

Minutes of December 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 December 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.

Presentations:

Mr. Keljo with Franklin County Soil and Water, and also Mr. Nathan Ralph with Franklin County Public Health, were both present to give updates and presentations. The information they provided is appended to the meeting minutes and available upon request.

Append #001

2019 Temporary Budget:

The revised 2019 Temporary Budget for Washington Township was presented to the Board of Trustees for review and approval. The Temporary Budget reflects preliminary revenue and expenditure estimates based upon information received from the Franklin County Budget Commission dated July 24, 2018 as well as Board priorities established since the adoption of the tax budget in June 2018.

Estimated Revenues

The proposed 2019 Temporary Budget assumes an approximate 4.2% revenue increase from the repealed and amended 2018 Permanent Budget. This increase is a reflection of revenues associated with EMS Transport Billing, reimbursement from the FEMA Firefighter Assistance Grant and increases in tax collections associated with the triennial update of real property values by the Franklin County Auditor. The -0.7% decrease in General Fund estimated revenue is primarily related to previous overstatements provided to the Township by the Budget Commission which were amended in June 2018.

Estimated Revenues by Fund

| | 2018 (Repealed and Amended Amounts) | 2019 June Tax Budget | 2019 Adjusted Budget | Percent Change 2018 to 2019 Adjusted Budget |
|---------------------------|-------------------------------------|----------------------|----------------------|---|
| General Fund | \$ 1,303,416 | \$ 1,218,543 | \$ 1,294,622 | -0.7% |
| Motor Vehicle Fund | \$ 4,500 | \$ 4,500 | \$ 4,500 | 0.0% |
| Gasoline Fund | \$ 90,000 | \$ 90,000 | \$ 90,000 | 0.0% |
| Police Fund | \$ - | \$ - | \$ - | 0.0% |
| Fire Fund | \$20,405,672 | \$20,976,850 | \$21,265,310 | 4.2% |

| | | | | |
|-------------------------|--------------|--------------|--------------|-------|
| EMS Billing Fund | \$ 800,000 | \$ 800,000 | \$ 900,000 | 12.5% |
| TOTAL REVENUES | \$22,603,588 | \$23,089,893 | \$23,554,432 | 4.2% |

Expenditure Appropriations

The proposed budget assumes a blended increase of appropriations totaling 4.1% for an all funds budget of \$24,328,116, however appropriation increases remain flat or modest in the Motor Vehicle, Gasoline and Fire Funds. The single largest increase in appropriations is within the EMS Billing Fund as we continue to shift allowable costs to this funding source.

Proposed Appropriations by Fund

| | 2018 | 2019 June Tax Budget | 2019 Adjusted Budget | Percent Change 2018 to 2019 Adjusted Budget |
|---------------------------|--------------|-----------------------------|-----------------------------|--|
| General Fund | \$ 816,280 | \$ 822,140 | \$ 875,860 | 7.3% |
| Motor Vehicle Fund | \$ 17,000 | \$ 17,000 | \$ 17,000 | 0.0% |
| Gasoline Fund | \$ 194,700 | \$ 194,700 | \$ 194,700 | 0.0% |
| Police Fund | \$ - | \$ - | \$ - | 0.0% |
| Fire Fund | \$21,334,000 | \$21,394,855 | \$21,695,056 | 1.7% |
| EMS Billing Fund | \$ 999,600 | \$ 1,357,942 | \$ 1,545,500 | 54.6% |
| TOTAL EXPENDITURES | \$23,361,580 | \$23,786,637 | \$24,328,116 | 4.1% |

2019 Budget Highlights:

- Commensurate with the Compensation Plan adopted in November, allows for salary adjustments for 2019.
- Estimated medical insurance appropriations were held flat as the Township moves to a self-funded model beginning January 1, 2019.

101 General Fund

- Adjustments were made to reflect statutory increase in Trustee salaries which were effective January 1, 2018. This resulted in modest increases to salary and OPERS line budget items.
- Capital Appropriations totaling \$35,000 to provide for General Fund contributions for various building improvements proposed for 6200 Eiterman Road during 2019.
- Estimated “transfer out” reimbursement to the Fire Fund for certain General Fund expenses.

201 Motor Vehicle License Tax Fund

- Funding is included for various property services of the Township.

