

Minutes of April 9, 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 April 9, 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

Franklin County Sheriff's Report:

Deputy Burton Haren was not in attendance.

Opportunity for Residents to Speak:

No comments.

St. John Lutheran Church – Update Regarding Property Rezoning

Mr. Bostic introduced David Patch and Ernie Robertson from St. John Lutheran Church. Mr. Robertson provided an update on the church's progress on a Planned Unit Development (PUD) with Dublin Planning and Zoning Commission for property the Church owns and would like to develop as a Memorial Preserve for the church's congregants. Mr. Robertson noted that the goal of the church and the community is to maintain the space as natural as possible, while still allowing burial options for the church's parishioners. The Church's committee has met with various representatives from Dublin, as well as its neighbors most recently. Mr. Robertson provided the trustees with a packet that included the current plan, outlining what aspects currently exist and what is anticipated with the plan.

Mr. Robertson stated that the church does not need the entirety of both parcels for their planned Memorial Preserve, and indicated that the southern portions of each parcel would be available for purchase or lease, with the PUD requiring a similar use of the land. Ms. Kramb confirmed that the purchaser would have no additional requirements if they follow the parameters outlined in the PUD, which will likely include language for a cemetery or park. She replied to Mr. Rozanski's inquiry that it could never be guaranteed that there would not be rezoning, but that she does not see anything imminent with the parcels being discussed.

Mr. Kranstuber asked Mr. Robertson what is wanted or needed from WT. Mr. Robertson explained his presentation is intended to be informational, as the church had heard there was interest from the board or potentially the City of Dublin to secure cemetery space. He would like to gauge whether that statement is accurate and if either organization has interest. Mr. Kranstuber expressed interest in keeping the space natural, but noted that WT ended its parks operations several years ago. Mr. Richter confirmed Mr. Bostic's comment that any intent of WT to purchase land for a cemetery would require approval of residents through a ballot initiative. Mr. Richter also noted that usage for the southern portions of the parcels would need to be finalized so that the land may be accurately valued before determinations were made by any potential purchaser. There were additional discussions surrounding Dublin's intent to expand the Dublin Cemetery which may be impacted by developer Crawford Hoying proposals.

Append #001

Resolution to Enter into an Intergovernmental Agreement:

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

A RESOLUTION AUTHORIZING THE TOWNSHIP ADMINISTRATOR TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT WITH THE FRANKLIN COUNTY ENGINEER FOR PLANING AND RESURFACING OF FISHEL DRIVE NORTH AND SOUTH, ESTIMATED COST NOT TO EXCEED \$233,000.

WHEREAS, Section 9.482 of the Ohio Revised Code permits a political subdivision to enter into agreements with other political subdivisions under which a contracting political subdivision agrees to exercise any power, perform any function, or render any service for another contracting subdivision; and

WHEREAS, the Parties acknowledge that in the spirit of intergovernmental cooperation, a regional approach to the provision of certain services will be considered when the means for such cooperative effort are available and result in cost savings and/or enhanced delivery of public services; and

WHEREAS, Fishel Drive North and South has previously been patched and sealed for a number of years, but is in need of more extensive repair and replacement as provided in the intergovernmental agreement; and

WHEREAS, the Franklin County Engineer and Washington Township do hereby mutually agree to cooperate in the planning and resurfacing of this street maintenance project.

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 Administrator is authorized and directed to enter into an agreement for planning and resurfacing of Fishel Drive North and South between the Franklin County Engineer's Office and Washington Township, estimated cost not to exceed \$233,000.

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 Trustees voting Aye. Resolution adopted.

#2024.04.09.001

Append #002

Motion to Authorize the Township Administrator to Enter Into an Agreement:

Motion by Mr. Kranstuber, seconded by Mr. Harris to authorize the Township Administrator to enter into an agreement with Stryker Medical for the purchase of two LifePak Cardiac Monitors and one Lucas Device, cost not to exceed \$78,500. Motion approved.

#2024.04.09.002

Append #003

Turnout Gear:

Discussion:

Chief Donahue explained this is the second purchasing cycle for the department's annual replacement of firefighting personal protective equipment. The request includes purchasing five (5) sets of turnout gear from Phoenix Safety Outfitters was used in the most recent cycles, and five (5) sets from Redd Public Safety Equipment. As a new vendor to WT, the department will be wear testing the turnout gear from Redd Public Safety Equipment, which is less expensive than the gear from Phoenix Safety Outfitters.

Motion:

Motion by Mr. Rozanski, seconded by Mr. Harris to authorize the Township Administrator to enter into an agreement with Phoenix Safety Outfitters LLC., and Redd Public Safety Equipment, LLC for the Annual Purchase of Turnout Gear, cost not to exceed \$35,000. Motion approved.

