

Minutes of Regular Meeting August 12, 2009

Present: Trustees Abraham, Habig and Mason, F.O. Norman Kennedy

Guests: Jeff Hussey  
Roger Dunifon, Loudon St.  
Paul Jenks, Pinehurst Dr  
Brian Miller, Sentinel

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

#### Employment

Trustee Abraham stated that the trustees have been looking for ways to assist Fiscal Officer Kennedy in the performance of his duties. When Abraham attended various Village Council meetings he noted that the council has someone else take meeting notes and prepare the minutes. He talked with F.O. Kennedy about this possibility and Kennedy indicated that employing someone to perform this function would assist him with finding time to perform all of the functions of his office. Trustee Abraham indicated he contacted Melanie Schott and talked with her about taking minutes for the Trustees meetings. She indicated she would be interested in working for the township, on a part-time basis, taking and preparing Trustee meeting minutes for \$75 per meeting. Trustee Abraham recommended employment of Ms. Schott under these terms to the other trustees. On a motion by Trustee Mason and a second by Trustee Habig, it was agreed to employ Melanie Scott on a part-time basis at a rate of \$75 per meeting to take and prepare minutes for the Trustees meetings. Motion carried 3-0.

#### Approval of the Minutes

On a motion by Trustee Abraham and a second by Trustee Habig, by a unanimous affirmative vote the minutes of the July 8<sup>th</sup> and 22<sup>nd</sup> meetings were approved as previously submitted.

F.O. Kennedy stated that the County Commissioners will be holding a 161 Corridor coordination meeting for all the fire departments, the County Engineer, the Post Offices and the 911 Dispatch Center on August 24, 2009 at 1:30 PM. The Commissioners want to make sure there is no problem with the delivery of emergency services to properties along the 161/37 expansion project. He has provided this information to Chief Hussey.

F.O. Kennedy stated that the County Commissioners will conduct a public hearing to on August 31<sup>st</sup> at 10:00AM to take testimony on a proposed text amendment to the Subdivision, Land Division, Development and Congestion Prevention Regulations for Licking County. He provided copies of the Notice to Trustees Habig and Mason.

F.O. Kennedy reported that a notice was received from the Licking County Office of Homeland Security and Emergency Management regarding a 2010 Integrated

Emergency Management Course to be paid for primarily from a FEMA grant. Kennedy indicated that he and Chief Hussey are interested in attending this course.

F.O. Kennedy stated that since the last meeting the township closed on the 72.612 acre Goss Silver St Conservation Easement

#### Elected Official Reports

Trustee Abraham reported that he has met with the Pathway Advisory Committee. He indicated that they have approximately two to three meetings remaining and at some point he hopes to report back to the Trustees on their plan to move forward. Trustee Abraham also stated that he met with the Chamber of Commerce regarding their plans to have a welcome center in the old railroad building on South Main Street. Trustee Habig asked if there have been any cost estimates on how much it will be to fix up the building. Trustee Abraham stated that the initial costs were close to a half of a million dollars, but they are now looking at approximately three hundred and fifty thousand to three hundred and seventy-five thousand. Trustee Mason stated that their approach would be to do the renovations in stages and they first would need to look at firming up the foundation of the structure. Trustee Abraham stated that the building is not in great condition and the renovation costs are more because of historical characteristics. Trustee Mason stated that it is his opinion that the proposed Chamber of Commerce railroad building is worth salvaging.

Trustee Mason stated that he attended the communication meeting where representatives from the Village, Chamber of Commerce, and Denison University get together to discuss current issues. He stated that he feels it is a positive thing to have the Trustees represented in these informative meetings. He went on to say that the acquisition of the Goss property is behind us and it took a long time to put all of the various pieces together. Trustee Mason stated that there was a lot of work by many people who came together to make this purchase happen. Trustee Mason stated that there was good cooperation from the Benson's regarding their properties on River Road. He stated that the van has been moved and a white car was also removed from the property. Trustee Mason indicated that they will continue to work with the Prosecutor's Office on this matter. Trustee Mason stated that he attended a Granville Recreation Committee (GRC) meeting regarding what the new Granville Recreation District (GRD) might look like. He stated that the whole process still needs some fine tuning. He went on to say that he also attended a meeting with Chief Hussy and ISO representative, Tom Young. Trustee Mason stated that he would like the Trustees to consider reconvening the old Open Space Committee. He stated that they disbanded after they issued their last report and he feels it would be beneficial if they were invited to a Trustee meeting and brought up to date. Trustee Abraham indicated that he would call Doug Wagner and invite the committee to a future Trustee meeting.

