

Minutes of February 28, 2023

Record of Proceedings

The Washington Township Board of Trustees regularly scheduled meeting held at the Washington Township Administration Building, 6200 Eiterman Road, Dublin, Ohio, on February 28, 2023, at 6:00 p.m., with Mr. Charles Kranstuber, Chairman, calling the meeting to order, and it opened with the Pledge of Allegiance.

Roll call – Mr. Charles Kranstuber, Chair – Present
 Mr. Stu Harris, Vice Chair – Absent
 Mr. Jan Rozanski, Trustee – Present

Oath of Office:

Mr. Kranstuber and Mr. Rozanski administered the oath of office to the following:

- John Donahue as Assistant Fire Chief
- Jordan Bittner as Firefighter
- Michael Yurkonis as Firefighter

Sheriff's Report:

Deputy Burton Haren was not present and no written report submitted.

Resolution Concluding Employment for Mark Willison:

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

A RESOLUTION CONCLUDING MARK R. WILLISON'S EMPLOYMENT AS CAPTAIN

WHEREAS, the Board of Township Trustees of Washington Township hired Mark R. Willison on October 1, 1989, and

WHEREAS, the Board of Trustees for Washington Township recognizes Mark R. Willison has resigned from his position with the Township for the purposes of retirement.

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 retirement of:

Name: Mark R. Willison
 Position / Department: Captain / Fire
 Classification: Full-Time
 Effective date: May 4, 2023

Section 2: Mark R. Willison 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Section 4: All prior legislation, or any parts thereof, which is/are inconsistent with this Resolution is/are hereby repealed as to the inconsistent parts thereof.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. Rozanski seconded the motion, and the roll was called, and all members of the Washington Township Board of Trustees that were present voted aye. Resolution adopted February 28, 2023. #2023.02.28.001
 Append #001

Resolution Concluding Employment for David Wagner:

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

A RESOLUTION CONCLUDING DAVID C. WAGNER'S EMPLOYMENT AS LIEUTENANT

WHEREAS, the Board of Township Trustees of Washington Township hired David C. Wagner on October 1, 1997, and

WHEREAS, the Board of Trustees for Washington Township recognizes David C. Wagner has resigned from his position with the Township for the purposes of retirement.

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 retirement of:
 Name: David C. Wagner
 Position / Department: Lieutenant / Fire
 Classification: Full-Time
 Effective date: April 4, 2023
- Section 2: David C. Wagner 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. Rozanski seconded the motion, and the roll was called, and all members of the Washington Township Board of Trustees that were present voted aye. Resolution adopted February 28, 2023. #2023.02.28.002
 Append #002

Resolution Approving Brightview Landscape Services:

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

A RESOLUTION AUTHORIZING AND DIRECTING THE TOWNSHIP ADMINISTRATOR TO EXECUTE A LANDSCAPE SERVICE AGREEMENT WITH BRIGHTVIEW LANDSCAPE SERVICES FOR TURF FERTILIZATION AS WELL AS SPRING/FALL OPERATIONS, COST NOT TO EXCEED \$13,200.00.

WHEREAS, the Board of Trustees understands the importance of having the turf at the Township properties well-maintained. This includes fertilizing the ±12 acres of turf at the Administrative Building, Amlin Crossing Park, the Cosgray Road Cemetery, as well as all three Fire Stations. Work also is needed in the spring to clean up the landscape beds and in the fall to pick up leaves and winterize the landscape beds (“Spring/Fall Operations”); and

WHEREAS, Washington Township cannot adequately fertilize all this turf or provide these other services in-house; and

WHEREAS, BrightView Landscape Services previously provided the Township these services, and the Township has found their services to be adequate; and

WHEREAS, the Board of Trustees of Washington Township now wants to enter into a new one (1) year Landscape Service Agreement with BrightView Landscape Service for turf fertilization and Spring/Fall Operations (beginning on January 1, 2023 and ending on December 31, 2023).

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 a Landscape Service Agreement with BrightView Landscape Services, for turf fertilization and Spring/Fall Operations (as set forth in the scope of services), in substantially the same form and content as the Landscape Service Agreement and Scope of Services attached hereto as Exhibit A and incorporated herein by reference.

