

**Granville Township**  
Minutes of Regular Meeting, June 27, 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: Superintendent Travis Binckley, Lt. Brandon Reece  
Absent: Chief Casey Curtis  
Guests: Andy Wildman, GRD Executive Director

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. All approved. Motion passed.

Minute Approval:

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

Public Comment:

Andy Wildman, Executive Director of Granville Recreation Commission, shared the following:

- Newly renovated playground is open; there will be a ceremony in August for the [brick] memorial walkway
- Granville Rotary will be voting on a legacy project at Raccoon Valley Park, to include a concession stand, pavilion, and restrooms
- Youth Sports Supervisor Mike Dutton resigned; Brody Seiler, part-time assistant, is filling in; position has been posted

Trustee VanNess reported hearing the new pour and play surface at the playground is too dark, and thus too hot. Trustee Bird had also heard similar comments. Director Wildman stated he had not heard anything, noting the surface is very porous.

Trustee Bennett reported a representative from Ohio EPA came to Granville and reviewed the old shooting range area at McPeck Lodge. Everything looked good.

Fire Department:

Lt. Brandon Reece reported the following:

- 1068 runs year-to-date, a 5% increase from this time last year
- Crews are preparing for the annual 4th of July celebration
- There was a major gas leak in downtown Granville June 25, 2018

- Interview committee has completed interviews for the vacant full time and SAFER positions; those interviews and interviews for the lieutenant vacancy have been passed on to Chief Curtis
- The Chief received some applications for vacant intermittent positions.
- The chassis for the new grass truck will be delivered the third week of July
- Crews are using a dormitory at Denison University for fire training on June 27-29, 2018.

Trustee VanNess stated he wants the Board of Trustees to accept the resignation of Andrew Saunders, as of June 30, 2018, from his full time position; Andrew Saunders will stay on as an intermittent employee. (Trustee VanNess noted this makes an open lieutenant's position, for which five candidates have been interviewed; no decision will be made until Chief Curtis returns.)

Trustee Bennett moved to accept, with reluctance, the resignation of full time employee Andrew Saunders, effective June 30, 2018., as a lieutenant with the Granville Township Fire Department and keeping FF/EMT Saunders as an intermittent employees paid at the intermittent rate. Trustee VanNess seconded. Without further discussion, the motion was passed by unanimous vote.

Trustee Bennett expressed concerns about the process of hiring fire-fighting professionals. Discussion ensued about the following:

- The prior process of hiring
- Promoting from within if candidates are available
- Being fair, equitable and ethical
- Conflicts of interest and recusals concerning hiring/interviewing
- Communication with Trustees about upcoming resignations

Trustee VanNess announced the resignation of Thomas Smallsreed, as of June 27, 2018, from a Safer position.

Trustee VanNess moved to accept the resignation of Thomas Smallsreed, as of June 27, 2018, as a full time Granville Township FF/EMT. Trustee Bennett seconded and without further discussion, the motion was passed by unanimous vote.

Trustee VanNess stated the lieutenants interviewed candidates for the vacant full time permanent and full time SAFER positions last week, and have two candidates for Chief Curtis to interview when he returns July 2, 2018.

Trustee VanNess moved to give Chief Curtis the authority to hire a full time position up to a Step 2 pay rate, and also offer vacation accrual based upon prior years of full-time service as a FF/EMT, with a starting date of July 6, 2018, depending on background checks and physicals. Trustee Bennett seconded the motion. With some minor further discussion, the motion was passed by unanimous vote.

Trustee VanNess moved to grant Chief Curtis the authority to hire a full time SAFER employee at Step 1 rate, with no prior service credit towards vacation accrual levels, to start July 6, 2018,

depending on background check and physical. Trustee Bennett seconded the motion and without further discussion, the motion was passed by unanimous vote.

Trustee VanNess stated Granville's original fire truck, the 1927 Pirsch, has been restored and is in the Fire Museum in Mansfield, Ohio.

