

Minutes of Regular Meeting May 13, 2009

Present: Trustees Fred Abraham, Bill Habig and Bill Mason, F.O. Norman Kennedy

Guests: Travis Binckley
Jeff Hussey
Paul Jenks, Pinehurst Dr, Granville
Patrick Larkin & Erin Berry, N. Terrace Ave, Newark
James White, Loudon St, Granville
Brian Jones, Sentinel

The meeting was called to order at 7:00 PM following the Pledge of Allegiance.

On a motion by Trustee Abraham and a second by Trustee Mason, by a unanimous affirmative vote the minutes of the April 8, 2009 meeting were approved as previously submitted.

Trustee Mason explained that he had asked Paul Jenks to assist him with evaluating the uses and sources of possible emergency communications capabilities for the township. The objective is to identify improved methods for communicating with the residents of Granville Township

Types of communications:

- a) routine communications involving items such as: meeting notices, construction project information, road closings, debris pickup, snow emergencies, trash collection information and open burning restrictions etc
- b) emergency situations involving items such as: Environmental (Natural Disasters) - Fires, floods, dangerous water conditions, water safety alerts, snow emergencies, evacuation routes, evacuation notices; Search and Rescue: Missing children, missing elderly, missing at-risk population; Crime - Prisoner escape Warning, neighborhood crime watch, sexual predator alert, hostage situations; Man-made Disasters - Terrorism threats, bomb threats, nuclear hazards, bio terrorism, threats, chemical spills, gas leaks, HAZMAT emergencies, highway closures due to accidents

Local involvement – information sources:

- a) Granville Schools – Scott Emery, Alert Now
- b) Village – Mollie Prasher, Alpha Link Website
- c) Fire Dept – Chief Hussey, Ohio Fire Chief’s Association

Possible Vendors

- a) Alpha Link, Newark – Village uses for its notification system (around 400 users, 25% coverage). Township uses for website and as ISP for email
- b) Code Red (ECN Inc.) – the Village was exploring
- c) Code Red is the predominant system in use in other Ohio communities
 - New Albany
 - Parma
 - Loveland/ Symmes Township
 - Delaware
 - Forest Park

– Fairfield

The company is reported to supply initial phone numbers, prepare a custom map area to be called, have a 45%-60% contact rate, has found that 10%-23% of residents do not have hardwired home phone (use cell/ internet), the township could supplement telephone numbers and email through links to Township website, all for a projected cost of \$7500/ year for 7.5k-15k population, possibly shared between Village and Township

d) Thunder Call - Weather Alert – 1) Will Call everyone in database when National Weather Service issues a Severe Storm Warning, 2) Activates automatically 3) Cost \$3750 per year

Tentative Conclusions: There should be two programs – a) Emergency (explore Alert Now and Code Red as possible vendors) b) Routine Communications (use Alpha Link for both website and email)

Recommendation: a) Implement free website email-based notification system b) work with Village to explore and develop Emergency and Emergency Weather System Notification Systems (shared cost)

Trustee Abraham reported that he has been approached by the Granville American Legion regarding setting up a poppy sale table at Maple Grove on Memorial Day. On a motion by Trustee Abraham and a second by Trustee Mason, by a unanimous affirmative vote it was agreed to permit the American Legion to conduct a poppy sale at the entrance to Maple Grove on Memorial Day.

Fiscal Officer Kennedy reported that since the last meeting he attended two conferences put on by the Auditor of State. The conferences, held in Columbus, were the annual Local Government Conference and a Fraud Conference. He indicated that each of these seminars presented valuable information.

It was reported that the annual fix up week went well. A total of five roll-off dumpsters were filled with various types of material. There was discussion about the need for some additional signage next year.

F.O. Kennedy stated he received a request to be able to use New Burg and Burg Streets on June 6th for the Kayla Hurst 5 K event. This is an event which has been held for 5 or 6 years to raise money for scholarships. On a motion by Trustee Abraham and a second by Trustee Mason, by a unanimous affirmative vote, it was agreed to permit this event.

