

Minutes of Regular Meeting February 28, 2007

Present: Trustees Havens, King and Sargent, Fiscal Officer Kennedy

Guests: Frank Annarino

Jeff Hussey

Trevor Smith, GTFD

Melissa Crowley-Buck, GTFD

Cassie Hale, GTFD

Brittany Rogers, GTFD

Sarah Shafer, GTFD

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

On a motion by Trustee Sargent and a second by Trustee King, by a unanimous affirmative vote the minutes of the regular held February 14, 2007 meeting was approved as previously presented.

Chief Hussey presented the following individuals for swearing in as one year probationary members of the Granville Township Fire Department: Trevor Smith, Melissa Crowley-Buck, Cassie Hale, Brittany Rogers and Sarah Shafer. The Oath of Office was administered by Trustee Havens.

Trustee Sargent brought up the matter of the Kraner Property bond levy failing at the February 6th election. He expressed concern that since the proposal to acquire the property was the primary recommendation of several of the Open Space Levy Expenditure Committees that perhaps the Trustees needed to reassess the community's interest in acquiring Open Space properties. The approval of the 514 acre annexation in the south east quadrant of the township has changed the need to acquire properties in that area. It was suggested that a public hearing should be held to obtain the pulse of the community with respect to the program and the future purchases to be made by the township. Is there a better way to acquire property? In addition to the general public, specific invitees would be members of the Village Council, the School Board, the township Zoning Commission and Appeals Board, and members of the prior Open Space Recommendation Committees. Fiscal Officer Kennedy indicated he will find a place for the meeting and attempt to schedule it for either April 5th or 12th.

Trustee Havens and F.O. Kennedy reported that work continues on the acquisition of the Spring Valley Property. The surveyor is working on the survey, setting of pins and preparation of legal descriptions. The environmental consultant is working on the Phase I environmental analysis. Work continues on the preparation of a Conservation Easement for the property that is satisfactory to the Ohio Public Works Commission as well as the Licking Land Trust and the Township. It is hoped that the purchase will close by the middle of April.

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

1. Superintendent Annarino reported that the employees have been trimming trees on Goose Lane. They have also been patching potholes when they have not been plowing and salting roads.
2. Superintendent Annarino reported that he has been working on the cost estimates for paving of the lateral streets running off the proposed Issue I project roads. He will be meeting to County Engineer Lollo and verifying his figures. He and F.O. Kennedy will then meet regarding the work that can be done this summer.
3. F.O. Kennedy presented information regarding Chelsea Drive. It has been determined that approximately ten years ago when the County Commissioners accepted three private roads for public maintenance they did not include the entire length of hard surface roadway for Chelsea Drive. There was discussion about what this meant and how to correct this problem. Kennedy and Annarino were asked to obtain a recommendation from the County Engineer.

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

1. Trustee Sargent indicated that he and Superintendent Annarino talked with intermittent employee Carter Polk about working in Old Colony for 10 hours per week. It was discussed that Mr. Polk would work a combination of hours in both Maple Grove and Old Colony (with no more than 10 in Old Colony) during the cemetery season for no more than a total of 32 hours per week. On a motion by Trustee Havens and a second by Trustee Sargent, by a unanimous affirmative vote it was agreed to employ Carter Polk in Old Colony for no more than 10 hours per week at his regular township hourly rate of \$13.30 per hour. The cost of his working in Old Colony will be billed to the Union Cemetery for reimbursement.
2. Superintendent Annarino reported that it was necessary to have TR Sawyer Tree Service in to Maple Grove to cut down two very large trees that were dead and in danger of falling. This work has been completed.
3. There was discussion about the placement of maple syrup buckets on the trees in Maple Grove Cemetery. Superintendent Annarino expressed concern about the condition of the old trees and the fact that buckets had been hung on trees with less than a 12" caliper. It was decided to discuss this matter with the members of the newly established Land Management Committee.
4. Trustee Sargent indicated that he had been in touch with the Fannin's about possibly working in Maple Grove Cemetery this summer. They indicated their fee would be \$5,000 per week plus lodging however they were not sure what their previously scheduled commitments were for the remainder of the year.
5. Superintendent Annarino and F.O. Kennedy presented the proposal from Jobes Henderson & Associates for surveying work to be performed in Maple Grove. The work includes preparation of an overall detail map of the cemetery showing all roads, sections, trees and waterline. Individual maps are to be prepared for Sections 1,3,4,5,6,7 and 15. The survey work is to be completed for Section 2 and an individual map prepared. Fee for this work is \$25,800. In addition iron pins will be set at all corners at a rate of \$21 per pin. The Trustees indicated that this work must be completed in order to finish the mapping of the cemetery and

