

Minutes of February 11, 2025

Record of Proceedings

The Washington Township Board of Trustees regularly scheduled meeting held at Washington Township Administration Building, 6200 Eiterman Road, Dublin, Ohio, on February 11, 2025, at 6:00 p.m., with Mr. Jan Rozanski, Chairman, calling the meeting to order, and it opened with the Pledge of Allegiance.

Roll call – Mr. Jan Rozanski, Chair – Present

Mr. Charles Kranstuber, Vice Chair – Present

Mr. Stu Harris, Trustee – Present

Franklin County Deputy Sheriff's Report:

Deputy Burton Haren with Franklin County Sheriff's Office (FCSO) was not present, but submitted a written report to the Trustees for January 29 through February 11, 2025, including an update on the following:

- During this period, there were thirteen (13) Total Calls for Service / Self-Initiated Activity, one (1) Total Report Taken, one (1) Total Arrest / Citation, and two (2) Vehicle Crashes;
- Deputy Haren provided an update on recent thefts from vehicles in the Dublin area. He indicated on February 8th the Dublin Police Department arrested four (4) individuals in connection with the thefts, recovering two (2) stolen handguns, multiple stolen power tools and stolen electronics.

Append #001

Opportunity for Residents to Speak:

Derrick Miller, Teamsters member representative from Sutphen Corporation; Mark Vandak, Teamsters Local 284 President, and Joe Spahr, Teamsters Local 284 Secretary/Treasurer updated the Board on failed contract negotiations and a labor dispute with the Sutphen Corporation, fire apparatus builder located on Eiterman Road in Dublin. The group expressed their concern over production of the Pumper Apparatus being moved to a new facility in Urbana, which is not unionized, without consultation with the union at the Dublin location.

Mr. David Conley, Rockmill Financial Consulting LLC

Mr. Conley was present to discuss a draft of the community taxation policy discussed in previous regularly scheduled Board of Trustees meetings. Mr. Conley summarized previous discussions reviewing the financial structure of the Township. The goal of this policy is to set clear guidelines relative to taxing residents and maintain funds at a level to allow the Township to remain fully operational.

Responding to questions, Mr. Richter and Mr. Conley confirmed the only aspect of the policy connected to the Ohio Revised Code is the creation of a Capital Projects Fund, which was reviewed and a resolution drafted by Rebecca Princehorn of Bricker Graydon. Additionally, Mr. Richter confirmed funds in the Capital Projects Fund are able to be returned to the fund from which they were originally transferred, if needed.

Mr. Richter outlined a current proposal in the General Assembly to give the County Budget Commission authority to determine whether a levy is permitted on the ballot. A clearly defined, board-approved plan outlining how the Township will utilize funds toward fire operations first before going back to residents for additional taxes will provide a tool for any such discussion with the Budget Commission if new legislation is approved.

Mr. Conley requested the Trustees review the draft and bring any questions or comments to the next meeting, he reiterated the format does not need to be a formal policy and is only meant to be a set of guidelines. Mr. Melody expressed appreciation there will be guidance for elected officials going forward.

Append #002

Resolution to Establish a Capital Projects Fund for the Purpose of Accumulating Resources for the Acquisition, Construction, or Improvement of Fixed Assets:

Discussion:

Mr. Richter noted this is the resolution mentioned during the financial policy conversation previously in the meeting. Rebecca Princehorn drafted the resolution to have the broadest interpretation possible while still remaining consistent with requirements outlined in the Ohio Revised Code.

Motion:

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

ESTABLISHING A CAPITAL PROJECTS FUND FOR THE PURPOSE OF ACCUMULATING RESOURCES FOR THE ACQUISITION, CONSTRUCTION, OR IMPROVEMENT OF FIXED ASSETS (Ohio Revised Code Section 5705.13(C))

WHEREAS, pursuant to Ohio Revised Code Section 5705.13(C), the board of township trustees of a township may establish a capital projects fund for the purpose of accumulating resources for the acquisition, construction, or improvement of fixed assets of the township; and

WHEREAS, the Board desires to establish and maintain a capital projects fund for the purpose of accumulating resources for the acquisition, construction, and/or improvement of fixed assets necessary to meet the future capital needs of the Township as set forth herein below;

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 hereby establishes a capital projects fund (the "Capital Projects Fund") to be used for the purpose of accumulating resources for the acquisition, construction, and/or improvement of fixed assets (within the meaning of Ohio Revised Code Section 5705.13(C)) necessary to meet the future capital needs of the Township. The fixed assets that the Board intends to acquire, construct, and/or improve with the money to be accumulated in the Capital Projects Fund includes, but is not limited to, acquiring real property, improving buildings and purchasing equipment and technology to support Township and Township Fire Department operations (the "Projects").

