

Minutes of November 18, 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 November 18, 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 Captain Jesse Hill and Lieutenant Evan Will

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

- Jesse Hill as Full-Time Probationary Captain, badge pinned by his daughter, Addyson.
- Evan Will as Full-Time Probationary Lieutenant, badge pinned by his wife, Jenny.

Chief Donahue opened the ceremony by emphasizing the purpose and significance of the oath and the honor of the badge. He highlighted Captain Hill's strong ethics, training, and leadership qualities. Chief Donahue commended Lieutenant Will on his competitive performance in the promotional process, including his consistent leadership throughout the years. Chief Donahue expressed his anticipation for the important contributions both officers will continue to make to the department.

Captain Hill introduced his family and friends in attendance, including his wife, Stephanie; daughters Elaina, Addyson, Alia, and Emmalyn, and son, James. Lieutenant Will introduced his family and friends in attendance, including his wife, Jenny and sons Byron, Eli, and Landen.

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 October 14 through November 18, 2025, including an update on the following:

- During this period, there were twenty-six (26) Total Calls for Service / Self-Initiated Activity, three (3) Total Reports Taken, and one (1) Total Arrest / Citation:
 - The report resulted from a car crash.
- The FCSO SWAT team executed a search warrant on a property on Hayden Run Road in the Township and recovered a previously stolen Porsche 911 out of Florida.
- A "theft of services" contractor case is being resolved by the parties in lieu of criminal charges.
- The Sheriff noticed an increase in distracted driving and planned a target enforcement area at I-270 and US-33.

Append #001

Franklin Soil & Water Conservation District Annual Update – David Reutter

Representatives David Reutter from Franklin Soil & Water Conservation District (FSWCD) and Nathan Ralph from Franklin County Public Health (FCPH) presented the annual update. Washington Township was the final township to receive the update this year. Mr. Reutter noted that the current five-year stormwater permit term is concluding. A new one will begin March 2026 and no major changes are expected. The FSWCD continues to provide information materials to townships for newsletters and social media content. Mr. Reutter also discussed the best practices for salt usage during winter operations to reduce environmental impacts. Mr. Ralph addressed septic system concerns, urging residents to contact FCPH if they suspect sewage discharge into the environment. When asked by Mr. Rozanski about the number of private systems in the Township, Mr. Ralph estimated that approximately 3,500 exist countywide, though he did not have a specific count for Washington Township.

Lithium-Ion Presentation – Washington Township Firefighter Dalan Zartman

Chief Donahue explained that Firefighter Zartman could not be present, as he was serving as the Incident Commander at an active lithium-ion facility incident in California.

Opportunity for Residents to Speak:

Township residents in attendance expressed concerns about the potential development of manufacturing facilities, including lithium-ion or natural-gas powered facilities, within the West Innovation District and near residential neighborhoods. Trustees noted that they have requested that Chief Donahue collaborate with the City of Hilliard and Norwich Township to gather information about potential moratoriums on such facilities.

Chief Donahue will provide a comprehensive presentation at the meeting scheduled for December 9, which will include information from Hilliard and Norwich. Mr. Kranstuber inquired about the scope of the ongoing research, and Chief Donahue explained that the focus is on the facilities themselves, including data centers, primary power sources, and backup systems. He emphasized that the fire department's role is to enforce the Ohio building and fire codes, not to determine what types of facilities may locate within the Township. Mr. Kranstuber reiterated that while the fire department must maintain its role, the Trustees, in representation of the residents and as residents themselves, must evaluate broader public risks, including noise, electricity and water usage, environmental concerns, and potential health risks. The Trustees expressed concerns about such facilities being located near residential areas.

Further discussion included the Ohio Fire Chiefs Association's level of involvement, with Chief Donahue noting that no formal committee currently exists to evaluate lithium-ion facility risks. Resident Todd Hemmert shared his experience at Honda, describing safety measures such as immersing electric vehicles in pools of water during thermal runaway events, and asked whether such risks compare to those in nuclear or chemical plants. Chief Donahue emphasized that all reviews are conducted according to state code requirements and that additional training and resources for a facility would be addressed if needed.

Mr. Harris asked about the approval process for the 2025 fire code updates, and Chief Donahue explained that updates move through the Ohio General Assembly and are incorporated into the administrative code to align with building code revisions. Mr. Rozanski added that the Department of Commerce oversees the adoption of International Building Code standards, with local jurisdictions able to make certain modifications, leading to variation among communities. Chief Donahue noted that Firefighter Dalan Zartman, a nationally recognized subject matter expert, provides guidance to NFPA and supports fire departments responding to lithium-ion incidents.

