

Minutes of Regular Meeting June 13, 2007

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

Guests: Bill Habig, Raccoon Valley Rd, G; Travis Binckley; Jeff Hussey

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

On a motion by Trustee Havens and a second by Trustee, by a unanimous affirmative vote the minutes of the Board meeting on May 9, 2007 and special meeting on May 25, 2007 were approved as previously submitted.

Bill Habig was present to discuss his efforts in behalf of the 161 Planning Accord (Jersey, St. Albans, Granville Township, the Villages of New Albany, Alexandria and Granville and the Licking County Commissioners) as Granville Township's representative. The group has met off and on for several years but in his opinion it has not been able to get its hands around the problem of working together for a common good. Several of the members appear to be resigned to whatever happens without any planning. Trustee Sargent asked how this would affect Granville Township. Habig replied that there would be ugly development, with congested interchanges and mostly residential development and little commercial tax base all along the new roadway. Habig stated it is hard to get people to see what the freeway will mean. Developers will not wait for planning. He thinks that there is still time to plan for the development that is coming as a result of the 161/37 expansion plans between New Albany and Granville. Both St. Albans Township and the Village of Alexandria did plans but they are in competition with each other. The County has plans for a county water and sewer district but nothing has been done. There will be a big utility service requirement all along the new roadway.

There was discussion as to how planning can best be accomplished. Habig suggested that a consultant needs to be hired in order to develop a plan and to get all of the members to buy into the plan. Trustee Havens suggested that the planning effort could be scaled back to include the eastern end involving Alexandria, St. Albans and Granville Townships. That would at least get things going. Habig indicated that neither of those entities wants to be a bedroom community without adequate tax base. They see what has happened in the City of Pataskala. Perhaps a JEDZ could be developed to help the townships with an income tax.

On a motion by Trustee Havens and a second by Trustee Sargent, by a unanimous affirmative vote it was agreed to commit up to \$20,000 toward the overall cost of preparing a development plan that will affect everything coming this way as a result of this major ODOT project between Franklin and Licking Counties. Trustee Havens suggested that perhaps the planner could piggyback on the MORPC interchange studies that have already been conducted.

Trustee Sargent indicated that he attended a number of community meetings since the last trustee's meeting. He thinks the Memorial Day services went well and that the cemeteries looked particularly good because of the hard work by the employees.

Sargent and Trustee King attended a fire department training session to observe the testing of some of the auto extrication tools that the fire chief is looking to purchase.

Trustee Sargent further indicated that he is still working on obtaining representatives to the township's new Open Space Study Committee. He understands that the Village intends to appoint Deborah Tegtmeier, but has not had a response from the School District or the Chamber of Commerce. He hopes to have more information for the next township meeting.

Fiscal Officer Kennedy reported that the Spring Valley closing took place on May 23, 2007. The title agent still must send out the paperwork pertaining to the transaction. There was \$1,050 left over from the closing for the benefit of the township. There is still a pledge of \$25,000 from Park National Foundation to be received. There are expenses left to meet the requirements outlined in the grant application of \$34,450 (sign \$1,500; tree planting \$5,000; Raze Pool \$27,950 – rough estimate, see discussion below). F.O. Kennedy presented additional information regarding one time expenses to be paid and those that he believed would be ongoing costs of operating the property. All of the utilities have been converted over into the Township's name. On a motion by Trustee King and a second by Trustee Havens, by a unanimous affirmative vote, it was agreed to ratify the following actions taken by Trustee Sargent: a) Mickey's Roofing \$3,500 for new bathhouse roof and b) JLW Services LLC \$200 for each mowing at SV. The employees have installed orange fence around the pool and across the driveway to indicate that the park is closed to general use. Trustees Sargent, King and F.O. Kennedy met with representatives of NuWay Construction to discuss different alternatives for removal of the concrete from the pool. Trustee Havens indicated that it is important that the township trustees initiate a conversation with representatives of the Licking Land Trust regarding management of the Spring Valley Property. It was decided that Trustee Sargent would attempt to set up a meeting this coming Sunday with LLT representatives and the township's land management group regarding the pool removal and operation of Spring Valley.

