

## Minutes of November 17, 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 November 17, 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

### Amlin Project Update:

Mr. Mike Brehm, with EMH&T, was present to review with the Board of Trustees the final engineering proposal for professional services of the Amlin Area Infrastructure. The proposal is appended to the Meeting Minutes. A discussion was held.

### Resolution to Promote:

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

#### **RESOLUTION TO PROMOTE ALEC J. MARCHETTA TO FULL-TIME PROBATIONARY 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, occurring on November 6, 2020, in the position of Firefighter / Paramedic, 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 human resource manager, fire chief and township administrator;

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 promotion of:

Name: Alec J. Marchetta  
Position: Probationary Firefighter / Paramedic  
Classification: Uniformed Full-Time Non-Exempt  
Salary: \$60,026.68 annually  
Effective date: November 28, 2020

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

#2020.11.17.001

Append #001

### Resolution Repealing the Hiring of Part-time Probationary Firefighter/Paramedic:

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

#### **RESOLUTION REPEALING THE RESOLUTION TO HIRE PHILIP A. ENGLER AS A PART-TIME PROBATIONARY FIREFIGHTER / PARAMEDIC**

WHEREAS, during its October 13, 2020 meeting, the Board of Trustees of Washington Township approved the hiring of Philip Engler as a probationary part-time firefighter / paramedic; and

WHEREAS, thirteen (13) days after the Board of Trustees approved this hire, Mr. Engler rescinded his acceptance of employment because of his other professional obligations; and

WHEREAS, the Board of Trustees of Washington Township now needs to repeal its previous resolution hiring Philip Engler.

NOW, **THEREFORE, BE IT RESOLVED** by the Board of Trustees of Washington Township, Franklin, Delaware, and Union Counties, State of Ohio:

SECTION 1: The Resolution to Hire Philip A. Engler as a Part-Time Firefighter / Paramedic, adopted on October 13, 2020, is hereby repealed.

SECTION 2: Philip J. Engler is eligible for rehire.

SECTION 3: 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 4: 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 on with all members of the Washington Township Board of Trustees voting aye. Resolution adopted.

#2020.11.17.002

Append #002

**Resolution to Enter into an Agreement with EMH&T Engineering:**

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

A RESOLUTION AUTHORIZING THE TOWNSHIP ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH EMH&T ENGINEERING TO COMPLETE DETAILED ENGINEERING DESIGN WORK ALONG RINGS ROAD WITHIN THE AMLIN AREA NEIGHBORHOOD, EAST AND WEST OF THE CSX RAILROAD; COST NOT TO EXCEED \$402,000.00.

WHEREAS, Washington Township released a Request for Proposal (RFP) on June 1, 2019 for Consulting and Planning of the Amlin Area (Washington Township) Neighborhood Improvement Project; and

WHEREAS, EMH&T and MKSK partnered together in their proposal which was received timely and in advance of the RFP deadline; and

WHEREAS, Representatives of EMH&T have completed preliminary plans for three subareas within the Amlin neighborhood including Rings Road from the CSX Railroad to Churchman Road, the alleys north of Rings Road, and Rings Road from Cosgray Road to the CSX Railroad; and

WHEREAS, the Board of Trustees and Township Administrator requested a cost proposal and project timeline for final engineering and construction plans.

NOW, **THEREFORE, BE IT RESOLVED** by the Board of Trustees of Washington Township, Franklin, Delaware, and Union Counties, State of Ohio:

SECTION 1: The Township Administrator is authorized and directed to enter into an agreement between Washington Township and EMH&T to complete the next phase of the proposed scope of services.

SECTION 2: Washington Township has submitted an Ohio Public Works Commission (OPWC) grant request, and if approved, may recoup a portion of the engineering costs through grants and/or loans.

SECTION 3: The cost of the Proposal for Professional Services is not to exceed \$402,000.00 and construction will proceed with the express authorization of the Board of Trustees.

SECTION 4: 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 on with all members of the Washington Township Board of Trustees voting aye. Resolution adopted.

#2020.11.17.003

#003

\*Noting Mr. Richter will make sure corrections will be made to the agreement to include street trees will be planted on both sides of Rings Road & the Township will be supplied with the "As Built" construction drawings for historical purposes.

## Introduction

The Township's medical and dental insurance plans renew on January 1, 2021. The Employee Communications Committee met several times this year along with the Township's current broker, CBIZ, to discuss the progress of the Township's self-funded medical insurance plan. The Committee considered the Township's financials, claims experience, and the Affordable Care Act (ACA) fees when analyzing the best recommendation for the Township and its employees. Additionally, the Committee considered overall self-insurance performance as well as the performance of our current plan.

