

Minutes of January 9, 2024

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 January 9, 2024, at 6:00 p.m., with Mr. Stu Harris, Chairman, calling the meeting to order, and it opened with the Pledge of Allegiance.

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

Welcome from 2024 Chair Stu Harris

Mr. Harris welcomed everyone to the meeting. He noted being halfway into his first term as a Washington Township Trustee with two (2) productive years, and looks forward to continuing to serve the community.

Franklin County Sheriff’s Report:

Deputy Burton Haren submitted a written and verbal report to the Trustees for December 14, 2023 through January 9, 2024, including an update on the following:

- During this period, there were twenty-one (21) Total Calls for Service/Self-Initiated Activity, five (5) Total Reports Taken and one (1) Total Arrest/Citation;
- The five (5) reports included two (2) burglary and three (3) vehicle crashes;
 - A Franklin County detective is working with Dublin PD to investigate a burglary that occurred at a business in the unincorporated WT on Fishel Dr. A stolen van from a business in Dublin was used in the burglary. Detectives from Dublin PD are investigating the theft of the van and the Franklin County detective will be investigating the burglary where over five thousand (\$5,000) dollars’ worth of tools were stolen.
- With the passing of the new adult use cannabis law, Deputy Haren provided the following information:
 - Adults must be 21 years old or older to consume, possess and transport Adult Use Cannabis;
 - Operating a vehicle is prohibited while under the influence of Adult Use Cannabis;
 - Smoking, vaping, or using any other combustible Adult Use Cannabis within a vehicle is prohibited;
 - Non-licensed dispensary operators may not sell, or profit from Adult Use Cannabis.
- Deputy Haren responded to inquiries from Mr. Rozanski regarding testing procedures similar to a breathalyzer for alcohol. In Ohio, currently the process will be urinalysis, or a search warrant could be obtained for a blood draw. He noted that due to previous litigation, a search warrant is required even with a consensual blood draw. Append #001

Opportunity for Residents to Speak:

No comments.

Executive Session - Personnel:

The Executive Session for Personnel for the purpose of discussing the appointment of a Public Official per the Request of the Trustees, Staff and the Ohio Revised Code Section #121.22(G)(1) was rescheduled for next meeting.

Resolution Concluding Employment for Bruce J. Bowman:

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

A RESOLUTION CONCLUDING BRUCE J. BOWMAN II EMPLOYMENT AS A FIREFIGHTER / PARAMEDIC

WHEREAS, the Board of Township Trustees of Washington Township hired Bruce J. Bowman II on January 8, 2000, and

WHEREAS, the Board of Trustees for Washington Township recognizes Bruce J. Bowman II has voluntarily resigned from his position with the intention of retiring.

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: Bruce J. Bowman II
 - Position/Department: Firefighter-Paramedic / Fire
 - Classification: Full-Time
 - Effective date: January 14, 2024
- Section 2: Bruce J. Bowman II 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 Trustees voting Aye. Resolution adopted.

#2024.01.09.001
Append #002

Resolution Concluding Employment for James R. Stambaugh:

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

A RESOLUTION CONCLUDING JAMES R. STAMBAUGH’S EMPLOYMENT AS A PART-TIME FIREFIGHTER / EMT-B

WHEREAS, the Board of Township Trustees of Washington Township hired James R. Stambaugh on January 6, 1998, and

WHEREAS, the Board of Trustees for Washington Township recognizes James R. Stambaugh has voluntarily resigned from his position.

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: James R. Stambaugh
Position / Department: Firefighter-Paramedic / Fire
Classification: Part-Time
Effective date: January 7, 2024

Section 2: James R. Stambaugh 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. Harris seconded the motion, and the roll was called, and all members of the Washington Township Trustees voting Aye. Resolution adopted.

