

**REGULAR MEETING
UNION TOWNSHIP TRUSTEES
February 4, 2019**

Present: Charlie Prince, Trustee
John Slater, Trustee
Randy Weekly, Trustee
Paula Greene, Administrator
Dave Cable, Road Supervisor

Guests

Granville Twp. Fire Chief Casey Curtis, Michael Bishop, Martha Cable, Laney McLaughlin, Cory McLaughlin, Sean Grady, Jeff Hussey, Gregg Painter, Penny Slater, Traci McMillen, Russ Ginise, Peggy Wells, Rick Black, Tonya Painter, Hebron Fire Chief Cliff Mason, Joanne & Kevin Stogran, Jim & Deanna Winden, Karen Strelecky, Carl Porter, Karl Zarins, Walter C. Doran, Dan Cross, Margie Davidoff, Lori Stewart, Cindy Wilkins, George James, Rich Moore, Amanda Gottfried, Ryan Cottrell, Jay Cook, Amy Deeds, Brittney Smith, Dale Hamilton, Brandee Painter, Thomas Petryk, Mary & Tom Bowersock, Judy Marshall, Leslie Herro, Greg Painter and Charles Bickley.

The Union Township Trustees met in regular session at 7:00 pm on February 4, 2019 at the Union Township Complex. Roll call showed the following trustees present: Trustee Charles Prince, Trustee John Slater, and Trustee Randy Weekly. Jessica Slater, Fiscal Officer, was absent. Trustee Prince led the Pledge of Allegiance.

Bills

The Fiscal Officer previously certified that the money to pay the bills was in the treasury or the process of collection. There were no questions regarding the bills. Mr. Slater moved to approve the bills. Mr. Weekly seconded the motion. Motion carried.

Minutes

Mr. Weekly moved to approve the minutes from the January 17, 2019 meeting. Mr. Slater seconded the motion. Motion passed.

Public Participation at Trustees Meetings

Mr. Prince introduced a Public Participation Policy to the board. Granville and Lakewood School Boards have a similar public participation policy. Austin Lecklider, Assistant Prosecutor, Licking County Prosecutor's Office reviewed and recommended changes which are reflected in the document presented to the board. Mr. Prince said ~~as~~ the township has other township business to address besides the Fire/EMS situation and wants everyone to have equal time to speak.

A discussion was held by the board and a few questions were asked from the audience and answered by Mr. Prince. Mr. Weekly moved to adopt the Public Participation Policy. Mr. Slater seconded the motion. Roll Call: Mr. Slater-yes; Mr. Weekly-yes; Mr. Prince-yes.

Union Township Board of Trustees - Public Participation at Trustees Meetings

The Board of Union Township Trustees encourages public comments on township issues. In order to allow fair and orderly expression of such comments, the Board of Trustees will provide a period for public comments at every regular meeting of the board and will make available a copy of this policy at every regular meeting. The presiding officer of each regular Board meeting shall administer the rules of the Board for its conduct. The presiding officer shall be guided by the following rules.

1. Public participation shall be permitted as indicated on the agenda.
2. Anyone having a legitimate interest in the actions of the Board may participate during the public portion of a meeting.
3. Participants must be recognized by the presiding officer and will be asked to state their name; address; and group affiliation, if and when appropriate.
4. Each statement made by a participant shall be limited to approximately three minutes duration. There will be a sign-up sheet to make a public comment at each of the Board's regular meetings with participants being recognized in the order on the sign-up sheet. The presiding officer may waive the three-minute time limit.
5. All statements shall be directed to the presiding officer; no person may address or question Board members individually.
6. Tape or video recordings are permitted, providing the person operating the recorder has received approval from the Township Administrator prior to the Board meeting and agrees to the placement of the equipment and to abide by the following conditions:
 - A. no obstructions are created between the Board and the audience;
 - B. no interviews are conducted in the meeting room while the Board is in session;
 - C. no commentary, adjustment of equipment, or positioning of operators is made that would distract either the Board or members of the audience while the Board is in session.
7. The presiding officer may:
 - A. interrupt, warn or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene or irrelevant;
 - B. request any individual to leave the meeting when that person does not observe reasonable decorum;
 - C. request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting and
 - D. call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action.
8. The public participation portion of the meeting shall be limited to approximately 30 minutes at the beginning of the meeting early in the agenda. The presiding officer may waive the 30-minute time limit. Participants, who are unable to address the Board due to the overall time limit for public participation, may submit written comments to the Board or request to be placed at the top of the public participation list for the Board's next regular meeting.