The discussion also addressed Township boundaries, annexation processes, and the impact that potential railroad barriers could have on emergency response related to the land in Madison County purchased by the City of Dublin, which is the subject of ongoing litigation. The Trustees encouraged residents to remain engaged and emphasized the importance of considering environmental and safety impacts in future development planning.

Resolution to Promote Joseph R. Commisso as Full-time Probationary Firefighter/Paramedic:**Motion:**

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

RESOLUTION TO PROMOTE JOSEPH R. COMMISSO AS FULL-TIME PROBATIONARY FIREFIGHTER / PARAMEDIC

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 Firefighter / Paramedic 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, fire chief 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 promotion of:

Name: Joseph R. Commisso
Position: Probationary Firefighter / Paramedic
Classification: Uniformed Full-Time Non-Exempt
Base Salary: \$73,003.23
Effective date: November 22, 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 November 18, 2025. #2025.11.18.001
Append #002

Resolution to Promote Ethan M. Loring as Full-time Probationary Firefighter/Paramedic:

Motion:

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

RESOLUTION TO PROMOTE ETHAN M. LORING AS FULL-TIME PROBATIONARY FIREFIGHTER / PARAMEDIC

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 September 17, 2025, in the position of Firefighter / Paramedic, 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, fire chief 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 promotion of:

Name: Ethan M. Loring
Position: Probationary Firefighter / Paramedic
Classification: Uniformed Full-Time Non-Exempt
Base Salary: \$73,003.23
Effective date: November 22, 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 November 18, 2025. #2025.11.18.002

Append #003

Resolution to Approve the Nomination of Ronald McClure as the Representative of the Franklin County Townships on the SWACO Board of Trustees:

Discussion:

Mr. Richter explained that Mr. McClure, a Jackson Township Trustee, was the sole applicant and that the bylaws require approval by a majority of townships in the county. Mr. Richter noted he will attend the annual meeting on Wednesday, November 19.

Motion:

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

RESOLUTION APPROVING THE NOMINATION OF RONALD MCCLURE AS THE REPRESENTATIVE OF THE FRANKLIN COUNTY TOWNSHIPS ON THE SWACO BOARD OF TRUSTEES

WHEREAS, in accordance with the Amended Substitute H.B. 592, the Franklin County Board of Commissioners ratified the establishment of SWACO; and

WHEREAS, Section 343.011 of the Ohio Revised Code sets forth the makeup of the Board of Trustees of SWACO; and

WHEREAS, as per Section 343.011 of the ORC, one member of the SWACO Board of Trustees must be a "member representing the townships" in Franklin County; and

WHEREAS, ORC Section 343.011 also requires that the township representative must be a representative that is chosen by a majority of the Board of Trustees.

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

Section 1: Township official Ronald McClure of Jackson Township is hereby approved by this Board of Trustees to serve as a member of the Solid Waste Authority of Central Ohio Board of Trustees and represent Franklin County townships for a two-year term.

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.

Section 3: This Resolution shall take effect and be in force from and after the date of enactment.

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 November 18, 2025.

#2025.11.18.003

Append #004

Resolution to Appoint the Township Administrator and Management Assistant as the Washington Township Elected Officials' Designees for the Purpose of Complying with the Training Requirements Set Forth in the Ohio Public Records Act:

Discussion:

Mr. Richter explained that this resolution is passed every two years and that this year, he and Management Assistant Angie Lawler completed the training on behalf of the elected officials.

Motion:

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

A RESOLUTION APPOINTING THE TOWNSHIP ADMINISTRATOR AND MANAGEMENT ASSISTANT AS THE WASHINGTON TOWNSHIP ELECTED OFFICIALS' DESIGNEES FOR THE PURPOSE OF COMPLYING WITH THE TRAINING REQUIREMENTS SET FORTH IN THE OHIO PUBLIC RECORDS ACT.

WHEREAS, R.C. 109.43 requires "all elected officials or their appropriate designees shall attend training approved by the attorney general as provided in section 109.43 of the Revised Code; and

WHEREAS, pursuant to R.C. 149.43(B), this training must be three hours for every term in office; and

WHEREAS, the Township Administrator and the Management Assistant completed Certified Public Records Training on September 9, 2025; and

WHEREAS, the Township Administrator (Eric Richter) and Management Assistant (Angie Lawler) completed Certified Public Records Training certificates are attached; and

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 appoints the Township Administrator and the Management Assistant to serve, through December 31, 2027, as the Washington Township Elected Officials' designees for the purpose of complying with the training requirements set forth in the Ohio Public Records Act.

