

Minutes of Regular Meeting January 10, 2007

Present: Trustees James Havens and Wes Sargent, Fiscal Officer Kennedy

Absent: Trustee King

Guests: Bill Holloway  
Jeff Baucher, 5975 South Fork Rd, Heath  
Greg Coyle, 285 White Oak Ct, Heath  
Brandon Reece, 439A W. Maple St, Granville  
Daniel Kindell, 2726 Carina Ct, Walnut Creek, CA  
John Hill, 5187 Bennington Chapel Rd, Johnstown  
Adam Gottfried, 516 Knoll Dr, Granville  
Casey Curtis, 157 Fairview Av, Granville  
Tom Bowman, 1665 Loudon St, Granville  
Bruce Gottfried, 1953 Hayes Rd, SW, Granville  
Frank Annarino  
Jeff Hussey

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

Chief Hussey commented to the Trustees that he appreciated their attendance at last week's fire department meeting to swear in those fire department members who were in attendance. As additional members of the fire department were available tonight he asked those members to attend this evening in order to be sworn in. Trustee Havens administered the Oath of Office to the following full-time, volunteer and intermittent members of the recently formed Granville Township Fire Department: Jeff Baucher, Greg Coyle, Brandon Reece, Daniel Kindell, John Hill, Adam Gottfried, Casey Curtis, Tom Bowman and Bruce Gottfried. The Trustees will continue to administer Oaths until all members of the fire department have been sworn in.

On a motion by Trustee Havens and a second by Trustee Sargent, with Havens yes and Sargent yes, Trustee Sargent was elected Chair for 2007.

On a motion by Trustee Sargent and a second by Trustee Havens, with Havens yes, and Sargent yes, Trustee Havens was elected Vice-Chair for 2007.

Trustee Sargent reported that he had attended a number of meetings since the last township trustee meeting. He presented Sheriff Department statistics that he received at the County Township Association meeting. He further reported that the first township property management group meeting is going to be held on Saturday morning.

Trustee Havens reported that he has received several complaints about junk properties in the township. They are located on Welsh Hills Road and Horseshoe Ct. It was decided that he and Trustee Sargent would go out on Saturday to look at the properties and possibly talk with the owners.

Trustee Havens also reported that negotiations are continuing with the Roberts family heirs over the terms of the Spring Valley purchase property contract. He has also been in touch with the heirs attorney to explain that the township trustees will need to have a separate legal description for the segment of the 40 acre property being acquired with the township's Open Space Funds.

On a motion by Trustee Havens and a second by Trustee Sargent, by a unanimous affirmative vote the following zoning fees were accepted for 2007 as presented by Fiscal Officer Kennedy based upon his discussion with the township zoning inspector:

	Zoning Fee	Amount
1	Dwellings	\$9.50/100 sq ft
2	Garages, additions, satellite dishes, access buildings	\$77 + \$9.50/100 sq ft
3	Commercial structures	\$335 + \$4.15/100 sq ft
4	Commercial hard surfaces	\$230 + \$2.35/100 sq ft
5	Signs	\$88 + \$1.55/sq ft of sign, both sides
6	Certificate of Occupancy	\$105
7	Six month extension of permit	½ original fee

On a motion by Trustee Sargent and a second by Trustee Havens, by a unanimous affirmative vote the following zoning hearing deposits and penalties were adopted for 2007:

Zoning Amendment Hearing Expenses	\$450
Zoning Appeals Hearing Expenses	400
Per day penalty for violations	100

On a motion by Trustee Havens and a second by Trustee Sargent, by a unanimous affirmative vote, it was agreed to make the following board and position appointments for 2007:

Board	Appointee
County Health Advisory Council	Trustee King
Granville Foundation	Trustee Sargent
Granville Recreation Commission	Trustee Sargent
Granville Schools Charitable Foundation	Trustee Havens
Newark Granville Community Authority	Trustee Havens
Union Cemetery Board	Trustee Sargent
Comprehensive Plan Review Committee	Trustee Havens
JEDD Study Committee	Trustee Havens
161 Planning Accord/MORPC	Trustee Havens
Township Records Commission	Chair Sargent, F.O. Kennedy

On a motion by Trustee Sargent and a second by Trustee Havens, by a unanimous affirmative vote it was agreed to reimburse personal vehicle mileage at the current rate permitted by the Internal Revenue Service.

