

Minutes of Regular Meeting November 14, 2007

Present: Trustees Bill Habig, Lyle King and Wes Sargent, Fiscal Officer Kennedy

Absent: Trustee Elect Fred Abraham

Guests: Jeff Hussey  
Travis Binckley  
Michael Whitehead, 36 N. 2<sup>nd</sup> St, Newark  
Amy Huddleston, 933 River Rd, Granville  
Teri & Norm Ingle, 170 Joy Ln, Granville  
Frits Rizor, 326 N. Pearl ST, Granville

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

F.O. Kennedy presented the required fidelity bond for appointed Trustee William Habig along with Habig's executed Oath of Office. On a motion by Trustee King and a second by Trustee Sargent, by a unanimous affirmative vote it was agreed to accept Habig's fidelity bond and Oath of Office.

Trustee Sargent indicated that the Trustees had received a recommendation from the township's Zoning Commission to rezone the property at 1893 Columbus Road from Residential (R1) to General Business (GB) and as previously advertised in the Sentinel would be conducting a public hearing on this recommendation.

He called the public meeting to order. Applicant Amy Huddleston said her business involves providing home health care professionals. She anticipates using the property for interviewing and training these individuals and there would be no clients at this property. In addition there will be mostly administrative staff working at this location and therefore not a lot of traffic.

Attorney Michael Whitehead indicated that if the Trustees concur with the recommendation of the Zoning Commission then Ms. Huddleston will immediately apply to the township's Board of Zoning Appeals to bring any non-conformities into compliance.

Realtor Norm Ingle stated that the owners had attempted to sell this property as a residence and found no buyers. He felt it was because there was too much traffic and that conversion to a commercial use makes sense.

Trustee Sargent asked if there were any other public comments. Hearing none, on a motion by Trustee Sargent and a second by Trustee Habig, by a unanimous affirmative vote the public hearing on the recommendation to rezone the property at 1893 Columbus Road was called to a close.

Fiscal Officer Kennedy indicated that along with the recommendation received from the Zoning Commission he had also received a letter from ODOT indicating that it had no objection to the rezoning on a state highway. He further stated that in accordance with

the Ohio Revised Code the Trustees could only modify or deny the recommendation of the township's Zoning Commission by a unanimous vote of the Trustees.

Trustee Sargent moved to accept the recommendation of the township Zoning Commission to amend the township's zoning map and rezone the property at 1893 Columbus Road from Residential to Commercial which was seconded by Trustee Habig. The motion was passed by a unanimous affirmative vote of Trustees Sargent, Habig and King.

The appointment of Mr. Habig to the township trustee board has created a vacancy on the township zoning commission. F.O. Kennedy indicated that he talked with Tom McCullough who has been one of the alternates to the zoning commission and he indicated he would be interested in the appointment to complete Mr. Habig's term. On a motion by Trustee Sargent and a second by Trustee Habig, by a unanimous affirmative vote it was agreed to appoint Tom McCullough to fill the remainder of Mr. Habig's term on the township zoning commission. Trustee Habig indicated that he will work with Bob Erhard on the zoning board about a possible replacement for Mr. McCullough as an alternative member of the zoning commission.

There are several other open appointments to various committees. They are:

1. the Newark Granville Community Authority Board – previously held by former Trustee James Havens.
2. the Bryn Du Governance Committee – previously held by Kim Miles. Trustee Sargent indicated he was asked to hold off on this appointment by a member of the Board as they wish to have a member with certain expertise.
3. the Licking County Tax Incentive Review Council – positions previously held by Leonard Hubert and Bill Willis. Mr. Willis indicated he is no longer interested in representing the township on this board. Trustee Sargent is going to ask Mr. Hubert if he is still interested in this position.

