

Minutes of February 27, 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 February 27, 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 submitted a written and verbal report to the Trustees for February 14 through February 27, 2024, including an update on the following:

- During this period, there were seventeen (17) Total Calls for Service/Self-Initiated Activity, two (2) Total Reports Taken and five (5) Total Arrests/Citations;
 - The two (2) reports included:
 - One (1) report of domestic violence on I-270;
 - One (1) report for an accident.
 - The arrest was the result of a domestic violence complaint;
 - The citations were the result of speeding infractions.
- Deputy Haren shared that he and three (3) other deputies are reaching out to apartment complexes, local small businesses and houses of worship throughout Franklin County to provide safety and security assessments as part of a crime prevention initiative;
- There are twelve (12) new patrol deputies in the department. Append #001

Opportunity for Residents to Speak:

Mr. Bostic provided an update on the progress of establishing a P.U.D. (Planned Unit Development), noting that the planner will present information to the Planning & Zoning Commission at their next scheduled meeting on March 7.

Resolution Concluding Employment for Zachary T. Vernon:

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

A RESOLUTION CONCLUDING ZACHARY T. VERNON’S EMPLOYMENT AS A PART-TIME FIREFIGHTER/EMT-B

WHEREAS, the Board of Township Trustees of Washington Township hired Zachary T. Vernon on June 1, 2023, and

WHEREAS, the Board of Trustees for Washington Township recognizes Zachary T. Vernon has voluntarily resigned from his position.

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: | Zachary T. Vernon |
| Position/Department: | Firefighter-Paramedic/Fire |
| Classification: | Part-Time |
| Effective date: | February 8, 2024 |
- Section 2: Zachary T. Vernon 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. Rozanski seconded the motion, and the roll was called, and all members of the Washington Township Trustees voting Aye. Resolution adopted.

#2024.02.27.001
Append #002

Resolution Supporting Syntero:

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

AUTHORIZING AND DIRECTING REIMBURSEMENT TO SYNTERO, INCORPORATED IN SUPPORT OF COMMUNITY SERVICES

WHEREAS, Syntero, Incorporated is an advocate and supports the health and well-being of individuals, families and communities by providing professional, compassionate behavioral health and social services that adapt to the changing needs of the community; and

WHEREAS, Washington Township also supports the services offered by Syntero, Incorporated and all that they do for the community; and

WHEREAS, over the years, the Township has provided financial support to Syntero, Incorporated in the amount of \$50,000, or \$1.00 per Washington Township Resident (estimated population of 50,223); and

WHEREAS, if there is a special funding need for a new program offered by Syntero, Incorporated in the future and there is a need for additional funding, Syntero, Incorporated can then request additional funding from 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 Board of Trustees of Washington Township hereby authorizes and directs the Fiscal Officer to reimburse Syntero, Incorporated an amount not to exceed \$50,000 to support the above causes as stated.

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. #2024.02.27.002
Append #003

Resolution to Support Dublin ACT Program:

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

AUTHORIZING AND DIRECTING REIMBURSEMENT TO DUBLIN ACT (ADOLESCENTS AND COMMUNITY TOGETHER) IN SUPPORT OF THEIR ALCOHOL AND SUBSTANCE FREE HARMONY MUSIC FESTIVAL IN THE AMOUNT OF \$2,165

WHEREAS, The Dublin ACT (Adolescents and Community Together) was created in 2008 to actively reduce and prevent youth substance misuse within the Dublin community; and

WHEREAS, Washington Township is a beneficiary of the OneOhio Opioid Settlement which provides funding to support drug/alcohol prevention education and activities; and

WHEREAS, student representatives of Dublin ACT attended the February 13, 2024 Board of Trustee meeting outlining the budget for the drug and alcohol free Harmony Music Festival and requested grant support in the amount of \$2,165; and

WHEREAS, Washington Township supports the efforts of Dublin ACT to provide programming that actively reduces and prevents youth substance misuse and provide a portion of OneOhio Opioid Settlement funds in their prevention efforts.

