

Minutes of February 8, 2021

Record of Proceedings

Due to Covid-19, this regularly scheduled meeting of the Washington Township Board of Trustees was conducted remotely via <http://global.gotomeeting.com/join/147176629> from the Washington Township Administration Building, 6200 Eiterman Road, Dublin, Ohio, on February 8, 2021, at 6:00 p.m. Meeting was called to order by Mr. Charles Kranstuber, Chair.

Roll call – Mr. Charles Kranstuber, Chair – Present
 Mr. Jan Rozanski, Vice Chair – Present
 Ms. Denise Franz King, Trustee – Present

Amlin Project Update:

Mr. Mike Brehm with EMH&T, was present to give an update on the Amlin Area Project. Mr. Brehm stated 30% plans were submitted for review to Franklin County Engineer's Office and to the City of Dublin in December. Comments have been received from Franklin County but not from the City of Dublin. EMH&T and MKSK are advancing 60% complete plans. Correspondence is also being made with utility companies in the area.

The Stormwater drainage was discussed and the downstream flow from Rings Road to Cosgray Road going South.

Mr. Brehm stated an additional study is needed to determine whether or not the storm drains can handle the flow. This study would cost approximately \$15,000.

Ms. King asked the question, why this should be the Township's responsibility to cover the cost of this study, when the Stormwater drains are the responsibility of Franklin County, (they maintain them)?

Mr. Brehm stated because the Township has the design of this project and it might help to move this project along faster if the Township would pay for this study to be done, and it might give the Township some leverage with the project.

Mr. Rozanski stated this project will not produce more water but it should move water at a faster flow, and Mr. Brehm agreed with Mr. Rozanski regarding the water flowing faster.

Currently there is an 18-inch drain pipe from Rings Road to Cosgray Road, however it might require a 36-inch drain pipe, just to handle the water flow without causing the water to back up.

Mr. Kranstuber stated he agreed with Ms. King and Mr. Rozanski, this should be Franklin County's responsibility to pay for this additional study.

Ms. King stated according to current studies, rainfall is more intense now than it was 20 years ago, and therefore the drainage issue needs to be resolved to eliminate water siting in someone's front yard. Ms. King reiterated, this should not be the sole responsibility of the Washington Township to pay for the additional Stormwater drainage study in the amount of \$15,000.

The railroad crossing sidewalks were also discussed.

Mr. Brehm stated this project is currently on schedule. Construction for the west side of railroad track is planned for this year (2021) and construction for the east side of railroad tracks is planned for 2022.

Memos are attached to meeting Minutes for review.

Append #001

Sheriff Report:

Deputy Hamilton was present and gave updated report.

Resolution to Conclude Employment:

Mr. Kranstuber introduced and moved the adoption of the following Resolution:

A RESOLUTION CONCLUDING LESLIE DYBIEC'S EMPLOYMENT AS A FULL-TIME COMMUNICATIONS MANAGER

WHEREAS, the Board of Township Trustees of Washington Township hired Leslie Dybiec on September 29, 2003; and

WHEREAS, the Board of Trustees for Washington Township recognizes that Leslie Dybiec has communicated her intention to resign for the purposes of retiring.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Washington Township, Franklin, Delaware, and Union Counties, State of Ohio:

- Section 1. The Board of Trustees hereby approves the resignation of:
- | | |
|----------------------|---|
| Name: | Leslie Dybiec |
| Position/Department: | Communications Manager / Administration |
| Classification: | Full-Time |
| Effective date: | February 28, 2021 |
- Section 2. Leslie Dybiec is eligible for rehire;

Section 3. It is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were adopted in an open meeting of the Board and that all deliberations of the Board and any of the decision making bodies of the Board of Trustees which resulted in such formal actions were in meetings open to the public in compliance with all legal requirements of the State of Ohio.

Section 4. All prior legislation, or any parts thereof, which is/are inconsistent with this Resolution is/are hereby repealed as to the inconsistent parts thereof.

Mr. Rozanski seconded the motion, and the roll was called on with all members of the Washington Township Board of Trustees voting aye. Resolution adopted.