## Background

The current approved High Deductible Health Plan medical insurance has been in place since January 1, 2015. In October 2018, the Board approved at the recommendation of the Township's benefit broker, CBIZ, and the Township's Employee Communication Committee to change from a fully funded medical insurance plan to a self-funded insurance plan with no formal wellness plan and initiatives to meet additional HSA funding.

Delta Dental was the Township's dental insurance provider for more than 11 years until 2020 when Delta Dental presented a 6% increase for 2020 benefit year. The Township switched to MetLife Dental when their renewal rate of (9.20%) provided Township savings.

## Medical Insurance Summary

In 2017, the Township's fully-insured medical plan cost \$1,496 per employee per month. In 2018, the cost increased to \$1,609 per employee per month. In 2019, the year the Township went to a self-insured model, the plan cost \$1,554 per employee per month. Should the Township have maintained the fully-insured model, the cost per employee per month would have been \$1,645. Going to a self-insured plan, the Township has now realized a cost per employee per month similar to the Township's 2014 cost of \$1,583.

Based on the 2020 medical and pharmaceutical claims, the following are the CBIZ funding suggestions for the 2021 medical insurance plan with no changes to the current plan design:

<b>Medical Funding (based on 2020 claims)</b>		
	<b>Current</b>	<b>Renewal</b>
Total Cost	\$2,428,538	\$2,525,679
Total \$ Change		\$97,142
Total % Change		4.03%

Below captures the Township's medical insurance renewal history:

<b>Benefit Year</b>	<b>Renewal Rate</b>	<b>Carrier</b>
2002-2003	16.7%	United Healthcare
2003-2004	13.0%	United Healthcare
2004-2005	9.7%	United Healthcare
2005-2006	18.0%	Medical Mutual of Ohio
2006-2007	5.9%	Anthem
2007-2008	(2.0%)	Anthem
2008-2009	7.0%	Anthem
2009-2010	17.1%*	Anthem – ERC
2010-2011	5.0%	Anthem – ERC
2011-2012	8.0%	Anthem – ERC
2012-2013	14.0%	Medical Mutual of Ohio
2013-2014	13.52%	Anthem – PPO
	11.17%	Anthem – HSA
2014 (6 Months)	11.12%	Anthem – PPO
	8.82%	Anthem – HSA
2015	4.9%	Anthem – HSA
2016	3.9%	Medical Mutual of Ohio
2017	6.4%	Medical Mutual of Ohio
2018	7.97%	Medical Mutual of Ohio
2019*	0%	UMR
2020*	15.57%	UMR

\*Self-funding initial estimate, not actual costs

## Dental Insurance Summary

For 2020, MetLife provided a rate guarantee for 2021 not to exceed 6% increase. MetLife's 2021 actual renewal was 0%. Delta Dental also provided a quote, which was a 10.13% increase.

<b>Dental</b>			
	<b>Current</b>	<b>Renewal</b>	<b>Delta Dental</b>
Individual Monthly	\$39.05	\$39.05	\$43.01
Family Monthly	\$111.68	\$111.68	\$122.99
Total Monthly	\$12,011	\$12,011	\$12,692
Total Annual	\$144,12	\$144,12	\$158,725
Total \$ Change		\$0.00	\$14,007
Total % Change		0%	10.13%

### **Recommendations**

The Employee Communications Committee recommends the Township maintain our current High Deductible Healthcare plan with funding to employee's Healthcare Savings Account structure and maintain self-funding insurance for the medical / pharmaceutical insurance plan. Additionally, the Committee recommends maintaining MetLife as the Township's dental insurance provider.

### **Motion**

Motion by Mr. Rozanski, seconded by Ms. King, to authorize the Township Administrator to enter into the necessary agreements for UMR self-funding and stop loss insurance as well as MetLife dental for the Township's insurance providers with the following plans:

- \$5,200 / \$2,600 High Deductible Healthcare Plan with self-funding and stop loss through UMR (network provided by United Healthcare);
- 0% renewal contract with MetLife for dental insurance.

Additionally, the staff recommends the HSA accounts be fully funded for the deductible, \$5,200 / \$2,600 in January 2021.

Motion passed.

#2020.11.17.004

Append #004

### **Motion to Enter into an Agreement with Stryker Medical Maintenance Agreement:**

Chief Alec O'Connell stated the department currently uses Stryker LifePak EKG monitors, Lucas Chest Compression System and Automated External Defibrillators as part of our life saving equipment. In addition, our Power Cots assist in loading the patients into the medic and reduces potential lifting injuries. These electronic devices require consistent maintenance and calibration. Since the purchase of these devices, the department has maintained maintenance agreements to insure the equipment is in working order and to reduce potential liability if one were to fail. The maintenance quotes below have been divided into two categories; Life Saving Devices and Power Cots.

