

Minutes of June 10, 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 June 10, 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) submitted a written and verbal report to the Trustees for May 13 through June 10, 2025, including an update on the following:

- During this period, there were twenty-five (25) Total Calls for Service / Self-Initiated Activity, two (2) Total Reports Taken, and two (2) Total Arrests / Citations;
- A vandalism report was taken when a resident was found to have purposefully cut a utility line on their property. The utility company refused to pursue charges for the incident and is going to reroute the utility line;
- Additional deputies were in the area during the Memorial Tournament;
- On May 28th, union members of the Sutphen Corporation went on strike. Deputy Haren advised deputies in the patrol division should any issues arise;
- The FCSO would like to advise residents that a scam has resurfaced. Scammers have been calling residents impersonating a FCSO Deputy, and informing the resident they have an outstanding fine from a parking ticket, stop sign ticket, or they need to bond out a family member who has recently been arrested. Deputy Haren emphasized that the FCSO will never call residents regarding payment for any reason.

Append #001

Opportunity for Residents to Speak:

Washington Township residents Todd Hemmert and Amy Swank provided the residents' perspective on the Dublin West Innovation District (WID) proposal to rezone six (6) parcels on Cosgray Road. Mr. Hemmert provided highlights from a presentation he plans to give at the Dublin-sponsored WID Resident Discussion meeting at Washington Township Administration Building tomorrow evening. The highlights included potential impacts of the rezoning on residents of the unincorporated territory, such as reduced property value, increased crime rates, and other safety issues for children in the area. The trustees indicated they had not reviewed the city's plan in any formal manner, but would attend the discussion tomorrow evening.

Ms. Amy Kramb, Dublin City Councilwoman and liaison to Washington Township provided some clarifying information following the presentation. She noted the changes to zoning were prompted by the Envision Dublin Community Plan, which was updated in 2017. The plan changed the land use to match that of existing zoning North of Shier Rings on State Route 161. She stated Council voted to table the ordinance to allow more time to meet with residents of the Ballantrae community following the voicing of their concern at the first reading of the ordinance. By rule, the Council voted to untable the ordinance, and it will be included on the June 23 Council Meeting Agenda. She further clarified that Council is not required to vote on the ordinance at that meeting, and can allow more time for review and discussion.

Mr. Gene Bostic provided a brief update on the proposed rezoning of property for a Memorial Garden at St. John Lutheran Church. He indicated the church anticipates being on the agenda for Planning & Zoning in late June or early July before returning to the Building Standards department.

Presentation from Gretchen Taylor and Melissa Bogner, representing the Dublin Education Foundation (DEF):

As part of the provisions outlined in the Washington Township grant awarded to the Dublin Education Foundation (DEF) during the July 9, 2024 meeting, representatives Gretchen Taylor and Melissa Bogner provided a PowerPoint presentation updating the board on their efforts and use of the funds. The presentation demonstrated the funds awarded by the Township were used for projects that develop connection in the community, and lifelong wellness and prevention.

Ms. Taylor and Ms. Bogner indicated they would improve to meet the stipulation in the grant to update the board twice a year. Mr. Richter will reach out to Ms. Bogner after the first of the year to schedule the next update.

Append #002

Resolution to Hire Vanessa K. Wolfe as Full-Time Probationary Finance Specialist:

Motion:

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

RESOLUTION TO HIRE VANESSA K. WOLFE AS FULL-TIME PROBATIONARY FINANCE SPECIALIST

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 July 25, 2025, in the position of Finance Specialist, 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, fiscal officer, 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 hiring:

Name: Vanessa K. Wolfe

Position: Probationary Finance Specialist

Classification: Non-Uniformed / Full-Time Non-Exempt / Fiscal Officer

Base Salary: \$68,000.00

Effective date: June 21, 2025

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. Kranstuber seconded the motion, and the roll was called, and all members of the Washington Township Trustees whom were present voting Aye. Resolution adopted June 10, 2025. #2025.06.10.001

Append #003

Resolution to Conclude Brittany T. Piening's Employment as a Part-Time Firefighter/EMT-B to Pursue Other Career Paths:

Discussion:

Chief Donahue indicated he attempted to follow up with Ms. Piening, but did not receive a response to an email or voicemail he left for her.