Meeting Procedure Policy for Fire District Discussions

Mr. Prince also introduced ground rules for fire district discussions with the Village of Hebron to be held every-other week in the Hebron Fire Department Training Room on Monday's at 9:00am. The policy allows for the public to attend but not provide comments unless recognized by a committee member. The proposed policy was also reviewed by Mr. Lecklider recommended some changes that are reflected in the proposed policy.

The audience was concerned about the meetings being held on a week day morning when the general public is at work. The Trustees will report the results of the meetings during the township meetings and Chief Mason will be taking minutes which will be published on the Township's website.

Mike Bishop asked if the agreement prevents the Trustees from discussing fire service-related matters with Granville Township. Mr. Prince said the trustees are open to discuss services with Granville Township and that the discussion of a fire district is a condition of Hebron's fire contract.

A resident questioned the Monday morning meeting time as most are at work. Mr. Prince said this a convenient time for the committee members and no decisions would be made during these meetings. Mr. Prince said he was not trying to hide anything, and any decisions will be made during township meetings.

Mr. Weekly moved to adopt the Meeting Procedure Police for Fire District Discussions. Mr. Slater seconded the motion. Roll Call: Mr. Slater-yes; Mr. Weekly-yes; Mr. Prince-yes.

Final ground rules for fire district discussions with the Village of Hebron

Background: Union Township's 2019 contract with the Village of Hebron for fire/EMS services states:

TERM

A. This agreement shall be effective as of the 1st day of January 2019, and continue in effect for six (6) months, ending on June 30, 2019, or before, based on information received from the Ohio Attorney General's opinion and information received from the study by Dr. William Kramer, Ph.D., with respect to forming and funding a joint fire or joint fire and ambulance district.

Between the 1st day of January 2019 and the 30th day of June 2019, Union Township and the Village of Hebron agree to meet at least bi-weekly to address the formation of a joint fire or joint fire and ambulance district and to establish organizational issues such as the district name; district territory; organization of district board; district bylaws; district funding; district staffing; district equipment and facilities; and any and all other necessary elements to present to the voters of Union Township for their consideration during the November 2019 elections. The ad hoc committee shall be composed as follows (the President of the Board of Trustees or designee(s), the Mayor of Hebron or designee(s), and the Hebron Fire Chief or designee(s)). This committee shall report its findings, conclusions and recommendations to Hebron Village Council and Union Township Trustees on or before July 1st, 2019.

B. This agreement may be extended until December 31, 2019, by mutual agreement of both Union Township and Hebron.

Proposed ground rules:

- Biweekly discussions are scheduled for 9 a.m. on Mondays, February 11 & 25, March 11 & 25, April 8 & 22, May 6 & 20, and June 3 & 17, in the training room at the Hebron Fire Department, 111 Basin St. (off U.S. 40 just east of High Street).
- The discussions will be chaired by Hebron Fire Chief Clifford L. Mason or his designee. Discussions may have to be abruptly recessed or postponed should the Chief or his designee be needed on an emergency run.
- Discussions will be organized around the three primary subject areas: District organization and bylaws; Operations and Equipment; and Finance. Meeting dates may include more than one subject area, but in no event shall more than one Union Township Trustee or three Village of Hebron council members be present for a subject area discussion. **NO DECISIONS WILL BE MADE DURING THESE DISCUSSIONS BEYOND A GENERAL AGREEMENT TO FORWARD AN ISSUE(S) TO A PUBLIC MEETING OF THE BOARD OF UNION TOWNSHIP TRUSTEES OR HEBRON VILLAGE COUNCIL.**
- These discussions will be open to the public on an observer status. The chair, with the concurrence of at least one of the township or village council representatives present, may elect to accept public comments.
- Union Township will maintain an email list of interested parties who have notified the township, in writing, of their interest. Notices of subject matter(s) discussion and any time, date or location changes shall be emailed to the interested party list no later than 5 p.m. on the Friday preceding the scheduled Monday

meeting. The same notice will be posted on the township's website (www.uniontownship-licking.com) and on the front entrance to the Union Township Complex, 1380 Beaver Run Road, Hebron, no later than 5 p.m. on the Friday proceeding the scheduled Monday meeting.

