

Minutes of Regular Meeting December 13, 2006

Present: Trustees Lyle King and Wes Sargent, Fiscal Officer Kennedy

Absent: Trustee Havens

Guests: Vince Hitt, 3156 Columbus Rd, Granville
Grace Gordon, 2100 Lancaster Rd, Granville
Megan Ogle, Denison Univ
Don Andrews, 197 Louise Dr
Frank Annarino
Jeff Hussey

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

Grace Gordon and Megan Ogle were in attendance to present information about a proposed educational center on the Spring Valley Property. Ms. Gordon indicated they hope to form a non-profit corporation to use for the remodeling of the former pool house. They are looking for grants for payment of the needs assessment and the architectural drawings. They would like to build a "green" building that is environmentally sustainable and meets all the LEED standards. On a motion by Trustee King and a second by Trustee Sargent, by a unanimous affirmative vote it was agreed to provide a letter of support for this project.

Vince Hitt was present to inquire about the partition fence laws. His neighbor has approached him to pay for a portion of a new fence he is planning to install to keep in his livestock. Mr. Hitt has no animals and does not feel he would receive any benefit from the fence. Trustee Sargent indicated he would talk to the neighbor and determine what he hopes to do.

On a motion by Trustee Sargent and a second by Trustee King, by a unanimous affirmative vote the minutes of the October 11, October 25, November 8, November 20 (special meeting) and November 22 meetings were approved as presented.

Trustee Sargent reported that he had attended a number of meetings since the last township meeting. He also reported that the tornado sirens did not work during a previous test. The procedure for activating these sirens has been corrected and the sirens worked during the last test.

F.O. Kennedy reported that the township will be converting to a bi-weekly pay schedule in 2007. He also has filed the Benson demolition cost information with the County Health Department, to be recorded as a lien against the property.

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

1. Fiscal Officer Kennedy presented the 2006 ODOT township roadway mileage certification form disclosing 37.39 miles of roads for review and approval by the Trustees. The form must be returned to ODOT.
2. F.O. Kennedy reported that he talked with Fred Abraham regarding the continuation of the township's S. Main St. garage lease that expires on December

- 31st. They agreed that the lease would be continued for a period of one year, at the same \$2,000 monthly rent, with the same terms and conditions as the expiring monthly lease. On a motion by Trustee Sargent and a second by Trustee King, by a unanimous affirmative vote it was agreed to extend the garage rent with Mr. Abraham for one year at the same terms as negotiated by F.O. Kennedy.
3. Superintendent Annarino proposed that the township again make rock salt available to McKean Township at Granville Township's cost plus a small mark up. Continuing this practice will enable McKean to take advantage of Granville's larger purchase quantities at a lower cost per ton. On a motion by Trustee King and a second by Trustee Sargent, by a unanimous affirmative vote it was agreed to sell rock salt to McKean Township as proposed by Superintendent Annarino.
 4. Superintendent Annarino reported that the employees have been trimming trees on Goose Lane. Trustee Sargent asked that the employees also remove some of the downed trees located in the road right of way.
 5. He further reported that since the last meeting the employees have been out once to salt using 8 tons of salt and 3 tons of grits.
 6. There was discussion about a letter received from an Evergreen Hills resident expressing concern about ditch and water problems. It was decided that Trustee King and Superintendent Annarino would meet with the resident and discuss various matters raised in his letter plus the problem of leaves being put in the ditch.
 7. At the recommendation of Superintendent Annarino on a motion by Trustee Sargent and a second by Trustee King, by a unanimous affirmative vote it was agreed to pay current road and cemetery employees of the township a bonus for 2006 in an amount to equal approximately \$100 after withholding of statutory taxes.

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

1. Superintendent Annarino reported that there have been five funerals since the previous meeting.
2. F.O. Kennedy reported he has received a CAD containing survey points for the boundaries and roads as established by the previous surveying company. On a motion by Trustee Sargent and a second by Trustee King, by a unanimous affirmative vote it was agreed to engage the services of Jobs and Henderson to evaluate this data and prepare a proposal to complete the location of sites in the Maple Grove Cemetery.

