

## Minutes of November 8, 2022

### Record of Proceedings

The Washington Township Board of Trustees regularly scheduled meeting held at the Washington Township Administration Building, 6200 Eiterman Road, Dublin, Ohio, on November 8, 2022, at 6:00 p.m., with Mr. Jan Rozanski, Chairman, calling the meeting to order, and it opened with the Pledge of Allegiance.

Roll call – Mr. Jan Rozanski, Chair - Present  
 Mr. Charles Kranstuber, Vice Chair – Present  
 Mr. Stu Harris, Trustee – Present

### Oath of Office:

Mr. Rozanski administered the oath of office to the following Fire personnel:

Samuel Parsons – Fire Marshal  
 Chad Hamilton, Deputy Fire Marshal

### Sheriff's Report:

Deputy Burton Haren was present and gave an updated report on runs within the Township.

### Resolution to Re-Hire:

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

#### **RESOLUTION TO RE-HIRE LINDA LATHAM AS THE FULL-TIME PROBATIONARY EXECUTIVE ASSISTANT FINANCE SPECIALIST**

WHEREAS, Washington Township provides fire suppression and prevention, emergency medical services and other Township administrative duties to its constituents, and

WHEREAS, there is a need to fill the position of a Full-Time Executive Assistant Financial Specialist in the Fiscal Office, and;

WHEREAS, to provide assistance and services to the Fiscal Office/Township Administration Offices, it is necessary to fill the full-time position, and

WHEREAS, the appointment is being recommended by the Fiscal Officer of Washington Township;

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 re-hiring of:  
 Name: Linda Latham  
 Position: Probationary Full-Time Executive Assistant Finance Specialist  
 Classification: Non-Uniformed/Full-Time Non-Exempt  
 Hourly Rate: \$37.50 per Hour  
 Effective date: October 29, 2022

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. Harris seconded the motion, the roll was called, and all members of the Washington Township Board of Trustees voting aye. Resolution adopted November 8, 2022.

#2022.11.08.001  
 Append #001

### Resolution Concluding Employment:

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

#### **A RESOLUTION CONCLUDING MARCINE E. SMITH'S EMPLOYMENT AS A FULL-TIME CAPTAIN**

WHEREAS, the Board of Trustees of Washington Township hired Marcine E. Smith on January 14, 1995; and

WHEREAS, the Board of Trustees for Washington Township recognizes that Marcine E. Smith has communicated her intention to resign for purposes of retirement.

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 ending the employment of:

Name: Marcine E. Smith  
Position/Department: Captain / Fire  
Classification: Full-Time  
Effective date: November 4, 2022

Section 2: Marcine E. Smith 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. Kranstuber seconded the motion, the roll was called, and all members of the Washington Township Board of Trustees voting aye. Resolution adopted November 8, 2022.

#2022.11.08.002  
Append #002

**Resolution Concluding Employment:**

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

**A REVISED RESOLUTION CONCLUDING WILLIAM BRADLEY FLORA’S EMPLOYMENT AS A FULL-TIME INSPECTOR**

WHEREAS, the Board of Township Trustees of Washington Township hired William B. Flora on December 19, 2001, and

WHEREAS, the Board of Trustees for Washington Township recognizes that William B. Flora has communicated his intention to resign to accept employment with another organization.

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 retirement of:

Name: William B. Flora  
Position / Department: Fire Inspector / Fire  
Classification: Full-Time  
Effective date: November 11, 2022

Section 2: William B. Flora 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. Harris seconded the motion, the roll was called, and all members of the Washington Township Board of Trustees voting aye. Resolution adopted November 8, 2022.

#2022.11.08.003  
Append #003

**Resolution Concluding Employment:**

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

**A RESOLUTION CONCLUDING ROBERT D. CASTLE’S EMPLOYMENT AS A FULL-TIME FIREFIGHTER / PARAMEDIC**

WHEREAS, the Board of Township Trustees of Washington Township hired Robert D. Castle on October 1, 1989, and;

WHEREAS, the Board of Trustees for Washington Township recognizes that Robert D. Castle has communicated his intention to resign for the purposes of retirement.

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 retirement of:

Name: Robert D. Castle  
 Position / Department: Firefighter-Paramedic / Fire  
 Classification: Full-Time  
 Effective date: November 1, 2022

Section 2: Robert D. Castle 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. Harris seconded the motion, the roll was called, and all members of the Washington Township Board of Trustees voting aye. Resolution adopted November 8, 2022.

#2022.11.08.004

Append #004

**Resolution Concluding Employment:**

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

**A RESOLUTION CONCLUDING MELANIE J. AMATO'S EMPLOYMENT AS COMMUNICATIONS MANAGER**

WHEREAS, the Board of Township Trustees of Washington Township hired Melanie J. Amato a on May 29, 2021, and

WHEREAS, the Board of Trustees for Washington Township recognizes that Melanie J. Amato has communicated her intention to resign to accept employment with another organization.

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 retirement of:

Name: Melanie J. Amato  
 Position / Department: Communications Manager / Administration  
 Classification: Full-Time  
 Effective date: December 2, 2022

Section 2: Melanie J. Amato 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. Kranstuber seconded the motion, the roll was called, and all members of the Washington Township Board of Trustees voting aye. Resolution adopted November 8, 2022.