Trustee VanNess reported the ladder truck, which went to All American, has issues which have caused the ring gear to come apart. Trustee VanNess stated All American was unable to provide a quote for the repairs, but Fireline Equipment, in Pennsylvania was able to provide a quote of approximately \$20,000 to fix the swivel, noting a \$10,000 deposit is needed before work can begin. Trustee VanNess asked for a purchase order to be cut for repairs up to \$20,000, with a \$10,000 deposit being put down. Fiscal Officer Miller asked the Trustees to move \$20,000 from the Fire Department contingency line item into the repair and maintenance line item.

Trustee Bennett moved to authorize the transfer of \$20,000 from the fire department contingency line item into the fire department repair and maintenance line item. Trustee VanNess seconded. All approved. Motion passed.

Trustee Bennett moved to authorize repairs up to \$20,000 for fire ladder truck repair, with \$10,000 being available in the very near future for the required deposit. Trustee VanNess seconded. All approved. Motion passed.

Trustee VanNess stated another goal is, while repairing the ladder truck, to extend its life by 10 years by updating lighting and adding air conditioning. Cost estimates are being gathered.

Trustee VanNess reported Charlie Prince, Union Township Trustee, has a proposal for Granville Township. Trustee VanNess stated Trustee Prince's proposal has Granville Township receiving \$75,000 less in the first year. There was discussion about displeasure with the proposal. Trustee Bennett suggested Union Township residents should pay (tax rate) close to what Granville residents pay for fire protection.

#### Fire Station Progress Report:

Trustee Bennett reported Robertson Construction wants to have a kick-off meeting. Trustee VanNess spoke with Mull and Weithman about involving Robertson Construction in the meeting, but having nothing to look at, shared a concern about the fire station costing more than was budgeted.

Trustee Bennett spoke with Assistant Licking County Prosecutor Austin Lecklider, who is nearly finished reviewing the CMAR contract. Trustee VanNess wants "all materials will be non-asbestos" to be in the contract.

There was discussion about the need for administrative offices for Granville Township in the new fire station. Fiscal Officer Miller noted many townships also have an administrator. It was noted the Township Service Complex could also house additional staff as needed.

Granville Township Road District:

## Superintendent's report

Superintendent Binckley reported the following:

- Finished ditching and installing tile along Canyon Road
- Have received three bidders' receipt forms for upcoming paving projects (Kokosing Materials, Small's Asphalt, and The Shelly Company)
- Crews have been grinding and patching Cambria Mill Road, hoping to finish up patching June 28, 2018, weather permitting
- Received an email expressing concerns of the resident at 1965 Jones Road about the speed of motorists and the "blind" curve/hill near his property; explained the process of lowering the speed limit to the resident, but explained there is no guarantee people will slow down; there is no room for the Sheriff to park and watch for speeders. Trustee VanNess suggested a tractor sign; Superintendent Binckley said he would see if the County would look at the speed limit there; Trustee Bennett suggested it be talked about at the July 11, 2018 meeting; FO Miller suggested a flashing sign stating drivers' current speeds; Superintendent Binckley noted they are costly, but portable.

Kendal Traffic Signal Update:

Trustee Bennett and Superintendent Binckley met with Doug Helman, Kendal Executive Director, and had notes from the meeting; the Trustees discussed options mentioned in the meeting notes; Trustee VanNess was not happy with Option #4, Trustee Bird asked for explanation about Option #3. Trustee Bennett reported Kendal is opposed to a gravel road, and doesn't want a permanent easement. Trustee VanNess defended a gravel road as being an advantage for both the Township as well as Kendal, but was not in favor of cost sharing. Clarification of language is needed.

Trustee Bennett noted the traffic signal might be finished in the autumn of 2018; trying to keep installation under \$50,000, which would eliminate the need for bids. Trustee Bird suggested making contact about the ambiguity in language, and sending it to Mike Whitehead. Trustee Bennett agreed.

