

Minutes of September 9, 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 September 9, 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 August 12 through September 9, 2025, including an update on the following:

- During this period, there were thirty-three (33) Total Calls for Service / Self-Initiated Activity, five (5) Total Reports Taken, six (6) Total Arrests / Citations, ten (10) Total Traffic Stops, and one (1) Total Theft:
 - The majority of the reports resulted from car crashes;
 - The citations resulted from car crashes and speeding;
 - The theft was the result of a resident falling victim to an internet scam where \$1600 and identification documents were provided.
- There was discussion about an unhoused individual reportedly staying at the Rings Cemetery on Cosgray Road, as reported to Mr. Richter by a nearby resident. Mr. Richter explained there is currently no signage indicating the cemetery closes from dusk until dawn. Following discussion, Mr. Richter will order a sign for installation at the entrance. Additionally, Mr. Richter requested the Township Public Safety Services Liaison to attempt contact with the individual to offer potential services. Ms. Amy Kramb, Dublin City Councilwoman and liaison to Washington Township, stated there have been similar situations at city-managed parks and cemeteries, and she believes the representative from Syntero was successful in connecting the individual in those instances to needed resources.

Append #001

Opportunity for Residents to Speak:

Mr. Gene Bostic provided an update on former Washington Township Fire Marshal Alan Perkins, who is battling a major illness. Chief Donahue requested thoughts and prayers for both Alan and current WTFD Battalion Chief Mike Riebel's wife, Susan, who is also battling illness.

Resolution to Accept the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying them to the County Auditor (Board of Township Trustees), Ohio Revised Code, Sections 5705.34, 5705.35:

Discussion:

Mr. Melody explained this is an annual requirement to certify the information to the County Auditor.

Motion:

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

RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR (BOARD OF TOWNSHIP TRUSTEES) OHIO REVISED CODE, SECTIONS 5705.34, 5705.35

RESOLVED, By the Board of Trustees of Washington Township, Franklin County, Ohio, in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1, 2026; and

WHEREAS, The Budget Commission of Franklin County, Ohio, has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within, the ten mill tax limitation; therefore, be it

RESOLVED, By the Board of Trustees of Washington Township, Franklin County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted: and be it further

RESOLVED, that there be and is hereby levied on the tax duplicate of said Township the rate of each tax necessary to be levied within and without the ten mill limitation for tax year 2025 (collection year 2026) as follows:

SCHEDULE A

SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY THE BUDGET COMMISSION, AND COUNTY AUDITOR'S ESTIMATED TAX RATES

	Amount to be Derived from Levies Outside 10 Mill Limitation	Amount Approved by Budget Commission Inside 10 Mill Limitation	County Auditor's Estimate of Full Tax Rate to Be Levied	
			Inside 10 Mill Limit	Outside 10 Mill Limit
FUND				
General Fund		\$1,704,629.90	0.50	
Road & Bridge Fund				
Cemetery Fund				
Police Fund				
Fire Fund	\$22,198,757.08			14.95
Road District Fund				
General (Note) Bond Retirement				
TOTAL	\$22,198,757.08	\$1,704,629.90	0.50	14.95

And be it further

RESOLVED, that the Fiscal Officer of this Board be and is hereby directed to certify a copy of this Resolution to the County Auditor of said County.

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 September 9, 2025.

#2025.09.09.001

Append #002

Motion to Authorize the Township Administrator to Enter into an Agreement with Stryker for the Purchase of 6-LifePak 35's, 6-Lucas Devices, and 6-LifePak 1000 and all Necessary Support Accessories at a Cost of \$556,000; Payable in 2026:

Discussion:

Chief Donahue detailed the request. He noted the Township will realize nearly \$400,000 in savings with the change from an annual purchase of one or two devices (with separate maintenance agreements) to a one-time purchase with a single maintenance agreement covering all devices. He explained the change will also provide consistency in the equipment across apparatus, eliminating issues caused by slight

model-year differences. Chief Donahue expressed his appreciation to EMS Manager Kevin McDowell and Field Training Officer Troy Elmore for their research and work on the project.

