

# RECORD OF PROCEEDINGS

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

**Regular Meeting**

**Held via Teleconference  
COVID-19 Emergency Declaration  
Ohio's Open Meeting Act**

**May 6, 2021**

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**Call Meeting to Order:**

Chairman Horn called the Regular Meeting of the Franklin Township Board of Trustees to order at 6:30 p.m. on May 6, 2021, via teleconference (ZOOM).

**Opening Prayer:** Led by Trustee Fleshman

**The Pledge of Allegiance:** Led by Trustee Alex

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

**Approval of Prior Meeting Minutes:**

*Horn made a motion to approve prior meeting minutes. Fleshman seconded the motion. The roll was called and the vote was as follows:*

**Horn:**  YES/ NO

**Fleshman:**  YES/ NO

**Alex:**  YES/ NO

Motion passed.

**Old Business**

*Horn made a motion for the adoption of the following Resolution:*

**Resolution 2021-068**

**ACCOUNTS PAYABLE ENDING ON 05/07/2021  
& PAYROLL PAID ON 04/30/2021**

**BE IT RESOLVED** by the Board of Trustees of Franklin Township, Franklin County, Ohio, that the Board approves accounts payable through 05/07/2021 in the amount of \$117,400.45 and payroll paid on 04/30/2021 & 05/03/2021 in the amount of \$145,448.34 for a total of \$262,848.79. From check number 66276 to 66395 and electronic vouchers from 272-2021 to 301-2021.

*Fleshman seconded the motion. The roll was called for its adoption and the vote was as follows.*

**Horn:**  YES/ NO

**Fleshman:**  YES/ NO

**Alex:**  YES/ NO

Resolution passed.

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

**Resolution 2021-069**

**A RESOLUTION TO PROVIDE SUPPLEMENTAL APPROPRIATIONS  
FOR THE PERIOD COMMENCING JANUARY 1, 2021  
AND ENDING DECEMBER 31, 2021**

# RECORD OF PROCEEDINGS

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**WHEREAS**, it is necessary to provide for the current expenses and other expenditures of Franklin Township, Franklin County during the year ending December 31, 2021; and,

**WHEREAS**, the Annual Appropriations Resolutions 2020-238 for the period from January 1, 2021 thru December 31, 2021 needs amended.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TOWNSHIP TRUSTEES OF FRANKLIN TOWNSHIP, FRANKLIN COUNTY:**

**SECTION 1**, the fiscal officer is hereby authorized to increase appropriations as presented in Exhibit 1 hereto attached.

**SECTION 2**, 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 3**, That this Resolution shall be in full force and effect immediately upon its adoption.

*Horn seconded the motion. The roll was called for its adoption and the vote was as follows.*

**Horn:**  YES/ NO

**Fleshman:**  YES/ NO

**Alex:**  YES/ NO

Resolution passed.

*Horn made a motion for the adoption of the following Resolution:*

## **Resolution 2021-070**

### **A RESOLUTION AUTHORIZING THE USE OF BLANKET FISCAL OFFICER CERTIFICATION/PURCHASE ORDERS**

**WHEREAS**, Section 5705.41(D)(3), Revised Code, requires a majority of the members of the legislative authority of the subdivision or taxing unit to establish by resolution the amount of money and the period of time that a blanket certification for expenditures/purchase order may exist; and,

**WHEREAS**, the Ohio Administrative Code, Chapter 117-2, Accounting and Reporting by Public Officers, establishes that purchase orders should be used to approve purchase commitments and to encumber funds against the applicable appropriation account(s), as required by division (D) of section 5705.41 of the Revised Code.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TOWNSHIP TRUSTEES OF FRANKLIN TOWNSHIP, FRANKLIN COUNTY:**

**SECTION 1**, The fiscal officer may use blanket purchase orders for the authorization of the purchase of goods or services for the Township.

**SECTION 2**, Each blanket purchase order shall not exceed \$7,500 and shall not extend beyond the end of the calendar year.

