

WORK SESSION COUNCIL MEETING
VILLAGE OF GREENFIELD – August 7, 2023

Council Chairman Phil Clyburn called the August 7, 2023 meeting to order at 4:46 p.m.

ROLL CALL: The following members answered to roll call: Mary Ellen McMurry, Cory Taylor, Phil Clyburn, and Brenda Losey. Also, in attendance was: City Manager Todd Wilkin.

Mr. Taylor made a motion to excuse Mrs. Hunter from this evening's council meeting. Mrs. Losey seconded. Vote – yea 4, nay 0. Motion carried.

MINUTES: Mrs. Losey made a motion to accept July 17th regular meeting minutes as presented. Mr. Taylor seconded. Vote – yea 4, nay 0. Motion carried.

COMMUNICATIONS: Mrs. Losey asked if we have guidelines to give someone (residents) when they wish to build something on their property. City Manager Wilkin stated that we have our zoning guidelines available online through the village's website. However, in our many encounters with residents wishing to build, most do not know exactly what they would like to do or even where they want to place a new structure on their property. Our zoning process can take up to 30 days to process. Then once zoning is approved the permit application is sent to the National Inspection Corporation (NIC) and that can also be a 30-day process. This process also depends on the permit application (if plans were submitted by the applicant). Building Permits do not typically take that long for us to process. Discussion was held.

City Manager Wilkin mentioned that he would like council members to consider placing Wendy Ellis on the Board of Zoning Appeals (BZA) this evening as we still have two vacant seats that need to be filled by council. We also have a vacant seat on the Planning Commission as well. We need these boards to be full.

4:56 p.m. Village Solicitor Bivens arrived at the meeting.

City Manager Wilkin noted that he would like council members to also consider no longer requiring reroofing building permits. However, in stating this the state may come back to us and require roofing permits. Discussion was held.

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City Manager Wilkin stated that building permit applications that require zoning are being sent to OHM for their zoning review.

LEGISLATION: Mrs. Losey provided the first reading of Ordinance No. 17-2023 – An Ordinance to increase appropriations of the 207 City Hall Improvement Fund of the Village of Greenfield and within the 2023 budget, and declaring an emergency. Mrs. McMurry moved to receive Ordinance No. 17-2023. Mr. Taylor seconded. Vote – yea 4, Losey, McMurry, Taylor, Clyburn; nay 0. Motion carried. Mrs. McMurry moved to suspend the rule requiring three readings. Mrs. Losey seconded. Vote – yea 4, McMurry, Taylor, Clyburn, Losey; nay 0. Motion carried. Mrs. Losey made a motion to adopt Ordinance No. 17-2023. Mrs. McMurry seconded. Vote – yea 4, Taylor, Clyburn, Losey, McMurry; nay 0. Motion carried. Ordinance No. 17-2023 was duly adopted.

Mrs. Losey provided the first reading of Ordinance No. 18-2023 – An Ordinance to give the approval and granting consent to the Director of the Ohio Department of Transportation authority to, apply, maintain and repair standard longitudinal pavement markings and erect regulatory and warning signs on state highways inside village corporate limits, and giving consent of the village for the Ohio Department of Transportation to remove snow and ice and use snow and ice control material on state highways inside the village corporation limits, and giving consent of the village for the Ohio Department of Transportation to perform maintenance and/or repair on state highways inside the village corporation. Mrs. McMurry moved to receive Ordinance No. 18-2023. Mr. Taylor seconded. Vote – yea 4, Clyburn, Losey, McMurry, Taylor; nay 0. Motion carried.

Mrs. Losey provided the first reading of Resolution No. 19-2023 – A Resolution authorizing the City Manager of the Village of Greenfield to prepare and submit an application to participate in the Ohio Regional Valley Development Commissions (OVRDC) 2023 Surface Transportation Block Grant (STBG) and to execute contracts as required. Mr. Taylor moved to receive Resolution No. 19-2023. Mrs. McMurry seconded. Vote – yea 4, Losey, McMurry, Taylor, Clyburn; nay 0. Motion carried. Mr. Taylor moved to suspend the rule requiring three readings. Mrs. Losey seconded. Vote – yea 4, McMurry, Taylor, Clyburn, Losey; nay 0. Motion carried. Mrs. Losey made a motion to adopt Resolution No. 19-2023. Mrs. McMurry seconded. Vote – yea 4, Taylor, Clyburn, Losey, McMurry; nay 0. Motion carried. Resolution No. 19-2023 was duly adopted.

