

Minutes of October 28, 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 October 28, 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

Swearing-In of Battalion Chief Robert Morton

Mr. Rozanski administered the oath of office to the following:

- Robert Morton as Full-Time Probationary Battalion Chief, with his badge pinned by his wife, Rachel Morton.

Chief Donahue welcomed Robert Morton as the newest Battalion Chief of the Washington Township Fire Department. Chief Morton expressed appreciation for the support of his family in attendance, including his mother, Cheryl; his father, Bob; and his wife, Rachel.

Chief Morton began his fire service career as a volunteer firefighter in 1999 and became a paramedic in 2002. He ascended the ranks from firefighter to Deputy Chief, serving several fire departments including Jackson Township and Plain Township in Stark County, Liberty Township in Butler County, and most recently the City of Westerville before transitioning to Washington Township.

Chief Morton holds a Bachelor's degree and Masters of Business Administration degree. He continues to give back to the fire service as an instructor, having taught in the Aultman Hospital Paramedic Program, at Stark State College, and as Training Division Chief at Great Oaks. Chief Morton will assume command of Unit 2 in early 2026.

Franklin County Deputy Sheriff's Report:

No officer was present.

Opportunity for Residents to Speak:

Washington Township resident Amy Swank provided an update on topics relating to the rezoning of the parcels within the West Innovation District (WID) by the City of Dublin.

Ms. Swank discussed a recent development in the City of Hilliard, where AEP submitted an application to the Planning and Zoning Commission to install fuel cells in the AWS facility within the City's jurisdiction. AEP later withdrew the application, stating that local approval was unnecessary once approval had been granted by the Ohio Power Siting Board.

Ms. Swank explained that the fuel cells require a large amount of natural gas, which is being supplied through an eight-inch (8") pipeline onto the property. She highlighted potential fire safety concerns related to the chemical process used to generate energy for the AWS facility's operations. She also noted that Hilliard has authorized its City Manager to seek outside legal counsel on the matter.

In light of the situation in Hilliard, Ms. Swank provided an update on the WID in Dublin. She noted that in August it appeared that the recommendation would include removing data centers as a permitted use within the district. However, she referenced an email from Dublin staff this morning indicating the anticipated recommendation is to remove data centers as a permitted land use only for a portion of the district, specifically, the area east of the railroad tracks and south of the planned Shier Rings Road extension.

Ms. Swank reported that through public records requests, she learned a large energy company may be under contract to purchase parcels within the Township and along Houchard Road, though it is unclear whether annexation into Dublin has been initiated or completed. She suggested it would be appropriate

for the Township to provide input to Dublin regarding potential impact to fire and EMS services if a large data center were to be constructed.

Following discussion of the broader effects of data centers, Mr. Kranstuber requested that Chief Donahue and Mr. Richter research potential impacts on fire service and consider the feasibility of adopting a moratorium on data centers within the Township.

Resolution to Promote Jesse Hill as Full-Time Probationary Captain:

Discussion:

Chief Donahue stated that Captain Hill was identified as the top candidate following the recent Captain's promotional process.

Motion:

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

RESOLUTION TO PROMOTE JESSE HILL AS FULL-TIME PROBATIONARY CAPTAIN

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 August 16, 2025, in the position of Captain, and;

WHEREAS, to adequately provide services, it is necessary to fill the vacancy in the position, and;

WHEREAS, the Township's township administrator, human resource manager, fire chief, and assistant fire chief recommends this promotion.

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: Jesse Hill
Position: Probationary Captain
Classification: Uniformed Full-Time Non-Exempt
Base Salary: \$123,943.15
Effective date: November 8, 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 October 28, 2025.

#2025.10.28.001

Append #001

Resolution to Promote Evan M. Will as Full-Time Probationary Lieutenant:

Discussion:

Chief Donahue stated that Lieutenant Will was identified as the top candidate following last year's Lieutenant's promotional process and remained the top candidate when the position became available following the promotion of Captain Hill.