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Franklin County, Ohio**

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**SECTION 3**, Blanket purchase orders shall be limited to a single line-item appropriation and each shall not exceed the sum that has been lawfully appropriated for that purpose and is in that specific line-item appropriation account.

**SECTION 4**, Blanket purchase orders may, but need not, be limited to a specific vendor.

**SECTION 5**, An itemized statement of obligations incurred and expenditures made under such certificate shall be rendered by the department head to the fiscal officer before another such certificate may be issued, and not more than one such certificate shall be outstanding at a time.

**SECTION 6**, 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 7**, That this Resolution shall be in full force and effect immediately upon its adoption.

*Alex seconded the motion. The roll was called for its adoption and the vote was as follows.*

**Horn:**  YES/ NO

**Fleshman:**  YES/ NO

**Alex:**  YES/ NO

Resolution passed.

*Horn made a motion for the adoption of the following Resolution:*

## **Resolution 2021-071**

### **A RESOLUTION AUTHORIZING THE PAYMENT OF A PAST OBLIGATION THAT FAILED TO HAVE PRIOR FISCAL OFFICER CERTIFICATION OF APPROPRIATIONS AND FUNDS FOR PAYMENT**

**WHEREAS**, Section 5705.41(D), Revised Code, requires prior certificate by the Township Fiscal Officer that the amount required to meet an obligation in the current year has been lawfully appropriated for such purpose and is in the treasury or in process of collection to the credit of an appropriate fund free from any previous encumbrances, and;

**WHEREAS**, If no certificate is furnished as required, the fiscal officer may certify "then" when the obligation was incurred and "now" that sufficient appropriations exist for that purpose, and;

**WHEREAS**, If the amount exceeds \$3,000, the fiscal officer shall obtain authorization, by resolution, from the governing board, and;

**WHEREAS**, the Township has received an invoice from Medical Mutual for claims in 2020 and 2021 to be reimbursed to employees under the Township's HRA program that exceeds \$3,000.

# RECORD OF PROCEEDINGS

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

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COVID-19 Emergency Declaration  
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**May 6, 2021**

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TOWNSHIP TRUSTEES OF FRANKLIN TOWNSHIP, FRANKLIN COUNTY:**

**SECTION 1**, the Fiscal Officer is authorized to pay the outstanding healthcare claims under the Township's HRA program for 2020 and 2021 to the designated employees identified on the recent invoices from Medical Mutual in the aggregate amount of \$18,769.63.

**SECTION 2**, 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 3**, That this Resolution shall be in full force and effect immediately upon its adoption.

Alex seconded the motion. The roll was called for its adoption and the vote was as follows.

**Horn:**  YES/ NO

**Fleshman:**  YES/ NO

**Alex:**  YES/ NO

Resolution passed.

Fleshman inquired about a discussion a former Fiscal Officer had with PNC Bank regarding money received at the administrative office window.

Horn asked Administrator Mark Potts if he had any knowledge of the discussion.

Potts stated that he believed it was in regard to being able to accept electronic payments. He introduced PNC Bank representative, Aaron Santarelli.

Santarelli spoke about various ways PNC Bank could assist Franklin Township in more efficient methods of accepting payments.

Horn asked Assistant Fiscal Officer Robyn Watkins about her knowledge of discussions with Santarelli.

Watkins responded by stating that there was an extensive meeting with the representatives from PNC, providing the Township with more efficient, secure ways of processing money received.

She stated that the Township is taking cash at the window and doing things without security in place. She stated it would help bring in some of the services they are offering at a reasonable cost, and possibly lessen fraud.

Watkins stated that it would be beneficial to the Township to schedule a time to meet with the PNC representatives in order for them to present in a more condensed version what they can offer.

Potts and Watkins agreed that along with the new Fiscal Officer, they could schedule a time to talk with the PNC representatives.

## RECORD OF PROCEEDINGS

**Minutes of Franklin Township  
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---

*Fleshman made a motion to appoint Nick Dunn as the new Fiscal Officer.*

Trustee Alex commented that the Board did hold an Executive Session in which two candidates were interviewed for the position of Fiscal Officer. He thanked both candidates and admitted that it was a hard decision because he felt they were both excellent.