Trustee Mason reported that he received no comments about the sole trash hauler program since the last meeting. He is pleased with the manner in which Big O has addressed resident concerns.

F.O. Kennedy reported that in conjunction with the preparation/implementation of the township's new employee manual there is a Drug Free Work Place (DFWP) Program component. He previously sent this information out to the trustees. Trustee Mason indicated that there have been no incidents or no reason to believe any employees are using illegal drugs or misusing alcohol but it makes sense to have such a program in place. Kennedy stated that the program does provide for employee testing under the

following circumstances: a) pre-employment, b) new hires, c) random, as selected by township's testing facility d) for cause, e) accidents where someone is injured or which result in \$1,000 or more in property damage, and f) several other situations. At the present time the only township employees subject to random drug testing are those who have Commercial Driver's Licenses (CDLs) as required by their job description. Those employees are in a pool of other drivers from the County Engineer's Office and other township's in the County. This program will be implemented in phases with pre-employment testing being the first phase followed by the others steps as employees receive copies of the program and training is conducted. After a short period of discussion on a motion by Trustee Mason and a second by Trustee Abraham, by a unanimous affirmative vote, it was agreed to implement the DFWP program as presented by F.O. Kennedy.

The following matters were discussed with respect to the roads department:

1. Superintendent Binckley reported that the employees have been installing driveway culverts, drainage tile and begun mowing in the northeast quadrant.
2. Trustee Abraham reported that stone has been placed around the new garage and conduit and water line installation is underway. Tentative completion date is around the end of June, beginning of July.
3. F.O. Kennedy reported that he received copies of the proposed Water and Sewer Service Agreements with the Village of Granville for utility service to the new township garage to be executed by the township trustees. The Village had agreed by resolution on August 6, 2008 to provide these services without annexation of the property to the village. On a motion by Trustee Abraham and a second by Trustee Habig, by a unanimous affirmative vote, it was agreed to enter into the Service Agreements, as provided by the Village, with minor modifications and corrections by the township.
4. Superintendent Binckley reported that in anticipation of upcoming paving the Village has completed installation of a replacement water line on Miller Avenue. In addition to the water line two new fire hydrants have also been installed.
5. F.O. Kennedy reported that he filed the Chelsea Dr. roadway dedication plat and petition for public maintenance with the Licking County Commissioners. A viewing has been scheduled for May 21st and a hearing on the matter for May 28th. Trustee Abraham indicated that he will attend both of these meetings for the township.

The following matters were discussed with respect to cemeteries:

1. Superintendent Binckley reported there have been four funerals and three burial rights sold.
2. The employees prepared foundation frames for the spring pour which was done.
3. Superintendent Binckley reported that Klauder and Associates has been actively working on the improvements to the Maple Grove Cemetery and should be finished by Memorial Day.

The following matters were discussed with respect to parks:

1. The employees have worked on the entrance drive to Raccoon Valley Park in anticipation of opening day.
2. The employees have also spent time working at Spring Valley Park cleaning around the bath house and shelter houses as well as installed a new grill at the lower shelter house.

The following matters were discussed with respect to the fire department:

1. Chief Hussey reported that of the 70 applicants for the new SAFER grant position, 58 took the test on May 2nd. The top 20 of those individuals will participate in a second round of testing on the 16th. The top 14 of those individuals will be called in for panel interviews. He hopes the hiring decision can be made in June for a July start date.
2. The occupancy permit has been obtained for the Heim property on East College.
3. Chief Hussey presented Patrick Larkin for membership as a new probationary part-time member of the fire department. He also indicated that he has received a letter of resignation from Britni Kress. On a motion by Trustee Abraham and a second by Trustee Mason, by a unanimous affirmative vote it was agreed to accept Patrick Larkin as a new probationary part-time member of the department and to accept the letter of resignation from Britni Kress. Trustee Habig administered the oath of office to Mr. Larkin.
4. Chief Hussey requested permission to purchase 10 sections of 5” hose and new tires, to replace the original tires, on the tanker and ladder. On a motion by Trustee Habig and a second by Trustee Mason, by a unanimous affirmative vote it was agreed to purchase \$8,307 of tires from TCI and \$8,190 of hose from Warren Fire Equipment.
5. Chief Hussey reported that he attended a meeting of the school district’s Safety and Security Committee.

