

Minutes of Regular Meeting May 14, 2008

Present: Trustees Fred Abraham, Bill Habig and Wes Sargent, Fiscal Officer Kennedy

Guests: Travis Binckley
Jeff Hussey
Stephanie Hamm, 225 Rose Dr
James Riddel, Box 99, Granville
Ross Kirk, Shelly Company
Ken Kerns, Kokosing Company
Brian Miller, Sentinel

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

F. O. Kennedy opened the following bids for 2008 roadwork as was previously advertised:

1. Kokosing Construction - \$360,970; T1 \$54/ton; T2 \$51.70/ton
2. Shelly Company 339,855; T1 \$51/ton; T2 \$46/ton

F.O. Kennedy indicated that both of these bids included both roadwork and the driveway and parking lot of the Spring Valley Property. The engineer's estimate of \$355,950 did not include the Spring Valley tonnage. In this instance both bids are within 110% of the engineer's estimate so they are acceptable from a total cost standpoint.

On a motion by Trustee Abraham and a second by Trustee Sargent, by a unanimous affirmative vote it was agreed to accept the two bids for the township's 2008 paving work and to hold the bids for up to 30 days for evaluation by F.O. Kennedy and Trustee Abraham along with Superintendent Binckley. They are to make a recommendation to the Trustees within the 30 day timeframe.

On a motion by Trustee Abraham and a second by Trustee Habig, by a unanimous affirmative vote the minutes of the April 9, 2008 minutes were approved as previously presented.

Jim Riddel stated that he was present to talk with the Trustees about the construction of a pedestrian bridge to link up the existing TJ Evans Bicycle Path with Raccoon Valley Park. Over the past ten years the township has unsuccessfully applied for grants to construct such a bridge. It is his understanding that there are several community organizations that are interested in helping with having a bridge built. It was noted that this bridge has nothing to do with the pedestrian bridge proposed by the Village next to the SR661 as ODOT is providing the majority of that funding and it must be built where ODOT requires. The figures that he has worked up to date are relocation of an existing historical bridge \$635,000; construction of a covered bridge \$530,000 and construction of a cabled bridge \$250,000. It was decided that Mr. Riddel should work through the organizations that will be providing the majority of the funding.

Trustee Sargent reported that he recently met with Drew Bracken and talked with him about his possible interest in assisting the Trustees in preparation of an annual newsletter. There was interest in this happening but the other Trustees wanted to know

the cost. Trustee Sargent also indicated he wants to work on a new Community Map project as the last effort was in 2002.

Trustee Sargent updated the Trustees on the business name sign located at Weaver Dr and SR661. Based upon increased sign costs the future cost for each name sign will have to increase.

F.O. Kennedy reported that he attended a two day Auditor of State sponsored educational seminar in Columbus.

Trustee Habig reported that the Job Ready Sites Grant application has been filed. F.O. Kennedy provided him with a letter of support just received today and he indicated it would be forwarded on for attachment to the application.

Trustee Habig also reported that he and Candi Moore testified at the Senate Hearings in behalf of HB385.

Trustee Sargent reported that he and Trustee Abraham attended a joint Union Cemetery meeting with the Village Council on May 7th. At that meeting Trustee Abraham was appointed as the township's representative to the Union Cemetery Board.

F. O. Kennedy presented information from the Coshocton, Fairfield, Licking, Perry Solid Waste District explaining that its 2004 solid waste management plan called for a disposal fee increase on January 1, 2009 from \$1.00 to \$2.00 however as this time approaches the Policy Committee has determined that this increase is not necessary. In order to amend the plan it must be ratified by townships and municipalities representing 60% of the District population. On a motion by Trustee Habig and a second by Trustee Abraham, by a unanimous affirmative vote the following Resolution was passed:

WHEREAS, the Policy Committee resolved to amend the solid waste management plan on March 14, 2008 and

WHEREAS, it is our best judgment that the amendment will benefit the solid waste district by providing sufficient revenue for plan implementation without accumulating excess funds, and,

WHEREAS, public hearings were held in all four counties of the district to provide input to this amendment and the Policy Committee considered this input,

NOW THEREFORE BE IT RESOLVED BY the Board of Granville Township Trustees, County of Licking County, State of Ohio that,

1) District disposal fees shall remain at \$1 per ton for in-district waste, \$4 per ton for out of district waste and \$1 per ton for out of state waste without the increase scheduled for January 1, 2009.

2) The Fiscal Officer of this legislative authority is hereby authorized and directed to mail or otherwise deliver promptly a certified copy of this resolution to the Policy Committee.