202 Gasoline Tax Fund

- A Capital appropriation remains to provide resources for chip seal, patching, or repaving within Amlin Alleys.

211 Fire Fund

- Appropriation increase of 1.7% primarily related to Capital Improvement items and carryover appropriations related to the FEMA Firefighter Assistance Grant purchases which will also be reimbursed during 2019. Historically Fire Fund “actual expenditures” come in under budgeted appropriations, and I anticipate that will occur again during 2019.

EMS Billing Fund

- The EMS Manager position and all Part-Time Firefighter/EMT positions are now budgeted using this funding source.
- ESO (EMS software) and associated costs are funded here, in addition to EMS Supplies and contract services.
- Includes the costs of a Medic refurbishment and vehicle.

2019 Temporary Budget Resolution:

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

WHEREAS the levels of resources have been identified for the 2019 fiscal year, and WHEREAS appropriate planning and consultation within the Township has been accomplished; and

WHEREAS the Township’s Fiscal Officer, Administrator and the Fire Chief are now prepared to present the 2019 Temporary Budget; and

WHEREAS the Township’s Fiscal Officer, Administrator and the Fire Chief have prepared the 2019 Temporary Budget Appropriations resolution;

NOW THEREFORE BE IT RESOLVED, that the 2019 Temporary Appropriations and Fiscal Operating, Capital and Debt Service Budgets of Washington Township, Franklin, Delaware and Union Counties, Ohio, for fiscal year 2019 as supported in the accompanying documentation and approved by the Trustees, Fiscal Officer, Administrator and the Fire Chief, to make expenditures within the projected income levels, provided that bills and payrolls shall be submitted to and approved for payment upon resolution of the Board; and

BE IT FURTHER RESOLVED, that the Fiscal Officer be instructed to incorporate the Temporary Budget Resolutions, and all supporting documents into the minutes and appendices of this meeting, and to file these materials with the official records of this Township.

BE IT FURTHER RESOLVED, that 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.

BE IT FURTHER RESOLVED that 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 with all members of the Board of Trustees voting aye. Resolution adopted.

#2018.12.11.001

Append #002

Snow Removal in the Unincorporated Area:

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

A RESOLUTION AUTHORIZING AND DIRECTING THE TOWNSHIP ADMINISTRATOR TO NEGOTIATE, SIGN AND FUND AGREEMENTS FOR ALL ROADWAYS FOR SNOW REMOVAL IN THE UNINCORPORATED AREAS OF WASHINGTON TOWNSHIP, AND AUTHORIZING PAYMENT TO THE FRANKLIN COUNTY ENGINEER UP TO \$15,000 AND JEROME TOWNSHIP UP TO \$500.

WHEREAS, Washington Township, Ohio (Franklin, Delaware, and Union Counties) needs to contract for snow and ice removal services for the 2018 – 2019 season, and the Franklin County Engineer and Jerome Township have agreed to assist the Township in performing these services for the Township.

WHEREAS, Washington Township and the Franklin County Engineer formalized a Maintenance Agreement in 2016 outlining road maintenance services for certain Township roads;

WHEREAS, Jerome Township has agreed to provide snow removal and salt spreading for portions of Fulk Road located in Washington Township at a cost not to exceed \$500 for the 2018 – 2019 season; and

WHEREAS, the Township needs to contract for snow and ice removal services for the 2018 – 2019 season, and the Franklin County Engineer and Jerome Township have agreed to, once again, perform these services for the Township.

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 authorizes and directs the Township Administrator to negotiate, sign and fund agreements for Snow and Ice Removal Services for the 2018 – 2019 Season.

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. Kranstuber seconded the motion, and the roll was called with all members of the Board of Trustees voting aye. Resolution adopted.

#2018.12.11.002

Append #003

Resolution Concluding Employment:

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

A RESOLUTION CONCLUDING STEVEN A. ROSSI'S EMPLOYMENT AS A PART-TIME FIREFIGHTER / EMT-B, and

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

WHEREAS, the Board of Trustees for Washington Township recognizes that Steven A. Rossi 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: Steven A. Rossi

Position/Department: Firefighter – EMT- B
Classification: Part-Time
Effective date: November 15, 2018

SECTION 2: Steven A. Rossi 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 Board of Trustees voting aye. Resolution adopted.