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 of Washington Township hereby authorizes and directs the Fiscal Officer to provide \$2,165 from OneOhio Opioid Settlement funds to Dublin ACT to support the above causes as stated.

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. Kranstuber seconded the motion, and the roll was called, and all members of the Washington Township Trustees voting Aye. Resolution adopted. #2024.02.27.003
Append #004

Discussion of Brightview Landscape Services:

Mr. Richter provided a memorandum outlining the 2024 quote from Brightview Landscape Services, noting that there is no increase to the annual fee. Responding to an inquiry from Mr. Harris, Mr. Richter will follow up with legal counsel to review the contract to determine whether any indemnification language is required.

Resolution Approving Brightview Landscape Service Agreement

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

A RESOLUTION AUTHORIZING AND DIRECTING THE TOWNSHIP ADMINISTRATOR TO EXECUTE A LANDSCAPE SERVICE AGREEMENT WITH BRIGHTVIEW LANDSCAPE SERVICES FOR BED CARE, FLOWERS, AND MOWING, COST NOT TO EXCEED \$23,000.00.

WHEREAS, the Board of Trustees understands the importance of having the landscape at the Township properties well maintained. This includes bed weed control, seasonal bed detailing and fertilization, pruning ornamental trees and shrubs, installing seasonal flowers/color, and mowing services; and

WHEREAS, Washington Township cannot adequately handle these services in-house; and

WHEREAS, BrightView Landscape Services previously provided the Township these services; and

WHEREAS, the Board of Trustees of Washington Township now wants to enter into a new one (1) year Landscape Service Agreement with BrightView Landscape Service for bed care, flowers, and mowing (beginning on January 1, 2024 and ending on December 31, 2024).

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 a Landscape Service Agreement with BrightView Landscape Services, for bed care, flowers, and mowing at the Township Facilities (as set forth in the scope of services), in substantially the same form and content as the Landscape Service Agreement and Scope of Services attached hereto as Exhibit A and incorporated herein by reference.

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

Mr. Rozanski seconded the motion, and the roll was called, and all members of the Washington Township Trustees voting Aye. Resolution adopted.

#2024.02.27.004
Append #005

Resolution Approving Brightview Landscape Services Turf Fertilization Agreement:

Motion by Mr. Rozanski, seconded by Mr. Harris. Resolution adopted.

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

A RESOLUTION AUTHORIZING AND DIRECTING THE TOWNSHIP ADMINISTRATOR TO EXECUTE A LANDSCAPE SERVICE AGREEMENT WITH BRIGHTVIEW LANDSCAPE SERVICES FOR TURF FERTILIZATION AS WELL AS SPRING/FALL OPERATIONS, COST NOT TO EXCEED \$15,000.00.

WHEREAS, the Board of Trustees understands the importance of having the turf at the Township properties well-maintained. This includes fertilizing the ±12 acres of turf at the Administrative Building, Amlin Crossing Park, the Cosgray Road Cemetery, as well as all three Fire Stations. Work also is needed in the spring to clean up the landscape beds and in the fall to pick up leaves and winterize the landscape beds (“Spring/Fall Operations”); and

WHEREAS, Washington Township cannot adequately fertilize all this turf or provide these other services in-house; and

WHEREAS, BrightView Landscape Services previously provided the Township these services, and the Township has found their services to be adequate; and

WHEREAS, the Board of Trustees of Washington Township now wants to enter into a new one (1) year Landscape Service Agreement with BrightView Landscape Service for turf fertilization and Spring/Fall Operations (beginning on January 1, 2024 and ending on December 31, 2024).

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 a Landscape Service Agreement with BrightView Landscape Services, for turf fertilization and Spring/Fall Operations (as set forth in the scope of services), in substantially the same form and content as the Landscape Service Agreement and Scope of Services attached hereto as Exhibit A and incorporated herein by reference.

