

Minutes of Regular Meeting July 23, 2008

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

Guests: Travis Binckley  
Jeff Hussey  
Greg Gaber, Architect  
Jack Thornborough, 13 Donald Ross Dr  
Jim Patin, 141 Carreg Cain Dr.  
Justin Lodge - Clouse Lane  
Kraig Koester - 108 Hawks Cove Ct SW  
Roger Dunifon, 3464 Loudon St

Contractors in attendance

Tim & Shane Lott, Shane Lott Plumbing, 107 Zackery Dr, Granville  
Jesse Jones, Hilscher & Clarke Electric, 572 S. Third St, Coshocton OH 43812  
Mike Casey, Altman Co, 1251 Fairwood Av, Cols  
Chris Spangler, CS Electric, 10785 York Rd, Baltimore OH  
John Vanderneck, Command Heating, 1671 Gateway Cir, Grove City OH  
Bruce Jones, BJ Electric, Box 210, Laurelville OH  
Kevin Ronk, Central Ohio Bldg Co, 3756 Agler Rd, Cols  
Wayne Gutridge, Gutridge Plumbing, 88 S. 2<sup>nd</sup> ST, Newark OH  
Tim Wilson, The Wilson Co, Box 574 Hebron OH  
Theresa Ruby, Robertson Const, 1801 Thornwood Dr, Heath OH  
Bill Toole, 11 W. Main ST, Ashville OH 43103  
Mike Schienke, 1350 N. Court St., Circleville OH 43113

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

For the next one and one-half hours the following quantity of bids along with various alternates were opened, supporting paperwork verified, numbers and comments read aloud and were recorded:

General Contractors - seven  
HVAC - six  
Plumbing - seven  
Electrical - eight  
Combinations - nine

As noted in the bid specifications the bids were to be opened and maintained for up to sixty days for evaluation and awarding.

Postscript: On July 25, 2008 the township's architect completed his review of the bids and determined that none of the bid amounts fell within the maximum limit of 110% of the engineering bid and therefore in accordance with state law he will recommend to the trustees that all bids be rejected.

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

Jim Patin, who has been acting as the coordinator for a study as to how to reorganize the Granville Recreation Commission introduced Kraig Koester and Justin Lodge. Mr. Koester indicated that he has been on the GRC Board for two years. It has 18 members and he has seen the level of enthusiasm raise and fall. He feels that a single umbrella for all the community organizations would be better. There is a need for long range planning. He thinks the GRC entity should be matched to the area that it services. It presently serves those attending the Granville School System but only derives taxes from those in Granville Township (which includes the Village). Approximately 20% of the participants live outside the township and since they don't pay the property tax which funds the GRC they pay \$10 user fees. The GRC is going to need a long-term replacement for its present director, Lesa Miller. The person will need a pension, preferably a public pension which the GRC cannot offer as a not-for-profit, and benefits. The study group looked at different alternatives and settled on a Joint Recreation District which would cover the enter school district with a new taxing entity. It would promote recreation throughout the district. The JRD would enable them to look forward and do long range planning.

Trustee Habig asked why it was necessary to have a JRD in order to do long-range planning. Mr. Koester said the JRD would be a permanent organization that would coordinate recreation for the Village/Township and School District. It would be a single source organization. Jim Patin said a JRD would establish a platform which would enable the organization to assess where it wants to go. The new entity might need more than the present 1.0 mill tax levy.

F.O. Kennedy said from the information provided it appeared they thought by levying a tax on the school district valuation, instead of just the township (which includes the village) they would raise an additional \$101,779 based upon the existing one mill. This did not provide for any County Auditor deductions to collect the taxes and did not appear to reflect the reduction of nonresident fees being assessed. He wanted to know if this was going to be sufficient to pay a new full-time employee, perhaps more than one, including the 14% OPERS pension contribution and benefits versus the present 7.65% payment to social security as well as to expand programs. Trustee Habig wanted to see a proforma set of financials where they projected what they thought this new entity was going to need and how the money would be spent.