#2018.12.11.003

Append #004

Resolution to Hire:

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

**RESOLUTION TO HIRE CRAIG A. ARMSTRONG AS A PROBATIONARY
PART-TIME FIREFIGHTER / EMT-B**

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

WHEREAS, a need to fill a vacancy in the position of part-time firefighter, 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 township administrator, human resource manager, and fire chief;

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 hiring of:

Name: Craig A. Armstrong
Position: Probationary Firefighter / EMT-B
Classification: Uniformed Part Time Non-Exempt
Salary: \$12.96 per hour
Effective date: November 15, 2018

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. Bostic seconded the motion, and the roll was called with all members of the Board of

Trustees voting aye. Resolution adopted.

#2018.12.11.004

Append #005

Resolution to Hire:

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

RESOLUTION TO HIRE BRENDAN T. BOBO AS A PROBATIONARY PART-TIME FIREFIGHTER / EMT-B

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

WHEREAS, a need to fill a vacancy in the position of part-time firefighter, 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 township administrator, human resource manager, and fire chief;

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 hiring of:

Name: Brendan T. Bobo

Position: Probationary Firefighter / EMT-B

Classification: Uniformed Part Time Non-Exempt

Salary: \$12.96 per hour

Effective date: November 15, 2018

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. Bostic seconded the motion, and the roll was called with all members of the Board of Trustees voting aye. Resolution adopted.

#2018.12.11.005

Append #006

Resolution to Hire:

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

RESOLUTION TO HIRE NICHOLAS J. BROWN AS A PROBATIONARY PART-TIME FIREFIGHTER / EMT-B

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

WHEREAS, a need to fill a vacancy in the position of part-time firefighter, 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 township administrator, human resource manager, and fire chief;

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 hiring of:

Name: Nicholas J. Brown
Position: Probationary Firefighter / EMT-B
Classification: Uniformed Part Time Non-Exempt
Salary: \$12.96 per hour
Effective date: November 15, 2018

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. Bostic seconded the motion, and the roll was called with all members of the Board of Trustees voting aye. Resolution adopted.

#2018.12.11.006
Append #007

Resolution to Hire:

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

RESOLUTION TO HIRE NICHOLAS E. BUCCI AS A PROBATIONARY PART-TIME FIREFIGHTER / EMT-B

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

WHEREAS, a need to fill a vacancy in the position of part-time firefighter, 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 township administrator, human resource manager, and fire chief;

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 hiring of:

Name: Nicholas E. Bucci
Position: Probationary Firefighter / EMT-B
Classification: Uniformed Part Time Non-Exempt
Salary: \$12.96 per hour
Effective date: November 15, 2018

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. Bostic seconded the motion, and the roll was called with all members of the Board of Trustees voting aye. Resolution adopted.

#2018.12.11.007

Resolution to Hire:

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

RESOLUTION TO HIRE MARIO D. D'AMICO AS A PROBATIONARY PART-TIME 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 in the position of part-time firefighter, 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 township administrator, human resource manager, and fire chief;

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 hiring of:

Name: Mario D. D'Amico
Position: Probationary Firefighter / Paramedic
Classification: Uniformed Part Time Non-Exempt
Salary: \$13.36 per hour
Effective date: November 15, 2018

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. Bostic seconded the motion, and the roll was called with all members of the Board of Trustees voting aye. Resolution adopted.

#2018.12.11.008

Append #009

Resolution to Hire:

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

RESOLUTION TO HIRE KEITH E. ERNSBERGER AS A PROBATIONARY PART-TIME 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 in the position of part-time firefighter, 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 township administrator, human resource manager, and fire chief;

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 hiring of:

Name: Keith E. Ernsberger
Position: Probationary Firefighter / Paramedic
Classification: Uniformed Part Time Non-Exempt
Salary: \$13.36 per hour
Effective date: November 15, 2018

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. Bostic seconded the motion, and the roll was called with all members of the Board of Trustees voting aye. Resolution adopted.

