

**Resolution 2024-086**  
**Amended Engagement Letter #28 between**  
**Jeff Wilcheck, CPA (retired) and Franklin Township**

The Board of Trustees of Franklin Township, Franklin County, Ohio, met in person in a Special Meeting at 12:00 p.m. on Thursday, June 20, 2024. The trustee marked below made a motion for the adoption of the following resolution as written:

**Leezer**

**Fleshman**

**Blevins**

**BE IT RESOLVED** by the Board of Trustees of Franklin Township, Franklin County, Ohio, that the Board approves to accept the amended engagement letter #28 between Jeff Wilcheck, CPA (retired) and Franklin Township for one hundred (100) hours at \$55.00 an hour for a total of \$5,500.00. (See Exhibit A)

**SECTION 1**, that all formal actions of this Board concerning and relating to the adoption of this Resolution were passed in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

**SECTION 2**, that this Resolution shall be declared an emergency and be in full force and effect immediately upon its adoption.

*The following trustee marked below seconded the motion:*

**Leezer**

**Fleshman**

**Blevins**

*Roll was called for the adoption of the Resolution, and the vote was as follows:*

**Leezer:**  YES/  NO

**Fleshman:**  YES/  NO

**Blevins:**  YES/  NO

  
\_\_\_\_\_  
Trustee James Leezer

  
\_\_\_\_\_  
Trustee John Fleshman

  
\_\_\_\_\_  
Trustee Mike Blevins

*Adopted on June 20, 2024*  
*Attested to on this 20th day of June 2024*

  
\_\_\_\_\_  
Fiscal Officer, Linzie Justus

**Jeffrey G. Wilcheck, CPA(Retired)**

3125 Summerwood Ct.

Galena, Ohio 43021

740-815-4750

[JGWilcheck@Gmail.com](mailto:JGWilcheck@Gmail.com)

RES 2024-086  
Amended  
2024-081

Amended Engagement Letter

May 29, 2024

Board of Trustees and Ms. Justus  
Franklin Township  
2193 Frank Road  
Columbus, OH 43223

Dear Board of Trustees and Ms. Justus:

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

1. Post recent audit adjustments and adjustments for the unrecorded and mis-recorded transactions in 2020 through 2023.
2. Revise the annual reports and related notes for 2020 through 2023 for management.
3. Revise 2024 budgets for changes cause by the audit adjustments and the unrecorded and mis-recorded transactions in 2020 through 2023.
4. Reconcile the bank with UAN for May 2024 and June 2024
5. Provide guidance in the compiling of the Tax Budget for 2025.

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 100 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 \$55 per hour, and the total cost is not anticipated to exceed \$5,500. If additional time or services should be necessary, I will notify the Township regarding any amendment to this contract that may be required.

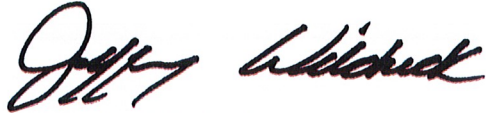
The Township and I acknowledge and agree that I am an independent contractor and not an agent or employee of Township, that I am classified you as independent contractor, that contributions to OPERS will not be made on my behalf for the services provided, and, that I am subject to and responsible for 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.



Franklin Township  
March 29, 2024  
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Should you have any questions concerning this letter, please do not hesitate to contact me at (740) 815-4750.

Sincerely,



Jeffrey G. Wilcheck

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.

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

Date: 6/20/2024

FRANKLIN TOWNSHIP

By: James Lopez  
Trustee

Ch. P. De...  
Trustee

Mike Blinn  
Trustee

Resolution: 2024-086

It is hereby certified that the amount of \$5,500 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: 6/20/2024

Yinzo Jones  
Fiscal Officer

## Robyn Watkins

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**From:** Linzie Justus  
**Sent:** Tuesday, June 18, 2024 1:33 PM  
**To:** jeffrey wilcheck; Robyn Watkins; Steven Mazer; Jim Leezer  
**Subject:** 2025 Budget

Good Afternoon,

I was hoping you can sit with us and help us get this 2025 budget together. I am available to come in early due to the kids being out for summer vacation. We would really appreciate your help getting this one done. It will be the first one that I am apart of. Please let me know when and what times will work for you.

Thank You,  
Linzie Justus