Trustee Sargent reported that in conjunction with its Bi-Centennial anniversary Licking County is promoting a program entitled Century Farms of Licking County. The County Commissioners want to recognize farms that have been in the same family for at least 100 years. Sargent plans to contact Herb Breymaier to determine if his farm on SR661 would qualify. Trustee Sargent also attended a Granville Foundation meeting. He suggested that with the number of boards and organizations the trustees are asked to participate on they can't devote enough time to help out as they should. He thinks they need to appoint some community members to represent the trustees where possible.

Trustee Habig indicated that he would work on the Scenic By-ways program for the township. A plan has been prepared in conjunction with the development of the community comprehensive plan and he will determine what must be done to apply to ODOT for acceptance of the proposed roadways.

Mr. Rizer was present to inquire about being able to place his business name on the sign pole on Weaver Dr. Trustee Sargent indicated that the original intention was only permit

business on Weaver Dr to be listed on the sign post. Mr. Rizor's business is on the River Road. Mr. Rizor agreed that his business name would be removed if too many Weaver Drive businesses decided to list on the sign post. On a motion by Trustee Sargent and a second by Trustee King, by a unanimous affirmative vote it was agreed to permit Mr. Rizor's business to be listed on the sign post, subject to availability of space, for a fee of \$150 payable to the township. Mr. Rizor is to contact Kessler Sign Company directly.

Trustee Habig indicated that he and F.O. Kennedy had attended a public hearing of the Open Space Committee held on November 1<sup>st</sup>. The Open Space Committee members obtained input regarding expenditure of open space levy funds from those in attendance. The Committee also is accepting surveys thru November 16 either via its survey website or paper copies. The members hope to have a draft of current Open Space expenditure policies by the end of the month.

Trustee Habig also discussed the Mid Ohio Regional Planning Commission's Sustainability Summit, that he attended over the past two days. MOPRC has created a new Center for Energy and Environment, Ameresco which is one of the three corporate sponsors of this effort, plans to donate \$200,000 worth of services including carbon footprinting for interested MORPC members.

Trustee Sargent indicated that since Maple Grove Cemetery is now entirely within the Village he has been talking with the Village Manager regarding inclusion of the cemetery within the Village deer hunting program. On a motion by Trustee Habig and a second by Trustee King, by a unanimous affirmative vote it was agreed to authorize Trustee Sargent to establish a deer hunting program within Maple Grove Cemetery under the Village program.

On a motion by Trustee Sargent and a second by Trustee King, by a unanimous affirmative vote the minutes of the meeting held October 24, 2007 and the special meetings on November 7 and 8 were approved as previously presented.

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

1. Acting Superintendent Binckley reported that the new truck has been delivered along with the trade-in of the 1993 Chevrolet dump truck. F.O. Kennedy indicated that he asked Binckley to sign the applicable paperwork which needed to be authorized by the Trustees. On a motion by Trustee Sargent and a second by Trustee King, by a unanimous affirmative vote it was agreed to trade-in the 1993 Chevrolet dump truck and permit Travis Binckley to have signed the acceptance paperwork and the title for the trade-in.
2. Acting Superintendent Binckley reported that roadside berming has been completed for all the Issue 1 roads as well as Orchard and Battee. Road striping has been completed on the non-county portion of Welsh Hills, along with Battee Road and Knoll Dr. Ditching work has been done near 1085 Burg St and Beechwood and Thornewood. A 24" cross culvert was replaced on Hankinson Rd near Cambria Mill.
3. Mr. & Mrs. Ingle were present to request that the township consider assuming public responsibility for the roadway used to access the properties at 116, 145, 148, 166 and

170 Joy Lane. They wanted to know why the road was not including in the acceptance for public maintenance of Joy Lane, Miller Ave and Chelsea Dr which was done several years ago by the County Commissioners at the Trustees request. There was discussion that this road was actually a driveway and had never been dedicated as a public road when the original plat for this subdivision was filed. It was decided that this matter should be referred to the County Engineer who is the township's consultant for these types of matters. Fiscal Officer Kennedy suggested that since there is still a problem with the west end of Chelsea Dr. that was not included in the previous road request. On a motion by Trustee Habig and a second by Trustee King, by a unanimous affirmative vote it was agreed to refer the matter of the private driveway off Joy Lane and the west end of Chelsea Drive to the County Engineer for his input.