F.O. Kennedy presented the 4/30/09 bank reconciliation for the trustees review and approval. He indicated that the first quarter pooled securities information was received from Park National Bank and Huntington.

He further reported that he had received a new Amended Certificate of Estimated Resources from the County Auditor for an additional \$100,000 of “Other Income” in the General Fund. On a motion by Trustee Abraham and a second by Trustee Habig, by a unanimous affirmative vote it was agreed to accept the new Amended Certificate and increase estimated Estate Taxes (1000-531) by \$100,000. Kennedy recommended that this amount be used to increase the appropriation for construction of the township’s new garage. On a motion by Trustee Abraham and a second by Trustee Mason, by a unanimous affirmative vote it was agreed to increase the appropriation amount in General Fund – Buildings (1000-760-720-0001) by \$100,000.

On a motion by Trustee Abraham and a second by Trustee Mason, by a unanimous affirmative vote the following appropriation transfer was approved:

From 2031-330-360-0000 R&B – contracts	3,000.00
To 2031-330-420-0001 R&B – Road Paint	3,000.00

From 2041-760-710-0000 Cem - land	500.00
To 2041-410-315-0000 Cem – election expenses	500.00
From 2041-760-710-0000 Cem – land	1,000.00
To 2041-410-599-0002 Cem – concrete	1,000.00
From 1000-110-599-0000 Gen – other	4,000.00
To 1000-110-314-0003 Gen – estate tax coll fees	4,000.00
From 1000-610-319-0000 Parks – mowing	2,500.00
To 1000-610-323-0000 Parks – repairs	2,500.00

On a motion by Trustee Abraham and a second by Trustee Mason, by a unanimous affirmative vote the following warrants, debit memos, EFT's and if applicable, then and now purchase order certificates were approved for payment and processing:

E2138	Abraham	833.42	E2139	Barnhill	212.25
E2140	Baucher	244.91	E2141	Binckley	1722.75
E2142	Borden	1620.06	E2143	Bowman	1700.07
E2144	Bryan	1007.04	E2145	Butt	804.34
E2146	Coyle	449.34	E2147	Curtis	1598.97
E2148	DuBeck	226.51	E2149	Duncan	258.30
n/a	Engle	.00	E2150	Essick	654.09
n/a	Gottfried, N.B.	.00	E2151	Habig	621.53
E2152	Hall	1401.95	n/a	Harrison	.00
E2153	Henry	721.48	n/a	Hill	.00
E2154	Huhn	810.13	E2155	Hussey	2483.41
E2156	Jones, A	695.72	n/a	Jones, B	.00
E2157	Kennedy	72.08	E2158	Lynn	89.03
E2159	Mack	345.15	E2160	Mason	800.91
E2160	May	557.66	E2161	Meisenhelder	580.63
E2161	Moore	43.52	n/a		.00
E2162	Pack	676.66	E2163	Principe	265.47
E2164	Reece	1023.99	E2165	Riley	134.10
E2166	Smith, D.	260.78	E2167	Thomas	131.68
E2168	Thompson	1811.79	6075	PNB – IRS	5292.73
6076	Deferred Comp	1800.00	6077	OIT	2037.53
6078	SDIT	136.61	6079	GIT	671.78
6080	AFLAC	504.72	6081	Ohio Public Entity Cons	564.91
6082	Standard Insurance Co	182.00	6083	Richardson Glass Ser	50.00
6084	Time Warner	178.35	6085	Elm Recycling LLC	2112.00
6086	ICI Dulux Paint	107.12	6087	LMH	248.70
6088	Jan's In Stitches	58.00	6089	The Fire House	492.00
6090	Office Equip Finance	99.00	6091	Stypula Brothers Land	294.00
6092	Morrow & Erhard	4160.00	6093	EMH&T	2000.00
n/a	Abraham	.00	E2171	Barnhill	212.25
E2172	Baucher	244.91	E2173	Binckley	1485.49
E2174	Borden	1581.13	E2175	Bowman	1541.91
E2176	Bryan	948.00	E2177	Butt	744.55
E2178	Coyle	288.43	E2179	Curtis	1530.59

