

Minutes of April 9, 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 April 9, 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

**Dublin’s Fiber Optic Network Agreement:**

Mr. Dough McCullough, CIO with the City of Dublin, was present to answer questions the Board of Trustees had regarding the Fiber Optic Network Agreement and the Township’s participation.

Ms. King wanted to know why it is so expensive and how the Trustees can justify \$1,750 per month? Mr. McCullough stated it is expensive in the contents of buying technology. However, this service should replace other technology the Township is currently using for a cheaper, better service. For the City of Dublin it replaced hundreds of thousands of dollars’ worth of telecommunications costs. The City has connected with Dublin City Schools and they replaced Time Warner Cable (Spectrum) to get connectivity. The Township will replace telephone and internet services alone with Dublin’s Fiber Optic and it should be at a much lower cost. Also, with this service all the Township’s buildings are connected under its own resource and keeping them connected, we will gain reliability and access that wasn’t there before with other service providers. Any citizen looking at this cost and relating it to their own bills will be misled, but when you look across the area it covers, the cost is quite low. The Township will have two dedicated service lines and is not shared with anyone else.

Ms. King stated we value our partnership with the City of Dublin and that continues to be a part of the Township’s Strategic Goals and to work co-operatively with all of our neighbors but especially the City of Dublin.

Fire Chief Alec O’Connell stated the Township did drop service with AT&T which those costs were approximately \$6,000 per month, and with the AT&T service the station were having slow connectivity. When the Township connected to the City’s Fiber the costs were reduced to \$1,750 with better and more reliable service without any down time.

Mr. McCullough stated there are other services the Township could take advantages of down the road such as Cloud Services, Storage Services, Emergency Back Up-Services, etc.

**Resolution Renewing Fiber System Agreement:**

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

A RESOLUTION AUTHORIZING AND DIRECTING THE TOWNSHIP ADMINISTRATOR TO RENEW AN INDEFEASIBLE RIGHT-OF-USE AGREEMENT WITH THE CITY OF DUBLIN FOR THE USE OF EXCESS FIBERS IN THE FIBER SYSTEM, COST NOT TO EXCEED \$1,750 PER MONTH FOR A PERIOD OF TEN YEARS WITH USER TERMINATION FOR CONVENIENCE UPON SIXTY (60) DAYS WRITTEN NOTICE TO OWNER.

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 has 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, the City of Dublin has been providing the Township participation in their fiber optic loop since 2013, and the Township has found this participation to be cost-effective in transmitting internet and electronic data service between five buildings and stations; and

WHEREAS, the Board of Trustees of Washington Township now wants to enter into a new right-of-use agreement with the City of Dublin for the use of excess fibers.

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 the City of Dublin for an indefeasible right-of-use agreement to participate in the City of Dublin fiber system.

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 Board of Trustees voting aye. Resolution adopted April 9, 2019.

#2019.04.09.001  
Append #001

**Resolution Concluding Employment:**

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

**A RESOLUTION CONCLUDING NEIL C. CLINE'S EMPLOYMENT AS FIRE INSPECTOR**

WHEREAS, the Board of Township Trustees of Washington Township hired Neil C. Cline on February 1, 2016 as Fire Inspector; and

WHEREAS, the Board of Trustees for Washington Township recognizes that Neil C. Cline has communicated his intention to resign.

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: Neil C. Cline  
Position / Department: Fire Inspector / Prevention  
Classification: Full-Time  
Effective date: April 12, 2019

SECTION 2: Neil C. Cline 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.

Ms. King seconded the motion, and the roll was called on with all members of the Board of Trustees voting aye. Resolution adopted April 9, 2019.

#2019.04.09.002  
Append #002

**Resolution to Re-Chassis & Refurbishment of Medic #96**

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

**A RESOLUTION TO RE-CHASSIS AND REFURBISHMENT OF M96**

WHEREAS, the Washington Township Board of Township Trustees ("Board") provides a variety of services to the public, and

WHEREAS, the fire department uses medic vehicles to respond on emergencies and transport patients to care facilities;

WHEREAS, the 2019 Capital Improvement budget recognized the need to refurbish/replace fire and EMS apparatus when they have reached pre-established benchmarks identifying the end of their service life;

NOW THEREFORE, BE IT RESOLVED by the Board of Township Trustees of Washington Township, ("Township"), Franklin, Delaware and Union Counties, Ohio, authorizes the refurbishment of Medic 96.

SECTION 1:

Vehicle	Price (Not Exceed)
2020 Freightliner M-2 Series	\$205,000.00

SECTION 2. The Board of Trustees hereby authorizes and directs the Township Administrator to execute a contract with Horton Emergency Vehicles for the refurbishment of a medic vehicle.

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. Bostic seconded the motion, and the roll was called on with all members of the Board of Trustees voting aye. Resolution adopted April 9, 2019.