On a motion by Trustee Havens and a second by Trustee Sargent, by a unanimous affirmative vote it was agreed to hold regular township meetings on the second and fourth Wednesdays, except for the second meetings in May, July and September that are cancelled, at 7:00PM in the meeting room at the Maple Grove Cemetery. It was further agreed that public announcement of special meetings or changes in the meeting schedule would be published in the Sentinel if its publication schedule permitted or by posting a notice 24 hours in advance on the north door of the meeting room in the Maple Grove Cemetery.

On a motion by Trustee Havens and a second by Trustee Sargent, by a unanimous affirmative vote, it was agreed to authorize Fiscal Officer Kennedy to request advances against any and all taxes collected or in process of collection for the benefit of Gran Twp

On a motion by Trustee Sargent and a second by Trustee Havens, by a unanimous affirmative vote the following 2007 holiday schedule was adopted:

a) New Year's Day	Monday	January	1
b) M. Luther King Day	Monday	January	15
c) President's Day	"	February	19
d) Memorial Day	"	May	28
e) Independence Day	Wednesday	July	4
f) Labor Day	Monday	September	3
g) Veteran's Day	Sunday (obser Mon)	November	12
h) Thanksgiving Day	Thursday	November	23
i) Day following Thanksgiving Day (lieu of Col)		November	23
j) Christmas Day	Tuesday	December	25

Fiscal Officer Kennedy reported that he has prepared the township's 2006 financial statements on a modified cash basis in accordance with GASB34 and filed them with the Auditor of State. The financial statements are available for review upon request. He also filed the township's Certificate of the Total Amount from all Sources Available for Expenditures, and Balances 2007 form with the Licking County Auditor. The Auditor will add the estimated property taxes for 2007 and provide a Certificate of Estimated Resources that will be used for the amounts of permanent appropriations. In the interim Kennedy presented his proposed temporary appropriations.

After a short period of discussion, on a motion by Trustee Sargent and a second by Trustee Havens, by a unanimous affirmative vote the following temporary appropriation measure was adopted for 2007:

Account No.	Title	Amount
GENERAL FUND		
1000-110-111-0000	Salaries – Trustees	36030.00

1000-110-121-0000	Salaries – Clerk	20643.00
1000-110-211-0000	OPERS	8500.00
1000-110-211-0001	OPERS	.00
1000-110-211-0002	OPERS	.00
1000-110-213-0000	Medicare	750.00
1000-110-213-0001	Medicare	.00
1000-110-213-0005	Medicare – Union Cemetery	.00
1000-110-221-0000	Medical/Hospitalization	7500.00
1000-110-222-0000	Life Insurance	.00
1000-110-223-0000	Dental Insurance	3000.00
1000-110-230-0000	Workers’ Compensation	.00
1000-110-311-0000	Accounting and Legal Fees	.00
1000-110-312-0000	Auditing Services	.00
1000-110-313-0000	Uniform Accounting Network Fees	5000.00
1000-110-314-0000	Property Tax Collection Fees	.00
1000-110-314-0001	Property Tax Collection Fees	.00
1000-110-314-0002	Property Tax Collection Fees	.00
1000-110-315-0000	Election Expenses	.00
1000-110-322-0000	Trash Removal – Clean up week	.00
1000-110-330-0000	Travel and Meeting Expenses	2200.00
1000-110-341-0000	Telephone	4000.00
1000-110-342-0000	Postage	.00
1000-110-351-0000	Electricity	300.00
1000-110-382-0000	Liability Insurance Premiums	.00
1000-110-383-0000	Fidelity Bond Premiums	.00
1000-110-410-0000	Office Supplies	2500.00
1000-110-591-0000	Contributions to Other Organizations	.00
1000-110-599-0000	Other Expenses	20000.00
1000-110-599-0001	Other	.00
1000-110-599-0002	Other	.00
1000-110-599-0003	Other	.00
1000-110-599-0004	Other	.00
1000-110-599-0005	Other	.00
1000-130-190-0000	Salaries	10000.00
1000-130-211-0000	OPERS	1400.00
1000-130-211-0001	OPERS	.00
1000-130-213-0000	Medicare	100.00
1000-130-311-0000	Accounting and Legal Fees	.00
1000-130-341-0000	Telephone	250.00
1000-130-599-0000	Other Expense	4500.00
1000-310-360-0000	Contracted Services	.00
1000-410-190-0000	Salaries	47000.00
1000-410-190-0005	Salaries – Union Cemetery	.00
1000-410-211-0000	OPERS	13000.00
1000-410-211-0001	OPERS	.00

