

**Granville Township**  
Minutes of Regular Meeting, June 13, 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: Ruth Owen, 266 Beechwood Drive, Granville

Trustee Bennett called the regular meeting to order at 7:00pm with the Pledge of Allegiance.

Agenda Approval:

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

Minute Approval:

May 23, 2018 – Trustee VanNess moved to accept the minutes for the May 9, 2018 meeting. Trustee Bennett seconded. All approved. Motion passed.

Public Comment:

Ruth Owen, 266 Beechwood Drive, expressed concern about the appearance of the corner of Beechwood, Edgewood, and Thornwood, where a stop sign is located and which is full of weeds. Mrs. Owen would like the approval of the Township Trustees to make the enhancement of the site a neighborhood project. Mrs. Owen suggested the Township clear it out, and then she will organize the planting of boxwood, evergreens, perennials to make it pretty. Everyone agreed not to use barriers, stones, or railroad ties, or anything that would block the stop sign.

Trustee Bennett stated the Township would clear it out, and Superintendent Binckley would get in touch with Mrs. Owen when the site is ready.

Fire Department:

Chief Curtis reported the following:

- 985 runs year-to-date, a 4.5% increase from this time last year
- Took part in the West Licking Joint Fire Training on Gale Road
- Attended the C-Tec Honors Night to present an award to a student
- Had a meeting with Denison University Facilities concerning buildings and fire inspections
- Attended a MEC chief's meeting
- Attended a meeting with Denison University administration (President Weinberg, David English and Dr. Kennedy), and noted the following points:
  - Denison University will work to increase donations to Granville Township to \$80,000 over the next 4-5 years
  - Denison University has committed to keeping up with inflation, but legally they are not required to pay anything for fire protection
  - Denison University can probably do a one-time donation for the new fire station

- Relationship is good between Granville Township and Denison University
- Chief Casey attended a Union Township meeting to be “in the loop”
  - Trustee Bennett suggested Union Township officials need to be coming to Granville Township meetings to hear about the fire station progress
  - There was discussion about the contract with them, their plans, and how to continue their contract
  - Trustee VanNess noted expenses keep escalating, services keep improving, and when the new fire station is built, it will be closer to them (Union Township)
  - Fiscal Officer Miller suggested a date be set by which a proposal should be made; Trustee Bennett suggested no later than October
  - There was further discussion about options.
- Chief Curtis has a meeting with Mull and Weithman on June 15, 2018 to follow up on programming and the schematic design.
- Is working on 6-month evaluations for new employees; would like to continue 6-month evaluations for all employees
- A ladder truck was sent to All American for cleaning and maintenance; a problem was found which has the truck out of service indefinitely until parts can be found; there was discussion about options; will keep Trustees apprised; projected downtime is a minimum of 30 days (from June 11, 2018)
- B and C has looked at the sirens which are working and functioning as needed, but the Granville Intermediate School siren needs repair
- No update on the grass truck; it is in line to be produced; will be \$65,000
- Has a committee working on recommendations for a new medic; production is fluctuating greatly; will be a 2019 expense; hoping to have delivery in first quarter of 2019
- Is trying to hire part-time firefighters and medics; has only had 2 applicants in 2 weeks; discussed options for filling paramedic positions

Trustee VanNess mentioned Southwest Licking has asked to use the Township’s UTV for their fireworks night, and Granville Township would use theirs for Granville’s fireworks night; he agreed

#### Fire Station Progress Report:

Trustee VanNess stated he is meeting with the architects on June 15, 2018. Trustee Bennett is working on the contract and mentioned a concern about timing, but has talked to Mayor Hartfield and Village Manager Steve Pyles about his concerns, and regarding a property adjacent to the new fire station’s location.

#### Granville Township Road District:

##### Superintendent’s report

Trustee Bennett reported on behalf of Superintendent Binckley the following:

- Completed the first round of roadside mowing
- Trimmed and sprayed around signs and guard rails
- Installed a catch basin on Denison Drive
- Ditched and installed several hundred feet of tile along Canyon Road

- Worked with Fiscal Officer Miller to put all three paving projects (OPWC, Canyon Road, and Cambria Mill Road) out for bid, opening bids at July 11, 2018 meeting
- Will be working on patching Cambria Mill Road on approximately June 21 or 22, 2018. Plans are to close Cambria Mill Road between N. Hankinson and SR 661 to through traffic to make the process go more quickly; plans to send a notice out through the reverse 911 system.