#2021.02.08.001

Append #002

Resolution to Promote:

Mr. Rozanski introduced and moved the adoption of the following Resolution:

RESOLUTION TO PROMOTE NATHAN C. CASTLE TO FULL-TIME PROBATIONARY FIREFIGHTER/PARAMEDIC

WHEREAS, Washington Township provides fire suppression and prevention and emergency medical services to its constituents, and;

WHEREAS, a need to fill a vacancy, occurring on January 20, 2021, in the position of Firefighter / Paramedic, and;

WHEREAS, to adequately provide services, it is necessary to fill the vacancy in the position, and;

WHEREAS, the appointment is being recommended by the human resource manager, fire chief and township administrator;

NOW, THEREFORE, BE IT RESOLVED, BY THE BOARD OF TOWNSHIP TRUSTEES OF WASHINGTON TOWNSHIP, FRANKLIN, DELAWARE, AND UNION COUNTIES, OHIO THAT:

Section 1. The Board approves the promotion of:

Name: Nathan C. Castle

Position: Probationary Firefighter / Paramedic

Classification: Uniformed Full-Time Non-Exempt

Salary: \$62,127.62 annually

Effective date: February 20, 2021

Section 2. It is found and determined that all formal actions of this Board concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board, and that all deliberations of the Board and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Section 3. This Resolution shall take effect and be in force at the earliest time permitted by law.

Mr. Kranstuber seconded the motion, and the roll was called on with all members of the Washington Township Board of Trustees voting aye. Resolution adopted.

#2021.02.08.002

Append #003

Resolution to Promote:

Mr. Kranstuber introduced and moved the adoption of the following Resolution:

RESOLUTION TO PROMOTE DEVIN M. MILLER TO FULL-TIME PROBATIONARY FIREFIGHTER/EMT-B

WHEREAS, Washington Township provides fire suppression and prevention and emergency medical services to its constituents, and;

WHEREAS, a need to fill a vacancy, occurring on January 21, 2021, in the position of Firefighter / Paramedic, and;

WHEREAS, to adequately provide services, it is necessary to fill the vacancy in the position, and;

WHEREAS, the appointment is being recommended by the human resource manager, fire chief and Township Administrator;

NOW, THEREFORE, BE IT RESOLVED, BY THE BOARD OF TOWNSHIP TRUSTEES OF WASHINGTON TOWNSHIP, FRANKLIN, DELAWARE, AND UNION COUNTIES, OHIO THAT:

Section 1. The Board approves the promotion of:

Name: Devin M. Miller

Position: Probationary Firefighter / EMT-B

Classification: Uniformed Full-Time Non-Exempt

Salary: \$60,026.68 annually

Effective date: February 20, 2021

Section 2. It is found and determined that all formal actions of this Board concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board, and that all deliberations of the Board and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Section 3. This Resolution shall take effect and be in force at the earliest time permitted by law.

Ms. King seconded the motion, and the roll was called on with all members of the Washington Township Board of Trustees voting aye. Resolution adopted.

#2021.02.08.003

Append #004

Resolution to Execute Agreement:

Mr. Kranstuber introduced and moved the adoption of the following Resolution:

A RESOLUTION AUTHORIZING AND DIRECTING THE TOWNSHIP ADMINISTRATOR TO EXECUTE A LANDSCAPE SERVICE AGREEMENT WITH BRIGHTVIEW LANDSCAPE SERVICES FOR BED CARE, FLOWERS, AND MOWING, COST NOT TO EXCEED \$18,878.00.

WHEREAS, the Board of Trustees understands the importance of having the landscape at the Township properties well-maintained. This includes bed weed control, seasonal bed detailing and fertilization, pruning ornamental trees and shrubs, installing seasonal flowers/color, and mowing services; and

WHEREAS, Washington Township cannot adequately handle these services in-house; and

WHEREAS, BrightView Landscape Services previously provided the Township these services; and

WHEREAS, the Board of Trustees of Washington Township now wants to enter into a new one (1) year Landscape Service Agreement with BrightView Landscape Service for bed care, flowers, and mowing (beginning on January 1, 2021 and ending on December 31, 2021).