Motion:

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

A RESOLUTION CONCLUDING BRITTANY T. PIENING'S EMPLOYMENT AS A PART-TIME FIREFIGHTER / EMT-B

WHEREAS, the Board of Township Trustees of Washington Township hired Brittany T. Piening on October 31, 2024, and

WHEREAS, the Board of Trustees for Washington Township recognizes Brittany T. Piening has voluntarily resigned her position with the Township to pursue 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: Brittany T. Piening
Position / Department: Firefighter EMT-B / Fire
Classification: Part-Time
Effective date: May 28, 2025

Section 2: Brittany T. Piening 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 whom were present voting Aye. Resolution adopted June 10, 2025. #2025.06.10.002

Append #004

Resolution to Authorize the Payment from the General Fund for Expenses Incurred for Removal of Wild Vegetation and Trash Debris:

Motion:

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

A RESOLUTION AUTHORIZING THE PAYMENT FROM THE GENERAL FUND FOR EXPENSES INCURRED FOR REMOVAL OF WILD VEGETATION AND TRASH DEBRIS Ohio Revised Code § 505.87

WHEREAS, the occupants at 6114 Shier Lane, Dublin, Ohio, 43016, Washington Township, Franklin, Delaware and Union Counties, Ohio (the "Property"), have been determined to have established and perpetuated an actionable nuisance violation at the Property; and

WHEREAS, the Board has determined that the nuisance being maintained by the occupants at the Property threatens the public health, safety and environment; and

WHEREAS, in the interests of the public health, safety and environment, the Board desires to provide for the immediate abatement, control and/or removal of the nuisance being maintained by the occupants of the Property.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TOWNSHIP TRUSTEES, WASHINGTON TOWNSHIP, FRANKLIN, DELAWARE AND UNION COUNTIES, OHIO, THAT:

Section 1: The Board hereby authorizes payment, if necessary, from the Township General Fund, currently estimated at \$1,500, for removal of wild vegetation and trash debris at the Property.

Section 2: The Administrator and Fiscal Officer are authorized, on behalf of the Board, to arrange and effectuate the removal of the wild vegetation and trash debris at the Property and to arrange a lien on the Property relating to the cost of such removal.

Section 3: It is hereby found and determined that all formal actions of the Board concerning and relating to the passage of this resolution were taken in an open meeting of the Board,

and that all deliberations of the 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. Rozanski seconded the motion, and the roll was called, and all members of the Washington Township Trustees whom were present voting Aye. Resolution adopted June 10, 2025. #2025.06.10.003

Append #005

Resolution to Approve the 2026 Temporary Budget Appropriations:

Discussion:

Mr. Richter indicated this resolution is the annual statutory requirement, to be submitted by July 15. The temporary budget represents a very early projection for 2026 revenue and expenditures. He noted many of the changes are a result of inter-fund transfers to the Capital Projects Fund, which was established as outlined in the Washington Township Community Taxation Philosophy adopted by trustees at the February 25 meeting.

Motion:

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

A RESOLUTION TO APPROVE THE 2026 TEMPORARY BUDGET APPROPRIATIONS

WHEREAS, the levels of resources have been identified for the 2026 fiscal year, and

WHEREAS, appropriations planning and consultation within the Township has been accomplished; and

WHEREAS, the Township's Fiscal Officer, Administrator and the Fire Chief are now prepared to present the 2026 Temporary Budget; and

NOW, THEREFORE, BE IT RESOLVED that the 2026 Temporary Appropriations and the Fiscal Operating, Capital and Debt Service Budgets of Washington Township (Franklin, Delaware and Union Counties, Ohio), for fiscal year 2026 as supported in the accompanying documentation and approved by the Trustees, Fiscal Officer, Administrator and the Fire Chief, to make expenditures within the projected income levels, provided that bills and payrolls shall be submitted to and approved for payment upon resolution of the Board: and

BE IT FURTHER RESOLVED, that the Fiscal Officer be instructed to incorporate the Temporary Budget Resolutions, and all supporting documents into the minutes and appendices of this meeting, and to file these materials with the official records of this Township.