Trustee Mason stated that he would also like to suggest that the Trustees recognize some of the people at their meetings who serve on various committees on behalf of the Township Trustees. Trustee Habig suggested that this could be further discussed and they could work out a schedule.

Trustee Habig stated that there will be a Comprehensive Plan Steering Committee on August 24<sup>th</sup> at 5:30 PM.

He had attended a meeting of the Newark-Granville Authority Monday, which controls supplemental fees levied on Park Trails and nearby developments that support school capital improvements. An election is to be held in December to fill 2-3 open seats from within the residents Park Trails. Trustee Habig stated that Mr. Wade was elected Chair, and Mr. Cox - Vice Chair. He stated that Peg Betts, who is Treasurer of the school district, will continue to serve as Secretary Treasurer.

F.O. Kennedy stated that he attended the Ohio Township Association's educational summer conference last week.

#### Community Notification System Project

Trustee Mason and Paul Jenks explained that they are working with the Village regarding an Emergency Response System and they hope to make a recommendation to Trustees and Council for possible start time of January 2010.

#### County Building Code Department

Trustee Mason reported that the County is moving forward with a committee to evaluate establishing its own Building Code Department. Trustee Habig questioned the timeframe for a final decision. Trustee Mason was not sure, and he stated that he conveyed to the Commissioners the Granville Trustees' willingness to support their efforts.

#### Citizen Recognition

Trustee Mason indicated that as stated earlier he would like to move a Resolution of Recognition for a resident who has recently contributed a great deal of time and effort to work on projects for the township:

##### Resolution of Recognition

WHEREAS, the Board of Granville Township Trustees has decided to periodically recognize individuals who have contributed to the betterment of Granville Township, and

WHEREAS, resident Paul Jenks has recently contributed his time and expertise to work on the following programs and provide assistance to the elected officials in performing their duties in behalf of the township, and

WHEREAS, thanks to Mr. Jenks efforts the Board was able to prepare specifications for a proposal to have a sole residential trash hauler, which was successfully bid out and took effective April 1 of this year saving the residents of the township a great deal of money, and

WHEREAS, the Board acquired a property several years ago, but had not been able to obtain a certificate of closure for possible contamination issues from the regulatory agencies overseeing such matter and Mr. Jenks has worked to obtain the services of a

professional environmental services firm to perform the work necessary to obtain such closure certificate, and

WHEREAS, the Board was interested in working with the Village of Granville to evaluate the need for some form of community wide emergency notification system and Mr. Jenks has worked with the township and village officials to evaluate such systems and will be making a recommendation on such systems in the near future, and

WHEREAS, the Board of Trustees, the Granville Village Council and the Granville Exempted Village School District determined that it was in the best interests of the community to establish a Joint Recreation District to replace the existing Granville Recreation Commission and it was necessary for the Board of Trustees to appoint two members to the newly formed JRD Board and Mr. Jenks accepted one of these appointments, now

THEREFORE BE IT RESOLVED, that the Board of Granville Township Trustees wish to acknowledge Mr. Jenks for his time and efforts devoted to these various projects in behalf of the township.

Motion to pass this Resolution was seconded by Trustee Habig and passed by a 3-0 affirmative vote.

Roads department:

1. F.O. Kennedy reported that he filed the 2.75 mill replacement levy paperwork, which is for a continuing term, with Board of Elections. This issue will appear on the November 3<sup>rd</sup> ballot and if approved by the voters would first be collected in 2011. Replacement of the existing levy would result in an increase of \$6.34 per \$100,000 of market value of an owner occupied residential property. As Kennedy reminded the Board he had recommended replacement of the levy to assist in offsetting the financial impact of delivering petroleum based services (primarily paving and fuel) to township residents.
2. Trustee Abraham indicated that the final utility hook-ups are being made for the garage and he hopes to begin moving to the new garage next week. There was a question about the driveway gate possibly remaining after construction is completed. Trustee Abraham stated the present gate is temporary and he will look into the possibility of a permanent gate being installed.
3. F.O. Kennedy indicated that along with bidding for construction of the garage last fall it was necessary to obtain financing so that the trustees could enter into a contract for construction. With the state of the economy last year it was difficult to obtain financing but Park National Bank, which is the township's primary depository, provided construction financing for up to \$750,000 for a period of 15 years at an initial 5 year period of 5.4%, the interest rate to be re-established for years six through ten and 11 until maturity, based upon the then current interest rate using a published rate index. The terms of that agreement permitted the township to draw down on this loan as funding was needed and also to prepay the loan as funds became available which would reduce the overall interest cost of

the loan. Kennedy indicated that during construction of the building he has applied inheritance tax money on hand and road and bridge fund cash to payment of construction bills. Thus it has not yet been necessary to draw down on the loan commitment from Park National. However, it is now approaching the point that the road and bridge funds will be needed for other 2009 road expenditures and he must draw down on the funding in order to replenish that money.

