

RECORD OF PROCEEDINGS

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

Regular Meeting

Held at 2193 Frank Road

November 14, 2018

Chairman Horn called the Regular Meeting of the Franklin Township Board of Trustees to order at 6:30 p.m. on November 14, 2018, at 2193 Frank Road.

Chairman Horn gave the welcome.

Opening Prayer:

Pastor Snodgrass, Fire Department Chaplain, led the opening prayer.

Chairman Horn led in the Pledge of Allegiance.

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

Horn welcomed guest speaker Laura Esterline, Realtor/Broker of RE/MAX to provide a summary update on the sale of Township owned properties.

Ms. Esterline explained that the paperwork for the (6) six properties assigned to her are ready to be placed on the market. She explained that each property will have its own *Exclusive Right to Sell Listing Contract* which will need to be signed by the Chairman of the Board.

The Board agreed that yard signage is not needed for these properties at this time due to possible vandalism. Each property will be sold “as is” with no liability to the Township at point-of-sale.

Alex moved for the adoption of the following resolution. Fleshman seconded the motion, the roll was called for its adoption and the vote was as follows: Fleshman, yes; Horn, yes; Alex, yes.

Resolution 18-211

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio that the Board approved to go into contract with Laura Esterline, Realtor/Broker of RE/MAX to sell the property at 1820 Eastfield Drive North.

Alex moved for the adoption of the following resolution. Fleshman seconded the motion, the roll was called for its adoption and the vote was as follows: Fleshman, yes; Horn, yes; Alex, yes.

Resolution 18-212

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio that the Board approved to go into contract with Laura Esterline, Realtor/Broker of RE/MAX to sell the property at 867 Hart Road.

RECORD OF PROCEEDINGS

Minutes of Franklin Township
Franklin County, Ohio

Regular Meeting

Held at 2193 Frank Road

November 14, 2018

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Resolution 18-213

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio that the Board approved to go into contract with Laura Esterline, Realtor/Broker of RE/MAX to sell the property at 1439 Little Avenue.

Alex moved for the adoption of the following resolution. Fleshman seconded the motion, the roll was called for its adoption and the vote was as follows: Fleshman, yes; Horn, yes; Alex, yes.

Resolution 18-214

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio that the Board approved to go into contract with Laura Esterline, Realtor/Broker of RE/MAX to sell the property at 462 Prospect.

Alex moved for the adoption of the following resolution. Fleshman seconded the motion, the roll was called for its adoption and the vote was as follows: Fleshman, yes; Horn, yes; Alex, yes.

Resolution 18-215

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio that the Board approved to go into contract with Laura Esterline, Realtor/Broker of RE/MAX to sell the property at 1248 Tedco Drive.

Alex moved for the adoption of the following resolution. Fleshman seconded the motion, the roll was called for its adoption and the vote was as follows: Fleshman, yes; Horn, yes; Alex, yes.

Resolution 18-216

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio that the Board approved to go into contract with Laura Esterline, Realtor/Broker of RE/MAX to sell the vacate lot located at 1661 Harrisburg Pike.

Horn signed each *Exclusive Right to Sell Listing Contract*. Ms. Esterline stated that she will have all signed documented returned to the Township within 24 hours via email. Ms. Esterline and the Assistant Fiscal Officer exchanged business cards to ensure open communication between her office and the Township.

RECORD OF PROCEEDINGS

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

Regular Meeting

Held at 2193 Frank Road

November 14, 2018

Horn thanked Ms. Esterline for her time and detailed information related to the properties.

With nothing further from Ms. Esterline, Horn resumed with the agenda.

Fleshman moved for the adoption of the following resolution. Alex seconded the motion, the roll was called for its adoption and the vote was as follows: Fleshman, yes; Horn, yes; Alex, yes.

Resolution 18-210

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio that the Board approves payroll \$131,632.73 and bills in the amount of \$127,107.18, for a total of \$258,739.91 from check number 48490 to 48607.

FIRE DEPARTMENT REPORT:

Fire Chief, James Welch reviewed with the Board that at the last Regular Meeting of the Board of Trustees, Chief Adams presented the Board with the new rates for medical insurance for 2019 and 2020. Medical Mutual is offering the Township a 9.5% increase in premium at 4.75% for the next (2) two years, said Welch. He feels this is a good offer since in years past the rate of insurance premium increased easily over 15% to 20% for a single year.

