

**Resolution 2021-183**  
**Approve Engagement Letter #11 for Jeff Wilcheck**

The Board of Trustees of Franklin Township, Franklin County, Ohio met in person in a regular session at 6:30 p.m. on Thursday, November 4, 2021, and the following trustees were present:


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

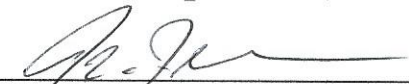
*Alex made a motion for the adoption of the following resolution:*

**BE IT RESOLVED** by the Board of Trustees of Franklin Township, Franklin County, Ohio, that the Board approved to accept engagement letter #11 between Franklin Township and Jeff Wilcheck for 200 hours at \$47.50 an hour.

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

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

  
\_\_\_\_\_  
Trustee Ralph Horn, 2021 Chair

  
\_\_\_\_\_  
Trustee John Fleshman, 2021 Vice-Chair

\_\_\_\_\_  
Trustee Aryeh Alex

*Attested to on this 4<sup>th</sup> day of November, 2021:*

  
\_\_\_\_\_  
Fiscal Officer Nick Dunn

*Jeffrey G. Wilcheck, CPA*

3125 Summerwood Ct.

Galena, Ohio 43021

740-815-4756

JGWilcheck@Gmail.Com

November 2, 2021

Franklin Township Trustees  
2193 Frank Road  
Columbus, OH 43223

Dear Trustees:

This letter is a request for additional hours to continue the services that I will provided to Franklin Township (the Township). The services to be provided are limited to:

1. Assist in reconciling the 2020 and 2021 financial records with the bank.
2. Consult on budgetary compliance issues effecting 2021.
3. Assist in reviewing the transactions identified in the reconciliation work completed by the Auditor of State Local Government Services divisions for the years 2017 through 2019.
4. Assist in the completion of the 2022 budget and appropriations.
5. Assist with preparation for year-end closing and setting up the accounting system for 2022.
6. Train and assist the fiscal officer with the completion of current payroll reports and other current year accounting and budgetary issues.
7. Meet weekly with Nick Dunn, Township Fiscal Officer, to review the engagement progress.
8. Assist with other issues that arise for the current and past years.

My engagement cannot be relied upon to disclose errors, fraud, or illegal acts that may exist; however, I will inform the appropriate level of management of any material errors and of any evidence or information that comes to my attention during the performance of my services that fraud may have occurred. In addition, I will report to you any evidence or information that comes to my attention during the performance of my work regarding illegal acts that may have occurred, unless they are clearly inconsequential.

I will provide up to 200 additional hours of service under this engagement letter upon approval. My fees for these services will be billed periodically to the Township at a rate of \$47.50 per hour, and the total cost is not anticipated to exceed \$9,500. If additional time or services should be necessary, I will notify the Township regarding any amendment to this contract that may be required.

The Township and I acknowledge and agree that I am an independent contractor and not an agent or employee of Township, that I am classified you as independent contractor, that contributions to OPERS will not be made on my behalf for the services provided, and, that I am subject to and responsible for all applicable federal, state, and local taxes. The Township will provide me with an Internal Revenue Service Form 1099 for income tax reporting purposes. I further acknowledge that I am paid a fee for my services, that I am not eligible for workers' compensation, unemployment compensation, employee fringe benefits, and I do not appear on the Township's payroll. My work is not controlled or supervised by Township personnel as to the manner of work; however, the work completed is subject to review and acceptance by the Township Fiscal Officer.

If you are in agreement with the terms of this contract, please have this engagement letter signed and certified in the appropriate places and return it to me at your earliest convenience.

Should you have any questions concerning this letter, please do not hesitate to contact me at (740) 815-4750.

Sincerely,



Jeffrey G. Wilcheck, CPA

We desire Jeffrey G. Wilcheck, CPA to perform the services described above and agree to the terms and conditions set forth in this letter.

Date: 11/17/2021

FRANKLIN TOWNSHIP

By: Bryant Horn

Trustee

[Signature]

Trustee

\_\_\_\_\_

Trustee

Resolution: 2021-183

It is hereby certified that the amount of \$9,500 required to pay this contract has been lawfully appropriated and is in the treasury or is in the process of collection to the credit of the General Fund, free from any obligation or certification now outstanding.

Date: 11/17/2021



Nick Dunn, Fiscal Officer