

# RECORD OF PROCEEDINGS

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

**Special Meeting**

**Held at 2193 Frank Road**

**December 9, 2019**

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Chairman Fleshman called the Special Meeting of the Franklin Township Board of Trustees to order at 8:30 a.m. on December 9, 2019, at 2193 Frank Road.

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

*Fleshman made a motion to suspend the Pledge of Allegiance and any prior meeting minutes. Alex seconded the motion. A vote was taken: Fleshman, yes; Horn, yes; Alex, yes. The motion passed.*

**Present:** The Board of Trustees, Fiscal Officer, Assistant Fiscal Officer, Fire Chief, Assistant Fire Chief, Road Superintendent, Police Chief, Police Lieutenant and Administrator Potts.

**Purpose of the Meeting:** Quarterly Meeting

**Fire Department Report:**

*Chief Welch* provided an update on the 2010 Pierce Fire Engine. Welch has been working with the Vice-President of Pierce Manufacturing to find a resolution to the issue. Pierce recognizes the problem but also does not believe the issue is their fault as other manufacturers have had the same problem. There were a series of checks which the Township was supposed to do underneath the truck including having the truck FDA inspected. 2019 is the first year we've done that Welch said.

I kicked back the initial recommendation from Pierce indicating specific things that I want. We are going to be at approximately the \$36,000.00 mark. I plan to budget \$50,000.00 so while it is back at Pierce I want to get everything done related to issues we've had in the past. Pierce will be disassembling the entire truck, motor, transmission, front steering, rear, so that new galvanized frame rails can be installed. This arrangement is all verbal currently so I am working with Pierce to get this in writing, said Welch.

Alex asked Welch how long does he believe this work will extend the life of the truck? Welch said his hope is to get another ten (10) years out of the truck.

Fleshman asked what the timeframe will be and if the Township has a backup engine to use while the 2010 engine is rebuilt. Welch said the timeframe is approximately three (3) months and the Township does not have an existing backup engine, we will have to borrow an engine from another jurisdiction.

The 2000 Pierce is the work horse for Station 193 and keeps going. We will work with another fire house to borrow an engine, said Welch.

Assistant Chief Adams asked to amend prior resolution 19-177 related to a grant received.

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*Fleshman moved to amend resolution 19-177 to read as follows. Alex seconded the motion, the roll was called for its adoption and the vote was as follows: Fleshman, yes; Horn, yes; Alex, yes. Resolution passed.*

**Resolution 19-267  
(Amending Res. 19-177)**

**BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio that the Board approves to pay a 10% matching fee revised at \$17,710.50 for the Assistance to Firefighters Grant. These funds will be paid from the EMS appropriation line item 2281-990 in the 2019 budget.**

Chief Welch distributed the preliminary 2020 budget for the fire department. The EMS budget is carrying the fire department right now as the fire department is in the red, said Welch.

Fleshman asked Administrator Potts to inquire with Southwestern City School on their position on donating the property on N. Hague Avenue where the former North Franklin Elementary School once stood for a future fire station. Welch said he is all for moving Station 192 especially to better serve the north end of the Township/Valleyview but it would be more like a ten (10) year plan. This could be a great opportunity and would be nice if Dr. Wise would be willing to donate the property to the Township, said Fleshman.

Alex said the Township has friends on the majority of the Southwestern City School Board (SWCS) and with the support of the Board and Dr. Wise it could become possible. SWCS has donated land to the Grove City/Jackson Township area, said the Fiscal Officer. Mark should work with Dr. Wise, said Alex.

Welch asked if the Fiscal Officer can transfer foam incident money which was initially deposited into the general fund in the amount of \$8304.00 to be deposited in the fire department.

The Fiscal Officer asked Welch if the fire department had anything they would like included as an expenditure in the 2020 budget. Welch said he would like the payment for the new fire engine due in January 2020 to come out of the EMS budget as EMS is floating the boat right now. The fire department plans to buy new radios in 2020 at an estimate of \$15,000,00, said Welch.

The Fiscal Officer reminded the Board that the property at 4100 Sullivant Avenue was donated for the sole purpose of Franklin Township and public purpose only.

Horn asked what the status is related to the Jefferson Health lawsuit. Welch said the Township could be responsible for \$100,000.00. Horn suggested this potential expenditure should be listed in our 2020 budget. Fleshman said we should let it ride out and then set up a payment plan at that time. The Fiscal Officer said it could be listed in our contingencies. Horn said he feels it would be a good idea to go ahead and list a projected number in our 2020 budget. Fleshman said he perceives that we could make payments. Fleshman does not justify placing it in the budget at this time.

