

**Resolution 2024-122**  
**Accepting Engagement Letter #29 between**  
**Jeff Wilcheck, CPA (retired) and Franklin Township Board of Trustees**

The Board of Trustees of Franklin Township, Franklin County, Ohio, met in person in a Regular Meeting at 12:00 p.m. on Thursday, August 8, 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 engagement letter #29 between Jeff Wilcheck, CPA (retired) and Franklin Township Board of Trustees 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.

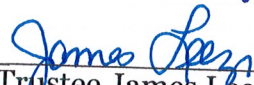
**SECTION 2**, that this Resolution shall be declared an emergency and be in full force and effect immediately upon its adoption.

*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:*

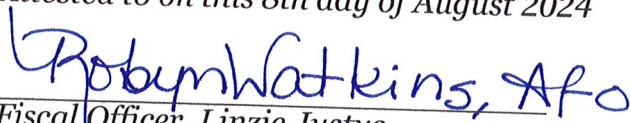
**Leezer:**  YES/  NO      **Fleshman:**  YES/  NO      **Blevins:**  YES/  NO

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

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

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

Adopted on August 8, 2024  
Attested to on this 8th day of August 2024

  
\_\_\_\_\_  
Fiscal Officer, Linzie Justus  
Assistant Fiscal Officer, Robyn Watkins\*

*Jeffrey G. Wilcheck, CPA(Retired)*

3125 Summerwood Ct.

Galena, Ohio 43021

740-815-4750

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

August 6, 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. Calculate and post final audit adjustment for 2017 through 2019 and post the final adjustment for the unrecorded and mis-recorded transactions of 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 of 2020 through 2023.
4. Review IRS correspondence to determine resolution.
5. Address the reimbursement of the road funds for HB 50 expenditures from the General Fund.
6. Other tasks agreed to at the request of Trustees and within the hours available.

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.

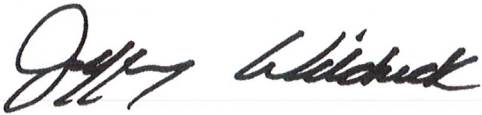
I will provide up to 100 hours of service under this engagement letter upon approval. My fees for these services will be billed periodically to the Township at a rate of \$55 per hour, and the total cost is not anticipated to exceed \$5,500. If additional time or services should be necessary, I will 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  
August 6, 2024  
Page 2

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: 08/08/2024

FRANKLIN TOWNSHIP

By: \_\_\_\_\_

Trustee



Trustee

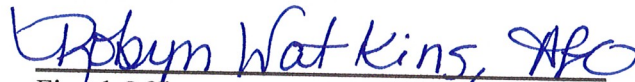


Trustee

Resolution: 2024-122

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: 8/8/24

  
Fiscal Officer

## Section 507.021 | Assistants to fiscal officer - compensation.

Ohio Revised Code / Title 5 Townships / Chapter 507 Clerk

*Effective: April 6, 2023    Latest Legislation: House Bill 501 - 134th General Assembly*

---

(A) The township fiscal officer may hire and appoint one or more persons as the fiscal officer finds necessary to provide assistance to the township fiscal officer or deputy fiscal officer. The township fiscal officer may set the compensation of those persons subject to division (B) of this section.

Those persons shall serve at the pleasure of the township fiscal officer or, in the absence of the township fiscal officer, the deputy fiscal officer. The township fiscal officer may delegate to an assistant any of the duties the fiscal officer is otherwise required to perform. The appointment of assistants under this section does not relieve the township fiscal officer of responsibility to discharge the duties of the office but shall serve to provide assistance to the fiscal officer in performing those duties.

(B) The compensation of an assistant appointed under this section shall be included in the estimate of contemplated expenditures for the township fiscal officer's office that is submitted to the board of township trustees for approval as provided in section [5705.28](#) of the Revised Code or in an appropriation measure passed under section [5705.38](#) of the Revised Code.

(C) Except as otherwise provided in section [3.061](#) of the Revised Code, before serving, an assistant to the township fiscal officer shall give bond for the faithful discharge of the duties of the office as may be delegated by the fiscal officer. The bond shall be payable to the board of township trustees and shall be for the same sum as required under section [507.03](#) of the Revised Code for the township fiscal officer, with sureties approved by the board, and conditioned for the faithful performance of duties delegated by the fiscal officer. The bond shall be recorded by the township fiscal officer, filed with the county treasurer, and carefully preserved.

*Last updated January 24, 2023 at 12:31 PM*

---

### Available Versions of this Section

December 20, 2005 – Senate Bill 107 - 126th General Assembly