Cemetery Department:

Superintendent Binckley the following:

- Had 1 burial since the June 13, 2018 meeting
- Trying to keep up with the grass and trimming

Cemetery Improvement ProjectProject Update

Trustee Bennett reported he attended the Granville Planning Commission meeting on June 25, 2018 where the Planning Commission approved the recommendation to Village Council for the requested rezoning of 347 East Maple Street from SRD-B to OSD. Trustee Bennett was not sure when Village Council will hear the rezoning request or the demolition request.

Zoning:Zoning Inspector and Compliance Officer:

Zoning Inspector Binckley reported:

- Has written 1 permit:
  - 2431 Lancaster Road, O'Neill property, for 2 decks
- Summarized three zoning issues that have come up in the past two weeks

Zoning Commission:

FO Miller reported he listed to the June 18, 2018 Zoning Commission meeting recording, and shared his concern that sometime hearings need to be continued, rather than being withdrawn, as it is costly to have to resend certified letter. Discussed what costs are involved, and the need for more efficiency.

Board of Zoning Appeals:

Zoning Inspector Binckley reviewed the upcoming July 10, 2018 BZA meeting:

- Recommended waiving the fee for the resident whose request will be heard at the July 10, 2018 BZA hearing.

Trustee VanNess moved to waive the BZA fee for Nate Rogers at 130 Louise Drive (for the variance concerning building an accessory structure on his own parcel which is adjacent to the parcel on which his house is located). Trustee Bennett seconded. All approved. Motion passed.

Parks

Spring Valley Rental House:

Trustee Bennett reported:

- Work was done on the porch
- Two occupants purchased used air conditioning units, which will be deducted from their rent
- Roof still unrepaired

FO Miller reported trash cans being left at the end of the lane at Spring Valley Reserve, and passing drivers thinking they are for collecting trash. FO Miller suggested either asking occupants to move their cans closer to their house or building an enclosure for the cans. Superintendent Binckley suggested trash only accumulated because of unpaid bills.

Correspondence received or sent:

Fiscal Officer Miller reported the following:

- Received a certificate from American Electric Power recognizing our energy efficiency by participating in the LED light program.
- New administrative rules for cemetery operator permits
- Ohio Townships Association noted legislation passed by the House of Representatives for cemetery records; Superintendent Binckley summarized the FO will take care of cemetery records

### Land Management / Open Space

Trustee Bird reported the following:

- Met with Janet Werth; she talked to 4 of her neighbors again; never submitted an application; not interested in any paving on her land

### Economic Development

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

Trustee Bennett reported receiving the final report of the Task Force; had a conversation with Bill Wilken about the easement; had a concern about the loop road suggestion

Trustee VanNess requested a copy of the final report

Trustee Bird reported the following:

- An email from ODOT District 5 stated a date was set for a meeting in September, 2018 at which ODOT will announce what they're going to do

### Elected Officials Reports:

Fiscal Officer Miller reported:

- When employees are leaving, he would like to know in advance; Trustee VanNess will mention to Chief Curtis about being notified as soon as it is known someone is resigning

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 June 14, 2018 to June 27, 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

