

## Minutes of June 9, 2020

### Record of Proceedings

Due to Covid-19 this regularly scheduled meeting of the Washington Township Board of Trustees was conducted remotely via <http://global.gotomeeting.com/join/147176629> from the Washington Township Administration Building, 6200 Eiterman Road, Dublin, Ohio, on June 9, 2020, at 6:00 p.m. Meeting was called to order by Ms. Denise Franz King, Chair.

Ms. King reviewed the process of the remote meeting.

Roll call – Ms. Denise Franz King, Chair – Present

Mr. Jan Rozanski, Vice Chair - Present

Mr. Charles Kranstuber, Trustee – Present

### Franklin County Deputy Report:

The Deputy was not present for the meeting and no update.

### EMH&T Presenting Updates Regarding Amlin Project:

Mr. Michael Brehm and Mr. Miles Hebert with EMH&T and Mr. Tony Roell with MKSK were present to view the 2<sup>nd</sup> phase of the Amlin Project (Roadway Improvements, Pedestrian Facilities and the Evaluation of the Drainage Improvements) with the Board of Trustees. Mr. Brehm stated the survey field work was done in March and April. They ran into discrepancy regarding prior surveys done by Franklin County Engineers Office but FCEO has given direction as to how to move forward regarding the discrepancy and the survey. Road-right-away is where it is supposed to be, but there are a couple of buildings that are encroaching the right-away. Mr. Herbert addressed west of the railroad track of Rings Road, where there tends to be flooding. It appears to be a blockage related to the City of Dublin's storm sewer. The nature of the blockage is root systems of trees are invading the storm sewer and there needs to be repairs made or new construction of a new storm sewer. Mr. Herbert stated the drainage tiles are in relatively good shape considering the age but do need to be replaced to handle the drainage. The Cosgray Road storm drains belongs to the City of Dublin and the Rings Road storm drains belongs to Franklin County. Mr. Herbert estimated if we get everyone on board, these improvements would not take place until at least the summer of 2021. The Board directed Mr. Eric Richter, Township Administrator, to reach out to the City of Dublin to get a timeline, as to when they will make these improvements to the Cosgray Road storm drain, and the same with Franklin County Engineers Office for Rings Road. Also, to see if these projects can be accelerated if Washington Township's gets involved. The Board would like to know the estimated cost related to fixing this issue. Mr. David Crone, Resident Rings Road, requested information regarding his down spouts and where they connect but no information was given by EMH&T. Mr. Hebert moved on to discussing east of the railroad tracks and stated that some of the Amlin homes have an "On Lot Sanitation System or Aeration System" which some are draining directly into the sewer system. This is ok if the systems are being maintained but if not maintained this is another issue. Mr. Bruce Robinson, Resident of Rings Road, stated that houses west of the railroad tracks on Rings Road, property owners have leach beds with a curtain drain around the leach, which then drains the excess water to the road storm drain. Mr. Hebert stated that is true for houses that have the property but not so with the smaller lots. Mr. Robinson asked if the flooding to the rear of his property was being address due to the new development of Ballantrae (field tiles destroyed during construction which drains to the north and under the railroad tracks). Mr. Hebert said there is a drain that goes under the railroad track but it doesn't go anywhere and doesn't help the situation. If a new storm system is constructed this issue could be addressed at that point.

The signage of Amlin was reviewed by Mr. Roell, the style/design, location of the sign and landscaping. Ms. Margaret Scott, Resident on Rings Road, stated their preference would be the squared off sign and in the color green. Mr. Roell stated the roadway improvements need to get underway before the signage could move forward. The Board would like to set a goal of having the signage completed by the fall. Mr. David Patch, Resident on Rings Road, requested the location of the sign maintain clear view when driving in and out of the driving.

The Amlin Basin and improvements were also discussed. Mr. Richter was asked to contact legal to research options pertaining to making the improvement since this property is privately owned.

The Board emphasized getting this project moving quicker than it has been and getting it done. Mr. Kranstuber stated let's show these neighbors and residents that Government came work for them and that it isn't going to take 2, 3 or 4 years!

The Board thanked everyone for their participation in this presentation.

Noting: Presentation appended to the meeting Minutes and is available on our website.

Append #001

### 2021 Temporary Budget Appropriations:

#### Revenue:

Calendar year 2020 revenue estimates were used as a baseline for the 2021 Temporary Tax Budget. For 2021, the Gasoline Fund revenue has been reduced from \$130,000 to \$110,000 due to an anticipated reduction in gas tax receipts associated with the Governor's Stay-At-Home directive, and more people driving less with many people working from home. We have left the EMS Billing Fund revenue estimate the same as 2020 at this time, however this estimate may need to be adjusted down later in the year when we have more revenue data to analyze from this year.

#### Estimated Revenues by Fund

	2020	2021 June Tax Budget	Percent Change between 2020 and 2021 Tax Budget
<b>General Fund</b>	\$ 1,403,494	\$ 1,511,303	7.7%
<b>Motor Vehicle Fund</b>	\$ 4,500	\$ 4,500	0.0%
<b>Gasoline Fund</b>	\$ 90,000	\$ 110,000	22.2%
<b>Police Fund</b>	\$ -	\$ -	0.0%
<b>Fire Fund</b>	\$ 22,674,679	\$ 21,359,474	-5.8%
<b>EMS Billing Fund</b>	\$ 900,000	\$ 900,000	0.0%
<b>TOTAL REVENUES</b>	\$ 25,072,673	\$ 23,885,277	-4.7%

#### Appropriations:

Staff worked internally on a 2021 Temporary Appropriation Budget. The proposed 2021 Temporary Budget relies on a number of estimates related to cost of living adjustments and 2021 benefit costs, both of which remain unknown at this time. The Fire Department continues to explore ways to shift costs to the new EMS Fund related to personnel, supplies and capital equipment.

