

RECORD OF PROCEEDINGS

**Minutes of Franklin Township
Franklin County, Ohio**

Regular Meeting

**Held via Teleconference
COVID-19 Emergency Declaration
Ohio's Open Meeting Act**

November 12, 2020

Call Meeting to Order:

Vice-Chairman Fleshman called the Regular Meeting of the Franklin Township Board of Trustees to order at 6:30 p.m. on November 12, 2020, via teleconference (ZOOM).

Opening Prayer: Led by Trustee Fleshman

The Pledge of Allegiance: Led by Trustee Horn

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

Approval of Prior Meeting Minutes:

Fleshman made a motion to approve the following meeting minutes: A special meeting held on October 2, 2020, the regular meeting held on October 8, 2020 and a special meeting held on October 9, 2020.

Horn seconded the motion. With no discussion a vote was taken as follows: Alex, excused; Fleshman, yes; Horn, yes. The motion was passed.

Fiscal Officer Rhinehart updated everyone that the Fiscal Department is aware that the minutes are behind. The temporary staff member at the front desk will be assisting with typing up some of the minutes, said Rhinehart.

Fleshman said he is pleased to see a plan in place to get the minutes caught up.

Old Business

The Fiscal Officer recommended the following resolution:

Resolution 2020-216

WHEREAS, revenues for the operations of the road department are not sufficient to fund existing operations; and,

WHEREAS, transfers from the General Fund are necessary to subsidize the operations and keep the road department operating for 2020.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio:

Section 1, the fiscal officer is authorized to transfers funds as follows:

From	To	Amount
General Fund (1000)	Road Bridge (2013)	\$25,000.00
General Fund (1000)	Permission Motor Vehicle Tax (2231)	\$15,000.00

Fleshman moved. Horn seconded the Resolution; with no discussion, the roll was called for its adoption and the vote was as follows. Resolution passed.

Alex: EXCUSED

Fleshman: YES/ NO

Horn: YES/ NO

Fleshman asked Rhinehart to explain the reason for the resolution. Rhinehart explained this resolution is to simply put funds in the correct account.

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The Fiscal Officer recommended the following resolution:

Resolution 2020-217

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio, that the Board approves the accounts payables in the amount of \$197,898.09 and payroll paid on 10/30/2020 in the amount of \$163,195.11 and payroll paid on 11/13/2020 in the amount of \$168,763.86 for a total of \$529,857.06. From check number 64635 to 64838 and electronic vouchers from #570 to 610- 2020.

Fleshman moved. Horn seconded the Resolution; with no discussion, the roll was called for its adoption and the vote was as follows. Resolution passed.

Alex: EXCUSED

Fleshman: YES/ NO

Horn: YES/ NO

The Fiscal Officer recommended the following resolution:

Resolution 2020-218

WHEREAS, it is necessary to provide for the current expenses and other expenditures of Franklin Township, Franklin County during the year ending December 31, 2020; and,

WHEREAS, the Annual Appropriations Resolutions 2020-103 for the period from January 1, 2020 thru December 31, 2020 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 move appropriations as presented below.

<u>Fund/Program/Department</u>	<u>Current Appropriations</u>	<u>Increase (Decrease)</u>	<u>Revised Appropriations</u>
<u>Local Coronavirus Relief(2905)</u>			
<u>General Government</u>			
<u>Other Administration</u>			
Other Expenses	\$1,000	(\$19)	\$981
<u>Public Safety</u>			
<u>Police Protection</u>			
Salaries	250,000	0	250,000
<u>Fire Protection</u>			
Salaries	527,206	0	527,206
<u>Public Works</u>			
<u>Highways</u>			
Salaries	8039	29	8,068
Capital outlay	421,304	(10)	421,294
Total	\$1,207,549	\$0	\$1,207,549

Fleshman moved. Horn seconded the Resolution; with no discussion, the roll was called for its adoption and the vote was as follows. Resolution passed.

Alex: EXCUSED

Fleshman: YES/ NO

Horn: YES/ NO

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Rhinehart provided a summary of the CARES Act grant funding expenditures by department:

9/30/2020 reporting:

Administration: \$771.00 for disinfectant, hand sanitizer, and face coverings

Expensed between October 1, 2020 – November 20, 2020:

Road Dept: \$83,006.00 for a backhoe, \$8,067.00 in COVID leave wages for a total of \$91,073.00 and \$85,000.00 for a Ford F-550 dump truck (encumbered)

Police Dept: \$66,435.00 for laptops for police cruisers, \$134,524.00 for four new police cruisers, \$49,478.00 for equipment needed for new cruisers (encumbered), \$399.00 for face masks, and \$2,534.00 in COVID leave wages for a total of \$451,358.00 with \$49,478.00 encumbered.

