

**Minutes of March 12, 2024**

**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 12, 2024, at 6:00 p.m., with Mr. Stu Harris, Chairman, calling the meeting to order, and it opened with the Pledge of Allegiance.

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

**Ms. Patty Hamilton, Candidate for Ohio 12<sup>th</sup> District State Representative, has asked to introduce herself to the Board.**

Ms. Hamilton notified Mr. Richter prior to the meeting that she would be unable to attend.

**Franklin County Sheriff’s Report:**

Deputy Burton Haren submitted a written and verbal report to the Trustees for February 28 through March 12, 2024, including an update on the following:

- During this period, there were fifteen (15) Total Calls for Service / Self-Initiated Activity, two (2) Total Reports Taken and three (3) Total Arrests / Citations;
  - The two (2) reports included:
    - One (1) report of a domestic complaint;
    - One (1) report for a traffic stop.
- Deputy Haren has been monitoring the bus stop on Cosgray Road near Hayden Heights, and reports there have been no further issues with vehicles running the stop sign on the bus;
- With extensive coverage of the super loads traveling through Ohio, and their effects on traffic, he noted that the OHGO app or website is a useful resource to monitor traffic throughout the state and includes access to traffic camera feeds;
- He noted that the Arnold Classic concluded this past weekend, and a new officer was added to the department when Arnold Schwarzenegger was presented a badge during the event;
- The department notices an uptick in thefts as the weather begins to warm. Deputy Haren provided a reminder to secure valuables out of sight within a locked vehicle while out enjoying activities in the warmer weather;
- He also recommended checking bank accounts regularly during tax season to ensure refunds are received as expected.

Append #001

**Opportunity for Residents to Speak:**

No comments.

**2024 Permanent Budget:**

The Board of Trustees passed the 2024 temporary budget on December 12, 2023. This memo outlines the individual line item changes requested from the temporary budget previously approved.

**Estimated Revenues**

**Estimated Revenues by Fund**

	<b>2023 Permanent Budget</b>	<b>2024 Permanent Budget</b>	<b>Percent Change between 2023 Permanent Budget and 2024 Permanent Budget</b>
<b>General Fund</b>	\$ 1,498,567	\$ 1,540,200	2.8%
<b>Motor Vehicle Fund</b>	\$ 5,500	\$ 5,500	0.0%
<b>Gasoline Fund</b>	\$ 125,000	\$ 140,000	12.0%
<b>Police Fund</b>	\$ -	\$ -	0.0%
<b>Fire Fund</b>	\$ 21,542,489	\$ 22,189,316	3.0%
<b>EMS Billing Fund</b>	\$ 900,000	\$ 1,000,000	11.1%
<b>OneOhio Opioid Fund</b>	\$ 23,695	\$ 25,400	7.2%
<b>TOTAL REVENUES</b>	\$ 24,095,251	\$ 24,900,416	3.3%

There are four adjustments made to 2024 estimated revenues in the following funds and line items:

- Minor adjustments were made to “other revenue” in both the General Fund and the Fire Fund to align them with the Official Certificate of Estimated Resources.

- 202.202.45750 – Gasoline Tax. The revenue estimate has been increased from \$125,000 to \$140,000. The Township has received in excess of \$140,000 in gas tax receipts in each of the preceding three budget years.
- 228.228.49310 – EMS Billing. The revenue estimate has been increased from \$900,000 to \$1,000,000. With the exception of 2021 and the Covid-related work from home guidelines, EMS billing charges for services have consistently exceeded \$1,000,000 in receipts since 2019.

**Expenditure Appropriations**

**Proposed Appropriations by Fund**

	<b>2023 Permanent Budget</b>	<b>2024 Permanent Budget</b>	<b>Percent Change between 2023 Permanent Budget and 2024 Permanent Budget</b>
<b>General Fund</b>	\$ 2,722,280	\$ 1,336,580	-50.9%
<b>Motor Vehicle Fund</b>	\$ 15,000	15,000	0.0%
<b>Gasoline Fund</b>	\$ 171,600	\$ 181,600	5.8%
<b>Police Fund</b>	\$ 20,000	\$ 20,000	0.0%
<b>Fire Fund</b>	\$ 26,024,579	\$ 26,931,649	3.5%
<b>EMS Billing Fund</b>	\$ 1,205,000	\$ 1,590,000	32.0%
<b>OneOhio Opioid Fund</b>	\$ 35,071	\$ 25,000	-28.7%
<b>TOTAL EXPENDITURES</b>	\$ 30,193,530	\$ 30,099,829	-0.3%

With regard to the General Fund, an appropriation increase totaling \$1,600 (\$15,400 to \$17,000) is being made to cover estimated increases for 100.101.53800 Insurance and Bonding. Similarly, an increase totaling \$3,800 (\$141,200 to \$145,000) is being made to Fire Fund 211.211.53800 Insurance and Bonding. Fire Fund Capital

The largest increase request is in the Fire Fund Capital 211.211.57400 Site Improvement Station line item. We are requesting an increase of \$125,000 (\$275,000 to \$400,000). Work approved for the new generator approved for Station 93 during 2023 is still in progress and has not been completed, and therefore has not been paid for yet. If not completed by March 31<sup>st</sup>, the cost of this project will need to be encumbered and paid from 2024 budgeted funds. The estimated project cost is \$127,000.