6/27/2018 5

**Payment Listing**

UA

6/14/2018 to 6/27/2018

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount
603-2018	06/15/2018	06/12/2018	EP	Joseph C Asselin	\$1,107.11
604-2018	06/15/2018	06/12/2018	EP	Susan A Bain	\$183.65
605-2018	06/15/2018	06/12/2018	EP	Christopher M Bassetti	\$316.77
606-2018	06/15/2018	06/12/2018	EP	Andrew R Baughman	\$1,615.09
607-2018	06/15/2018	06/12/2018	EP	Prentice M Berry	\$407.91
608-2018	06/15/2018	06/12/2018	EP	B. Travis Binkley	\$2,305.05
609-2018	06/15/2018	06/12/2018	EP	Thomas A. Bowman	\$2,043.41
610-2018	06/15/2018	06/12/2018	EP	Tyler J. Bryan	\$1,110.58
611-2018	06/15/2018	06/12/2018	EP	Joshua M Butt	\$980.97
612-2018	06/15/2018	06/12/2018	EP	Derwin R Clemens	\$1,576.85
613-2018	06/15/2018	06/12/2018	EP	Casey R. Curtis	\$2,186.13
614-2018	06/15/2018	06/12/2018	EP	Paul J. DuBeck III	\$264.74
615-2018	06/15/2018	06/12/2018	EP	Troy A Elmore	\$228.45
616-2018	06/15/2018	06/12/2018	EP	Bradley D Essick	\$1,431.45
617-2018	06/15/2018	06/12/2018	EP	Cameron S Evans	\$158.45
618-2018	06/15/2018	06/12/2018	EP	Jason C George	\$756.54
619-2018	06/15/2018	06/12/2018	EP	John R Guegold	\$302.32
620-2018	06/15/2018	06/12/2018	EP	Benjamin S. Hagstad	\$154.65
621-2018	06/15/2018	06/12/2018	EP	Gary T Harman II	\$1,263.67
622-2018	06/15/2018	06/12/2018	EP	Joshua B. Harrison	\$147.10
623-2018	06/15/2018	06/12/2018	EP	Kevin M Henry	\$655.47
624-2018	06/15/2018	06/12/2018	EP	Brianne M Hill	\$1,521.30
625-2018	06/15/2018	06/12/2018	EP	Ryan P. Hussey	\$2,258.39
626-2018	06/15/2018	06/12/2018	EP	Jeremiah C Irwin	\$154.65
627-2018	06/15/2018	06/12/2018	EP	Aaron C. Jones	\$312.01
628-2018	06/15/2018	06/12/2018	EP	Brian P. Jones	\$427.60
629-2018	06/15/2018	06/12/2018	EP	Andrew R Kuhnash	\$52.61
630-2018	06/15/2018	06/12/2018	EP	Bradley A. Leckrone	\$379.09
631-2018	06/15/2018	06/12/2018	EP	Terry L. Lynn Jr	\$954.16
632-2018	06/15/2018	06/12/2018	EP	William D McCullough	\$261.12
633-2018	06/15/2018	06/12/2018	EP	Troy A Melick	\$609.25
634-2018	06/15/2018	06/12/2018	EP	Jonathan P Nessel	\$160.34
635-2018	06/15/2018	06/12/2018	EP	Maxwell F Newton	\$321.05
636-2018	06/15/2018	06/12/2018	EP	Brandon T. Reece	\$1,842.57
637-2018	06/15/2018	06/12/2018	EP	Andrew T. Saunders	\$2,397.94
638-2018	06/15/2018	06/12/2018	EP	Tristan J Shoults	\$2,781.05
639-2018	06/15/2018	06/12/2018	EP	Thomas S Smallsreed	\$1,226.67
640-2018	06/15/2018	06/12/2018	EP	David J Smith	\$1,423.69
641-2018	06/15/2018	06/12/2018	EP	Douglas W. Smith	\$426.28
642-2018	06/15/2018	06/12/2018	EP	Scott M Smith	\$21.19
643-2018	06/15/2018	06/12/2018	EP	Zachary T Smith	\$601.47
644-2018	06/15/2018	06/12/2018	EP	Seth W Teagle	\$225.15
645-2018	06/15/2018	06/12/2018	EP	Mason D Wilkins	\$895.19
647-2018	06/15/2018	06/12/2018	EW	Park National Bank-IRS (Fed, Med & SS w/h)	\$7,180.88
648-2018	06/15/2018	06/12/2018	EW	Ohio Public Employees Deferred Comp.	\$2,080.00
650-2018	06/19/2018	06/19/2018	CH	Staples Contract & Commercial Inc	\$482.12