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The Fiscal Officer said she will place a line item in the 2020 budget and this line item can be re-evaluated in 2020 as necessary.

**Building Department Report:**

*Chief Welch* shared that 2019 was a big year for the Building Department but the Township was able to maintain and sustain the needs of the commercial businesses in the Township. The plan is to move Captain Broecker back to the Building Department full time in January 2020.

The Township is very excited about the new truck driving school moving in and being built on Frank Road to be opened in 2020. Also, the new La Plaza Topatia location will be opening in 2020 as well. The former Express Scripts building on Phillipi Road is currently being occupied by an unknown business currently, said Welch.

**Road Department:**

*Jim Stevens*, Road Superintendent provided an update on the newly erected salt barn at the rear of the property at 2193 Frank Road. Salt will be delivered this week, said Stevens. I am pleased to say that we came in under budget for the new salt barn, said Stevens. Alex said it looks really good. Stevens said he is happy with the end result. Phase three will be adding the concrete pad with the divider for other material such as mulch, gravel, etc., Stevens explained.

Our leaf collection is about 95% complete. This includes Valleyview, said Stevens. The Fiscal Officer was asked to check on what Valleyview owes the Township for this service. Horn asked Fire Chief Welch if Valleyview has paid their 2019 fees for fire service. Welch said the Township has not received any funds for fire service in 2019 and Valleyview is in breach of contract. Alex asked if we would need to take them to court and Welch concurred. Alex stated that Valleyview should consider dissolving and reincorporate into the Township like many other small Villages has done within Ohio. The residents of Valleyview may pay less taxes and get better services if they reincorporated into the Township, said Alex.

The Fiscal Officer said she can reach out to the Auditor's Office about non-payment and then the Attorney General can send them a letter to comply. Stevens said this figure is something that is needed so he can budget road repairs (pothole repair) and leaf collection as well as Valleyview understands the financial obligation for the service. Alex recommended the Township hold a meeting at the Village Hall in Valleyview and invite the Village residents to provide a better understanding for all parties. A special meeting can be scheduled in early 2020 to discuss services as an informational meeting, said Alex.

Stevens reminded the Board that back in 2015 the Township went into contract with the Ohio Department of Transportation (ODOT) for the high reflectivity signs and Valleyview was added to our grant. We delivered the signs to Valleyview and they currently have not erected the mandated signs throughout their Village. The Villages lack of compliance in erecting the signs puts the grant for the purchase of the signs null and void. Fleshman asked if Administrator Potts would reach out to the Mayor of Valleyview on the status of the new signs being installed.

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The road and sidewalk construction in Havenwood are projected to begin in the Spring of 2020, said Stevens. Fleshman signed off on the paperwork from the County so the bid process will begin soon for this project. Havenwood is coming along with the project. I plan to follow up with the Romney Group on their agreed \$40,000.00 contribution towards the Havenwood project, said Stevens.

Alex asked Stevens how the agreement is going with ODOT. Stevens and Administrator Potts agreed that they had a great meeting with the representatives from ODOT in November and the agreement is being finalized.

Fleshman asked Stevens if there has been a conversation related to the fencing at I-70 West and Wilson Road exit where there has been a round hole cut in the fence for access to the Mon-E-Bak area. Stevens said when he speaks with ODOT he will bring up the damaged fencing. If ODOT would give the Township permission to cut down the excessive overgrowth along the fence line (which is owned by ODOT), this would make it easier to see individuals who are damaging the fence, said Fleshman.

Fleshman asked Stevens if a boom truck would be useful to the Road Department if we worked the expenditure into the 2020 budget. Stevens said a boom truck would have multiple uses especially dead trees which are throughout the Township. Stevens said as the project continues on W. Broad Street the Township will be responsible for putting up and taking down the pole banners and the boom truck would be an excellent asset for the Township versus renting. Fleshman said the Township should try and put something in the 2020 budget for this equipment.

Fleshman also shared that with the age of our existing leaf vac it might be a good idea to purchase a new leaf vac and rotate the equipment to extend the longevity of the equipment. Fleshman asked Stevens if he knows how much a new leaf vac would cost. Stevens said he is happy to research pricing and bring it back to the Board.

Fleshman inquired about the older F-550 truck how it is performing. Stevens said he needs to take the truck in to see what is going on. If we are to consider replacing a truck it would be the older F-350 truck and use the F-550 as a back-up. The Road Department does not have funds in the budget currently to have vehicle repairs until 2020. Fleshman asked if the Township moved away from the OME turbos would this increase the performance of our trucks. The Road Department has the capabilities to replace our own turbos but with the design of the trucks we cannot remove the entire cab to perform this task. The truck will need to be taken to a professional who has the equipment to properly install the turbos, said Stevens. Fleshman asked if the Road Department has a timeline in replacing an existing truck. Stevens said he believes 2021 would be the year to possibly purchase a new truck versus ongoing maintenance issues.

