



2013

WASHINGTON TOWNSHIP

ANNUAL REPORT



BOARD OF TRUSTEES

Gene Bostic
Denise Franz King
Charles Kranstuber

FISCAL OFFICER

Joyce Robinson

FACILITIES

**Township Administration
& Training Center**
6200 Eiterman Road
Dublin, Ohio

Fire Station 91,
6255 Shier Rings Road

Fire Station 92
4497 Hard Road

Fire Station 93
5825 Brand Road

Fire Station 95
5750 Blazer Parkway

Parks and Recreation
4675 Cosgray Road
Hilliard, Ohio

Homestead Park
4675 Cosgray Road

**Kaltenbach Park
& Community Center**
5985 Cara Road

Amlin Park
5468 Cosgray Road

ZONING COMMISSION

Marvin Briskey
Tom Frazier
R. Bruce McLoughlin
Becky Princehorn, Secretary
Bruce Robinson
Pat Wilkerson

BOARD OF ZONING APPEALS

Jason Huffman
Richard Kear, Chair
John Nash
Rebecca Princehorn, Secretary
Julie Skolnicki
Ron Wallace



WASHINGTON TOWNSHIP

Located just northwest of the state capital of Columbus, Ohio, Washington Township is the only township in Ohio to include portions of three counties - Delaware, Franklin, and Union. Washington Township encompasses approximately 26 square miles. The largest incorporated region within the Township's boundaries is the City of Dublin, with a population of 43,103 and a daytime population of approximately 70,000. The estimated population of the Township's unincorporated region is 983.

Dublin is headquarters to Fortune 500 companies Cardinal Health and Wendy's International. Dublin is also home to the PGA Tour for Jack Nicklaus' Memorial Tournament.

The Township provides services to both the unincorporated areas and to the City of Dublin. Emergency medical services, fire suppression, fire prevention, and recreation programs are among the services provided directly to all township residents. Road maintenance, planning and zoning services, solid waste collection, snow removal and cemetery maintenance are provided for directly or through outside contracts or cooperative agreements in the unincorporated areas. Washington Township is governed by a board of three elected trustees. The trustees adopt resolutions; approve the annual budget, payrolls and bills; set policy and provide general direction for the operation of the township. An elected Fiscal Officer records the official minutes of the board, maintains the financial records and processes the payroll.

FIRE DEPARTMENT

EMERGENCY RESPONSE

The Fire Department answered 4660 emergency calls, a 5% increase over 2012.

CALL TYPE	TOTAL	% OF TOTAL
Fire	785	17%
EMS	3410	73%
Other*	465	10%

* includes dispatched and cancelled en route , rescues, bomb scares, carbon monoxide investigations, structural collapses, water removal, lock outs, hazardous materials, downed power lines, victim removal from stalled elevators, and extrication from vehicles.

FIRE SAFETY INSPECTIONS

Fire Prevention Division staff conducted 3,118 fire safety inspections in 2013 and ensured that 4152 violations were remedied.

INSPECTION TYPE	NUMBER CONDUCTED
Fire Protection Systems	381
New Construction	549
Existing Commercial Structures	1187
Re-inspections	989
Residential Home Fire Safety	12
Total Inspections	3118
Total Violations	4152

SAFETY EDUCATION

EVENT	ADULTS	YOUTH	TOTAL
First Aid Certification	152	20	172
CPR Certification (Public)	997	175	1172
CPR in the schools (sophomores)	892	892	
Fire Extinguisher Training	250	250	
Sparky's Safety House Tours	200	350	550
School/Group presentations*	406	3029	3435
Special events**	3772	4698	8470

* School/Group presentations include station tours, bicycle safety, Dublin Safety City program, Fire Prevention Week poster contest, school assemblies, and puppet shows.

** Special events include block parties, birthday parties, annual fire station open house, fire truck tours, and Dublin's Spooktacular.

A photograph of firefighters in full gear, including helmets and jackets, standing near a fire truck. The image is partially obscured by a blue and yellow geometric overlay on the left side.

OPERATIONAL IMPROVEMENTS AND CHANGES

BLUE CARD

Blue Card is a Command certification program that teaches company and Fire Command officers how to effectively classify and prioritize emergency conditions (fires, hazmat incidents, mass casualty accidents, etc.) and then assign dispatched incident resources (fire engines, ladder companies, EMS apparatus, supervisors, etc.) to tasks needed to control and mitigate emergencies. The program requires a combination of 50 hours of online course work and 30 hours in-class simulation training. The main difference between this scene management process and traditional fire ground management involves how the in-charge fire officer organizes and utilizes the resources needed to address the emergency. The fire officer's span-of-control is maintained through leaders who are assigned to task teams. Task team assignments are based on the critical factors that the command officer identifies throughout the incident and change as the critical factors change. The emergency scene is defined as geographic sections and task teams are deployed and monitored using this organizational structure. Blue Card's unique scene management approach allows for a safer and more efficient emergency response.