Motion:

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

RESOLUTION TO PROMOTE EVAN M. WILL AS FULL-TIME PROBATIONARY LIEUTENANT

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 November 8, 2025, in the position of Lieutenant;
WHEREAS, to adequately provide services, it is necessary to fill the vacancy in the position, and;
WHEREAS, the Township's township administrator, human resource manager, fire chief, and assistant fire chief recommends this promotion.

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: Evan M. Will
Position: Probationary Lieutenant
Classification: Uniformed Full-Time Non-Exempt
Base Salary: \$115,834.72
Effective date: November 8, 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 October 28, 2025.

#2025.10.28.002

Append #002

Resolution to Approve Compensation Increases for Uniformed Personnel, Effective December 6, 2025:

Discussion:

Mr. Richter expressed his appreciation to the trustees for their guidance and noted this resolution reflects the recommendations discussed over the last several meetings.

Motion:

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

RESOLUTION TO APPROVE COMPENSATION INCREASES FOR UNIFORMED PERSONNEL, EFFECTIVE DECEMBER 6, 2025

WHEREAS, Washington Township provides fire suppression and prevention and emergency medical services to its constituents, and;

WHEREAS, under R.C. 505.38, Township Board of Trustees shall provide for the employment of firefighters as it considers best and shall fix their compensation, and;

WHEREAS, the current Compensation Plan for Uniformed Personnel expires on December 5, 2025; and
WHEREAS, the Township contracted Attorney Ben Albrecht of Fishel, Albrecht & Riepenhoff LLC to collect and analyze compensation data from comparable jurisdictions in order to benchmark and compare it to Washington Township's uniformed personnel, and;

WHEREAS. Using this data, Attorney Ben Albrecht along with the Township Administrator, Human Resource Manager, Fire Chief and Assistant Fire Chief's support, recommend the following changes to the Township's 2026 Uniformed Personnel Compensation Plan.

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

Section 1: The base pay rate for all Uniform Personnel shall be increased 4.0%, effective December 6, 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. Harris seconded the motion, and the roll was called, and all members of the Washington Township Trustees whom were present voting Aye. Resolution adopted October 28, 2025. #2025.10.28.003
Append #003

Resolution to Approve Compensation Increases for Non-Uniformed Personnel, Effective December 6, 2025:

Motion:

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

RESOLUTION TO APPROVE COMPENSATION INCREASES FOR NON-UNIFORMED PERSONNEL, EFFECTIVE DECEMBER 6, 2025

WHEREAS, Washington Township provides fire suppression and prevention and emergency medical services to its constituents, and currently employs non-uniformed personnel to support administrative functions for the Township's Fire Department, and;

WHEREAS, under the R.C. 511.10, the Board of Trustees may appoint such superintendents, architects, clerks, laborers, and other employees as are necessary and fix their compensation, and;

WHEREAS, the current Non-Uniformed Personnel Compensation Plan expires on December 5, 2025, and;

WHEREAS, the Township contracted Attorney Ben Albrecht of Fishel, Albrecht & Riepenhoff LLC to collect and analyze compensation data from comparable organizations in order to benchmark and compare it to Washington Township's non-uniformed personnel, and;

WHEREAS, Using this data, Attorney Ben Albrecht along with the Township Administrator, Human Resource Manager, Fire Chief and Assistant Fire Chief's support, recommend the following changes to the Township's 2026 Non-Uniformed Personnel Compensation Plan.