- The Chair is responsible for preparing basic minutes, listing the date and time, all those present and general subjects discussed.

Mr. Prince said public comments would be heard at the end of the business meeting.

Public Records

Mr. Prince said based on his 20+ years experience as a professional journalist a draft was not a public record and his public records requests for draft study reports from school districts and the State of Ohio have always been denied. Mr. Prince said late this afternoon Mr. Lecklider advised him the draft is a public record. Mr. Prince said it was his recommendation to release the draft to those providing an email address by midnight Tuesday.

Mr. Slater said he authorized the release of the study draft this afternoon to all those who have requested the document. Five requests for the draft were fulfilled this afternoon.

Leslee Herro asked why the study was titled "Draft 9". It is believed to be an internal numbering of the drafts by the consultant. This is the only draft the township has currently. Mr. Prince said the public records requests asking for additional information would be address within the week.

Mr. Slater reminded the audience there were mistakes in the draft that will be corrected in the final report and comment should be made from the final report. Mr. Prince believes Dr. Kramer will be attending the February 19, 2019 township meeting.

Mr. Prince advised the audience the township has not purchased any property at this time but will be discussing the purchase of property at the end of the meeting in executive session.

Amanda Gottfried asked why the trustees would be purchasing property when the study was not completed. Mr. Prince said Dr. Kramer has recommended on three occasions that a satellite station was needed to reduce response times and would be beneficial should the township join a fire district.

Ms. Herro said the study also provided other alternatives to reducing response time. Mr. Prince said the trustees have not made the decision to purchase property and have discussed the issue for months and did not want a long discussion this evening.

A resident said they felt Mr. Prince does not want to discuss the matter and the community has continually voiced that they do not want a satellite station and the trustees continue to push forward with a satellite station.

Mr. Prince moved forward with the regular meeting moving on to Road and Bridge. The audience became upset the discussion ended.

Road and Bridge

2019 Road Repair Schedule- Dave requested to add Milliken Drive to the chip and seal estimate list. The trustees agreed. Dave will prepare an Engineer's for cost estimates.

Some audience members interrupted the meeting stating the 30 minutes of public comment was not recognized. Mr. Price said public comments would be heard at the end of the meeting and asked the audience to be courteous and allow the meeting to continue.

Mailbox – Mr. Prince asked if a mailbox had been struck during snow removal in Stone Creek. Dave said the force of moving heavy snow will sometimes move or strike mailboxes. Mr. Prince said it is difficult to see the road during snow events.

Driveway - During snow removal a corner of concrete driveway on Granview Crossing was struck. Mr. Prince and Dave met with the homeowner who asked the damage to be repaired with Quick Crete. The driveway was found to be two to three inches higher than the road. Dave has concerns with repairing the damage with Quick Crete. Dave said in the past the township has not repaired this type of damage. Mr. Prince suggested a policy regarding damages during a snow event and asked Mr. Slater to speak with Mr. Lecklider.

A member of the audience said his driveway was damaged by the snow plow this weekend. Mr. Prince requested he speak with Dave after the meeting and they would investigate the situation.

Administration

Conditional Use Hearing - The Board of Zoning Appeals approved a Conditional Use Application for warehousing for 206 Patterson Road LLC, 3356 National Road on January 21.

Variance Application – A variance application for reduction in road frontage and lot size for a property on Gale Road was submitted. A hearing will be held February 21, 2019.

Accessory Dwelling Unit Meeting - The Zoning Commission scheduled for January 22 was canceled due to inclement weather. The meeting will be rescheduled. Paula reminded the trustees to provide their comments on the proposed text amendment.

Map Amendment – A map amendment application has been filed by Corey Zigan. A hearing date is pending.

Milliken Drive Railroad Tracks – Mr. Lecklider advised Paula, that an attorney for the railroad company inquired as to who was financially responsible for repairs to the Milliken Road railroad tracks. Jared Knerr, Licking County Engineer, located county records that showed the private railroad easements are deeded to building owners and the repair of the railroad tracks are the responsibility of Southgate Development and the individual easement owners.