Fiscal Officer Kennedy reported that he attended a seminar in Marysville Ohio put on by the Ohio Township Association/County Commissioners Association/the County Prosecutors Association regarding H.B. 694. The legislation has to do with contribution limits to elected officials above which the donor may not receive public contracts approved by that official. This is a complex matter and even the various speakers could not agree as to the implementation of the bill. Kennedy indicated that he wrote to the County Prosecutor regarding what each township should do to implement the requirements of HB694 but has not yet had a response.

Fiscal Officer Kennedy further reported that he also attended a three hour seminar on Employment Law Challenges put on by Edward Jones.

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

1. Trustee Sargent indicated that he and Fiscal Officer Kennedy met with Assistant Superintendent Binckley to determine what work is to be done and how to prioritize that

work. A list was developed covering the roads, cemetery and parks departments as well as the Spring Valley property and other incidental needs.

2. Trustee King reported that he and Assistant Superintendent Binckley met with the property owner on Jones Road who is receiving a great deal of water from the entire area. It was discussed that the water must drain somewhere and that his property is the drainage area for this watershed. Various possible solutions were discussed. The township will have to work with the County Engineer to work on this matter.

3. Assistant Superintendent Binckley indicated that the employees worked on the following since the last meeting: a) replaced a cross culvert under Mill Race in anticipation of the 2007 paving project, b) trimmed a tree on Silver Street to improve visibility for motorists pulling out of Orchard Dr., c) trimmed bushes at Dorrence and Hankinson Rd to improve visibility, d) repaired a problem with an aerator discharge in a drain tile on Beechtree Lane, e) replaced a collapsed culvert on Cambria Mill, f) been using the new tractor mower which is working very well, to catch up on the roadside mowing, g) the final dropped off items from Clean Up Week have been disposed of. In addition he met with the County Engineer to go over estimates developed by Superintendent Annarino. He and Fiscal Officer Kennedy have met to review these figures and a bid notice will be put in the paper.

4. Trustee King reported that he and Assistant Superintendent Binckley have met to review specifications for a new dump truck. On a motion by Trustee Havens and a second by Trustee Sargent, by a unanimous affirmative vote it was agreed to solicit bids for a new dump truck using these specifications. Fiscal Officer Kennedy indicated that he will take these specifications and advertise for truck bids at the same time as bids for the 2007 road work.

5. Chief Hussey indicated that he would work with Assistant Superintendent Binckley to set up first aid kits for the township equipment.

6. Fiscal Officer Kennedy presented a request by the Hurst family to close segments of Burg and New Burg Streets the morning of June 16 for a road race to raise money for a scholarship fund. On a motion by Trustee Havens and a second by Trustee Sargent, by a unanimous affirmative vote it was agreed to permit the use of these streets for several hours as long as it was done in conjunction with the LCSO.

7. In conjunction with the previously discussed possibility of a pay raise for Tim Giles, Fiscal Officer Kennedy reviewed the pay range for a township equipment operator. On a motion by Trustee Havens and a second by Trustee King, by a unanimous affirmative vote it was agreed to give Mr. Giles a 2% raise of \$.33 per hour effective June 1, 2007.

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

1. There was discussion about making a change in the office cleaning schedule. At the present time the cemetery office is being cleaned two times per month. Trustee Sargent is to talk with the cleaner to determine if she would agree to modify her contract to clean the cemetery and roads department offices once each per month.

2. Trustee Sargent indicated that he talked with Julie Huprich at the OSU Extension Office who indicated that it does not harm maple trees to be tapped for sap. However, whoever taps the trees must use some common sense and not drill too many taps in any one tree and not tap trees under 18 inches in circumference. Trustee Sargent is going to convey this information to the Kiwanis organization.