#2018.12.11.009
Append #010

Resolution to Hire:

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

RESOLUTION TO HIRE ALEC L. RAZOR AS A PROBATIONARY PART-TIME FIREFIGHTER / EMT-B

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

WHEREAS, a need to fill a vacancy in the position of part-time firefighter, 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 township administrator, human resource manager, and fire chief;

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 hiring of:

Name: Alec L. Razor
Position: Probationary Firefighter / EMT-B
Classification: Uniformed Part Time Non-Exempt
Salary: \$12.96 per hour
Effective date: November 15, 2018

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. Bostic seconded the motion, and the roll was called with all members of the Board of Trustees voting aye. Resolution adopted.

#2018.12.11.010

Append #011

Resolution to Hire:

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

RESOLUTION TO HIRE PHILIP A. REGER AS A PROBATIONARY PART-TIME FIREFIGHTER / EMT-B

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

WHEREAS, a need to fill a vacancy in the position of part-time firefighter, 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 township administrator, human resource manager, and fire chief;

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 hiring of:

Name: Philip A. Reger

Position: Probationary Firefighter / EMT-B

Classification: Uniformed Part Time Non-Exempt

Salary: \$12.96 per hour

Effective date: November 15, 2018

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. Bostic seconded the motion, and the roll was called with all members of the Board of Trustees voting aye. Resolution adopted.

#2018.12.11.011

Append #012

Resolution to Hire:

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

RESOLUTION TO HIRE DANIEL W. ROWE, V AS A PROBATIONARY PART-TIME FIREFIGHTER / EMT-B

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

WHEREAS, a need to fill a vacancy in the position of part-time firefighter, 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 township administrator, human resource manager, and fire chief;

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 hiring of:

Name: Daniel W. Rowe, V
Position: Probationary Firefighter / EMT-B
Classification: Uniformed Part Time Non-Exempt
Salary: \$12.96 per hour
Effective date: November 15, 2018

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. Bostic seconded the motion, and the roll was called with all members of the Board of Trustees voting aye. Resolution adopted.

#2018.12.11.012

Append #013

Resolution to Hire:

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

RESOLUTION TO HIRE PAYTON J. SENTER AS A PROBATIONARY PART-TIME FIREFIGHTER / EMT-B

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

WHEREAS, a need to fill a vacancy in the position of part-time firefighter, 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 township administrator, human resource manager, and fire chief;

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 hiring of:

Name: Payton J. Senter
Position: Probationary Firefighter / EMT-B
Classification: Uniformed Part Time Non-Exempt
Salary: \$12.96 per hour
Effective date: November 15, 2018

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. Bostic seconded the motion, and the roll was called with all members of the Board of Trustees voting aye. Resolution adopted.

#2018.12.11.013

Append #014

Approve 2019 Property & Casualty Insurance Premiums Renewal:

Mr. Ryan Keenan with The Keenan Agency was present to answer any question the Board of Trustees might have regarding the renewal of the 2019 Property and Casualty Insurance. Mr. Keenan stated there is only a 1% increase in the premium charge renewal period from 2018.

Motion by Ms. King, seconded by Mr. Kranstuber, to approve the Renewal of the 2019 Property and Casualty Insurance as presented and as recommended in the amount not to exceed \$105,093. Motion passed.

#2018.12.11.014

Append #015

Generator Maintenance Agreement:

Mr. Eric Richter, Township Administrator stated each of Washington Township's five (5) facilities have a standby emergency generator on site. These generators have always been under contract for an annual preventative maintenance program. Our current contract has expired. A competitive bid process has been utilized to select a vendor for preventative maintenance services. The previous vendor charged time and mileage from the moment they would leave their shop until they returned, after all needed repairs were completed. This business practice increases the Township's costs over the recommended vendor attached. We currently have a contract renewal and are recommending the Township switch vendors to WW Williams Company for annual preventative maintenance and operational inspection services for all five (5) of the standby generators, at a cost of \$3,161.00.

Motion by Mr. Bostic, seconded by Mr. Kranstuber, to authorize the Township Administrator to negotiate, sign and fund the agreement with the WW Williams Company for a preventative maintenance program for all five (5) of the Township's emergency standby generators at a cost not to exceed \$3,161.00, as presented and recommended. Motion passed.