OLD BUSINESS: Mrs. Losey asked for an update on the property beside the old Elliott Hotel (137 S. Washington St.). City Manager Wilkin stated that we have received the quick claim deed from Mr. Karnes and that we should have the

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drawings for the back of the building within the next couple of weeks. We will then need to place the work out for bid.

NEW BUSINESS: Chairman Clyburn stated that during a recent OVRDC meeting Greenfield was awarded the #1 project after some discussion. City Manager Wilkin noted that the project is for a Sanitary Sewer Phase One Project (for a \$1 Million ARC Grant) and is a \$5.8 Million project in total. However, this does not mean we have received the grant only we have the #1 ranked project to improve our sewer system for Jefferson St. This will improve our I&I issues and was a good win for us.

Mrs. Losey asked if we had zoning in place that involves people living residentially in commercial buildings. City Manager Wilkin stated that depending on the building they may be grandfathered in. Village Solicitor Biven mentioned that only if a tenant moves out and the owner abandons that use for 6 months is when our new zoning would essentially take over. Discussion was held.

City Manager Wilkin would like council members to consider banning drug rehab facilities in our historic downtown. Village Solicitor noted that council would have to note that these facilities would have to be a non-permitted use, and this would need to be a council decision. City Manager Wilkin went on to explain that there is a need for these drug rehabilitation facilities in Greenfield, just not in our historic downtown. Discussion was held. Village Solicitor Bivens recommended that if council members wanted to consider making a modification to the downtown district that this recommendation would have to be made to council by the Planning Commission and we could take the proper steps to begin the process/amendment to our zoning.

Mrs. Losey made a motion to appoint Wendy Ellis to the Board of Zoning Appeals or "BZA." Council Chairman Clyburn seconded. Vote – yea 4, nay 0. Motion carried. City Manager Wilkin noted that we still need one more member of this board for it to be full.

Chairman Clyburn noted that we will try to reschedule the visit with council members to the quarry during our next scheduled Work Session Council Meeting in September. We had to cancel today's visit due to weather conditions.

Mrs. Losey asked about the Downtown Design Review Board members in particular when the board was revamped. City Manager Wilkin noted that some of the members of the Downtown Design Review Board did not wish to return to the board and other members' terms had expired. Our Main Street Program is now doing a lot of the "work" that our Downtown Design Review Board has been



involved with. Discussion was held. Village Solicitor Bivens noted that if council makes the decision to abolish the Downtown Design Review Board our zoning would also therefore need amended. Discussion was held.

Mrs. McMurry suggested that council hold a special council meeting to discuss who should be on each commission/board. A short discussion was held.

Village Solicitor Bivens mentioned that a letter has been provided to council members as well as Mr. Garrett Taylor in response to the village's Water Shut off/Water Turn On fee of \$60.00 he recently had to pay. We were able to find out that we (the village) are not subject to the ORC when it has to do with our water supply as we set our out policies/regulations due to being a municipality.

Chairman Clyburn asked about the approx. \$300,000.00 that we are due to receive from the High County Commissioners for our Façade Improvement Program. Village Solicitor Bivens stated that we are still waiting for the commissioners as we just sent them a response from their last email last week, so we are just waiting to hear back from them now.

Chairman Clyburn noted that Village Solicitor Bivens will speak with Kim Littleton at OHM to get an updated zoning map and then a Planning Commission Meeting will be set. City Manager Wilkin noted that when there is anything to do with the zoning there has to be a recommendation from the Planning Commission to council and there needs to be a Public Hearing for those recommendations as well.

