

RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC. FORM NO. 10148

Held \_\_\_\_\_ 20\_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
SHARON TOWNSHIP HALL  
95 E. WILSON BRIDGE ROAD  
January 6, 2010  
Page 1 of 6**

The meeting was opened in proper form at 5:00 PM

Linda Jarrett and John Oberle were sworn in on this date, Wednesday January 6, 2010 as Trustees for Sharon Township. The trustees stood before those present, recited and signed the Oath of Office.

**Roll Call:** John Oberle Present  
Jack Moss Present  
Linda Jarrett Present

**Guests:** Sandra Bash- Jarrett Family Member  
Rick and Tammy Hampton- Jarrett Family Member  
Sandra Byers- Worthington Food Pantry

**Attendance:** Gregory Chase, Fiscal Officer, Tom Kayati, Road Department Supervisor, and Chief Donald Schwind, Sharon Township Police Dept.

Sandra Byers of the Worthington Food Pantry appeared before the board to update the board about the status of the potential lease agreement between the Food Pantry and Sharon Township. Ms. Byers informed the township that the Food Pantry will meet on Saturday January 9, 2010 to discuss potential future sites for the Food Pantry. The Sharon Township Hall located at 95 E. Wilson Bridge Road remains one of the sites considered. Ms. Byers and other members of the Food Pantry had met with Jack Moss and toured the building during the month of December. The trustees thanked the Worthington Food Pantry for their consideration and are currently in the process of considering an appropriate rent/lease agreement with the group. Ms. Byers will contact the township after the pantry meets on Saturday and discuss their plans.

Jack Moss moved to appoint John Oberle as the Chairman of the Board of the Sharon Township Board of Trustees for the 2010 calendar year, Linda Jarrett seconded. All voted "Aye."

John Oberle moved to appoint Jack Moss as the Vice-Chairman of the Board of the Sharon Township Board of Trustees for the 2010 calendar year, Linda Jarrett seconded. All voted "Aye."

Jack Moss was appointed as the Sharon Township Cemetery Board representative for the 2010 calendar year at the joint meeting with the City of Worthington in December.

Jack Moss moved to re-appoint John Oberle as the Board of the Sharon Township Board of Trustees OSU Airport Expansion Representative for the 2010 calendar year, Linda Jarrett seconded. All voted "Aye."

John Oberle moved to appoint Linda Jarrett as the township liaison to the Sharon Memorial Board for the 2010 calendar year, Linda Jarrett seconded. All voted "Aye."

John Oberle will serve as liaison for the administrative needs of the township.

DAYTON LEGAL BLANK, INC., FORM NO. 10138

Jack Moss will serve as liaison for the Police Department needs of the  
Held township. 20

~~Linda Jarrett will serve as liaison for the Road Department needs of the township.~~

Jack Moss moved to accept Resolution #01062010A, establishing the Appointments and Designations for Sharon Township for the calendar year 2010. Linda Jarrett seconded. All voted "Aye."

John Oberle moved to accept Resolution #01062010B, establishing Medical Mutual of Ohio as the health insurance provider for Sharon Township for the 2010 calendar year. Jack Moss seconded. All voted "Aye." The board voted to accept the bid of Medical Mutual at the December 16, 2009 meeting.

Jack Moss moved to accept Resolution #01062010C, re-establishing Delta Dental as the dental insurance provider for Sharon Township for the 2010 calendar year. Linda Jarrett seconded. All voted "Aye."

Jack Moss moved to accept Resolution #01062010D, re-establishing Standard Life Insurance as the life insurance provider for Sharon Township for the 2010 calendar year. Linda Jarrett seconded. All voted "Aye."

Linda Jarrett moved to accept Resolution #01062010E, establishing the elected officials' compensation based upon the Ohio Revised Code, Jack Moss seconded. All voted "Aye."

Resolution #01062010F tabled until next meeting to adjust the meeting schedule times.

Jack Moss moved to hold the next Regular Meeting of the Board of Trustees at 6:00 PM on January 20, 2010 at the Sharon Township Hall located at 95 E. Wilson Bridge Road. Linda Jarrett seconded. All voted "Aye."

Linda Jarrett moved to accept Resolution #01062010G, establishing personal use of vehicle mileage reimbursement and the per diem rate for travel expenses. Jack Moss seconded. All voted "Aye."

John Oberle moved to accept Resolution #01062010H, giving the Fiscal Officer and Department Heads the authority to move appropriations within a given fund, Jack Moss seconded. All voted "Aye." Mr. Chase will notify the trustees in a public meeting when funds need to be moved as requested by the auditors during the township recent audit.