#2018.12.11.015

Append #016

SCUBA Diving Equipment:

Chief Alec O'Connell stated as you are aware, the Washington Township Fire Department Dive Team was formed several years ago. At that time, there was only a couple other dive teams in the area but no plans were initially in place with other area teams, as it relates to interoperability. The dive team currently has some equipment that has reached its end-of-life expectancy and is in need of replacement. The 2018 budget has funds set aside for the initial interoperability replacement equipment. Chief O'Connell and Township Administrator recommend replacement of the equipment, when purchased, this will allow the Washington Township Dive Team to be fully interoperable with the Marysville Fire Department Dive Team. Both of the departments are part of the larger Upper Scioto Water Rescue Task Force. The addition of this interoperability function will aid both departments on a day-to-day basis as well, as we mutual aid with each other as rescue dive teams. The process of competitive bid was utilized to determine the best price. The Dive Seekers Company from Philadelphia, PA was the low quote on the recommended equipment.

Motion by Mr. Kranstuber, seconded by Mr. Bostic to allow the Township Administrator to purchase the rescue dive equipment that is needed and recommended at a cost not to exceed \$6,289.55. Motion passed.

#2018.12.11.016

Append #017

Resolution Amending & Replacing Credit Card Policy:

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

A RESOLUTION AMENDING AND REPLACING THE WASHINGTON TOWNSHIP CREDIT CARD POLICY PURSUANT TO RECENTLY ENACTED HOUSE BILL 312

WHEREAS, House Bill (H.B.) 312 of the 132nd General Assembly, Section 1, as codified and made applicable to the Township through O.R.C. § 505.64, sets forth regulations and requirements for local government entities and political subdivisions to adopt a written policy for the use of credit card accounts; and

WHEREAS, H.B. 312 establishes new safeguards for credit card use and seeks to reduce credit card abuse for all local government entities and citizens across Ohio; and

WHEREAS, specifically, H.B. 312 requires the Township to adopt a written policy for the use of credit card accounts addressing all of the following: (1) the officer or positions authorized to use a credit card account; (2) the types of expenses for which a credit card account may be used; (3) the procedure for acquisition, use, and management of a credit card account; (4) the procedure for submitting itemized receipts; (5) the procedure for credit card issuance, reissuance, cancellation, and the procedure for reporting lost or stolen credit cards; (6) each credit card account's maximum credit limit; and (7) the actions or omissions by an officer or employee that qualify as misuse of a credit card account; and

WHEREAS, all local government entities must adopt a written policy addressing these requirements by no later than three months after the effective date of H.B. 312, or by no later than January 31, 2019; and

WHEREAS, the Township previously adopted a brief written credit card policy via memorandum to all Township employees as of April 25, 2014; and

WHEREAS, the Township's current credit card policy must be updated and amended in order to comply with these new requirements under H.B. 312 and codified by O.R.C. § 505.64; and

WHEREAS, the Board of Trustees now wants to amend its current credit card policy for the purpose of reflecting the requirements now in effect under H.B. 312, safeguarding the Township against credit card fraud and abuse, and promoting responsible acquisition, management, and use of Township credit cards.

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 amends and replaces the Washington Township Credit Card Policy as set forth in the document entitled "Washington Township Credit Card Policy" attached hereto as Exhibit A and incorporated by reference.

SECTION 2: The Board of Trustees hereby expressly declares that the Washington Township Credit Card Policy attached hereto as Exhibit A shall serve as the exclusive written policy of the Township for the use of credit card accounts, shall supersede any and all other written policies related to the

use of credit card accounts, and shall apply to all employees, officers, and departments of the Township.

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.

Mr. Kranstuber seconded the motion, and the roll was called with all members of the Board of Trustees voting aye. Resolution adopted.

#2018.12.11.017

Append #018

Annexation Agreement:

Ms. King noted the Annexation Agreement between the City of Hilliard and Washington Township has been finalized as of November 13, 2018, with the City of Hilliard. The Agreement becomes effective 30 days after adoption of the City's legislation. Washington Township Board of Trustees signed the agreement on December 11, 2018. This agreement means in the future any property annexed into the City of Hilliard then become Norwich Township and no longer Washington Township. Append #019

Approval of the Minutes:

Motion by Mr. Kranstuber, seconded by Mr. Bostic, to approve the meeting minutes for November 13, 2018, as amended. Motion passed.

