

RECORD OF PROCEEDINGS

Minutes of Franklin Township
Franklin County, Ohio

Regular Meeting

August 26, 2021

Call Meeting to Order:

Chairman Horn called the regular bi-weekly meeting of the Franklin Township Board of Trustees to order at 6:30 p.m. in person on August 26, 2021.

Opening Prayer: Led by Trustee Fleshman

The Pledge of Allegiance: Led by Trustee Horn

Roll Call: Horn, yes; Fleshman, yes; Alex, excused.

Motion to Approve Prior Meeting Minutes:

Horn made a motion to approve the following meeting minutes:

- Regular meeting on August 12, 2021
- Special meeting on August 18, 2021

Fleshman seconded the motion; with no discussion, the roll was called and the vote was as follows:

Horn: YES/ NO **Fleshman:** YES/ NO **Alex:** Excused

Motion passed.

Old Business:

The Fiscal Officer recommended the following motion:

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio, that the Board approves accounts payable from August 13, 2021 through August 26, 2021, in the amount of \$79,053.62 and payroll paid on August 20, 2021 for \$140,060.18, for a total of \$219,113.80. From check number 66846 to 66876 and electronic vouchers from 846-2021 to 915-2021.

Horn accepted the motion, Fleshman seconded the motion; with no discussion, the roll was called and the vote was as follows:

Horn: YES/ NO **Fleshman:** YES/ NO **Alex:** Excused

Motion passed

Horn made a motion for the adoption of the following resolution:

Resolution 2021-115
A RESOLUTION APPROVING OBLIGATIONS AUTHORIZED
BY THE TOWNSHIP ADMINISTRATOR

WHEREAS, The board of township trustees, in Resolution 2021-083, authorized the township administrator to approve/incur obligations of ten thousand dollars or less on behalf of the township in accordance with Section 507.11 of the Ohio Revised Code; and,

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WHEREAS, pursuant to the provisions of Section 507.11(A) of the Ohio Revised Code, the obligations approved/incurred by the township administrator must be subsequently approved by the adoption of a formal resolution of the board of township trustees.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TOWNSHIP TRUSTEES OF FRANKLIN TOWNSHIP, FRANKLIN COUNTY:

SECTION 1, The obligations authorized/incurred by the township administrator as presented in Exhibit A attached hereto are hereby approved.

SECTION 2, That all formal actions of this Board concerning and relating to the adoption of this Resolution were passed in an open meeting of this Board, and that all deliberations of this Board and of 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, That this Resolution shall be in full force and effect immediately upon its adoption.

Potts mentioned that even though purchase order 504-2021 is on the exhibit provided he did not sign due to the balance exceeding his \$10,000.00 limit. The board asked for this to be noted in the minutes.

Fleshman seconded the motion; with no further discussion, the roll was called and the vote was as follows:

Horn: YES/ NO **Fleshman:** YES/ NO **Alex:** Excused

Resolution passed.

New Business:

Police Department Report:

Chief Byron Smith shared that he met with the principal of Columbus Preparatory Academy at 3330 Chippewa Street related to the intersection of N. Hague Avenue and Chippewa Street. The school is facing a lot of traffic issues since increasing their grade levels from K through 8th to K through 12th grade. The leaders of the school did not take into consideration the increase in the number of cars that would occur with the increase in grade levels being offered, said Smith.

Horn asked if the school was in the Township. Smith said that the actual school building is not in the Township but the road leading to the school is a Township roadway. During dismissal time the school ties up N. Hague Avenue to a point where a police and/or fire truck cannot get through. Smith said he will be speaking with the Franklin County Engineer's Office to see what guidance they can provide as there are no laws against how long it takes to make a left-hand turn.

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Smith asked the board to accept the resignation of Officer Joseph Sheridan effective August 28, 2021, due to him accepting a job for the Marysville Police Department. Smith said Sheridan did not want to leave Franklin Township but he is concerned about the stability of his employment due to the uncertainty of the upcoming police levy.

