

Minutes of September 11, 2018

Record of Proceedings

Regular meeting of the Washington Township Board of Trustees was held at the Washington Township Administration Building, 6200 Eiterman Road, Dublin, Ohio, on September 11, 2018, at 6:00 p.m. Meeting was called to order by Ms. Denise Franz King, Chair, and the meeting opened with the Pledge of Allegiance.

Roll call – Ms. Denise Franz King, Chair – Present
 Mr. Charles Kranstuber, Vice Chair, - Present
 Mr. Gene Bostic, Trustee – Present

Sheriff's Report:

Deputy Jessie Hatfield gave an updated Report from Franklin County Sheriff's Department.

Resolutions to Conclude Employment:

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

A RESOLUTION CONCLUDING SPENCER J. BENNETT'S EMPLOYMENT AS A PART-TIME FIREFIGHTER / PARAMEDIC

WHEREAS, the Board of Township Trustees of Washington Township hired Spencer J. Bennett on January 25, 2018 to work as a Part-Time Firefighter / Paramedic and

WHEREAS, the Board of Trustees for Washington Township recognizes that Spencer J. Bennett has communicated his intention of resigning for personal reasons.

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:

Name: Spencer J. Bennett
 Position / Department: Firefighter - Paramedic / Paramedic
 Classification: Part-Time
 Effective date: August 31, 2018

SECTION 2: Spencer J. Bennett 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SECTION 4: All prior legislation, or any parts thereof, which is/are inconsistent with this Resolution is/are hereby repealed as to the inconsistent parts thereof.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. Kranstuber seconded the motion, and the roll was called with all members of the Washington Township Board of Trustees voting aye. Resolution adopted September 11, 2018.

#2018.09.11.001
 Append #001

Resolutions to Conclude Employment:

Ms. King introduced and moved the adoption of the following Resolution:

A RESOLUTION CONCLUDING RYAN M. HEAVNER'S EMPLOYMENT AS A PART-TIME FIREFIGHTER / PARAMEDIC

WHEREAS, the Board of Township Trustees of Washington Township hired Ryan M. Heavner on January 12, 2017 to work as a Part-Time Firefighter / Paramedic and

WHEREAS, the Board of Trustees for Washington Township recognizes that Ryan M. Heavner has communicated his intention of resigning for personal reasons.

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: Ryan M. Heavner

Position / Department: Firefighter - Paramedic / Paramedic

Classification: Part-Time

Effective date: September 28, 2018

SECTION 2: Ryan M. Heavner 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. Kranstuber seconded the motion, and the roll was called with all members of the Washington Township Board of Trustees voting aye. Resolution adopted September 11, 2018.

#2018.09.11.002

Append #002

Resolutions to Conclude Employment:

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

A RESOLUTION CONCLUDING JENNIFER B. RUOFF'S EMPLOYMENT AS A PART-TIME FIREFIGHTER / EMT-B

WHEREAS, the Board of Township Trustees of Washington Township hired Jennifer B. Ruoff on January 25, 2018 to work as a Part-Time Firefighter / EMT-B and

WHEREAS, the Board of Trustees for Washington Township recognizes that Jennifer B. Ruoff has communicated her intention of resigning for personal reasons.

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: Jennifer B. Ruoff

Position / Department: Firefighter - Paramedic / EMT-B

Classification: Part-Time

Effective date: August 6, 2018

SECTION 2: Jennifer B. Ruoff 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. Bostic seconded the motion, and the roll was called with all members of the Washington Township Board of Trustees voting aye. Resolution adopted September 11, 2018.

#2018.09.11.003

Append #003

Motion to Deny Injury Leave:

Motion by Mr. Bostic, seconded by Ms. King, to deny Lt. Tim Erickson to extend Injury Leave hours past the 960 hours per the Township's Injury Leave Policy, to convert any injury leave hours used in excess of 960 to sick leave usage, and to allow Lt. Erickson to use sick leave for any time needed beyond the 960 hours (of which Lt. Erickson has 2,756 hours accrued and available for use). Motion passed.

#2018.09.11.004

Append #004

Motion to Purchase of Mobile-Tek Fleet Mobile Data Terminal for EMS Reporting:

The current mobile data terminal computers in all front line vehicles are scheduled for replacement. These devices are antiquated and costly to replace. New tablet style computers are less costly and will be used

for dispatching and EMS reporting. The mounting hardware in the vehicles will need to be modified to accommodate the tablet computers.