<b>Device</b>	<b>Duration</b>	<b>Amount</b>	<b>Annual Payment</b>
<b>Life Safety Devices</b>	<b>3Yrs</b>	<b>\$16,005.60</b>	<b>\$5,335.20</b>
<b>Power Cots</b>	<b>3Yrs</b>	<b>\$14,989.75</b>	<b>\$4,996.58</b>

Motion by Mr. Kranstuber, seconded by Mr. Rozanski, to authorize the Township Administrator to enter into a three-year agreement with Stryker for the two maintenance contracts listed above with a total cost of three year agreements shall not exceed \$30,995.35. Motion passed.

#2020.11.17.005

Append #005

### **Motion to Enter into an Agreement with Stryker for LifePaks:**

Chief O'Connell stated the department currently has 1 LifePak 12 monitor/defibrillator. This monitor has been in service for nearly 20 years. In June of 2020 Stryker Medical determined the LifePak 12 Monitor has reached its end of life cycle. This has resulted in Stryker Medical ending their service and support on these devices. Recently this LifePak was taken out of service due to a failure code experienced during daily equipment check. While the department did not budget for an additional monitor in 2020, with revenue from the CARES ACT, the need to replace this piece of equipment, and the immediate impact it

has on patient care, it is an ideal use of these funds. These monitors track cardiac rhythm, blood pressure and oxygen saturation, which are all critical factors when treating COVID19 patients. Stryker Medical has submitted a significantly discounted price quote on new replacement LifePak 15 monitor/defibrillator, which includes a significant trade in on the existing LifePak 12 and a guaranteed delivery by 12/31/2020

<b>New Stryker LifePak 15 Monitor</b>	<b>\$28,562.60</b>
<b>Trade In LifePak 12</b>	<b>(\$6,000)</b>
<b>Total</b>	<b>\$22,562.60</b>

Motion by Mr. Kranstuber, seconded by Ms. King, to authorize the Township Administrator to execute a purchase agreement for a new LifePak 15 from Stryker Medical, specifically utilizing Cares Act funds (400) not to exceed \$23,000. Motion passed.

#2020.11.17.006

Append #006

**Compensation Motion Amendment from the October 27, 2020, Meeting Minutes:**

Motion by Ms. King, seconded by Mr. Kranstuber to amend the Compensation motion from October 27, 2020, to include the following:

**Uniformed Personnel:**

To Eliminate two (2) compensation steps for Part-Time Firefighters and include 3 more steps\* for Full-Time Firefighter EMT-B, I;

Include Full-time Firefighter starting compensation chart for those firefighters having prior service in the Ohio Police and Fire Pension Fund;

Document Out-of-Class Pay for Fire Inspectors;

Eliminate grandfathered verbiage in Attendance Bonus, and;

Memorialize Administration Leave and outline how the leave is paid.

\*Temporary grade and steps due to COVID-19 pandemic and the closing / postponing of Paramedic programs.

**Non-Uniformed Personnel**

Eliminate grandfathered verbiage in Attendance Bonus, and;

Memorialize Administration Leave and outline how the leave is paid.

Motion passed.

#2020.11.17.006

Append #006

**Approval of the Minutes:**

Motion by Mr. Rozanski, seconded by Mr. Kranstuber, to approve the meeting minutes as presented for October 27, 2020. Motion passed.

#2020.11.17.007

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

Motion by Mr. Kranstuber, seconded by Ms. King, to approve and ratify the Bills for October 30, 2020, in the amount of \$140,893.45. Motion passed.

#2020.11.17.008

Append #007

Motion by Mr. Rozanski, seconded by Mr. Kranstuber, to approve and ratify the Electronic Payments for October 2020, in the amount of \$1,427,525.50. Motion passed.

#2020.11.17.009

Append #008

Motion by Ms. King, seconded by Mr. Rozanski, to approve and ratify the Medical Payments for October 2020, in the amount of \$169,082.12. Motion passed.

#2020.11.17.010

Append #009

Motion by Mr. Rozanski, seconded by Mr. Kranstuber, to approve and ratify the Bi-Weekly Payroll Reports for October 30, 2020, in the amount of \$436,685.68. Motion passed.

#2020.11.17.011

Append #010

Motion by Mr. Kranstuber, seconded by Mr. Rozanski, to approve and ratify the Monthly Payroll Report for November 6, 2020, in the amount of \$9,755.52. Motion passed.

#2020.11.17.012

Motion by Ms. King, seconded by Mr. Kranstuber, to approve and ratify the Transfers for September 2020, in the amount of \$31,000. Motion passed.

Append #011

#2020.11.17.013

Append #012

**Round Table Discussion:**

Updated reports were given by Department Heads and Trustees.

**Adjourn Meeting:**

Meeting of November 17, 2020, adjourned at approximately 7:05 p.m.

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Ms. Denise Franz King, Chair

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Ms. Joyce E. Robinson, Fiscal Officer