3. Assistant Superintendent Binckley reported that there has been one funeral since the last meeting. The employees have completed spraying the weeds along the roadways. The day to day work is being handled. Laura Main has been in to handle several open items. On a motion by Trustee Havens and a second by Trustee King it was agreed to engage Ms. Main as an independent contractor, to perform services as needed in the cemetery to resolve any open items at a rate of \$13.30 per hour.
4. Assistant Superintendent Binckley indicated that one of the decisions that had been made in the meeting referred to earlier was to hire a temporary employee to mow grass in the cemetery and to be available for other assignments as needed. Hiring this person would permit one of the present cemetery employees to be free to work 100% on the roads. On a motion by Trustee Havens and a second by Trustee Sargent, by a unanimous affirmative vote it was agreed to hire Randy Swick, at a rate of \$8.00 per hour as a temporary employee during the period of the grass growing season.
5. Assistant Superintendent Binckley reported that he talked with Jobes Henderson about the cemetery project they are performing for the township. He was told they continue to make progress. Once the mylars are completed all the plots in the cemetery will be detailed. In addition, Jobes Henderson is pinning all of the corners. The plan is to use the UAN cemetery software system to account for all of these lots.

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

1. Chief Hussey presented the following resignations for approval by the trustees: a) intermittent – Josh Harrison and John Kenneally; volunteer – Sarah Shafer. On a motion by Trustee Sargent and a second by Trustee Havens, by a unanimous affirmative vote it was agreed to accept the resignations as presented by Chief Hussey.
2. Chief Hussey presented a purchase order request for Medtronic Inc annual equipment service agreement in the amount of \$4,055. On a motion by Trustee Sargent and a second by Trustee King, by a unanimous affirmative vote it was agreed to enter into an annual service agreement with Medtronic in the amount of \$4,055.
3. Fiscal Officer Kennedy indicated that he has been receiving donations and miscellaneous payments directed to the fire department. He asked for approval by the trustees to accept these payments and to place them in the fire fund as they are received. On a motion by Trustee King and a second by Trustee Sargent, by a unanimous affirmative vote it was agreed to give Fiscal Officer Kennedy authority to accept all contributions and donations received for the benefit of the fire department and to deposit those monies in the fire fund.
4. Chief Hussey indicated that the legal review of his proposed hiring process has been completed. Several suggested revisions have been implemented and the application period will start next Monday thru July 6th. Copies of the posting and the application forms have been placed on the website by Fiscal Officer Kennedy.
5. Chief Hussey reported that with the concurrence of Fiscal Officer Kennedy the fire department was able to sell both of the township's used Braun emergency vehicles to Clinton Township in Franklin County for \$53,000. On a motion by Trustee Sargent and a second by Trustee Havens, by a unanimous affirmative vote, it was agreed to ratify the sale of the two previously declared surplus 1997 emergency squad vehicles to Clinton Township, a political subdivision, for \$53,000. Fiscal Officer Kennedy reported that payment has been received, credited to the fire fund and the titles transferred to Clinton

Township. Chief Hussey indicated that the two new emergency squads are in service and he is pleased with the specification efforts put forth by the previous private corporation members.

6. Chief Hussey made a presentation regarding the department's vehicle replacement plan over the next 15 years and how it is being funded. The two ems vehicles were first on the list. The next item on the list is the purchase of a new rescue to replace the existing 1992 rescue which in turn will be refurbished to replace a 1987 fire engine used as the backup engine. He indicated that a committee has been established to develop specifications for the new rescue. He anticipates this will be a 7 to 9 month process with bidding and delivery next year. On a motion by Trustee Havens and a second by Trustee Sargent it was agreed to begin work on the specifications for a new rescue and the refurbishing the existing rescue.

7. Chief Hussey presented information regarding his proposal to purchase \$24,405 of Genesis rescue tool equipment, less trade in of a portion of the township's present Hurst Tool set. Trustee Sargent indicated that he and Trustee King had observed the fire department members using this equipment during a training session. He understands that it is necessary to update the present Hurst tool equipment. Chief Hussey indicated that the new tools are lighter, and have a greater strength capacity. On a motion by Trustee Havens and a second by Trustee Sargent, by a unanimous affirmative vote it was agreed to purchase the \$24,405 of Genesis rescue tools as recommended by Chief Hussey and to declare the existing Hurst Tool equipment and use some of it as a trade in against the purchase.