BE IT FURTHER RESOLVED, 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 which resulted in such formal actions were in meetings open to the public in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

BE IT FURTHER RESOLVED that this Resolution shall take effect and be in force as the earliest time permitted in law.

Mr. Rozanski seconded the motion, and the roll was called, and all members of the Washington Township Trustees whom were present voting Aye. Resolution adopted June 10, 2025. #2025.06.10.004

Append #006

Motion to Authorize the Township Administrator to Enter into an Agreement with Tablet Command, Inc. for the Group Purchase of an Incident Command Software, Cost Not to Exceed \$35,900:

Discussion:

Chief Donahue indicated this motion was removed from the previous meeting's agenda to allow time to resolve a vendor issue. The Tablet Command software will track all operations and personnel on a fire scene, including all benchmark data. Chief Donahue noted the amount is the total cost of the software, however, this is a group purchase with the Norwich, Upper Arlington and Worthington agencies. The

Township's responsibility is one-quarter (1/4) of the amount, with the other three agencies reimbursing the Township.

Motion:

Mr. Kranstuber moved to introduce and authorize the Township Administrator to enter into an agreement with Tablet Command Inc. for the purchase of an incident command software, cost not to exceed \$35,900, seconded by Mr. Harris. Motion passed with all members of the Washington Township Trustees whom were present voting Aye.

#2025.06.10.005

Append #007

Motion to Approve Meeting Minutes:

Mr. Harris moved to introduce and approve the minutes from the May 27, 2025, Board of Trustees Meeting, seconded by Mr. Rozanski. Motion passed with all members of the Washington Township Trustees whom were present voting Aye.

#2025.06.10.006

Append #008

Motion to Approve Consent Agenda:

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

- Medical Payments – May 2025 \$ 261,071.05
- Electronic Payments – May 2025 \$1,326,518.99
- Bills: May 14, 2025 \$ 233,996.57
- Bills: May 30, 2025 \$ 157,601.70
- Payroll: May 23, 2025 \$ 571,843.44
- Payroll: Monthly June 6, 2025 \$ 9,584.00
- Payroll: June 6, 2025 \$ 614,751.38
- Monthly Financial Report for April 2025

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

#2025.06.10.007

Append #009

Round Table Discussions:

Township Administrator Eric Richter:

- Mr. Richter provided an update on the removal and replanting of trees adjacent to Station 93 on Brand Road, including pictures of the newly planted trees. The Township worked with the adjacent community's HOA leadership on the project, and planted five (5) seven-foot (7') trees. Mr. Richter stated the cost of the project was \$5,200. Subsequently, several residents of the community asked for additional trees to be planted by the Township despite the HOA indicating satisfaction with the project. Consensus from the trustees is that residents need to work through their HOAs to communicate with the Township;
- Mr. Richter notified the trustees that the Township removed a downed tree in the road on Shier Lane. Davey Tree service was notified late Thursday, removed the portion from the road on Saturday, and finalized cleanup yesterday;
- Mr. Richter provided details for the meeting to be hosted by the City of Dublin at the Township Administration building tomorrow evening. The city reached out to the Township to host the public meeting designed for residents of the unincorporated territory tomorrow from 6:00 to 7:30 p.m.;
- Mr. Richter notified the trustees that the Board of Zoning Appeals (BZA) will be reviewing several variance requests from a property owner on Dublin Road. Mr. Richter provided the staff report in the trustee packets, detailing the accessory structure proposal from the resident. He

clarified the variance requests are for height and size of the structure, as well as rear setbacks. Mr. Kranstuber and Mr. Rozanski emphasized that the report from the BZA should include the hardship that prompted the request and the reasoning behind the board's decision;

- Mr. Richter requested availability from the trustees to schedule the annual Strategic Planning session. He will follow up with the trustees for the dates of August 2 and August 16.