E2180	DuBeck	447.03	E2181	Duncan	440.57
n/a	Engle	.00	E2182	Essick	439.08
E2183	Gottfried, N.B.	133.16	n/a	Habig	.00
E2184	Hall	1379.92	E2185	Harrison	254.49
E2186	Henry	662.41	n/a	Hill	.00
E2187	Huhn	751.09	E2188	Hussey	2483.41
E2189	Jones, A	133.16	E2190	Jones, B	313.76
n/a	Kennedy	.00	E2191	Lynn	378.35
E2192	Mack	644.70	n/a	Mason	.00
E2193	May	531.34	E2194	Meisenhelder	580.63
n/a	Moore	.00	n/a		.00
E2195	Pack	115.13	E2196	Principe	133.44
E2197	Reece	877.56	E2198	Riley	134.10
E2199	Smith, D.	373.87	n/a	Thomas	.00
E2200	Thompson	1688.82	6094	PNB – IRS	5379.08
6095	OP&FPP	11232.22	6096	Deferred Comp	2800.00
6097	NPB – OPERS	5033.96	6098	PNB – IRS	5033.96
6099	Newspaper Network	192.00	6100	William Mason	85.47
6101	PNB – Visa	2378.26	6102	Nextel	137.50
6103	MT Business Tech	26.39	6104	Granville American Legion	25.00
6105	Curb Appeal Lawns	400.00	6106	Romei Plumbing	1260.99
6107	United Aggregates	28669.24	6108	Waste Management	195.15
6109	Green’s Radiator	101.62	6110	ELM Recycling	547.30
6111	Granville Vill Mkt	40.70	6112	Lake’s End	374.89
6113	Cintas Corp	452.82	6114	Certified Oil Company	1687.68
6115	Granville Milling Co	1735.90	6116	Southeastern Equipment	1050.00
6117	Granville Lumber	530.70	6118	Wendy Lewis	60.00
6119	Stypula Brothers	1428.00	6120	Mini-Mix	372.39
6121	Hains Topsoil	255.00	6122	Est of Floyd Broady	325.00
6123	Boundtree Medical	520.43	6124	Wince Welding	99.45
6125	COTC	800.00	6126	CVS Pharmacy	66.57
6127	Jan’s in Stitches	90.00	6128	Fire House	424.00
6129	Ohio Health/Behavioral	122.40	6130	Work Health	430.00
6131	Capital Consulting	553.00	6132	Howell Rescue System	332.40
6133	Mercer Overhead Door	95.00	6134	Verizon Wireless	133.60
6135	ASHI	940.42	6136	Claggett & Son	8500.00
6137	Finley Fire Equipment	850.96	6138	Keith Barnett	1450.00
6139	AEP	12.65	6140	Columbia Gas	54.36
6141	Bricker & Eckler	725.00			

I hereby certify that the funds were on hand or in process of collection and properly appropriated for payment of the aforementioned warrants.

Norman S. Kennedy, Fiscal Officer

On a motion by Trustee Abraham and a second by Trustee Mason, with Abraham yes, Habig yes and Mason yes the meeting was moved into executive session under ORC 121.22(G)(2) with respect to possible property acquisition.

After a period of discussion on a motion by Trustee Abraham and a second by Trustee Habig with Abraham yes, Habig yes and Mason yes the meeting was returned to regular session and adjourned at 9:00 PM.