#2024.04.09.003

Append #004

Purchase of New Radio:

Discussion:

Chief Donahue noted that these new radios would be used in the new engine scheduled to arrive in June, and the two (2) new Paramedic units on order. The radio for the engine will include a Bluetooth headset that also provides hearing protection. The Paramedic units will receive two (2) radios each; one (1) of the new radios will be used to transmit from the cab and the other from the patient care area. The radio in the patient care area allows the paramedic to call the receiving hospital and provide a patient report prior to the arrival at the hospital.

Motion:

Motion by Mr. Kranstuber, seconded by Mr. Harris to authorize the Township Administrator to enter into an agreement with VASU Communications, Inc., for the purchase of new radios, cost not to exceed \$25,000. Motion approved.

#2024.04.09.004
Append #005

Key Card Access and Security Cameras:

Discussion:

Mr. Richter stated that key card access and security cameras were installed at all four stations and the administration building five (5) or six (6) years ago. While the key card system is working as expected, several of the cameras have started to fail and are nearing the end of their useful life. He noted that some of the cameras are located in critical areas, such as the pharmaceutical storage area, where monitoring is critical for accountability as well as operating standards required by the State of Ohio Board of Pharmacy. Mr. Richter introduced this round of replacements as the first phase of improving security, with additional wiring and cameras anticipated in the next phase.

Motion:

Motion by Mr. Rozanski, seconded by Mr. Harris to Authorize the Township Administrator to purchase replacement security cameras and repair/add cabling, cost not to exceed \$20,500. Motion approved.

#2024.04.09.005
Append #006

Establish a Diversity & Inclusion Committee.

Discussion:

Mr. Kranstuber outlined that the strategic planning session six (6) to eight (8) years ago resulted in a goal for the Board of Trustees to increase diversity amongst personnel, and to further reflect the community we serve. He noted that while there has been some success toward the goal, there might be some additional steps to enhance that success. The draft motion presented by Mr. Kranstuber was amended after Mr. Rozanski noted it would be sensible to include a Trustee in the committee composition. Mr. Kranstuber further explained that he anticipates the committee will meet once per month for four (4) to six (6) months, and then provide an action plan.

Motion:

Motion by Mr. Rozanski, seconded by Mr. Harris to establish a Diversity Committee, the mission of the committee shall be to develop programs, policies, and procedures that promote work place diversity and inclusion, and the committee shall develop an action plan outlining new initiatives in hiring and retaining diverse candidate. The committee shall be composed of three citizen members, three firefighters, the Fire Chief or his designee, the HR Manger or her designee and a Trustee. Motion approved.

#2024.04.09.006
Append #007

Approval of Minutes:

Motion by Mr. Rozanski, seconded by Mr. Kranstuber, to approve the minutes from the March 12, 2024, Board of Trustees Meeting. Motion passed.

#2024.04.09.007
Append #008

Approval of Minutes:

Motion by Mr. Rozanski, seconded by Mr. Kranstuber, to approve the minutes from the March 23, 2024, Board of Trustees Meeting. Motion passed.

#2024.04.09.008
Append #009

Approval of Minutes:

Motion by Mr. Rozanski, seconded by Mr. Kranstuber, to approve the minutes from the April 1, 2024, Board of Trustees Meeting. Motion passed.

#2024.04.09.009
Append #010

Motion to Approve Consent Agenda

Discussion:

Mrs. Robinson wanted to bring attention to the Contingency Fund Balances, since they are not included in other budget discussions. She pointed out that the Contingency Funds, have been used in each of the years 2021, 2022 and 2023, for Capital expenses, to reduce the amounts carried over into the next year. She made the Board aware so they can use the information in their discussions and planning of the 2025 levy.

Motion:

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

- o Bills: March 15, 2024 \$ 72,448.87
- o Electronic Payments March 2024 \$1,698,607.98
- o Medical Payments February 2024 \$ 1,239.57
- o Payroll: March 15, 2024 \$ 464,588.46
- o Payroll: March 29, 2024 \$ 534,638.66
- o Payroll: Monthly April 1, 2024 \$ 9,465.74
- o Monthly Financial Report February
- o Revised Permanent Budget with Carry Over Balances from 2023

Motion approved.