Trustee Habig indicated it was obvious they were planning to raise more tax money. Mr. Patin stated there were no immediate plans to raise taxes other than after the JRD was formed to try and have the electors pass the present 1.0 mill tax for the entire school district area and let the current 1.0 mill tax on the township drop off. He said the GRC has no funding authority on its own. It has to go to the township for permission to raise

taxes. F.O. Kennedy said that in the 25 years he has been F.O. the trustees have never turned down a request of the GRC. In fact when the old recreation levy was raised to its current 1.0 mill level it was because of the encouragement of former Township Trustee Jim Havens who could see the need for more recreational activities in the community and hence more financial demands. The Trustees have purchased property for recreational activities (the 68 acres at Raccoon Valley Park (RVP) and 11.5 acres at McPeck Lodge) and obtained a grant and provided money for the initial development of RVP and gave the GRC \$25,000 to remodel McPeck Lodge. They have been very supportive of the GRC over the years and he does not understand this statement about a need for an “independent” funding authority.

Mr. Lodge stated the JRD would need more staff. Without a JRD they can't attract a full-time person.

Trustee Sargent said there are two important things to remember. The GRC works hard on a day to day basis. They don't have the people and staff to plan. Also, there are so many participants who do not live in the township and therefore don't pay the property tax levied to support the organization.

They want the JRD in order to do planning. F.O. Kennedy said that when he was treasurer of the school district there was a concern about those living outside the village and the township not feeling a part of the school district and therefore being potential no voters. At that time there was still a concern in Union Township about the consolidation and closure of the Union School. Perhaps that is changing with the influx of new residents but did this study group consider that it might be more difficult to pass new recreation tax levies in these new outlying areas.

Trustee Sargent said the GRC can't continue to function as it has in the past.

Mr. Lodge stated they made this same presentation to Village Council last week. The council members wanted more specifics. They wanted to know the purpose of the JRD ie. a mission statement. They also asked how they were going to build for the future. The goal is to establish the JRD by January 2009.

Trustee Abraham said the GRC has done a wonderful job. He has a concern that levies of this new JRD might not pass as easily and what would happen then. The GRC has always had good support in Granville.

Trustee Habig asked about the JRD as a new taxing entity perhaps competing with the school district for levy money on the same level and at the same time as the school district. It was stated that the JRD would need to be sensitive to the timing of levy requests. Mr. Koester said that the study committee could have decided to stay with the current taxation area but it made sense to have all the potential participants in the program pay the property tax. Trustee Habig said that a township park district could be formed or perhaps it could just be operated under the wing of the township as a parks department like the fire department.

The Trustees said there is a need for an initial budget. How much would this new person cost (salary and benefits) and what other new, extra costs would there be? Trustee Abraham said there needs to be a future business plan. What would the JRD really do and what is it going to cost?

Mr. Lodge said the study group was hesitant to put together a financial plan because they would be telling the new, as yet unformed group, what to do. They didn't want to be or feel they should be in that position.

Mr. Patin said they will try to put together a business plan. In the meantime they are going to make this same presentation to the school board. He believes that if nothing is done the GRC will not exist.

It was agreed that they would bring a business plan back to the trustees for further discussion.

F.O. Kennedy reported that he attended a Planning Commission training session for the Round 23 Issue 1 grant applications. The application will be due on September 5<sup>th</sup>. He indicated that Superintendent Binckley is working on figures that will determine the magnitude of Burg Street project.

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

1. Superintendent Binckley presented information with respect to the purchase of a 16' trailer with electric brakes and fold up ramps - \$5,320.00 and a 2008 Case 440 skid loader \$27,156.36 (priced under state term contract bid), both from Southeastern Equipment. The skid loader will be of particular value in performing the work necessary for the forthcoming Burg St improvement project. F.O. Kennedy reported that there were sufficient amounts available to make these purchases. On a motion by Trustee Habig and a second by Trustee Sargent, by a unanimous affirmative vote it was agreed to approve both of these purchase requests.
2. As reported at the July 9<sup>th</sup> meeting F.O. Kennedy indicated that he expects to receive a check for the FEMA disaster expense reimbursement grant in the near future. He requested that the Trustees approve a new separate account within the UAN system in order to record the approximately \$10,500 when it is received. On a motion by Trustee Abraham and a second by Trustee Sargent by a unanimous affirmative vote it was agreed to establish a UAN receipt account 2901-511-0001.
3. Superintendent Binckley reported that the employees completed the berming of roads that were just paved. Work is being performed on various berming and drainage projects. He and Trustee Abraham, long with County Engineer Lollo met with the residents of 75 Pleasantview Dr and 1826 Jones Rd to discuss their drainage concerns and possible solutions.
4. Trustee Abraham reported that he attended a meeting of the Licking County Technical Review Committee on July 16. The meeting resulted in a short list of comments to be addressed by the township prior to approval of construction plans and subsequent approval of a major development permit.