#### Kendal Traffic Signal Update:

Trustee Bennett reported there was nothing new to report.

Trustee Bennett then addressed the Kendal right-of-way issue (connecting road between Kendal and the Township Service Complex) and the continued negotiations with Kendal. Trustee VanNess stated his displeasure with progress and noted the Township cannot use road funds for the driveway, and suggested deleting a specific paragraph about that proposal from the agreement. Trustee Bennett stated the first 100' of paving which the Township is being asked to be responsible for is not reasonable. Trustee Bennett agreed to reach back out to Kendal.

#### Cemetery Department:

Superintendent's report:

Trustee Bennett reported on behalf of Superintendent Binckley the following:

- Had 6 burials since the May 29, 2018 meeting
- Sold 7 graves
- 4 deeds to sign

Trustee Bennett stated the Memorial Day celebration went well, and expressed appreciation to the Cemetery staff.

#### Cemetery Improvement Project

Trustee Bennett reported Carl Jennings has submitted plans to a local construction contractor, and will soon have price estimates for various parts of the cemetery improvement project. The Trustees hoped to see the estimates at their next meeting.

Trustee Bennett stated he had submitted an application to the Village to rezone the old Deloris Collins property (347 E. Maple St.) to Open Space, and is working on a demolition permit and a zoning amendment application. It was suggested to include the Welker property (currently zoned Open Space), as it still needed Village approval as a cemetery (conditional use).

Trustee Bennett reported he received an \$3,800 civil engineering proposal for site preparation realigning and widening the roadway entrance into the Cemetery and parking lot area. Mr. Jennings suggested getting this work done now, to help the architect. Trustee VanNess was reassured by Trustee Bennett the Village has been briefed every step of the way on the cemetery project. Trustee VanNess wanted to see the overall project costs before approving. The decision was tabled until the next meeting.

Trustee Bennett received a bill for architectural design services for the Delores Collins property, which was given to Fiscal Officer Miller.

### Zoning:

#### Zoning Inspector and Compliance Officer:

Trustee Bennett reported on behalf of Zoning Inspector Binckley:

- Four permits were written since the last meeting:
  - 19 Wydffa Court for 2 decks
  - 571 Orchard Drive for a dwelling
  - 215 Beechwood for a dwelling
  - 3086 Loudon Street for a detached garage

#### Zoning Commission:

- Nothing to report

#### Board of Zoning Appeals:

Trustee Bennett reported on the June 12, 2018 meeting which approved a side yard setback variance.

Trustee Bennett reported Emily Rutherford withdrew the variance request for road frontage (Chelsea Drive). Trustee Bennett expects a revised application to be submitted; Trustee VanNess stated he believes Superintendent Binckley has the authority to write a permit for 1 house. It was noted there may be a civil issue, but it would be between the property owners.

### Parks

#### Spring Valley Rental House:

Trustee Bennett reported the rental property suffered a broken water main over Memorial Day weekend. Trustee Bennett assisted in the cleanup, noting the tenants called local plumber to fix the leak. Fiscal Officer Miller has the bill.

Trustee Bennett reported the Blanchard Construction has done some initial minor repairs, but the roof repair has been subcontracted out and we are on their waiting list.

Trustee Byrd suggested that in a future meeting, the Trustees should discuss the long range future of the rental house.

Trustee Bennett reported the tenants asked if Township would pay for 2 window-unit air-conditioners. Trustee Bennett told them they could get a reasonable unit and deduct the cost from their rent. Trustee Bird stated she would rather pay for an air-conditioner than landscaping and mulch. Trustee VanNess agreed with a \$150 unit, but was concerned about how it would be installed. The Trustees agreed to pay up to \$300 for 2 window-unit air-conditioners and Fiscal Officer Miller noted it would have to be dealt with an expenditure out of the General Fund.