Police First Responders: \$247,466.00 in COVID leave wages (3/1/20 forward)

Fire Dept: \$ 12,336.00 in COVID leave wages (3/1/20 forward)

Fire First Responders: \$514.870.00 in COVID leave wages (3/1/20 forward)

Fire Total: \$527,206.00

Administration: \$2,080.00 & \$580.00 for a total of \$2,660.00

Fleshman asked Rhinehart for an update on where things stand and how much longer we have to go with consultant, Jeff Wilcheck. Rhinehart said we have a long way to go. We have come a long way and have been working quite a lot with the department heads. We have been working on the remaining year balance and the next year's appropriations and budget. We hope to present this information to the board around December 8, 2020, if we can get a meeting scheduled. This will then give the board approximately ten (10) days to review and then we would ask for another meeting around December 20th to approve the 2021 budget. Wilcheck has not been able to get to the bank account project but is planning to get to that next week to meet the deadline established by the state auditor, Rhinehart explained.

Fleshman said to Rhinehart that he would like to find a better system for signing documents, especially the purchase orders (P.O.s). Fleshman suggested that the township look into a program called DocuSign. This would enable electronic signatures especially during the pandemic, said Fleshman.

Horn agreed that something needs to be done because the trustees have to come in three (3) days a week to sign documents.

Fleshman said that the way DocuSign works is that everything would come to the trustees electronically for an electronic signature.

Horn said we are already spending money for extra help so we need to get creative on a new system as an electronic version may take some time. We had

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a citizen reach out to the board asking why the minutes were not up-to-date on the website with the extra money being spent in the fiscal department, so it's best we try to create a rotation of sorts to schedule the trustees into the office to sign for the time being, said Horn.

Rhinehart explained that the DocuSign system might save time for the trustees but would be very time consuming for the fiscal department staff to establish and maintain.

With no further discussion, Fleshman moved to the police department.

Old Business

Police Department Report:

Chief Byron Smith asked the board to accept the resignation of part-time officer Curtis Boes.

Fleshman made a motion to accept the resignation of part-time officer Curtis Boes effective November 16, 2020. Horn seconded the motion. With no discussion a vote was taken as follows: Alex, excused; Fleshman, yes; Horn, yes. The motion was passed.

Smith asked the board to allow him to donate eighty (80) hours of sick time from his sick leave balance to Officer Menshouse who is going out on medical leave. He has recently been promoted to full time status and does not have much sick leave accumulated in his bank, Smith explained.

Fleshman made the following resolution:

Resolution 2020-221

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio, that the Board approves Police Chief Byron Smith to submit a payroll change form allowing him to donate eighty (80) hours of sick time from his sick leave bank to full time Officer J. Menshouse to use for an upcoming medical procedure.

Horn seconded the Resolution; with no discussion, the roll was called for its adoption and the vote was as follows. Resolution passed.

Alex: EXCUSED

Fleshman: YES/ NO

Horn: YES/ NO

Smith asked the trustees if he could schedule a meeting to discuss the upcoming police levy. Fleshman asked Smith to get with Administrator Potts to schedule a meeting.

Smith introduced Deputy Carter from the Franklin County Sheriff's Office to present the latest stats from the last two (2) weeks:

Deputy Carter, Franklin County Sheriff's Office provided the following data from October 29, 2020 through November 11, 2020:

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443 calls for service

38 reports

7 arrests within the township

12 drug related calls

- Frank Road
- Harrisburg Pike (overdose)
- Nationwide Blvd (overdose)
- W. Broad Street (overdose)
- Stimmel Road (overdose)
- Lincoln Park (overdose)
- Hopkins Ave
- Brown Road
- Jackson Pike Jail Facility (4)

Fleshman asked Carter what is the cause for the increase in overdoses in the township. Carter said unfortunately there has been an upswing on fentanyl related drugs which can cause the overdoses to increase across the County, said Carter.

7 burglaries

- Sherwood Forest
- N. Hague Avenue (2)
- Lenora Avenue
- N. Wilson Road
- Leesburg Court E
- Rosemont Avenue

5 Stolen Vehicles

- Marsdale Avenue
- Knob Hill
- Harrisburg Pike
- Laurel Avenue
- Hopkins Avenue

1 Recovered Stolen Vehicle

6 Weapon Related Runs

- Ransburg Avenue
- Jackson Road/Brown Road
- Franshire
- King Edwards
- W. Broad Street

2 Robberies

- Eakin Road
- W. Broad Street

16 Thefts

Carter updated the board on the house on Harrisburg Pike where there were several drug complaints that it was raided by SWAT and seven (7) arrests were made out of that house. There is also a lot of activity in the Mon-E-Bak area and we are hoping for some results from this area in the next few weeks, said Carter.