Vehicle Hardware Upgrade

Item	Quantity	Cost
Getac F110 Tablet PC	18 (Includes Backup)	\$37,530.00
F110 Hand Strap (EMS PC)	6	\$510.00
Docking Stations	14	\$5,040.00
F110 Vehicle Charger	18	\$1,710.00
F110 Keyboard	10	\$1,300.00
Vehicle Mounting Hardware. Some current hardware may be used. Price not to exceed quote.	11	\$7,975.00
Shipping	1	\$200.00
Total Project Cost	Competitive and State Bid quotes are attached.	\$54,265.07

Motion by Mr. Kranstuber, seconded by Mr. Bostic, to authorize the township administrator to enter into a purchase agreement with Mobile-Tek for replacement of vehicle mounting hardware and purchase of tablet style computers cost not to exceed \$55,000.00 with funding for this project appropriated from the EMS Fund. Motion passed.

#2018.09.11.005

Append #005

Motion to Purchase of ESO Electronic Health Record (EHR) EMS Reporting Software:

Currently the EMS division is using a paper form for initial patient documentation during EMS incidents. The paper form returns to the station and the member then enters the information manually into the Firehouse software. ESO Solutions has purchased Firehouse software and integrated their EHR EMS reporting software into the Firehouse program. This integration will allow members to complete EMS reports in the field and send completed reports to the emergency department with very little manual data entry. ESO Software is HIPPA compliant and State of Ohio EMSIRS 3 certified. The initial cost includes database set up and training in the amount of \$21,445.00

Motion by Mr. Bostic, seconded by Mr. Kranstuber to direct the township administrator to enter into a contract with ESO for electronic reporting software in the amount not to exceed \$22,000.00 for year one with funding for this project appropriated from the EMS Fund. Motion passed.

Noting this is State Bid.

#2018.09.11.006

Append #006

Motion to Approve Firehouse Software Annual License Agreement

Washington Township Fire Department has used Firehouse Software as our record management system (RMS) since 1996. Firehouse Software has been purchased a couple of times in recent years (Xerox and Conduent), and in the fall of 2017 was purchased by ESO Software. This has been a great acquisition for our department, as ESO has one of the better EMS software programs on the current market and this last acquisition has allowed Washington Township Fire Department to move forward with mobile EMS reporting without compromising important data pertaining to our accreditation and ISO-1 designations. Firehouse Software material, including invoices, are now branded with the ESO/Firehouse Software name. Historically, each annual renewal of the license agreement has a 2%-3% increase in cost. The enclosed invoice for the annual license agreement, beginning October 1, 2018-September 30, 2019 comes with a 0% increase in cost. The invoice for \$12,650.00 is the exact amount the department paid one year ago. This agreement provides the department with free updates throughout the year to all Firehouse Software modules and free access to technical support.

Motion by Ms. King, seconded by Mr. Kranstuber, to approve payment of the annual Firehouse Software license agreement at a cost not to exceed \$12,650.00. Motion passed.

#2018.09.11.007

Append #007

Motion to Approve Repairs to the Fire Safety Trailer:

In 2003, the fire safety trailer was purchased as a tool to enhance the fire safety programs offered by Washington Township Fire. Over the past 15 years, the trailer has begun to deteriorate and is in need of repair. In an effort to extend the service life, the trailer was evaluated and a list of repairs were recommended. If all of the recommendations are addressed, the trailer should meet the needs of the department for the next several years and remain a valuable resource to the community.

Motion by Mr. Kranstuber, seconded by Mr. Bostic to approve repairs to the Fire Safety Trailer not to exceed \$4,500. Motion passed.

#2018.09.11.008

Append #008

Motion to Purchase Chairs for Stations:

To assure our facilities meet the needs of our employees and look respectable to the public, the department regularly evaluates their overall appearance and reliability. Through this process, we have identified several chairs at Stations #91 and #93 that need replaced and have included them in our 2018 capital improvement budget. The department sought multiple bids for this project and is recommending approval of the lowest bid not to exceed \$8,000

Motion Mr. Bostic, seconded by Ms. King, to approve the purchasing of chairs for Stations #91 & #93 in the amount not to exceed \$8,000. Motion passed.

#2018.09.11.009

Append #009

Resolution Authorizing Payment for Zoning:

Ms. King introduced the following resolution and moved its passage:

RESOLUTION

AUTHORIZING THE PAYMENT FROM THE GENERAL FUND FOR EXPENSES INCURRED FOR REMOVAL OF JUNK MOTOR VEHICLE AND REMOVAL OF WILD VEGETATION AND TRASH DEBRIS Ohio Revised Code § 505.871 & 505.87

WHEREAS, the occupants (the "Occupants") at 6910 Rings Road, 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, Occupants have been previously notified of such determination by the Township, been given time to remediate it and have not acted; 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 approximately \$ 6,000 for removal of a junk motor vehicle and 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 junk motor vehicle 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. Kranstuber seconded the motion and, after discussion, a roll was called with all members of the Washington Township Board of Trustees voting aye. Resolution adopted September 11, 2018.