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

Section 1: The base pay rate for all Non-Uniform Personnel shall be increased 4.0%, effective December 6, 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. Harris seconded the motion, and the roll was called, and all members of the Washington Township Trustees whom were present voting Aye. Resolution adopted October 28, 2025. #2025.10.28.004
Append #004

Amended Motion to Authorize the Township Administrator to Enter into the Necessary Agreements for UMR Self-Funding Medical Insurance Plan, HCC Insurance Group Stop-Loss Insurance Plan, Healthcare Savings Accounts to Appropriate Deductible Level (\$5,200 Family/\$2,600 Single Coverage), Healthcare Reimbursement Account(s) for Required Enrollees, and to Enter Into the Necessary Agreements to Establish Dental Coverage with Equitable for a Two-Year Period Beginning January 1, 2026:

Discussion:

Mr. Richter provided the trustees with an updated memo regarding the 2026 Medical and Dental Insurance Renewal. He noted a change to the original recommendation, specifically, that the Township maintain its relationship with HCC Insurance Group as the stop-loss insurance provider.

Mr. Richter introduced Todd Bollinger with CBIZ, the Township's benefit broker, to provide additional details. Mr. Bollinger explained that alternative quotes were solicited from other carriers, several of which reflected lower rate increases than HCC or, in one case, a modest decrease. However, those proposals included "lasering" one to three employees at significantly higher individual stop-loss deductibles. Remaining with HCC Insurance Group is expected to minimize the Township's overall liability and maintain financial stability within the health benefits program.

Motion:

Mr. Kranstuber moved to amend the original motion by replacing ISU Stop-Loss Insurance Plan with HCC Insurance Group Stop-Loss Insurance Plan, seconded by Mr. Rozanski. Motion passed with all members of the Washington Township Trustees whom were present voting Aye. #2025.10.28.005

Motion:

Mr. Harris moved to introduce and authorize the township administrator to enter into the necessary agreements for UMR Self-Funding Medical Insurance Plan, HCC Insurance Group Stop-Loss Insurance Plan, Healthcare Savings Accounts to appropriate deductible level (\$5,200 Family/\$2,600 Single Coverage), Healthcare Reimbursement Account(s) for required enrollees, and to enter into the necessary agreements to establish Dental Insurance with Equitable for a two-year period beginning January 1, 2026, seconded by Mr. Rozanski. Motion passed with all members of the Washington Township Trustees whom were present voting Aye. #2025.10.28.006

Append #005

Motion to Authorize the Township Administrator to Enter into the Necessary Agreements to Establish Two Health Insurance Plan Options for Elected Officials, Effective for Benefit Year 2026:**Discussion:**

Mr. Richter noted that, per the trustees' previous request, a comparison was conducted between the current plan and a traditional PPO plan. Mr. Bollinger explained that the PPO plan would require a 6.5% per person increase in suggested funding rates compared to the current plan. Mr. Kranstuber stated that while the difference was not significant, employee survey responses indicated preference for the current plan.

Motion:

Mr. Kranstuber moved to introduce and authorize the township administrator to enter into the necessary agreements to establish two health insurance plan options for elected officials, effective for benefit year 2026, seconded by Mr. Rozanski. Motion passed with all members of the Washington Township Trustees whom were present voting Aye. #2025.10.28.007

Append #006

Motion to Authorize an Update to the Township's Sick Leave Policy:**Discussion:**

Ms. Grossman explained that Township staff continuously review policies to ensure they are compliant, attainable, fair, and enforceable. Upon review of the Sick Leave Policy, legal counsel identified language to better align with FMLA standards, clarify the definition of sick leave abuse, and outline the reclassification of sick leave when used in lieu of a previously scheduled alternate leave type.

Ms. Grossman noted the revisions were reviewed by legal counsel, the Employee Communications committee, and Township administration.

Motion:

Mr. Kranstuber moved to introduce and authorize an update to the Township's Sick Leave Policy, seconded by Mr. Harris. Motion passed with all members of the Washington Township Trustees whom were present voting Aye.

#2025.10.28.008

Append #007

Motion to Authorize the Township Administrator to Enter into an Agreement with Revere Roofing Company for the Replacement of the Roof on the Two-Story Section of the Township Administration Building, Cost Not to Exceed \$126,500:

Discussion:

Chief Donahue indicated that the proposed materials will match the existing single-story metal roof. The improvement includes gutter guards for both the two-story and single-story sections, and snow stops for the two-story section. Chief Donahue noted Revere Roofing submitted the lowest bid.

