

Minutes of May 14, 2019

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 May 14, 2019, at 6:00 p.m. Meeting was called to order by Mr. Charles Kranstuber, Chair, and the meeting opened with the Pledge of Allegiance.

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

**Township Property on McKitrick/Jerome Road:**

Mr. Daniel Lorenz, citizen of the City of Dublin was present to inquire about the intentions and motivation of Washington Township Trustees for the Township's 5 acre property on McKitrick/Jerome Road. Mr. Lorenz has been working with the City of Dublin on his development at 9341 and 9351 Jerome Road. This development consist of 2,000 square foot cottage looking family homes and this development designed with the input of the City of Dublin has a portion of roads going through the Township's property. The roads in this development are 50 foot right away with 28 foot roads. This project is breaking ground in June. Mr. Lorenz stated taking into consideration from other fire stations built in the Township all 5 acres may not needed to construct a fire station.

Mr. Kranstuber abstained from the conversation due to being a potential buyer in the community.

Ms. King stated in order to keep ISO Rating the Township has to plan for future growth and has to maintain response time within a certain amount of time. There has been no planning for this station or rendering of any architectural drawings, just the purchase of the property. This is at least 5 years out.

Mr. Lorenz stated the drawings showed the road would go on the southwest corner of the Township's property.

Chief Alec O'Connell stated the plan for acquiring both properties McKitrick and Jerome Roads, was to have easy access to both roads to and from this station.

Mr. Lorenz stated he wanted to find out what the Township would be open to do and to acquire the land that would not be utilized.

Ms. King stated it was not the right time to be discussing and did not want to give up any of the land not knowing what the future need would be. Also, we want to keep as much land as we can around a fire house to be good neighbors.

Mr. Eric Richter stated the whole reason we try to communicate with the community even about land purchases, is so as development occurs and people are deciding where they want to live, they aren't blindsided by a fire station but they know in advance the Township has been considering this site for a decade or more and this could be a potential fire station.

Mr. Lorenz said he understood and will go back to the City of Dublin Zoning and express the intentions of Washington Township and see what needs to happen with the design of the roads. He will keep in contact with Mr. Richter and Chief O'Connell.

**Sheriff Report:**

Deputy Cindy Forsythe was present and gave the Sheriff's Report.

**IT Update:**

Mr. Wolf Lant and Mr. Matt Enderle from CompuCorp/Maxtech was present to give an update on the Township's IT projects. Noting the Power Point Presentation is appended to the Minutes.

Append #001

**Resolution 2019 Agreement with CompuCorp:**

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

A RESOLUTION AUTHORIZING AND DIRECTING THE TOWNSHIP ADMINISTRATOR TO EXECUTE A 2019 TECHNOLOGY MANAGED SERVICES AGREEMENT WITH COMPUCORP FOR AN AMOUNT NOT TO EXCEED \$72,400.00 FOR THE PERIOD 5/1/2019 THROUGH 12/31/2019

WHEREAS, the Board of Trustees understands the importance of utilizing technology for the efficient delivery of public services, while also maintaining the confidentiality and security of privileged information; and

WHEREAS, Washington Township implemented a multi-year phased plan to upgrade servers, hardware, software, licensing and firewalls to modernize and update various Township IT related systems; and WHEREAS, CompuCorp has been providing the Township these services, and the Township has been pleased by the progress made and services provided; and

WHEREAS, the Board of Trustees of Washington Township now wants to enter into a new Agreement with CompuCorp for the period of May 1, 2019 through December 31, 2019.

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 execute an Agreement with CompuCorp for information technology managed services (as set forth in the scope of services).

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

#2019.05.14.001

Append #002

#### **Resolution Staff Agreement with CompuCorp/Maxtech:**

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

A RESOLUTION AUTHORIZING AND DIRECTING THE TOWNSHIP ADMINISTRATOR TO EXTEND THE 2019 STAFF AUGMENTATION AGREEMENT TO DECEMBER 31, 2019 WITH COMPUCORP/MAXTECH FOR AN AMOUNT NOT TO EXCEED \$39,000.00.

WHEREAS, the Board of Trustees understands the importance of utilizing technology for the efficient delivery of public services, while also maintaining the confidentiality and security of privileged information; and

WHEREAS, the full-time IT Specialist for Washington Township resigned effective January 4, 2019 and assisted Township staff in updating computer equipment, installing computers and trouble-shooting IT related problems and concerns; and

WHEREAS, CompuCorp has been providing the Township IT consulting services, and the Township has been pleased by the progress made and services provided; and

WHEREAS, the Board of Trustees of Washington Township now wants to extend our original six (6) month Agreement with CompuCorp to December 31, 2019.

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 execute an Agreement with CompuCorp for information technology managed services (as set forth in the scope of services).

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.

Ms. King seconded the motion, and the roll was called on with all members of Washington Township Board of Trustees voting aye. Resolution adopted.

#2019.05.14.002

Append #003

#### **5 Year Capital Improvement Purchases:**

The equipment listed below was identified in the Township's Capital Improvement Budget for replacement. Each of the items or services listed below received multiple quotes and came in under the projected budgeted amount.

