

Minutes of September 10, 2024

Record of Proceedings

The Washington Township Board of Trustees regularly scheduled meeting held at Washington Township Administration Building, 6200 Eiterman Road, Dublin, Ohio, on September 10, 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 Deputy Sheriff's Report:

Deputy Burton Haren with Franklin County Sheriff's Office (FCSO) submitted a written and verbal report to the Trustees for August 14 through September 10, 2024, including an update on the following:

- During this period, there were twenty (20) Total Calls for Service / Self-Initiated Activity, zero (0) Total Reports Taken, and two (2) Total Arrests / Citations:
 - The two citations resulted from occurrences of speeding, with traffic stops occurring mostly on Dublin Road.
- Deputy Haren reported that FCSO has received a number of public record requests recently. He noted that residents can request public records through the FCSO website by clicking the "I Want To" tab, and then the "Make a Public Records Request" tab. Append #001

Opportunity for Residents to Speak:

Mr. Bostic provided a brief update on the St. John Lutheran Church Proposed Planned Unit Development (PUD). He spoke with the group from the church yesterday and was informed the congregation voted to use the church's endowment fund to proceed with the plans once approved. He noted it will likely be the end of the year before the plan is placed back on the agenda with the City of Dublin.

Update from Brad Foster, Franklin County Engineer:

Mr. Richter introduced Franklin County Engineer Brad Foster. Mr. Foster noted that the Ohio Revised Code names the county engineer as the engineer for townships and encouraged Mr. Richter and the Trustees to reach out with any needs. Mr. Foster provided an updated map of the township, and the following updates:

- Phase 1 of the Cosgray Road and Faust Ditch Drainage Improvement Project, which mainly involved private property, is nearly complete. Phase 2 is anticipated in 2025 and will involve the Cosgray Road right of way;
- In 2025, there is an anticipated closure on Eiterman Road for a bridge project with assistance from the City of Dublin. Mr. Foster indicated his office will communicate with WTFD as the project approaches;
- The County Engineer's resurfacing program continues, Washington Township participated in 2024 with the resurfacing of Fishel Drive. Mr. Foster explained this programs allows townships to receive favorable pricing by providing unit prices to those who participate. He noted that roads to be added to the queue for the next calendar year should be submitted to his office by Christmas;
- The Ohio Public Works Commission (OPWC) ten-year bond reauthorization is in its final year of a ten-year cycle and will be on the 2025 primary ballot. The funding received from the bond is used by the Franklin County Engineer's Office and townships for infrastructure projects. Mr. Foster indicated additional information is forthcoming;

- The Franklin County Engineer’s Office (FCEO) will host the annual Township Meeting on November 21 at Villa Milano. OPWC Director Linda Bailiff will be in attendance to discuss the bond reauthorization ballot item;
- Responding to questions from Mr. Richter, Mr. Foster indicated the eventual intersection improvement for Cosgray Road and Rings Road will be a collaboration between the City of Dublin and FCEO and is still a few years out.

Motion by Mr. Rozanski, seconded by Mr. Kranstuber to review the resolutions as listed on the agenda.

#2024.09.10.001

Resolution to Promote Matthew G. Meyers as a Full-Time Probationary Firefighter / EMT-B:

Motion:

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

A RESOLUTION TO PROMOTE MATTHEW G. MEYERS AS A FULL-TIME PROBATIONARY FIREFIGHTER / EMT-B

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 June 21, 2024, in the position of firefighter, 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: Matthew G. Meyers
- Position: Probationary Firefighter / EMT-B
- Classification: Uniformed Full-Time Non-Exempt
- Base Salary: \$68,480.12
- Effective date: September 14, 2024

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 Trustees that were present voting Aye. Resolution adopted September 10, 2024.

#2024.09.10.002

Append #002

Resolution to Conclude Nathan M. Burghart’s Employment as a Part-Time Firefighter / EMT-B Due to Accepting Full-Time Employment Elsewhere:

Motion:

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

A RESOLUTION CONCLUDING NATHAN M. BURGHART’S EMPLOYMENT AS A PART-TIME FIREFIGHTER / EMT-B

WHEREAS, the Board of Township Trustees of Washington Township hired Nathan M. Burghart on October 12, 2023, and

WHEREAS, the Board of Trustees for Washington Township recognizes Nathan M. Burghart has voluntarily resigned from his position to accept full-time employment elsewhere.

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 resignation of:

Name: Nathan M. Burghart
Position / Department: Firefighter-EMT-B / Fire
Classification: Part-Time
Effective date: September 14, 2024

SECTION 2: Nathan M. Burghart 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. Kranstuber seconded the motion, and the roll was called, and all members of the Washington Township Trustees that were present voting Aye. Resolution adopted September 10, 2024.