4. F.O. Kennedy indicated he was contacted by McKean Township about the possibility of again purchasing small quantities of rock salt from Granville Township at its cost + \$.50 per ton. This would enable McKean Township to obtain a better price and also to obtain salt throughout the winter. On a motion by Trustee Habig and a second by Trustee King, by a unanimous affirmative vote it was agreed to sell rock salt to McKean Township at Granville Township's cost + \$.50 per ton handling charge.

5. Trustee King indicated that he and acting superintendent Binckley have a meeting with Columbia Gas regarding the installation of a larger gas pipe along New Burg Street. He has a copy of the township's walkway engineering plans and the Village sewer line to the Intermediate School and will talk with the gas company regarding the issues in the area.

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

1. Acting Superintendent Binckley indicated that the employees continue to collect and mulch leaves throughout the cemetery. The fall foundation pour has also been completed.

2. F.O. Kennedy indicated that the present township Current Operating Expense .4 mill levy that subsidizes the operation of the township cemeteries is going to be last collected in 2008 and must be voted upon in 2008 so that it does not terminate. The levy is presently generating about \$110,000 at about .368 mill residential and agricultural effective rate. The net cemetery levy expenditures for 2007 to date exceed levy revenues by approximately \$18,000. He indicated that this includes \$20,000 of the receipts of the levy used for maintenance of the Old Colony Burying Ground on S. Main St. Trustee Sargent indicated he believes the township cemetery still needs a clerical worker to handle the day to day activities and input all of the cemetery data in the UAN software and there is more work to do in terms of tombstone restoration at Maple Grove and Philipps Cemeteries. F.O. Kennedy indicated that replacement of the .4 mill levy would generate approximately \$9,500 more at a cost an additional \$.98 per \$100,000 of an owner occupied residential property. The Trustees discussed the adding an additional .1 mill to the .4 mill replacement. F.O. Kennedy indicated this would generate about another \$30,000 of revenue and cost an additional \$3.06 per \$100,000 of an owner occupied residential property. The total cost to replace the existing .4 mill and add a new .1 mill would be about \$4.00 per year per \$100,000 of market value.

Trustee Habig asked why the township was using a Current Operating Expense levy instead of one specifically for operation of a cemetery. F.O. Kennedy indicated that a township can only use levy purposes as set out in the Ohio Revised Code. This particular levy has been in place for 25+ years and the last time he checked there was still no levy purpose for cemetery operating expenses.

On a motion by Trustee Sargent and a second by Trustee Habig, by a unanimous affirmative vote it was agreed to replace the existing .4 mill Current Operating Expense levy (used exclusively for cemetery operating purposes) and add an additional .1 mill new millage to the same levy.

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

1. Chief Hussey discussed the following projects which are in process:
  - a. Fire Grant Gear – order has been placed and he is awaiting delivery
  - b. MECC Map – the department is working with a vendor from Franklin County to implement computerized mapping in each of the fire department vehicles.
  - c. Radio Repeater – he is awaiting FCC frequency licensing to actually order the repeater equipment to be installed at the top of the Denison library.
  - d. Rescue Truck Specifications – they are being developed to replace an 18 year old piece of equipment.
2. Chief Hussey made a presentation regarding his desire to purchase 4 ice rescue suits and related equipment. The only other equipment in the County is owned by West Licking Fire District and he believes there should be closer equipment available for use by Granville Township Fire Department. The total cost is \$4,816.80 for the suits and all the related equipment and was included within the capital equipment purchases portion of the 2007 fire department budget. On a motion by Trustee Habig and a second by Trustee Sargent, by a unanimous affirmative vote it was agreed to purchase the equipment as requested for \$4,816.80.
3. Chief Hussey made an additional presentation regarding the desire to start an Explorer Scout program at the fire department. This program has been highly successful in other area fire departments and he feels it would be a tremendous asset to Granville Township in terms of recruitment and to the youth that would become involved in the program. After a short period of discussion on a motion by Trustee Sargent and a second by Trustee King, by a unanimous affirmative vote it was agreed to have the fire department participate in this program.