7. Chief Hussey indicated that he attended a class at the Fire Marshall's Office regarding fireworks in Ohio in order to be up to date for July 4th.

Fiscal Officer Kennedy presented the May 31, 2007 bank reconciliation for review and approval by the Trustees.

Fiscal Officer Kennedy indicated that the roads department had been maintaining a manual informal system to track comp time by the employees. The Trustees agreed they needed to formalize this program. On a motion by Trustee Sargent and a second by Trustee King, by a unanimous affirmative vote, it was agreed to permit employees in the roads, cemetery and parks departments to log comp time in lieu of payment for overtime at a rate of 1.5 times each hour of overtime worked. Comp time is to be elected on the timesheet submitted for the pay period in which it occurred and tracked through the UAN payroll system. The roads, cemetery and parks department employees will be able to accrue a maximum of 40 hours in comp time after which they must be paid overtime, until comp time is used. Comp time may only be used with the advance permission of the supervisor.

Fiscal Officer Kennedy presented information regarding the savings in Workers' Compensation premiums by participating in the Ohio Township Association Group Rating Program with Frank Gates Service Company. On a motion by Trustee Sargent and a second by Trustee King, by a unanimous affirmative vote it was agreed to participate in the 2008 OTA group rating program with Frank Gates Service Company.

On a motion by Trustee Sargent and a second by Trustee King, by a unanimous affirmative vote the following appropriation transfers between May 17 and June 13 were approved:

From	2031-330-360-0000	Contracts	7100.00
To	2031-330-360-0004		7100.00
From	2031-330-320-0000	Workers' Comp	250.00
To	2031-330-360-0000	Contracts	250.00
Entry backward, corrected by next entry			
From	2031-330-360-0000	Contracts	525.00
To	2031-330-320-0000	Workers' Comp	525.00
From	2193-110-599-0000	Op H – Misc	30000.00
To	2193-110-360-000	OP H Contracts	30000.00
From	2191-220-122-0000	Fire dept	1000.00
To	2191-110-420-0002	Fire – Supplies Fire	1000.00
From	2191-220-122-0000	Fire Dept	1500.00
To	2191-220-430-0000	Fire Dept	1500.00
From	2031-330-360-0000	Rds – Contracts	15000.00
To	2031-330-353-0000	Rds	15000.00
From	2191-220-122-0000	Fire	6000.00
To	2191-220-353-0000	Fire	6000.00
From	2193-110-599-0000	Op H – Misc	750.00
To	2193-610-351-0000	Op H - Elect	750.00
From	2193-110-599-0000	Op H – Misc	200.00
To	2193-610-352-0000	Op H - Gas	200.00
From	2193-110-599-0000	Op H – Misc	750.00
To	2193-610-353-0000	Op H – W&S	750.00
From	2193-110-599-0000	Op H – Misc	4000.00
To	2193-610-360-0000	Op H – Contract	4000.00

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

E575	Annarino	1469.65	E576	Barnhill	484.33
n/a	Baucher	.00	E577	Binckley	1120.09
E578	Bowman	1798.37	E579	Butt	640.41
E580	Coyle	269.39	E581	DuBeck	477.59
E582	Essick	485.57	E583	Giles	932.91
n/a	Gottfried, A	.00	E585	Gottfried, B	227.51
E586	Gottfried, N.B.	477.27	E587	Hall	1408.46
E587	Harrison	388.54	n/a	Havens	.00
E588	Hill	205.36	E589	Huhn	640.41
E590	Hussey	2273.48	E591	Johnson	302.30
E592	Jones, A	426.96	E593	Jones, B	101.57
n/a	Kennedy	.00	n/a	King	.00

