

Minutes of March 28, 2023

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 March 28, 2023, at 6:00 p.m., with Mr. Charles Kranstuber, Chairman, calling the meeting to order, and it opened with the Pledge of Allegiance.

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

Sheriff's Report:

Deputy Burton Haren was present to give the report, a written report submitted and discussion held.

Append #001

Syntero, Inc. Annual Report Update:

Ms. Julie Erwin Rinaldi, CEO of Syntero, Inc., was present to review the annual report and programming with the Board of Trustees. Presentation appended to the minutes. Append #002

The Board held a discussion and stated a formal resolution will be drafted outlining the specifics of the Township's contribution to Syntero, as done in the past and then formal action will be taken to adopt the resolution and the amount.

Noting: In past years, the Township has contributed \$55,000 to Syntero (\$48,000 for \$1.00 per resident and \$7,000 for the Veterans services.) Ms. Rinaldi reminded the Board that Syntero no longer has an active Veterans Service.

Resolution to Hire Craig A. Coleman:

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

RESOLUTION TO HIRE CRAIG A. COLEMAN AS A FULL-TIME PROBATIONARY FIRE INSPECTOR

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

WHEREAS, a vacancy, occurring on November 11, 2022, in the position of fire inspector 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 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 hiring of:

Name: Craig A. Coleman
 Position: Probationary Fire Inspector
 Classification: Uniformed Full-Time Non-Exempt/Fire
 Initial Annual Salary: \$101,237.57
 Effective date: April 29, 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. Rozanski seconded the motion, and the roll was called, and all members of the Washington Township Board of Trustees that were present voted aye. Resolution adopted March 28, 2023. #2023.03.28.001

Append #003

Permanent Budget 2023:

Estimated Revenues

There were two adjustments made to 2023 estimated revenues in the following funds and line items:

211.211.45390 – Ohio EMA Wellness Grant - \$37,800 (New)

290.290.42990 – OneOhio Opioid Settlement - \$23,695 (increased from \$10,119)

Since passage of the Temporary Budget, the Township received the final grant award documentation for the Ohio EMA Wellness Grant totaling \$37,800. Subsequent information provided to us since December by the OneOhio Opioid Settlement administrators increased the estimated revenue amounts for 2023 to \$23,695.

Estimated Revenues by Fund

	2022 Permanent Budget	2023 Permanent Budget	Percent Change 2022 Permanent Budget 2023 Permanent Budget
General Fund	\$ 1,525,433	\$ 1,498,567	-1.8%
Motor Vehicle Fund	\$ 5,500	\$ 5,500	0.0%
Gasoline Fund	\$ 125,000	\$ 125,000	0.0%
Police Fund	\$ -	\$ -	0.0%
Fire Fund	\$ 18,211,999	\$ 21,542,489	18.3%
EMS Billing Fund	\$ 900,000	\$ 900,000	0.0%
OneOhio Opioid Settlement		\$ 23,695	N/A
ARPA	\$ 53,005	\$ -	-100.0%
TOTAL REVENUES	\$ 20,820,937	\$ 24,095,251	15.7%

Expenditure Appropriations

With regard to the General Fund, an appropriation increase from \$50,000 to \$100,000 requested to line item 100.102.57000 Capital. The 2021 Dublin parkland acquisition payment approved for 2021 totaling \$50,000 was not invoiced and therefore was not paid, so we need to increase appropriation to cover this expense. Dublin recently brought this to our attention.

Fire Fund

Line item 211.211.52250 Physicals adjusted from \$120,000 to \$150,000, a \$30,000 increase. This is to offset local cost share associated with the 2023 Ohio EMA Wellness Grant award. Appropriations totaling \$37,800 added to 211.211.55900 Grants to cover expenditures related to the 2023 Ohio EMA Wellness Grant award.

Proposed Appropriations by Fund

	2022 Permanent Budget	2023 Permanent Budget	Percent Change 2022 Permanent Budget 2023 Permanent Budget
General Fund	\$ 3,919,530	\$ 2,722,280	-30.5%
Motor Vehicle Fund	\$ 15,000	\$ 15,000	0.0%
Gasoline Fund	\$ 971,600	\$ 171,600	-82.3%
Police Fund	\$ 20,000	\$ 20,000	0.0%
Fire Fund	\$ 23,624,262	\$ 26,024,579	10.2%
EMS Billing Fund	\$ 1,495,000	\$ 1,205,000	-19.4%
OneOhio Opioid Sett.		\$ 35,071	N/A
ARPA	\$ 53,000	\$ -	-100.0%
TOTAL EXPENDITURES	\$ 30,098,392	\$ 30,193,530	0.2%

Resolution to Adopt 2023 Permanent Budget:

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

RESOLUTION TO ADOPT THE 2023 PERMANENT BUDGET

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 Permanent Budget; and

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

NOW THEREFORE BE IT RESOLVED, that the 2023 Permanent 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 Permanent 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 that were present voted aye. Resolution adopted March 28, 2023.

#2023.03.28.002

Append #004

Motion to Enter Into an Agreement:

Chief Alec O'Connell advised the Board that the radiant heating system in the bay at station 95 is over 25 years old and has several maintenance issues. After discussing our options with various HVAC companies, it would be more cost effective to replace the system rather than have it repaired. We received multiple quotes with the lowest bid from West Jefferson Plumbing and Heating. The quote includes removal and replacement of two 125k BTU tube heater units.

Motion:

Motion by Mr. Rozanski, seconded by Mr. Harris, to authorize the Township Administrator to enter into an agreement with West Jefferson Plumbing and Heating to replace two radiant bay heaters at station 95, cost not to exceed \$12,000. Motion approved.

#2023.03.28.003

Append #005

Motion to Approve Pavement Repair:

Motion by Mr. Kranstuber, seconded by Mr. Harris, approving the Franklin County Engineer's Office Estimate of \$10,644 for crack sealing and pavement repair on Baldwin Road, and Fishel Drive North and South. Motion approved.

#2023.03.28.004

Append #006

Motion to Approve Highway Mileage:

Motion by Mr. Kranstuber, seconded by Mr. Harris, approving the 2022 Township Highway System Mileage Certification, decreasing the total Township Mileage of 1.90 Miles, by - 0.162, and now the new Mileage is 1.738 miles. Motion passed.

#2023.03.28.005

Append #007

Approval to Approve the Meeting Minutes:

Motion by Mr. Rozanski, seconded by Mr. Kranstuber, approving the meeting Minutes of February 28, 2023, as presented. Motion passed. Mr. Harris abstained, he was absent for this meeting.

#2023.03.28.006

Append #008

Approval of the Consent Agenda:

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

- Bills: March 15, 2023 \$ 159,647.52
- Bills: February 28, 2023 \$ 152,208.96
- Medical Payments February 2023 \$ 195,407.33
- Payroll: Monthly 03/03/2023 \$ 9,421.28
- Payroll: March 3, 2023 \$ 423,082.79
- Payroll: March 17, 2023 \$ 518,361.23
- Monthly Financial Report January
- Monthly Financial Report February

#2023.03.28.007
Append #009

Round Table Discussion:

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

Adjourn Meeting:

Meeting of March 28, 2023, adjourned at approximately 6:20 p.m.

Mr. Charles Kranstuber, Chair

Ms. Joyce E. Robinson, Fiscal Officer