F.O. Kennedy presented a request to use New Burg St on June 7th for the annual Kayla 5K Run. On a motion by Trustee Habig and a second by Trustee Abraham, by a

unanimous affirmative vote it was agreed to permit the holding of the annual Kayla 5K Run on the morning of June 7th as long as the sponsors will notify the affected residents, provide law enforcement traffic control and only close the road for as long as necessary to conduct the race.

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

1. Trustee Abraham indicated that one of the roads department employees has been on sick leave since March 31st. In order to be able to accomplish the roads work plan he found it necessary to temporarily employ a former part-time employee on an hourly basis and asked for ratification of his action. On a motion by Trustee Abraham and a second by Trustee Sargent, by a unanimous affirmative vote it was retroactively approved to temporarily employ Curtis Ufert in the roads department at \$15 per hour.
2. Trustee Abraham indicated that he and a roads department employee attended an ODOT sponsored asphalt education seminar.
3. Trustee Abraham proposed that certain township provided cell phones be eliminated and be replaced by a \$100 per month payment to the supervisor and \$25 per month to four of the remaining road and cemetery employees. On a motion by Trustee Habig and a second by Trustee Habig this new procedure for the roads and cemetery departments was approved as recommended.
4. Superintendent Binckley reported that since the last meeting the employees completed the move to the new temporary garage location on Westgate Dr. The employees have also completed the following tasks:
 - a) completed the repair of yard and berm damage caused by winter snow removal.
 - b) removed all of the snow fence along Burg St
 - c) replaced four driveway culverts
 - d) worked on drainage problems at five different locations
 - e) participated in fix up clean up week
5. Trustee Abraham reported that the garage architect has just about completed the site drawings and a possible set of plans for the garage. He will present these to the other Trustees shortly.

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

1. Superintendent Binckley reported there have been nine funerals and three graves were sold. The spring foundation pour has been completed. T R Sawyer Tree Service is working in the cemetery to cut down three problem trees, grinding stumps and cutting out deadwood in the trees. On a motion by Trustee Abraham and a second by Trustee Sargent, by a unanimous affirmative vote it was agreed to issue a purchase order for \$4,500 to cover the cost of this work.
2. F.O. Kennedy reported that he filed an updated list of “persons engaged to sell interment rights” with the Ohio Department of Commerce.
3. An employee on sick-leave has been coming in on a part-time basis to work on inputting cemetery data in the computer system.

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

1. Chief Hussey reported that 4 people recently attended auto extrication school in Dayton, 2 people attended fire inspection school in Bowling Green and 4 just graduated from EMT school at CTec.
2. Chief Hussey reported that he and F.O. Kennedy had reviewed the bids opened at the previous meeting for the Open Circuit Self Contained Breathing Apparatus and Compressor/Breathing Air Center equipment. Following the procedure previously approved by the Trustees the bids were awarded to Finley Fire Equipment as the lowest and most responsive bidder. On a motion by Trustee Sargent and a second by Trustee Habig, by a unanimous affirmative vote it was agreed to ratify the awarding of the bids for this equipment to Finley Fire Equipment (SCBA - \$103,615 and Compressor - \$31,740.25). Chief Hussey noted that the SCBA equipment was delivered yesterday. He wished to thank Superintendent Binckley for the assistance in unloading the delivery truck at the township garage with a forklift.
3. Chief Hussey presented two requests for purchase orders - \$3,000 for annual inspection maintenance of fire equipment by OURS Garage in Hebron and \$4,692 for the purchase of 20 sections of 2.5" hose and 8 sections of 2.5" hose for high rise packs. On a motion by Trustee Habig and a second by Trustee Abraham, by a unanimous affirmative vote it was agreed to approve the issuance of purchase orders for the requested purchases.
4. Chief Hussey reported the fire department had received a cash donation of \$350 from the Newark Eagles and a stair stepper exercise machine from the Hollingsworth family. On a motion by Trustee Sargent and a second by Trustee Habig, by a unanimous affirmative vote it was agreed to accept the donations from the Eagles and the Hollingsworth's.
5. Chief Hussey further reported that work is progressing on the purchase of a new Engine/Rescue unit under the state purchasing program. He anticipates having a purchase recommendation for the next meeting.