each of its burial locations. F.O. Kennedy asked that he and Superintendent Annarino have an opportunity to meet with the Jobs Henderson representative to discuss the proposal and any alternatives that could be pursued to reduce the cost.

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

1. Chief Hussey indicated that he had received a letter of resignation from probationary member Joe Boreman because of his work load at Denison. On a motion by Trustee Havens and a second by Trustee King, by a unanimous affirmative vote it was agreed to accept the resignation of Joseph Boreman.
2. Chief Hussey reported that he will be attending a symposium for new fire chiefs this weekend put on by the Ohio Fire Marshall's Office. He also presented a request for five fire department members to attend the Howell Rescue System training school in Dayton. On a motion by Trustee Havens and a second by Trustee Sargent, by a unanimous affirmative vote it was agreed to appropriate \$2,500 for the estimated cost for five department members to attend this training school.
3. The Chief further reported that he has obtained the use of a house along SR37 for training purposes. The house is going to be demolished for construction of the limited access highway. The fire department will be using this house for multiple trainings and perhaps as a burn building in late spring.
4. The Chief also reported that he has received word that \$61,000 in Assistance to Firefighters Grant funding for new sets of fire gear and duty jackets has been approved by the U.S. Department of Homeland Security.

The following matter was discussed regarding the Parks Department:

1. Trustee Sargent indicated that he had been contacted by Lesa Miller from the GRC about their desire to reconfigure the building entrance at McPeck Lodge. The GRC hopes to provide for handicap access to the building by eliminating some steps and rearranging the parking near the building. Trustee King and Superintendent Annarino were asked to review their plans and make a recommendation to the Trustees about work that should be done.

Fiscal Officer Kennedy indicated that he talked with the Ohio Liquor Department regarding the D5 liquor license applications that were discussed at the last meeting. He determined there are in fact two different license applications, with almost the same number, for different addresses in the same building. The applicant, Wine Cache LLC, already has two lesser licenses in place at 925 River Rd. Trustee Sargent stated he went to present license address and talked to James Housteau who is the owner. The new D5 license would supersede the existing licenses which will be turned back in. He needs two licenses because even though the addresses are in the same building there is no connection between the upstairs and downstairs suites. F.O. Kennedy reported that he talked to Village Manager Holycross regarding the license applications because the location in question is proposed for being annexed into the Village. Mr. Holycross indicated that the Village had no problems with licenses being requested in the ordinary course of business and subsequently being annexed into the Village where they might not have been available. Kennedy reminded that in order to request a hearing for a

liquor license application the Trustees had to have one of several reasons recognized by the liquor board. After a short period of further discussion on a motion by Trustee Havens and a second by Trustee King, by a unanimous affirmative vote it was agreed to not request a hearing for either of these license applications.

F.O. Kennedy reported that it was necessary for the township to establish a depository agreement with Huntington National Bank in order to keep certificates of deposit that were held by the private corporation fire department. The depository agreement is to be for the two year period ending December 31, 2008. On a motion by Trustee Sargent and a second by Trustee Havens, by a unanimous affirmative vote it was agreed to open a two year depository agreement with Huntington National Bank.

F. O. Kennedy reported that he filed the township's 2007 permanent appropriation report with the Licking County Auditor as required by the ORC. He also filed the annual CAUV renewal certificates for the various properties owned by the township on which it is still paying property taxes because the property is earning income from being farmed. He reminded the Trustees that state law does not permit a governmental entity to exempt a property from the payment of property taxes if income is being earned from the property. Thus the township owned properties that are being farmed are still paying the same amount of property taxes as if they were owned by an individual and not the township.