NOW, **THEREFORE, BE IT RESOLVED** by the Board of Trustees of Washington Township, Franklin, Delaware, and Union Counties, State of Ohio:

Section 1: The Board of Trustees hereby authorizes and directs the Township Administrator to execute a Landscape Service Agreement with BrightView Landscape Services, for bed care, flowers, and mowing at the Township Facilities (as set forth in the scope of services), in substantially the same form and content as the Landscape Service Agreement and Scope of Services attached hereto as Exhibit A and incorporated herein by reference.

Section 2. It is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were adopted in an open meeting of the Board and that all deliberations of the Board and any of the decision making bodies of the Board of Trustees which resulted in such formal actions were in meetings open to the public in compliance with all legal requirements of the State

Mr. Rozanski seconded the motion, and the roll was called on with all members of the Washington Township Board of Trustees voting aye. Resolution adopted.

#2021.02.08.004

Append #005

Noting: This is the 3rd year in a row with no price increase for services from BrightView Landscape.

Resolution to Execute Agreement:

Ms. King introduced and moved the adoption of the following Resolution:

A RESOLUTION AUTHORIZING AND DIRECTING THE TOWNSHIP ADMINISTRATOR TO EXECUTE A LANDSCAPE SERVICE AGREEMENT WITH BRIGHTVIEW LANDSCAPE SERVICES FOR TURF FERTILIZATION AS WELL AS SPRING/FALL OPERATIONS, COST NOT TO EXCEED \$10,902.00.

WHEREAS, the Board of Trustees understands the importance of having the turf at the Township properties well-maintained. This includes fertilizing the ±12 acres of turf at the Administrative Building, Amlin Crossing Park, the Cosgray Road Cemetery, as well as all three Fire Stations. Work also is needed in the spring to clean up the landscape beds and in the fall to pick up leaves and winterize the landscape beds ("Spring/Fall Operations"); and

WHEREAS, Washington Township cannot adequately fertilize all this turf or provide these other services in-house; and

WHEREAS, BrightView Landscape Services previously provided the Township these services, and the Township has found their services to be adequate; and

WHEREAS, the Board of Trustees of Washington Township now wants to enter into a new one (1) year Landscape Service Agreement with BrightView Landscape Service for turf fertilization and Spring/Fall Operations (beginning on January 1, 2021 and ending on December 31, 2021).

NOW, **THEREFORE, BE IT RESOLVED** by the Board of Trustees of Washington Township, Franklin, Delaware, and Union Counties, State of Ohio:

Section 1: The Board of Trustees hereby authorizes and directs the Township Administrator to execute a Landscape Service Agreement with BrightView Landscape Services, for turf fertilization and Spring/Fall Operations (as set forth in the scope of services), in substantially the same form and content as the Landscape Service Agreement and Scope of Services attached hereto as Exhibit A and incorporated herein by reference.

Section 2. It is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were adopted in an open meeting of the Board and that all deliberations of the Board and any of the decision making bodies of the Board of Trustees which resulted in such formal actions were in meetings open to the public in compliance with all legal requirements of the State of Ohio.

Mr. Rozanski seconded the motion, and the roll was called on with all members of the Washington Township Board of Trustees voting aye. Resolution adopted.

#2021.02.08.005

Append #006

Again noting: This is the 3rd year in a row with no price increase for services from Brightview Landscape.

Authorize the Restoration of Sick Hours, Converting Previously Used Sick Leave to Injury Leave:

In August and September of 2020, the Board of Trustees discussed and agreed to extend FF Alan Baker's injury leave beyond the limitations of Township's Injury Leave policy of four (4) months (attached). The Board agreed to cover all leave directly resulting from FF Baker's 2017 injury until he was evaluated by a physician contracted by the Township to determine his ability to return to work. Dr. Reardon with Mt. Carmel Occupational Health examined FF Baker on September 29, 2020 and released him without restrictions. The chart below summarizes FF Baker's total injury leave hours.

