

# RECORD OF PROCEEDINGS

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

**Regular Meeting**

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

**June 3, 2021**

---

**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 June 3, 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 minutes from the regular meeting of 05/20/2021. Fleshman 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.

**Old Business:**

Assistant Fiscal Officer Robyn Watkins recommended the following Resolution:

**Resolution 2021-079**

**BE IT RESOLVED** by the Board of Trustees of Franklin Township, Franklin County, Ohio, that the Board approves accounts payable through 06/03/2021 in the amount of \$109,394.85 and payroll paid on 05/28/2021 in the amount of \$138,031.58 and payroll paid on 06/01/2021 in the amount of \$8,089.12 for a total of \$255,515.55. From check number 66444 to 66497 and electronic payments from 376-2021 to 457-2021. (See Exhibit)

*Horn made a motion to accept the above resolution. Fleshman seconded the motion; with no discussion, the roll was called for its adoption and the vote was as follows.*

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

Resolution passed.

Fiscal Officer Nick Dunn introduced an engagement letter for Mr. Jeff Wilcheck. He stated that Jeff continues to work on cleaning up issues from previous years, that he continues to work on bank reconciliations and is doing a very good job. Dunn stated he has been learning a lot from Jeff, that Jeff has been a great asset to the Township. He stated it has been nice to have somebody who is as smart as Jeff is and understands the issues. Dunn stated that he and Jeff are also working on getting pension reports correct from prior

# RECORD OF PROCEEDINGS

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

**Regular Meeting**

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

**June 3, 2021**

---

years. He stated that the engagement letter is for 200 hours which will carry through July 2021.

Dunn asked for a motion from the Board to approve the engagement letter for Mr. Jeff Wilcheck.

Fiscal Officer Nick Dunn recommended the following Resolution:

*Fleshman made a motion to accept the above resolution. Alex seconded the motion; with no further discussion, the roll was called for its adoption and the vote was as follows:*

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

Motion passed.

With no discussion, Horn moved to New Business.

## **New Business:**

### **Police Department Report:**

Chief Smith attempted to give his report. Unfortunately, there was bad audio reception.

Deputy Travis Carter was unavailable to give a report from the Franklin County Sheriff's Office.

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

### **Fire Department Report:**

Chief James Welch began by reporting a struggle in hiring employees due to a very shallow hiring pool. He mentioned that his department will be interviewing candidates soon.

Welch asked for a motion from the Board to accept the resignation of Jason Roshon effective 06/12/2021.

*Horn made the motion to accept the resignation of Jason Roshon. 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.

Chief Welch asked for a Resolution to hire Benjamin Canniff as Firefighter 1 upon completion of his physical.

# RECORD OF PROCEEDINGS

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

**Regular Meeting**

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

**June 3, 2021**

---

Horn made the following motion to accept the follow resolution:

**Resolution 2021-081  
Hiring of Canniff as a full-time firefighter 1  
upon completion of physical**

**BE IT RESOLVED** by the Board of Trustees of Franklin Township, Franklin County, Ohio, that the Board approves to hire Benjamin Canniff as a full-time firefighter 1 upon completion of pension physical.

*Alex seconded the motion; with no discussion, the roll was called for its adoption and the vote was as follows:*

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

Resolution passed.

Chief Welch asked for a Resolution to hire Kevin Long as Firefighter 1 upon completion of his physical.

*Horn made a motion to accept the following resolution:*

**Resolution 2021-082  
Hiring of Long as a full-time firefighter 1  
upon completion of physical**

**BE IT RESOLVED** by the Board of Trustees of Franklin Township, Franklin County, Ohio, that the Board approves to hire Kevin Long as a full-time firefighter 1 upon completion of pension physical.

*Alex seconded the Resolution; with no discussion, the roll was called for its adoption and the vote was as follows:*

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

Resolution passed.

Welch asked for a motion from the Board to accept the resignation of Trent Frontz effective 06/16/2021.

*Horn made the motion to accept the resignation of Trent Frontz. 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.

Welch mentioned that his department has been working with Pierce regarding their Pierce fire truck. He stated that he learned Pierce is going to take it back to Wisconsin for repairs.

## RECORD OF PROCEEDINGS

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

**Regular Meeting**

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

**June 3, 2021**

---

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

### **Road Department Report:**

Road Superintendent James Stevens reported that he will be on vacation from 06/07/2021 to 06/11/2021.

Horn asked Stevens if the summer help will be working next week.

Stevens replied that they would, that they have been working in the area of West Broad Street, cleaning of trash, and ending up at Broadlawn.

*Horn checked to see if the Police Chief was available with better audio.*

### **Police Department Report:**

Chief Byron Smith was able to return to the meeting. He stated that his department has been stretching services as much as they need to and have been able to avoid stopping any services to the community.

Smith asked the Board if they could set a date for a special meeting in order to discuss putting the levy back on the ballot, obtain opinions and answer questions.

Administrator Mark Potts stated that he could look into the schedules for next week and possibly set up a meeting.