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Carter also reminded everyone as the colder weather approaches to not leave their automobile running unattended and to keep valuables locked away.

Horn asked Carter to confirm that the stats provided were for the last two (2) weeks. Carter confirmed the stats covered October 29, 2020 – November 11, 2020. Horn said this should give the listeners an idea of how busy law enforcement is in our township and surrounding communities. Horn thanked Carter for his detailed report.

With no further discussion, Fleshman moved to the fire department.

Fire Department Report:

James Welch, Fire Chief thanked everyone who supported the recent fire levy which was on the November 3, 2020 ballot.

Welch shared that the fire department has stepped up their COVID-19 precautionary measures to protect the firefighters as well as the citizens.

With no discussion, Fleshman moved to the road department:

Road Department Report:

Jim Stevens, Road Superintendent, not present for meeting.

At 7:00 p.m. Chairman Aryeh Alex joined the meeting.

With no discussion, Fleshman moved to trustee reports:

Trustee Reports:

Trustee Aryeh Alex thanked Vice-Chairman Fleshman for opening up and conducting the meetings this evening while he was attending a Ohio Township Association Meeting.

Alex said that based on information gathered at this meeting there may be more COVID-19 funding coming to local governments by the end of the year. Alex also shared that the state is looking to extend the virtual meeting deadline into 2021.

Trustee John Fleshman provided an update on the Mon-E-Bak/Brown Road East sewer project. The project is currently on Lowell Drive, said Fleshman.

Trustee Ralph Horn said that he had nothing new to report.

Fleshman returned back to agenda to two resolutions from the road department, one to pipe a storm sewer ditch in front of a property on Richter Road and a second to conduct a closed bid sale on the 2006 F-550.

Fleshman made the following resolution:

Resolution 2020-222 (amended see below)
BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio, that the Board approves the road crew to install a pipe within a storm sewer ditch in front of a property on Richter Road.

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Alex seconded the Resolution; with no discussion, the roll was called for its adoption and the vote was as follows. Resolution passed.

Alex: YES/ NO

Fleshman: YES/ NO

Horn: YES/ NO

Fleshman made the following resolution:

Resolution 2020-223

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio, that the Board approves the road superintendent to allow closed bids with a reserve on the 2006 F-550 dump truck.

Alex seconded the Resolution; with no discussion, the roll was called for its adoption and the vote was as follows. Resolution passed.

Alex: YES/ NO

Fleshman: YES/ NO

Horn: YES/ NO

The Fiscal Department was temporarily disconnected from the ZOOM call. Fleshman held the meeting and waited for fiscal staff to reconnect.

Once reconnected, Rhinehart made a comment related to resolutions reminding the board that each resolution must list a cost if there is an expenditure.

Jim Stevens, Road Superintendent joined the meeting.

Stevens explained that the purpose of resolution 2020-222 is that the township is required to place a pipe in the sewer ditch due to a new home being built on the property. Rhinehart said there needs to be a cost associated with this work listed on the resolution.

Fleshman made the following amendment to resolution 2020-222:

Resolution 2020-222 (AMENDED)

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio, that the Board approves the road crew to install a pipe within a storm sewer ditch in front of a property on Richter Road **at a cost not to exceed \$3,000.00.**

Alex seconded the Resolution; with no discussion, the roll was called for its adoption and the vote was as follows. Resolution passed.

Alex: YES/ NO

Fleshman: YES/ NO

Horn: YES/ NO

Fleshman asked Stevens if he would like to share anything else with the board.

Stevens said he had spoken with Administrator Potts about the leaf collection process for 2020 in the Village of Valleyview. Stevens asked where the board stands on if the road crew should pick up leaves in the Village. Fleshman asked Potts to reach out to the mayor of Valleyview to see if they want this service.

Assistant Fiscal Officer Robyn Watkins asked Vice-Chairman Fleshman to speak.

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Watkins shared that the Village of Valleyview has not paid Franklin Township for their leaf collection service from 2019.

Fleshman asked the Board if Administrator Potts could reach out to the mayor of Valleyview to discuss the 2019 leaf collection balance. Chairman Alex agreed.

The board agreed that Stevens and the road crew will keep the leaf collection service for township residents only at this time. Horn would like to have all of the costs which the township has charged the Village of Valleyview in the past reevaluated. Horn asked the board to reevaluate what the township has charged Valleyview previously and consider an increase in any further services provided by the township.

Fleshman made a motion to allow Administrator Potts to reach out to the mayor of the Village of Valleyview related to the past due 2019 leaf collection invoice prior to Franklin Township providing a leaf collection service in 2020. Alex seconded the motion. With no discussion a vote was taken as follows: Alex, yes; Fleshman, yes; Horn, yes. The motion was passed.