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

1. Superintendent Annarino reported that the lights have been replaced at Bi-Centennial Park.
2. Trustee Sargent reported that the dedication of McPeck Lodge will be held on January 13th at a time to be scheduled.

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

1. Jeff A. Hussey was sworn in by Fiscal Officer Kennedy as the first Fire Chief of the Granville Township Fire Department. After being sworn in Chief Hussey reported that he has been in place since December 4th. He has spent this time gathering information. There is a culture that exists in the fire department due to its rich heritage. It is inevitable there will be some changes. He believes the entire membership, both career and volunteer are enthusiastic and looking forward to being the year as an official township fire department.
2. Chief Hussey presented a resolution based upon ORC 9.60 for passage by the Trustees to authorize the Granville Township Fire Department to render mutual aid anywhere in the State of Ohio, in emergency situations, based upon his authorization or that of his designee:

On a motion by Trustee Sargent and a second by Trustee King, by a unanimous affirmative vote the following resolution was passed:

WHEREAS, the State of Ohio has experienced many disasters, and

WHEREAS, the Granville Township Fire Department is one of the first agencies to respond to a disaster in our community, and

WHEREAS, the size and complexity of these incidents often requires a fire service response that exceeds the available resources through local mutual aid systems, and

WHEREAS, section 9.60 of the Revised Code of the State of Ohio states:

Any firefighting agency of this state or any private fire company may provide fire protection to any state agency or instrumentality, county, or political subdivision of this state, or to a governmental entity of an adjoining state, without a contract to provide fire protection, upon approval of the governing board of the firefighting agency or private fire company and upon authorization of an officer or employee of the firefighting agency providing the fire protection designated by title of their office or position pursuant to the authorization of the governing board of the firefighting agency.

WHEREAS, the Granville Township Fire Department has studied the need for cooperation among fire departments during such disasters, now

THEREFORE BE IT RESOLVED that the following resolution is hereby adopted:

Effective January 1, 2007, the Granville Township Board of Trustees hereby grant approval for the Granville Township Fire Department to provide fire protection and emergency services, as determined by the Fire Chief, or officer on duty, upon the request of any political subdivision or any private fire company located within the State of Ohio. This authority is hereby granted without the need for pre-existing contracts or agreements with the jurisdiction requesting these services.

This resolution shall be effective and in force from and after January 1, 2007.

3. Chief Hussey reported that he and F.O. Kennedy attended the McKean Township meeting on Monday night. He felt they had a good meeting and during the meeting presented the McKean Trustees with a 2007 contract for fire and ems that had been prepared by the County Prosecutor. F. O. Kennedy indicated that the contract was for \$135,000 which includes an increase based upon the passage of a new 2.5 mill levy that was requested by GVFD, in November 2005. He did

point out that the amount is subject to a downward revision upon verification of an amount that McKean Township will pay to Monroe Township for coverage in the western part of the township. He and Chief Hussey will be attending the Union Township meeting next Monday night and plan to present a contract in the amount of \$18,000 which is the same figure as last year. During 2007 Chief Hussey is going to conduct an analysis comparing operating costs, to run volume and with the growth in the potential run volume to determine if the \$18,000 is adequate reimbursement for providing service to this area of Union Township. F.O. Kennedy requested that the Trustees approve the McKean Township contract which has already been adopted by McKean, subject to possible adjustment of the amount and the Union Township contract which will be presented next Monday (copy has already been provided to Trustee Justice). On a motion by Trustee Sargent and a second by Trustee King, by a unanimous affirmative vote it was agreed to approve the 2007 contracts with McKean and Union Townships for fire and ems.