*Alex seconded the motion. With no further discussion, the roll was called and the vote was as follows:*

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

Motion passed.

*Fleshman made a motion to start the process of "seeking out" candidates to fill the position of Administrative Assistant. Alex seconded the motion. With no discussion, the roll was called and the vote was as follows:*

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

Motion passed.

Fleshman asked if he should make a motion regarding the Teamsters Local 413 Grievance.

Julie, an attorney for the Township, stated the order for that motion should take place after the grievance hearing.

Horn expressed his confusion regarding the meeting's agenda and why a motion was made regarding the hiring process for an administrative assistant.

Fleshman explained that he wanted to move the motion up sooner in the meeting for Julie's benefit.

Administrator Mark Potts then introduced Carl Snodgrass of Teamsters 413.

Snodgrass began by identifying the grievance number as 10789, stating that Franklin Township is in violation of a contract, Article 2, and all articles that apply by having non-bargaining people perform bargaining unit work. Franklin Township needs to cease and desist non-bargaining unit personnel and grant protection for all clerical employees. Snodgrass stated all that is wanted is for Franklin Township to abide by the contract for all the clerical employees to protect them.

Fleshman spoke to Snodgrass, stating that in the motion just passed, did it solidify the grievance portion. Snodgrass stated that he felt it did as long as the process of hiring took place.

Fleshman apologized on behalf of the Board for the delay in addressing this sooner, stating he appreciated Snodgrass reading the grievance.

Horn stated that Franklin Township at the present time is not able to hire new employees and does not have the full-time position Snodgrass wants. He stated that he would like to have some time for the trustees and administrator

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Ohio's Open Meeting Act**

**May 6, 2021**

---

to meet and review what the Township can or cannot do. He stated that if they need to go further with the grievance, it would need to be discussed. He asked for another meeting at a later date in order for the trustees to gather further information.

Alex addressed Snodgrass and acknowledged that Franklin Township was in violation of the contract. He stated that they are working on it as a bargaining unit and that they should hire a full-time employee since it is allocated in the budget.

Horn stated that he felt Snodgrass and others were in violation of a lot of things. He commented to Alex that he did not like the fact that the union was brought into a public meeting. He told Alex that it was something he should have shared with the other trustees. He stated that if they want to finalize, they could do so. He stated that he had no problem taking this to arbitration. He stated there were several times he was tempted to call the State regarding union representatives "popping in" unexpectedly. He stated that he feels the grievance should be tabled for now and discussed later.

Fleshman asked if they could continue on with new business as no other action could be taken.

Horn stated that he intended to push for legal action. He thanked Snodgrass for his time and encouraged him to call for any further discussion.

With no further comments, Horn moved to New Business.

## **New Business:**

### **Police Department Report:**

Chief Smith mentioned the police levy which had failed, 104 versus 186 votes. He stated that as a result, the police department would need to consolidate and conserve resources.

He stated that if the levy passed, his intention was to ask the Board permission to start the hiring process. He stated that in the event the levy did not pass, he was going to announce starting to cut some of the services.

Smith stated that within the next few weeks, the police department will need to cut out part of the third shift, probably from 2 a.m. to 8 a.m.

Smith stated that they are going to try to "reimagine" the police department in order to give the voters what they ask for. He stated that he will let the Board know when the cuts will begin, most likely within the next two to three weeks.

Smith stated that depending on if a levy passes or fails, they will be making further cuts as time goes on.

Fleshman stated that Franklin Township tried to educate the public as much as possible. He stated he learned of a Columbus Dispatch article which led the residents to believe that by passing the new levy, the old levy would not go away. He commented that Franklin Township needs to listen to what the

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**May 6, 2021**

---

voters have spoken. He stated that because the residents need the police, would we go back to a timed levy?