Alex moved for the adoption of the following resolution. Fleshman seconded the motion, the roll was called for its adoption and the vote was as follows: Fleshman, yes; Horn, yes; Alex, yes.

Resolution 18-217

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio that the Board approves Chief Welch to accept the contract from Medical Mutual and sign for a 9.5% increase in the insurance premium at 4.75% over a (2) two year period of 2019 and 2020.

With no questions from the audience, Horn moved to the Police Department

POLICE DEPARTMENT REPORT:

Police Chief, Byron Smith shared with the Board that part of the promise to the public was proper notification of the traffic cameras which includes posting a notice in local printed media sources. Smith indicated that he would like to recommend to the Board that the postings go into the Columbus Dispatch as well as The Daily Reporter. These two media outlets print their papers daily which is a requirement of the notice as well as they are two of the largest written media outlets in the area, said Smith.

RECORD OF PROCEEDINGS

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

Regular Meeting

Held at 2193 Frank Road

November 14, 2018

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Resolution 18-218

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio that the Board approves Chief Smith to publish to notice in both the Columbus Dispatch and The Daily Reporter notifying the public of the use of traffic cameras in Franklin Township.

Smith continued by updating the Board on his plans to include money in his 2019 budget to purchase (4) four new police cruisers. The first round of new cruisers will be paid off at the end of 2018, so planning for additional cruisers in 2019 will not increase the Police Department budget, indicated Smith.

Fleshman asked the Chief if he is looking at the same make/model of vehicle as the Township currently has in their fleet. Smith confirmed that yes the make/model in their fleet currently works well for the officers and the needs of the Township.

Alex asked the Chief if there would any added insurance costs with newer vehicles in the fleet. The Chief as well as the Fiscal Officer agreed that there would be no increase in the vehicle insurance premium.

Chief Smith stated that he will be placing the Ford Crown Victoria on Gov Deals to possibly sell or look to see if there is another local government in need of a vehicle. The Township could sell the Crown Victoria to another local government for \$1.00.

Fleshman moved for the adoption of the following resolution. Alex seconded the motion, the roll was called for its adoption and the vote was as follows: Fleshman, yes; Horn, yes; Alex, yes.

Resolution 18-238

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio that the Board approves Chief Smith to go into contract to purchase (4) four new police cruisers which will be purchased out of the Police Department budget in 2019.

Chief Smith distributed a list to the Board of various items which are in inventory in the garage located at 1963 Harrisburg Pike being proposed to be properly disposed of by the Township.

RECORD OF PROCEEDINGS

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

Regular Meeting

Held at 2193 Frank Road

November 14, 2018

Alex moved for the adoption of the following resolution. Fleshman seconded the motion, the roll was called for its adoption and the vote was as follows: Fleshman, yes; Horn, yes; Alex, yes.

Resolution 18-219

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio that the Board approves for the proper disposal of a desk located inside the house at 1963 Harrisburg Pike.

Alex moved for the adoption of the following resolution. Fleshman seconded the motion, the roll was called for its adoption and the vote was as follows: Fleshman, yes; Horn, yes; Alex, yes.

Resolution 18-220

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio that the Board approves for the proper disposal of a five-drawer file cabinet desk located inside the house at 1963 Harrisburg Pike.

Alex moved for the adoption of the following resolution. Fleshman seconded the motion, the roll was called for its adoption and the vote was as follows: Fleshman, yes; Horn, yes; Alex, yes.

Resolution 18-221

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio that the Board approves for the proper disposal of a small table located inside the house at 1963 Harrisburg Pike.

Alex moved for the adoption of the following resolution. Fleshman seconded the motion, the roll was called for its adoption and the vote was as follows: Fleshman, yes; Horn, yes; Alex, yes.

Resolution 18-222

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio that the Board approves for the proper disposal of a five-drawer file cabinet inside the garage at 1963 Harrisburg Pike.

RECORD OF PROCEEDINGS

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

Regular Meeting

Held at 2193 Frank Road

November 14, 2018

Alex moved for the adoption of the following resolution. Fleshman seconded the motion, the roll was called for its adoption and the vote was as follows: Fleshman, yes; Horn, yes; Alex, yes.

Resolution 18-223

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio that the Board approves for the proper disposal of a five-drawer file cabinet inside the garage at 1963 Harrisburg Pike.