Year	Injury Leave Hours
2017	230
2018	0
2019	716
2020	1,659
Total Hours	2,605

The Township requires employees to complete a Payroll Adjustment Form, with proper signatures, to restore sick leave hours and forward the completed form(s) to the Fiscal Office for processing. It is the Township's Fiscal Office policy to comply with the State Auditor where any deviation from policy is supported by Trustee Meeting Minutes. When restoring FF Baker's sick leave hours, Ms. Linda Latham, Executive Administrative Assistant, noticed that the approved September 8, 2020 Trustee Meeting Minutes contrast with the Trustees' decision.

The Trustee-approved Meeting Minutes for September 8, 2020 state:

Discussion of Employee Injury Leave:

Firefighter Alan Baker asks the Board to reconsider their August 11, 2020, decision to forego his request of additional 10 weeks of Injury Leave.

Firefighter Baker sustained a sprain/strain to his left ankle on August 9, 2017, while on duty. Dr. Bridger at WorkHealth completed the initial evaluation and released FF Baker to full duty one month later with the requirement FF Baker must wear a brace.

FF Baker continued to work full duty, even passing the Township's Physical Abilities Test in 2018, until July 24, 2019 when FF Baker sought additional treatment with Dr. Tscholl at OrthoOne. Dr. Tscholl placed FF Baker on transitional work restrictions, updated FF Baker's diagnosis to a torn tendon in July 2019, which was surgically repaired on January 29, 2020. FF Baker's estimated return to full duty is the end of September 2020. It is estimated the BWC Claim took approximately six months to be approved with additional torn tendon allowances.

For this 2017 injury, FF Baker has used a total of 1,529 hours of sick leave; 484 hours of transitional work (light duty) and 960 hours of Injury Leave – a total of 2,973 hours of paid leave.

A discussion was held.

Recommendation

Both Fire Chief O'Connell and Human Resource Manager Catherine Grossman agree FF Baker's situation is unique; however, special circumstances were provided to FF Baker (extended the use of injury leave beyond the 4 months from the date injury policy stipulation) in consideration of his situation. FF Baker has continued to receive his full salary, which is consistent with past practices. Though the Trustees may extend injury leave under extraordinary circumstances, they do not believe

this situation falls within the intent of the Injury Leave Policy and recommend to maintain the Trustee's original August 11, 2020 decision.

Direction by the Board of Trustees:

The Board directed Administration/Human Resources to allow employee to remain on injury leave until an independent health exam is done promptly or an exam is done by the Ohio Bureau of Workers Compensation OBWC, and to evaluate the status of this injury of this employee, and to determine if he is able to return back to work or extend to him additional injury leave.

The Board discussed this matter further.

Motion:

Motion by Ms. King, seconded by Mr. Rozanski, to authorize the restoration of FF Baker's 2,605 sick hours, converting this time to Injury Leave. Motion passed.

#2021.02.08.006

Append #007

Approval of the Consent Agenda:

Motion by Mr. Kranstuber, seconded by Mr. Rozanski, to approve the Consent Agenda as follows:

Meeting Minutes: January 12, 202, as amended

Bills: January 15, 2021 \$ 22,270.72

Bills: January 31, 2021 \$ 565,001.62

Electronic Payments December 2020 \$1,200,743.16

Electronic Payments January 2021 \$1,370,640.68

Medical Payments December 2020 \$ 208,301.56

Payroll: Biweekly – January 22, 2021 \$ 564,887.33

Payroll: Biweekly – February 5, 2021 \$ 491,391.14

Payroll: Monthly – January 5, 2021 \$ 9,898.65

Transfers: December 2020 \$ 28,796.00

Monthly Financial Reports: December Annual Financial Report for 2020

Motion passed.

#2021.02.08.007

Append #008

Round Table Discussion:

Updated reports were given by Department Heads and Trustees.

Adjourn Meeting:

Meeting of February 8, 2021, adjourned at approximately 7:05 p.m.

Mr. Charles Kranstuber, Chair

Ms. Joyce E. Robinson, Fiscal Officer