**Resolution Adopting the 2024 Permanent Budget:**

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

WHEREAS the levels of resources have been identified for the 2024 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 2024 Permanent Budget; and

WHEREAS the Township’s Fiscal Officer, Administrator and the Fire Chief have prepared the 2024 Permanent Budget Appropriations resolution;

NOW THEREFORE BE IT RESOLVED, that the 2024 Permanent Appropriations and Fiscal Operating, Capital and Debt Service Budgets of Washington Township, Franklin, Delaware and Union Counties, Ohio, for fiscal year 2024 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. Kranstuber seconded the motion and the roll was called, and all members of the Washington Township Trustees voting Aye. Resolution adopted.

**Motion to Approve Breathing Aire Systems Agreement:**

Motion by Mr. Kranstuber, seconded by Mr. Rozanski, to authorize the Township Administrator to enter into an agreement with Breathing Aire Systems for the purchase of Firefighting Personal Protective Equipment, cost not to exceed \$38,000. Motion approved.

#2024.03.12.002  
Append #003

**Approval of Minutes:**

Motion by Mr. Kranstuber, seconded by Mr. Rozanski, to approve the Meeting Minutes of February 27, 2024, Board of Trustees Meeting as presented. Motion passed.

#2024.03.12.003  
Append #004

**Approval of Minutes:**

Motion by Mr. Rozanski, seconded by Mr. Harris, to approve the Meeting Minutes of March 5, 2024, Board of Trustees Meeting as presented. Motion passed.

#2024.03.12.004  
Append #005

**Motion to Approve Consent Agenda**

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

- o Bills: February 28, 2024 \$ 582,116.43
- o Electronic Payments February 2024 \$1,313,715.23
- o Medical Payments February 2024 \$ 165,460.36
- o Payroll: Monthly March 1, 2024 \$ 9,465.74
- o Payroll: March 1, 2024 \$ 482,950.11
- o January Monthly Report

Motion approved.

#2024.03.12.005  
Append #006

**Round Table:**

Township Administrator Eric Richter provided an update:

- Mr. Richter followed up on conversation from the February 13 and February 27 Trustee meetings regarding action on restricting sales of adult use recreational marijuana within the Township. He provided the board with a copy of the April 25, 2017 Trustee Meeting Minutes where the board adopted a resolution to prohibit medical marijuana cultivators, processors and retail dispensaries within Washington Township. With this information, the trustees confirmed the best course of action is to wait for the Ohio General Assembly to finalize legislation. Mr. Richter will continue to monitor the issue for any new information and will update the board accordingly.
- Mr. Richter followed up on discussion from the February 27 Trustee meeting regarding contract review. He outlined that the process, depending on the timing of the next scheduled meeting, and to avoid delays, sometimes includes legal review of the contract after the board has adopted the resolution. The Trustees confirmed both the process of providing the contracts to the board and the quality of the legal counsel received are satisfactory with no changes are needed.
- Mr. Richter provided the Trustees with an informational sheet explaining the potential merger of Harlem Township and the City of Westerville. There was discussion about circumstances surrounding the proposed merger of Washington Township and the City of Dublin in the 1980s.
- Mr. Richter provided the Trustees an email he was copied on from St. John Church representative Darlene Becker regarding continued discussions surrounding two (2) parcels of land the church owns that they would like to split, rezoning the portion they retain as a memorial garden / cemetery and selling the remaining acreage. He returned a phone call to Ms. Becker, recommending to her that the church continue its communication with the Planning and Zoning Commission in which they may inform the committee that there have been discussions with WT and the City of Dublin to potentially purchase the remaining acreage, however, no commitments have been made.

Mr. Bostic mentioned that he spoke with several City of Dublin Council members at the St. Patrick’s Day parade the preceding Saturday. He noted several concerns shared with him, including security and expenses that accompany a planned cemetery use. The Trustees acknowledged potential challenges with land use as a cemetery, and also commented on the limited amount of green space remaining in the area. Mr. Richter provided a reminder that any intent by WT to purchase land to use as a cemetery would require a vote by residents.

Responding to comments, Mr. Richter noted that the two (2) parcels owned by St. John Church have not yet been split or appraised, nor have the portions the church intends to use as a memorial garden/ cemetery been rezoned for that purpose. A church congregant provided an unofficial value of approximately \$175,000 per acre for the roughly four (4) acres the church will be selling after the parcels are split. Without an official proposal outlining the details in question, the trustees requested Mr. Richter to continue discussions with City of Dublin Manager Megan O’Callaghan regarding the

St. John Church property as well as the city's intent to potentially acquire land on Monterey Drive adjacent to Dublin Cemetery, including the role WT could play in assisting the city. He will provide an update at the next scheduled Trustee meeting.