The trustees had previously agreed to repair the approaches to the railroad tracks. Mr. Lecklider recommended the Trustees contact Southgate Development regarding the repairs needed at the railroad crossing and to let them contact the individual plant owners.

Trustees

Old Church Building – Mr. Slater asked if the electric company contacted the Township prior to removing the electric box from the building. They had not.

OPEC-HC - Mr. Prince said Jefferson Health Plan has made a tentative offer to settle its claims for \$9 million loaned to OPEC-HC for less than 50¢ on the dollar to some 35 former members

who are involved in litigation concerning the cooperative's failure. Mr. Prince asked the board to authorize him to spend up to \$10,000 to settle the township's portion of the claim if our attorney recommends settlement. Mr. Prince advised the audience that over 155 governmental entities in Ohio became involved with OPEC to reduce their health care costs.

Mr. Prince moved to allow him to spend up to \$10,000 to settle the Jefferson Health plan claim if it is recommended by Attorney Mark Stemm. Mr. Slater seconded.

Roll Call- Mr. Slater -yes; Mr. Weekly -yes; Mr. Prince-yes.

Public Comments

An audience member asked what properties the trustees have viewed or placed offers on and the timeline which they occurred.

Mr. Prince said there are no offers at this time and would not disclose the previous offer as he felt disclosing the previous offer may interfere with future purchases. Mr. Prince said a previous offer was withdrawn and there is not an offer on the property they are considering.

A discussion was held on an EMS run in Granville's service area.

Laney McLaughlin requested draft minutes be posted on the website prior to the meeting as other township's do so that she can review any comments she may have made during the meeting.

Mrs. McLaughlin wants to the opportunity to correct any statements she feels have been documented incorrectly. Several members of the audience agreed.

Mr. Prince said he did not believe other townships post draft minutes on line and agreed to discuss the matter with the Mr. Lecklider.

A member of the audience feels the trustees are moving forward with their plans regardless of how the residents who are attending the meetings feel and feels the Trustees do not want to answer questions or discuss their concerns.

Mr. Slater said the trustees are committed to improving response time.

It was asked who complained about response time. The audience felt there has not been any complaints. The several of the audience members are concerned with response times if boundaries were changed.

Mr. Prince asked how the residents could be harmed by a satellite station at Blacks Road and State Route 37.

A discussion regarding response times began. Mr. Slater stopped the conversation by stating there could be numerous circumstances to be considered when discussing response times.

Mrs. Brigham is concerned with the lack of a train schedule and has observed trains stopped on the tracks up to 20 minutes. Mrs. Brigham said in September's special meeting minutes she was misquoted and had stated four trains a day pass through not two. Chief Mason is waiting on a response from a railroad representative.

Ryan Cottrell said he feels the community is concerned with the unknown costs purchasing and operating a satellite station and if it's worth the increase taxes to the residents. Mr. Cottrell said in the event of a Fire District Hebron's property taxes will decrease and Union Township's will increase. Mr. Cottrell feels there are more voters in Hebron than in the Township. Mr. Prince disagreed. Mr. Cottrell said no one has complained about response times. Mr. Prince said Mr. Slater will review financial issues.

Mr. Prince said there is reason for concern due to the physical location of both departments. Mr. Prince's objective is a six-minute response time compared to the up to 10-minute response time he sees sometimes. The National Standard is a four-minute response time. Several members of the audience said Columbus Fire's response time is eight to twelve minutes.

Mr. Cottrell said people moving into the area know they will have a longer response time and have no issue with the current response time. Mr. Prince disagreed and believes most people who live in the township do not realize the length of time it takes for emergency services to reach them and there are several ten-minute response times.

Ms. Herro asked about the cost of purchasing and operating a satellite station. Mr. Slater said purchasing a property with a building already established is less expensive than a vacant parcel and building a station. Mr. Slater said Monroe Township recently purchased a house in foreclosure and remodeled into an EMS satellite station. The trustees are using this a model for a satellite station. Mr. Prince estimates the township could establish a satellite station for under \$500,000.