Smith replied by stating that it would be a Board decision. He did say that renewing a timed levy will always result in what they go down to. He stated they are in the process of downsizing because of attrition. He stated that if they keep the levy as it is and just do a renewal without an increase, whatever cuts they make will be permanent.

Fleshman asked if the Township would be able to do a renewal with a small increase as the cost of living goes up.

Smith replied it was a possibility if the Board decides to do so. He stated that it will not bring back the third shift. He stated that due to the amount of crime, it is a hazard to have officers out by themselves so they need to think about the officers' safety.

Smith stated the voters have already spoken so now he needs to be concerned about the safety of the officers. He stated that as a result there will be cuts in services. He stated he would like the opportunity to put the levy back on the ballot in November 2021 and that he owed it to the residents to try. He stated that if the residents do not vote for it, they cannot complain about lack of service.

He stated that he would reach out to Franklin County Sheriff's Office (FCSO) and let them know the date cuts will occur. He stated he did not know how much help FCSO can deliver as their resources are also restrained.

Fleshman stated that he believed there were 300 voters in Franklin Township and we should get a consensus of what voters would like from the Township. He stated that they obviously voted against a permanent levy, would they favor a timed levy, would it be best to put it on a primary ballot. He stated it will be a tough choice and conversation as the Board moves forward.

Smith commented that he was not sure why the Franklin Township residents voted against the levy, whether it was due to some confusion about the levy, whether it was a permanent levy or due to one Board of Trustee member actively campaigning against the levy.

Horn commented that it was probably a combination of things, but probably due to misinformation about the levy being voted on. He voiced his opinion that Franklin Township has the "cleanest" police department with very few grievances, compared to anyone in the area. He advised that the Board continue to have discussions and try to find solutions to support the Police Department.

Horn asked Smith if Deputy Carter had anything to report. Smith replied that Carter was not able to participate in the meeting.

With no further discussion, Horn moved to the fire department.

### **Fire Department Report:**

# RECORD OF PROCEEDINGS

**Minutes of Franklin Township  
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**May 6, 2021**

---

Chief James Welch was unable to attend the meeting. Lieutenant Robert Arnold reporting for Welch.

Arnold began by asking for a Resolution to hire Firefighter Trent Frontz who will start on May 14, 2021.

*Horn moved for the adoption of the following Resolution:*

**Resolution 2021-072  
Hiring of Frontz as a Firefighter 1**  
**BE IT RESOLVED** by the Board of Trustees of Franklin Township, Franklin County, Ohio, that the Board approves to hire Trent Frontz as an FF1 effective May 14, 2021.

*Alex seconded the motion. With no discussion, the roll was called and the vote was as follows:*

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

Resolution passed.

Arnold asked for a motion to place Firefighter Richard McMichael on FMLA effective April 22, 2021.

*Horn made a motion to place fire fighter McMichael on FMLA effective 04/22/2021. Alex seconded the motion. The roll was called and the vote was as follows:*

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

Motion passed.

Arnold's next item consisted of an opioid crisis particularly in the region of zip code 43223. He stated there seems to be a lot of overdoses requiring the use of Narcan. He stated they are keeping track of Narcan usage, that there have been 31 overdoses between the two fire stations.

Arnold gave a shout-out to first responders out there making a difference.

Horn inquired about a fire engine which will be coming back soon.

Arnold replied that Welch will be bringing the engine back from the manufacturer.

With no further discussion, Horn moved to the road department.

## **Road Department Report:**

Administrator Potts stated that Jim Stevens was not available for the meeting and did not have anything to report.

# RECORD OF PROCEEDINGS

**Minutes of Franklin Township  
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**May 6, 2021**

---

Fleshman commented regarding the firehouse at 2193 Frank Road being a fairly old building, having copper pipes in the concrete and eventually having a leak. He mentioned that Jim Stevens worked closely with three different vendors, with estimates beginning at \$45,000 to replace and repair the leaks, that Stevens and his department did the work in-house with about \$1,000 in materials.

He stated the Road Department is well-known for the work they do around the Township and wanted to recognize Mr. Stevens and his department for the work they do and the amount of money they were able to save the taxpayers.