Trustee Bennett moved the Trustees move into Executive Session and with the purpose of potential property purchases at 8:00pm. Trustee VanNess seconded. Roll Call Vote: Trustee Bennett (yes), Trustee VanNess (yes), Trustee Bird (yes). Motion passed.

Trustee Bennett invited the Open Space Committee to attend the Executive Session.

The regular business meeting for the Township Trustees was reconvened at 8:41pm.

#### Correspondence received or sent:

Fiscal Officer Miller reported the following:

- Received the Bryn Du Commission's report for 2017 from Bruce Cramer

#### Land Management / Open Space

Trustee Bird reported the following:

- Nothing to report to the general session

#### Economic Development

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

Trustee Bird reported the following:

- Task Force finished a final report, and Bill Wilken will attend a Township Trustee meeting to present the recommendations

Trustee Bird met with Bill Wilken (Chairman of Granville Planning Commission), Steve Pyles (Village Manager), Jeremy Johnson (Village Council) and Nate Strum (Grow Licking County) to look into the possibility of a JEDD. Looked to create a CEDA. They decided to work on a memorandum of understanding to work collaboratively together. Trustee Bird stated the group would include two Township Trustees and is expected to be completed in 3-4 meetings. Councilman Jeremy Johnson has been proactive.

Trustee VanNess stated that in his meeting yesterday with Denison University is on the bandwagon for the Village extending sewer/water to the intended area. Taxing of JEDD.

Trustee Bird stated USDA has money for solar lighting for fire stations. Trustee Bird concluded conversation will probably center around what can be afforded and what economic development can be found.

#### Elected Officials Reports:

Fiscal Officer Miller reported:

- Will be seeking feedback concerning OPERS whole-life insurance for employees
- BWC Board passed the return of money to their clients;
  - Township might receive \$18,000 back; might be received in July, 2018
- Did paperwork regarding employees leaving and being hired

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.

Trustee Bennett moved to approve checks and warrants for May 24, 2018 to June 13, 2018, 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