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. Harris seconded the motion, and the roll was called, and all members of the Washington Township Trustees voting Aye. Resolution adopted.

#2024.02.27.005
Append #006

Motion to Enter Into an Agreement with Chapman Ford:

Discussion:

Mr. Richter provided a memorandum outlining the vehicles scheduled for replacement under the department’s vehicle replacement plan and as included in the 2024 budget. Chief Donahue noted that the vehicles being replaced are a 2008 Honda Civic, 2014 Ford Sedan and a 2002 Dodge Ram truck.

Motion:

Motion by Mr. Rozanski, seconded by Mr. Kranstuber to authorize the Township Administrator to enter into an agreement with Chapman Ford for the Purchase of a new Ford Interceptor and two Ford Pick-up Trucks, Cost Not to Exceed \$142,000. Motion approved.

#2024.02.27.006
Append #007

Noting: All vehicles will be purchased through the State of Ohio Contract Pricing or better pricing.

Motion to Enter Into an Agreement with Air Force One:

Discussion:

Mr. Richter provided a memorandum outlining the need for replacement of the original hot water heater installed at Station 95 in the late 1990’s, and reiterated that he will follow up with legal counsel to review the specific contract for any potential changes to indemnification language. Chief Donahue provided the quotes received for installing a high efficiency gas unit, costs ranged from the quote by Air Force One up to a quote of \$21,672. Chief O’Connell noted there were several companies who refused the project.

Motion:

Motion by Mr. Kranstuber, seconded by Mr. Harris, to authorize the Township Administrator to enter into an agreement with Air Force One for the Replacement of Fire Station 95’s hot water heater, cost not to exceed \$15,500. Mr. Rozanski voting nay. Motion approved.

#2024.02.27.007
Append #008

Motion to Conclude Gene Miller’s Service in the Chaplaincy Program:

Discussion:

Mr. Richter provided a memorandum outlining the department’s Chaplaincy program. Chief O’Connell noted that WTFD retired Chief Borrer oversees the Chaplaincy Program, and several individuals have recently completed the program to assist him.

Motion:

Motion by Mr. Rozanski, seconded by Mr. Harris, to conclude Retired Firefighter Gene Miller’s service in the Chaplaincy Program. Motion approved. #2024.02.27.008
Append #009

Approval of Minutes:

Motion by Mr. Rozanski, seconded by Mr. Harris, to approve the Minutes of February 13, 2024, Board of Trustees Meeting. Mr. Kranstuber abstained as he was absent from the previous meeting. Motion passed. #2024.02.27.009
Append #010

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 15, 2024 \$ 112,327.84
- o Payroll: February 16, 2024 \$ 488,769.36
- o Unaudited 2023 Year End Financial Report/Hinkle Report
- o 1st Amended Certificate of Estimated Resources

Motion approved. #2024.02.27.010
Append #011

Round Table:

Township Administrator Eric Richter provided an update:

- Mr. Richter followed up on conversation from the February 13 Trustee meeting regarding action on restricting sales of adult use recreational marijuana within the Township. He inquired whether the board would like to consider formal action now or, as many other entities are intending, continue to wait until the Ohio General Assembly has created legislation.
Ms. Kramb added that Dublin City Council has included the topic on the agenda for this year’s annual retreat, and noted that the zoning code does not allow growing or retail facilities for medical marijuana within the city. She anticipates that legislation will require separate licensing and boards for medical and recreational adult use marijuana, and will likely limit the number of facilities per county.
Mr. Richter will bring the language from Dublin’s zoning resolution to the March 12 meeting.
- Mr. Richter updated the board on the Dublin Chamber of Commerce Economic Forecast Breakfast the morning of February 27. Key points included the positive growth trend in the area and the affordable housing issues which may eventually lead to employment challenges.
- Mr. Richter will be attending the Ohio City & County Management Association (OCMA) Conference the next several days.
- Mr. Rozanski confirmed he will again attend the Tax Incentive Review Council (TIRC) meeting with Mr. Richter in May, the dates of the meetings are May 7 and May 14.
- Mr. Kranstuber will again attend the Franklin County Public Health District Advisory Council meeting on Wednesday, March 20 at 6 p.m.
- Mr. Richter reviewed tentative dates for the Fiscal Officer candidate interviews. He commended Ms. Grossman for her efforts in compiling the list of questions for the interview process that have been provided to the board. The panelists will include Mr. Harris, Mr. Rozanski, Mr. Kranstuber and Mrs. Robinson, with Mr. Richter and Ms. Grossman observing and available for questions.

