



# Village of Granville, Ohio

## **2003 Annual Report**



2003 Village Council

**Matt McGowan, Mayor   Candi Moore, Vice Mayor**  
**Dan Bellman ~ Clifton Crais ~ Melissa Hartfield ~ Richard Main ~ Lyn Robertson**

*<http://www.granville.oh.us>*

## Granville

Founded in 1805 by settlers migrating westward from Granville, Massachusetts, Granville, Ohio, originally the Licking Land Company, became incorporated as a Village in 1832. Throughout the 19th and 20th centuries, this quaint New England style Village flourished primarily as the home of Denison University, which is still a thriving private college today.

In 1964, Granville Village adopted a municipal charter choosing the Council/Manager form of government, by which Granville is still governed today. Granville Village

Council consists of seven elected members at-large, serving four-year terms. The positions of Mayor and Vice Mayor are chosen by nomination and election by majority within Council. The Mayor serves as the official and ceremonial head of the municipal government, presiding over meetings of Council and exercising judicial powers.

Today, the charm and beauty of Granville goes beyond its physical attributes. Granville Village is privileged and proud to have the entire community's participation in their government and schools.

## Manager's Comments

I'd like to take a moment and thank the hundreds of volunteers within numerous groups and service organizations that help shape the Granville community. Without these dedicated citizens the Village would not be the beautiful, successful community it is today.

Special mention and gratitude goes to Council for their commitment to the Granville community. Few realize that council member serves without any monetary compensation. These are truly exceptional people. On behalf of the Village, *thank you for your willingness to serve this community.*

In addition, my deepest appreciation goes to the entire Village staff, whose hard

work and professional attitude make the often-challenging task of keeping the Village running smoothly a pleasure.

I would personally like to encourage all community members not currently participating to join any of the service organizations or various volunteer groups working within Granville Parks, Schools, Village or Township. It is through individual commitment to the community that the future of the Village is ensured.

Access to all Village staff is a phone call or click of the mouse away. Under the policies set by Council, we are here to serve you, your family, and our community.

## Mayor's Comments



## Finance Report

FUND	BALANCE 1/1/03	RECEIPTS	DISBURSE- MENT	BALANCE 12/31/03
GENERAL	\$1,935,937	\$3,534,370	\$3,653,760	\$1,816,547
MUNICIPAL BLDG. RESERVE	\$37,854	\$10,000	\$22,951	\$24,903
PARK LAND RESERVE	\$52,029	\$19,000	\$0	\$71,029
STRATEGIC LAND RESERVE	\$4,200	\$25,000	\$0	\$29,200
ROAD IMPROVEMENT RESERVE	\$324,598	\$10,000	\$184,163	\$150,434
STREET	\$58,584	\$124,346	\$125,907	\$57,023
HIGHWAY	\$16,109	\$8,104	\$13,949	\$10,264
BROADWAY BED FUND	\$989	\$0	\$989	\$0
ODNR TREE PLANTING GRANT	\$0	\$6,620	\$6,620	\$0
PERMISSIVE TAX FUND	\$0	\$107,000	\$107,000	\$0
LAW ENFORCEMENT TRUST	\$624	\$0	\$0	\$624
LAW ENFORCEMENT & EDUCATION	\$4,588	\$1,241	\$0	\$5,829
FEMA GRANT FUND	\$0	\$7,408	\$7,408	\$0
DEBT SERVICE	\$262,879	\$210,599	\$205,617	\$267,861
SEWER REPLACEMENT & IMPROVEMENT	\$218,611	\$53,052	\$0	\$271,664
OPWC CLEAR RUN GRANT	\$0	\$180,553	\$180,553	\$0
WATER	\$120,939	\$525,750	\$565,630	\$81,059
SEWER	\$51,853	\$390,540	\$394,511	\$47,882
WATER CAPITAL IMPROVEMENT	\$161,578	\$94,290	\$37,274	\$218,594
PARK MAINTENANCE IMPROVEMENT FUND	\$19,583	\$15,000	\$11,105	\$23,478
EQUIPMENT RESERVE	\$116,137	\$66,125	\$47,647	\$134,615
LEWIS PARK TRUST FUND	\$110	\$0	\$0	\$110
SPECIAL ASSESSMENTS	\$65,347	\$23,782	\$28,319	\$60,810
<b>TOTAL ALL FUNDS</b>	<b>\$3,452,556</b>	<b>\$5,412,784</b>	<b>\$5,593,409</b>	<b>\$3,271,931</b>

The Village of Granville levies an income tax at the rate of 1.5%. The purpose of this tax is to provide funds for general municipal operations and governmental services, such as police, street, maintenance, administration, capital improvements and community service.