Fleshman made a motion to accept the resignation of Joseph Sheridan as a Franklin Township Police Officer effective the end of his shift on August 28, 2021. Horn seconded the motion; with no further discussion, roll was called and the vote was as follows:

Horn: YES/ NO **Fleshman:** YES/ NO **Alex:** Excused

Motion passed.

Smith asked the board for their consideration to hire a part-time officer.

Fleshman made a motion for the adoption of the following resolution:

Resolution 2021-116

Hiring of Matthew Kidwell as a part-time Police Officer

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio, that the Board approves to hire Matthew Kidwell as a part-time police officer at \$20.06 per hour effective August 30, 2021.

Horn seconded the motion; with no discussion, the roll was called and the vote was as follows:

Horn: YES/ NO **Fleshman:** YES/ NO **Alex:** Excused

Resolution passed.

Fiscal Officer Dunn reminded Smith to get with Assistant Fiscal Officer, Robyn Watkins to obtain a New Hire Packet for Officer Kidwell. Dunn stated it is important that everyone do a better job communicating with the fiscal department when new hires are coming on board. Payroll is next week and there is a lot that needs to be done on top of completing and processing new hire onboarding. Smith asked if there was a policy/procedure in place for this and Dunn said he emailed out a procedure not soon after he was appointed in May.

Smith was checking on the status of a personal reimbursement he incurred for National Night Out 2021 for the police department. Smith said he submitted the reimbursement to the fiscal department and the Fiscal Officer is asking for the board to approve the reimbursement before it can be processed.

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Fleshman made a motion for the adoption of the following resolution:

**Resolution 2021-117
Reimburse Byron Smith not to exceed \$500.00**

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio, that the Board approves to reimburse Byron Smith for a Township expense made on his personal credit card not to exceed \$500.00.

Horn seconded the motion; with no discussion, the roll was called and the vote was as follows:

Horn: YES/ NO **Fleshman:** YES/ NO **Alex:** Excused

Resolution passed.

Dunn wanted to remind everything that there is a purchasing policy which was approved by the board in June which outlines proper purchasing. We all need to make sure we are following this procedure. Fleshman asked what the procedure was. Dunn said all purchases must have prior approval. Fleshman said approval from who? Dunn said the funds are to be secure and then if a credit card is needed to make sure the Administrator is made aware and the purchase and/or credit card procedure is followed.

Horn asked Smith how the approval was handled on this particular purchase. Smith said he spoke with Dunn and thought in speaking with Dunn that was the approval. Smith said he was off work and needed to get the items ordered so he checked to make sure he could get reimbursed and was told he would so he ordered the items with his personal credit card. The items were for the police department at the annual National Night Out event, said Smith.

Horn said the Township is trying to get away from reimbursing staff for expenses made with personal funds/credit cards.

Horn asked Smith if he had heard any feed-back related to the upcoming levy. Smith said if you base it off the current feed-back the last levy should have passed. Smith informed the board that if the levy does not pass that he will need to release the part-time officers and possibly lose third-shift and other cuts. Horn said he has spoken to about thirty (30) people and they are in favor of the levy.

Fire Department Report:

Chief Welch thanked the board for interviewing Robert Arnold as the new fire chief effective January 2022. Welch said he would like to put Arnold at forty (40) hours around September 14, 2021. Fleshman said when the board passed the resolution for Arnold they did not take into consideration the Captain status they put him in as an interim fire chief so Arnold could be put wherever necessary when he is ready to take over.

Welch said Arnold would rather go to a captain level as long as it is OK with the board. Fleshman said, as far as the board is concerned Arnold is the interim

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fire chief, so however Welch wants to dictate where Arnold flows will be up to Welch.

Horn said this was set up as a convenience until Welch's retirement. In January 2022 the board would like to do a formal swearing in for Arnold.

Welch reported that there was a garage fire today on Clime Road. Everything was fine, it was contained in the garage.