John Oberle moved to accept Resolution #01062010I, the Re-employment of all Sharon Township Employees during the 2010 calendar year. Jack Moss seconded. All voted "Aye."

Resolution #01062010J was tabled until next meeting to allow time to determine the current members of the Sharon Memorial Board.

John Oberle moved to accept Resolution #01062010K, the promotion of Sharon D. Lee to full-time status. Ms. Lee will work 20 hours per week in the Administrative Offices of the Township and function as Administrative Assistant to the Fiscal Officer and Trustee. Ms. Lee will also work 20 hours in the Police Department and continue her role as Administrative Assistant to the Police Department. Jack Moss seconded. All voted "Aye." Ms. Lee will be eligible for health benefits which will be paid via the General Fund budget. Ms. Lee will earn \$14.00 per hour and the effective start date of her full time status is January 7, 2010. The board will approve a step pay scale for the position at a later meeting.

**Approval of Minutes:** December 2, 2009 Regular minutes of the Board of Trustees of Sharon Township. Jack Moss moved to accept, John Oberle seconded the motion. All voted "Aye."

**Approval of Minutes:** December 16, 2009 Regular minutes of the Board of Trustees of Sharon Township. Jack Moss moved to accept, John Oberle seconded the motion. All voted "Aye."

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**TRUSTEES:****Old Business**

Jack Moss, Chief Schwind, Linda Jarrett, and Greg Chase met with a representative from Markwood Architects to assess potential interior plan designs that the architects devised for 95 E. Wilson Bridge Road. Mr. Moss presented a copy of the diagram that the architects had presented of the potential building set up. Jack Moss scheduled a follow-up meeting with the architects on Friday January 22<sup>nd</sup> to discuss potential costs associated with the needed construction.

Wesley Glen Retirement Village is still considering expanding the parking lot onto a portion of Westview which could affect some of the residents. John Oberle has left a message with Wesley Glen but has had no response.

The Turkey Hill Group, which is considering a new gas station on High Street at the end of Westview has postponed the next community meeting until February. John Oberle will inform the board of the date of the meeting once it is determined.

Mr. Oberle received notice from a resident that the guardrail at the end of Fenway continues to be bent back to allow access. Tom Kayati has repaired the guardrail several times only to have it bent a few days after the repair work is completed. The Police Department continues to monitor the area for culprits.

The Columbus School Bus stop, which had recently been moved from the location in front of the property located at 378 Rosslyn Ave., has been moved back to the original location of concern. The board had previously made a request to the Columbus School Board to have the bus stop moved following a complaint from the resident living there. The stop had been moved but once again, as the resident informed Mr. Oberle, buses have again been picking up and dropping off children at the 378 Rosslyn Ave. location. John Oberle is currently working with the Columbus School Board to resolve the issue.

**New Business**

Sharon Township received a letter from the Sharon Memorial Board, dated December 21, 2009, containing attached documentation, that according to the Memorial Board, shows damages to the Sharon Memorial Hall that occurred either during township occupancy or upon departure. The Memorial Board asserted that the exterior cellar door was damaged by township employees to facilitate departure when the township vacated the building. The township was aware of the proposed damage to the cellar door some time ago and had attempted to help resolve the issue. According to Tom Kayati, the Road Department had attempted to repair the doors, however, Mr. Taylor stated he felt they should be replaced. Mr. Taylor then told Mr. Kayati not to worry about repairing the doors. Chief Schwind informed the board that the Memorial Board was permitted access to the area of the basement with the sump pump. According to the Memorial Board, the sump pump was not operable for some time. Chief Schwind reminded those present that it was only the property room that the Police Department would not allow the Memorial Board members access. The area in question was not part of the property room. Linda Jarrett will

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collaborate with Tom Kayati and Chief Schwind and draft a response letter to the Memorial Board that will be reviewed at a future township meeting.

John Oberle proposed the township consider a special meeting of the Board of Trustees of Sharon Township to discuss the future of the township and set some goals for the 2010 year. Jack Moss moved to have a special meeting on Friday January 22, 2010, to discuss the future of the township and set goals for the 2010 year. Linda Jarrett seconded, All voted "Aye." The meeting will begin at 9:30AM with the architects and progress into a goals session. A sign will be posted notifying the public of the meeting.

### **FISCAL OFFICER**

#### **Old Business:**

A letter from the Office of the Ohio Consumer's Counsel dated December 8, 2009 updated the township on the status of the efforts to limit the rate increase proposed by Ohio American Water. John Oberle has been in contact with residents and other localities to help prevent the proposed large increase. The board will complete and submit the enclosed "interest form" that accompanied this letter.

Burnham and Flower issued a letter dated December 9, 2009, informing the township that Delta Dental has set the 2010 dental insurance premiums at \$78.86 per employee.