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount
697-2018	06/26/2018	06/26/2018	CH	Certified Oil Company	\$4,000.55
1626	06/27/2018	06/26/2018	AW	Advantage Ag & Equipment LLC	\$138.10
1627	06/27/2018	06/26/2018	AW	Bound Tree Medical LLC	\$447.09
1628	06/27/2018	06/26/2018	AW	Catherine H Klinger	\$359.00
1629	06/27/2018	06/26/2018	AW	Cintas Corporation	\$944.24
1630	06/27/2018	06/26/2018	AW	Dish Network	\$45.27
1631	06/27/2018	06/26/2018	AW	DMO Security	\$220.00
1632	06/27/2018	06/26/2018	AW	Dor-Mar HVAC LLC	\$31.45
1633	06/27/2018	06/26/2018	AW	Finley Fire Equipment Co., Inc.	\$21.90
1634	06/27/2018	06/26/2018	AW	Granville Lumber	\$48.68
1635	06/27/2018	06/26/2018	AW	Hains Company	\$549.09
1636	06/27/2018	06/26/2018	AW	Newspaper Network of Central Ohio	\$70.00
1637	06/27/2018	06/26/2018	AW	Ohio Public Entity Consortium	\$1,489.20
1638	06/27/2018	06/26/2018	AW	Physio-Control Inc	\$174.62
1639	06/27/2018	06/26/2018	AW	ResponseSoft LLC	\$175.00
1640	06/27/2018	06/26/2018	AW	Southeastern Emergency Equipment Co	\$96.15
1641	06/27/2018	06/26/2018	AW	US Bancorp Equipment Finance Inc	\$139.14
1642	06/27/2018	06/26/2018	AW	Verizon Wireless	\$321.36
1643	06/27/2018	06/26/2018	AW	Wright Brothers Power, LLC	\$347.34
1646	06/27/2018	06/27/2018	AW	Fire Line Equipment LLC	\$10,000.00

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:

- Reminded everyone to change their voicemail messages when they are on vacation.
- Trustee Bennett mentioned the Joint Communications meeting on June 29, 2018, and suggested Trustee VanNess attend. Trustee VanNess agreed to attend.

Trustee VanNess reported:

- Nothing further to report

Trustee Bird reported:

- Mentioned the 4<sup>th</sup> of July parade; Trustee VanNess offered to drive a vehicle and Trustee Bennett noted dignitaries will meet at the Granville Inn where the parade assembles.

### Old Business

#### ADR Proposal for Engineering Support – Maple Grove Cemetery:

Trustee Bennett mentioned a proposal of \$3,800 at the June 13, 2018 meeting for engineering work (straightening the entrance, changing cuts from Mt. Parnassus, and coordinating electric poles); proposal is still good. Trustee VanNess reminded the Trustees it will be tabled until project costs are received.

David B. Meleca Architects LLC - Veterans Memorial and Park:

Trustee Bennett submitted an invoice for \$7,240 to develop site and landscape master plan for Veteran's Memorial Park; \$36,700 was already approved for the design of the new cemetery structures; there was discussion about unexpected costs, the need to appropriate monies beforehand, to have Meleca itemize the invoices, and to let them know that their services are complete. FO Miller suggested making sure the Township has signed documents, and verify their won't be any extra costs during the construction phase. Trustee VanNess suggested having local people do the landscaping work.

Trustee Bird moved to authorize payment of the additionaly \$7,240 to Meleca Architects LLC from the Cemetery Fund, including moving money from the contingency line item as needed. Trustee Bennett seconded and without further discussion, the motion passed by unaminout vote.

New Business:

Trustee Bennett moved to go into Executive Session to discuss a personnel issue at 8:37 pm. Trustee VanNess seconded. Roll call vote: Bennett (yes), VanNess (yes), Bird (yes). Motion passed.

With no further business, the meeting adjourned at 9:00 PM.

Calendar Reminder

- The next regular Board meeting is scheduled for July 11, 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.