

## Minutes of December 13, 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 December 13, 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

### Presentation to the Dublin Food Bank:

Mr. Rozanski and Mr. Harris presented Ms. Dinky Youngsteadt-Parrish, a representative of the Dublin Food Bank, with a check, in the amount of \$53,427.23, for the purposes of purchasing and renovating a building to support the operation of the Dublin Food Pantry. The Board of Trustees passed a formal Resolution at their meeting of November 8, 2022, in support of the Dublin Food Pantry. The Board of Trustees authorized using the Funds Washington Township Received from the American Rescue Plan Act (ARPA) these funds totaled \$53,427.23. Ms. Parrish was very appreciative of the support.

Noting: Mr. Kranstuber abstained from voting on this Resolution.

### Sheriff's Report:

Deputy Burton Haren submitted a written report but was not present.

Append #001

### Resolution Concluding Employment:

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

#### **A RESOLUTION CONCLUDING SCOTT E. STEWART'S EMPLOYMENT AS CAPTAIN / PARAMEDIC**

WHEREAS, the Board of Township Trustees of Washington Township hired Scott E. Stewart a on September 18, 1997, and

WHEREAS, the Board of Trustees for Washington Township recognizes that Scott E. Stewart 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: Scott E. Stewart  
 Position / Department: Captain-Paramedic/Fire  
 Classification: Full-Time  
 Effective date: January 6, 2023

Section 2: Scott E. Stewart 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, and the roll was called, and all members of the Washington Township Board of Trustees voting aye. Resolution adopted December 13, 2022.

#2022.12.13.001

Append #002

### Resolution to Promote:

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

#### **RESOLUTION TO PROMOTE JASON F. MACK AS A FULL-TIME PROBATIONARY CAPTAIN**

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 November 4, 2022, in the position of captain, 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:	Jason F. Mack
Position:	Probationary Captain
Classification:	Uniformed Full-Time Non-Exempt
Base Salary:	\$112,988.88
Effective date:	December 14, 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. Kranstuber seconded the motion, and the roll was called, and all members of the Washington Township Board of Trustees voting aye. Resolution adopted December 13, 2022. #2022.12.13.002  
 Append #003

**Resolution to Promote:**

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

**RESOLUTION TO PROMOTE WILLIAM T. KAHLER II AS A FULL-TIME PROBATIONARY LIEUTENANT**

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 December 14, 2022, in the position of lieutenant, 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:	William T. Kahler II
Position:	Probationary Lieutenant
Classification:	Uniformed Full-Time Non-Exempt
Base Salary:	\$105,597.08
Effective date:	To Be Determined

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, and the roll was called, and all members of the Washington Township Board of Trustees voting aye. Resolution adopted December 13, 2022. #2022.12.13.003  
 Append #004

**Resolution to Hire:**

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

**RESOLUTION TO HIRE JOHN L. DONAHUE AS A FULL-TIME PROBATIONARY ASSISTANT FIRE CHIEF**

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

WHEREAS, a need to fill a vacancy, occurring on June 10, 2022, in the position of assistant fire chief exists, 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 township administrator, human resource manager, and fire chief.

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 hiring of:

Name: John L. Donahue

Position: Probationary Assistant Fire Chief

Classification: Uniformed/Full-Time Exempt/Fire

Annual Salary: \$147,495.68

Effective date: To Be Determined

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, and all members of the Washington Township Board of Trustees voting aye. Resolution adopted December 13, 2022.

#2022.12.13.004

Append #005

**Resolution to Hire:**

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

**RESOLUTION TO HIRE MICHAEL R. YURKONIS AS A FULL-TIME PROBATIONARY FIREFIGHTER / PARAMEDIC**

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

WHEREAS, a need to fill a vacancy, occurring on December 14, 2022, in the position of full-time firefighter exists, 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 township administrator, human resource manager, and fire chief.

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 hiring of:

Name: Michael R. Yurkonis

Position: Probationary Full-Time Firefighter / Paramedic

Classification: Uniformed / Full-Time Non-Exempt / Fire

Annual Salary: \$85,355.12

Effective date: January 7, 2023

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, and all members of the Washington Township Board of Trustees voting aye. Resolution adopted December 13, 2022.

#2022.12.13.005

Append #006

**Resolution to Hire:**

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

**RESOLUTION TO HIRE JORDAN T. BITTNER AS A FULL-TIME PROBATIONARY FIREFIGHTER / PARAMEDIC**

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

WHEREAS, a need to fill a vacancy, occurring on November 1, 2022, in the position of full-time firefighter exists, 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 township administrator, human resource manager, and fire chief.