Horn asked Welch if there have been any other resignations within the fire department. Welch said not yet, but that he is looking to replace Arnold with a firefighter 1 position.

Road Department Report:

Road Superintendent Jim Stevens was excused due to handling a couple of issues in Mon-E-Bak related to storm drains as well as commercial vehicles being parked in residential areas which are knocking over mailboxes, etc. said Fleshman.

Horn said the road department has had some unexpected projects such as fallen trees, etc. and some projects may be a little behind.

Trustee Report:

Alex – Excused

Fleshman said he would like to make a motion to begin having ZOOM meetings again. Once the new person is in place they could register the Township with ZOOM which would allow the board to host in-person as well as allow individuals to call in and participate through ZOOM. Horn said he is not clear on Fleshman's request. Fleshman said this would allow individuals to attend in person as well as call in to ZOOM.

Horn said this is a \$16.00 per month charge? Fleshman confirmed it is the same as what the Township was doing before.

Fleshman made a motion to include ZOOM as an option for the Township meetings as soon as an account is created and is able to be managed by Township staff at a cost of approximately \$16.00 per month. Horn seconded the motion, with no further discussion roll was called and the vote was as follows:

Horn: YES/ NO **Fleshman:** YES/ NO **Alex:** Excused

Motion passed.

Horn – had nothing to report.

Fiscal Department Report:

Fiscal Officer Nick Dunn explained that the resolutions that were passed at the August 12, 2021, meeting were off by one number.

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Fleshman made a motion for the following resolution:

Resolution 2021-114
Amend the following resolution numbers from August 12, 2021 meeting

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio, that the Board approves to amend resolution numbers:
2021-107 Obligations of Township Administrator
2021-108 Hiring of Elisha Smith at a FF1
2021-109 Supplemental Appropriations #7
2021-110 – Approval to Search for Township Administrator
The wrong resolution numbers were read into the minutes in error and this is correcting the number sequence.

Horn seconded the motion; with no discussion, the roll was called and the vote was as follows:

Horn: YES/ NO **Fleshman:** YES/ NO **Alex:** Excused

Resolution passed.

The Fiscal Officer recommended the following resolution:

RESOLUTION NO. 2021-113

**A RESOLUTION TO PROVIDE
SUPPLEMENTAL APPROPRIATIONS #8 FOR
THE PERIOD COMMENCING JANUARY 1,
2021 AND ENDING DECEMBER 31, 2021**

WHEREAS, it is necessary to provide for the current expenses and other expenditures of Franklin Township, Franklin County during the year ending December 31, 2021; and,

WHEREAS, the Annual Appropriations Resolutions 2020-238 for the period from January 1, 2021 thru December 31, 2021 needs amended.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TOWNSHIP TRUSTEES OF FRANKLIN TOWNSHIP, FRANKLIN COUNTY:

SECTION 1, the fiscal officer is hereby authorized to increase appropriations as presented in Exhibit 1 hereto attached.

SECTION 2, That all formal actions of this Board concerning and relating to the adoption of this Resolution were passed in an open meeting of this Board, and that all deliberations of this Board and of 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.

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See Exhibit A

<u>Fund/Program/Department</u>	<u>Current Appropriations</u>	<u>Increase (Decrease)</u>	<u>Revised Appropriations</u>
Supplemental Appropriations #8 For the Year Ending December 31, 2021			
Exhibit A			
<u>General Fund (1000)</u>			
Other Financing Uses			
Other Financing Uses	\$30,000	\$41,000	\$71,000
<u>Gas Tax Fund (2021)</u>			
Public Works			
<u>Highways</u>			
Salaries	78,700	3,000	81,700
<u>Fire Levy Fund (2191)</u>			
Public Safety			
<u>Fire Protection</u>			
Other	1,535,400	<u>5,000</u>	1,540,400
Total Increase		<u><u>\$49,000</u></u>	

Fleshman accepted the recommended resolution, Horn seconded the motion; with no discussion, the roll was called and the vote was as follows:

Horn: YES/ NO **Fleshman:** YES/ NO **Alex:** Excused

Resolution passed.