Due to the use of inheritance tax money it is now necessary to borrow up to \$600,000. As the financing market has stabilized he reviewed the matter with the township's Bond Counsel and then approached Park National to seek amendment of the terms of its loan commitment. Park National agreed to lower the rate of interest on the initial five year term to 4.8% and permit the township to continue with all of the other terms of the commitment. The reduction in amount borrowed and the lower interest rate results in a lower initial annual payment of \$60,000 down from \$79,000. In order to amend and process the paperwork there would be a \$500 fee payable to both Bond Counsel and the bank. He appreciates the fact that Park is not accessing a 2% penalty against the amount of the original commitment.

F.O. Kennedy indicated that he had previously sent the trustees this information and asked that they approve the amendment of the terms of the loan with Park National to provide for a) borrowing up to \$600,000, b) at an initial rate of 4.8% for the first five years and pay a total fee of \$1,000 to accomplish this amendment. All other terms, including draw down and lack of pre-payment penalty are to remain the same.

On a motion by Trustee Abraham and a second by Trustee Mason, by a 3-0 affirmative vote, it was agreed as recommended by Fiscal Officer Kennedy to approve a Borrowing Resolution to borrow up to \$600,000 from Park National Bank, for the construction of a new township garage, and pay a \$1,000 total fee to amend the previous paperwork. The Trustees also thanked F.O. Kennedy for all the work done on this financing in order to save the township interest costs related to the borrowing.

4. Trustee Abraham indicated that the 2009 road paving of Burg Street and the side roads off it (other than Glyn Carin Way), and Richards Subdivision has been completed. The road employees are in the process of berming the drop offs and shoulders created by the paving. He thanked Superintendent Binckley for his efforts being with the paving contractor at all times that paving was being done.
5. He further reported the employees have completed spraying around signs and guardrails on township roads and been working on ditching the township portion of Welsh Hills Road.
6. The township has taken delivery of the used 2001 Sterling L7501 dump truck which replaces a current 1983 Dump Truck and related snow removal equipment as well as the new tractor and roadside mower attachment which replaces a 1993 tractor and mower..
7. With respect to the matter of large truck traffic from a company located in McKean Township on the north end of Hankinson Road Trustee Abraham indicated he has been to the company and has been unable to reach the plant

foreman. He indicated there appears to be a large operation at the water bottling facility and it is evident that they have the capability for large trucks with its new docks and multiple loading bays. He intends to pursue the use of township roads by these large trucks and will report back to the trustees as well as several residents who have called about the problem of large trucks on the narrow road during construction.

8. F.O Kennedy stated that Granville Township had been awarded a \$30,562 grant in Round 23a Issue 1 funding for paving of Granville Road between SR16 and Silver St. He asked that the Trustees vote to accept this grant, authorize the advertising of the project and set a completion date of September 30, 2009. On a motion by Trustee Mason and a second by Trustee Abraham, by a 3-0 affirmative vote, it was agreed to approve a Resolution to accept the Round 23a Issue 1 grant in the amount of \$30,562, authorize F.O. Kennedy to have advertised the bidding for this project, the bids to be opened on August 26, 2009 at the regular township meeting and establish a completion date of September 30, 2009.

#### Cemetery Department

1. Trustee Abraham reported that there were four funerals since the previous Trustee meeting.
2. Data input work continues on Section 4 in Maple Grove.

#### Parks Department

1. Trustee Abraham reported that two posts and a chain were installed so vehicular traffic can not get back to the rear of the property via this driveway without a key provided when they rent the lower shelter house. He stated that people were going back to the shelter house and leaving trash behind. Signs have been posted and the situation appears to be improving.
2. The water hydrant at the lower shelter has been replaced in order to stop the water leak.
3. Trustee Mason indicated that work is progressing on the selection of a new environmental consultant to assist the trustees in obtaining a closure certificate from BUSTR for the BiCentennial Park property (a/k/a Whitepoint). He asked Mr. Jenks to comment on the project as he has been assisting the trustees in this matter.

