

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 28, 2020

Call Meeting to Order:

Chairman Alex called the Regular Meeting of the Franklin Township Board of Trustees to order at 6:30 p.m. on May 28, 2020, via teleconference.

Opening Prayer: Led by Trustee Fleshman

The Pledge of Allegiance: Led by Trustee Horn

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

Prior Meeting Minutes:

Alex made a motion to approve the following minutes from the Special Meetings held on April 30, 2020 and May 5, 2020, and the Regular Meeting held on May 14, 2020. Fleshman seconded the motion. With no discussion a vote was taken as follows: Alex, yes; Fleshman, yes; Horn, yes. The motion was passed.

Old Business

Resolutions:

Fiscal Officer, Mary Rhinehart recommended the following resolution to read as follows:

Resolution 20-102

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio, that the Board approves a second Engagement Letter for Jeffrey G. Wilcheck, CPA, an independent contractor, for services to include:

1. Training and guidance in the areas of Ohio Budgetary requirements and accounting and financial reporting;
2. Other services at the request of the Township and within the dollar limitations of this agreement;
3. Assist in reconciling the 2020 financial records with the bank; and
4. Assist in reviewing the issues identified by the Auditor of State Audit and Local Government Services divisions.

The fees are not to exceed \$6,000, for 160 hours of service billed periodically to the Township at a rate of \$37.50 per hour. The work completed is subject to review and acceptance by the Township Fiscal Officer.

Alex moved, Fleshman seconded the motion, with no discussion, the roll was called for its adoption and the vote was as follows: Alex, yes; Fleshman, yes; Horn, yes. Resolution passed.

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Fiscal Officer, Mary Rhinehart recommended the following resolution to read as follows:

Resolution 20-103

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio, that the Board approves:

WHEREAS, it is necessary to provide for the current expenses and other expenditures of Franklin Township, Franklin County during the year ending December 31, 2020; and,

WHEREAS, the annual appropriations are effective from January 1, 2020 thru December 31, 2020.

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

SECTION 1, the sums presented in Exhibit A, hereto attached, be and the same are hereby set aside and appropriated for the several purposes for which expenditures are to be made for and during the year ending December 31, 2020.

Alex moved, Fleshman seconded the motion, with no discussion, the roll was called for its adoption and the vote was as follows: Alex, yes; Fleshman, yes; Horn, yes. Resolution passed.

Fiscal Officer, Mary Rhinehart recommended the following resolution to read as follows:

Resolution 20-104

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio, that the Board approves:

TO: Michael Stinziano, Auditor of Franklin County, Ohio

FROM: Board of Trustees

DATE: May 28, 2020

WHEREAS, the Franklin County Auditor's Office has made it possible for Advances on Real Estate Tax Settlements to be distributed via electronic transfer.

THEREFORE, BE IT RESOLVED that the Franklin Township Fiscal Officer is hereby directed by the Board of Trustees to request an advance on all funds, as they become available during fiscal year 2020.

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Alex moved, Fleshman seconded the motion, with no discussion, the roll was called for its adoption and the vote was as follows: Alex, yes; Fleshman, yes; Horn, yes. Resolution passed.

Fiscal Officer, Mary Rhinehart recommended the following resolution to read as follows:

Resolution 20-105

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio that the Board approves bills in the amount of \$116,674.02 and payroll ending on 05/26/2020 in the amount of \$181,042.29 for a total of \$297,716.31. From check number 63275 to 63374 and electronic payments 145-2020 through 160-2020.

Alex moved, Fleshman seconded the motion, with no discussion, the roll was called for its adoption and the vote was as follows: Alex, yes; Fleshman, yes; Horn, yes. Resolution passed.

New Business:

Trustee Alex:

Alex had nothing to report.

Trustee Fleshman:

Fleshman explained that he has been working with Administrator Potts and the Township's attorney to compose a COVID-19 leave policy.

Fleshman motioned for the adoption of the following resolution as read:

Resolution 20-106

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio, that the Board approves to implement a COVID-19 temporary leave policy for staff as advised by legal counsel, effective immediately.

Alex seconded the motion, with no discussion, the roll was called for its adoption and the vote was as follows: Alex, yes; Fleshman, yes; Horn, yes. Resolution passed.

Trustee Horn:

Horn had nothing to report.

Fiscal Officer Rhinehart:

Rhinehart had nothing to report.

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Administrator Potts:

Potts explained that has been working with the Road Superintendent, Jim Stevens and the Ohio Department of Transportation (ODOT) to establish a maintenance agreement. Potts and Stevens shared that this agreement will include snow and ice removal.

Horn asked if lighting was exempt from this agreement and if the Township will have to purchase additional equipment to fulfill this agreement. The Township will be responsible for aesthetics and upgrades to light poles, and additional equipment will be needed, Stevens answered.