#2018.09.11.010

Append #010

Resolution Authorizing Payment for Zoning:

Mr. Kranstuber introduced the following resolution and moved its passage:

RESOLUTION

AUTHORIZING THE PAYMENT FROM THE GENERAL FUND OR EXPENSES INCURRED FOR REMOVAL OF WILD VEGETATION, TRASH DEBRIS AND JUNK VEHICLES Ohio Revised Code § 505.87

WHEREAS, the occupants (the "Occupants") at 6191 Cosgray Road, 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, Occupants have been previously notified of such determination by the Township, been given time to remediate it and have not acted; 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 approximately \$10,000 for removal of wild vegetation, trash debris and junk vehicles 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. Bostic seconded the motion and, after discussion, a roll was called with all members of the Washington Township Board of Trustees voting aye. Resolution adopted September 11, 2018.

#2018.09.11.011

Append #011

Resolution Accepting the Amounts and Rates:

Mr. Bostic 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, 2019; 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

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 2018 (collection year 2019) as follows:

SCHEDULE A

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

FUND	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
General Fund		\$1,148,744.36	0.50	
Road & Bridge Fund				
Cemetery Fund				
Police Fund				
Fire Fund	\$20,700,773.16			14.95
Road District Fund				
General (Note) Bond Retirement				
TOTAL	\$20,700,773.16	\$1,148,744.36	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. Kranstuber seconded the Resolution and the roll was called with all members of the Washington Township Board of Trustees voting aye. Resolution adopted September 11, 2018.

#2018.09.11.012
Append #012

Approval of the Minutes:

Motion by Mr. Kranstuber, seconded by Ms. King, to approve the meeting minutes of August 14, 2018, as presented. Motion passed.

#2018.09.11.013

Motion by Mr. Bostic, seconded by Ms. King, to approve the meeting minutes of August 20, 2018, as presented. Motion passed.

#2018.09.11.014

Approval of Bills, Payroll and Transfers:

Motion by Mr. Kranstuber, seconded by Mr. Bostic, to ratify the bills for the Township, and to include all the now and then certificates, dated August 15, 2018, in the amount of \$69,677.62. Motion passed.

#2018.09.11.015
Append #013

Motion by Ms. King, seconded by Mr. Kranstuber, to ratify the bills for the Township, and to include all the now and then certificates, dated August 31, 2018, in the amount of \$267,940.32. Motion passed.

#2018.09.11.016
Append #014

Motion by Mr. Bostic, seconded by Ms. King, to ratify the ACH Payments for August 2018, in the amount of \$1,078,565.13. Motion passed.

#2018.09.11.017
Append #015

Motion by Mr. Kranstuber, seconded by Mr. Bostic, to ratify the payroll for August 24, 2018, in the amount of \$446,707.13. Motion passed.

#2018.09.11.018
Append #016

Motion by Mr. Kranstuber, seconded by Mr. Bostic, to ratify the payroll for September 7, 2018, in the amount of \$414,180.27. Motion passed.

#2018.09.11.019
Append #017

Motion by Ms. King, seconded by Mr. Kranstuber, to ratify the Transfers for July 2018, in the amount of \$10,500. Motion passed.

#2018.09.11.020

Append #018

Motion to Approve Expense for Deployment:

Motion by Mr. Kranstuber, seconded by Mr. Bostic, to authorize the Township Administrator to sign off on a deployment of a maximum of three Washington Township Firefighters as part of a larger regional water task force, at a cost not to exceed \$18,000. Motion passed.

#2018.09.11.021

Append #019

Motion to Approve Additional Funds for the Branding Project:

Motion by Mr. Kranstuber, seconded by Ms. King, to approve additional funding for the Branding Project for additional 40 hours for IBEL in the amount not to exceed \$5,760. Motion passed.

#2018.09.11.022

Motion to Approve Rings Road Cemetery Landscaping and Fencing:

Motion by Mr. Kranstuber, seconded by Mr. Bostic, to approve funding for landscape maintenance of the Rings Road Historical Cemetery on Cosgray Road in the amount of \$6,314.42 paid to Brightview Landscaping Company. Motion passed.

#2018.09.11.023

Round Table Discussions were held.

Discussion was held regarding annexing Township Property of McKitrick and Jerome Roads into the City of Dublin and the Board was in favor of moving forward with the annexation.

Updates were given on Strategic Goals by the Fire Department. Presentations appended to the meeting minutes.

Append #020

Adjourn Meeting:

Meeting of September 11, 2018, adjourned at approximately 8:10 p.m.

Ms. Denise Franz King, Chair

Ms. Joyce E. Robinson, Fiscal Officer