Fleshman asked what the update is on the lighting installation on the east parking lot. Stevens said the light bulbs have been ordered. Fleshman said that he is aware that there is an existing gas line in the middle of the parking lot so how far down does the signage poles need to go into the ground. Stevens said the poles need to be at least 12" to 16" for the signs to hold.



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Stevens said he will be having the parking lot properly marked for utilities before any digging occurs.

Horn asked Stevens if there were any plans in 2020 for any repaving projects outside of Havenwood. Stevens said he did a ride along with the County Engineers and there are no roads which are standing out currently. Horn said a lot of our roads are beginning to age. Stevens said the Township was unable to do their crack seal which adds life to the roads. Horn is concerned about some of the areas such as the Rosary Addition. Stevens said that area needs a lot of patch work and to grind out the existing blacktop. I have been on the outlook for a skid steer on the auctions I watch, said Stevens. Horn said he believes the Township did a fair job on the pothole patching. The Township needs to allocate some money in the 2020 budget for road work such as potholes and patch work, said Horn.

Horn said the Township needs to clean up our parking here at 2193 Frank Road. Stevens asked for clarification from Horn. Horn explained that the parking lot needs an overcoat. Stevens said he is working with Administrator Potts. Horn asked how long it has been since our buildings have been painted. Stevens said it has been around ten (10) years since any painting has occurred. Horn said he would just like to see a little clean up such as the old salt barn, etc. Stevens said he plans to clean up the old salt barn and utilize it as storage because if we do too much moving around the wall may be in jeopardy of shifting or falling. Horn asked Administrator Potts to ensure funds are allocated in the 2020 budget for Township cleanup here at this location.

The Fiscal Officer reminded the Board of their conversation in January 2018 related to Jim Stevens and his memo of understanding. The Board agreed to allot half of Steven's raise in 2018 and the other half in 2019 of which the 2019 raise did not occur. The Fiscal Officer asked the Board how they would like to proceed. Fleshman asked the Fiscal Officer if she has the initial information from 2018 so it can be discussed. The Fiscal Officer said the Board agreed to give Jim Stevens a \$33,000.00 raise over a two (2) year period of which only half has been fulfilled. Stevens said he would like to put some things together in his memo of understanding and bring it back to the Board. There are some modifications I would like to make, so if we could do that instead I would appreciate it, said Stevens.

Horn mentioned that he, Administrator Potts, and Laura Esterline took a tour of the white house (1963 Harrisburg Pike) last week and there is still a lot of stuff inside of the house. Stevens said we ran out of time due to leaf season but have it on our list to empty the house.

At 9:45 a.m. Fleshman announced a break would be taken.

At 9:50 a.m. Fleshman resumed the meeting.

## **Police Department Report:**

*Lieutenant Dave Ratliff* provided an update on the modular. The floor has separated and the Township has paid Trio Construction to do the floor work but currently the Township has been working to reach the company to schedule a time for the work to be done, said Ratliff.

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The water/sewer lines have been installed and are fully operational. We currently have two network cables not working, one going to a printer and another going to our training television. We have rerouted one of the cables currently to get the printer up and running. I am going to reach out to the company who installed the network cables to evaluate the issue. Also, there is an issue with the heating unit at one end of the modular. I am addressing this issue as well, said Ratliff.

We are running out of storage space in the modular, the hope is to purchase/build a storage building to the south of the modular to assist with the storage issue. Fleshman said the Township could look into bids for a sectional storage unit to be utilized by each department for their departmental storage.

The police department is also looking into a radar speed trailer. It would flash and notify drivers of their speed as they approach the trailer, said Ratliff. Fleshman asked where the previous radar tracker is that the Township purchased a few years ago for \$5000.00. Chief Smith said he has the radar device but has been unable to locate the computer which calculates the data. Chief Smith said the speed radar trailer has an estimated cost of \$6,000.00 to \$10,000.00 which will be in the police budget in 2020.

Smith explained he would like to partner with our clergy and a social services agency to go out and visit individuals who overdose. In many cases where there are addicted parents there are children who are raising themselves. Part of this initiative will be to bring the families impacted by drug addiction a food basket for the children. This also gives us an opportunity to access the home life of the children to see if other services are needed. My hope is to get this initiative up and running in 2020, I will keep the Board updated on the logistics as plans develop, said Smith.