#2024.09.10.003

Append #003

Resolution to Conclude Luke M. Bennett's Employment as a Part-Time Firefighter / EMT-B Due to Exploring Other Career Paths:

Motion:

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

A RESOLUTION CONCLUDING LUKE M. BENNETT'S EMPLOYMENT AS A PART-TIME FIREFIGHTER / EMT-B

WHEREAS, the Board of Township Trustees of Washington Township hired Luke M. Bennett on June 20, 2024, and

WHEREAS, the Board of Trustees for Washington Township recognizes Luke M. Bennett has voluntarily resigned from his position to explore other career paths.

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 resignation of:

Name: Luke M. Bennett
Position / Department: Firefighter-EMT-B / Fire
Classification: Part-Time
Effective date: September 4, 2024

SECTION 2: Luke M. Bennett 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 that were present voting Aye. Resolution adopted September 10, 2024.

#2024.09.10.004

Append #004

Motion by Mr. Rozanski, seconded by Mr. Kranstuber to review the motions as listed on the agenda.

#2024.09.10.005

Motion to Authorize the Township Administrator to Enter into an Agreement with Stryker Medical for a Three-Year Preventive Maintenance Agreement:

Discussion:

Chief Donahue noted that funding was included in the 2024 budget, and explained that the three-year agreement will save the Township nearly \$17,000 compared to an annual agreement. The agreement includes the repair, preventive maintenance and battery replacement for the 8 cardiac monitor and defibrillators, 7 automatic external defibrillators (AEDs) and 7 Lucas Devices owned by the Township.

Motion:

Motion by Mr. Kranstuber, seconded by Mr. Rozanski, to authorize the Township Administrator to enter into an agreement with Stryker Medical for a three-year preventive maintenance agreement totaling \$77,644.59 for the existing cardiac monitors and defibrillators, automatic external defibrillators (AEDs) and the Lucas Devices, at annual cost not to exceed \$25,900 for years 2024, 2025 and 2026.

#2024.09.10.006

Append #005

Motion to Authorize the Township Administrator to Enter into an Agreement with Bound Tree for the Purchase of a CAP 5 Refrigerated EMS Machine, Controller, and Operating Equipment:

Discussion:

Chief Donahue noted that funding was included in the 2024 budget. Responding to Mr. Rozanski's questions, Chief Donahue confirmed the CAP 5 medication dispensing machine will be located in the Administration building, and used to restock apparatus controlled coolers as needed. The medication dispensing machine will maintain and track the supply of medication in accordance with the State of Ohio Board of Pharmacy requirements, including temperature control, tracking who receives the medication through biometrics, reason for the medication being dispensed and the ability to more efficiently track the ordering of medication.

Motion:

Motion by Mr. Rozanski, seconded by Mr. Kranstuber, to authorize the Township Administrator to enter into an agreement with Bound Tree for the purchase of a CAP 5 Refrigerated EMS Machine, Controller, and operating equipment for a cost not to exceed \$20,100.

#2024.09.10.007

Append #006

Motion to Authorize the Township Administrator to Enter into an Agreement with ERGO Metrics for the Revalidation of our Existing Physical Ability Test (PAT):

Discussion:

Chief Donahue noted the revalidation of the Physical Ability Test (PAT) has been discussed at several recent Board of Trustees meetings, and was most recently adopted at the August 13 meeting as part of the 2024 WTFD Initiatives resulting from the Diversity Committee's work. The PAT was last evaluated in 2005. Validating the PAT ensures that the test is job related, consistent with the needs of the department, and to determine the proper measurements needed for the events for a Washington Township firefighter. Chief Donahue explained that the requested funding includes an additional 22 hours of funding that will only be used if modifications to the test are recommended.

Motion:

Motion by Mr. Rozanski, seconded by Mr. Kranstuber, to authorize the Township Administrator to enter into an agreement with ERGO Metrics for the revalidation of our existing Physical Ability Test (PAT) at a cost not to exceed \$20,000.

#2024.09.10.008

Append #007

Motion to Approve Meeting Minutes:

Motion by Mr. Kranstuber, seconded by Mr. Rozanski, to approve the minutes from the August 13, 2024, Board of Trustees Meeting. Motion passed.

#2024.09.10.009

Append #008

Motion by Mr. Rozanski, seconded by Mr. Kranstuber to review the Consent Agenda as listed on the agenda.

#2024.09.10.010

Motion to Approve Consent Agenda:

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

- Bills: August 15, 2024 \$ 159,839.20
- Bills: August 29, 2024 \$ 89,040.05
- Bills: September 5, 2024 \$ 5,385.92
- Electronic Payments August 2024 \$1,743,797.30
- Medical Payments August 2024 \$ 299,883.49
- Payroll: August 16, 2024 \$ 542,038.96
- Payroll: August 30, 2024 \$ 468,082.12
- Payroll: Monthly September 6, 2024 \$ 9,413.74
- Monthly Financial Report July 2024

Motion passed.