Chief Alec O’Connell provided an update:

- Chief O’Connell reminded the board that the celebration of life for former WTFD BC Kimple will be held Saturday, March 2 with WTFD Honor Guard in attendance.
- Chief O’Connell notified the board of an unplanned expenditure when the department was advised to move the air filler station out of the bay of the fire station, and into a specific cabinet to minimize injury and damage in the event of an explosion. The quote for moving the station and the cabinet is \$38,000.
- Chief O’Connell noted that strength and conditioning coach Matt Wenning’s contract is up for renewal and he has requested a 10% increase. The department will explore all options for strength and conditioning before requesting any action from the board.

Assistant Chief John Donahue provided an update:

- Chief Donahue outlined that the department was notified two weeks ago that Change Healthcare will stop collecting on EMS billing when the current contract expires at the end of December. Discussions have already been held with several other companies to replace Change Healthcare’s service.

- Chief Donahue noted that at the March 12 meeting there will be a presentation of WTFD's plan for the solar eclipse on April 8. The department has been coordinating with the City of Dublin to plan for the event. He noted that hotels in the area are already booked, so large crowds are anticipated.
- Chief Donahue noted that work on a succession plan continues, and will likely be available for review by the board in April.

Human Resources Manager Catherine Grossman provided an update:

- Ms. Grossman met with a Bureau of Workers' Compensation (BWC) representative to review 2023 statistics. She noted that the BWC is concluding some of the rebate discounts in which the Township has previously participated. She will involve the Township as new programs arise.
- Ms. Grossman announced the Township is researching the application process two (2) potential grants.
- Ms. Grossman is currently in the process of reviewing the employee handbook, and will have a revision ready to review this year.

Fiscal Officer Joyce Robinson provided an update:

- Ms. Robinson provided an update that the auditor is preparing to begin their process.

City of Dublin Councilwoman Amy Kramb provided an update:

- Ms. Kramb outlined upcoming events:
 - The State of the Community is schedule for Thursday, March 14 from 6-9 p.m. at The Exchange at Bridge Park;
 - To avoid conflict with Spring Break for Dublin City Schools, the St. Patrick's Day Parade will be held Saturday, March 9 with the parade route beginning at Metro Center at 11 a.m.;
 - The Dublin in the Dark event celebrating the total solar eclipse on Monday, April 8. Ms. Kramb stated that Dublin is the closest community to Central Ohio that will experience eclipse totality, so it is expected to be a busy day.

Trustee Jan Rozanski provided an update:

- Mr. Rozanski reminded the group that a time is needed for the special meeting to be held on Monday, April 1 to discuss the Fiscal Officer vacancy. The group consensus was to hold the meeting at 8:00 a.m.

Trustee Stu Harris provided an update:

- Mr. Harris expressed appreciation for the metal logos of WT and WTFD newly hung in the Trustee room;
- Mr. Harris had inquired with Mr. Richter on the process to request OneOhio Opioid Settlement Funds from the Township as the Dublin Education Foundation has expressed an interest to receive funding for their projects. It was recommended that the group submit a proposal in writing to the Board. If questions remained following the written proposal, the board will consider inviting the group to present at a future meeting.

Adjourn Meeting:

Meeting of February 27, 2024, adjourned at approximately 7:00 p.m.

Mr. Stu Harris, Chair

Ms. Joyce E. Robinson, Fiscal Officer