Chief John Donahue:

- Chief Donahue introduced Fire Marshal Sam Parsons to provide an update on the Memorial Tournament and private hydrant efforts. Marshal Parsons detailed the Fire Prevention Bureau's preparation for the Memorial Tournament, including meetings several months in advance and daily coverage during the tournament, from 6:30 a.m. until an hour after the end of play for the day. The Bureau's responsibility on the grounds included all buildings and temporary tents. Inspectors held daily safety briefings with the head chef for each cooking tent. Additionally, Deputy Fire Marshal Chad Hamilton created safety boards for each tent, which was well received by the chefs. Throughout the week, inspectors completed a total of 784 inspections. In addition to code enforcement, a Rapid Assessment Team of an inspector and a firefighter was implemented this year to prepare for any potential hazardous material incidences in coordination with PGA security, Columbus Police, and other regional teams. Inspectors were also present for the ancillary events of the Tournament. Two inspectors covered ForeFest on Friday and Saturday nights, along with the Rapid Assessment Team, public education team and EMS first response crews. He noted nearly 7,500 attendees on Saturday evening. The Bogey Inn also had a large temporary tent this year. There was a potential overcrowding reported Saturday evening. However, with help from staff reporting ticket sales and revenue, as well as assistance from a Delaware Sheriff's Deputy, it was determined to be under capacity. Marshal Parsons outlined a newly-implemented program improving communication with private developments to monitor the maintenance of private fire hydrants, which are located throughout the Township and City of Dublin in commercial and residential areas. The Dublin GIS department assisted with the project, providing a map of just over 600 existing private hydrants. An initial letter was sent to HOA leadership yesterday, requesting maintenance records for each hydrant. Marshal Parsons indicated there was great response to that initial letter, and he looks forward to continuing an open line of communication;
- Assistant Chief Smith provided the monthly report for May;
- Assistant Chief Smith provided additional details of the dive response last Thursday in West Jefferson. Despite outstanding efforts by first responders, the incident unfortunately resulted in a double fatality. Assistant Chief Smith stated WTFD was the only dive team on scene, and indicated that the training of personnel and specialized dive equipment provided for the best outcome possible with a speedy recovery of the only victim that required the dive team. Assistant Chief Smith indicated the divers from the incident will be in attendance at the July 8 meeting to demonstrate the AquaEye equipment used for such incidences. Chief Donahue added that Jefferson Township Fire Chief Snyder sent WTFD an email of appreciation;
- Chief Donahue provided an update on the old dive truck. Trustees approved replacement of the motor several meetings ago, but it was determined there would be potential issues with the new motor matching up with the turbo system in the vehicle. The decision was made to install a slightly more costly motor from a reputable company requesting fifty percent (50%) ahead of the installation. Chief Donahue noted the cost is still within budget, but wanted the trustees to have the most current information;

- Chief Donahue noted that Honor Flight Columbus is today, flying veterans to Washington, D.C. to tour for the day. He indicated the flight is possible with support from the Rozanski Foundation, the Firefighters Ball, annual Flower Sale and Poinsettia Sale;
- Chief Donahue outlined an issue with the elevator at Station 95. Several elevator companies are providing a quote, which he will bring to the trustees;
- Chief Donahue provided an update on the Career Fair at Tolles Career & Technical Center last Thursday. Firefighters Shiloh Bailey and Angela Holmes, and Human Resource Manager Catherine Grossman represented WTFD at the event.

Trustee Chuck Kranstuber:

- Mr. Kranstuber requested a summary of action at the State House be reviewed at one of the upcoming meetings or at the Strategic Planning session, to include the property tax constitutional item, changes to inside millage, and implications a surplus on last year's budget may have. Mr. Richter indicated the role of the County Budget Commission is also under review, with legislators pushing for the commission to take a more active role in looking at individual levies. Mr. Richter is hopeful that any changes would be mitigated by the Community Taxation Philosophy adopted by the trustees.

Adjourn Meeting:

Motion by Mr. Rozanski, seconded by Mr. Kranstuber, to adjourn the meeting of June 10, 2025 at approximately 7:46 p.m.

#2025.06.10.008

Mr. Jan Rozanski, Chair

Mr. Scott Melody, Fiscal Officer