Smith distributed a job description of a departmental investigator who would be hired within as a lateral move not creating an additional position. Ratliff explained how the Township currently partners with the Franklin County Sheriff's Office (FCSO) to investigate any crime within the boundaries of Franklin Township. The FCSO does not provide investigations on misdemeanor crimes such as car break-ins, thefts, criminal damaging, etc. If the Township would have a misdemeanor investigator they could focus on and ultimately catch criminals who continue to victimize our residents with misdemeanor like activities which currently have no consequences.

Horn said he likes this idea especially being able to provide the citizens with follow-up. Currently we only have our block watches to communicate/report these types of activities which no follow-up is currently provided. Horn said he is concerned about being able to afford this position. Chief Smith said this would not be an additional position this position will be posted internally as many of our officers have shown interest in this position and have the qualifications. We do not plan to fill the vacancy of patrolman once the investigator position is filled. This will replace a patrolman position, said Smith.

Smith distributed information related to establishing a K-9 unit. Smith provided the pros and cons. The dog initially could cost the Township around \$8,000.00 unless the dog is donated as well as the equipment, training, having the proper

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cage installed in the cruiser the total cost could range as high as \$30,000.00 to get a K-9 unit operational, said Smith.

Alex said he supports the idea but would suggest placing this idea on the back burner unless grants are identified. Fleshman and Horn agreed.

Smith distributed a revised copy of his Memo of Understanding (MOU) between himself and Franklin Township. Smith explained that he removed comp time as well as the language around how he gets what the collective bargaining unit gets. This way there are no issues when we re-negotiate with the union. The comp time equals about \$15,000.00 per year so I plan to re-appropriate those funds to the police training budget. I also included an annual 3.5% cost-of-living raise and 1.5% merit raise annually. The only thing I am asking for is an additional four (4) hours of vacation per pay, said Smith. This would equal 12 hours of vacation pay per pay or 7.5 weeks per year, said the Assistant Fiscal Officer.

Alex said we will not be voting on this today as the Board needs time to review and think about it.

Fleshman asked Smith if the Police Department plan to replace the wrecked cruiser with a patty wagon. Smith said we are holding off on this. There had been mention of putting up a fence on the east side of the modular is this still in discussion, Fleshman asked. Smith said yes, that this would be a capital improvement and we are still interested in entertaining the idea. A cedar fence would be the most cost-effective way to go, said Smith.

## **Fiscal Department Report:**

*Lisa Morris*, Fiscal Officer re-capped that she will be adding the following line items into the 2020 budget:

- Jefferson Health Insurance
- IRS

The temporary budget has to be submitted by mid-January and the permanent budget submitted by mid-March 2020. The plan is to move banks from PNC to Huntington early next year, said Morris.

Morris asked the Board if they would approve adding the Township Administrator as a signer on checks. Alex said he would like the Administrator to look into this from a legal standpoint and bring the language back to the Board.

*The Assistant Fiscal Officer, Robyn Watkins* asked the Board to review the distributed appropriation report reflecting the unencumbered balances remaining for 2019. Currently the fire department does not have any funds (\$0 balance) to pay for their medical insurance for the remainder of 2019. What has been a challenge for the fire department in 2019 was the medical reimbursement the Township provides to each employee. The fire department utilized much of this program in 2019 which made an impact on their medical insurance budget, said Watkins. The Fiscal Department recommends every department budget for the medical insurance deductible separate from the Medical Mutual premium budget, Watkins shared. The fire department alone for the monthly Medical Mutual

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premium is over \$50,000.00. Welch said the Ohio Police & Fire only come out of fire so those appropriated funds can be utilized for Medical Mutual, said Welch.

Watkins asked all department heads to review their unencumbered balances for 2019 so we can make all bills are paid before the end of the year with no invoice balances carrying forward into 2020.

Morris as the Administrator if he can reach out to the Local Government Services (LGS) to assist in preparation for the audit being planned in 2020.

Fleshman asked Morris if the line item listed on the budget for the purchasing of properties would remain in the 2020 budget. Morris concurred.

## **Township Administrator**

*Mark Potts*, Administrator recommended educating the residents on the difference between a standard levy and a township-wide levy as it relates to the upcoming fire levy in March 2020. It is important that our residents are aware of the Homestead program which lowers and recalculates eligible homeowner's property taxes, Potts explained.

Horn shared his concerns about the Township owning a series of vacant properties which we are responsible for paying the annual property taxes unless the land is utilized for public purpose. Buying property and sitting on it is not a good thing, said Horn. Fleshman disagreed and explained his position on the value of property.