#2022.11.08.005

Append #005

**Resolution Appointing Assistant Medical Director:**

Mr. Harris introduced and moved the adoption of the following:

**RESOLUTION APPOINTING DR. JANINE CURCIO TO SERVE AS WASHINGTON TOWNSHIP ASSISTANT MEDICAL DIRECTOR AND AUTHORIZING THE TOWNSHIP ADMINISTRATOR TO EXECUTE AN EMPLOYMENT AGREEMENT WITH DR. CURCIO**

WHEREAS, Washington Township understands and acknowledges it must retain the services of a physician to serve as an assistant medical director to assist the Township and its medical director to meet its obligations under the Ohio Revised Code for implementation of peer review, quality assurance programs, and other requirements designed to improve the quality of services provided by the Washington Township Fire Department; and

WHEREAS, the Board of Trustees of Washington Township now wants to appoint and retain Dr. Janine Curcio to serve as Assistant Medical Director and help provide oversight and counsel in delivery of the medical services provided by the Township.

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

Section 1: The Township hereby appoints Dr. Janine Curcio to serve as Washington Township Assistant Medical Director.

Section 2: The Township Administrator is hereby authorized and directed to execute an employment agreement, in substantially the same form and content as the Agreement attached hereto as Exhibit A and incorporated herein by reference, with Dr. Janine Curcio

Section 3: 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 4: This Resolution shall take effect and be in force at the earliest time permitted by law.

Mr. Rozanski seconded the motion, the roll was called and all members of the Washington Township Board of Trustees voting aye. Resolution adopted November 8, 2022.

#2022.11.08.006

Append #006

**Resolution Authorizing Contribution to Dublin Food Pantry:**

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

**RESOLUTION AUTHORIZING A CONTRIBUTION OF \$53,427.23 TO THE DUBLIN FOOD PANTRY FOR THE PURPOSES OF PURCHASING AND RENOVATING A BUILDING TO SUPPORT THE OPERATIONS OF THE DUBLIN FOOD PANTRY**

WHEREAS, the Washington Township Trustees and Administrator met with Denise “Dinky” Youngsteadt-Parrish, Executive Director of the Dublin Food Bank, about increases to the number of families served by the Dublin Food Pantry; and

WHEREAS, the demands for these services and food insecurity has increased significantly since the onset of the global Covid-19 pandemic and;

WHEREAS, the Dublin Food Pantry has outgrown the donated space they have used for a number of years, and identified a permanent building to support their operations and to provide for the needs of their clients; and

WHEREAS, Washington Township received \$53,427.23 in federal American Rescue Plan Act (ARPA) funds to respond to the far-reaching public health and negative impacts of the pandemic, by supporting the health of communities, and helping households, small businesses, impacted industries, nonprofits, and the public sector recover from economic impacts.

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

Section 1. The Washington Township Board of Trustees authorizes a contribution of American Rescue Plan Act (ARPA) funds totaling \$53,427.23 to the Dublin Food Pantry for the purposes of purchasing and renovating a building to support the operations of the food pantry.

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. Rozanski seconded the motion, the roll was called as follows:

Mr. Harris - Aye  
 Mr. Rozanski - Aye  
 Mr. Kranstuber - Abstained

Resolution adopted November 8, 2022.

#2022.11.08.006

Append #006

**Motion to Accept the Township's Asset Inventory:**

Motion by Mr. Kranstuber, seconded by Mr. Harris, to accept the Township's Asset Inventory as presented and to include the addition and the deletions to the inventory. Motion passed.

#2022.11.08.007

Append #007

**Approval of the Minutes**

Motion by Mr. Kranstuber, seconded by Mr. Harris, to approve the meeting Minutes of October 11, 2022, as presented. Motion passed.

#2022.11.08.008

Append #008

Motion by Mr. Harris, seconded by Mr. Rozanski, to approve the meeting Minutes of October 25, 2022, as presented. Motion passed.

#2022.11.08.009

Append #009

**Approval of the Consent Agenda:**

Motion by Mr. Harris, seconded by Mr. Kranstuber, to approve the following consent agenda items as presented:

- Bills: October 31, 2022 \$ 206,033.45
- ACH Payments for October 2022 \$1,246,783.05
- Medical Payments October 2022 \$ 283,039.13
- Payroll: October 28, 2022 \$ 412,112.58
- Monthly Payroll November 4, 2022 \$ 8,982.24

Motion Passed

#2022.11.08.010

Append #010

**Round Table Discussion:**

Administrator, Department Heads and Trustees, held discussions and updates given, but no action taken.

**Executive Session for Personnel Matters:**

Motion by Mr. Kranstuber, seconded by Mr. Harris, to discuss the discipline of a public employee per the request of Township Administrator and per the Ohio Revised Code Section #121.22 (G) (1) at 7:05 p.m. and the roll was called on with all members of the Washington Township Board of Trustees voting aye. Motion passed.

#2022.11.08.011

**Adjourn Meeting:**

Meeting of November 8, 2022, adjourned at approximately 7:10 p.m.

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Mr. Jan Rozanski, Chair

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Ms. Joyce E. Robinson, Fiscal Officer