From the Franklin County Board of Health, a letter dated December 17, 2009, informing the board that the property owner at 103 W. Kanawha has until January 4, 2010 to comply and with the stated violations to avoid potential criminal charges or a civil lawsuit.

#### **New Business:**

The Township received the employee Medical Mutual health insurance cards and has begun dispersing them to employees.

### **ROAD DEPARTMENT:**

#### **Old Business:**

None

#### **New Business:**

Jack Moss moved to accept pay increase to \$22.32 per hour for Peter Voedisch effective January 14, 2010, John Oberle seconded. All voted "Aye."

Jack Moss moved to accept a pay increase to \$19.00 per hour for Robert Haycock effective January 14, 2010, John Oberle seconded. All voted "Aye."

Jack Moss moved to accept a pay increase to \$17.61 per hour Thomas McDonnell effective January 14, 2010, John Oberle seconded. All voted "Aye."

### **POLICE DEPARTMENT**

#### **Old Business**

Chief Schwind informed the board in December that the City of Worthington had digitalized the radio broadcast that is also used by the Sharon Township Police Department. The Police Department recently received five radios via a grant, and have been able to upgrade one radio so it is compatible with the system. The Police Department will need to purchase one additional radio. Jack Moss moved to accept a purchase order up to \$5,200.00 for a new cruiser radio and installation. Linda Jarrett seconded. All voted "Aye." Chief Schwind is currently investigating prices and will update the board as more information becomes available.

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**New Business:**

On December 25, 2009 an officer was involved in a single car accident involving a Township Police cruiser. No injuries were reported, however the cruiser sustained significant damage. The Police Department has been in contact with the insurance company and awaiting word on the plan for the vehicle. The department received an initial estimate of \$10,260.00 to repair the cruiser. Chief Schwind will keep the board updated as more information becomes available.

Chief Schwind presented information to the board about a proposed percentage pay increase for all members of the Police Department other than himself.

John Oberle moved to accept the following pay scale step rates for each of the five steps of the full-time Officer Police Department pay scale effective January 14, 2010, Linda Jarrett seconded. All voted "Aye."

Step A	\$15.95/hour
Step B	\$16.74/hour
Step C	\$18.08/hour
Step D	\$20.80/hour
Step E	\$23.79/hour

John Oberle moved to accept the following pay scale step rates for each of the three steps of the part-time Officer Police Department pay scale effective January 14, 2010, Linda Jarrett seconded. All voted "Aye."

Step A	\$12.02/hour
Step B	\$13.11/hour
Step C	\$14.20/hour

John Oberle moved to accept the following pay scale step rates for each of the three steps of the part-time Secretary Police Department pay scale effective January 1, 2010, Linda Jarrett seconded. All voted "Aye."

Step A	\$11.36/hour
Step B	\$12.45/hour
Step C	\$13.55/hour

John Oberle moved to accept a pay increase for Lt Jeff Tuchfarber of the Police Department to \$28.16 an hour effective January 14, 2010, Linda Jarrett seconded. All voted "Aye."

John Oberle moved to accept a pay increase for Sgt. Scott Hladik of the Police Department to \$25.26 an hour effective January 14, 2010, Linda Jarrett seconded. All voted "Aye."

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John Oberle moved to adjourn the Regular Session of the Board of Trustees of Sharon Township at 8:02 PM and move into Executive Session to discuss personnel matters, Jack Moss seconded. All voted "Aye."

<b>Roll Call:</b>	John Oberle	Present
	Jack Moss	Present
	Linda Jarrett	Present

**Attendance:** Gregory Chase Fiscal Officer, and Chief Donald Schwind, Sharon Township Police Dept.

Jack Moss moved to adjourn the Executive Session and return to the Regular Session of the Board of Trustees of Sharon Township at 8:21 PM, John Oberle seconded. All voted "Aye."

<b>Roll Call:</b>	John Oberle	Present
	Jack Moss	Present
	Linda Jarrett	Present

**Attendance:** Gregory Chase Fiscal Officer, and Chief Donald Schwind, Sharon Township Police Dept.

With no further business to bring before the Board a request to adjourn at 8.23 PM -was made. Jack Moss moved, John Oberle seconded, all voted "Aye."