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

1. Acting Superintendent Binckley indicated that he has been overseeing the work being done at the Spring Valley Park. The concession stand gas has been shut off and the electric service removal will be completed on Friday. F.O. Kennedy requested ratification of his entering into a \$2,000 contract with Ohio Technical Services to remove the asbestos in the concession stand, as well as the asbestos floor tiles in the rental house. On a motion by Trustee Sargent and a second by Trustee King, by a unanimous affirmative vote it was agreed to ratify the execution of the asbestos mitigation contract entered into by F. O. Kennedy. The asbestos should be removed either this Friday or next Monday. Once that has been completed the building will be

torn down and removed on Tuesday. The winter wheat seeding of the former pool area should be completed about the same time.

F.O. Kennedy indicated that he had received a letter from Roger Dunifon who indicated that when he attempted to renew his automobile license plates he found that his address on Loudon Street Road was indicated as being in McKean Township (#4583). As the township receives \$5 from a 1962 license plate fee from each vehicle registered in the township (#4572) it is losing money for any miscoded addresses. Kennedy responded to him that over the years the townships in the county have attempted to fix this problem but it still continues to some small degree. He indicated to the Trustees that as the website is revamped he will include information about this problem.

F.O. Kennedy reported that he has received a proposal from Maher Consulting & Design to revamp the township's website. The present site was established about four years ago. Since then sites have been established in a different format and use internal site search to navigate around the site. Maher was recommended by the operators of the township's ISP and has done the Village's site. On a motion by Trustee Habig and a second by Trustee Sargent, by a unanimous affirmative vote it was agreed to enter into an agreement with Maher Consulting and Design for services to revamp the township's website for the amount of \$2,400.

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

Fiscal Officer Kennedy reported that he had additional funds available for payment to the Granville Recreation Commission in excess of its 2007 contract amount. On a motion by Trustee Sargent and a second by Trustee King, by a unanimous affirmative vote it was agreed to enter into an amended 2007 contract with the GRC for an additional \$28,000.

Fiscal Officer Kennedy further reported that he received two pieces of correspondence from the State Liquor Commission. The first is a general notification that all liquor permits will be up for renewal on February 1, 2008 and the second is a request by ZAAS Pizza LLC (dba Crenos Pizza, 1256 Columbus Rd) for a D1 and D2 permit. It was agreed that no one had knowledge of any problems with existing permits in the township. It was also agreed that Crenos had not had any problems with its existing license and that there was no basis to request a hearing for the D1 and D2 permit request. On a motion by Trustee Sargent and a second by Trustee Habig, by a unanimous affirmative vote it was agreed to: 1) not protest any of the existing liquor permits in the township that expire on January 31, 2008 and 2) to not request a hearing for ZAAS Pizza LLC's request for its D1 and D2 permit.

Fiscal Officer Kennedy reported that he received a third quarter BWC activity report including that on bill was paid as a result of an injury on 2/13/07. In addition, he is aware that there is still a hospital bill from that same incident that is in process of payment. He also received a notice from BWC indicating that at the recommendation of

the Bureau's actuaries the group rating program discounts will probably be lowered in 2008. If this transpires it will increase the cost of BWC premiums in 2008.