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

From 2011-330-360-0000	Contract Services	2.00
To 2011-330-420-0000	Operating Expenses	2.00
From 2011-330-360-0000	Contract Services	25,000.00
To 2011-330-420-0000	Operating Expenses	25,000.00

On a motion by Trustee Sargent and a second by Trustee Havens, by a unanimous affirmative vote the following warrants, debit memos and EFT's and any related Then and Now Certificates, were approved for payment:

E366	Annarino	2646.00	E367	Barnhill	285.66
E368	Baucher	104.05	E369	Binckley	2341.07
E370	Bowman	1795.20	E371	Butt	674.55
E372	Coyle	119.19	E373	DuBeck	477.59
E374	Essick	718.91	E375	Giles	1898.69
E376	Gottfried, A	186.78	E377	Gottfried, B	192.56
E378	Gottfried, N	165.86	E379	Hall	1387.24
E380	Harrison	395.72	E381	Hill	235.87
E382	Huhn	765.28	E383	Hussey	2273.48
E384	Johnson	221.27	E385	Jones, A	464.67
E386	Jones, B	617.42	E387	Kenneally	126.50
E388	Lynn	317.33	E389	McDonald	100.45
E390	Meisenhelder	579.44	E391	Reece	396.96
E392	Riley	343.51	E393	Simmons	65.16
E394	Smith, D	230.81	E395	Thomas	232.54
E396	Thompson	1611.80	3844	Anthem BCBS	4538.01
3845	Anthem Life Ins Company	486.81	3846	Jobes Henderson & Assoc	375.00

3847	Nextel Communications	620.39	3848	Wendy Lewis	30.00
3849	INT Information Systems	525.00	3850	Bill Holloway	60.39
3851	Paul Grigsby	200.00	3852	Fred Abraham	2000.00
3853	American Body Co	404.22	3854	Abe's Body Shop	336.61
3855	Mathews Ford	1075.03	3856	Jae's Towing	525.00
3857	Timothy Giles	25.00	3858	Frank Annarino	58.24
3859	Cellular Connection +	12.71	3860	Travis Binckley	36.28
3861	Ice Mountain Water	37.30	3862	Waste Management	112.82
3863	Morton Salt	2484.53	3864	Stacey Engle	49.71
3865	Howell Rescue Syst	2475.00	3866	C-Tec	4375.00
3867	Village of Hebron	600.00	3868	The Fire House	470.00
3869	Work Health	770.00	3870	Windstream	187.33
3871	Verizon Wireless	42.20	3872	Newspaper Network	24.70
3873	Capital Consulting	507.00	3874	American Safety & Health	927.50
3875	Ben Rader	2450.00	3876	Jim Kennedy	2450.00
3877	PNB – IRS	10657.79	3878	OIT	2482.09
3879	SDIT	49.70	3880	Deferred Compensation	380.00
3881	PNB – OPERS	6695.39	3882	OP&FPP	6734.58
DM	Anthem BCBS	2485.64			

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 Havens and a second by Trustee Sargent, with King yes, Havens yes and Sargent yes the meeting was moved into executive session for the purpose of discussing an employee evaluation. After a period of discussion the meeting was returned to regular session. F. O. Kennedy presented the finished report from Circuit Rider Management Group for the Township Road/Cemetery Superintendent Position Analysis. Principal Doug Plunkett studied the present position, job tasks, job expectations and needs. He also surveyed similar positions throughout the area. He made various recommendations in the report regarding the position and development of its incumbent. The final recommendation was that the hourly compensation for the position should be raised by \$2.30 to recognize the worth of the position and the job performance of Superintendent Annarino. On a motion by Trustee Havens and a second by Trustee King, by a unanimous affirmative vote it was agreed to increase Superintendent Annarino's hourly compensation by \$2.30 per hour retroactive to January 1st.

The meeting was adjourned at 9:20 PM.