The Blue Card Command program meets the requirements of a scene management model that complies with the federal government's National Incident Management System (NIMS) approach to a local jurisdiction's response to community hazards, implemented following the events of September 11, 2001. The Blue Card emergency scene management tool is beneficial in over 99% of the kind of incidents to which local fire department's respond. Effective incident control has been linked to reducing the time needed for response teams to mitigate emergencies, making for safer communities.

DATA ANALYSIS USED TO REDUCE RESPONSE TIMES

Statistics are a critical aspect of managing an efficient Fire Department. The Fire Department utilizes a variety of data gathering tools to track numerous details about every emergency call answered among which are response times, number of calls, and type of calls. Because fire stations are located, equipped and staffed according to the demand for services, it is important that the fire department's data analysis be sophisticated enough to reveal trends so changes can be made to the the location of fire apparatus, staffing, and medics.

For this reason, staff developed a statistics protocol for analyzing the data that is collected from emergency runs. The analyses have helped the leadership identify ways to reduce turnout times by identifying connectivity issues with the mobile computers in emergency vehicles, and identify and remedy other issues relating to response times by changing processes, equipment locations, and staffing. The data is also used for more long-term needs such as planning for future fire stations and meeting requirements for accreditation by the Center for Public Safety Excellence.

FLEET MAINTENANCE AGREEMENT WITH CITY OF DUBLIN

In 2013, the Township adopted the City of Dublin's vehicle data tracking system by installing electronic data transmitters on each of its vehicles. The transmitters allow the City to record a variety of data about each vehicle when it is fueling at the City's pump station, including fuel usage and required maintenance. This program has eliminated the need for the Township to track this information and provides a reliable way to ensure that all vehicles receive maintenance at the manufacturer's recommended intervals.

This program also made it possible for the Township to enter into an agreement with the City of Dublin Fleet Management Division to service the Fire Department's cars and trucks. The agreement offers the Township a reduced hourly labor rate compared to other service providers and limited markup on parts. This change has proved to be a significant cost savings (11% on parts alone) and also reduced the amount of time emergency vehicles are out of service. Because the program has been so successful, the maintenance agreement was expanded to include all heavy fire apparatus.

APPARATUS REFURBISH VS. REPLACEMENT

As our fire apparatus age, leadership is tasked with the decision to either replace vehicles or refurbish the ones we have. Since the approximate cost of a new medic is \$180,000 to \$250,000 and new fire apparatus as much as \$1 million, Washington Township has found that refurbishing can extend the life of our trucks and reduce operating costs without compromising the safety or function of the vehicle. As a result, the department created a refurbishment schedule for all medics and fire apparatus. Medics are used for seven years and then refurbished. Refurbishment includes replacing the chassis portion of the vehicle and updating the patient compartment, preparing them for another seven years on the road. By refurbishing rather than purchasing new, the department saves one third the cost of a new replacement.

Refurbishment for fire apparatus is scheduled after 10 years, resulting in a reliable service life of twenty years. Fire apparatus refurbishment addresses all general maintenance issues including paint and safety upgrades. In 2013, Engine 94, our back up engine, was refurbished at a cost of \$41,904, approximately one tenth the cost of a replacement. Engine 91 will be refurbished in 2014.

NEW EMS PROTOCOL

Washington Township Fire Department reviewed and updated its entire Emergency Medical Services (EMS) Protocols in 2013. Even though protocols are continuously updated to reflect current treatment practices in the pre-hospital emergency medical setting, the fire department staff and medical directors reviewed the entire document to verify that it met and/or exceeded national, state, and local standards of care. One such example was the addition of a special needs protocol. This protocol helped refine the already existing program by addressing how EMS personnel can better serve residents who have established a relationship with the fire department through the special needs program.

Once the new protocols were adopted, all EMS personnel were trained on the changes through lectures and hands-on experience with the use of a computerized manikin – SimMan®, which can be programmed to simulate a variety of patient symptoms. SimMan® allows paramedics to test their skills in scenarios that are as complicated as real life emergency situations can be. The real-time pace of this training provides valuable experience in recognizing and treating symptoms and has proved to be a valuable tool in enhancing the quality of emergency care we provide.



EMS SUPPLIES INVENTORY

The EMS electronic inventory management system was expanded in 2013 to include each of the fire stations' EMS supply rooms and each of the frontline emergency vehicles.

The inventory management system, Operative IQ, is web based and integrates the use of barcodes to identify every item held in inventory so that supplies are ordered as they are used. With this system, managers have access to a real-time electronic inventory. This system reduces supply costs by eliminating overstocks and, in the case of products with a shelf life, lowers the cost of losses due to fewer expired products.

The use of Operative IQ was also expanded to all medics. Each vehicle has an established inventory list to help insure that it is stocked with the necessary emergency medical supplies. Fire department personnel can easily verify that the correct type and quantity of supplies are in the medics and restock or remove items as needed. This also helps the Fire Department control medical supply costs.

PERSONNEL

The fire department hires all its full time firefighter/Paramedics from its part time roster. To be considered for a full time position, part time firefighters must first complete a mentorship program, spend at least 4-6 months taking emergency calls, meet the department's monthly requirement for hours worked, and earn a top score on the department's panel interview.