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, and all members of the Washington Township Board of Trustees that were present voted aye. Resolution adopted February 28, 2023. #2023.02.28.003
 Append #003

Resolution Approving Brightview Landscape Services:

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

A RESOLUTION AUTHORIZING AND DIRECTING THE TOWNSHIP ADMINISTRATOR TO EXECUTE A LANDSCAPE SERVICE AGREEMENT WITH BRIGHTVIEW LANDSCAPE SERVICES FOR BED CARE, FLOWERS, AND MOWING, COST NOT TO EXCEED \$22,800.00.

WHEREAS, the Board of Trustees understands the importance of having the landscape at the Township properties well-maintained. This includes bed weed control, seasonal bed detailing and fertilization, pruning ornamental trees and shrubs, installing seasonal flowers/color, and mowing services; and

WHEREAS, Washington Township cannot adequately handle these services in-house; and

WHEREAS, BrightView Landscape Services previously provided the Township these services; and

WHEREAS, the Board of Trustees of Washington Township now wants to enter into a new one (1) year Landscape Service Agreement with BrightView Landscape Service for bed care, flowers, and mowing (beginning on January 1, 2023 and ending on December 31, 2023).

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 a Landscape Service Agreement with BrightView Landscape Services, for bed care, flowers, and mowing at the Township Facilities (as set forth in the scope of services), in substantially the same form and content as the Landscape Service Agreement and Scope of Services attached hereto as Exhibit A and incorporated herein by reference.

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

Mr. Rozanski seconded the motion, and the roll was called, and all members of the Washington Township Board of Trustees that were present voted aye. Resolution adopted February 28, 2023. #2023.02.28.004
Append #004

Resolution to Execute Agreement with Corvus Janitorial Systems:

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

A RESOLUTION AUTHORIZING THE TOWNSHIP ADMINISTRATOR TO EXECUTE A ONE-YEAR AGREEMENT WITH CORVUS JANITORIAL SYSTEMS, ANNUAL COST NOT TO EXCEED \$24,000.

WHEREAS, the COVID-19 global pandemic accentuated the need for robust cleaning, sanitization and disinfecting of common workplace areas including shared conference rooms, kitchens, bathrooms, showers, door handles and light switches;

WHEREAS, the Township sought quotes for the provision of these services and received two bids from registered businesses; and

WHEREAS, the Township Administrator recommends the Township enter into a one-year agreement with Corvus Janitorial Systems for the provision of cleaning services at the administration building and training center, 6200 Eiterman Road, Dublin, OH 43016.

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 a contract up to \$24,000 with Corvus Janitorial Services for the provision of cleaning services to clean, disinfect and sanitize the township administration building for a period of one year.

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, and all members of the Washington Township Board of Trustees that were present voted aye. Resolution adopted February 28, 2023. #2023.02.28.005
Append #005

Motion to Approve Krono’s Payroll System Program Upgrade:

Motion by Mr. Kranstuber, seconded by Mr. Rozanski, to authorize the Fiscal Officer to execute the agreement with Krono’s Payroll System and to upgrade program at a cost not to exceed \$18,700. Motion approved. #2023.02.28.006

Append #006

Noting: System will now be Cloud based system and no longer stored on Township’s Server.

Approval of the Consent Agenda:

Motion by Mr. Kranstuber, seconded by Mr. Rozansk, to approve the following consent agenda items as presented:

- Meeting Minutes of February 14, 2023
- Bills: February 15, 2023 \$ 114,882.66
- Electronic Payments February 2023 \$1,213,817.16
- Payroll: February 17, 2023 \$ 530,858.93

Motion Passed

#2023.02.28.007
Append #007

Round Table Discussion:

Administrator, Department Heads and Trustees, held discussions and updates given, but no action taken.

Mr. Richter will be attending the State of the City Exchange Meeting on March 9th, 2023.

Chief Alec O'Connell and Assistant Chief John Donahue are working on succession planning of the Fire Department.

Ms. Catherine Grossman stated she is in the interview process for Fire Inspector and Communications Manager.

Ms. Joyce Robinson, Fiscal Officer, stated the Annual Financial Report was filed with the Auditor of State's Office. Deadline for filing was March 1st, 2023.

Adjourn Meeting:

Meeting of February 28, 2023, adjourned at approximately 6:30 p.m.

Mr. Charles Kranstuber, Chair

Ms. Joyce E. Robinson, Fiscal Officer