Section 2: The Capital Projects Fund shall be funded over a maximum period of ten (10) years by: (1) transfers of Township funds for the Projects; (2) donations from outside the Township for the Projects; and (3) transfers of other amounts from such funds and sources as the Board may determine from time to time, which transfers by separate resolutions of the Board shall determine the amount of money to be accumulated for the Projects. The Board hereby directs the Fiscal Officer to make an initial transfer of \$1,000,000 from the Township (General Fund: \$350,000; EMS Billing Fund: \$350,000; Fire Fund: \$300,000) for the acquisition, construction, and/or improvement of the fixed assets described herein.

Section 3: If the Township has not entered into a contract for the acquisition, construction, or improvement of fixed assets relating to the Capital Projects Fund during a period of ten (10) years after the date of this Resolution, then the Fiscal Officer shall return such monies to the fund or funds from which they originated or to the fund that originally was intended to receive such monies.

Section 4: It is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Ohio Revised Code Section 121.22.

Mr. Harris seconded the motion, and the roll was called, and all members of the Washington Township Trustees whom were present voting Aye. Resolution adopted February 11, 2025. #2025.02.11.001
Append #003

Resolution to Appoint Franklin County At Large Township Trustee to Franklin County 911 Planning Committee:

Motion:

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

A RESOLUTION OF THE WASHINGTON TOWNSHIP BOARD OF TRUSTEES (FRANKLIN, DELAWARE AND UNION COUNTIES), APPOINTING FRANKLIN COUNTY AT-LARGE TOWNSHIP TRUSTEE TO FRANKLIN COUNTY 911 PLANNING COMMITTEE

WHEREAS, Washington Township is located in Franklin County, Ohio, and;

WHEREAS, Franklin County has established the Franklin County 911 Planning Committee (the “911 Committee”) pursuant to Ohio Revised Code Section 128.06 which provides for six voting members, and; WHEREAS, Ohio Revised Code 128.06 requires one of the voting members of the 911 Committee to be a member of the board of trustees selected by the majority of the board of township trustees in Franklin County, and;

WHEREAS, the Board of Trustees of Washington Township (the “Board”) believes it is in the best interest of the residents to formally appoint by resolution a township trustee to the 911 Committee.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Washington Township, Franklin, Delaware, and Union Counties, State of Ohio:

Section 1: Appointment of At-Large Member. The Board, pursuant to Ohio Revised Code 128.06, hereby appoints Jessica Jessberger, a trustee of Clinton Township, Franklin County, Ohio to serve as the Franklin County townships at-large appointment to the 911 Committee.

Section 2: This Resolution shall take effect and be in force immediately upon its adoption.

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.

Mr. Kranstuber seconded the motion, and the roll was called, and all members of the Washington Township Trustees whom were present voting Aye. Resolution adopted February 11, 2025.

#2025.02.11.002
Append #004

Motion to Authorize the Township Administrator to Enter into an Agreement with PowerDMS for the Renewal of PowerPolicyProfessional and PowerTraining, at a Cost Not to Exceed \$10,986:

Discussion:

Chief Donahue explained this approval renews the document management software the department has used for over six years. He noted the software stores all departmental policies, procedures and accreditation documents with the ability to compare the current documents to archived versions.

Motion:

Mr. Harris moved to introduce and authorize the Township Administrator to enter into an agreement with PowerDMS for the Renewal of PowerPolicyProfessional and PowerTraining, at a cost not to exceed \$10,986, seconded by Mr. Kranstuber. Motion passed with all members of the Washington Township Trustees whom were present voting Aye.

#2025.02.11.003
Append #005

Motion to Authorize and Adopt the Washington Township Fire Department Billing Policy with the Referenced Fees Dated February 11, 2025, with an Effective Date of March 1, 2025:

Discussion:

Chief Donahue explained this is an update to the billing policy following a periodic review and increased costs to the Township. This led to discussion of the flushing and maintenance of private hydrants within the City of Dublin. Currently, the resident or homeowner’s association is required to maintain private hydrants. The Board, at minimum, recommends WTFD send maintenance reminders and keep up to date records of maintenance performed on private hydrants to ensure the hydrants are in proper working order if needed for a fire emergency.