2018.12.11.018

Approval of Bills, Payroll and Transfers:

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 November 15, 2018, in the amount of \$336,284.08. Motion passed.

#2018.12.11.019

Append #019

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 November 30, 2018, in the amount of \$388,119.08. Motion passed.

#2018.12.11.020

Append #020

Motion by Ms. King, seconded by Mr. Kranstuber, to ratify the ACH Payments for November 2018, in the amount of \$1,429,211.76. Motion passed.

#2018.12.11.021

Append #021

Motion by Mr. Bostic, seconded by Mr. Kranstuber, to ratify the Transfers for October 2018, in the amount of \$101,000. Motion passed.

#2018.12.11.022

Append #022

Motion by Ms. King, seconded by Mr. Kranstuber, to ratify the payroll for November 16, 2018, in the amount of \$475,929.74. Motion passed.

#2018.12.11.023

Append #023

Motion by Mr. Kranstuber, seconded by Mr. Bostic, to ratify the payroll for November 30, 2018, in the amount of \$387,793.42. Motion passed.

#2018.12.11.024

Append #024

Motion by Mr. Kranstuber, seconded by Mr. Bostic, to ratify the payroll for December 7, 2018, in the amount of \$9,345.32. Motion passed.

#2018.12.11.026

Append #026

Motion by Mr. Bostic, seconded by Ms. King, to ratify the payroll for December 14, 2018, in the amount of \$463,684.40. Motion passed.

#2018.12.11.025

Append #025

Standard Year End Resolutions:

Trustees Compensation:

Motion by Mr. Kranstuber, seconded by Ms. King, to adopt the resolution accepting maximum compensation allowable by law for the Township Trustees established by the Ohio General Assembly and published in the Ohio Revised Code for individual Township Trustees for and during the year 2019. Motion adopted December 11, 2018.

#2018.12.11.026

Township Fiscal Officer Compensation:

Motion by Ms. King, seconded by Mr. Bostic, to adopt the resolution accepting maximum compensation allowable by law for the Township Fiscal Officer established by the Ohio General Assembly and published in the Ohio Revised Code for individual Township Fiscal Officer for and during the year 2019. Motion adopted December 11, 2018.

#2018.12.11.027

Benefits:

Motion by Mr. Kranstuber, seconded by Mr. Bostic, to adopt the resolution declaring eligibility of Elected Officials to receive health insurance benefits and to provide any/all benefits offered by Washington Township to the newly elected officials and Township Trustees and the Fiscal Officer for and during the year 2019 per the Ohio Revised Code. Motion adopted December 11, 2018.

#2018.12.11.027

Appointing Members to Zoning Commission & Board of Zoning Appeals:

Ms. King moved to adopt the resolution appointing members to the Washington Township Zoning Commission and Board of Zoning Appeals as follows:

- Mr. R. Bruce McLoughlin is reappointed to a five-year term as a member of the Zoning Commission effective January 1, 2019, expiring December 31, 2023.
- Ms. Julie Skolnicki is appointed to a five-year term as a member of the Zoning Appeals Board effective January 1, 2019, expiring December 31, 2023.
- Ms. Rebecca Princehorn is reappointed secretary, treasurer, ex officio, of the Zoning Appeals effective January 1, 2019, expiring December 31, 2019.

Mr. Kranstuber seconded the resolution. Motion adopted December 11, 2018.

#2018.12.11.028

Committee Compensation:

Motion by Mr. Kranstuber, seconded by Mr. Bostic, to adopt a resolution fixing compensation to members of the Washington Township Zoning Commission, Board of Zoning Appeals, and the Fire Appeals Board to allow compensation for these Boards as follows: Member, \$35 per meeting attended; Chair, \$10 per meeting attended above compensation as committee member; if there is an appointed Secretary - \$35 per meeting above compensation as committee member. Motion passed December 11, 2018

#2018.12.11.029

Execute Certain Agreements:

Motion by Mr. Bostic, seconded by Mr. Kranstuber, to adopt a resolution authorizing the Chair and Fiscal Officer, Administrator and/or the Fire Chief to enter into and execute

certain agreements that have been formally introduced and approved by the Board of Trustees and renewal agreements for maintenance and services, change orders to agreements previously approved by the Board for construction and to stay within the departments budget and provided a report of all such agreements shall be presented to the Board for ratification at the next regularly scheduled meeting. Motion adopted December 11, 2018. #2018.12.11.030