Traci McMillen said she works at Monroe Township's Station Two. Mrs. McMillen said firefighters do not like working at Station Two and they find it difficult to staff, particularly with part-time firefighters. Mrs. McMillen said food is difficult to find and working at the station is boring. Mr. Slater said Monroe Township Trustees feel differently. Mrs. McMillen said Station Two houses an engine and feels a medic only station would be difficult to staff. Mrs. McMillen voiced concerns over response times with a satellite station.

Mr. Prince acknowledged Mr. Bishop. Mrs. McMillen asked if Mr. Prince was going to comment on her response. Mr. Prince said he was not as he felt Mrs. McMillen had made up her mind.

Mike Bishop questioned the estimate of \$500,000 for a satellite station. Mr. Prince said there is a building on the property and did not expect cost to exceed their estimate. Mr. Bishop said in the draft report (acknowledging he was reading from a draft) Dr. Kramer's estimate of a new station was 1.5 million and in another section of the draft a new station that was estimated to cost 4 - 8 million dollars to build due to the lack of contractors. Mr. Prince said he has talked with Dr. Kramer regarding these estimates which Mr. Prince said will be different in the final study.

An Old Farm Road resident said she was happy with the Fire/EMS service and response time as it is and would rather see the money spent on her road which hasn't been paved in 11 years. Mr. Prince said the residents of the northern end of the township have good response times but the residents in the Blacks Road area have response times that are double and triple their response time. Mr. Prince said those residents matter also.

Tom Petryk, an Old Farm Road resident, felt additional studies needed to be done. Mr. Prince said he is preparing a report by recording runs by day and address from the 911 Center's on-line CAD. Mr. Prince said he is recording dispatch and time on scene and calculating a response time. Mr. Petryk feels there should be an objective study done. Mr. Prince said he was just recording times and Mr. Petryk could check his work. Mr. Prince said all the trustees are doing is trying to reduce response times.

An audience member questioned why the trustees were moving forward with a satellite station when there is not a district nor funding for one.

Amanda Gottfried read from a June 29 newspaper article that Mayor McFarland said the "Village of Hebron wanted a Fire District and felt Chief Mason was the right guy at the right time." Mr. Prince said there are three people to decide on a fire district for the township.

Mr. Slater said he is undecided on a Fire District and Hebron wants rid of the responsibility of a Fire Department and wants another way to fund the Fire District. Mr. Slater said talks may break down and the township may need to start their own department and the property they are looking at could house fire and EMS. Mr. Prince said we are dealing with geography for fire and EMS response.

A resident asked if there has been a lot of complaints of response times and if response times were public record. Who is getting the complaints?

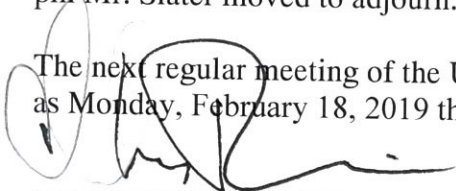
Mr. Prince said response times can be found on-line on the 9-1-1 Center CAD system. Mr. Slater said they wanted to deal with the issue before there are complaints.

A resident inquired as to when all the costs will be known. Mr. Prince said a report from the committee with this information is scheduled to be ready on July 1. There has been one committee meeting in which the ground rules were set. Mr. Prince said committee meetings will be discussed during township meetings.

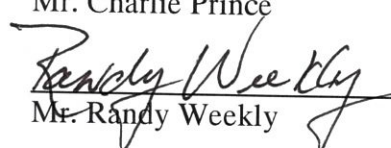
Mr. Prince moved to go into executive session for the possible purchase of property at 8:09 pm. Mr. Slater seconded.

At 8:35 pm Mr. Weekly moved to return to the regular meeting. Mr. Slater seconded. At 8:36 pm Mr. Slater moved to adjourn. Mr. Weekly seconded. Meeting was adjourned.

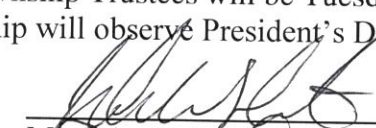
The next regular meeting of the Union Township Trustees will be Tuesday, February 19, 2019, as Monday, February 18, 2019 the Township will observe President's Day.



Mr. Charlie Prince



Mr. Randy Weekly



Mr. John Slater



Paula Greene Township Administrator