Motion:

Mr. Harris moved to introduce and authorize the township administrator to enter into an agreement with Revere Roofing Company for the replacement of the roof on the two-story section of the Township Administration Building, cost not to exceed \$126,500, seconded by Mr. Kranstuber. Motion passed with all members of the Washington Township Trustees whom were present voting Aye.

#2025.10.28.009

Append #008

Motion to Authorize the Township Administrator to Enter into an Agreement with Environmental Air for the Replacement of the Three HVAC Units for the Single-Story Annex Portion of the Township Administration Building, Cost Not to Exceed \$88,000:

Discussion:

Chief Donahue explained that the HVAC system is original to the building and no longer functioning. He noted prior insulation, moisture, and mold issues and received a quote of \$42,000 to repair the equipment. Due to the system's age and condition, replacement was deemed the best option.

Mr. Harris expressed concern that the contracts did not include language adding the Township as an additional insured on the contractor's policies. He noted this should not delay approval but should be reviewed for future contracts.

Motion:

Mr. Harris moved to introduce and authorize the township administrator to enter into an agreement with Environmental Air for the replacement of the three HVAC units for the single-story annex portion of the Township Administration Building, cost not to exceed \$88,000, seconded by Mr. Rozanski. Motion passed with all members of the Washington Township Trustees whom were present voting Aye.

#2025.10.28.010

Append #009

Motion to Authorize the Township Administrator to Enter into an Agreement with Columbus Door Sales for the Replacement of Station 91's Overhead Garage Doors, Cost Not to Exceed \$68,000:

Discussion:

Chief Smith explained that the bay doors have exceeded their expected twenty-five (25) year life span. He noted two of the recently replaced openers will be reused for the installation, in addition to six new openers required.

Motion:

Mr. Kranstuber moved to introduce and authorize the township administrator to enter into an agreement with Columbus Door Sales for the replacement of Station 91's overhead garage doors, cost not to exceed \$68,000, seconded by Mr. Harris. Motion passed with all members of the Washington Township Trustees whom were present voting Aye.

#2025.10.28.011

Append #010

Motion to Approve the Review and Update of Township's Asset Inventory for 2025:

Discussion:

Mr. Richter provided the trustees with a binder of the 2025 asset inventory for review. He explained that Administrative Coordinator Chris Veeck conducts an annual audit of Township assets, verifying each item's location and maintaining updates throughout the year. Mr. Veeck provided a summary of findings and adjustments.

Mr. Richter highlighted the sale of the Honda Civic and Chevy pickup, which were replaced by the Volkswagen ID. Buzz. The Honda Civic was sold for approximately \$8,000, and the Chevy pickup was sold for around \$13,000.

Motion:

Mr. Rozanski moved to introduce and approve the review and update of Township's asset inventory for 2025, seconded by Mr. Harris. Motion passed with all members of the Washington Township Trustees whom were present voting Aye.

#2025.10.28.012

Append #011

Motion to Approve Meeting Minutes:

Mr. Rozanski moved to introduce and approve the minutes from the October 14, 2025, Board of Trustees Meeting, seconded by Mr. Harris. Motion passed with all members of the Washington Township Trustees whom were present voting Aye.

