree Medical LLC	\$76.70
1556	05/09/2018	05/08/2018	AW	Bowling Green State University	\$817.00
1557	05/09/2018	05/08/2018	AW	C-TEC	\$1,537.50
1558	05/09/2018	05/08/2018	AW	Cardmember Service	\$3,684.31
1559	05/09/2018	05/08/2018	AW	Finley Fire Equipment Co., Inc.	\$13,452.00
1560	05/09/2018	05/08/2018	AW	Granville Lumber	\$21.98
1561	05/09/2018	05/08/2018	AW	Granville Milling Company	\$134.99
1562	05/09/2018	05/08/2018	AW	McDonald Auto and Truck Repair	\$469.67
1563	05/09/2018	05/08/2018	AW	Newark Winnelson	\$478.73
1564	05/09/2018	05/08/2018	AW	Paumier Medical Management Group Inc	\$2,377.57
1565	05/09/2018	05/08/2018	AW	Ross' Granville Market	\$16.28
1566	05/09/2018	05/08/2018	AW	Southeastern Emergency Equipment Co	\$24.75
1567	05/09/2018	05/08/2018	AW	Time Warner	\$120.00
1568	05/09/2018	05/08/2018	AW	Treasurer State of Ohio	\$1,110.00
1569	05/09/2018	05/08/2018	AW	Washington Auto Parts Inc	\$83.46

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:

- Janet Gregory, with MORPC, will be observing and working with the Village of Granville and the Township thru August, 2018; Ms. Gregory will work 20 hours per week at least with the Village using her half the time and pay half her wages; ideas for her work were discussed.
- Memorial Day plans are in progress

Trustee VanNess reported:

- Everything was covered elsewhere in the meeting.

Trustee Bird reported:

- Everything was covered elsewhere in the meeting.

Old Business: None

New Business: None

Trustee Bennett moved to go into Executive Session under ORC 121.22(G)(2) to discuss a potential property issues at 8:43pm. Trustee VanNess seconded. Roll call vote: Bennett (yes), Bird (yes), VanNess (yes).

At 8:55 PM, the Trustees came out of Executive Session and with no further business, the meeting adjourned at 8:55 PM.

Calendar Reminder

- The next regular Board meeting is scheduled for May 23, 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.