To replace staff members who retired or were promoted, 19 part time firefighters were hired. Five part time firefighters were promoted to full time, and full time promotions included one Captain to Battalion Chief, one Lieutenant to Captain, and one firefighter to Captain.



PARKS AND RECREATION DEPARTMENT

VISITORS

Based on data collected from a car counter at the park entrance, Homestead Park visitors were estimated to be 363,625. No car counter is available at Kaltenbach Park. This park is located within walking distance to homes and a large apartment complex, making it difficult to estimate the number of people who use the park's playground, sand volleyball and basketball courts, soccer fields, gazebo, walking paths, grills and shelter.

VOLUNTEERS

Volunteers donated 855 hours of service to the parks in garden maintenance, garden produce deliveries to the food pantry (1099 pounds from the community gardeners' plots), and committee meetings.

EVENTS

Eighteen Parks-sponsored special events attracted 4,783 participants. Events included Wacky Wednesdays, Fun Fridays, Summer Entertainment Series, Touch a Truck, and Fall Fridays. Geared for ages 3-6, Wacky Wednesdays, Fun Fridays and Fall Fridays are very attractive to busy Moms and Dads who enjoy the freedom of not having to register their child ahead of time to participate. The nominal fee of \$1.50 per child covers the cost of supplies for a simple theme-based craft and a self-guided activity in the park. The Summer Entertainment series and Touch-a-Truck events are offered at no cost as they are supported through a sponsor, Giant Eagle.

Five local non-profit organizations held fundraiser 5K fun walk/runs in which 1200 runners/walkers participated plus spectators: Columbus Youth Guild Save Your Brains, 17th District Eastern Star Cancer Project, Huntington's Disease Society of America, Crusade 4 Kids, Franklin Northwest Special Olympics.

Large group visits (school groups, daycare centers and youth clubs) brought 2,118 children to Homestead.

SHELTER HOUSE AND COMMUNITY ROOM RENTALS

948 reservations for meeting rooms and shelter houses were made at Kaltenbach Community Center and Homestead Park. The Community Center and shelter houses are used for a variety of events including graduations, weddings, family reunions, company picnics, school outings, and sports team gatherings.

PARK UPGRADES

Homestead Park was annexed into the City of Hilliard and a contract was awarded for the installation of a water line to supply the Park from Columbus city water sources. The anticipated completion date for the project is April 2014.

Homestead Park's 21-year old water play area was razed and a design for a nature-themed water play area to replace it was drafted. Construction of this park feature is dependent on available funding.

Eight pieces of outdoor fitness equipment were installed at Kaltenbach and Homestead Parks. The equipment, manufactured by Greenfields Outdoor Fitness, are designed to use body weight as the source of resistance for muscle building. Use of each piece targets a different muscle group including those in the shoulders, back, legs, arms, and torso. Built for use outdoors, the cost to maintain these new park features is minimal and involves only refreshing the wood mulch under the equipment and keeping the area free of debris.



FINANCIAL REPORT

Combined Statement of all funds as of December 31, 2013. This is an unaudited financial statement.

*Township rules require an amount equal to 25% of operating expenditures be carried over to the following year to pay bills during the first quarter of the following year. Because townships are funded primarily through real estate and property taxes, the carryover requirement was established to enable the Township to pay bills until the first half tax settlement in mid March. The remainder is reserved to fund future capital projects, such as open space acquisition and replacement of fire engines and medic vehicles, and debt service obligation.

REVENUE RECEIPTS	TOTAL
Taxes	18,504,178.97
Charges for Service	83,572.92
Licenses, permits, and fees	43,814.20
Intergovernmental receipts	2,140,161.21
Interest	112,027.91
All other revenue	313,763.84
Total revenue receipts	21,375,938.24
EXPENDITURE DISBURSEMENTS	
General government	972,104.32
Public safety	15,899,559.50
Public works	2,072,498.73
Capital outlay	1,021,847.38
Debt service – note principal payment	130,000.00
Debt service – interest and fiscal charges	65,755.00
Transfers out	178,419.19
Total expenditure disbursements	20,340,184.12
Total receipts over (under) disbursements	1,035,754.12
Total of receipts and other sources over	0.00
Over (under) disbursements and other uses	1,035,754.12
Fund cash balances, January 1, 2013	24,384,684.63
Fund cash balances, January 31, 2013	25,420,438.75

2013 SCHEDULE OF OUTSTANDING DEBT						
Description	Year Issued	Interest	1-Jan-12	Issued	Retired	Balance 31-Dec-12
Administration Building	2004	1.93	1,735,000.00		130,000.00	1,605,000.00
Total			1,735,000.00	0.00	130,000.00	1,605,000.00

TOWNSHIP ASSESSED VALUATION 2013:	
Real Estate-Residential and Agricultural	1,470,698,430.00
Real Estate- All Other	455,539,340.00
Public Utility (Real Estate)	26,510.00
Public Utility (Personal Property)	34,053,800.00
Personal Property	0.00
Total Assessed Value	1,960,318,080.00



WASHINGTON TOWNSHIP

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