5. Trustee Abraham also reported that it is necessary to cut in a driveway from Columbus Rd back to the new garage site before any work can begin on the project. The distance involved is approximately 1,300 feet and involves cutting in the road and creating a gravel base. He recommends this work be given to Hankinson Excavating based upon their quote of \$17,500 for this work. Trustee Abraham also indicated that it will be necessary to pay a \$4,800 fee to the state for a building permit. On a motion by Trustee Sargent and a second by Trustee Habig, by a unanimous affirmative vote it was agreed to engage Hankinson Excavating for the work described by Trustee Abraham, the cost of which is to be \$17,500 and to issue a purchase order in the amount of \$4,800 to the Newark City Building Department as a permit fee for this project. In addition, Trustee Abraham reported that the proposed garage is 16,000 square feet while the township's zoning resolution requires a maximum square footage of 10,000 square feet in a General Business District. While the township may exempt itself from its own zoning regulations he feels the trustees should seek a variance from the Board of Zoning Appeals. On a motion by Trustee Sargent and a second by Trustee Habig, by a unanimous affirmative vote it was agreed to have Trustee Abraham complete the necessary paperwork to seek a variance for the construction of a 16,000 square foot building in a General Business District for use as a township garage.

5. Trustee Abraham further reported that the electric line easement paperwork was received since the last meeting. In order to move along with the cost estimating he signed the easement agreement and returned it to AEP. He asked that the Trustees ratify his actions. On a motion by Trustee Habig and a second by Trustee Sargent, by a unanimous affirmative vote it was agreed to ratify the actions of Trustee Abraham in executing the electric utility easement presented by AEP to run electric service to the new garage site.

6. F.O. Kennedy presented the 1/1/08 mileage certification form received from the County Engineer showing 36.66 miles of roadway or 73.32 lane miles of road. He indicated the mileage has declined from 74+ lane miles because of the 514 acre annexation to the Village of Granville.

The following matter was discussed with respect to the cemetery department:

1. Superintendent Binckley reported that the Fannin's have completed this year's work program at Philipps Cemetery. He is pleased with the amount of work that was accomplished in both Philipps and at Old Colony.

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

1. Chief Hussey indicated that he was approached by Windstream about donating \$2,500 for use by the department to acquire equipment. He indicated that he would buy I/O equipment for starting IV lines in bone as opposed to using venous technique which is acceptable to Windstream. On a motion by Trustee Habig and a second by Trustee Sargent, by a unanimous affirmative vote, it was agreed to accept a cash donation of \$2,500 from Windstream for the purchase of EMS equipment

2. Chief Hussey reported that the due diligence review of the Heim property has been initiated and he is awaiting written reports on matters such as radon, condition of appliances, possible wood boring insects and condition of the structure.

3. Chief Hussey indicated that the terms of the 2007 AFG program permit a fire department to use “excess” grant funds for the purchase of certain permitted types of purchases. Having completed the original terms of the grant there is money left over because of better than anticipated pricing of the purchased items. He would like the trustees to approve the purchase of fire extinguisher training simulator package from Bullex Digital Safety for \$11,040.40 and 200 combination smoke/CO detector units, for distribution in the community, from Home Depot. On a motion by Trustee Habig and a second by Trustee Sargent, by a unanimous affirmative vote it was agreed to make the equipment purchases recommended by Chief Hussey using “left-over” 95% AFG funding and 5% local match.

Fiscal Officer reported that he has now received the executed segment of the Poggemeyer zoning update contract from the County Prosecutor and plans to send the completed contract to PDG in the next few days.

F.O. Kennedy presented the June 30, 2008 bank reconciliation for the Trustees review and approval. He also reported that the 2<sup>nd</sup> quarter pooled securities reports have been received from both Park National and Huntington.

F.O. Kennedy indicated that the new fire department command vehicle is going to be delivered next week. As was previously agreed to the Chief Hussey is going to reimburse the township for 100% of the fuel put in the unit, however, only a portion of the use is going to be personal. In order to assist in recordkeeping for the reimbursement Kennedy would like to open a third fuel account with Certified Oil. On a motion by Trustee Habig and a second by Trustee Sargent, by a unanimous affirmative vote, it was agreed to establish a third Certified Oil credit card account for exclusive use in fueling the fire department command vehicle.