Chief Alec O'Connell provided an update:

- Chief O'Connell outlined a near miss that occurred during a call to a retirement community. A resident unaffiliated with the patient fell under an apparatus and was discovered on a second walk around of the vehicle. Chief O'Connell noted that Chief Donahue has assembled a group to determine any training that may be recommended or reinforced by the situation.
- Chief O'Connell described a report of EMS crews being ambushed in Dayton. While the account was exaggerated, he used the opportunity to reinforce situational awareness among WTFD crews.
- Chief O'Connell made the Trustees aware of a situation where several Columbus Firefighters have organized opposition to the Norwich Township Fire levy by going door to door asking Norwich Township residents to vote no on the levy. These firefighters believe the City of Columbus Division of Fire is relying too heavily on mutual aid as opposed to proposing new stations within the service area. Chief O'Connell noted that the WTFD mutual aid agreement with Columbus includes geographical limits that prevents extensive mutual aid.

Assistant Chief John Donahue provided an update:

- Chief Donahue provided an update on the solar eclipse. The total solar eclipse that occurred in the United States in 2017 had a seventy (70)-mile wide path and drew 12.2 million people into the path of totality. The last total solar eclipse in Ohio was in 1806, the next one to cross North America will be in 2045 and the next to cross Central Ohio will be on September 12, 2444. The path of totality for the eclipse on April 8 will be 124 miles, and is expected to draw half a million people into the state.

A recent check of hotel capacity in Dublin showed very few rooms remaining available, and hotels in Cincinnati, Columbus and Toledo experiencing a high volume of reservations. Various viewing events will be held in and around Dublin, including at Bridge Park, the library, downtown, and the Columbus Zoo's Solar-bration. DORA hours will be extended for the Dublin in the Dark event.

WTFD has been coordinating with Dublin Police Department and the City of Dublin in preparation for the influx of visitors. Plans include utilizing bike patrol, additional medic staff with the ability to use the golf cart in congested areas, Prevention staff available at key locations, and utilizing Training and EMS managers as key points of contact.

April 8, 2024 Dublin Solar Eclipse Timeline

1:55 p.m. Eclipse begins

3:11 p.m. Eclipse totality begins, and lasts for nearly 90 seconds

4:30 p.m. Eclipse ends

- Chief Donahue reviewed information on WTFD's EMS billing partner provided at the February 27 meeting. He noted that the current provider Change Healthcare recently experienced a data breach. The department has received proposals from three (3) other billing providers in preparation for the change in providers.
- Chief Donahue thanked the Trustees for their participation in the St. Patrick's Day parade.
- Chief Donahue expressed appreciation to Ms. Robinson for everything she has done for WT, and especially with assisting him in understanding how the Township finances operate.

Human Resources Manager Catherine Grossman provided an update:

- Ms. Grossman provided an update on the Part-Time Firefighter application process, with the practice physical agility test scheduled for March 19 followed by the official test on March 20.
- She explained that work continues on updating the employee handbook.

Fiscal Officer Joyce Robinson provided an update:

- Ms. Robinson stated that the audit will begin the week of March 18, with the auditor in the office on Tuesday, Wednesday and Thursday, and then completing their work off site. The audit is scheduled to be completed by April 30.
- Ms. Robinson announced this as her final Trustee meeting serving as the WT Fiscal Officer, and expressed her joy in serving alongside the Trustees and the Staff of WT. She stated she will miss each and every person, but knows the Township will be in good hands and will continue to move forward. She reminded the board that she is never far away.
  - Mr. Harris thanked Ms. Robinson for her service, noting that her work is appreciated and has always been regarded with extreme trust and confidence.
  - Mr. Rozanski noted that Tuesday, March 26 will be a celebration of appreciation for Ms. Robinson.
  - Mr. Kranstuber, having served with Ms. Robinson the longest, noted that it is an extreme understatement to say that she will be missed.

Trustee Jan Rozanski provided an update:

- Mr. Rozanski referred to previous discussion and recalled that in the 1980s Columbus only had three (3) medics, utilizing Dublin’s services frequently. There was a specific call he remembered where Dublin’s medics were responding to a call in Columbus, and an injured youth athlete had to wait for Norwich crews to respond.

Trustee Stu Harris provided an update:

- Mr. Harris will attend the Dublin State of the Community event on Thursday, March 14.

**Executive Session – Personnel:**

Motion by Mr. Kranstuber, seconded by Mr. Rozanski to go into Executive Session for Personnel and to discuss the appointment of a public official per the request of Township Trustees and the Ohio Revised Code #121.22(G)(1) at approximately 7:07 p.m. Motion passed.

#2024.03.12.006

Append #007

**Adjourn Meeting:**

Meeting of March 12, 2024, at approximately 7:45 p.m.

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Mr. Stu Harris, Chair

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Ms. Joyce E. Robinson, Fiscal Officer