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 hiring of:  
Name: Jordan T. Bittner  
Position: Probationary Full-Time Firefighter/Paramedic  
Classification: Uniformed / Full-Time Non-Exempt/Fire  
Annual Salary: \$85,355.12  
Effective date: January 7, 2023

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, and all members of the Washington Township Board of Trustees voting aye. Resolution adopted December 13, 2022.

#2022.12.13.006  
Append #007

**Resolution to Renew the Annual Agreement for IT:**

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

**A RESOLUTION AUTHORIZING AND DIRECTING THE TOWNSHIP ADMINISTRATOR TO EXECUTE A 2023 INFORMATION TECHNOLOGY PROJECT MANAGEMENT, ENGINEERING, SYSTEMS ADMINISTRATION, AND DESKTOP SUPPORT SERVICES AGREEMENT WITH COMPUCORP/MAXTECH FOR AN AMOUNT NOT TO EXCEED \$198,300.00 FOR THE PERIOD 1/1/2023 THROUGH 12/31/2023.**

WHEREAS, the Board of Trustees understands the importance of utilizing technology for the efficient delivery of public services, while also maintaining the confidentiality and security of privileged information; and

WHEREAS, Washington Township implemented a multi-year phased plan to upgrade servers, hardware, software, licensing and firewalls to modernize and update various Township IT related systems; and

WHEREAS, CompuCorp has been providing the Township these services, and the Township has been pleased by the progress made and services provided; and

WHEREAS, the Board of Trustees of Washington Township now wants to enter into a new I.T. Services Agreement with CompuCorp for the period of January 1, 2023 through December 31, 2023.

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 an Agreement with CompuCorp for information technology managed services (as set forth in the scope of services).

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, and all members of the Washington Township Board of Trustees voting aye. Resolution adopted December 13, 2022.

#2022.12.13.007  
Append #008

**Resolution Adopting Temporary Budget Appropriations for 2023:**

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

**Resolution Adopting the Temporary Budget Appropriations for 2023**

WHEREAS the levels of resources have been identified for the 2023 fiscal year, and

WHEREAS appropriate planning and consultation within the Township has been accomplished; and

WHEREAS the Township's Fiscal Officer, Administrator and the Fire Chief are now prepared to present the 2023 Temporary Budget; and

WHEREAS the Township's Fiscal Officer, Administrator and the Fire Chief have prepared the 2023 Temporary Budget Appropriations resolution;

NOW THEREFORE BE IT RESOLVED, that the 2023 Temporary Appropriations and Fiscal Operating, Capital and Debt Service Budgets of Washington Township, Franklin, Delaware and Union Counties, Ohio, for fiscal year 2023 as supported in the accompanying documentation and approved by the Trustees, Fiscal Officer, Administrator and the Fire Chief, to make expenditures within the projected income levels, provided that bills and payrolls shall be submitted to and approved for payment upon resolution of the Board; and

BE IT FURTHER RESOLVED, that the Fiscal Officer be instructed to incorporate the Temporary Budget Resolutions, and all supporting documents into the minutes and appendices of this meeting, and to file these materials with the official records of this Township.

BE IT FURTHER RESOLVED, that 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.

BE IT FURTHER RESOLVED that this Resolution shall take effect and be in force at the earliest time permitted by law.

Mr. Rozanski seconded the motion and the roll was called, and all members of the Washington Township Board of Trustees voting aye. Resolution adopted December 13, 2022.

#2022.12.13.008

Append #009

**Property and Casualty Insurance Renewals for 2023:**

Mr. Ryan Keenan with the Keenan Agency was present to discuss and answer any questions regarding the Township's annual property and liability insurance. Memo appended to the Meeting Minutes.

**Motion** by Mr. Harris, seconded by Mr. Kranstuber, authorizing the payment of Property and Casualty Insurance Renewals for 2023, with a cost not to exceed \$145,000. Motion approved.

#2022.12.13.009

Append #010

**Motion to Authorize Purchase of Stryker Power Cot:**

Currently, the department has Stryker Power Cots on each of our frontline medics. These power cots assist with patient movement in and out of facilities along with a power lift component to load patients in the medic. These cots have proven to be more stable than the older manual cots and reduces the chances of lifting injuries or potentially dropping a patient. With the approval to purchase an additional medic in the first quarter of 2023, it is my recommendation we equip the new medic with the Stryker Power Cot based on the benefits listed above and the need to maintain consistency throughout our apparatus. As part of the EMS Capital Plan, we identified the need to equip all of our medics with this system for crew and patient safety.