E594	Lynn	218.74	E595	Main	335.73
n/a	May	.00	E596	McDonald	210.12
E597	Meisenhelder	579.44	E598	Polk	567.90
E599	Principe	124.81	E600	Reece	205.36
E601	Riley	265.76	n/a	Sargent	.00
E602	Simmons	136.15	E603	Smith, D	535.37
E604	Thomas	119.42	E605	Thompson	1611.81
n/a	Westall	.00	4122	Laura Main	200.00
4123	Home Depot	70.56	4124	ResponseSoft LLC	2995.00
4125	Bound Tree Medical	1085.90	4126	PNB – Cashier’s Check	250000.00
4127	Frank Gates Company	4241.00	4128	C-Tec	735.00
4129	NGO Propane	15.00	4130	Ice Mountain Water	50.29
4131	Muskingum Cty Farm Bur	269.00	4132	KPS/NAPA	164.25
4133	Finley Fire	1060.00	4134	DMO Security	165.00
4135	Newspaper News Network	23.00	4136	Fire House	604.20
4137	Myers Surveying	1150.00	4138	PNB – IRS	9060.66
4139	OIT	1641.72	4140	SDIT	51.04
4141	Deferred Comp	530.00	4142	GIT	500.03
4143	OPERS-Buyback	613.11	4144	VOID	.00
E638	Annarino	1450.33	E639	Barnhill	550.10
E640	Baucher	88.55	E641	Binckley	1120.09
E642	Bowman	1718.88	E643	Butt	640.41
E644	Coyle	269.39	E645	DuBeck	477.59
E646	Essick	788.24	E647	Giles	932.91
E648	Gottfried, A	371.92	E649	Gottfried, B	122.20
E650	Gottfried, N.B.	278.81	E651	Hall	1811.79
E652	Harrison	157.88	E653	Havens	22.25
E654	Hill	123.44	E655	Huhn	640.41
E656	Hussey	2273.48	E657	Johnson	71.32
E658	Jones, A	321.97	E659	Jones, B	547.16
E660	Kennedy	515.85	E660	King	331.50
E662	Lynn	325.66			.00
E663	May	629.98	E664	McDonald	212.40
E665	Meisenhelder	579.44	E666	Polk	567.90
E667	Principe	299.29	E668	Reece	342.36
E669	Riley	250.21	E670	Sargent	266.06
E671	Simmons	70.34	E672	Smith, D	230.81
E673	Thomas	228.05	E674	Thompson	1556.31
E675	Westall	43.77	4145	Home Depot	74.78
4146	PNB – OPERS	5299.10	4147	OP&FPP	6726.23
4148	Ohio Ins Serv Agency	1487.20	4149	Granville Auto & Off Rd	112.84
4150	PNB – VISA	119.98	4151	Buckeye Valley Waste LLC	1057.40
4152	Nextel	401.31	4153	Eyethink	199.00
4154	Jobs Henderson	7860.00	4155	Newark Winnelson	114.64
4156	Gutridge Plumbing	75.00	4157	Hope Timber	984.50
4158	United Aggregates	424.78	4159	Kokosing Materials	216.72
4160	KPS/NAPA	606.63	4161	Cintas Corporation	358.32
4162	Waste Management	115.63	4163	Granville Lumber	37.00
4164	Certified Oil	2584.42	4165	Muskingum Tractor	22742.00
4166	Muskingum Tractor	4148.00	4167	Lifelink	160.00
4168	CVS Pharmacy	54.02	4169	Granville Village Mkt	60.47
4170	Fire House	462.00	4171	Jan’s in Stitches	283.00
4172	Ohio Health	255.00	4173	Flora’s Diesel	225.70

4174	MT Business Tech	166.20	4175	B&C Communications	169.30
4176	Verizon Wireless	42.59	4177	Granville Recreation Comm	18000.00
4178	AEP	16.99	4179	Village Landscapes	1386.75
4180	Deferred Comp	300.00	4181	Deferred Comp	707.00
4182	OPERS – buyback	250.00	DM45	AEP	237.05
DM46	Columbia Gas	1389.61	DM47	Windstream	391.33
DM48	Village of Granville	69.50			

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 and a second by Trustee, with King yes, Havens yes and Sargent yes the meeting was moved into executive session for the purpose of discussing the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee, or the investigation of charges or complaints against a public employee.

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

On a motion by Trustee King and a second by Trustee Sargent by a unanimous affirmative vote no action was taken following the executive session.

The meeting was adjourned at 9:05 PM.