6/13/2018

**Payment Listing**

U

5/24/2018 to 6/13/2018

<b>Payment Advice #</b>	<b>Post Date</b>	<b>Transaction Date</b>	<b>Type</b>	<b>Vendor / Payee</b>	<b>Amount</b>
496-2018	05/29/2018	05/07/2018	CH	Medical Mutual of Ohio	\$17,836.91
553-2018	06/01/2018	05/30/2018	EP	Joseph C Asselin	\$1,107.11
554-2018	06/01/2018	05/30/2018	EP	Susan A Bain	\$216.07
555-2018	06/01/2018	05/30/2018	EP	Christopher M Bassetti	\$172.14
556-2018	06/01/2018	05/30/2018	EP	Andrew R Baughman	\$2,075.96
557-2018	06/01/2018	05/30/2018	EP	Prentice M Berry	\$441.49
558-2018	06/01/2018	05/30/2018	EP	B. Travis Binckley	\$2,304.53
559-2018	06/01/2018	05/30/2018	EP	Thomas A. Bowman	\$1,974.36
560-2018	06/01/2018	05/30/2018	EP	Tyler J. Bryan	\$1,221.02
561-2018	06/01/2018	05/30/2018	EP	Joshua M Butt	\$980.97
562-2018	06/01/2018	05/30/2018	EP	Derwin R Clemens	\$1,781.98
563-2018	06/01/2018	05/30/2018	EP	Casey R. Curtis	\$2,186.13
564-2018	06/01/2018	05/30/2018	EP	Kathryn M Darrah	\$101.31
565-2018	06/01/2018	05/30/2018	EP	Troy A Elmore	\$228.45
566-2018	06/01/2018	05/30/2018	EP	Bradley D Essick	\$1,462.86
567-2018	06/01/2018	05/30/2018	EP	Cameron S Evans	\$427.50
568-2018	06/01/2018	05/30/2018	EP	Jason C George	\$756.54
569-2018	06/01/2018	05/30/2018	EP	John R Guegold	\$158.16
570-2018	06/01/2018	05/30/2018	EP	Benjamin S. Hagstad	\$294.20
571-2018	06/01/2018	05/30/2018	EP	Gary T Harman II	\$1,428.68
572-2018	06/01/2018	05/30/2018	EP	Kevin M Henry	\$809.30
573-2018	06/01/2018	05/30/2018	EP	Brianne M Hill	\$1,602.53
574-2018	06/01/2018	05/30/2018	EP	Ryan P. Hussey	\$2,053.76
575-2018	06/01/2018	05/30/2018	EP	Jeremiah C Irwin	\$294.20
576-2018	06/01/2018	05/30/2018	EP	Andrew R Kuhnash	\$57.60
577-2018	06/01/2018	05/30/2018	EP	Bradley A. Leckrone	\$76.15
578-2018	06/01/2018	05/30/2018	EP	Terry L. Lynn Jr	\$556.56
579-2018	06/01/2018	05/30/2018	EP	William D McCullough	\$294.24
580-2018	06/01/2018	05/30/2018	EP	Troy A Melick	\$476.21
581-2018	06/01/2018	05/30/2018	EP	Graham L Parsley	\$38.14
582-2018	06/01/2018	05/30/2018	EP	Brandon T. Reece	\$1,648.76
583-2018	06/01/2018	05/30/2018	EP	Andrew T. Saunders	\$1,853.81
584-2018	06/01/2018	05/30/2018	EP	Tristan J Shoults	\$1,866.87
585-2018	06/01/2018	05/30/2018	EP	Thomas S Smallsreed	\$1,250.72
586-2018	06/01/2018	05/30/2018	EP	David J Smith	\$1,450.39
587-2018	06/01/2018	05/30/2018	EP	Douglas W. Smith	\$497.57
588-2018	06/01/2018	05/30/2018	EP	Scott M Smith	\$155.94
589-2018	06/01/2018	05/30/2018	EP	Zachary T Smith	\$736.34
590-2018	06/01/2018	05/30/2018	EP	Seth W Teagle	\$626.61
591-2018	06/01/2018	05/30/2018	EP	Mason D Wilkins	\$547.65
593-2018	06/01/2018	05/30/2018	EW	Park National Bank-IRS (Fed, Med & SS w/h)	\$6,693.69
594-2018	06/01/2018	05/30/2018	EW	Ohio Public Employees Deferred Comp.	\$2,080.00
595-2018	05/31/2018	05/30/2018	EW	AFLAC	\$1,585.38
596-2018	05/30/2018	05/30/2018	CH	Certified Oil Company	\$2,924.77
597-2018	06/08/2018	06/04/2018	EW	Park National Bank - for OPERS ACH Dr	\$7,124.92
598-2018	06/08/2018	06/05/2018	EW	Park National Bank - OP&FPP	\$25,903.76