**Motion** by Mr. Rozanski, seconded by Mr. Harris, to authorize the purchase of a Stryker Power Cot and loading system from Stryker Medical, with costs not to exceed \$60,000. Motion approved.

Noting: This purchase has been included in the 2023 EMS Billing Fund Capital Budget. Motion approved.

#2022.12.13.010

Append #011

**Motion to Authorize Purchase with Penn Care:**

**Motion** by Mr. Kranstuber, seconded by Mr. Harris, authorizing the Township Administrator to execute the necessary agreements with Penn Care to purchase four (4) Braun Medics beginning 2023 and ending 2025, with the cost not to exceed \$1,275,000. Motion passed.

#2022.12.13.011

Append #012

**Approval of the Minutes**

Motion by Mr. Kranstuber, seconded by Mr. Harris, to approve the meeting Minutes of November 8, 2022, as presented. Motion passed.

#2022.12.13.012

Append #013

**Approval of the Consent Agenda:**

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

- Bills: November 15, 2022 \$ 145,160.18
- Bills: November 30, 2022 \$ 525,842.64
- Electronic Payments November 2022 \$1,331,673.25
- Medical Payments November 2022 (\$ 318,968.16)
- Payroll November 10, 2022 \$ 521,694.14
- Payroll November 25, 2022 \$ 582,529.00
- Monthly Payroll December 2, 2022 \$ 8,982.36
- Payroll December 9, 2022 \$ 458,061.34
- Transfers October/November \$ 295,171.00
- October Monthly Financial Reports

Motion passed.

#2022.12.13.013

Append #014

**Standard Year End Resolutions:****Trustees Compensation:**

Motion by Mr. Kranstuber, seconded by Mr. Harris, to adopt the resolution accepting maximum compensation allowable by law for the Township Trustees established by the Ohio General Assembly and published in the Ohio Revised Code for individual Township Trustees for and during the year 2023. Motion adopted December 13, 2022.

#2022.12.13.014

**Township Fiscal Officer Compensation:**

Motion by Mr. Harris, seconded by Mr. Rozanski, to adopt the resolution accepting maximum compensation allowable by law for the Township Fiscal Officer established by the Ohio General Assembly and published in the Ohio Revised Code for individual Township Fiscal Officer for and during the year 2023. Motion adopted December 13, 2022.

#2022.12.13.015

**Benefits:**

Motion by Mr. Kranstuber, seconded by Mr. Rozanski, to adopt the resolution declaring eligibility of Elected Officials to receive health insurance benefits and to provide any/all benefits offered by Washington Township to the newly elected officials and Township Trustees and the Fiscal Officer for and during the year 2023 per the Ohio Revised Code. Motion adopted December 13, 2022.

#2022.12.13.016

**Appointing Members to Zoning Appeals & Zoning Commission Boards:**

Mr. Rozanski moved to adopt the resolution appointing members to the Washington Township Board of Zoning Appeals & Zoning Commission Boards as follows:

1. Michael Deaton is re-appointed to a five-year term as a member of the Zoning Appeals Board effective January 1, 2023, expiring December 31, 2027
2. Jason Huffman is re-appointed to a five-year term as a member of the Zoning Appeals Board effective January 1, 2023, expiring December 31, 2027
3. Ms. Rebecca Princehorn is re-appointed secretary, treasurer, ex officio, of the Zoning Appeals effective January 1, 2023, expiring December 31, 2023.
4. Ms. Marsha Spears is newly appointed to a five-year term as a member of the Zoning Commission Board effective January 1, 2023, expiring December 31, 2027.
5. Mr. Patrick Wilkerson is re-appointed to a five-year term as a member of the Zoning Commission Board effective January 1, 2023, expiring December 31, 2027.
6. Mr. Bruce Robinson is re-appointed to a five-year term as a member of the Zoning Commission Board effective January 1, 2023, expiring December 31, 2027.

Mr. Kranstuber seconded the resolution. Motion adopted December 13, 2022.