1000-410-211-0005	OPERS – Union Cemetery	.00
1000-410-213-0000	Medicare	1400.00
1000-410-213-0001	Medicare	.00
1000-410-221-0000	Medical Insurance	21000.00
1000-410-223-0000	Dental Insurance	1600.00
1000-410-230-0000	Workers' Comp	.00
1000-410-314-0000	Property Tax Collection Fees	.00
1000-410-314-0001	State Prop Tax Coll Fees	.00
1000-410-316-0000	Engineering Services	.00
1000-410-319-0000	Professional & Technical Services	.00
1000-410-323-0000	Repairs & Maintenance	8000.00
1000-410-341-0000	Telephone	2250.00
1000-410-351-0000	Electricity	1000.00
1000-410-352-0000	Water & Sewer	1000.00
1000-410-353-0000	Natural Gas	1250.00
1000-410-430-0000	Small Tools	.00
1000-410-599-0000	Other Expense	20712.00
1000-410-599-0005	Other Expense – Union Cemetery	.00
1000-420-370-0000	Payment to Another Political Subdiv	.00
1000-610-150-0000	Salaries	.00
1000-610-211-0000	OPERS	.00
1000-610-213-0000	Medicare	.00
1000-610-230-0000	Workers' Comp	.00
1000-610-316-0000	Engineering Services	.00
1000-610-317-0000	Planning Consultants	.00
1000-610-351-0000	Electricity	.00
1000-610-381-0000	Property Insurance Premiums	.00
1000-610-599-0000	Other Expenses	.00
1000-760-710-0000	Land	.00
1000-760-710-0002	Land – Cemeteries	.00
1000-760-710-0003	Land – Parks	.00
1000-760-730-0000	Site Improvements	.00
1000-760-730-0001	Site Improvements	.00
1000-760-730-0002	Site Improvements – Cemeteries	.00
1000-760-730-0003	Site Improvements – parks	.00
1000-760-740-0000	Machinery, Equipment & Furniture	.00
1000-760-740-0002	Machinery, Equip & Furn – Cemetery	.00
1000-760-740-0003	Machinery, Equip & Furn – Parks	.00
1000-760-740-0004	Machinery, Equip & Furn – Rd & Br	.00
1000-910-910-0000	Transfers – Out	.00
	Subtotal General Fund	244885.00
Motor Veh License		
2011-330-360-0000	Contracted Services	.00
2011-330-420-0000	Operating Supplies	30521.00
	Subtotal Motor Veh Lic	30521.00

