

Minutes of April 26, 2016

Record of Proceedings

Regular meeting of the Washington Township Board of Trustees was held at the Washington Township Administration, 6200 Eiterman Road, Dublin, Ohio, on April 26, 2016, at 6:30 p.m. Meeting was called to order by Mr. Charles Kranstuber, Chair.

Roll call – Mr. Charles Kranstuber, Chair, - Present
 Mr. Gene Bostic, Vice Chair – Present
 Ms. Denise Franz King, Trustee – Present

Oath of Office:

Mr. Kranstuber administered the Oath of Office to the following employees:

Keith Hohenbrink – Lieutenant
 Jesse Hite – Full Time Fire Fighter/Paramedic

RESOLUTION ACCEPTING THE RETIREMENT OF JAY J. CROPPER

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

A RESOLUTION ACCEPTING THE RETIREMENT OF JAY J. CROPPER'S EMPLOYMENT AS LIEUTENANT.

WHEREAS, the Board of Township Trustees of Washington Township hired Jay J. Cropper on August 11, 1990; and

WHEREAS, the Board of Trustees for Washington Township recognizes that Jay J. Cropper is retiring from the Township as he has fulfilled his fire service duties.

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 termination:

Name: Jay J. Cropper
 Position / Department: Lieutenant / Fire
 Classification: Full-Time
 Effective date: May 18, 2016

SECTION 2: Jay J. Cropper has retired in good standing and 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SECTION 4: All prior legislation, or any parts thereof, which is/are inconsistent with this Resolution is/are hereby repealed as to the inconsistent parts thereof.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. Bostic seconded the motion, and the roll was called on with all members of the Washington Township Board of Trustees voting aye. Resolution adopted April 26, 2016.

#2016.04.26.001

Append #001

RESOLUTION TO PROMOTE KEVIN E. REDMAN JR. TO PROBATIONARY LIEUTENANT – PARAMEDIC

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

RESOLUTION TO PROMOTE KEVIN E. REDMAN JR. TO PROBATIONARY LIEUTENANT - PARAMEDIC

WHEREAS, Washington Township provides fire suppression and prevention and emergency medical services to its constituents, and

WHEREAS, a need to fill a vacancy in the position of Lieutenant-Paramedic effective May 18, 2016, 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 township administrator, human resource manager, and fire chief;

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: Kevin E. Redman Jr.
 Position: Probationary Lieutenant-Paramedic
 Classification: Uniformed Full Time Non-Exempt
 Salary: \$86,686.94 annually
 Effective date: May 21, 2016

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. Kranstuber seconded the motion, and the roll was called on with all members of the Washington Township Board of Trustees voting aye. Resolution adopted April 26, 2016.

#2016.04.26.002

Append #002

THIRD PARTY ADMINISTRATOR FOR WORKERS COMPENSATION:

The Township was expelled from the Ohio Township Association (OTA) group in 2007 due to claims experience. The Township's workers' compensation claims over the last several years have been minimal and we now have an opportunity to join a group-rated program for cost savings benefits. The Township been invited to join two (2) different programs, the Ohio Township Association and the CareWorks Ohio Association of Public Treasurers (OAPT). Both groups provide similar group savings of approximately \$29,000.00.

RESOLUTION THIRD PARTY ADMINISTRATOR FOR WORKERS COMPENSATION:

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

A RESOLUTION AUTHORIZING THE TOWNSHIP ADMINISTRATOR TO SIGN COMPANAGEMENT'S OHIO ASSOCIATION OF PUBLIC TREASURERS WORKERS' COMPENSATION GROUP RATING PROGRAM AGREEMENT AND MAINTAIN THE MATRIX COMPANIES AS THE TOWNSHIP'S THIRD PARTY ADMINISTRATOR FOR WORKERS COMPENSATION.

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

WHEREAS, pursuant to Section 4123.01 of the Ohio Revised Code, the Township is required to maintain active workers' compensation insurance;

WHEREAS, it is desirable that, the Township pursue any and all opportunities to reduce workers compensation costs;

WHEREAS, Washington Township Board of Trustees authorized participation by this Township Resolution.

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

The Board of Trustees of Washington Township is hereby authorizes the Township Administrator to enter into an agreement with CompManagement's Ohio Association of Public Treasurers Workers' Compensation Group Rated program and maintain The Matrix Companies as the Township's third party administrator for workers compensation.

Mr. Bostic seconded the motion, and the roll was called on with all members of the Washington Township Board of Trustees voting aye. Resolution adopted April 26, 2016.