#2024.04.09.010
Append #011

Round Table:

Township Administrator Eric Richter provided an update:

- Mr. Richter included documentation in the packet for the motion to replace the HVAC system at Station 91 that was approved by the trustees at the April 1 meeting;
- Mr. Richter was contacted by Vincent Wang, Chair of the Asian American Coalition of Ohio, gauging the Township’s interest in hosting an unpaid intern for the summer. The organization has identified a student named Ethan Xiao who may be interested in interning with the Township this summer. Mr. Richter noted there will be additional internal discussion before confirming with Mr. Wang, to ensure the internship is mutually beneficial for the student and WT;
- Mr. Richter updated the board on the Township’s solid waste and recycling collection services. The current contract ends December 31, 2024 and provides for an automatic renewal for 2025 and 2026 unless the Township notifies the contractor of termination of the agreement. Following a virtual discussion, all Consortium 1 members are proceeding with the automatic renewal, which will result in an approximate \$2,000 annual increase for the Township in 2025. He noted that Dublin uses the same service, keeping the collection days consistent for residents.

Chief Alec O’Connell provided an update:

- Chief O’Connell outlined a Paladin Drone demonstration he attended with representatives from Dublin Police Department (DPD) on March 11. He noted that there will be additional discussion, including a potential partnership with DPD and further exploration of the return on investment for the use of auto-deployed drones from the stations;
- Chief O’Connell expressed appreciation to Mr. Richter for establishing a meeting between Dublin City Schools’ (DCS) Public Information Officer (PIO), DPD PIO and WT communications consultant Lindsay Hummer. Chief O’Connell, Chief Donahue and Mr. Richter attended the meeting. The discussion surrounded providing a consistent message from the three (3) organizations for any event that occurs at DCS that may involve WTFD and DPD. Following the meeting, additional discussion regarding WTFD returning to a teaching model within the schools resulted in scheduling another meeting on the topic.

Assistant Chief John Donahue provided an update:

- Chief Donahue dovetailed from the PIO meeting conversation to outline a monthly meeting between himself, Chief O’Connell, DPD Chief Páez and DCS Superintendent John Marschhausen. He noted that the meetings have been very positive and are providing an open line of communication;
- Chief Donahue provided a review of the response to the total solar eclipse yesterday. He noted the biggest issue in the WT area was traffic on the I-270 / US-33 interchange. With minimal demand, the additional staffing was released several hours early;
- Chief Donahue provided the March monthly report. He noted the 1,756 total calls for the year are slightly ahead of 2023. The department continues to monitor the time for calls in the Northwest and Southwest quadrants, but there is no immediate recommendation for a new station.

Human Resources Manager Catherine Grossman provided an update:

- Ms. Grossman stated that she attended the UMR Excellence Symposium regarding the rising cost of pharmacy. She noted that Todd Bollinger from CBIZ, the township’s benefits and insurance advisor, was also in attendance;
- Ms. Grossman noted that the final interviews for part-time firefighters are next week following last week’s physical agility testing (PAT). She replied to Mr. Rozanski’s question that the individual’s nationality is unknown until after they are hired;
 - Mr. Harris asked what is involved in the PAT. Chief O’Connell replied that the candidates have to go through a set of timed stations including aerial ascent, hose drag (on the ground and up the training tower), extension ladder climb, raising and lowering a 36’ ladder, following a hoseline blindfolded through the training tower, dummy drag, and crawling through a tube with a breathing air container. He noted that the test has been evaluated by external organizations. Ms. Grossman clarified the evaluation included whether the test eliminated a certain class. She also noted that full-time WTFD firefighters receive an annual bonus to complete the PAT.
- She will be attending a webinar with other Central Ohio HR representative next week with a presentation on a real-time dashboard that collects benefits and salary information.

Trustee Charles Kranstuber provided an update:

- He noted that Amlin looks great with the trees in bloom.

Dublin City Councilwoman Amy Kramb provided an update:

- She invited WTFD to the Spring Neighborhood Leadership Meeting at Council Chamber on Monday, April 15. She stated the event runs from 6-8 p.m., with engagement stations from approximately 7:30-8 p.m. She recommended contacting Lindsay if there is interest in attending.
- Ms. Kramb provided an update on the recreational adult use marijuana discussion from the February 27 WT Trustee meeting. She added that Dublin City Council held its annual retreat last week and will likely amend the existing zoning code to include “adult recreational use,” with no other changes needed. She anticipates the change to be approved by the end of May.

Executive Session – Personnel:

Motion by Mr. Kranstuber, seconded by Mr. Rozanski to adjourn enter into Executive Session for the purpose of Personnel to discuss the appointment of a Public Official per the request of Township Trustees & the Ohio Revised Code #121.22(G)(1) at approximately 7:38 p.m. #2024.04.09.011

Adjourn Meeting:

Meeting of April 9, 2024, adjourned at approximately 7:55 p.m.