Gasoline Tax		
2021-330-190-0000	Salaries	59242.00
2021-330-211-0000	OPERS	1000.00
2021-330-213-0000	Medicare	530.00
2021-330-420-0000	Operating Supplies	.00
	Subtotal Gasoline Tax	60772.00
Road and Bridge		
2031-330-190-0000	Salaries	100511.00
2031-330-211-0000	OPERS	14000.00
2031-330-213-0000	Medicare	1500.00
2031-330-221-0000	Medical/Hospitalization	20000.00
2031-330-222-0000	Life Insurance	2500.00
2031-330-223-0000	Dental Insurance	2500.00
2031-330-230-0000	Workers' Compensation	3500.00
2031-330-251-0000	Uniforms	5000.00
2031-330-314-0000	Property Tax Collection Fees	6500.00
2031-330-314-0001	Property Tax Collection Fees – State	500.00
2031-330-315-0000	Election Expenses	.00
2031-330-318-0000	Training Services	1500.00
2031-330-321-0000	Rent	24000.00
2031-330-322-0000	Trash	1200.00
2031-330-323-0000	Repairs & Maintenance	35000.00
2031-330-330-0000	Travel & Meeting Expense	1000.00
2031-330-341-0000	Telephone	4750.00
2031-330-351-0000	Electricity	4500.00
2031-330-352-0000	Water & Sewer	1000.00
2031-330-353-0000	Natural Gas	14000.00
2031-330-360-0000	Contracted Services – roadwork	.00
2031-330-360-0001		.00
3031-330-360-0002		9000.00
2031-330-360-0003	Contracted Services – cracksealing	.00
2031-330-360-0004	Contracted Services – Drainage Proj	.00
2031-330-360-0005	Contracted Services – Other	.00
2031-330-381-0000	Property Insurance	.00
2031-330-410-0000	Office Supplies	1000.00
2031-330-420-0000	Operating Supplies	1000.00
2031-330-420-0001	Operating Supplies – Road paint	2500.00
2031-330-430-0000	Small Tools & Equipment	10000.00
2031-330-599-0000	Other	35000.00
2031-330-599-0004	Other – salt	35000.00
2031-330-599-0005	Other – fuel	16500.00
2031-760-740-0000	Machinery & Equipment	.00
	Subtotal Road & Bridge	353461.00
Cemetery		
2041-410-190-0000	Salaries	47000.00

2041-410-211-0000	OPERS	6000.00
2041-410-213-0000	Medicare	1000.00
2041-410-221-0000	Medical Insurance Premiums	9000.00
2041-410-222-0000	Life Insurance Premiums	1500.00
2041-410-316-0000	Engineering Services	30000.00
2041-410-319-0000	Prof & Tech Services	10000.00
2041-410-420-0000	Operating Supplies	.00
2041-410-599-0000	Other	10000.00
2041-760-710-0000	Land	.00
2041-760-740-0000	Machinery & Equipment	.00
	Subtotal Cemetery	114500.00
Fire		
2191-110-230-0000	Workers' Compensation	.00
2191-110-314-0000	Property Tax Collection Fees	.00
2191-110-314-0001	Property Tax Collection Fees State	.00
2191-110-315-0000	Election Expenses	.00
2191-110-318-0000	Fire Training	10000.00
2191-110-318-0001		.00
2191-110-318-0002	Squad Training	13000.00
2191-110-330-0000	Travel & meeting	1500.00
2191-110-360-0000		.00
2191-110-360-0001	PageNet	3500.00
2191-110-410-0000	Office Supplies	4000.00
2191-110-420-0000	Squad Supplies	13000.00
2191-110-420-0001	Firehouse Supplies	6000.00
2191-110-599-0000	Other	3500.00
2191-220-122-0000	Sal – Twp Fiscal Officer Staff	2000.00
2191-220-190-0000	Full-time hourly wages	60000.00
2191-220-190-0001	FT – FLSA OT	22000.00
2191-220-190-0002	FT – OT Worked	10000.00
2191-220-190-0003		.00
2191-220-190-0004		.00
2191-220-190-0005	Intermittent hourly wages	10000.00
2191-220-211-0000	OPERS	.00
2191-220-212-0005	Social Security – Intermittent employ	.00
2191-220-213-0000	FT – Medicare	.00
2191-220-213-0005	Medicare – Intermittent employees	.00
2191-220-214-0000	Volunteer Firefighter's Dependent Fd	.00
2191-220-215-0000	OP&FPP	10000.00
2191-220-221-0000	Medical Ins	.00
2191-220-222-0000	Life Ins	.00
2191-220-223-0000	Dental Ins	.00
2191-220-240-0000	Unemployment Ins	.00
2191-220-251-0000	Uniforms	.00
2191-220-310-0000	Prof & Tech	.00