Lieutenant David Ratliff mentioned "No Knock". Potts reported that there have been discussions with the Police Department about the program.

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

### **Trustee Reports:**

Aryeh Alex, Trustee: Had nothing to report.

John Fleshman, Trustee: Had nothing to report.

Ralph Horn, Trustee:

Horn voiced his appreciation to James Stevens and the Road Crew for their work in dealing with trash issues around the Township.

Horn mentioned restarting "National Night Out" but voiced his opinion that the event requires a lot of work and he may not be able to participate. He suggested postponing the event for another year.

He mentioned Assistant Fiscal Officer Robyn Watkins suggested to begin taking nominations for the "Juanita Kaufman" award.

He suggested block watches resume in July.

Chief Byron Smith mentioned that Hart Road residents wish to resume block watches in June and asked the Board permission for them to use the meeting hall.

The Board gave their permission.

# RECORD OF PROCEEDINGS

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

**Regular Meeting**

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

**June 3, 2021**

---

Horn asked Alex for information regarding open meetings for the public. Alex confirmed that open meetings will resume on July 1 at 6:30 p.m.

With no more discussion, Horn moved to the fiscal department:

**Fiscal Department Report:**

Nick Dunn, Fiscal Officer:

Fiscal Officer Nick Dunn recommended the following Resolution:

**Resolution 2021-083  
A RESOLUTION AUTHORIZING THE TOWNSHIP  
ADMINISTRATOR TO INCUR OBLIGATIONS ON  
BEHALF OF THE TOWNSHIP**

**WHEREAS**, Section 507.11, Revised Code, states that the board of trustees may authorize, by resolution, township officers and employees to incur obligations of ten thousand dollars or less on behalf of the township; and, **WHEREAS**, The obligations incurred on behalf of the township pursuant to such authorization shall be subsequently approved by the adoption of a formal resolution of the board of township trustees.

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

**SECTION 1**, The township administrator may approve obligations of ten thousand dollars or less on behalf of the township.

**SECTION 2**, The fiscal officer shall generate a list of obligations (purchase orders) so authorized and forward it to the township administrator on a regular recurring basis.

**SECTION 3**, The township administrator shall include on the next Board meeting agenda a resolution for subsequent approval of all authorized obligations incurred since the last meeting.

**SECTION 4**, 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 5**, That this Resolution shall be in full force and effect immediately upon its adoption.

*Alex made a motion to accept the above resolution. Horn seconded the motion; with no discussion, the roll was called for its adoption and the vote was as follows.*

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

Resolution passed.

## RECORD OF PROCEEDINGS

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

**Regular Meeting**

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

**June 3, 2021**

---

Fiscal Officer Nick Dunn recommended the following Resolution:

**Resolution 2021-084  
A RESOLUTION AUTHORIZING PAYMENT OF OBLIGATIONS  
OF THE TOWNSHIP BY DIRECT DEPOSIT OF FUNDS**

**WHEREAS**, In order to pay obligations of the township on a timely basis and/or to meet the requirements of vendors and government agencies, it is necessary to provide for payments by a means other than checks of paper warrants; and,

**WHEREAS**, Section 507.11, Revised Code, allows the board of township trustees to authorize the payment of lawful obligations by direct deposit of funds by electronic transfer in accordance with Section 9.37(E) of the Revised Code.

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

**SECTION 1**, The township fiscal officer is authorized to pay township obligations by direct deposit of funds by electronic transfer commonly referred to as an ACH (Automated Clearing House) payment.

**SECTION 2**, The township fiscal officer shall identify procedures for the payment of obligations by direct deposit.

**SECTION 3**, The township fiscal officer shall report to the board of trustees on a regular recurring basis those obligations paid by direct deposit and the board of trustees shall accept the report by motion.

**SECTION 4**, 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 5**, That this Resolution shall be in full force and effect immediately upon its adoption.

*Horn made a motion to accept the above resolution. Alex seconded the motion; with no discussion, the roll was called for its adoption and the vote was as follows.*

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

Resolution passed.

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

# RECORD OF PROCEEDINGS

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

**Regular Meeting**

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

**June 3, 2021**

---

## **Administrator Report:**

Mark Potts, Administrator

Potts mentioned a review of Policies & Procedures. He wanted to stress the procedure of visitors checking in at the Front Desk and being allowed to enter once the availability of their contact is verified.

Horn agreed with Potts regarding security procedures at Franklin Township.

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

## **Questions:**

Robbyne Chaney: Wanted to know if the Road Department put up a sign saying "Dead End, Private Road, No Soliciting, No Trespassing". Wanted to know if she could remove it.

James Stevens replied that they did not put up the sign, that he could not tell Robbyne whether she could remove it.

Robbyne also asked about trash in the alley, mowing in the alley, and potholes.

Stevens assured Robbyne that his crew have begun mowing and that they are aware of the other issues they need to take care of.

## **Adjournment:**

With no further discussion, Horn adjourned the meeting at 7:20 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  
Nick Dunn, Fiscal Officer