#2025.10.28.013

Append #012

Motion to Approve Consent Agenda:

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

- Bills: October 15, 2025 \$ 188,523.36
- Payroll: October 10, 2025 \$ 571,495.26
- Payroll: October 24, 2025 \$ 514,145.47
- September 2025 Medical Payments \$ 199,248.76
- September 2025 Electronic Payments \$1,487,608.21
- Transfers October 2025 \$ 105,000.00
- Monthly Financial Report for August 2025
- Monthly Financial Report for September 2025

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

#2025.10.28.014

Append #013

Round Table Discussions:

Township Administrator Eric Richter:

- Mr. Richter provided an email from the Dublin Education Foundation (DEF) announcing a Purple Star Club event to be held at Dublin Scioto on November 6 in celebration of Veterans Day. Responding to questions from Mr. Rozanski, Mr. Richter confirmed DEF representatives will attend the December meeting to present on fulfilling the conditions of the Township's grant funding.
- Mr. Richter reported that construction of the Shared Use Path along Shier Rings Road is anticipated to begin in 2026. The City of Dublin is currently conducting right-of-way acquisition and has encountered difficulty contacting the resident at 6114 Shier Lane.
- Mr. Richter shared that he and Mrs. Lawler attended the second hearing of the Gateway Crossing Development Proposal by Jerome Township Zoning Commission. The Commission approved the land use change, but has not reviewed the proposed development. He noted no

further contact has been received from the developer regarding the portion of the proposed development within Washington Township.

Chief John Donahue:

- Chief Donahue provided an update on the recent tanker rollover on State Route 161 within the Township. Battalion Chief Riebel served as Incident Commander, and the incident closed the road for approximately eight (8) hours. The Township will seek reimbursement of approximately \$7,000 from the trucking company for expenses incurred under federal law. Chief Donahue noted that an After-Action Report is being prepared and will be used for training purposes.
- Chief Donahue announced that Dublin City Schools' Young Professionals Academy student Sophie Garcia began her internship with the department today. Two additional students are scheduled through the program in 2026.
- Chief Donahue reported that, per prior discussion, he has invited Firefighter Dalan Zartman and Lt. Bill Kahler to provide a brief presentation on lithium-ion batteries. Responding to Mr. Kranstuber, Chief Donahue confirmed that both are subject matter experts. He noted that several personnel have participated in a project in San Diego to study and remediate a warehouse fire involving lithium-ion batteries. The presentation will include their findings and address questions related to data center and consumer applications.
- Chief Donahue informed the trustees he will be traveling to Qatar in November to conduct a site assessment. As the largest provider of energy in the world, the department there emphasizes prevention, and he looks forward to bringing that knowledge back to Washington Township Fire Department.
- Chief Donahue provided an update on fire apparatus ordered this year. The new Medic 91 has been accepted and will have the radios installed in the coming weeks. An inspection of the new engine for Station 92 has been scheduled at Sutphen in Urbana.

Assistant Chief Adam Smith:

- Chief Smith reported that the property on River Forest used for training during the month of October hosted over fifty (50) live-fire evolutions during the final session on Saturday, October 25. He emphasized that live-fire training opportunities are rare and invaluable to the department.
- Chief Smith announced that the Veterans Day pancake breakfast benefiting Honor Flight will be held on Saturday, November 8 at Station 91.

Human Resources Manager Catherine Grossman:

- Ms. Grossman provided an update on the part-time firefighter hiring process. Twelve (12) candidates will be interviewed this week, with resolutions to hire anticipated by January pending background check results.
- Ms. Grossman reported that thirteen (13) candidates participated in the introductory meeting for the Training Manager position via Zoom.
- Ms. Grossman stated that with the approval of benefits this evening, she will begin preparing open enrollment materials for Township staff.
- Ms. Grossman noted that officers and managers are working to complete performance evaluations by the end of the month.
- Ms. Grossman announced that the office will be closed Tuesday, November 11, in observance of Veterans Day.

- Responding to Mr. Kranstuber, Ms. Grossman indicated the Diversity Committee has been halted due to a federal order but that the department continues its usual recruitment efforts, including attendance at local career fairs.

Adjourn Meeting:

Motion by Mr. Rozanski, seconded by Mr. Kranstuber, to adjourn the meeting of October 28, 2025 at approximately 7:07 p.m.

#2025.10.28.015

Mr. Jan Rozanski, Chair

Mr. Scott Melody, Fiscal Officer