Potts explained how he met with Rep. Adam Miller for Capital Budget requests. Priority would be 2193 parking lots with expansion of parking lot with paving/black top. Once we determine the cost we then have to match it in the capital budget. Another example would be replacing the old salt barn, remove and replace with new bays and a possible meeting hall. The only issue is the limited space (property) to expand the building size. A final example is installing an exhaust system for the current fire houses, but our fire houses are not structurally capable of installing such a system currently, said Assistant Fire Chief Adams.

Fleshman asked Trustee Alex what his position is on purchasing the property to the south of 2193 Frank Road. Alex said he would have to review the 2020 budget before making any decision as he feels the 2020 budget is going to be tight. Horn said if the time comes where it is practical he would support the idea.

Fleshman asked Jim Stevens what his perspective is about purchasing the property adjacent to 2193 Frank Road. Stevens said the only way to renovate or replace this property based on new regulations all of the structures have to be moved back away from Frank Road and currently we do not have property to make any changes. If we were to purchase the property the Township would then have access off of Harrisburg Pike with our equipment. Alex reminded everyone that Franklin County agreed to donate the additional land to the east of the new Forensic Science Complex on Frank Road. I would prefer to see us maintain this building while building a new complex next to the Forensic Science Building, said Alex. The land to the east of the Forensic Science Complex remains in Franklin Township, said Alex.



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Fleshman said he feels purchasing the adjacent properties is only in the best interest of the Township. The Board agreed that the line item to purchase property will remain in the 2020 budget.

Potts said the County does not seem as engaged in discussing a TIF/JEDD at this time. Alex said he spoke with the incoming mayor in Grandview and they are excited about the potential partnership. The cost to establish a TIF could cost the Township \$40,000.00 but it would be worth it, said Potts. If we hear of any possible demolition of Westland Mall then that would be the time to establish the TIF, said Alex. Potts said he can work with our legal counsel to move forward with the TIF. Fleshman said he would like to see movement before the end of the year. Alex said we should get a proposal immediately. Potts said he will work with our legal counsel to gain information.

*Fleshman made the following motion to allow Administrator Potts to reach out to our attorney to gain information on establishing a TIF. Alex seconded the motion. A vote was taken: Horn, yes; Fleshman, yes; Alex, yes. The motion passed.*

Potts also explained that he is monitoring all improvements on our commercial buildings in the Township to ensure they are being reported to the County Auditor's Office.

Potts explained he will be pursuing the inside millage when the Township files their 2021 budget. This revenue would be used in the Road Department, said Potts. We can then present our need to the Budget Commission to pursue the inside millage, Potts explained.

Potts said he is going to continue expanding on our policy manual. OTARMA recommends various trainings as well.

Potts said if the board would like the Township has the right to add \$5 to the Ohio Bureau of Motor Vehicle Tax which would increase our revenue in road taxes received.

Fleshman asked Alex if the new website he suggested in 2018 ever went live? Alex said he forgot who he handed it off to. The Assistant Fiscal Officer said the new website was developed and was handed off to the Board to review in 2018 but the Board never moved on it. Fleshman asked if the Township could look into something more modern for our website.

Fleshman asked Potts if he researched on a time keeping clock for monitoring the three-minute limit on speaker cards at the meetings. Potts said he found a clock for around \$300.00. Fleshman said it provides courtesy to the individual who is making the comment. Alex said he has a time-keeping clock in his office for around \$40.00. Alex said we should look for a cheaper clock.

*Fleshman made the following motion to allow the Township Administrator to research and purchase a meeting count-down clock not to exceed \$100.00. Alex seconded the motion. A vote was taken: Horn, yes; Fleshman, yes; Alex, yes. The motion passed.*

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Potts said he is going to reach out to the Franklin County Auditor's Office to review the property values related to the vacant parcels the Township owns. Potts recommended to the Board that they allow our realtor to list all of the properties (vacant land) on the market.

Horn said he would like to schedule a special meeting to speak about Mark. Fleshman asked if Mark is aware of this request. Mark said yes it has to do with his projects in 2020. Fleshman said we will have to determine if the discussion falls under the statutes of an executive session. A special meeting will be scheduled at 5:30 p.m. on Thursday, December 12, 2019, said Fleshman.

At 11:30 a.m. with no further discussion, Fleshman adjourned the meeting.

Signature on file with Original  
John Fleshman, Chairman

Signature on file with Original  
Ralph Horn, Vice-Chairman

Signature on file with Original  
Aryeh Alex, Trustee

Signature on file with Original  
Lisa Morris, Fiscal Officer  
Robyn Watkins, Assistant Fiscal Officer

Minutes were taken and typed by: R. Watkins  
Minutes approved by Board of Trustees on 01/09/2020