2191-220-310-0001	Physicals and testing	.00
2191-220-321-0000	Copier machine	.00
2191-220-322-0000	Trash	.00
2191-220-323-0000	Vehicle repairs & maintenance	.00
2191-220-323-0001	All other repairs & maintenance	.00
2191-220-341-0000	Telephone	.00
2191-220-342-0000	Postage	.00
2191-220-351-0000	Electricity	.00
2191-220-352-0000	Water & Sewer	.00
2191-220-353-0000	Gas	.00
2191-220-360-0000	Contract Services	.00
2191-220-380-0000	Insurance	.00
2191-220-510-0000	Dues & Subscriptions	.00
2191-220-591-0000		.00
2191-220-599-0000	Misc Exp	.00
2191-220-599-0001	Fire Prevention	.00
2191-220-559-0002	VIP	.00
2191-220-599-0003		.00
2191-220-599-0005	Fuel	.00
2191-760-740-0000	Capital Purch – Emergency Squads	.00
2191-760-740-0001	Capital Purch – Machinery & Equip	.00
2191-760-740-0002	Capital Purch – Fire Equipment	.00
2191-760-740-0003	Capital Purch – Radio Equipment	.00
2191-760-740-0004	Capital Purch – Personal Gear	.00
2191-760-740-0005	Capital Purch – Specific items	.00
2191-760-750-0000	Reserve for future equipment purch.	.00
	Subtotal Fire	168500
Recreation Comm.		
2192-120-314-0000	Property Tax Collection Fees	.00
2192-120-314-0001	Property Tax Collection Fees – State	.00
2192-120-315-0000	Election Expenses	.00
2192-120-599-0000	Other	.00
	Subtotal Recreation Comm	0.0
Opera House		
2193-110-190-0000	Salaries	.00
2193-110-211-0000	OPERS	.00
2193-110-213-0000	Medicare	.00
2193-110-599-0000	Other	45463.00
2193-760-710-0000	Parks – Notes	.00
2193-760-730-0000	Improvement of Sites	.00
	Subtotal Opera House	45463.00
Preservation Levy		
2195-110-314-0000	Property Tax Collection Fees	15000.00
2195-110-314-0001	Property Tax Collection Fees – State	750.00
2195-110-599-0000	Other Expenses	10000.00

2195-760-710-0000	Land	840000.00
2195-760-710-0001	Land – Notes for purchases	5000.00
	Subtotal Preservation Levy	870750.00
FEMA/OEMA		
2901-110-599-0000	Other Expenses	.00
	Subtotal for FEMA	0.0
Cem Beq – UnRestr		
2902-760-360-0000	Contracted Services	5000.00
	Subtotal Unrestr Cem Beq	.00
	Subtotal	5000.00
Cem Beq – Restrict		
4951-760-740-0000	Non-expendible	.00
	Subtotal Restrict Cem Beq	0.0
	Grand Total	1,893,852.00

Fiscal Officer Kennedy discussed the offerings in the OIH catalogue and reported that there were no items for purchase either because of lack of need or the minimum purchase quantities. On a motion by Trustee Sargent and a second by Trustee Havens, by a unanimous affirmative vote it was agreed that the Township would not make any purchases from OIH during 2007 and would consider the use of OIH again next year.

On a motion by Trustee Sargent and a second by Trustee Havens, by a unanimous affirmative vote, it was agreed to pay all necessary expenses for the elected officials to attend the winter and summer OTA conferences, the National Township Conference in Washington DC, and also any seminars offered by the Auditor of State, the State Treasurer, the Ohio Bureau of Workers' Compensation and the Frank Gates Company.

Fiscal Officer Kennedy further reported that he received information from the County Auditor regarding township property tax rates and property valuations for 2007 and will put this information on the township's website.