#### Proposed Appropriations by Fund

	2020	2021 June Tax Budget	Percent Change between 2020 and 2021 Tax Budget
<b>General Fund</b>	\$ 1,043,300	\$ 1,035,000	-0.8%
<b>Motor Vehicle Fund</b>	\$ 17,000	\$ 25,000	47.1%
<b>Gasoline Fund</b>	\$ 194,700	\$ 304,300	56.3%
<b>Police Fund</b>	\$ 30,000	\$ 30,000	0.0%
<b>Fire Fund</b>	\$ 20,009,705	\$ 21,693,500	8.4%
<b>EMS Billing Fund</b>	\$ 1,442,500	\$ 1,330,500	-7.8%
<b>TOTAL EXPENDITURES</b>	\$ 22,737,205	\$ 24,418,300	7.4%

#### Summary:

Due to COVID-19 and the impacts on employment, housing, and overall construction and development, it is likely the Township may experience flat, or even reduced, real estate tax revenues. Additionally, the County Treasurer has extended the property tax due date from June 21<sup>st</sup> to August 5<sup>th</sup> this year. The Township has been fiscally prudent with resources and can sustain a delay in receiving our real estate tax receipts. However, we will want to continue to monitor this as the true impact on our revenues may not be felt until mid-2021 or early 2022 depending upon the impact of COVID-19 on the wider housing market.

Due to so many variables, there may be some changes to the estimated revenues and appropriations as we get closer to the end of 2020 and have a somewhat clearer picture of how the overall Central Ohio economy is doing.

**Resolution to Adopt 2021 Temporary Budget:**

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

WHEREAS the levels of resources have been identified for the 2021 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 2021 Temporary Budget; and

WHEREAS the Township's Fiscal Officer, Administrator and the Fire Chief have prepared the 2021 Temporary Budget Appropriations resolution;

NOW THEREFORE BE IT RESOLVED, that the 2021 Temporary Appropriations and Fiscal Operating, Capital and Debt Service Budgets of Washington Township, Franklin, Delaware and Union Counties, Ohio, for fiscal year 2021 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. Rozanski seconded the motion and the roll was called on with all members of the Board of Trustees voting aye. Resolution adopted.

#2020.06.09.001

Append #002

**Participate in Franklin County Department of Housing:**

Motion by Mr. Kranstuber, seconded by Mr. Rozanski, authorizing and directing the Township Administrator to continue to participate in the Franklin County Department of Housing and Urban Development (HUD) Entitlement Program. Motion passed.

#2020.06.09.002

Append #003

**Extend Flushing and Pumping Services:**

Motion by Mr. Rozanski, seconded by Mr. Kranstuber, authorizing and directing the Township Administrator to accept the City of Dublin's request to extend for an additional year the flushing and pumping services for public fire hydrants to August 1, 2021. Motion passed.

#2020.06.09.003

Append #004

**Renew Vision Insurance Policy:**

Motion by Mr. Kranstuber, seconded by Ms. King, authorizing and directing the Township Administrator to renew the Township's Vision Insurance Policy with VSP through December 31, 2022, at the same rate. Motion passed.

#2020.06.09.004

Append #005

**Approval of the Minutes:**

Motion by Mr. Kranstuber, seconded by Mr. Rozanski, to approve the meeting minutes as presented for May 26, 2020. Motion passed.

#2020.06.09.005

**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 May 29, 2020, in the amount of \$101,455.06. Motion passed.

#2020.06.09.006

Append #006

Motion by Mr. Kranstuber, seconded by Ms. King, to ratify the Electronic Bills, as presented, dated May 2020, in the amount of \$1,436,455.50. Motion passed.

#2020.06.09.007

Append #007

Motion by Ms. King, seconded by Mr. Rozanski, to ratify the Medical UMR bills for May 2020, in the amount of \$318,768.31. Motion passed.

#2020.06.09.008

Append #008

Motion by Mr. Rozanski, seconded by Mr. Kranstuber, to ratify the payroll for May 29, in the amount of \$445,822.53. Motion passed.

#2020.06.09.009

Append #009

#### **Round Table Discussion:**

##### **Executive Session for Personnel Matters:**

Motion by Mr. Kranstuber, seconded by Mr. Rozanski, to adjourn into executive session for the discussion of Personnel Matters, and to the disciplinary matters of Township Staff, per the request of the Administrator and per the Ohio Revised Code Section #121.22 (G)(1) at 8:00 p.m. The roll was called on and all members of the Washington Township Board of Trustees voted aye. Motion passed.

#2020.06.09.010

##### **Executive Session Land Acquisition:**

Motion by Mr. Kranstuber, seconded by Mr. Rozanski, to adjourn into executive session for the discussion of Land Acquisition per the request of the Trustees and per the Ohio Revised Code Section #121.22(G)(2) at 8:00 p.m. and the roll was called upon with all members of the Board of Trustees present, voting aye. Motion passed.

#2020.06.09.011

##### **Reconvened:**

Meeting reconvened at 8:21 p.m.

##### **Motion Pertaining to Personnel:**

Motion by Mr. Kranstuber, seconded by Mr. Rozanski, it has been brought to the attention of the Board of Trustees that Firefighter Doug Hyland may have violated in terms of a previous probation of the Township's Social Media Policy, and therefore a motion to authorize the Board and the Township Administrator to hire Mr. Pete Griggs, Attorney, to provide an investigation of these charges. Motion passed.

#2020.06.09.012

##### **Adjourn Meeting:**

Meeting of June 9, 2020, adjourned at approximately 7:45 p.m.

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Ms. Denise Franz King, Chair

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Ms. Joyce E. Robinson, Fiscal Officer