

RECORD OF PROCEEDINGS

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

Special Meeting

Held at 2193 Frank Road

December 10, 2018

Vice-Chairman Alex called the Special Meeting of the Franklin Township Board of Trustees to order at 9:00 a.m. on December 10, 2018, at 2193 Frank Road.

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

Alex made a motion to suspend the Pledge of Allegiance and not to approve any prior meeting minutes. Fleshman seconded the motion. A vote was taken: Fleshman, yes; Horn, absent; Alex, yes.

The Purpose of the Meeting: To discuss the 2019 Budget, Economic Planning, and Township Owned Properties.

POLICE DEPARTMENT:

Chief Smith began by proposing to the Board his desire to hire a (12th) twelfth and a (13) thirteenth full time officer to the Police Department. Smith continued with stating that the (12th) twelfth officer will be covered within the existing revenue stream and the 13th (thirteenth) officer will be covered by the revenue from the traffic cameras. Currently the traffic cameras are being utilized with overtime pay which is very costly in the long run, stated Smith.

At 9:05 a.m. Chairman Horn arrived at the meeting.

Horn stated he is concerned about utilizing traffic camera monies to fund a full time position.

The Board asked Smith what was the plan for the new officers as far as specific tasks or duties. Smith indicated a full time officer is needed to man the traffic camera project. The project needs to be in full operation and currently we do not have the staff to maintain consistency in using the cameras, said Smith. Hiring these two officers will allow the Police Department to not only work the traffic camera project but have more time to focus on the numerous drug houses in the Township.

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 18-250

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio that the Board approves the Police Chief to hire a full time officer with their salary/benefits being paid out of the police budget.

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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 18-251

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio that the Board approves the Police Chief to hire a full time officer with their salary/benefits being paid out of the revenue from the traffic cameras.

Smith indicated he is offering these two full-time positions to (2) two of the part-time officers LeLand Queen and Timothy Myers at a starting rate of \$21.97/hr. effective December 26, 2018.

Smith updated the Board that the Township has issued 656 citations since the traffic camera went active on November 19, 2018.

At 9:40 a.m. Chairman Horn took over the meeting thanking Vice-Chairman Alex for opening the meeting at 9:00 a.m.

FIRE DEPARTMENT

Chief Welch and Assistant Chief Adams agreed that the only big ticket item they need in 2019 is to have the parking lot resurfaced/repaved at Station 192.

Adams shared that he is expected to receive approximately (4) four bids from paving contractors related to the work that needs done at Station 192. Adams said a budget is in place to spend up to \$80,000.00 for the paving project due to the extensive work is needed such as grinding down the asphalt to the foundation.

Also, Welch reminded the Board that the Township could be expected to pay an estimated \$200,000.00 in 2019 due to the lawsuit pending with the previous health insurance company. The Board had no comment at this time related to this possible cost.

Welch stated that the concrete bay area at Station 193 needs repaired, as well as new cots and recliners may need purchased at some point in 2019. These expenditures will be included in the 2019 budget if the expenditure is determined.

ROAD DEPARTMENT

Road Superintendent, Jim Stevens

Horn requested that the Road Department resume working on converting the current confiscation room into a duty room for the Police Department. Fleshman asked for the Police Chief to provide his comments on resuming this project. The Chief indicated that he supports the idea of the project resuming as long as the Road Department has the time especially with unforeseen winter weather. Stevens agreed that the Road Department can do the project as long as the Board agrees to resume the project.

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Fleshman asked Stevens once the duty room is complete how the things will look as far as accessibility to the duty room, parking for the police department, etc. Stevens said, gravel will be placed on the property at 2173 Frank Road to allow for additional parking and the same doors will be utilized as they are now with the confiscation room.

Fleshman made the following motion to allow the Road Superintendent to resume transforming the current confiscation room into a duty room for the Police Department. Alex seconded the motion. A vote was taken: Fleshman, yes; Horn, yes; Alex, yes.

Horn asked Stevens to obtain an estimate on what it would cost to clean up the parking lot at 2193 Frank Road, top coat paving, striping, and landscape clean up, etc.

Stevens continued by distributing a handout providing the potential purchase price to be incurred by the Township if they choose to buy a piece of property. No action from the Board was taken concerning this information.

Stevens also said that the Township's salt barn is in desperate need of replacement. The continued repairs have only been a band-aid to the overall depleting condition of the structure, said, Stevens. Horn asked Stevens to obtain estimates on what it would cost to replace the existing salt barn.

Stevens proceeded sharing that the Massey Ferguson Tractor (with side arm) is 8 years old and is becoming a hazard for the Road Crew to drive. Currently John Deere offers (2) two year tractor leases for new and safer equipment, said Stevens.

Stevens distributed language revisions to the new proposed collective bargaining contract for the Road Department under Teamsters Local No. 413.

Alex made the following motion to accept the revision language modifications of the new collective bargaining contract to begin on January 1, 2019 for Teamsters Local No. 413 as written – this includes the information provided at the Special Meeting held on December 3, 2018. Fleshman seconded the motion. A vote was taken: Fleshman, yes; Horn, yes; Alex, yes.

Assistant Fire Chief Adams had additional comments related to potential capital improvement. The Township cannot build a facility to meet all of our needs for less than \$5 million, said Adams.

Alex said a bond issue may be needed and with interest rates as low as they are currently this is the best time for the Township to strategize on the idea of a bond.

Welch shared he has been working with the Township attorney and has received several resumes from candidates interested in the Township Administrator position. Welch indicated he would be sharing the resumes at the next Regular Meeting of the Board of Trustees on December 13, 2018.

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FISCAL DEPARTMENT

Assistant Fiscal Officer, Robyn Watkins notified the Board on the need for the Township to accept electronic payments when accepting fees for the Police Department. Several times a day individuals who come to pay alarm, impound and police report fees asked our Township Secretary if we accept credit/debit card payments, said Watkins.

Alex suggested using the “Square” a credit card reader. All that is needed is to attach the “Square” to any cell phone or tablet, per Alex. Watkins said she is not comfortable with the Township Secretary attaching a credit card reader to her personal cell phone. If the Township had a tablet or another device which is conducive with the “Square” it would be safer for all parties, said Watkins.

Fleshman suggested the Township establish a Paypal Account as a way to accept credit/debit card payments safely and effectively. Alex suggested the Fiscal Department be in charge of establishing a monitoring the Paypal Account if established.

Fleshman made the following motion to begin accepting electronic funds (debit/credit card) payments at the window where fees are paid to the Police Department once the necessary steps are in place. Alex seconded the motion. A vote was taken: Fleshman, yes; Horn, yes; Alex, yes.

Watkins continued with informing the Board that (4) four of the (6) six fireproof filing cabinets in her office are broken. (8) Eight of the (12) twelve drawers are either off of the track or jammed shut, stated Watkins. The Fiscal Department is required to keep certain documents in fire-proof cabinets and with the condition of the cabinets many documents are not in compliance as they are stacked on top of the cabinets versus being secured inside, said Watkins.

Watkins shared that she met with Cathy Gonzalez, from the Ohio Township Association Risk Management Authority (OTARMA) to conduct a bi-yearly risk assessment of the Township. Many topics of discussion took place including that all Township owned properties must be registered with OTARMA immediately upon possession. A summary letter of the discussion will be sent to the Township in the coming weeks.

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With no further items to discuss, Fleshman motioned from adjournment at 11:00 a.m. Horn 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 1/10/19