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. Harris seconded the motion, and the roll was called, and all members of the Washington Township Trustees whom were present voting Aye. Resolution adopted November 18, 2025. #2025.11.18.004

Append #005

Motion to Authorize the Township Administrator to Enter into an Agreement with The Cabinet Guys for the Replacement of Kitchen Cabinetry at Stations 92 and 93, Cost Not to Exceed \$61,000:

Discussion:

Chief Donahue explained the cost includes the installation of new countertops and cabinets at Stations 92 and 93. He recognized Captain Evan DeGiralomo and Firefighter Joe Curry who managed the bidding process.

Motion:

Mr. Kranstuber moved to introduce and authorize the Township Administrator to enter into an agreement with The Cabinet Guys for the replacement of kitchen cabinetry at Stations 92 and 93, cost not to exceed \$61,000, seconded by Mr. Harris. Motion passed with all members of the Washington Township Trustees whom were present voting Aye. #2025.11.18.005

Append #006

Motion to Authorize the Township Administrator to Enter into an Agreement with Byers Ford for the Purchase of a New Ford Expedition and a Ford Maverick Pick-Up Truck, Cost Not to Exceed \$95,500:

Discussion:

Chief Smith explained that the Expedition will replace the current frontline Battalion Chief vehicle, which will shift to a backup capacity, and that the Maverick will allow the Fire Prevention Bureau to downsize from larger trucks. The replaced full-sized pickup will shift to a utility capacity at one of the stations.

Motion:

Mr. Rozanski moved to introduce and authorize the Township Administrator to enter into an agreement with Byers Ford for the purchase of a new Ford Expedition and a Ford Maverick pick-up truck, cost not to

exceed \$95,500, seconded by Mr. Harris. Motion passed with all members of the Washington Township Trustees whom were present voting Aye.

#2025.11.18.006

Append #007

Motion to Authorize the Township Administrator to Enter into an Agreement with City of Dublin for Emergency Dispatching and Communication Services through NRECC, for the Period January 1, 2026 through December 31, 2028:

Discussion:

Chief Donahue explained that NRECC is transitioning all partner agencies to a run volume-based pricing model, which is anticipated to save the Township approximately \$60,000 this year compared to last year's cost. He also noted suggested wording changes from attorney Brian Zets, which NRECC legal counsel declined to incorporate. The Trustees discussed concerns about long-term cost controls and governance. Chief Donahue noted that Chief Smith serves on NRECC's policy board and emphasized that NRECC is considered a very close partner organization.

Motion:

Mr. Kranstuber moved to introduce and authorize the Township Administrator to enter into an agreement with City of Dublin for emergency dispatching and communication services through NRECC, for the period January 1, 2026 through December 31, 2028, seconded by Mr. Harris. Motion passed with all members of the Washington Township Trustees whom were present voting Aye.

#2025.11.18.007

Append #008

Motion to Approve Meeting Minutes:

Mr. Rozanski moved to introduce and approve the minutes from the October 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.

#2025.11.18.008

Append #009

Motion to Approve Consent Agenda:

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

- Bills: October 30, 2025 \$1,205,003.45
- Payroll: November 7, 2025 \$ 568,867.94
- Payroll: Monthly November 7, 2025 \$ 9,584.00
- October 2025 Medical Payments \$ 213,761.73
- October 2025 Electronic Payments \$1,357,297.81
- Transfers October 2025 \$ 16,000.00

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

#2025.11.18.009

Append #010

Round Table Discussions:

Township Administrator Eric Richter:

- Mr. Richter reported that representatives from the Dublin Education Foundation will attend the December 9 meeting to present updates on their activities and the funds granted to them by the Township.
- Mr. Richter noted the resolution for the Township's grant award for the Shier Rings Shared Use Path will be presented to the Trustees at the December 9 meeting.
- Mr. Richter provided an update on the USPS location in Amlin, whose landlord has elected not to renew the lease. He met with a USPS representative, who initially contacted Mr. Rozanski.

She indicated that the Emerald Parkway facility may serve as a temporary location if a new site in the Amlin area cannot be secured, though the search for a permanent location continues.