4. F.O. Kennedy reported that the County Prosecutor has prepared a resolution in accordance with ORC 505.10 for the Trustees to use to accept the transfer of assets from GVFD by accepting gifts of property. The assets to be transferred include a house next to the fire station, all of the titled vehicles, cash and cash equivalents and chattel goods. There is no debt other than miscellaneous small item lease agreements and equipment maintenance agreements. On a motion by Trustee Sargent and a second by Trustee King, by a unanimous affirmative vote it was agreed to accept the pending gifts on behalf of the township and authorize its Fiscal Officer to execute any and all documents necessary to consummate the gift. Kennedy will provide an accounting to the Trustees upon completion of the gifting of assets by GVFD.
5. F. O. Kennedy further reported that he has completed applying to the Ohio Police & Fire Pension Plan in order to begin withholding fire employee pension payments. To be consistent with the OPERS withholding he obtained a sample resolution for the Trustees to pass authorizing the withholding of the employees OP&F payment on a pre-tax basis salary reduction method. On a motion by Trustee Sargent and a second by Trustee King, by a unanimous affirmative vote the following resolution was passed:

WHEREAS, the eligible employees of the Granville Township Fire Department participate in the Ohio Police and Fire Pension Fund, and

WHEREAS, the Board desires to pick-up all of the ten percent (10%) mandatory contributions required to be paid under Section 742.31 of the Ohio Revised Code for participating employees of the Fire Department who are members of the Ohio Police & Fire Pension Plan, and

WHEREAS, employers may pay all or a part of the mandatory employee contributions for employees participating in the Ohio Police & Fire Pension Plan, now

THEREFORE BE IT RESOLVED, that effective as of December 13, 2006 the Board desires to pick-up all of the ten percent (10%) mandatory contributions by the employees who are members of the Ohio Police & Fire Pension Fund through a payroll reduction. No contributions prior to the Board's action shall be picked-up. and

BE IT FURTHER RESOLVED, that said picked up contributions paid through a payroll reduction even though designated as employee contributions for state law purposes, are being paid by the Board of Granville Township Trustees in lieu of said contributions by the employee; and

BE IT FURTHER RESOLVED, that said picked up contributions will not be included in the gross income of the employees for tax reporting purposes, that is, for federal and state income tax withholding taxes, until distributed from the Ohio Police and Fire Pension Fund; and

BE IT FURTHER RESOLVED, that said picked up contributions will be included in the gross income of the employees, for employment tax purposes, as the contributions are made to the Ohio Police & Fire Pension Fund, and

BE IT FURTHER RESOLVED that said employees shall not be entitled to any option of choosing to receive the contributed amounts directly instead of having them paid by the Board of Granville Township Trustees to the Ohio Police and Fire Pension Fund.

6. F.O. Kennedy reported that the first change order has been prepared for the installation of a mechanical oxygen cylinder loading system and a change in the front grill system for both of the new emergency squads that have been ordered. On a motion by Trustee Sargent and a second by Trustee King, by a unanimous affirmative vote it was agreed to approve a change order in the amount of \$4,416 for the aforementioned items.
7. There was discussion about the mechanics of appointing and swearing in of the fire department employees and volunteers. It was decided that the various members of the fire department would be provisionally appointed, as required by the Ohio Revised Code, on December 27th. A swearing in ceremony will take place on January 2nd at the fire station and at other additional times as necessary in order to accomplish the swearing in of all members.
8. There was discussion about the need, in accordance with ORC 146.01 to .19 to establish a Volunteer Fire Fighters' Dependents Fund Board. This is to be a five member board charged with certain responsibilities. The Trustees are to appoint two members, the fire department two members and those four are to appoint a fifth. The appointments will take place at the next meeting.

Fiscal Officer Kennedy reported on the status of the proposed annexation of 514 acres from Granville Township to the Village of Granville. After a short period of discussion he presented the following resolutions for review and adoption by the Trustees: On a motion by Trustee Sargent and a second by Trustee King, by a unanimous affirmative vote the following resolutions were passed:

1. A Resolution Agreeing to a Disclosure and Waiver of Conflict of Interest for attorney Wanda Carter, and her firm of Moots, Carter & Hogan so they may represent the Village, and Granville and Union Townships jointly in the 514 acre annexation matter.
2. A Resolution Supporting the property owner initiated annexation of the 514 acres from Granville Township to the Village of Granville.
3. A Resolution of Intention to enter into a joint road maintenance agreement with the Village of Granville and establishing the township personnel to represent it in

a joint meeting with the Village. Trustee King and Superintendent Annarino are to work out the specific details of such an agreement.