Alex moved for the adoption of the following resolution. Fleshman seconded the motion, the roll was called for its adoption and the vote was as follows: Fleshman, yes; Horn, yes; Alex, yes.

Resolution 18-224

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio that the Board approves for the proper disposal of a five-drawer file cabinet inside the garage at 1963 Harrisburg Pike.

Alex moved for the adoption of the following resolution. Fleshman seconded the motion, the roll was called for its adoption and the vote was as follows: Fleshman, yes; Horn, yes; Alex, yes.

Resolution 18-225

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio that the Board approves for the proper disposal of a two-drawer file cabinet inside the garage at 1963 Harrisburg Pike.

Alex moved for the adoption of the following resolution. Fleshman seconded the motion, the roll was called for its adoption and the vote was as follows: Fleshman, yes; Horn, yes; Alex, yes.

Resolution 18-226

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio that the Board approves for the proper disposal of a two-drawer file cabinet inside the garage at 1963 Harrisburg Pike.

RECORD OF PROCEEDINGS

Minutes of Franklin Township
Franklin County, Ohio

Regular Meeting

Held at 2193 Frank Road

November 14, 2018

Alex moved for the adoption of the following resolution. Fleshman seconded the motion, the roll was called for its adoption and the vote was as follows: Fleshman, yes; Horn, yes; Alex, yes.

Resolution 18-227

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio that the Board approves for the proper disposal of a two-drawer file cabinet inside the garage at 1963 Harrisburg Pike.

Alex moved for the adoption of the following resolution. Fleshman seconded the motion, the roll was called for its adoption and the vote was as follows: Fleshman, yes; Horn, yes; Alex, yes.

Resolution 18-228

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio that the Board approves for the proper disposal of a two-drawer file cabinet inside the garage at 1963 Harrisburg Pike.

Alex moved for the adoption of the following resolution. Fleshman seconded the motion, the roll was called for its adoption and the vote was as follows: Fleshman, yes; Horn, yes; Alex, yes.

Resolution 18-229

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio that the Board approves for the proper disposal of a two-drawer file cabinet inside the garage at 1963 Harrisburg Pike.

Alex moved for the adoption of the following resolution. Fleshman seconded the motion, the roll was called for its adoption and the vote was as follows: Fleshman, yes; Horn, yes; Alex, yes.

Resolution 18-230

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio that the Board approves for the proper disposal of a two-drawer file cabinet inside the garage at 1963 Harrisburg Pike.

RECORD OF PROCEEDINGS

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

Regular Meeting

Held at 2193 Frank Road

November 14, 2018

Alex moved for the adoption of the following resolution. Fleshman seconded the motion, the roll was called for its adoption and the vote was as follows: Fleshman, yes; Horn, yes; Alex, yes.

Resolution 18-231

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio that the Board approves for the proper disposal of a four-drawer file cabinet inside the garage at 1963 Harrisburg Pike.

Alex moved for the adoption of the following resolution. Fleshman seconded the motion, the roll was called for its adoption and the vote was as follows: Fleshman, yes; Horn, yes; Alex, yes.

Resolution 18-232

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio that the Board approves for the proper disposal of a four-drawer file cabinet inside the garage at 1963 Harrisburg Pike.

Alex moved for the adoption of the following resolution. Fleshman seconded the motion, the roll was called for its adoption and the vote was as follows: Fleshman, yes; Horn, yes; Alex, yes.

Resolution 18-233

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio that the Board approves for the proper disposal of a four-drawer file cabinet inside the garage at 1963 Harrisburg Pike.

Alex moved for the adoption of the following resolution. Fleshman seconded the motion, the roll was called for its adoption and the vote was as follows: Fleshman, yes; Horn, yes; Alex, yes.

Resolution 18-234

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio that the Board approves for the proper disposal of a sectional desk inside the garage at 1963 Harrisburg Pike.

RECORD OF PROCEEDINGS

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

Regular Meeting

Held at 2193 Frank Road

November 14, 2018

Alex moved for the adoption of the following resolution. Fleshman seconded the motion, the roll was called for its adoption and the vote was as follows: Fleshman, yes; Horn, yes; Alex, yes.

Resolution 18-235

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio that the Board approves for the proper disposal of a duplicator machine inside the garage at 1963 Harrisburg Pike.

With no questions from the audience, Horn moved to the Road Department.