#2024.09.10.011

Append #009

Round Table Discussions:

Township Administrator Eric Richter:

- Mr. Richter outlined several memos provided to the Board with appointment recommendations for the Board of Zoning Appeals (BZA) and the Zoning Commission. He explained that a number of qualified individuals responded to the letter sent to residents of the unincorporated township, and the selection process included a 15-minute interview with those recommended. Additional consideration was given to the locations of the township the individuals reside, in an effort to provide representation to as many as possible from the unincorporated area. He noted that the resolutions for the appointments will be provided at the September 24 meeting.
 - The recommendations for the BZA include an individual to fill an existing vacancy and two alternates;
 - The recommendations for the Zoning Commission include the new vacancy resulting from the resignation of Bruce Robinson and an alternate.
- Mr. Richter informed the Trustees that special assessments for the two properties the Township paid to remove nuisance vegetation in 2024 were submitted to the Franklin County Auditor's Office on Friday, September 6 ahead of the Monday, September 9 deadline to apply the amount to 2024 tax obligations;
- The Township Newsletter should arrive in resident's mailboxes by the end of this week, and no later than next week;
- Mr. Richter noted that David Conley from Rockmill Financial, LLC will be in attendance at the September 24 meeting to discuss financial analysis, forecasting and modeling for the next levy cycle.

Chief Alec O'Connell:

- Chief O'Connell provided an update on the property on Fishel Drive discussed at the August 13 meeting. The occupant has agreed to a meeting with Prevention in November, with a walkthrough in December, which fits better into the occupant's production schedule;
- Chief O'Connell followed up on the letter a resident sent to each Trustee regarding the use of fire pits in the Township, noting that a fire inspector left a voicemail for the resident but the call was not returned;
- Chief O'Connell noted that WTFD was represented at the suicide prevention event hosted by Crown Dodge that he attended over the weekend;
- Chief O'Connell outlined a conversation with planners for Dublin Life magazine to review potential articles for 2025 editions. The conversation included topics such as WTFD's diversity initiatives, public education and training;
- Chief O'Connell noted there will be a 9/11 ceremony at Station 93 at 10 a.m. on Wednesday, September 11;
- Responding to an email from Mr. Harris regarding presence at Dublin Sells Middle School, Chief O'Connell stated that he and Chief Donahue presented at Dublin Davis Middle School, and there is still active conversation with the Dublin City School District.

Assistant Chief John Donahue:

- Chief Donahue presented the monthly report for August noting it was the second busiest month in the department's history;
- Chief Donahue provided a report from the Dublin Irish Festival detailing involvement of WTFD during the event. He noted that going forward, a more focused tracking system will be in place to better record contacts and services provided;
- Chief Donahue provided an update on the 2024 WTFD Initiatives adopted by the Trustees at their August 13 meeting as a result of the Diversity Committee's work;
 - He expressed his appreciation to the Trustees for approving the agreement to revalidate the Physical Ability Test as a part of those initiatives;
 - There has been focus on scholarship and tuition reimbursement options; and
 - The Township is using pamphlets provided by the Red Cross while developing its own handouts for smoke detector awareness.
- Receiving permission from WTFD, Sutphen will include pictures of Quint 93 in the annual calendar Sutphen produces;
- Chief Donahue noted several memos will be provided and requests made at the September 24 meeting:
 - To approve the purchase of a replacement for the extractor equipment at Station 91. The equipment is used to remove the chemicals from firefighter turnout gear and is nearly thirty (30) years old;
 - To approve the repair of Ladder 94 after a seal failed causing a large amount of smoke from the apparatus.

Human Resources Manager Catherine Grossman:

- Ms. Grossman noted that Part-Time employment offers were sent to five (5) applicants, with the offer dependent on a successful background check;
- Ms. Grossman and Chief Donahue will be participating in a virtual job fair "Dublin Talent Connect," hosted through a partnership between the City of Dublin and Chatstrike, Inc. from September 16-20;

- Ms. Grossman noted that the Lieutenant Promotion Assessment Center will take place September 18-20.

Fiscal Officer Scott Melody:

- Mr. Melody noted that the month of August was closed, with property taxes having been received from all three counties; Franklin, Delaware and Union;
- Mr. Melody stated that he and Mr. Kranstuber attended the most recent meeting of the Dublin City School District's Business Advisory Council's (BAC) and noted that the group has open dates in the spring of 2025 for hosting opportunities. Mr. Kranstuber outlined that the host organization uses the first ten (10) minutes of the hour-long meeting to describe their operations. Mr. Melody will follow up with DCS Superintendent Dr. Marschhausen about the potential for the Township to host an upcoming meeting of the BAC.

Trustee Jan Rozanski:

- Mr. Rozanski commented on the interesting questions and requests received while volunteering at the First Aid tent for the Dublin Irish Festival;
- Mr. Rozanski expressed his appreciation to Deputy Haren for the work he and his fellow officers provide the community.

Trustee Chuck Kranstuber:

- Mr. Kranstuber noted that he will be unavailable for the September 24 meeting.

Adjourn Meeting:

Motion by Mr. Rozanski, seconded by Mr. Kranstuber, to adjourn the meeting of September 10, 2024 at approximately 6:44 p.m. #2024.09.10.012

Mr. Stu Harris, Chair

Mr. Scott Melody, Fiscal Officer