Mr. Jenks explained that in 2002 and 2003 the Granville Township Trustees became interested in a property known as the Whitepoint which had been operated as a filling station up until the 1970's. He stated that the site had become an eyesore in the Township and the Trustees wished to remove the buildings and turn the area into a park. Mr. Jenks stated that the Trustees ordered a Tier I and Tier II environmental evaluation of the property which were done in 2002 and 2003. The environmental company which was hired to do the evaluation was the same company that had remediated the underground storage tanks (USTs) in 1994, for the prior owner and was suppose to be working on a closure plan with BUSTR. Based on the results of the investigation reports, the

site had some contamination where the tanks had been located with little or no contamination off site and the Trustees were assured the Township could not be held as a responsible party (RP) by the State. In December of 2003, based on the studies the Trustees purchased the property, subsequently removed the buildings and created a park with gravel parking lot on the .5 acre site. The Trustees commissioned the environmental consultant to move to obtain a closure certificate from the Ohio State Fire Marshal's BUSTR Division for the site. This work was never completed.

In June of this year the trustees resurrected this project with the same consultant however, subsequent to that action the Trustees became aware that this consultant had pled guilty in late 2008 in Franklin County Common Pleas Court to four felony counts of defrauding state agencies by falsifying environmental site work and filing false reports. When this information was obtained the Trustees decided to seek requests for qualifications from other regional environmental firms. The three firms that submitted RFQs were asked to submit proposals to the township for the approach they would use and the work that they would do to evaluate the property and ultimately obtain a certificate of closure from the state. The proposals from these companies were reviewed by Trustee Mason, F.O. Kennedy and Mr. Jenks. After the review they felt that CTL Engineering Inc. (CTL) was the best choice. CTL has proposed to drill a series of new wells both on and off site, test the materials obtained and submit a report back to the Trustees. CTL will perform a Fate and Transport Modeling of groundwater contaminants using the BUSTR-Screen that will model and predict any potential contaminate migration over the next 10 to 20 years. Sufficient data should be obtained in conjunction with this work to either determine what additional site work should be done, or to support application to BUSTR for a closure certificate. The range of costs for the work proposed by CTL is \$15,577 - \$17,284.

Trustee Habig asked if the test wells drilled by the original consultant and located by CTL can be used. CTL indicated they are aware of these wells and must validate the results recorded by the previous consultant before they can be used for supporting data.

Mr. Jenks indicated that even though the township cannot be deemed an RP with respect to this property as they did not own the land when the USTs were in use he is pleased they are moving forward with a final evaluation of the property and any contaminants which may remain. He has talked with representatives of the Village because of the Village water well fields and they are also pleased that the trustees are planning to complete this work.

F.O. Kennedy stated that CTL provided him with a professional services contract, but the County Prosecutor has a proposed a number of changes which must be made in the language before it can be signed.

On a motion by Trustee Mason and a second by Trustee Abraham, by a unanimous affirmative vote it was agreed to enter into a professional services contract with CTL Engineering Inc for a maximum amount of \$17,284 , to conduct the work discussed above with the proviso that any one trustee may only

execute the agreement when all of the Prosecutor issues have been satisfactorily resolved.

The Trustees thanked Mr. Jenks for his assistance to this point, especially as he is donating his time as with all the other projects he has undertaken for the township.

#### Fire Department:

Chief Hussey reported on the ISO (Insurance Service Operation) evaluation which is presently in process. He stated that he has been working with Tom Young who is with ISO. Chief Hussey stated that the ISO evaluates fire departments throughout the United States and provides ratings which are used by insurance companies to set rates as well as for local evaluation of their fire operations. In addition to the department's operation which accounts for 50% of the rating, ISO also evaluates the local water supply and distribution system (40%) along with the emergency call (911) dispatching system (10%). He indicated that he spent sixty hours preparing for them and another thirty hours of working with them this week. Chief Hussey stated that ISO has not done an evaluation here since 1989 and he is glad they came in, especially after the department came under the auspices of the township beginning in 2007. ISO ratings range from 1 – 10. There are no ones and only a dozen or so with two ratings. Granville has been a five split nine, with the break point being those areas serviced by hydrants and those not. F.O. Kennedy asked if dry hydrant systems (those with pre-plumbing installed in ponds or other permanent water sources to act as water sources in the country for use by the fire department) would qualify as a hydrant for ISO rating purposes. Chief Hussey indicated dry hydrants do not qualify, however, they are a valuable year round water source and he encourages their installation by property owners.

Chief Hussey stated that he expects the ISO rating results within five to six months. Along with the rating ISO will also provide with their recommendations for any areas which could be improved. Chief Hussey stated that the weaknesses noted in the results twenty years ago were documented training and manpower – both of which have been improved.

Trustee Abraham commended Chief Hussey for the overall operation of the fire department. In the absence of Superintendent Binckley F.O. Kennedy thanked Hussey for the assistance provided by fire department personnel in helping to wash out a partially clogged culvert at Heide Court.