Fleshman and Horn thanked Stevens for his dedication and hard work on obtaining a workable agreement with ODOT. Fleshman asked Stevens to check with our insurance company to ensure the Township is covered as it relates to any new liabilities outlined in the agreement. Stevens said he would contact the Township's insurance agent for guidance.

Fleshman motioned for the adoption of the following resolution as read:

Resolution 20-107

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio, that the Board approves to accept the agreement between Franklin Township, Franklin County, OH and the Ohio Department of Transportation (ODOT) related to the improvements and maintenance of the US40 corridor beginning at mile 6.31 to mile 7.73, which is roughly 700 feet east of the US40 & Wilson Road intersection.

Alex seconded the motion, with no discussion, the roll was called for its adoption and the vote was as follows: Alex, yes; Fleshman, yes; Horn, yes. Resolution passed.

Potts said that he has also been working with Stevens on a resolution creating a road district comprising the unincorporated areas of the township.

Potts said he has been working with the Township's legal counsel to create a road district comprising the unincorporated areas of the Township. This road district will allow the Township to receive additional tax millage to provide additional road services to the residents.

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Alex motioned for the adoption of the following resolution as read:

Resolution 20-108

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio, pursuant of Section 5573.21 of the Ohio Revised Code, that the Board hereby creates a Road District within Franklin Township comprising the unincorporated areas of the Township for the purpose of constructing, reconstructing, resurfacing, or improving the public road within the unincorporated territory of the Township.

Fleshman seconded the motion, with no discussion, the roll was called for its adoption and the vote was as follows: Alex, yes; Fleshman, yes; Horn, yes. Resolution passed.

Potts welcomed Fire Chief Welch to provide a summary to the Board on the tentative repair work needed to the 2010 Pierce Fire Engine. Welch explained that after speaking with other fire departments across the state and the nation many departments are being faced with the same corrosion on the frame/rails of their Pierce engines. Welch as well as other fire chiefs reported their issues to Pierce, the manufacturer. Pierce sent Welch a quote for the \$36,122.00 to repair/rebuild the frame/rails on the 2010 Pierce fire engine. Welch asked the Board if they would accept this quote and allow him to sign the repair contract.

Alex motioned for the adoption of the following resolution as read:

Resolution 20-109

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio, that the Board hereby agrees to accept the quote of \$36,122.00 from Pierce to repair/rebuild frame and other necessary work on the 2010 Pierce Fire Engine, as well allowing Chef Welch to sign the repair agreement.

Fleshman seconded the motion, with no discussion, the roll was called for its adoption and the vote was as follows: Alex, yes; Fleshman, yes; Horn, yes. Resolution passed.

Welch also shared with the Board that the fire department received a donation of (2) two pet oxygen mask kits from a Township resident in memory of their mother.

Welch said that it is time to replace some of the fire fighting gear. We have been able to reuse many sets of gear as employees leave and new hires join the department but the gear is beginning to wear. Welch received a quote from All American Fire for (6) six sets of gear totaling \$9,853.24 of which over half of this invoice can be paid with funds left over from a previous grant.

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Alex motioned for the adoption of the following resolution as read:

Resolution 20-110

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio, that the Board hereby agrees to pay All American Fire \$9,853.24 for (6) sets of fire gear. A portion of the invoice will be paid with funds remaining from a previous grant.

Fleshman seconded the motion, with no discussion, the roll was called for its adoption and the vote was as follows: Alex, yes; Fleshman, yes; Horn, yes. Resolution passed.

Welch shared that he has one fire fighter currently on light duty.

Welch shared that he ordered new button-down shirts for the fire fighters from Trish's Stiches. It has been years since button-down shirts have been ordered for the employees. Welch asked the Board to accept the resolution at a cost not to exceed \$3,248.01.

Fleshman motioned for the adoption of the following resolution as read:

Resolution 20-101

BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio, that the Board hereby agrees to pay Trish's Stiches for button-down shirts and embroidery work for Fire Department, not to exceed \$3,248.01.

Alex seconded the motion, with no discussion, the roll was called for its adoption and the vote was as follows: Alex, yes; Fleshman, yes; Horn, yes. Resolution passed.

Potts explained to the Board that he has received a letter of engagement from the Franklin County Economic Development & Planning Commission related to continuing our involvement the with Housing & Urban Development (HUD).

Horn made the following motion to accept the letter of engagement and to continue to support the Housing and Urban Development (HUD). Alex seconded the motion. With no discussion a vote was taken as follows: Alex, yes; Fleshman, yes; Horn, yes.

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Potts announced that there were no public comments via telephone, email or social media.

With no further discussion, Alex adjourned the meeting at 7:14 p.m.

Signature on file with original
Aryeh Alex, Chairman

Signature on file with original
John Fleshman, Vice-Chairman

Signature on file with original
Ralph Horn, Trustee

Signature on file with original
Mary Rhinehart, Fiscal Officer