

Minutes of October 8, 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 October 8, 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:

Franklin County Sheriff's Office (FCSO) liaison Deputy Burton Haren was absent.

Opportunity for Residents to Speak:

No comments.

Annual Updates from David Reutter, Franklin Soil & Water Conservation District

Mr. Reutter was absent, updates from Franklin Soil & Water Conservation District will be rescheduled to a future meeting.

Motion by Mr. Rozanski, seconded by Mr. Kranstuber to introduce the resolutions as listed on the agenda. #2024.10.08.001

Resolution Supporting the Annexation of 79 Acres, more or less, of Property Acquired by the City of Dublin from Darby Township, Madison County, to the City of Dublin and Their Intent to Conform the New Boundaries Within Washington Township through the General Annexation Process:

Discussion:

Mr. Richter provided the board a memorandum City of Dublin Manager Megan O'Callaghan addressed to the members of Dublin City Council. The memo explains that pursuing the regular annexation process for the recently acquired 79 acres in Madison County will allow the City of Dublin to preserve the right to conform the City's boundaries within those of Washington Township. Mr. Richter explained that the City will be submitting a packet of information to the Madison County Board of County Commissioners to rule on the annexation. Adoption of this resolution will indicate Washington Township is aware, and in support, of the annexation.

Motion:

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

A RESOLUTION SUPPORTING THE ANNEXATION OF 79 ACRES, MORE OR LESS, OF PROPERTY ACQUIRED BY THE CITY OF DUBLIN FROM DARBY TOWNSHIP, MADISON COUNTY, TO THE CITY OF DUBLIN AND THEIR INTENT TO CONFORM THE NEW BOUNDARIES WITHIN WASHINGTON TOWNSHIP THROUGH THE GENERAL ANNEXATION PROCESS

WHEREAS, the City of Dublin recently acquired approximately 243 acres of land in the West Innovation District to be leveraged for strategic opportunities related to economic development, transportation enhancements, and recreational opportunities; and

WHEREAS, the City of Dublin intends to pursue the annexation of the land in Franklin County and Madison County under two separate annexation proceedings and processes; and

WHEREAS, the City of Dublin is the sole landowner for the 79-acre parcel in Madison County to be petitioned for annexation; and

WHEREAS, the City of Dublin desires to pursue a regular annexation because of the City's longstanding policy and desire to conform boundaries and place all land within the City of Dublin also within Washington 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 hereby supports the annexation of 79 acres, more or less, from Darby Township, Madison County to the City of Dublin and to conform the new boundaries within Washington Township through the general annexation process.

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 that were present voting Aye. Resolution adopted October 8, 2024. #2024.10.08.002
Append #001

Motion by Mr. Rozanski, seconded by Mr. Harris to introduce the motions as listed on the agenda.
#2024.10.08.003

Motion to Authorize the Township Administrator to Enter into an Agreement with CSC ServiceWorks, Inc. for the Replacement, Disposal and Installation of a New UniMac Washer/Extractor at Fire Station 91:

Discussion:

Chief Donahue noted replacement of the washer/extractor at Station 91 was mentioned at the previous meeting. The current washer/extractor is nearly 30 years old, with replacement parts no longer available. Following quotes from three (3) vendors, CSC ServiceWorks provided the lowest quote.

Motion:

Motion by Mr. Kranstuber, seconded by Mr. Rozanski, to authorize the Township Administrator to enter into an agreement with CSC ServiceWorks, Inc. for the replacement, disposal and installation of a new 45# UniMac Washer/Extractor at Fire Station 91 at a cost not to exceed \$14, 535. Motion passed.

#2024.10.08.004
Append #002

Motion to Approve Meeting Minutes:

Motion by Mr. Rozanski, seconded by Mr. Harris, to approve the minutes from the September 24, 2024, Board of Trustees Meeting. Motion passed, Mr. Kranstuber abstained.

#2024.10.08.005
Append #003

Motion by Mr. Rozanski, seconded by Mr. Harris to introduce the Consent Agenda as listed on the agenda.
#2024.10.08.006

Motion to Approve Consent Agenda:

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

- Bills: September 30, 2024 \$ 237,947.06
- Electronic Payments September 2024 \$1,493,542.31
- Medical Payments September 2024 \$ 273,488.86
- Payroll: September 27, 2024 \$ 510,557.92
- Payroll: Monthly October 4, 2024 \$ 9,413.74
- Transfers September 2024 \$ 30,500.00

Motion passed. #2024.10.08.007
Append #004

Round Table Discussions:

Township Administrator Eric Richter:

- Mr. Richter noted the WTFD Open House on Sunday, October 6 was very successful, with Stacia Naquin present for the well-attended poster contest at Station 91;
- Mr. Richter provided an update on the informational meeting for members of the Zoning Commission and Board of Zoning Appeals. The meeting will be held at the Administrative Office on Monday, October 28 at 6 p.m. It will be led by attorney Rebecca Princehorn who will review the rules and expectations of the committees. Mr. Richter invited the board to attend.
 - Mr. Kranstuber recalled the application for the indoor soccer facility in Amlin, and inquired whether a Staff Report had been developed to address any applications. Mr. Richter confirmed there is a Staff Report used for all zoning matters.
- Mr. Richter provided information on the Dublin City Schools' event "Why Teens Take Risks," several representatives from Washington Township will be in attendance;
- Mr. Richter commented that the most recent edition of Dublin Life was well-timed, arriving prior to WTFD Open House, and included an article on WTFD;
- There was discussion regarding a recent email from Joel Campbell who served as the treasurer for the Washington Township Fire Levy, who would like to step back from the role of treasurer. Mr. Richter inquired whether the board had any suggestions for volunteers who may be willing to serve as a replacement, and also recommended adding a Deputy Treasurer for succession purposes. Chief O'Connell noted that the Treasurer is generally someone well-respected in the community. The board left it to staff to brainstorm prospective replacements and reach out to individuals accordingly. Mr. Melody will respond to Mr. Campbell that the intent is to transfer the position by the end of the year.

Chief Alec O'Connell:

- Chief O'Connell reiterated Mr. Richter's sentiments and appreciation for a successful Open House. He noted several popular Open House activities, including an auto-extrication and children working fire hoses. The department received a lot of positive comments throughout the event;
- Chief O'Connell explained that the new Engine 95 has been put into service. He expressed his appreciation to the board for their forward thinking, noting that many departments are experiencing issues securing new apparatus at this time;
- Chief O'Connell provided an update on the Lieutenant Promotional Process, with eleven (11) of the nineteen (19) applicants passing the assessment;
- Following vehicle break-ins at WTFD stations and several other surrounding departments, Chief O'Connell and Chief Donahue are reminding firefighters to keep their belongings out of sight and their vehicles locked.

Assistant Chief John Donahue:

- Chief Donahue presented the monthly report for September. He noted one house fire, due to a lightning strike causing a leak in the flexible gas tubing;
- Chief Donahue provided a quarterly update on the department goals, noting they are on track;
- Included in the update were the initiatives identified by the Diversity Committee:
 - An internal advisory group will meet in early November. The committee's charge is to continue moving the initiatives forward and identify new initiatives;
 - Interaction with DCS, through a CPR course, begins Monday, October 28;
 - Kori Hurley and Lindsay Hummer are finalizing the WT and DCS branded informational pamphlets;

- Another part-time hiring process will begin in the coming weeks.

Human Resources Manager Catherine Grossman:

- Ms. Grossman provided an update on the previous part-time hiring process, with two (2) part-time firefighters able to start now, and two (2) who will finish their certifications by the end of the year will be offered a position pending a successful background check;
- Ms. Grossman updated the board on the progress of benefit renewals, having met with Todd Bollinger from CBIZ and Mr. Richter earlier in the day;
- Additionally, Ms. Grossman has begun the process of compensation comparisons and will meet with the Employee Communications Committee to review the data in anticipation of providing a recommendation to the board by November;
- Ms. Grossman noted that the Employee Handbook update is currently being reviewed by attorney Brian Zets.

Fiscal Officer Scott Melody:

- Mr. Melody agreed with previous comments on the success of Open House, noting that he was able to visit Stations 91 and 93;
- Mr. Melody advised that he will be attending Fiscal Officer Training hosted by the Ohio Townships Association at the end of the month.

Trustee Jan Rozanski:

- Mr. Rozanski offered his apologies for missing Open House this year, but was unavoidably unavailable with family obligations.

Trustee Stu Harris:

- Mr. Harris expressed his appreciation for the efforts surrounding Open House.

Executive Session – Personnel – To Discuss the Employment and Compensation of a Public Employee Pursuant to Ohio Revised Code 121.22(G)(1)

Motion by Mr. Harris, seconded by Mr. Kranstuber to enter into Executive Session to discuss the employment and compensation of a public employee per the request of the Chairman, pursuant to ORC#121.22(G)(1) at approximately 6:41 p.m. #2024.10.08.008

Reconvene and Adjourn Meeting:

The Board reconvened the meeting from Executive Session with no action taken. Motion by Mr. Rozanski, seconded by Mr. Harris, to adjourn the meeting of October 8, 2024 at approximately 7:20 p.m. #2024.10.08.009

Mr. Stu Harris, Chair

Mr. Scott Melody, Fiscal Officer