ROAD DEPARTMENT REPORT:

Road Superintendent, Jim Stevens asked the Board and the resident of the Township to please be patient as the Road Crew is literally buried in leaves. The leaf collection will continue as long as the weather permits, per Stevens.

With no questions from the audience, Horn moved to the Fiscal Department.

FISCAL DEPARTMENT REPORT:

Fiscal Officer, Lisa Morris informed the Board that due to ongoing money collection issues related to petty cash the Auditor of the States Ohio recommended that the Township eliminate the petty cash drawer permanently.

Alex moved for the adoption of the following resolution. Fleshman seconded the motion, the roll was called for its adoption and the vote was as follows: Fleshman, yes; Horn, yes; Alex, yes.

Resolution 18-236

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio that the Board approves for the Fiscal Officer to close out the petty cash drawer permanently and deposit the money into the general fund immediately.

The Fiscal Officer asked the Board how they would like to proceed with Jessica Rice's request for her vacation payout. The Board agreed they would take no action at this time.

With no questions from the audience, Horn moved to the Trustee Reports.

TRUSTEE REPORTS:

Chairman Horn shared with the Board that there is an upcoming event being hosted by the Mid-Ohio Regional Planning Commission (MORPC) and Erin Crome the Township Secretary would like to attend. The Board agreed that

RECORD OF PROCEEDINGS

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

Regular Meeting

Held at 2193 Frank Road

November 14, 2018

Ms. Crome could attend the MORPC engagement as well as Robyn Watkins if time permitted for her to do so.

MORPC also has many resources available on their website for both local government and Franklin County residents. www.morpc.org

Vice-Chairman Alex updated the Board and the audience that based on recommendations from the Township attorney the Board will not be moving forward with research firm to find a Township Administrator. The Township attorney offered to assist Franklin Township in their search for an Administrator. This assistance would consist of the Township attorney reviewing past candidates who interviewed with other Townships to see if they might fit the needs of Franklin Township. The legal costs to pay the attorney would be significantly less than working through a research firm, said Alex.

Alex made the following motion to allow the Fire Chief to work with the Township attorney, Pete Griggs to post the Administrator position and search applicants who have previously applied at other Townships and to share those with us to identify candidates to interview. Fleshman seconded the motion. A vote was taken: Fleshman, yes; Horn, yes; Alex, yes.

Alex made the following motion based on a recommendation from our Township attorney, Pete Griggs, to identify (2) two options for payroll service for the Township and to bring the findings back to the Board for review. Fleshman seconded the motion. A vote was taken: Fleshman, yes; Horn, yes; Alex, yes.

The Fiscal Officer asked the Board when the Fiscal Department was going to be made aware of the exploration of an outside payroll company. This was a recommendation from the Township attorney, said Alex. The Fiscal Officer said this is just another avenue for the Board to spend taxpayer dollars. Fleshman said the Board is looking to see if this option could be a tax savings. The Fiscal Officer stated this is the Board's way of taking control of the Fiscal Department.

Trustee Fleshman provided an update on the status of the Township logo and the students participating from Franklin Heights High School. The sample which has been submitted so far have been good but unfortunately many ideas being used are copy written by someone else and cannot be used by the Township. If the students lose momentum or samples are limited the project will be expended to other schools within the Township.

With no further discussion, Horn moved to questions from the audience.

AUDIENCE COMMENTS:

Mike Blevins asked what is the status of the white house (1963 Harrisburg Pike) since it has been vacated by Township staff. Road Superintendent responded by saying that he has contacted (3) three commercial companies who specialize in basement repair. Once the basement is repaired (seal off the water source) then the mold issue can be treated.

RECORD OF PROCEEDINGS

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

Regular Meeting

Held at 2193 Frank Road

November 14, 2018

Blevins asked the Board if the Township has a budget allocated for the Township attorney. Fleshman confirmed that yes there is a separate line item within the budget for the attorney. Currently the Township is below budget in the 2018 legal fee expenditures.

The Board offered copies of the budget appropriations on the Board table for the audience to review which reflects the legal fees incurred as well as the remaining budget allocations.