#2022.12.13.017

**Committee Compensation:**

Motion by Mr. Kranstuber, seconded by Mr. Rozanski, to adopt a resolution fixing compensation to members of the Washington Township Zoning Commission, Board of Zoning Appeals, and the Fire Appeals Board to allow compensation for these Boards as follows: Member, \$35 per meeting attended; Chair, \$10 per meeting attended above compensation as committee member - \$45; if there is an appointed Secretary - \$35 per meeting above compensation as committee member. Motion passed December 13, 2022. #2022.12.13.018

**Execute Certain Agreements:**

Motion by Mr. Harris, seconded by Mr. Rozanski, to adopt a resolution authorizing the Chair and Fiscal Officer, Administrator and/or the Fire Chief to enter into and execute certain agreements that have been formally introduced and approved by the Board of Trustees and renewal agreements for maintenance and services, change orders to agreements previously approved by the Board for construction and to stay within the department's budget and provided a report of all such agreements shall be presented to the Board for ratification at the next regularly scheduled meeting. Motion adopted December 13, 2022.

#2022.12.13.019

**Zoning:**

Motion by Mr. Harris, seconded by Mr. Kranstuber, to approve the schedule of zoning fees to include an increase of \$5.00 for zoning map copies as follows:

Copy of Land Use Plan	30.00
Copy of Zoning Resolution	30.00
Copy of Zoning Map	20.00
Certificate of Zoning Compliance	30.00
Application for variance, appeal or other action of the Board of Zoning Appeals	80.00
Application for rezoning or other action of the Zoning Commission	500.00
Additional fee for a special meeting of either the Board of Zoning Appeals or Zoning Commission	100.00
Home occupation permits	30.00

Motion passed December 13, 2022

#2022.12.13.020

**Township's Attorneys:**

Motion by Mr. Kranstuber, seconded by Mr. Harris, to adopt the resolution employing Township's attorneys for particular matters for the year 2023 as follows:

- Brosius, Johnson & Griggs, LLC, Attorneys at Law
- Bricker and Eckler, LLP.
- Isaac, Wiles & Burkholder, LLC
- Sybert, Rhoad, Lackey & Swisher, LLC, Attorneys
- Scott Warrick, LLC., Attorney at Law

Motion adopted December 13, 2022.

#2022.12.13.021

**Memberships:**

Motion by Mr. Rozanski, seconded by Mr. Harris, to adopt the resolution renewing membership in the Coalition of Large Ohio Urban Townships, Ohio Township Association, Franklin County Township Association and Delaware County Township Association and Joining the Union County Township Association. Motion adopted December 13, 2022.

#2022.12.13.022

**Election of Chair and Vice Chair:**

Motion by Mr. Harris, seconded by Mr. Rozanski, to nominate Mr. Charles Kranstuber as chair of the Washington Township Board of Trustees for 2023. Mr. Kranstuber abstained. Motion passed December 13, 2022.

#2022.12.13.023

Motion by Mr. Kranstuber, seconded by Mr. Rozanski, to nominate Mr. Stu Harris, as the Vice Chair of the Washington Township Board of Trustees for 2023 Mr. Harris abstained. Motion passed December 13, 2022.

#2022.12.13.024

**Meetings:**

Motion by Mr. Rozanski, seconded by Mr. Harris, to establish the second Tuesday at 6:00 P.M. and the fourth Tuesday at 6:00 P.M. of each month for convening regular meetings of the Washington Township Board of Trustees, with meetings to be held at the Township Administration Building, 6200 Eiterman Road. Motion passed December 13, 2022 #2022.12.13.025

**GovDeals:**

Motion by Mr. Rozanski, seconded by Mr. Harris, to authorize the use of GovDeals for the purpose of auctioning Township Assets no longer needed. Motion passed December 13, 2022. #2022.12.13.026

**Rounds Table Discussions:**

Administrator, Department Heads and Trustees, held discussions and updates given.

Mr. Richter announced the Christmas Holiday Party has been cancelled, due to the passing of WT Firefighter/Paramedic of Charles D. Swank.

**Motion to Pay COBRA for Charles D. Swank's Family:**

Motion by Mr. Kranstuber, seconded by Mr. Harris, to authorize the payment of COBRA Benefits for Charles D. Swank's Family, due to His passing, classified in the line of duty, for a period of six months or until their benefits would take effect, amount to be approximately \$16,200. Motion passed. #2022.12.13.027

**Executive Session Land Acquisition:**

Motion by Mr. Kranstuber, seconded by Mr. Harris, to adjourn into Executive Session for the purpose of Land Acquisition per the request of the Township Trustees and Per the ORC #121.22(G)(2). Motion passed.

#2022.12.13.027

**Adjourn Meeting:**

Meeting of December 13, 2022, adjourned at approximately 7:45 p.m.

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Mr. Jan Rozanski, Chair

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Ms. Joyce E. Robinson, Fiscal Officer