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount
599-2018	05/31/2018	06/06/2018	CH	Windstream	\$411.65
600-2018	05/31/2018	06/06/2018	CH	American Electric Power	\$1,118.89
601-2018	05/31/2018	06/06/2018	CH	Columbia Gas - Utility Payments	\$992.66
602-2018	05/31/2018	06/06/2018	CH	Village of Granville	\$213.71
1591	05/30/2018	05/29/2018	AW	Mull & Weithman Architects Inc	\$10,613.50
1592	05/30/2018	05/29/2018	AW	Hope Timber Garden Center Ltd	\$840.00
1593	05/30/2018	05/29/2018	AW	Dish Network	\$45.27
1594	05/30/2018	05/29/2018	AW	US Bancorp Equipment Finance Inc	\$135.00
1595	05/30/2018	05/29/2018	AW	Verizon Wireless	\$321.36
1596	06/05/2018	06/04/2018	AW	Time Warner	\$120.00
1597	06/05/2018	06/04/2018	AW	Ohio Public Entity Consortium	\$191.00
1598	06/05/2018	06/04/2018	AW	Ohio Public Entity Consortium	\$18,500.00
1599	06/12/2018	06/11/2018	AW	Jerry A. Miller	\$84.88
1600	06/12/2018	06/11/2018	AW	ADR & Associates LTD	\$7,400.00
1601	06/12/2018	06/11/2018	AW	Finley Fire Equipment Co., Inc.	\$2,790.08
1602	06/12/2018	06/11/2018	AW	Fire House	\$180.00
1603	06/12/2018	06/11/2018	AW	Fire Safety Services, Inc.	\$3,245.00
1604	06/12/2018	06/11/2018	AW	Granville Lumber	\$211.74
1605	06/12/2018	06/11/2018	AW	Grayson Graphics Inc	\$25.00
1606	06/12/2018	06/11/2018	AW	Hope Timber Garden Center Ltd	\$432.00
1607	06/12/2018	06/11/2018	AW	Howell Rescue Systems	\$282.00
1608	06/12/2018	06/11/2018	AW	Jae's Towing & Recovery	\$644.62
1609	06/12/2018	06/11/2018	AW	Janet L. Packard	\$20.00
1610	06/12/2018	06/11/2018	AW	K-CEPS, LLC	\$18.39
1611	06/12/2018	06/11/2018	AW	Ohio Fire Academy	\$1,625.00
1612	06/12/2018	06/11/2018	AW	Newark Winnelson	\$314.40
1613	06/12/2018	06/11/2018	AW	Ohio Health/Behavior Health	\$329.00
1614	06/12/2018	06/11/2018	AW	Paumier Medical Management Group Inc	\$1,750.80
1615	06/12/2018	06/11/2018	AW	Ross' Granville Market	\$63.98
1616	06/12/2018	06/11/2018	AW	Scott Romei	\$127.02
1617	06/12/2018	06/11/2018	AW	Superior Mulch and Landscapes LLC	\$751.84
1618	06/12/2018	06/11/2018	AW	Tracy Flanagan	\$92.00
1619	06/12/2018	06/11/2018	AW	United States Post Office	\$62.00
1620	06/12/2018	06/11/2018	AW	Washington Auto Parts Inc	\$113.95
1621	06/12/2018	06/11/2018	AW	Treasurer State of Ohio - Oh Dept Comm	\$150.00
1622	06/12/2018	06/11/2018	AW	CareWorksComp	\$2,063.00
1623	06/12/2018	06/11/2018	AW	Wilson, Shannon & Snow Inc	\$6,965.00
1624	06/12/2018	06/12/2018	AW	Cardmember Service	\$4,088.51
1625	06/12/2018	06/12/2018	AW	Granville Milling Company	\$488.86

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:

- Nothing further to report

Trustee VanNess reported:

- Helped at Maple Grove Cemetery on June 9, 2018; many others volunteered; 22 stones were realigned, and 17 stones were cleaned and washed

Trustee Bird reported:

- She is expecting a baby on December 24, 2018
- Path Plan Committee information was provided; she reviewed people who will be on committee

Trustee Bennett moved to authorized the creation of Granville Township Community Path Plan Advisory Committee. Trustee VanNess seconded. Motion passed.

Old Business: None

New Business:

July 4, 2018: There was discussion about the 4th of July parade

Intern update: Janet Gregory: Trustee Bennett met with her June 7, 2018 regarding the projects she will do; requested project ideas from other officials

Trustee Bennett moved to go into Executive Session to discuss a personnel issue at 8:57 pm. Trustee VanNess seconded. Roll call vote: Bennett (yes), Bird (yes), VanNess (yes). Motion passed.

Coming out of Executive Session,

Chief Curtis reported Aaron Jones was approved by the Trustees as a new full time employee at the last Township meeting. Fiscal Officer Miller could only pay him at step 1 rate unless the Trustees took additional action. Chief Curtis reviewed FF/EMT Jones long service time as an intermittent FF/EMT with the Granville Township Fire Department and now recommends the Trustees approved hiring FF/EMT Jones at step 2. Additionally, Chief Curtis recommends allowing FF/EMT Jones to bring over his fulltime service from the East Knox Fire District for vacation accrual purposes.

Trustee Bennett moved to approve the hiring of Aaron Jones at step 2 and to allow his prior service time be credited towards his vacation accrual rate. Trustee VanNess seconded the motion and without further discussion, the motion passed by unanimous vote.

With no further business, the meeting adjourned at 9:10 PM.

Calendar Reminder

- The next regular Board meeting is scheduled for June 27, 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.