On a motion by Trustee Sargent and a second by Trustee King, by a unanimous affirmative vote the following appropriation transfers between October 25, 2007 and November 14, 2007 were approved:

From 2191-220-599-0000	Fire – Miscellaneous	5000.00
To 2191-220-323-0000	Fire – Maintenance & Repair	5000.00
From 2192-120-599-0001	Rec Comm – Miscellaneous	28001.00
To 2192-120-599-0000	Rec Comm – Contract	28001.00
From 1000-110-382-0000	Gen – Insurance	150.00
To 1000-110-383-0000	Gen – Fidelity Bond	150.00
From 2191-220-599-0000	Fire - Miscellaneous	500.00
To 2191-220-430-0000	Fire – Small Tools & Equip	500.00
From 1000-110-230-0000	Gen – Workers' comp	500.00
To 1000-110-230-0001	Gen – Workers' Comp DFWP	500.00
From 1000-110-230-0000	Gen – Workers' Comp	1500.00
To 1000-110-230-0001	Gen – Workers' Comp DFWP	1500.00
From 2191-220-599-0000	Fire - Misc	2000.00
To 2191-220-599-0003	Fire – Fuel	2000.00
From 2191-220-599-0000	Fire – Misc	500.00
To 2191-220-323-0002	Fire – Fire Station M&R	500.00
From 2191-220-599-0000	Fire – Misc	1000.00
To 2191-220-351-0000	Fire – Electricity	1000.00
From 1000-110-599-0000	Gen – Misc	3000.00
To 1000-410-190-0000	Gen – Cemetery Wages	3000.00
From 2191-220-599-0000	Fire – Misc	13000.00
To 2191-22-310-0001	Fire – Testing & Physicals	13000.00

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:

E958	Annarino	89.29	E959	Barnhill	178.74
E960	Baucher	227.52	E961	Binckley	1160.39
E962	Borden	1226.75	E963	Bowman	1572.82
E964	Butt	640.41	E965	Coyle	119.19

E966	Curtis	1688.71	n/a		.00
E968	DuBeck	405.94	E969	Essick	240.31
E970	Giles	951.42	E971	Gottfried, B	76.72
E972	Gottfried, N. B.	248.21	E973	Hall.	1228.18
E974	Hill	164.45	E975	Huhn	631.35
E976	Hussey	2273.48	E977	Jones, A	120.80
E978	Jones, B	368.30	n/a		.00
E979	King	15.36	E979	Lynn	214.20
E980	Meisenhelder	566.97	E981	Polk	401.10
n/a	Principe	.00	E982	Reece	1146.28
E983	Riley	374.46	n/a		.00
E984	Smith,D	230.81	E985	Thomas	119.42
E986	Thompson	1689.42	n/a		.00
4537	Anthem BC/BS	8278.50	4538	Working Partners	825.00
4539	Working Partners	795.00	4540	Bricker & Eckler	340.85
4541	Printed Impression	134.02	4542	Kim Miles	1003.04
4543	Deborah Tegtmeier	89.70	4544	Nextel Communications	299.27
4545	E D Stone Insurance	75.00	4546	PNB – VISA	697.99
4547	Newspaper News Net	28.10	4548	Jobes Henderson	378.00
4549	Newark Winnelson	238.08	4550	Mini-Mix Inc	526.50
4551	Granville Lumber	31.01	4552	Old Colony Burial Ground	5712.37
4553	Richard Stevens	3250.00	4554	C&K Gas Line Repair	275.00
4555	DANR Electric	1900.50	4556	EMH&T Inc	294.00
4557	Lawson Products	34.90	4558	Shelly Materials	3692.39
4559	Fackler County Gardens	30.00	4560	KPS/NAPA	636.62
4561	Shelly Company	12626.49	4562	Shelly Company	109732.12
4563	Kokosing Materials	86.00	4564	Wright Bros Power	8.49
4565	Kimball-Midwest	80.94	4566	ICI Dulux Paint Centers	548.22
4567	Cintas Corporation	438.50	4568	Hall Signs	57.74
4569	Waste Management	168.47	4570	Certified Oil	2793.96
4571	Coughlin Auto Group	60091.58	4572	C-Tec	540.00
4573	Lifelink	160.00	4574	CVS Pharmacy	110.85
4575	Bound Tree Medical	472.04	4576	Wince Welding	63.00
4577	Licking Memorial	101.26	4578	Apex Fire Services	185.00
4579	Granville Village Mkt	98.96	4580	Finley Fire	680.00
4581	Jan's In Stitches	266.00	4582	Fire House	401.00
4583	Work Health	122.40	4584	Company Care of LMH	240.00
4585	Conam Inspection	1282.00	4586	MT Business Technologies	166.20
4587	OURS Wrecker	625.00	4588	Fire Safety Services	1651.71
4589	American Messages	270.00	4590	Time Warner	44.95
4591	West Towne Mini Stor	1040.00	4592	Granville Recreation Com	28000.00
4593	JLW Services	600.00	4594	Columbia Gas	6.50
DM92	Windstream	403.92	DM93	AEP	1009.08
DM94	Village of Granville	63.20	DM95	Columbia Gas	221.67
E987	Annarino	89.29	E988	Barnhill	178.74
E989	Baucher	104.05	E990	Binckley	1160.39
E991	Borden	1146.06	E992	Bowman	1572.78
E993	Butt	640.41	E994	Coyle	670.69
E995	Curtis, C	1584.21	E996	DuBeck	286.73
E997	Essick	308.30	E998	Giles	951.42
E999	Gottfried, B	76.72	E1000	Gottfried, N. B.	369.59
E1001	Habig	548.08	E1002	Hall.	1209.00
E1003	Hill	82.45	E1004	Huhn	631.35