- Training Vehicle - The department uses several benchmarks to assure we are effectively identifying equipment that has reached the end of its service life. For apparatus, these benchmarks include years of service, maintenance cost and out of service time. The current training vehicle has met all of the benchmarks listed above and should be considered for replacement. The new pickup truck will allow the training officer to carry his gear in the rear of the truck, which is consistent with our cancer prevention policy. The truck will be purchased based on Commercial Fleet Sales pricing which is currently under the State Bid Pricing. The truck will be purchased through Lebanon Ford not to exceed \$29,000.
- Radiant Heaters - The radiant heating system in the bay at station 93 is over 20 years old and has several maintenance issues. After discussing our options with various HVAC companies, it would be more cost effective to replace the system rather than have it repaired. The lowest bid was submitted by West Jefferson Plumbing and Heating Inc. not to exceed \$9,700.
- Radio - We are in the final stages of a multi-year plan to replace radios that have reached their service life and future repairs will no longer be supported. The purchase of one radio will complete an upgrade of our portable radios for frontline equipment. The radio will be purchased through Motorola Solutions not to exceed \$7,000.
- Fire Safety Trailer - The Fire Safety Trailer is approximately 20 years old and is in need of various upgrades. The trailer is used consistently throughout the year for public education events and on occasion loaned out to mutual aid departments. The exterior of the trailer is showing considerable wear. Several restoration options were considered, such as re-siding, painting and wrapping. It was agreed the most cost efficient way to restore the trailer is to have it wrapped. The work will be completed by Visionary not to exceed \$6,000.
- Door and Windows – There are various windows and doors at Station 91 and Station 93 that need replaced. They are no longer energy efficient and we have experienced water leaks, which have damaged the drywall. They will be replaced with a commercial grade window instead of a residential unit and will last longer against the elements. The work will be completed by All Access not to exceed \$64,000.

Equipment	Cost (Not to Exceed)
Training Pickup Truck	\$ 29,000
Radiant Heaters (Sta. 93)	\$ 9,700
Radios and Accessories	\$ 7,000
Fire Safety House Wrap	\$ 6,000
Doors and Windows Sta. 91/93	\$ 64,000
Total Expenditures (Not to Exceed)	\$115,700

**Motion to Approve Purchase:**

Motion by Mr. Bostic, seconded by Mr. Kranstuber, to approve the 5 Year Capital Improvement Items as presented, discussing and recommended, including training, vehicles, radiant heaters, radio, fire safety trailer wrap, door and window replacements at a cost not to exceed \$115,700. These items were included in the Township's 2019 Budget. Motion passed.

#2019.05.14.003

Append #004

**Motion to Donate Equipment:**

Motion by Ms. King, seconded by Mr. Bostic, to approve the donation of expired personal protective equipment to Delaware Area Career Center as requested from Fire Chief O'Connell. Motion passed.

#2019.05.14.004

Append #005

**Motion to Purchase Software:**

Motion by Mr. Kranstuber, seconded by Mr. Bostic, to approve the purchase of Power DMS Software to assist with CFAI accreditation, operating guideline updates, personnel policies, and training compliance as recommended. Motion passed.

#2019.05.14.005

Append #006

**Approval of the Minutes:**

Motion by Ms. King, seconded by Mr. Kranstuber, to approve the meeting minutes for April 23, 2019, as presented. Motion passed.

#2019.05.14.006

**Approval of Bills, Payroll and Transfers:**

Motion by Mr. Kranstuber, seconded by Ms. King, to ratify the bills for the Township, and to include all the now and then certificates, dated April 30, 2019, in the amount of \$144,756.36. Motion passed.

#2019.05.14.007

Append #007

Motion by Mr. Bostic, seconded by Ms. King, to ratify the Electronic bills for the Township, and to include all the now and then certificates, dated April 2019, in the amount of \$1,030,973.16. Motion passed.

#2019.05.14.008

Append #008

Motion by Ms. King, seconded by Mr. Bostic, to approve the UMR Medical Bills for April 2019, in the amount of \$199,178.32. Motion passed.

#2019.05.14.009

Append #009

Motion by Mr. Kranstuber, seconded by Ms. King, to ratify the payroll for May 3, 2019, in the amount of \$514,028.10. Motion passed.

#2019.05.14.010

Append #010

**Motion to Update Earned Time and Holiday Policy:**

Motion by Mr. Kranstuber, seconded by Ms. King, to approve the update to Earned Time and Holiday Policy as presented and recommended. Motion passed.

#2019.05.14.011

Append #011

**Motion to Change Meeting Date:**

Motion by Ms. King, seconded by Mr. Bostic, to reschedule the meeting for September 10, 2019, to September 3, 2019. Motion passed.

#2019.05.14.012

**Round Table Discussion:**

Discussed paying Franklin County Sheriff's office for additional presence in Washington Township unincorporated area. The Township is permitted to use the Police Fund revenue to pay for this service. Residents at the May 7<sup>th</sup> meeting stated their concern to the Board regarding people speeding on Rings Road and the traffic concerns turning from Rings Road onto Cosgray Road. Also, discussed the Amlin Community clean up scheduled for May 18<sup>th</sup> and 19<sup>th</sup>, 2019. Washington Township Fire Fighters will be station in the area to help assist residents with loading the dumpsters. Also discussed the construction traffic from Ballantrae onto the Amlin alley and the damaged that has been done to the roads from the dump trucks. Discussed upcoming meeting regarding the Amlin area and the Boards direction for those meetings.

**Adjourn Meeting:**

Meeting of May 14, 2019, adjourned at approximately 7:25 p.m.

---

 Mr. Charles Kranstuber, Chair

---

 Ms. Joyce E. Robinson, Fiscal Officer