Anyone who works or lives in the Village of Granville is subject to the income tax. Businesses that are located within the village corporation

limits or who are performing work inside the corporation limits are also subject to the tax.

During the year 2003, \$2,268,170.18 was collected in income tax receipts while \$27,403.39 was paid out in refunds. Questions concerning income tax should be directed to the Income Tax Commissioner at 587-2764.

## Income Tax Report

### Tax Collected in 2002 **\$2,188,048.53**

65.57% - Employer Withholding  
34.42% - Individual Accounts

### Refunds **-\$53,986.22**

## Planning & Zoning Department

The Planning and Zoning Department is staffed by Village Planner, Seth Dorman. The Village Planner performs technical and professional work in current planning programs of the Village related to the implementation of land use policies in compliance with the 1998 Comprehensive Plan. Additionally, the Village Planner is responsible for enforcing zoning regulations, including regular inspections, as well as issuing zoning permits and certificates of occupancy for new construction, additions, exterior modifications, demolitions, excavations, home occupations, and signs in the Village. *Seth Dorman may be contacted at 587-0707.*

### **Notable 2002 projects include:**

- Granville Village Schools were approved for several additions at the high and middle school facilities;
- The Village Brewing Company was approved to demolish its existing kitchen addition in the rear and build a larger two story addition including a new kitchen;
- Granville Schools were approved for exterior modifications to the Elementary School.



### **Fees Collected**

Zoning Fees — \$32,761  
Public Use Fees — \$8,000

### **Permits Issued**

16 New Residential Units  
15 Residential Additions  
27 Signs  
40 Other (I.e., Fences, A/C, etc)  
12 Variances  
17 Permit Modifications  
Total value— \$7,069,343

### **PLANNING COMMISSION**

The Granville Planning Commission (GPC) is responsible for reviewing proposed development plans, rezoning applications, architectural review applications in the Village Residential and Business Districts, zoning applications in the Suburban Business District, Planned Commercial District, and all sign applications. This body, created by the Charter, consists of four members appointed by Council, one member of Council who serves in an ex-officio role, and one member who represents the Granville Board of Education.

The 2002 GPC members were: Richard Salvage, Chairperson; Mark Parris, Vice-Chairperson; Jack Burris; Barb Lucier and Carl Wilkenfeld. The Village Council representative was Richard Main and Richard Salvage represented the Granville Board of Education. The GPC meets on the 2<sup>nd</sup> and 4<sup>th</sup> Mondays of each month at 7:30 p.m., at the Village Offices.

During the year 2002, the Granville Planning Commission heard 112 applications and modifications, and conducted 17 work sessions.

### **BOARD OF ZONING AND BUILDING APPEALS**

The Board of Zoning and Building Appeals (BZBA) is responsible for hearing Variance applications, interpreting the official zoning map where question exists regarding the location boundary lines between zoning districts, Conditional Use applications, and Substitution of a Non-conforming Use application.

The BZBA members for 2002 were: Eric Stewart, Chairperson; Lon Herman, Vice-Chairperson; Greg Sharkey; Ashlin Caravana/ Bill Heim; and Trudy Knox.

During the year 2001, the BZBA heard 18 applications, all of which were variances. In addition, the BZBA held 5 informal discussions, which are similar to the Planning Commission's work sessions.



# Granville Police Department



	2002	
	Quantity	Hours
<b>Patrol Activities</b>		
Parking Ticket	595	23.17
Traffic Citation	1005	204.49
Traffic Stop	494	60.14
Radar Detail	541	147.84
Traffic Detail	718	225.44
Vehicle Impound	64	21.61
Vehicle Check	6335	3.78
Record Check	3264	0.00
Person Check	26	2.59
Foot Patrol	4552	654.43
House Check	8919	180.12
Patrol Time		7064.51
<b>Total Patrol</b>	<b>26513</b>	<b>8588.12</b>
<b>Complaint Activities</b>		
Complaint Investigation	3582	939.50
Complaint Follow-Up	520	161.18
Non-Injury Traffic Crash	105	42.91
Injury Traffic Crash	18	16.36
Traffic Crash Follow-Up	176	94.24
Incident Investigation	306	210.90
Incident Follow-Up	1034	637.91
Persons Arrested/Charged	227	
Misdemeanor Arrest	221	9.90
Misdemeanor Charges	188	9.72
Felony Arrest	6	0.83
Felony Charges	13	5.29
<b>Total Complaint</b>	<b>6169</b>	<b>2128.74</b>
<b>Administrative Activities</b>		
Meals	1054	514.46
Break	878	217.12
Equipment Maintenance	661	149.61
Refuel	1181	69.74
Special Detail	2365	337.40
Administrative Detail	1389	829.16
Council/Commission Mail	541	16.06
Briefing	2780	510.03
<b>Total Administrative</b>	<b>10,849</b>	<b>2643.58</b>
<b>Grand Total</b>	<b>43531</b>	<b>13360.4</b>
<b>Total Miles</b>	<b>89,840</b>	