- Mr. Richter also updated the Trustees on the proposed Gateway Crossing Development. He attended a meeting the previous day with the developer and representatives of the City of Dublin. Although the developer and real estate broker would like to move forward with the rezoning of the Washington Township parcels, the property lies within Dublin's 208 Plan for water and sewer service, and the City has not currently agreed to waive its rights.
- Mr. Richter reminded the Trustees of the Township Holiday Party on December 3.
- Mr. Richter noted ongoing work on pre-holiday social media content, follow up communication with Stacia Naquin, and planning for a potential live burn opportunity. Footage from the most recent live burn will be incorporated into training and recruitment videos.
- Responding to Mr. Rozanski regarding the pedestrian railroad crossing in Amlin, Mr. Richter explained that the project would need to be re-bid unless CSX installs the sidewalk crossing directly. He added that he recently spoke about the project with Rusty Orben at a Rail Commission meeting. If the project does not proceed, the Township will require reimbursement of its previously committed funds.

Chief John Donahue:

- Chief Donahue presented the October monthly report, noting that concurrent response data is missing because ESO removed that reporting module. He stated that this issue will be resolved with the transition to ImageTrend software, which goes live on January 1.
- Chief Donahue commended Firefighter Chuck Cattrell for his efforts to raise funds in support of Honor Flight, including the annual sale of flowers and poinsettias, and the inaugural Veterans Day Pancake Breakfast. The breakfast raised over \$5,000 through meal purchases and generous donations.
- Chief Donahue shared an example of fire safety education in practice, highlighting the Fire Prevention Bureau's "Close Before You Dose" slogan. A 2025 graduate of the Citizens Fire Academy had been closing interior doors each night at her workplace, the Kelton House Museum. When the museum recently experienced a fire, the closed doors helped protect artifacts and preserved sections of the building.
- Responding to a question from Mr. Krantstuber, Chief Donahue explained the process for determining which hospital a patient is transported to, noting that destination decisions depend on patient preference and the closest appropriate medical facility.

Chief Adam Smith:

- Chief Smith reported that the Vehicle Specification Committee performed the final inspection of the new engine at Sutphen. The engine is scheduled for tool mounting at Heritage this week and will be in service soon. He noted that the engine was purchased for approximately \$657,000, but if ordered today, the cost would be closer to \$1.2 million.
- Chief Smith praised Firefighters Kendall Pannell and Shiloh Bailey for their compassionate efforts during a recent response involving an elderly resident who was initially reluctant to go to the hospital. The firefighters spent more than an hour with the resident, including preparing a meal, before successfully encouraging her to accept transport and receive needed care.
- He also announced Mount Carmel Dublin recognized the Engine and Medic crews responsible for a successful resuscitation of an individual in a park. Although stabilizing the patient was a lengthy process, the patient ultimately left the hospital with no deficits.

Human Resources Manager Catherine Grossman:

- Ms. Grossman reported that open enrollment is in progress, with packets sent both by mail and email. The deadline for submission is December 15.
- Ms. Grossman noted that through generous staff donations, the Township has adopted four families through OneDublin for the holiday season.
- Ms. Grossman reminded the Trustees to RSVP for the upcoming Holiday Party on December 3.
- Ms. Grossman shared that seven (7) part-time candidates have received contingent employment offers pending background check results.

Fiscal Officer Scott Melody:

- Mr. Melody announced that the October financials have been closed.
- Mr. Melody reported completing the Auditor of State's Fiscal Officer training on October 31, describing the training as valuable and informative.

Trustee Chuck Kranstuber:

- Mr. Kranstuber confirmed with Chief Donahue that arrangements have been finalized to support the Dublin Education Foundation's silent auction.
- Mr. Kranstuber commended recent Trustee candidate Hilary Damaser for her strong campaign, community involvement, and continued engagement.

Trustee Stu Harris:

- Mr. Harris echoed Mr. Kranstuber's remarks, noting his long acquaintance with Ms. Damaser and encouraging her to remain involved in Township matters. Ms. Damaser thanked the Trustees and described the election experience as positive and meaningful.

Executive Session – Personnel – To Consider the Appointment, Employment, Dismissal, Discipline, Promotion, Demotion or Compensation of a Public Employee or Official, or the Investigation of Charges or Complaints Against a Public Employee, Official, Licensee, or Regulated Individual, Unless the Employee, Official, Licensee, or Regulated Individual Requests a Public Hearing by Division (G)(1) of Section 121.22 of the Revised Code:

Mr. Kranstuber introduced and moved to enter into Executive Session to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual, unless the employee, official, licensee, or regulated individual requests a public hearing by division (G)(1) of section 121.22 of the Revised Code at approximately 7:23 p.m., seconded by Mr. Harris. Motion passed with all members of the Washington Township Trustees that were present voting Aye.

#2025.11.18.010

Meeting Reconvened and Adjourned:

The meeting reconvened and adjourned at approximately 8:05 p.m. with no action taken.

#2025.11.18.011

Mr. Jan Rozanski, Chair

Mr. Scott Melody, Fiscal Officer