#### Trustee Meeting Time Change

On a motion by Trustee Habig and a second by Trustee Abraham, by a unanimous affirmative vote the meeting time for the August 26, 2009 Trustee Meeting was changed from 7:00PM to 4:00 PM because of a conflict in schedules. The meeting will still be held at 3447 Raccoon Valley Road (McPeck Lodge.)

F.O. Kennedy presented the 7/31/09 bank reconciliation for the trustees review and approval.

On a motion by Trustee Abraham and a second by Trustee Mason, by a unanimous affirmative vote the following appropriation transfer was approved:

From 2041-760-710-0000	Cem – land	3,000.00
To 2041-410-323-0000	Cem – M&R	3,000.00

On a motion by Trustee Abraham and a second by Trustee Mason, by a unanimous affirmative vote the following warrants, debit memos, EFT's and if applicable, then and now purchase order certificates were approved for payment and processing:

E2392	Abraham	833.42	E2393	Barnhill	212.25
n/a		.00	E2394	Binckley	2005.74
E2395	Borden	1401.78	E2396	Bowman	1738.73
E2397	Bryan	1054.85	E2398	Butt	744.55
E2399	Clemens	1321.24	E2400	Curtis	1558.70
n/a	DuBeck	.00	E2401	Duncan	295.02
n/a	Engle	.00	E2402	Essick	330.13
E2403	Gottfried, N.B.	149.79	E2404	Habig	821.53
E2405	Hall	1401.93	E2406	Harrison	254.49
E2407	Henry	662.41	E2408	Hill, J	238.27
E2409	Hill, B	1191.61	n/a		..00
E2410	Huhn	837.64	E2411	Hussey	2483.41
E2412	Jones, A	258.83	E2413	Jones, B	107.95
E2414	Kennedy	72.08	E2415	Lynn	471.97
E2416	Mack	644.70	E2417	Mason	800.91
E2418	May	592.74	E2419	Meisenhelder	580.63
E2420	Monroe	1161.02	E2421	Moore	43.52
E2422	Pack	328.45	E2423	Principe	265.47
E2424	Reece	898.49	E2425	Riley	400.42
E2426	Smith, D.	131.68	E2427	Thomas	260.78
E2428	Thompson	1534.72	DM65	Anthem BC/BS - July	5216.28
6334	Kent Title Services Inc	585107.90	6335	Ernie Cordray	2610.00
DM67	Anthem BC/BS - Aug	5855.03	DM68	Windstream	444.68
DM69	AEP	879.35	DM70	Village of Granville	298.30
DM71	Columbia Gas	266.46	6336	Norman Kennedy	166.31
6337	Downes Fishel	618.75	6338	Nextel	163.34
6339	USPO	176.00	6340	MT Business Tech	26.39
6341	Elan Financial	2450.81	6342	Kessler Sign	100.00
6343	Dan VanNess	35.00	6344	Curb Lawn Appeals	1000.00
6345	Muskingum Tractor	308.83	6346	KPS/NAPA	509.67
6347	Lawson Products	278.05	6348	AEP	239.23
6349	United Aggregates	461.38	6350	Cintas Corp	434.42
6351	Granville Milling	525.90	6352	Granville Lumber	275.49
6353	Granville Village Mkt	147.53	6354	Certified Oil	2197.54
6355	Newark Winnelson	37.22	6356	L E King & Son	2362.50
6357	Southeastern Equip Co	68356.17	6358	Wright Bros Power	197.93
6359	Wendy Lewis	30.00	6360	Old Colony	6000.00
6361	Finley Fire	4602.64	6362	Ohio Health/Behavioral H	127.50
6363	Heart Specialists of Oh	897.00	6364	Physio-Control	3937.70
6365	Parr Public Safety Equip	173.55	6366	DataTalk Telecom	218.50
6367	Verizon Wireless	45.11	6368	Warren Fire Equipment	8190.00
6369	Granville Township	175000.00	6370	Granville Recreation Comm	100000.00
6371	Stypula Brothers Land	1533.99	6372	PNB – IRS	5493.13

6373	Deferred Comp	2050.00			
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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

On a motion by Trustee Abraham and a second by Trustee Mason, with Abraham yes, Habig yes, and Mason yes the meeting was moved into executive session under ORC 121.22(G)(2) with respect to possible property acquisition.

After a period of discussion on a motion by Trustee Habig and a second by Trustee Mason with Abraham yes, Habig yes and Mason yes the meeting was returned to regular session.

The meeting was adjourned at 8:35 PM.