Village Solicitor Bivens left the council meeting due to a proper commitment at 6:16 p.m.

249 & 239 Jefferson St. (the two gray buildings down the street from city hall)...the wall (part of it has fallen) on the building next door to Old Town Pizzeria due to rain water infiltration on the roof. We were able to look in the building and on the roof with a mason and the good news is that the building is not as bad as we originally thought (on the outside). Old Town Pizzeria is still shut down until the masons can get up there to begin working on the issue. We are going to spend taxpayers' dollars to rebuild that wall and we are going to use money that we have left from our Façade Improvement Program to pay for the mason work. The proposal that we received was between \$20,000.00 & \$30,000.00 and the idea is that we are going to come down from the roof line. We have met with the owners of these buildings and our former Village Solicitor Zets in order to secure these properties to essentially save these buildings. We are

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working on getting quick claim deeds from the owners. If we get these properties, we are going to have to make these buildings watertight by possibly putting a new roof on them and rebuilding the wall. Discussion was held.

Mr. Taylor asked if there will be a stop light put in when the new Taco Bell is built/open. City Manager Wilkin stated that he has spoken with ODOT on the matter, and they stated that a stop light is not warranted as there is not enough traffic through that area. City Manager Wilkin even had expressed to ODOT that school buses are in and out of that area as well with still no luck. We are looking into placing a four-way stop at the top of the hill before you come into Greenfield on that end of town to help with the congestion in that particular area.

City Manager Wilkin mentioned that we are still in the steering committee phase of the Appalachian Community Grant dollars and a plan was submitted for some downtown work and the whole idea of that would be to slow traffic down through our downtown. A comment was even made by one of the OHM advisors that the traffic light in the middle of town may not even be warranted anymore according to ODOT standards and maybe that just needs to be a 4-way stop again.

Mrs. Losey noted that she would like to see better lighting at our crosswalks. The problem areas seem to be at Fourth St & Jefferson St. intersections as well as on Sixth St. Mrs. McMurry also mentioned that she would like to see the Johnny Paycheck statue moved from the Fourth St. & Jefferson intersection to another location. City Manager Wilkin stated that all of our new statues are due to be moved, but our Street Department has been working diligently on more urgent matters during the past few weeks. Mrs. McMurry noted that raised crosswalks (essentially speed bumps) were brought up during the last steering committee meeting and council members liked that idea along with the installation of flashing lights at the crosswalks.

City Manager Wilkin would like council to consider Old Town Pizzeria's lost revenue from being closed through no fault of their own. We would just like council to think about the legal remedies if this were also to happen to someone else. A short discussion was held.

City Manager Wilkin stated that he did a Facebook Live update today on social media with an update on Old Town Pizzeria closing until the building beside it is repaired as well as an update on the Madison Township Police tax levy that will be an 8-mil levy (or 8 tenths of a penny) which will raise \$350,000.00. This is ultimately up to Madison Township to decide on whether or not they want to have Greenfield Police protection. We are still not receiving 911 calls from the

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Highland County Sherriff's Department as they should be transferring those calls to our Police Department as of July 1, 2023.

Chairman Clyburn left the council meeting at 6:44 p.m. due to another meeting he needed to attend.

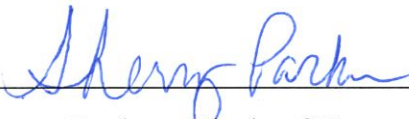
Mrs. McMurry asked if Taco Bell officially broke ground over this past weekend. City Manager Wilkin stated that Taco Bell did officially break ground in Greenfield.

AJOURNMENT: Mrs. Losey moved to adjourn. Mrs. McMurry seconded. Vote – yea 4, nay 0. Motion carried.

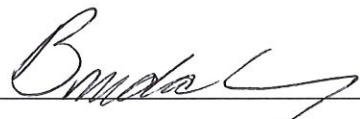
The meeting was adjourned at 6:47 p.m.

Respectfully submitted,

Approved by Council this 21st day of
August 2023



Sherry Parker, Clerk of Council



Brenda Losey, Vice Chairwoman