Alex wanted to thank Mr. Stevens and his crew for stepping up. He stated that in talking with a few of the firefighters, they feel it is a good *temporary* solution and may need a little more work to get it in working order. Alex stated he appreciated them saving some money.

With no further discussion, Horn moved to the trustee reports:

## **Trustee Reports:**

Alex stated he had nothing to discuss.

Fleshman introduced and congratulated Nick Dunn for his appointment as the new Fiscal Officer for Franklin Township.

Fiscal Officer Nick Dunn commented by saying that he looks forward to working with everyone and appreciates the opportunity.

Fleshman stated that the swearing-in ceremony for Dunn will occur on May 7, 2021 followed by the bonding, and then Dunn will be able to start work.

Horn stated he had nothing to discuss.

With no further discussion, Horn moved to the administrator report:

## **Administrator Report:**

Mark Potts, Administrator

Potts stated that at the last meeting, former Fiscal Officer Mary Rhinehart presented a Records Retention policy. He stated all he asked of the Board was to accept the policy which would give permission to start working on it and put it together with the help of legal counsel, the Auditor of State and the Ohio History Center.

*Alex made a motion for the acceptance of the Records Retention Policy. Horn seconded the motion. With no discussion, the roll was called and the vote was as follows:*

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

Motion passed.

Potts reminded the board that at the April 22, 2021 meeting a Policy and Procedures Manual was presented for their approval. He asked the Board if they review it and hold a vote for their acceptance.

## RECORD OF PROCEEDINGS

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

**Regular Meeting**

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Ohio's Open Meeting Act**

**May 6, 2021**

---

Alex stated that he was not ready to accept it due to not yet having legal review or talked with the bargaining unit.

Horn agreed that he was not ready as he does not know what is in it and needs to look at it. He suggested postponing a vote on it.

Potts also mentioned that former fiscal officer, Mary Rhinehart had discussions with companies regarding timekeeping and payroll. He stated that Rhinehart had talked with a company by the name of ADP who would like to have a meeting with the Board for their presentation.

Fleshman suggested that the new Fiscal Officer be involved as that department will be affected.

Horn agreed and suggested that the consultant and Assistant Fiscal Officer Robyn Watkins also be involved in any future meetings.

With no further discussion, Horn asked Potts if there were any questions from the public.

Horn mentioned a discussion regarding "No Knock" and asked Potts if he had any further information.

Potts replied that Attorney Pete Griggs sent over information regarding some back-end procedural things that need to happen. He stated that it requires a full-time person in the front office or someone in the Township to be in charge of keeping a list and other things.

Horn suggested that possibly he and Mark could meet and discuss.

Caller Robbyne Chaney spoke. She wanted to tell Chief Smith and the Board that resident Stella passed away within the past week or two.

She asked Smith if he had the number of runs the police department makes between 2 a.m. and 8 a.m. and that she would like to know that information.

Smith replied that he did not know that number but intends to obtain them and monitor them on an ongoing basis and also intended to post them.

He stated the reason they chose that time period was statistically the least amount of violent or major crimes occurred then.

Resident, Jackie, spoke. She informed Horn about the individuals in the trailer park continuing to dump trash.

Horn stated that he would obtain the address and meet with Potts and hopefully the Health Department.

Jackie asked if she should contact the trailer court and offered to give the telephone number to Horn.

# RECORD OF PROCEEDINGS

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

**Regular Meeting**

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COVID-19 Emergency Declaration  
Ohio's Open Meeting Act**

**May 6, 2021**

---

**Adjournment:**

With no further discussion, Horn adjourned the meeting at 7:50 p.m.

Signature on file with original  
Aryeh Alex, Trustee

Signature on file with original  
John Fleshman, Vice-Chairman/Trustee

Signature on file with original  
Ralph Horn, Chairman/Trustee

Signature on file with original  
Robyn Watkins, Assistant Fiscal Officer

Minutes were taken RW & typed by DR  
Minutes approved by Board of Trustees on 05/20/21