#2024.01.09.002
Append #003

Resolution to Appoint Designees for the Training Requirements of the Ohio Public Records Act:

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

A RESOLUTION APPOINTING THE TOWNSHIP ADMINISTRATOR AND ADMINISTRATIVE COORDINATOR AS THE WASHINGTON TOWNSHIP ELECTED OFFICIALS’ DESIGNEES FOR THE PURPOSE OF COMPLYING WITH THE TRAINING REQUIREMENTS SET FORTH IN THE OHIO PUBLIC RECORDS ACT

WHEREAS, R.C. 109.43 requires “all elected officials or their appropriate designees shall attend training approved by the attorney general as provided in section 109.43 of the Revised Code; and

WHEREAS, pursuant to R.C. 149.43(B), this training must be three hours for every term in office; and

WHEREAS, the Township Administrator and the Administrative Coordinator previously completed Sunshine Laws Certified Training on August 11, 2020 and December 15, 2021; and

WHEREAS, the Township Administrator (Eric Richter) and Administrative Coordinator (Chris Veeck) completed Certified Sunshine Laws Training October 23, 2023, with a log reflecting their attendance for reference; and

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 appoints the Township Administrator and the Administrative Coordinator to serve, thru December 31, 2025, as the Washington Township Elected Officials’ designees for the purpose of complying with the training requirements set forth in the Ohio Public Records Act.

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. Harris seconded the motion, and the roll was called, and all members of the Washington Township Trustees voting Aye. Resolution adopted.

#2024.01.09.004
Append #005

Motion to Enter Into an Agreement with Phoenix Safety Outfitters LLC:

Discussion:

Chief O’Connell provided an update that this purchase is on a regular twice a year cycle as part of the WTFD cancer policy. Mr. Rozanski commented on the slight price increase from the previous approval, noting the economic trend.

Motion:

Motion by Mr. Rozanski, seconded by Mr. Kranstuber, to authorize the Township Administrator to enter into an Agreement with Phoenix Safety Outfitters LLC., for the annual purchase of firefighting personal protective equipment, cost not to exceed \$48,000. Motion approved.

#2024.01.09.005
Append #006

Motion to Enter Into an Agreement with Pro-Safe Fire Training Systems:

Discussion:

Chief O’Connell noted that the original company that built the training tower remains the most competitive to replace the control system and accessories. He outlined the use of the training tower as live fire training for the department. The panel has recently been failing, preventing that training from occurring.

Motion:

Motion by Mr. Rozanski, seconded by Mr. Kranstuber, to authorize the Township Administrator to enter into an agreement with Pro-Safe Fire Training Systems, Inc. for the replacement of the training tower control system and accessories, cost not to exceed \$40,000. Motion approved.

#2024.01.09.006
Append #007

Motion to Enter Into an Agreement with Atlantic Emergency Solutions:

Discussion:

Chief Donahue explained that the new Strong Arms are a little lighter weight than those previously purchased, but can still pry and cut materials such as metal. He noted that Dublin Police Department uses the same model for their SWAT unit. The new Strong Arm will be used on the new Quint that is scheduled to go into service in February and the new Ladder truck that will be delivered later this year.

Motion:

Motion by Mr. Harris, seconded by Mr. Kranstuber, to authorize the Township Administrator to enter into an agreement with Atlantic Emergency Solutions for the purchase of the Hurst Strong Arm and Accessories, cost not to exceed \$15,000. Motion approved.

#2024.01.09.007
Append #008

Approval of the Consent Agenda:

Motion by Mr. Rozanski, seconded by Mr. Kranstuber, to approve the Consent Agenda as follows:

- o Meeting Minutes of December 12, 2023
- o Bills: December 14, 2023 \$ 185,650.74
- o Electronic Payments: December 2023 \$1,440,718.08
- o Medical Payments: December 2023 \$ 243,616.38
- o Payroll: December 22, 2023 \$ 432,407.47
- o Monthly Payroll: January 5, 2024 \$ 9,465.74
- o Payroll: January 5, 2024 \$ 689,004.59
- o Monthly Financial Report for November

Motion approved.

#2024.01.09.008

Round Table:

Township Administrator Eric Richter provided an update:

- Mr. Richter attended the celebration of the one (1) year anniversary of the Dublin SAFE Spaces program on December 8 at the Dublin Community Recreation Center. He mentioned that Washington Township and specifically Chief O’Connell, as a founding member of the program, were recognized at the breakfast.
- Mr. Richter reminded the trustees that he will assist with registration if they are interested in attending the Franklin County Township Association Annual Meeting at 6 p.m. on January 18 at the Hollywood Casino.
- Mr. Richter reminded the Board that the Dublin Chamber of Commerce is seeking a Trustee to be part of a panel discussion on January 24 from 3-5 p.m. at the Dublin Chamber of Commerce offices for their current Leadership Dublin class. Mr. Harris confirmed he would like to attend. Mr. Richter will copy Mr. Harris on an email to Jenny Amorose with the chamber to coordinate his attendance.
- Mr. Richter made the Trustees aware that Cornell Robertson is retiring as the Franklin County Engineer effective January 31, 2024 with a successor to be appointed by the Franklin County Republican Party.
- Mr. Richter met with Julie Rinaldi, CEO and Executive Director of Syntero. Syntero is working with the Dublin ACT Coalition, an organization that focuses on preventing and reducing youth substance misuse, on several publications and student-led initiatives. Students from the coalition may request time on a February agenda to discuss their various programs. Mr. Richter noted that Washington Township could contribute to these programs with Opioid Settlement funds.
- Mr. Richter discussed a potential article for the Spring/Summer Newsletter, authored by Mr. Harris, about a Dublin resident who received care from WTFD and is showing his appreciation by offering data analysis to the department. He reminded the group that the timeline for the newsletter is to have all materials collected by March, and printed in April.
- Mr. Richter coordinated with Ms. Grossman to draft a notice for the Fiscal Officer vacancy. After the Trustees review and ultimately approve the document, Mr. Richter will share it with Becky Princehorn for legal review. Mr. Kranstuber responded to Mr. Harris’ inquiry that there is no obligation in the Ohio Revised Code to post the vacancy in the newspaper. A tentative timeline was discussed:
 - o Early February - Publish the opening;
 - o Late February - Submission deadline;
 - o March - Interview and selection process.

Chief Alec O’Connell provided an update:

- Chief O’Connell made the Trustees aware that the department plans to burn the structure across from St. Brigid of Kildare Church in February or March. WTFD has reached out to the local homeowner’s associations and posted notices on sandwich boards at the location to make residents aware as there are sometimes complaints about smoke during live burn training. The shingles on the structure must be removed due to asbestos, and the EPA will send a final report with anything else found in the structure that may not be burned prior to any training.

- Chief O’Connell confirmed that Firefighter Charles Swank’s name will be added to the IAFF Fallen Firefighters Memorial Wall of Honor in May, with several WTFD representatives in attendance to support the Swank family. He noted that a local memorial honoring fall first responders, and in collaboration with Dublin PD, is still in progress.
- Chief O’Connell regrettably informed the Board that former WTFD Battalion Chief Steve Kimple passed away.
- Chief O’Connell made a correction to the announcement at the December 12 Trustee Meeting of training at the former Vivo structure, now owned by the City of Dublin. It was originally anticipated that WTFD would have several months to train in the structure, however, the city has changed plans and will demolish the structure beginning February 1. This will allow roughly ten (10) days of training during the remainder of January.

Assistant Chief John Donahue provided an update:

- Chief Donahue provided the December monthly report and noted it was slightly down from the previous year due to the extreme cold snap experienced in December 2022.
- Chief Donahue explained that he and Chief O’Connell have begun the process of the 2023 annual report and finalizing 2024 goal setting with the officers, both of which are utilized by the Trustees in the annual strategic planning process.

Human Resources Manager Catherine Grossman provided an update:

- Ms. Grossman reminded the Trustees that the Administration offices will be closed on Monday, January 15 in observation of the Martin Luther King, Jr. holiday. She noted that the fire department will be open as normal.
- Ms. Grossman stated that scheduling has begun for recruitment initiatives and annual training requirements.
- Ms. Grossman has secured Scott Warrick for leadership training at the All Officer meeting scheduled in April.
- Ms. Grossman is coordinating the 1095 processing with CBIZ for 2023.

Fiscal Officer Joyce Robinson provided an update:

- Ms. Robinson notified the Trustees that the fiscal office is diligently working on the 2023-year end, with the final accounts payable check run today.
- Ms. Robinson outlined that the fiscal office will be working on entering the 2024 budget, new encumbrances/purchase orders, and completing the fiscal audit.
- Ms. Robinson commended Linda Latham and Barb Duhl for their outstanding work on the end of year processes.

Adjourn Meeting:

Meeting of January 9, 2024, adjourned at approximately 6:37 p.m.

Mr. Stu Harris, Chair

Ms. Joyce E. Robinson, Fiscal Officer