The following was discussed with respect to the parks department:

1. Trustee Sargent asked if Chief Hussey could look at the log jam up from the erosion problem at Raccoon Valley Park.
2. The following comments were specifically about the Spring Valley Property:
 - a) Trustee Sargent reported that he is working with the Licking Land Trust regarding the plantings for the wetlands area.
 - b) F.O. Kennedy reported he received the donation from Park National Bank, via the LLT, to reimburse the township for the costs to demolish and remove the former pool.
 - c) Trustee Abraham reported that work progresses on the interior of the rental house. He asked for ratification of two purchase orders: Rite Rug \$3,000 and John Klauer Associates \$315. On a motion by Trustee Sargent and a second by Trustee Habig, by a unanimous affirmative vote it was agreed to ratify the aforementioned purchase order request.
 - d) Trustee Abraham reported that the township received a donation of pavers from River Valley Stone Company on Lancaster Rd to be used around the house. On a motion by Trustee Sargent and a second by Trustee Habig, by a unanimous affirmative vote it was agreed to accept the donation of pavers from River Valley Stone Company.

e) Trustee Abraham asked for permission to work with F.O. Kennedy to rent the house as soon as the final work is completed. On a motion by Trustee Sargent and a second by Trustee Habig, by a unanimous affirmative vote it was agreed to permit Trustee Abraham to lease the rental house for the township.

f) Superintendent Binckley reported that the employees graded the Raccoon Valley Park driveway and cut down the brush and bank around the Spring Valley rental house. He had stone and mulch delivered to Raccoon Valley Park for use by the Rec Commission volunteers on their work day.

There was discussion about the fix up week program. 2.5 30 yard dumpsters of trash were filled, along with 5 55 gallon drums of toxic materials. It was decided that next year drop off should be limited to residential, non-commercial waste. Trustee Abraham was thanked for the free use of his property as the drop off site.

F.O. Kennedy reported that when he met with Dan VanNess to discuss the rental terms for the former Quisenberry property the matter was discussed about possibly using the dried effluent from the Village waste water plant as nutrient supplement for the soil. The former owner of the property had permitted the farm fields to be filled with clay material to raise the height of the property and this action covered the topsoil on the field. Kennedy indicated that without making a commitment he discussed this matter with the Assistant Village Manager and asked that it begin a study of the field to determine if effluent application was suitable and could obtain EPA approval. He also wants to discuss the matter with the township's land management group. The Trustees indicated they wanted more information before they could approve this action.

Trustees Abraham and Habig indicated that they would not be able to attend the June 11th meeting. F.O. Kennedy reminded the Trustees that the second meeting of June was cancelled at the beginning to the year. On a motion by Trustee Sargent and a second by Trustee Abraham, by a unanimous affirmative vote the June 11, 2008 was moved to June 4, 2008.

F.O. Kennedy presented the April 30, 2008 bank reconciliation for the Trustees review and approval. He also presented the first quarter pooled securities report received from Park National Bank.

F.O. Kennedy presented a new Amended Certificate of Estimated Resources that had been requested from the County Auditor. The new certificate reflects a \$45,789.44 grant from the Ohio Department of Natural Resources for use by the Recreation Commission to purchase playground equipment at Raccoon Valley Park. He also presented the appropriation to be established for expenditure of these additional funds. 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 post the amounts to the following revenue account:

2192-599-0000 Rec Comm – Oth Inter-gov grants \$45,789.44

and the following appropriation account:

2192-760-740-0000 Rec Comm – Mach & Equip 45,789.44

F.O. Kennedy explained that funds were over-advanced by the County for Kendal TIF taxes when real estate tax advance #1 was provided earlier this year. This situation was corrected by the County when the settlement was received in May but the “excess” money had already been disbursed which would have resulted in an overdraft in the fund. In order to prevent an overdraft in the Kendal TIF fund when the settlement was recorded it was necessary to advance money from the General Fund between trustee meetings. The advance will be repaid when the second half real estate taxes are received. On a motion by Trustee Sargent and a second by Trustee Abraham, by a unanimous affirmative vote, it was agreed to ratify the following entries by F.O. Kennedy to advance money from the General Fund to the Kendal TIF Fund:

From	1000-110-599-0000 General –Other	12,096.99
To	1000-920-920-0000 General – Advances out	12,096.99
From	1000-110-599-0000 General – Other	2,331.25
To	1000-920-920-0000 General – Advances out	2,331.25
From	1000-920-920-0000 General Fund – Advances out	14,428.24
To	2901-491-0000 Kendal TIF Fund – Advances In	14,428.24

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

From	2191-220-599-0004 Fire Dept – Other	1,000.00
To	2191-220-430-0000 Fire Dept – Small tools & Eq	1,000.00
From	2191-220-599-0004 Fire Dept – Other	3,000.00
To	2191-220-430-0000 Fire Dept - Small tools & Eq	3,000.00
From	1000-110-599-0000 General – Other	8,000.00
To	1000-110-314-0002 General -	8,000.00
From	1000-410-323-0000 Gen, cemetery dental	500.00
To	1000-410-420-0000 Gen, cemetery	500.00
From	1000-110-599-0000 General – Other	13,001.00
To	1000-760-730-0002 General	13,001.00
From	2193-110-599-0000 Opera House – Other	708.49
To	2193-110-314-0000 Opera House -	708.49
From	1000-110-599-0000 General – Other	4,000.00
To	1000-410-323-0000 Gen, cem – R&M	4,000.00
From	1000-110-599-0000 General – Other	5,000.00
To	1000-410-319-0001 Gen, cem – Tree Service	5,000.00