#2016.04.26.003

Append #003

FIRE HYDANT SERVICES TO THE CITY OF DUBLIN:

The Township partners with the City of Dublin for the maintenance and upkeep of fire hydrants in the community. In the spring, the Township inspects, flows each hydrant, immediately notifying the City of any defective, leaking and/or inoperative hydrants. In the fall, the Township flows and pumps all dead

end hydrants, immediately notifying the City of any defective, leaking and/or inoperative hydrants. This contract is consistent with previous fire hydrant contracts between the Township and the City of Dublin. However, the cost to service the hydrants increased from \$6.00 to \$7.00 per hydrant. The contract has been reviewed by the Township's legal counsel, IssacWiles.

RESOLUTION FOR FIRE HYDRANT INSPECTIONS & FLUSHING SERVICES:

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

RESOLUTION TO AUTHORIZE THE TOWNSHIP ADMINISTRATOR TO EXECUTE AN AGREEMENT BETWEEN CITY OF DUBLIN, OHIO AND WASHINGTON TOWNSHIP FOR FIRE HYDRANT INSPECTION AND FLUSHING SERVICES

WHEREAS, Washington Township provides fire suppression and prevention and emergency medical services to its constituents, and;

WHEREAS, the City of Dublin desires to enter into a contract for hydrant inspection and flushing services;

WHEREAS, the City of Dublin and Washington Township are contiguous, and;

WHEREAS, the City of Dublin wishes to enter into and execute an agreement with the Township for such hydrant services.

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

SECTION 1: Authorizes the Township Administrator to execute the agreement, substantially in the form attached;

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.

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. Bostic seconded the motion, and the roll was called on with all members of the Washington Township Board of Trustees voting aye. Resolution adopted April 26, 2016.

#2016.04.26.004

Append #004

COMMUNICATION SERVICES:

The Township partners with the City of Dublin for emergency communication services and the current contract is set to expire on May 31, 2016. This contract is consistent with previous communication contracts between the Township and the City of Dublin. The new contract identifies an increase of 5% and will be effective from June 1, 2016 to May 31, 2017. The contract has been reviewed by the Township's legal counsel, Isaac Wiles.

RESOLUTION FOR DISPATCH COMMUNICATION SERVICES:

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

RESOLUTION TO AUTHORIZE THE TOWNSHIP ADMINISTRATOR TO EXECUTE AN AGREEMENT BETWEEN THE CITY OF DUBLIN, OHIO AND WASHINGTON TOWNSHIP FOR DISPATCH COMMUNICATION SERVICES

WHEREAS, Washington Township provides fire suppression and prevention and emergency medical services to its constituents, and;

WHEREAS, the Washington Township desires enter into a contract for communication services for the Township's Fire Department, and;

WHEREAS, the City of Dublin and Washington Township are contiguous, and;

WHEREAS, the Township's Trustees wish to enter into and execute, on behalf of the Township, the Agreement with the City of Dublin for such communication services.

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

SECTION 1: Authorizes the Township Administrator to execute the agreement, substantially in the form attached;

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.

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. Kranstuber seconded the motion, and the roll was called on with all members of the Washington Township Board of Trustees voting aye. Resolution adopted April 26, 2016.

#2016.04.26.005
Append #005

FIRE PLANS EXAMINER POSITION DESCRIPTION:

Motion by Mr. Kranstuber, seconded by Ms. King, to approve the position description of the Fire Plans Examiner to review commercial construction plans and reports observations and findings in accordance with applicable fire codes, standards as well as compliance with the Township and the City of Dublin's policies and procedures. Motion passed.

#2016.04.26.006
Append #006

ASSISTANT FIRE CHIEF POSITION DESCRIPTION:

Motion by Mr. Kranstuber, seconded by Mr. Bostic, to approve the position description of the Assistant Fire Chief to provide leadership and administrative direction for the Fire Department's operations, functions and personnel, including fire prevention, fire suppression, emergency medical response services, emergency preparedness planning, public fire safety education, and related code enforcement, with accountability for results in terms of costs, personnel and methods. Additionally, the Assistant Fire Chief assists in ensuring open and professional communications with the public in matters of safety and concern related to departmental activities. Motion passed.

#2016.04.26.007

Append #007

APPROVAL OF THE MINUTES:

Motion by Ms. King, seconded by Mr. Bostic, to approve the meeting minutes of April 12, 2016, as presented. Motion passed.

#2016.04.26.008

Approval of Bills, Payroll and Transfers:

Motion by Mr. Kranstuber, seconded by Mr. Bostic, to ratify the bills for the Township, and to include all now and then certificates, dated April 13, 2016, in the amount of \$58,477.37. Motion passed.

#2016.04.26.009
Append #009

Motion by Ms. King, seconded by Mr. Bostic, to ratify the payroll for April 22, 2016, in the amount of \$387,111.31. Motion passed.

#2016.04.26.010
Append #010

Adjourn Meeting:

Meeting of April 26, 2016, adjourned at approximately 7:00 p.m.

Mr. Charles Kranstuber, Chair

Ms. Joyce E. Robinson, Fiscal Officer