Steve Morris inquired what the status is on the Employee Handbook/Policies and Procedures which was submitted to the Board in July of 2018. Fleshman said the Board is waiting to hire an Administrator to proceed forward with the handbook. Mr. Morris asked each Board member if they read the initial 117 page handbook submitted. Alex stated that he did read the entire handbook but Fleshman and Horn, said they did not. Horn said, there was no reason to read 117 pages when it would not be used. The Board all agreed they had reviewed the Prairie Township Handbook.

Jessica Gregg said so if the Township does not have a policy and procedural handbook then this means the management within the fire, road, and police department does not have policies to follow as well. Alex stated those departments have policies based on their collective bargaining agreements. The Fiscal Officer stated that her staff member spent 7 months compiling the handbook (117 pages) based on the guidance of the Board requesting a handbook which mirrored Franklin County. The Board changed their mind after the 117 page handbook was completed by asking to review Prairie Township's handbook. Now the Board changed their mind again but saying the handbook will be on hold until an Administrator is hired. The manual may have been 117 pages long but it included an index, templates, sample forms, etc., said the Fiscal Officer.

Steve Morris asked the Board why they would want to have the Fire Chief looking for a payroll company when the Township has two individuals capable of handling payroll as well as the Fire Chief has other things he can be doing more related to his job. Jessica Gregg stated, the projects which the Fire Chief is being assigned to do are projects for a Township Administrator. Alex agreed and that is why identifying and hiring an Administrator is so important. The Assistant Fiscal Officer asked the Board for clarity related to the handbook related to the statements from Fleshman and Alex. Fleshman stated the handbook would be on hold until an Administrator was hired and then Alex stated there would be movement on the handbook within a couple of weeks. Can Fleshman and Alex provide clarity to the audience on these two statements?

Fleshman said that during their discussion with the Township attorney he recommended that a Township Administrator can assist with a handbook. At this point, the Board has not taken any movement on implementing a handbook such as the Prairie Township handbook but the hope is within a couple of weeks movement will take place.

RECORD OF PROCEEDINGS

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

Regular Meeting

Held at 2193 Frank Road

November 14, 2018

A female member of the audience who owns property on Clime Road reported that they feel that the house located at 3215 Clime Road is burning animals and is a nuisance to the community. Welch explained that Franklin Township follows the State Fire Marshal guidelines related to open burning and is restricted on enforcement. Welch stated that the Township Fire Department has not witnessed any illegal burning at this address to date. The audience member continued to say that the individual who stays at 3215 Clime Road physically attacked her husband but that there was nothing noted on the police report about the altercation being physical. The police chief asked if names were provided to the police officer when the report was taken and the answer was no that they did not want any more issues with the individual so they did not release their names to police. The Police Chief scheduled a meeting with the husband and wife at 3:30 p.m. on November 15, 2018, to continue this discussion.

Fiscal Officer, Lisa Morris asked the Board why they feel any outside payroll company is necessary. Alex stated that all of the department heads have come to him complaining about various payroll issues. Ms. Morris asked the Police Chief if he has any unresolved payroll issues and he said not at this time. Ms. Morris asked the Road Superintendent if he has any unresolved payroll issues and he said he has never had any issues with payroll which have not been resolved. Ms. Morris said, the only department who continues to make payroll complaints is the Fire Department even when all issues are resolved. The Fire Department payroll is very tedious and time consuming – it would not matter if the Fiscal Department processes payroll or an outside payroll company processes payroll the Fiscal Department will be involved. The Fiscal Department has found payroll fraud and now the Board wants an outside payroll company to do payroll.

Ms. Morris continued to share with the audience that members of the police and fire department endorsed Aryeh Alex during his 2017 campaign. Members of the fire department campaigned door-to-door for Mr. Alex and now Mr. Alex ensured the Fire Department received a hefty collective bargaining agreement above and beyond the other collective bargaining agreements within the Police and Road Departments. We can all thank Mr. Alex for the increase expenditures, said Morris.

RECORD OF PROCEEDINGS

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

Regular Meeting

Held at 2193 Frank Road

November 14, 2018

At 8:17 p.m. Fleshman motioned for adjournment. Alex seconded the motion. A vote was taken: Fleshman, yes; Horn, yes; Alex, yes.

Ralph Horn, Chairman

Aryeh Alex, Vice-Chairman

John Fleshman, Trustee

Lisa Morris, Fiscal Officer
Robyn Watkins, Assistant Fiscal Officer

Minutes were taken and typed by: Robyn Watkins
Minutes approved by Board of Trustees on 11/29/18