Motion:

Mr. Harris moved to introduce and authorize the Township Administrator to enter into an agreement with Stryker for the purchase of 6-LifePak 35's, 6-Lucas Devices, and 6-LifePak 1000 and all necessary support accessories at a cost of \$556,000; payable in 2026, seconded by Mr. Rozanski. Motion passed with all members of the Washington Township Trustees whom were present voting Aye.

#2025.09.09.002

Append #003

Motion to Approve Meeting Minutes:

Mr. Harris moved to introduce and approve the minutes from the August 12, 2025, Board of Trustees Meeting, seconded by Mr. Kranstuber. Motion passed with all members of the Washington Township Trustees whom were present voting Aye.

#2025.09.09.003

Append #004

Motion to Approve Consent Agenda:

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

- Bills: August 14, 2025 \$ 112,824.25
- Bills: August 27, 2025 \$ 139,348.10
- August 2025 Medical Payments \$ 251,283.51
- August 2025 Electronic Payments \$1,820,656.79
- Payroll: August 15, 2025 \$ 563,750.82
- Payroll: August 29, 2025 \$ 571,393.95
- Payroll: Monthly September 5, 2025 \$ 9,584.00
- Monthly Financial Report for July 2025

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

#2025.09.09.004

Append #005

Round Table Discussions:

Township Administrator Eric Richter:

- Mr. Richter provided the trustees the complete Gateway Crossing Development Plan proposal, as filed with the Jerome Township Zoning Commission. The proposal involves roughly 40 acres along State Route 161, of which only 4.7 acres lie within Washington Township and front 161. He explained no action is required of Washington Township at this time because the plan does not include a development proposal for those 4.7 acres. Most notably, Mr. Richter emphasized that the provider of public water and sewer services has not been clarified in writing by the respective provider. As the Township has limited authority and lacks the ability to provide these services, Mr. Richter confirmed with City Manager Megan O'Callaghan that no agreement has been reached. Ms. Kramb stated an agreement was signed two years ago indicating Dublin would provide water service in that area. Mr. Richter noted the city holds greater authority and assumed the affected parcels would be annexed into Dublin before any proposed development. In response to questions from Mr. Kranstuber, Mr. Richter confirmed the development could move forward on the Jerome Township side without the Washington Township parcels, provided access to the development is shifted away from State Route 161. Mr. Richter will attend the first reading of the proposal at Jerome Township on Monday, September 22.

- Mr. Richter distributed a hardcopy of the Dublin WID rezoning update, previously emailed to the trustees;
- Mr. Richter invited trustees to notify him if they wish to attend the Franklin County Engineer's Office annual dinner at 6:00 p.m. on Wednesday, November 19, at Villa Milano. He will RSVP on behalf of attendees;
- Mr. Richter informed the trustees that the Washington Township Zoning Commission will meet Monday, September 29 at 7:00 p.m. The Commission will sit as the Architectural Review Board to review proposed exterior remodeling at 6927 Rings Road. Because the parcel is within the Architectural Review District, all exterior changes must be reviewed and approved;
- Mr. Richter provided a hardcopy of summary information on recently introduced House Bills (420, 421, 422), previously emailed to the trustees, and will continue to monitor their progress;
- Mr. Richter confirmed the November 11 meeting will be rescheduled to Tuesday, November 18, in observance of Veterans Day;
- In response to Mr. Richter, the trustees confirmed the office will be closed to the public Friday, December 26. Mr. Richter clarified that, as with the day after Thanksgiving, staff must use leave time if they choose to take the day off, it is not an additional holiday;
- Mr. Richter provided an update on Microsoft Office products, noting that Microsoft has phased out "out of the box" versions in favor of Office 365's subscription model. He explained the Township delayed switching to save funds, but the transition is now unavoidable. Mr. Melody added that older versions are no longer available, and Microsoft is requiring users to adopt the subscription model. Mr. Richter will bring a formal request to the next meeting;
- Mr. Richter updated the trustees on the transition to a .gov domain and email addresses. He explained the .gov extension offers greater security and has been running in the background for nearly a year, with a full public migration planned in the future. He linked this update to legislative requirements for cybersecurity policy, noting that the Township already maintains a Disaster Recovery Plan, with its annual review scheduled at the end of September;
- Mr. Richter congratulated Battalion Chief Scarbury, who has now been serving in his new role for several weeks;
- Mr. Kranstuber revisited the discussion of House Bills, expressing concern that action should have been delayed until the Governor's Task Force completed its work. He asked about the Governor's veto of the state budget provision banning replacement levies. Mr. Richter confirmed the House overrode the veto, while the Senate has not yet taken any action.