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

- 1) Superintendent Annarino reported that there is a water issue on Jones Road where the improvement project took place last year. He was asked to look at the situation with Trustee King and County Engineer Lollo to see how the water might be handled.
- 2) Trustee Sargent reported that it was announced at the County Township meeting that Granville Township had been one of the successful Issue I applicants. Funding will not be available until July 1 for these projects. Superintendent Annarino is to work on cost estimates for the collateral roads off Goose Ln and Silver Streets so that paving for the area might be bid as a package. He was also asked to look at the Mill Race Subdivision and a Battee Road improvement project.
- 3) Superintendent Annarino presented a proposed Agreement Between the Village of Granville and Granville Township with Regard to Certain Street Maintenance Activities. He reported that he had finalized the discussion points with the

Village personnel about the maintenance of the segments of James and River Roads that would be handled by the township after the roads were transferred to the Village because of the pending annexation. He recommended the trustees adopt this Agreement. On a motion by Trustee Havens and a second by Trustee Sargent, by a unanimous affirmative vote it was agreed to enter into the Agreement Between the Village and Township for the Maintenance Activities on James and River Roads as presented by Superintendent Annarino.

- 4) Superintendent Annarino reported that in responding to a complaint about a wet area at the end of Potters Lane the employees dug some test holes in the area. The ground was dry about six inches below the surface. He is going to ask the Health Department to send him a written record of its test results.

The following matters were discussed with respect to cemeteries:

- 1) Fiscal Officer Kennedy read a 2006 Maple Grove Cemetery activity report prepared by Laura Main: a) 45 Burials, b) 28 Property Right Sales (graves), c) 26 Foundations Poured, d) 1 Deed Transfer, E) 1 Grave repurchased.
- 2) Bill Holloway was present to discuss his proposal to create a digital archive of historical documents at Maple Grove Cemetery. He indicated that he conducted a similar project for the Granville Historical Society and assisted them in creating approximately 4,000 digital documents that have not only helped to preserve important historical documents but also improve public access to historical information. He sees three categories of records: a) those that are in danger of deteriorating, b) those that are needed as an information input document, once used would no longer be need to be maintained, c) those that need to be maintained. His proposal includes the purchase of an external USB backup drive, and software to accomplish the digitalization. On a motion by Trustee Havens and a second by Trustee Sargent, by a unanimous affirmative vote it was agreed to commit up to \$500 for this project which Mr. Holloway will begin in the next few weeks.
- 3) Superintendent Annarino presented a proposal from Jobes Henderson for work to be done in Maple Grove Cemetery. It was decided to have F.O. Kennedy and Superintendent Annarino discuss the matter and bring the proposal back to the trustees at the next meeting.

The following matter was discussed with respect to parks:

1. Superintendent Annarino reported that the employees had been trimming trees at McPeck Lodge in anticipation of the upcoming dedication ceremonies.

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

1. Chief Hussey reported that an issue had arisen regarding the FLSA requirement that intermittent employees are no longer be permitted to volunteer their time once they are being compensated to perform a job. He consulted with a number of people including an attorney who previously thought the opposite was true but has now conceded that the most recent FLSA opinions on this topic require this action. Chief Hussey has issued guidelines under which intermittent employees are no longer permitted to also volunteer time and will be compensated for time spent working for

the department when they are not scheduled to work. On a motion by Trustee Havens and a second by Trustee Sargent, by a unanimous affirmative vote it was agreed to ratify the actions of the Chief to compensate intermittent employees when they worked during non scheduled hours. Chief Hussey indicated he has issued guidelines for the use of intermittent employees to limit payments to this category of employee for non-significant emergency events.

2. Chief Hussey indicated that he had talked to each of the intermittent employees who would fall into this category and that Casey Curtis had chosen to move back into volunteer status as opposed to intermittent employee status. On a motion by Trustee Sargent and a second by Trustee Havens, by a unanimous affirmative vote, it was agreed to move Mr. Curtis from intermittent employee status to that of volunteer member of the department.
3. Chief Hussey presented information to the Trustees regarding a proposal to license an EMS protocol and support services. The proposal included a licensing agreement for electronic medical protocol, including software for two EMS vehicles, all station computers, and a personal copy for each fire department member. It also includes the cost to customize the department's current protocol and one years support. The cost to be \$2,995. On a motion by Trustee Havens and a second by Trustee Sargent, by a unanimous affirmative vote it was agreement to accept Chief Hussey's request for the EMS protocol and supporting services.
4. Fiscal Officer Kennedy reported that the deed for the house next door has been recorded and that all the titles for vehicles have been transferred to the township. The majority of the cash and cash equivalents held by the private corporation as of the end of 2006 have been transferred to the township. The corporation is still in process of winding up its financial affairs and will make a final settlement in the future.