Fiscal Officer Kennedy presented the November 30, 2006 bank reconciliation for review and approval by the Trustees.

Fiscal Officer Kennedy recommended the Trustees accept a five year Memorandum of Agreement for Deposit of Public Funds from 1/1/07 thru 12/31/11 from Park National Bank. On a motion by Trustee Sargent and a second by Trustee King, by a unanimous affirmative vote it was agreed to accept the five year Memorandum of Agreement from Park National Bank. F. O Kennedy explained that effective 1/1/07 the township will be receiving money from the Granville Volunteer Fire Department Inc. which is presently in various time accounts with Huntington and Chase Banks. On a motion by Trustee King and a second by Trustee Sargent, by a unanimous affirmative vote it was agreed to obtain depository agreements with these two financial institutions to cover at least the term of the deposits.

F.O. Kennedy presented a Resolution Accepting the Amounts and Rates ... of Necessary Tax levies. On a motion by Trustee King and a second by Trustee Sargent, by a unanimous affirmative vote it was agreed to accept the information as follows:

Schedule A	Amounts				Millages	
	Inside Millage	State Reimb	Outside Millage	State Reimb	Inside	Outside
Gen Fund	29,028.11	248.26	104,806.52	993.05	.100	.400
R&B	329,594.57	4,375.10	366,444.00	3,977.82	2.300	2.750
Fire			1,158,663.38	5,710.02		4.800
Recreation			264,913.96	3,723.93		1.000
Preservation			869,522.67	8,689.17		3.500
Totals	358,622.68	4,623.36	2,764,017.53	23,093.99	2.400	12.450

Schedule B	Levy Date	Term	Millage	Yield	State Reimb
General Fund					
Curr Exp(Cem.)	11/4/03	five yr	.4	104,806.52	993.05
Voted/Inside					
Fire	5/4/93	continuing	1.0	155,756.88	2,482.62
Fire	5/6/05	continuing	1.3	340,621.62	3,227.40
Fire	11/8/05	continuing	2.5	662,284.88	.00
Rec	5/3/05	continuing	1.0	264,913.96	2,482.62
Op Sp	11/6/01*	five yr	1.0	207,237.79	2,482.62
Op Sp	11/2/04	five yr	2.5	662,284.88	6,206.55
Rec		expired	.5		1,241.31
R&B	11/8/05	five yr	2.75	366,111.00	3,977.82
Totals			12.95	2,764,017.53	23,093.99

*Levy was replaced in November 2006, to first be collected in 2008.

On a motion by Trustee Sargent and a second by Trustee King, by a unanimous affirmative vote the following appropriation transfers were approved:

From	2031-760-740-000 Machinery & Equipment	1,000.00
To	2031-330-599-0005 Fuel	1,000.00
From	2191-110-230-0000 Workers' Comp	100.00
To	2191-220-213-0000 Medicare	100.00
From	2191-110-230-0000 Workers' Comp	500.00
To	2191-220-215-0000 OP&F	500.00
From	2191-110-230-0000 Workers' Comp	5,000.00
To	2191-110-190-0000 Salaries	5,000.00
From	1000-110-315-0000 Election Expense	100.00
To	1000-110-382-0000 Liability Insurance	100.00

On a motion by Trustee Sargent and a second by Trustee King , by a unanimous affirmative vote the following warrants, debit memos and EFT's for 11/08/06 were approved for payment:

3665	Licking Cty Twp Assoc	260.00	3666	Arwebb Office Equip	200.20
3667	Newspaper Network	14.35	3668	Harmon Surveying Co	4400.00
3669	DANR Electric	111.61	3670	Shelly Materials	438.16
3671	Jae's Towing & Rec	141.50	3672	Angeletti Overhead Door	61.00
3673	Ohio Transport Inc	66.60	3674	Mathews Ford	51.98
3675	KPS/NAPA	167.37	3676	PNB – Visa	19.52
3677	Erie Ins Company	1717.00	3678	Kokosing Materials	228.47
3679	TCI	718.58	3680	ICI Paint	70.56
3681	Maybold's Shoes	159.80	3682	Kimball-Midwest	179.97
3683	Waste Mgt	107.04	3684	Cintas Corporation	352.12
3685	Main Hardware	122.81	3686	Certified Oil Company	920.27
3687	Circuit Rider Mgt Co	3718.40	3688	Granville Rec Comm	25000.00
3689	Granville Rec comm.	8446.25	3690	Village Landscapes	430.68
E243	Annarino	2221.31	E244	Binckley	1678.60
E245	Butt	728.58	E246	Engle	111.14
E247	Giles	1484.39	E248	Havens	292.13
E249	Huhn	963.73	E250	Hussey	1221.80
E251	Kennedy	553.44	E252	King	372.56
E253	Main	307.73	E254	May	344.49
E255	Meisenhelder	889.24	E256	Sargent	70.71
E257	Westall	44.02	3691	Deferred Comp	502.00
3692	PNB – IRS	3356.50	3693	OPERS – Buyback	1050.00
3694	Annarino	100.04	3695	Binckley	100.33
3696	Butt	100.38	3697	Giles	100.00
3698	Huhn	100.38	3699	Main	100.04
3700	Meisenhelder	100.64	3701	Polk	100.38

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 Sargent and a second by Trustee King, with King yes and Sargent yes, it was agreed to move into executive session to discuss personnel matters

including the need to establish a compensation scale for the soon to be established fire department.

After a period of discussion the meeting was returned to regular session.

F. O. Kennedy explained that he and Chief Hussey have been working on a proposed budget for the fire department for the years 2007 thru 2010. The sources of revenue for the fire department are primarily the Granville Community property taxes. Secondary sources are contracts for service with both McKean and Union Township as well as miscellaneous sundry other sources. In November 2005 the voters approved an additional 2.5 mills for fire protection as requested by the then GVFD Inc. The proposal from the corporation for the expenditure of this money included hiring of a paid fire chief (which has been accomplished), the conversion of the present full-time employees to a 24/48 hour schedule (which has been accomplished), the hiring of part-time employees to provide additional around the clock personnel to improve emergency response times (which has been accomplished), to pay for operating expenses such as insurance, fuel, utilities, loose equipment etc., and to fund depreciation for apparatus replacement (the department presently has approximately \$ 2,750,000 of equipment). They have worked closely to develop a budget that plans for all facets of the operation of the department.

Chief Hussey presented the following proposed compensation schedule for the full-time and part-time members of the fire department:

Full-time

	<u>2007</u>	<u>2008</u>	<u>2009</u>
Step 1	\$38,000	\$39,330	\$40,707
Step 2	41,000	42,435	43,920
Step 3	44,000	45,540	47,134
Step 4	47,000	48,645	50,348
Step 5	50,000	51,750	53,561
Company Officer	55,000	56,925	58,917

Part-time for 2007

	<u>Fire Cert.</u>	<u>EMS Cert.</u>	<u>Hourly Rate</u>
Step 1	120	EMTB & I	\$ 8.00
Step 2	120	EMTP	9.50
Step 3	240	EMTB&I	9.50
Step 4	240	EMTP	11.50

There would also be an hourly differential for firefighter in charge for those individuals who are appointed for one year as interim Captain (Thompson), Lieutenants (Bowman and Hall) positions. These individuals will also be the shift supervisors for 1 Unit, 2 Unit and 3 Unit. After a short period of discussion on a motion by Trustee Sargent and a second by Trustee King, by a unanimous affirmative vote, the Trustees agreed to accept the 2007 fire department budget as proposed and the part-time (for 2007) and full -time (for 2007 – 2009) compensation schedules and the interim one year appointment of Thompson, Bowman and Hall to their respective officer positions.

The meeting was adjourned at 9:25 PM.