Chief John Donahue:

- Chief Donahue extended an open invitation to upcoming events:
 - A 9/11 memorial ceremony at 10:30 a.m. on Thursday at Station 93;
 - More information is forthcoming on a pancake breakfast planned at Station 91. Veterans eat free; cost is \$10 per plate for others. Proceeds benefit Honor Flight.
- Chief Donahue announced Sophia Garcia will intern with the fire department through the Young Professionals Program at Dublin City Schools. He noted last year's student participant, Mason Scott, is now enrolled at Tolles in EMT school;
- Chief Donahue reported that Training and Safety Manager Jamie Ross has submitted his retirement date of February 15, 2026. The job description for this critical role is under review, and he recommended a 2-3 month overlap for cross-training. The search to fill the position will include both internal and external candidates;

- Chief Donahue detailed work with the City of Dublin and the local homeowners association regarding a burn training at 5465 River Forest Road. He noted positive community feedback and minimal expected disruption due to multiple neighborhood entry points. The burn will likely take place in October, pending safety testing and EPA review;
- Chief Donahue shared positive feedback received from a recent presentation to the Realtors Association.

Assistant Fire Chief Adam Smith:

- Chief Smith presented the August monthly report;
- Chief Smith provided an update on newly hired Battalion Chief Rob Morton, who has completed all background check requirements and notified his current employer. His anticipated start date is Monday, October 6;
- Chief Smith reported that CSX expects to complete work on the Cosgray Road crossing as soon as the current roadwork is finished;
- Chief Smith explained a deployment model change effective September 1: when staffing exceeds minimum levels, an additional apparatus (Squad 92, operating from Station 91) will be deployed. This unit will provide Field Training Officers with additional experience and serve as another tool for community response.

Human Resources Manager Catherine Grossman:

- Ms. Grossman updated the trustees on the Captain promotional process. Three internal candidates passed the initial test and will participate in an assessment center on Friday. A recommendation will follow to fill the vacancy created by Battalion Chief Scarbury's promotion;
- Ms. Grossman reported the Compensation Study is nearing the end of the data collection phase. A meeting is scheduled with attorney Ben Albrecht, and information will be shared with the Union President ahead of the upcoming Employee Communications Committee Meeting;
- Ms. Grossman noted the annual benefits renewal process will begin in October, and initial Delta Dental renewal figures may prompt a change in dental insurance providers for 2026;
- Ms. Grossman confirmed staff completed annual non-harassment training in August;
- Ms. Grossman reminded the trustees that the holiday staff party has been scheduled for Wednesday, December 3, with more details forthcoming;
- In response to Mr. Kranstuber, Ms. Grossman confirmed the Township is nearing the point when a prior claim will expire, making it eligible to rejoin the Group Retrospective Rating Program.

Fiscal Officer Scott Melody:

- Fiscal Officer Melody indicated the second-half property tax funds have been received from Delaware and Franklin Counties;
- Mr. Melody is working to reactivate the dormant 5/3 savings account;
- Mr. Melody reminded staff that the Fiscal Department will not request transfers, payment, or changes by email. Any suspicious emails should be verified by phone with Fiscal staff.

Adjourn Meeting:

Motion by Mr. Rozanski, seconded by Mr. Kranstuber, to adjourn the meeting of September 9, 2025 at approximately 6:58 p.m.

#2025.09.09.005

Mr. Jan Rozanski, Chair

Mr. Scott Melody, Fiscal Officer