Horn said that he thinks that Fiscal Officer Dunn and Assistant Fiscal Officer, Robyn Watkins are doing a great job. Dunn thanked Horn.

Horn announced that tonight's meeting is Mark Potts' last meeting. Horn wished Potts the best of luck.

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Administrator Report:

Administrator Mark Potts presented the annual contract renewal between Franklin Township and CleanTurn. Potts explained that there were a few changes made in the contract that were reviewed by the Township's legal counsel. Potts asked the board to table this until the contract is reviewed by legal and will be presented at a later date.

Horn said we have been in contract with CleanTurn for a few years and they have been doing a good job.

Potts continued by asking the board to accept the settlement with Lebanon Ford.

Fleshman made a motion to accept the settlement agreement between Franklin Township and Lebanon Ford and allow the chairman to sign the settlement. Horn seconded the motion; with no discussion the roll was called and the vote was as follows:

Horn: YES/ NO **Fleshman:** YES/ NO **Alex:** Excused

Motion passed.

Potts provided the document to the chairman to sign.

Potts asked the board for reimbursement on the cost he personally incurred by using his personal credit card for the Township ZOOM meetings held throughout the 2020-2021 pandemic requiring remote meetings. The Township did not have credit cards available and the meetings were remote via the membership of ZOOM at \$16.11 per month for seventeen (17) months for a total expense of \$273.87. Potts said he is going to shut down the ZOOM account attached to his personal credit card and this will allow the Township to create their own ZOOM account under a Township assigned credit card.

Fleshman made a motion for the adoption of the following resolution:

**Resolution 2021-118
Reimburse Potts for ZOOM Membership**

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio, that the Board approves to reimburse Mark Potts \$279.87 for a Township ZOOM membership that he used his personal credit card during the pandemic.

Horn seconded the motion; with no discussion, the roll was called and the vote was as follows:

Horn: YES/ NO **Fleshman:** YES/ NO **Alex:** Excused

Resolution passed.

Potts thanked everyone for the experience and friendships.

Horn said residents seem to have gotten used to using the ZOOM meetings.

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Fleshman thanked Potts for his leadership and going above and beyond.

Fleshman made a motion for the adoption of the following resolution:

**Resolution 2021-119
Thanking Mark Potts**

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio, that the Board thanked Mark Potts for his leadership during his employment at Franklin Township especially during the pandemic.

Horn seconded the motion; with no discussion, the roll was called and the vote was as follows:

Horn: YES/ NO **Fleshman:** YES/ NO **Alex:** Excused

Resolution passed.

Audience Questions or Comments:

An audience member asked if anyone heard anything from Mr. Blevins? Horn said he may have to have surgery. Horn asked Assistant Fiscal Officer Robyn Watkins if she had an update. Watkins said she would prefer not to speak about any person's medical condition in a public meeting. The audience member said he was just checking on Mr. Blevins well-being. Watkins said that was fine but that no personal/medical information would be provided by her in a public meeting.

Horn wished audience member James Leezer the best of luck on his upcoming campaign for Township Trustee. Leezer thanked Potts for his work at the Township.

Horn said he appreciates Potts withstanding some adverse conditions as the board has been hard on him at times.

As Horn adjourned the meeting Fleshman said that Horn was over by two (2) minutes compared to the fastest meeting on record.

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Adjournment:

With no further discussion or comments from the audience, Horn adjourned the meeting at 6:37 p.m.

Signature on file with original _____
Aryeh Alex, Trustee

Signature on file with original _____
John Fleshman, Vice-Chairman/Trustee

Signature on file with original _____
Ralph Horn, Chairman/Trustee

Attested on the 26th day of August, 2021.

Signature on file with original _____

Nick Dunn, Fiscal Officer