Zoning:

Motion by Mr. Kranstuber, seconded by Mr. Bostic, to approve the schedule of zoning fees to include an increase of \$5.00 for zoning map copies as follows:

| | |
|---|--------|
| Copy of Land Use Plan | 30.00 |
| Copy of Zoning Resolution | 30.00 |
| Copy of Zoning Map | 20.00 |
| Certificate of Zoning Compliance | 30.00 |
| Application for variance, appeal or other action of the Board of Zoning Appeals | 80.00 |
| Application for rezoning or other action of the Zoning Commission | 500.00 |
| Additional fee for a special meeting of either the Board of Zoning Appeals or Zoning Commission | 100.00 |
| Home occupation permits | 30.00 |

Motion passed December 11, 2018 #2018.12.11.031

Township's Attorneys:

Motion by Ms. King, seconded by Mr. Kranstuber, to adopt the resolution employing Township's attorneys for particular matters for the year 2019 as follows:

- Bosius, Johnson & Griggs, LLC, Attorneys at Law
- Bricker and Eckler, LLP.
- Scott Warrick
- Isaac, Wiles & Burkholder, LLC
- Sybert, Rhoad, Lackey & Swisher, LLC, Attorneys

Motion adopted December 11, 2018. #2018.12.11.032

Memberships:

Motion by Mr. Kranstuber, seconded by Ms. King, to adopt the resolution renewing membership in the Coalition of Large Ohio Urban Townships, Ohio Township Association, Franklin County Township Association and Delaware County Township Association and Joining the Union County Township Association. Motion adopted December 11, 2018. #2018.12.11.033

Election of Chair and Vice Chair:

Motion by Ms. King, seconded by Mr. Bostic, to nominate Mr. Kranstuber as chair of the Washington Township Board of Trustees for 2019. Mr. Kranstuber abstained. Motion passed December 11, 2018. #2018.12.11.034

Motion by Ms. King, seconded by Mr. Kranstuber to nominate Mr. Bostic, as the Vice Chair of the Washington Township Board of Trustees for 2019 Mr. Bostic abstained. Motion passed December 11, 2018. #2018.12.11.035

Meetings:

Motion by Ms. King, seconded by Mr. Bostic, to establish the second Tuesday at 6:00 P.M. and the fourth Tuesday at 6:00 P.M., of each month for convening regular meetings of the Washington Township Board of Trustees, with meetings to be held at the Township Administration Building, 6200 Eiterman Road. Motion passed December 11, 2018.

Noting: January's Meetings only have been rescheduled for January 7, 2019, at 6:00 P.M. and January 29, 2019, at 6:00 P.M., due to scheduling conflicts of the Trustees.

#2018.12.11.036

Gov Deals:

Motion by Mr. Kranstuber, seconded by Mr. Bostic, to authorize the use of Gov Deals for the purpose of auctioning Township Assets no longer needed. Motion passed December 11, 2018.

Round Table:

Discussion was held regarding missing road sign for Fulk Road. Board directed Mr. Richter to replace the missing sign and use the appropriate fund to pay for this sign.

Executive Session for Personnel Matters:

Motion by Mr. Bostic, seconded by Mr. Kranstuber, to adjourn into executive session for the discussion of Personnel Matters and discussion of compensation of public employees, per the request of the Township Trustees and per the Ohio Revised Code Section #121.22 (G)(1) at 7:39 p.m. The roll was called on with all members of the Washington Township Board of Trustees that were present voting aye. Motion passed.

#2018.12.11.037

Reconvened Meeting:

Meeting reconvened at 7:50 p.m.

Motion:

Motion by Mr. Bostic, seconded by Mr. Kranstuber, to approve a one-time 2.5% performance bonus for Mr. Eric Richter, Township Administrator effective on his next pay. Motion passed.

#2018.12.11.038

Adjourn Meeting:

Meeting of December 11, 2018, adjourned at approximately 7:51 p.m.

Ms. Denise Franz King, Chair

Ms. Joyce E. Robinson, Fiscal Officer