## Complaints/Calls for Service:

During 2002, the Granville Police Department responded to, or initiated the investigation of 3582 complaints or calls for police service. This was an increase of 2.2% from the previous year.

Under current department procedures, all calls for service from the Police Department are logged in as a complaint and assigned a number until an officer can respond. Officers frequently initiate complaints on their own, such as when initiating an arrest or finding an open door while checking a business.

## Criminal Incidents:

The Police Department investigated 306 incidents in 2002. This was an 16% decrease from the previous year when there were 357 incidents investigated. Of these incidents, 227 persons were arrested or criminally charged, 10 of which were juveniles. This was down 5% from the 238 persons in 2001.

## Overweight Truck Violations:

In May 2001, Village Council adopted Ordinance No. 13-01, establishing penalties for violations committed by drivers of overweight and oversize commercial trucks. In 2002 there 26 violations netting \$8,511 in fines.

## Parking Tickets:

In 2002 there were a total of 595 parking tickets issued. Of the tickets issued, 345 were for parking in a "No Parking Zone".

## Traffic Crashes:

The Police Department investigated 123 crashes in 2002. Of these crashes, 105 involved only property damage, 18 caused injuries, and there were no fatalities.

## Traffic Citations:

In 2002 there were 1,005 traffic citations issued charging violators with 1,151 traffic offenses.

*Granville Chief of Police Steve Cartnal is available at 587-1234 to answer your questions.*

## Service Department

**2001 Monthly Highlights**

**Jan/Feb** Snow removal and services, tree maintenance, Christmas tree chipping, pothole filling, traffic signal work, replaced street signs.

**Mar** Open ditch cleaning, storm sewer repair, brush chipping, crack sealing.

**Apr** Tree maintenance, crack sealing, misc concrete and curb work.

**May** Clean up/fix up week, asphalt, concrete and tree maintenance, sprayed weed control.

**Jun** Preparation for annual bike race and 4th of July, tree maintenance continued.

**Jul thru Sep** 4th of July, asphalt, storm sewer, tree maintenance, Lewis Farm Park, preparation for Antique Fair.

**Oct** Annual leaf pick-up program.

**Nov/Dec** Street snow plowing, salt spreading, misc. equipment maintenance.

- Service Department Responsibilities**
- Tree trimming/pruning within public right-of-way
  - Brush, leaf and trash pick-up
  - Traffic signal, sign and guardrail maintenance
  - Roadway, curb and sidewalk repairs
  - Snow plowing
  - Street sweeping
  - Assisting preparation for Fourth of July celebration
  - Assisting GRC, Granville Schools and GBPA
  - Provides barricades for various functions



**Street Maintenance for 2002**

<u>Project Name</u>	<u>Cost</u>
Newark-Granville Rd Culvert	\$ 351,779.90
Newark Granville Rd.	\$ 373,088.82
East Broadway	\$ 474,616.99
Pinehurst	\$ 38,078.34

**Equipment Management**

Equipment Services is responsible for maintaining all Village owned vehicles and equipment. The Village currently employs one full-time mechanic to service and maintain more than 75 miscellaneous vehicles and large pieces of equipment.

**Work Orders Completed**

<i>Service Department</i>	149
<i>Police Department</i>	111
<i>WasteWater Department</i>	24
<i>Water Department</i>	19

**Snow and Ice Control**

With approximately twenty-seven road miles serviced by a fleet of three trucks, the Granville Service Department distributed 295 tons of salt using 604.5 man hours during the winter of 2002.

**Tree Maintenance**

Since 1989, the function of tree maintenance has been performed by the Service Department. This has resulted in more work being done and response time to dangerous situation decreased. During 2002 the GSD devoted 2370 hours to tree maintenance and removals. This includes trimming low hanging limbs away from signs, sidewalks and other miscellaneous areas. Two hundred thirty five trees trimmed with an additional 168 trees removed due to age, decay or unsafe conditions. Of the trees removed, 88 were removed from along the entrance to Pinehurst Drive.