Motion:

Mr. Kranstuber moved to introduce, authorize and adopt the Washington Township Fire Department Billing Policy with the referenced fees dated February 11, 2025, with an effective date of March 1, 2025, seconded by Mr. Harris. Motion passed with all members of the Washington Township Trustees whom were present voting Aye.

#2025.02.11.004
Append #006

Motion to Approve Meeting Minutes:

Mr. Rozanski moved to introduce and approve the minutes from the January 28, 2025, Board of Trustees Meeting, seconded by Mr. Harris. Motion passed with all members of the Washington Township Trustees whom were present voting Aye.

#2025.02.11.005
Append #007

Motion to Approve Consent Agenda:

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

- Bills: January 31, 2025 \$ 648,321.30
- Electronic Payments – January 2025 \$1,988,899.75
- Payroll: January 31, 2025 \$ 617,128.90
- Monthly Financial Report for December 2024

Motion passed with all members of the Washington Township Trustees whom were present voting Aye.

#2025.02.11.006
Append #008

Round Table Discussions:

Township Administrator Eric Richter:

- Mr. Richter provided a thank you letter from a resident that Chief Donahue will expand on later in the meeting;
- The fire levy petitions were submitted, and a receipt was received from the Board of Elections. The Board of Elections is scheduled to meet Tuesday, February 18 to complete the language for the ballot and ensure it is in line with the legislative changes made last year. Once the ballot language is finalized, Mr. Richter will update the Township fact sheet for the levy;
- Mr. Richter provided an update of the Board of Zoning Appeals (BZA) hearing on Wednesday, February 5th. The variance request for the setback was approved with few comments from the BZA. The variance request for an automated pool cover in lieu of a fence was approved after much deliberation and with the requirement for the resident to install a water alarm that sounds if the water is disturbed. Mr. Richter noted that the resident confirmed the homeowner’s insurance did not have any issues with the variance request to the fencing requirement. Mr. Rozanski was in attendance, and mentioned that the fence requirement around a pool has been removed from the state building code. It was explained that the Ohio

Revised Code outlined the Board of Trustees do not have the authority to overrule the quasi-judicial BZA;

- Consultants for the City of Dublin have sent letters to the residents along Shier Rings Road affected by the shared use path to negotiate easement purchases;
- Mr. Richter indicated he requested the Franklin County Engineer's Office (FCEO) to evaluate Baldwin Road for paving within the Township this year. He noted it was best to wait until the Columbus Metro Parks finished recent water and sewer upgrades in the area before grading and repaving the road. He reminded the Board that the paving of Fishel Drive in 2024 came in well under the estimate provided by the FCEO. The estimate for Baldwin Road is \$108,565, which will be paid using funds from the Gas Tax Fund which has a balance just under \$360,000.

Assistant Chief John Donahue:

- Chief Donahue presented the monthly report for January;
- Chief Donahue expressed his appreciation for attendance at the Evening of Excellence award banquet, and commended Mr. Rozanski on his speech;
- Chief Donahue outlined the circumstances of the resident who sent a thank you letter to the department, which exemplified the outstanding work of WTFD Firefighters. Battalion Chief Riebel had already reached out to check on her. Chief Donahue was grateful to report that the resident is now rehabilitating at home;
- The first meeting of the Fire Levy Committee is scheduled for 4 p.m. on March 6, with Secretary/Treasurer Greg Peterson attending;
- Yesterday began four days of officer development at the Administration Building. Chief Donahue explained the program is held every two years;
- Today Chief O'Connell and Chief Donahue met with a Dublin clergy group to discuss department operations and a potential for collaboration. WTFD Chaplain is working with the group to organize care should a large-scale incident occur;
- Today a warrant was issued for juveniles responsible for several break-ins at the stations this year.

Human Resources Manager Catherine Grossman:

- Ms. Grossman noted that the search process for the next WTFD Assistant Fire Chief is well underway, having received assessment scores for the three (3) candidates;
- Next week interviews will begin for a part-time to full-time process, to create a list should a full-time opening occur.

Fiscal Officer Scott Melody:

- Mr. Melody expressed his appreciation to Mr. Conley for his presentation at the beginning of the meeting;
- The month of January has been closed.

Adjourn Meeting:

Motion by Mr. Kranstuber, seconded by Mr. Harris, to adjourn the meeting of February 11, 2025 at approximately 7:18 p.m.

#2025.02.11.007