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

From 2191-220-599-0004	Fire Dept – Other	10,000.00
To 2191-760-720-0000	Fire Dept – Buildings	10,000.00
From 2191-220-599-0004	Fire Dept – Other	5,000.00
To 2191-220-323-0001	Fire Dept – Repairs, all other	5,000.00
From 1000-410-599-0000	General – Cemetery, other	700.00
To 1000-410-211-0000	General – Cemetery, OPERS	700.00
From 1000-760-740-0003	General – Site Improvement	11,000.00
To 1000-130-317-0000	General – Zoning, Planning Cons	11,000.00
From 1000-760-720-0000	General – Building	6,000.00
To 1000-130-317-0000	General – Zoning, Planning Cons	6,000.00

From 1000-760-740-0004 General 4,000.00  
 To 1000-130-317-0000 General – Zoning, Planning Cons 4,000.00

From 2191-220-599-0004 Fire – Other 8,100.00  
 To 2191-760-740-0006 Fire – Grant, Comp/SCBA 8,100.00

From 2031-760-720-0000 R&B – Building 25,000.00  
 To 2031-760-740-0000 R&B – Machinery & Equip 25,000.00

On a motion by Trustee Habig and a second by Trustee Sargent, 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:

n/a	Abraham	.00	E1549	Barnhill	188.42
E1550	Baucher	108.42	E1551	Binckley	1542.99
E1552	Borden	1099.59	E1553	Bowman	1398.91
E1554	Butt	709.49	E1555	Coyle	269.53
E1556	Curtis	1488.97	E1557	DuBeck	415.27
E1558	Duncan	412.44	n/a	Engle	.00
E1559	Essick	380.63	E1560	Gottfried, N. B.	256.92
n/a	Habig	.00	E1561	Hall	1322.28
E1562	Harrison	224.98	E1563	Henry	620.49
E1564	Hill	100.11	E1565	Huhn	692.23
E1566	Hussey	2371.57	n/a	Jones, A	.00
E1567	Jones, B	286.66	n/a	Kennedy	.00
E1568	Lynn	435.76	E1569	May	508.28
E1570	Meisenhelder	564.84	n/a	Moore	.00
E1571	Polk	538.09	E1572	Principe	283.28
E1573	Reece	862.55	E1574	Riley	258.89
n/a	Sargent	.00	E1575	Smith, D	235.70
E1576	Thomas	235.70	E1577	Thompson	1471.86
E1578	Ufert	1073.69	5306	PNB – IRS	3678.09
5307	OIT	2066.47	5308	SDIT	150.50
5309	GIT	652.02	5310	Deferred Comp	875.00
5311	AFLAC	400.12	5312	PNB – OPERS	5266.25
5313	OP&FPP	10300.57	5314	Warren May	13.72
5315	Kuhn Turf	52.62	5316	American Cemetery	49.00
5317	Hains Topsoil	540.00	5318	Gutridge Plumbing	80.00
5319	Leaderprinting	153.90	5320	Porta Kleen Industrial	151.00
5321	Old Colony Burying Gnd	2500.00	5322	Standard Insurance Co	204.40
5323	Applied Indust Tech	60.74	5324	AEP	76.88
5325	ELM Recycling LLC	364.00	5326	Arwebb Office	119.01
5327	Cintas Corporation	265.00	5328	Ohio Fire Academy	65.00
5329	Stypula Brothers	128.91	5330	Home Depot	18.97
5331	Jan's in Stitches	171.38	5332	Fire House	1583.80
5333	Capital Consulting	182.00	5334	Office Equip Fin Services	99.00
5335	Time Warner	44.95	5336	Williams Custom Vinyl	475.00
5337	Village of Granville	100.00	5338	The Inspection Group	550.00
5339	Morrow & Erhard LPA	600.00	5340	Ace Express Print Shop	10.65
5341	Apex Fire Services	74.70	5342	Finley Fire	7038.00
5343	Granville Township	175000.00	5344	Granville Rec Commission	15000.00
5345	VOID	.00	5346	Anthem BC/BS	7669.70

I hereby certify that the funds were on hand or in process of collection and properly appropriated for payment of the aforementioned warrants.

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Norman S. Kennedy, Fiscal Officer

The meeting was adjourned at 9:55 PM.