From 1000-110-599-0000 General – Other 4,000.00
 To 1000-410-599-0000 Gen, cem – Other 4,000.00

From 1000-110-599-0000 General – Other 14,001.00
 To 1000-410-319-0002 Gen, cem – Prof Ser 14,001.00

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

E1398	Abraham	877.20	n/a	Barnhill	.00
n/a	Baucher	.00	E1399	Binckley	1747.29
E1400	Borden	1183.47	E1401	Bowman	1486.00
E1402	Butt	709.49	E1403	Coyle	542.50
E1404	Curtis	1516.06	E1405	DuBeck	415.27
E1406	Duncan	269.81	n/a	Engle	.00
E1407	Essick	528.45	E1408	Giles	1886.03
E1409	Gottfried, N.B.	256.92	E1410	Habig	558.00
E1411	Hall	1397.56	n/a		.00
E1412	Henry	599.16	E1413	Hill	348.02
E1414	Huhn	829.53	E1415	Hussey	2371.57
E1416	Jones, A	391.25	E1417	Jones, B	313.39
E1418	Kennedy	326.60	E1419	Lynn	661.33
E1420	May	403.41	n/a		.00
E1421	Meisenhelder	564.84	n/a		.00
E1422	Polk	648.56	E1423	Principe	247.44
E1424	Reece	1461.93	E1425	Riley	395.42
E1426	Sargent	491.47	E1427	Smith, D	345.61
n/a	Thomas	.00	E1428	Thompson	1702.11
5094	PNB – IRS	3849.57	5095	PNB – IRS	5704.00
5096	Deferred Comp	2210.00	5097	Downes Hurst & Fishel	1721.20
5098	Liberty Tire Disposal	52.50	5099	PNB – VISA	1218.17
5100	Frank Romei & Son	982.51	5101	Josh Hardbarger	1411.00
5102	Granville Lumber	144.34	5103	Wright Bros Power	347.13
5104	Newark Flag Co	143.00	5105	Carl Hains Co	480.00
5106	Johnson Electric Supp	124.47	5107	KPS/NAPA	582.01
5108	Windstream	103.50	5109	AEP	57.34
5110	Columbia Gas	48.56	5111	ELM Recycling LLC	1118.50
5112	Waste Management	188.98	5113	Plaza Hardware	71.22
5114	Cintas Corporation	254.64	5115	Granville Milling	326.95
5116	Certified Oil	2825.49	5117	Stephen Barns	117.66
5118	Ohio Fire Academy	740.00	5119	Brandon Reece	200.00
5120	Granville Village Market	86.39	5121	Ohio Health	102.00
5122	Capital Consulting	198.00	5123	B&C Communications	276.46
5124	Home Depot	249.00	5125	Time Warner	44.95
5126	United Aggregates	2566.95	5127	Granville Rec Commission	45789.44
5128	Boxes & Bows	27.52	5129	Moore	43.52

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 Habig and a second by Trustee Abraham, with Trustee Abraham yes Trustee Habig yes and Trustee Sargent yes, the meeting was moved into Executive Session to discuss possible property acquisition in accordance with ORC Section 122(G)(2) and employee personnel matters in accordance with ORC Section 122(G)(1).

F.O. Kennedy reported that he had been contacted by Lesa Westall that she wanted to cease being the Maple Grove Cemetery gatekeeper. She recommended another individual that lived on South Pearl Street as her replacement. Kennedy indicated he interviewed her and believes she will be a satisfactory replacement. On a motion by Trustee Sargent and a second by Trustee Abraham, by a unanimous affirmative vote it was agreed to accept the resignation of Lesa Westall as cemetery gatekeeper and employ Vicki Moore as gatekeeper for \$50 per month, effective as of May 1, 2008.

Superintendent Binckley reported that he received a letter of resignation from Tim Giles as an equipment operator effective May 9, 2008. He indicated that the temporary employee who has been filling in for an ill employee has a CDL and is a qualified equipment operator. He requested that this person be hired full-time effective May 19th. On a motion by Trustee Abraham and a second by Trustee Habig, by a unanimous affirmative vote it was agreed to accept the resignation of Tim Giles effective May 9, 2008 and to employ Curtis Ufert as full-time equipment operator at an hourly rate of \$16.65 per hour effective May 19, 2008.

On a motion by Trustee Sargent and a second by Trustee Abraham, with Trustee Abraham yes and Trustee Habig yes, the meeting was returned to regular session.

The meeting was adjourned at 9:55PM.