E1005	Hussey	2273.48	E1006	Jones, A	230.81
n/a	Jones, B	.00	E1007	Kennedy	515.85
E1008	King	15.64	n/a	Lynn	.00
n/a	May	.00	n/a	McDonald	.00
E1009	Meisenhelder	566.97	E1010	Polk	554.54
E1011	Principe	124.81	E1012	Reece	1026.25
E1013	Riley	384.74	E1014	Sargent	477.15
E1015	Smith,D	230.81	E1016	Thomas	228.05
E1017	Thompson	1576.70	E1018	Westall	43.77
4595	Deferred Comp	1110.00	4596-	4600 VOID	.00
4601	Trucco	11403.03			

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 King and a second by Trustee Habig, with King yes, Habig yes and Sargent yes, the meeting was moved into executive session for the purpose of discussing both possible property acquisition and a personnel matter which includes the hiring of a Road/Cemetery Departments Superintendent.

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

Trustee Sargent indicated that he was pleased with the caliber of the four interviewees for the Roads/Cemetery Superintendent. He felt that two of the candidates had a distinct advantage based upon their knowledge of township operations. Jeff Posey is presently a Newton Township Trustee and understands how a township operates. The other is Travis Binckley who has been Acting Superintendent since mid-2007 and has been able to demonstrate his capability to perform the job. Trustee Habig indicated that both of these individuals had knowledge about townships but that Binckley had been doing the job and had demonstrated the skills necessary to do the job. Trustee King indicated that Mr. Posey was not an equipment operator and would need to learn that job both from an operational standpoint and to supervise other operators. Fiscal Officer Kennedy stated that the township's 2007 paving projects overseen by Mr. Binckley came in under budget. He is pleased with computer work that Binckley has used to interface with Kennedy such as purchase order requests and the bi-weekly roads and cemetery payroll information. There was discussion about what the hourly pay should be for this position. F.O. Kennedy indicated that the low end of the 2008 pay scale for this position would be approximately \$24. On a motion by Trustee King and a second by Trustee Habig, by a unanimous affirmative vote it was agreed to hire Travis Binckley for the position of Road/Cemetery Superintendent at an hourly rate of \$24.04 per hour to begin November 15, 2007.

The meeting was adjourned at 9:55 PM.