*Service Director Terry Hopkins may be reached at 587-1880.*

## Utilities Department

### Division of Water Treatment & Distribution

Granville's current water treatment facility has been in continuous service since 1969. Daily and peak demand continues to be easily met at present with a design flow of two million gallons per day. 2002's average daily pumpage was 0.691MG with a maximum flow of 1.008MGD and the total flow of 252,406MG. The treatment plant produces a high quality lime softened, chlorinated, and fluoridated drinking water which complies with all present Ohio E.P.A. standards for Public Drinking Water Supplies. The plant serves approximately five thousand (5000) customers through one thousand five hundred seventy three (1573) service connections including Denison University, Owens Corning S & T Center, and the Village of Alexandria.

The distribution system consists of thirty three (33) miles of water mains of various sizes, three hundred sixty-four (364) fire hydrants, two (2) water storage tanks with total capacity of 750,000, and three (3) water booster stations. Water loss ratio, comparing water production to metered consumption showed an unaccounted for water percentage of 31%. Water loss remains much too high

although considerable effort has been placed into leak detection and repair over the last 10+ years.

The 2002 Consumer Confidence Report was delivered to all Granville water customers via mail. This report, required by the 1996 Safe Drinking Water Act Amendments, must provide information on the quality of the drinking water.

Included in this report is critical information including water

source, general health information, water quality test results, how to participate in decisions concerning your drinking water, and water system contacts.

#### **2002 Water System Additions:**

Denison University Campus:  
3500 ft. of 12" PVC main  
Eight (8) fire hydrants  
Colony at Bryn Du:  
1500 ft. of 8" PVC main  
Five (5) fire hydrants

*Water Plant Supervisor Larry Fruth may be reached at 587-0165.*

### Division of Wastewater Collection & Treatment

The years Wastewater Division development of 2002 brought change in the way biosolids are handled. Biosolids are the solids removed from the wastewater flow during treatment, and are typically applied to farmland as a Nitrogen supplement for crops. One of the keys to reducing Wastewater Treatment operating costs is to have fewer loads of biosolids to remove from the facility. This can be accomplished by getting the biosolids drier, which means less water is hauled with the biosolids. Loads of biosolids applied to farms field was reduced by 50% in 2002 by utilizing a belt filer press to dewater the biosolids.

### 2002 Statistics

#### **Wastewater Treatment Facility Flow**

**Total Flow Treated:** 79.8908 million gallons  
**Average Monthly Flow:** 6.5742 million gallons  
**Average Daily Flow:** 0.2165 million gallons

#### **Removal Efficiencies**

**Ammonia:** 97.93%, or 44.7 lbs./ day  
**Residue:** 96.70%, or 336.5 lbs./ day  
**Carbonaceous Biochemical Oxygen Demand (CBOD5):** 98.92%, or 425.6 lbs./ day  
**Biosolids Land Applied to Farmland:**  
Dry tons: 76.78

*Wastewater Plant Supervisor Erik Holmquist may be reached at 587-2304.*

## Granville Statistics

12/31/02

Population	3167 **
Land Area	6.2 sq. mi.
Denison University Enrollment	2,081
Granville Elementary Enrollment	432
Granville Intermediate Enrollment	636
Granville Middle School Enrollment	300
Granville High School Enrollment	706
Granville Volunteer Fire Department	
Full Time/Volunteers	4/37
Average Home Sale Price	\$252,284
Water/Wastewater Service Customers	1573/1325
Property Tax Rate (effective millage)	
Residential / Agricultural	53.86
Commercial / Industrial	73.05
Personal Property	93.39
Property Tax Rate (inside millage)	2.7
Income Tax Rate	1.5%
Income Tax Revenues	\$2,188,048
General Fund Revenues	\$5,808,777
General Fund Expenses	\$5,528,702
Total Revenues	\$7,642,993
Total Expenditures	\$7,906,043

\*\*does not include Denison

## Contact Information

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**Village of Granville**  
E. Broadway ~ Granville, OH 43023 ~ 740-587-0707

Village Manager  
Joseph Hickman  
*jhickman@granville.oh.us*



Other Village Officials  
Service Director, Terry Hopkins ~ Finance Director, Molly Roberts  
Chief of Police, Steve Carnal ~ Village Planner, Seth Dorman  
Income Tax Commissioner, Carie Miller ~ Exec. Sec'y/Clerk of Council, Beverly Adzic