#2019.04.09.003

Append #003

**Motion to Approve Milling, Resurfacing, Repaving & Striping Various Township Properties:**

Mr. Richter stated as part of our Capital Improvement Budget, we recognized the need to evaluate parking areas for all facilities and make the necessary improvements. We worked with multiple companies and the City of Dublin to identify the scope of work needed for each project. After identifying the needs, we sought multiple quotes to complete the project.

Administration Building - . The administration parking lot area is original except for the main driveway. The driveway was repaved about 8 years ago with thicker asphalt; unfortunately, it is not able to hold the weight of the large trucks. To address the problem, they will install 10” of concrete from the main entrance back to the entrance to the training area. The rest of the parking lot will be milled, resurfaced and striped. (Cost \$172,553.75)

Station 91- The concrete at station 91 in the rear is over 25 years old, has several large cracks, and shows multiple signs of degradation. In addition, there is a 4’ area in front of the bay that is also breaking apart and will be replaced. The front ramp is in good condition and will just need sealed. (Cost \$109,518.75)

Station 92 - The curb at station 92 is the original, but due to a design flaw, the curb has broken away from the asphalt parking area. The new curb will be installed similar to a street curb to give it much more stability. (Cost \$5,500.00)

Motion by Mr. Bostic, seconded by Ms. King, to approve the Milling, Resurfacing, Repaving and Striping of various Township Properties as recommended and presented. Motion passed.

#2019.04.09.004

Append #004

**Motion to Approve Purchase of PageFreezer Social Media & Website Archiving:**

Mr. Richter stated the Township’s social media channels generate a vast quantity of digital public records. In order to be compliant with public records laws for digital files, public agencies must be able to provide proof that the electronic evidence has not been altered, misrepresented, or tampered with. For digital records to be accepted in a Court of Law, public entities must be able to prove their authenticity (actual record from the agency at a particular time) and integrity (data is an exact representation of the original). PageFreezer provides automated archiving in real time of 14 social media networks, including the ones the Township currently maintains: Facebook, Twitter, YouTube, NextDoor, and a web site.

With this tool, the township will be fully compliant with open records laws and will be able to fill requests for records requests in a timely and accurate fashion. Posts, comments, replies, changes, deletions, video, comments-on-comments are all captured in real time and time stamped. Using the PageFreezer dashboard, staff will be able to utilize full-text search, view metrics, set keyword alerts, and browse archives in the same format as the original social channel. In addition, PageFreezer also has export capabilities in a variety of file formats. Once PageFreezer is activated, the entire available history of the township’s social media accounts and web site will be archived.

Motion by Mr. Kranstuber, seconded by Ms. King, to approve the purchase of PageFreezer Social Media and Website Archiving Services at a cost not to exceed \$5,000. Motion passed. #2019.04.09.005

Append #005

**Motion to Approve Updates & Revisions to the Battalion Chief Position Description:**

Motion by Mr. Kranstuber, seconded by Mr. Bostic, to approve the updates and revisions to the Battalion Chief Position Description as presented and recommended. Motion passed. #2019.04.09.006

Append #006

**Approval of the Minutes:**

Motion by Mr. Bostic, seconded by Ms. King, to approve the meeting minutes for March 2 2019, as presented. Motion passed. #2019.04.09.006

Motion by Mr. Kranstuber, seconded by Ms. King, to approve the meeting minutes for March 12, 2019, as amended. Motion passed. #2019.04.09.007

Motion by Mr. Kranstuber, seconded by Mr. Bostic, to approve the meeting minutes for March 26, 2019, as presented. Motion passed. Ms. King abstained. #2019.04.09.008

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

Motion by Ms. King, seconded by Mr. Bostic, to ratify the bills for the Township, and to include all the now and then certificates, dated March 30, 2019, in the amount of \$181,945.86. Motion passed.

#2019.04.09.008

Append #007

Motion by Mr. Bostic, seconded by Mr. Kranstuber, to ratify the Electronic Payments for the Township, and to include all the now and then certificates, dated March 2019, in the amount of \$1,052,165.17. Motion passed.

#2019.04.09.009

Append #008

Motion by Mr. Bostic, seconded by Mr. Kranstuber, to ratify the payroll for March 22, 2019, in the amount of \$431,061.15. Motion passed.

#2019.04.09.010

Append #009

Motion by Mr. Kranstuber, seconded by Ms. King, to ratify the UMR Payments for March 2019, in the amount of \$139,107.96. Motion passed.

#2019.04.09.011

Append #010

Motion by Mr. Bostic, seconded by Mr. Kranstuber, to ratify the Payroll for April 5, 2019, in the amount of \$400,293.84. Motion passed.

#2019.04.09.012

Append #011

**Round Table Discussion:**

Discussion of having an Amlin Community meeting and the Trustees tentatively scheduled the meeting for May 7, 2019, time 6:00 p.m., at the Washington Township Town Hall Building, regarding clean-up and possible improvements of the area.

**Adjourn Meeting:**

Meeting of April 9, 2019, adjourned at approximately 7:35 p.m.

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 Mr. Charles Kranstuber, Chair

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 Ms. Joyce E. Robinson, Fiscal Officer