With no further discussion, Fleshman moved to the fiscal department.

Fiscal Department Report:

Mary Rhinehart, Fiscal Officer thanked the department heads for their efforts to follow the new purchase order process.

Rhinehart said she will be submitting new policies related to public records requests to the board this month, these policies are currently being reviewed by the township's legal team, said Rhinehart.

Rhinehart said the health reimbursement account is on hold at this time as it is under legal advice.

Rhinehart shared that the health insurance renewal is on hold as we take a look at the health reimbursement account.

Rhinehart shared that the Ohio Bureau of Workmen's Compensation (OBWC) is giving the township another refund (fourth for 2020). Their reserve is profiting on the stock market so they are able to refund policy holders, Rhinehart said.

Rhinehart updated the board that the township may receive more COVID-19 funding on November 25, 2020. On November 20, 2020, everyone is required to return any funds they did not use or encumber, and those refunds will be disbursed to local governments within five (5) days. This is exciting because we have other items which we could purchase with these funds, said Rhinehart.

Fleshman asked Alex his position on the DocuSign process. Alex said that any electronic signature system would be helpful. We should be able to come up with something. Alex said he would reach out to the Ohio Township Association for guidance on what other townships are doing.

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With no further discussion, Fleshman moved to the Administrator report.

Administrator Report:

Mark Potts, Township Administrator said that he had sent an email earlier for the board to review related to the steps needed and the cost associated with increasing the township's internet capacity.

Potts asked the board to consider selecting two (2) representatives from the township to participate in two groups related to the new COTA East-West Corridor project. The two groups are:

- Group #1: Technology Advisory Committee
- Group #2: Project Advisory Committee

The board agreed that Trustee Horn would participate in group #1 and either or both the police chief and the road superintendent would participate in group #2.

Fleshman asked Potts to submit those participant names to COTA.

Stevens asked the board if it would be acceptable to close the bids on the 2006 F-550 (resolution 2020-223) on December 9, 2020. The board agreed.

With no further discussion, Fleshman moved to questions.

Questions:

Fleshman asked Potts if there were any comments/questions from the public.

Potts checked the ZOOM chat room, social media and his email for any public comment and then opened the phone lines for listener participation.

Robbyne Chaney, resident asked the board where the No Knock Order stands and also explained the dissatisfaction of many residents related to the outdoor concert series which was held on the old Westland Mall property this summer.

Chaney expressed her disappointment in the trustees and their lack of support to the residents as the concert series was in violation of the Township's noise ordinance.

Fleshman explained that the concert series did not come to the township for a vote. Appeals were submitted to the Franklin County Appeals Board and the entity was granted permission to continue their concerts until November 8, 2020. The sound was monitored but unfortunately the township is limited on their enforcement, said Fleshman.

Horn explained that he is on the Franklin County Rural Zoning Board and meetings have been virtual throughout the pandemic, but all entities have the right to an appeal process. Horn said he would reach out to Matt Brown of the Rural Zoning Board for clarification on the situation.

Joy Clossin, resident complained of the high volume of noise related to the outdoor concert series held on the old Westland Mall property as well.

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Mike Blevins, resident asked Chief Smith if he had enough officers to cover all of the shifts since the recent resignation of one part-time officer and one full-time officer being out on medical leave. Blevins also asked Smith if he would be open to putting the lieutenant out on the street again to patrol if needed.

Smith said he will be staffing each shift as normal but to fight the increase in crime in the township the police department would need an additional five (5) to ten (10) officers. Smith also said he is open and willing to put the lieutenant as well as himself back on the road if necessary.

Chief Smith asked Fiscal Officer Rhinehart if the health reimbursement account (HRA) was still accepting claims since she said earlier in the meeting that it was on hold. Rhinehart said, the hold was only referencing the change in broker and that the current HRA is to be utilized the same as always, that there is no change at this time.

Smith said he wanted to make sure since there has been some delay in the HRA reimbursement to staff lately. Rhinehart said the broker is paid once the township has all of the necessary supporting documentation, but this should not delay the payment of claims.

Amanda Ensinger, Reporter for the Westside Messenger asked for an update on the SWACO Consortium II. Alex said that the township is waiting on a response from SWACO related to the public's comments. Alex said Administrator Potts will again reach out to SWACO next week.

Adjournment:

With no further discussion, Fleshman adjourned the meeting at 8:10 p.m.

Signature on file with original
Aryeh Alex, Chairman/Trustee

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

Signature on file with original
Ralph Horn, Trustee

Signature on file with original
Mary Rhinehart, Fiscal Officer