Fiscal Officer Kennedy presented a report from Zoning Inspector Warren May of zoning permits issued during the second half of 2006:

Permit No.	Date	Issued to	Address	Purpose
06-28	07/06	J. Shea	378 Potters Ln	Addition
06-29	07/06	F. Rizer	1090 River Rd	Comm Str/paving
06-30	07/12	Jack Gynn	1625 Welsh Hills	Garage
06-31	07/12	R. Daly	2776 Burg St	Addition
06-32	07/25	R. Haben	586 Knoll Dr	Shed
06-33	07/25	D. Newman	2870 Sharon Val	Addition
06-34	08/29	P. Scarpitti	4119 Loudon St	Addition
06-35	08/29	J. Pearlman	3747 Raccoon Va	Addition
06-36	10/10	J. Rinehart	77 Louise Dr	Addition
06-37	10/13	M. Federer	400 Potters Ln	Carr. Hse/Dwelling
06-38	10/25	G. Jones	258 Carmarthen	Access Bldg
06-39	11-06	F. Rizer	1090 River Rd	Sign
06-40	11-06	F. Rizer	1090 River Rd	Access Bldg
06-41	11/06	M. Murphy	1805 Cols Rd	Commercial Add
06-42	11/06	M. Murphy	1805 Cols Rd	Hard Surface
06-43	11/20	K. Jenkins	240 Lincliff	Access Bldg

On a motion by Trustee Havens and a second by Trustee Sargent, by a unanimous affirmative vote it was agreed to enter into a Retainer Agreement with Moots, Carter & Hogan, LPA, for 2007.

Fiscal Officer Kennedy presented the December 31, 2006 bank reconciliation for review and approval by the Trustees. He also reported that Park National had provided its semi-annual pooled securities listing as collateral for the township's public deposits.

Fiscal Officer Kennedy presented information regarding insurance programs for medical, life and dental insurance. The township has been with Teacher's Protective Mutual for a number of years. The fire department is presently with Anthem Blue Cross/Blue Shield. A number of proposals were obtained including both traditional and relatively new HRA programs. With the assistance of a community resident who works in the employee benefits area it was decided to consolidate the medical and dental insurance with the fire department's present policy. On a motion by Trustee Havens and a second by Trustee Sargent, by a unanimous affirmative vote it was agreed to consolidate the township's medical insurance under the Anthem Blue Cross/Blue Shield policy presently held by the fire department private corporation, and place dental and group life insurance thru the Ohio Insurance Services Agency, while dropping the former cancer policies. In addition, the following amounts will be withheld from employee bi-weekly pay:

	Medical	Dental
Single	11.54	1.15
Family – 2 units	23.08	2.31
Family - >2 units	32.31	3.46

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

From: 2191-110-420	Squad Supplies	6000.00
To: 2191-220-599-0005	Fire Intermittent Sal	6000.00
From: 2191-110-420	Squad Supplies	1200.00
To: 2191-220-341	Telephone	1200.00
From: 2191-220-190	Salaries – full-time	3000.00
To: 2191-220-223	Dental Insurance	3000.00
From: 2191-220-190	Salaries – full-time	2000.00
To: 2191-220-310	Prof & Tech Serv	2000.00
From: 2191-110-420	Squad Supplies	500.00
To: 2191-220-310	Prof & Tech Serv	500.00
From: 2191-220-190	Salaries – full-time	108.00

To: 2191-220-251 Uniforms 108.00

From 2191-220-190 Salaries – full-time 550.00  
 To: 2191-220-310 Prof & Tech Serv 550.00

From 2191-220-190 Salaries – full-time 100.00  
 To: 2191-220-510 Dues & Subs 100.00

On a motion by Trustee Sargent and a second by Trustee Havens, by a unanimous affirmative vote the following warrants, and EFT's were approved for payment:

3742	Mary Taylor, Auditor St	915.00	3743	PNB – Visa	111.29
3744	Alpha Link	449.00	3745	R D Zande Associates	1393.81
3746	Frank Annarino	600.00	3747	Binckley	600.00
3748	Joshua Butt	600.00	3749	Tim Giles	600.00
3750	Zach Huhn	600.00	3751	Ralph Meisenhelder	600.00
3752	Ohio LTAP Center	700.00	3753	KPS/NAPA	257.40
3754	Sunoco	21.39	3755	Ohio Health Consortium	114.00
3756	Granville Milling	1.99	3757	Wright Bros Power LLC	61.19
3758	Granville Lumber	12.44	3759	Cintas	336.82
3760	Certified Oil	823.06	3761	Jan's in Stitches	108.00
3762	Granville Historical Soc	550.00	3763	Aaron Hall	21.38
3764	L/C Firefighters Assoc	100.00	3765	Lawyers Title Agency of N	1409.00
3766	Tim Sawyer – Tree Serv	1750.00	3767	Deferred Compensation	502.00
3768	Vance Surveying	9920.00	3769	James Murr & Associates	2200.00
E266	Annarino	1468.47	E267	Barnhill	160.63
E268	Binckley	1002.69	E269	Bowman	693.04
E270	Butt	620.16	E271	Coyle	119.19
E272	Curtis	238.27	E273	DuBeck	243.41
E274	Essick	410.26	E275	Giles	962.01
E276	Hall	536.15	E277	Harrison	89.42
E278	Havens	292.99	E279	Huhn	653.34
E280	Hussey	2273.48	E281	Johnson	300.71
E282	Jones, A	338.77	E283	Jones, B	101.57
E284	Kennedy	515.85	E285	King	331.50
E286	Main	126.78	E287	May	629.98
E288	Meisenhelder	579.44	E289	Principe	160.81
E290	Reece	196.23	E291	Riley	109.70
E292	Sargent	213.14	E293	Simmons	67.75
E294	Smith, D	120.80	E295	Thompson	673.29
E296	Westall	43.77			

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 Havens, with Havens yes and Sargent yes the meeting was moved into executive session for the purpose of discussing employee evaluations.

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

Trustee Sargent presented a proposal to create the position of Assistant Superintendent. Having this new position will provide a backup for the present Superintendent and permit the road department to have two independent crews working at the same time. Superintendent Annarino presented his 2006 employee evaluations and discussed each employee. Fiscal Officer Kennedy presented an hourly wage grid for the various employee positions over the next three years. There was also discussion about raising the hourly rate for the secretaries to the Zoning Commission and Appeals Board to \$15.00 per hour. The Trustees reviewed this information and after a short period of consideration, on a motion by Trustee Havens and a second by Trustee Sargent by a unanimous affirmative vote the following was agreed to:

1. Establish the new employee position of Assistant Superintendent.
2. Promote Travis Binckley to fill the job at an hourly rate of \$18.75
3. Other increases for 2007 are: Butt and Huhn \$.35 per hour, and the zoning secretary positions to \$15.00 per hour.

Fiscal Officer Kennedy went over the calendar of upcoming events including the annexation hearing to be held on January 18 at 5:30PM. Trustee Havens indicated that he had been reviewing documents for his planned testimony at the hearing and stated that he wanted to specifically retroactively ratify the authorization of the Board of Trustees for Trustee Sargent to execute the 514 acre annexation petition requesting the transfer of township certain owned property to the Village of Granville. It had been discussed for Trustee Sargent in his capacity as Chair of the Board to sign the petition but Trustee Havens did not believe that the approval for action was adequately reflected in the minutes of the Board. On a motion by Trustee Havens and a second by Trustee Sargent, by a unanimous affirmative vote, it was agreed to retroactively affirm the request to transfer certain of the township's owned property from the unincorporated area of the township into the Village of Granville and retroactively affirm the authorization for Trustee Sargent to have executed, on behalf of the township, the 514 acre annexation petition to accomplish that action.

The meeting was adjourned at 8:50 PM.