1/20/10  
Date

John H. Oberle  
Chairman

Jack  
Fiscal Officer

DAYTON LEGAL BLANK, INC., FORM NO. 1014B

Held \_\_\_\_\_ 20\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
SPECIAL SESSION HELD AT  
SHARON TOWNSHIP  
95 E. WILSON BRIDGE ROAD  
January 22, 2010  
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The meeting was opened in proper form at 9:30AM

**Roll Call:** Jack Moss Present  
John Oberle Present  
Linda Jarrett Present

**Guests:** Steve Shinn- Markwood Architects

**Attendance:** Thomas Kayati Rd. Dept. Supervisor, Gregory Chase Fiscal Officer, Chief Donald Schwind, and Lt. Jeff Tuchfarber, Sharon Township Police Dept.

This is the third meeting with Mr. Shinn of Markwood Architects. In the previous meeting, Mr. Shinn presented drawings of possible schematics of the interior design changes they proposed for 95 E. Wilson Bridge Road. Today Mr. Shinn presented a potential cost budget associated with the proposed changes to the building. The board discussed the plans and looked at alternatives to different design alternatives. The board determined that it was in the best interest of Sharon Township to move into 95 E. Wilson Bridge after making some minor initial changes to the building. Changes the board would like to have in place prior to moving included, adding and changing some internal locked doors, adding a secured entrance for prisoners, repair the interior exit signs, assessing the fire alarm system and changing at least one rest room to make it ADA compliant. After moving into the building, the township would determine what remaining changes and improvements are essential and institute those changes over time. Mr. Shinn will meet with Mr. Moss in a couple weeks to review the final documentation.

The board set a target moving date for the township for March 1, 2010 into 95 E. Wilson Bridge Road. Members will notify employees and begin to contact vendors in anticipation for the move.

The board began discussion on goals and plans for the 2010 calendar year.

The township will discuss updating the township website. The plan for the design will have general township information on the opening page with links to other township departments and government agencies included. The township will obtain quotes from various vendors to determine a cost of creating the website.

The Sharon Memorial Board currently has five vacant spots that may be filled. Ms. Jarrett will contact the Memorial Board about the vacant spots. The trustees felt that the two boards should work together and determine what criteria need should be met in order to become a member of the Memorial Board. The board discussion included: having a resident of the unincorporated area of Sharon Township on the board, the veteran requirements, creating a questionnaire for

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potential applicants and advertising the position on the board. Ms. Jarrett will contact the Memorial Board to further discuss these ideas.

The board began discussion on the lease proposal presented by the Worthington Food Pantry. No final decision was made. The board will continue to discuss that in greater detail at a later meeting.

With no further business to bring before the Board a request to adjourn at 12:25PM -was made. Jack Moss moved, John Oberle seconded. All voted "Aye."

2/3/10  
Date

John H. Oberle  
Chairman

Jack  
Fiscal Officer



Held \_\_\_\_\_ 20\_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
SHARON TOWNSHIP HALL  
95 E. WILSON BRIDGE ROAD  
January 20, 2010  
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**Signing of Checks**

The meeting was opened in proper form at 6:00 PM

**Roll Call:** Jack Moss Present  
John Oberle Present  
Linda Jarrett Present

**Guests:** Sandra Byers- Worthington Food Pantry

**Attendance:** Thomas Kayati Rd. Dept. Supervisor, Gregory Chase Fiscal Officer, and Chief Donald Schwind, Sharon Township Police Dept.

Sandra Byers of the Worthington Food Pantry appeared before the board to present a potential lease agreement between the Worthington Food Pantry and Sharon Township. The food pantry would like to lease a section of the north east corner of the building located at 95 E. Wilson Bridge Road, and would occupy approximately 1345 square feet of space for food storage and distribution. They have asked the board to consider a bid of \$750.00 a month for the space. The board discussed some specifics of the food pantry operation including equipment used and needed, food deliveries and hours of operation. Mr. Moss wanted to make sure that their program would be able to service all residents of Sharon Township that qualify for the program. According to Ms. Byers, the pantry currently does not service all areas of Sharon Township, however they do not turn away anyone who qualifies initially for the program. Families that are not within the residential areas primarily serviced by the food pantry are then referred to the First Link program. Ms. Byers said the Food Pantry will work with Sharon Township to include all of the residents. The Board of Trustees will consider the lease proposal and discuss it in further detail before submitting a reply to the food pantry.

**Approval of Minutes:** January 6, 2010 Regular minutes- John Oberle moved to accept the minutes of the regular session of the Board of Trustees of Sharon Township. Jack Moss seconded. All voted "Aye."

**Approval of Financial Report:**

All financial statements as required by the State Auditor's Office were presented; Jack Moss moved to accept the financial statements for December 2009 as presented, John Oberle seconded. All voted "Aye."

The board was presented with the Cash Summary by Funds statement for the calendar year 2009. The board plans to discuss the budget in greater detail over the next several meetings in anticipation of the 2010 Permanent Appropriations budget.

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**TRUSTEES:****Old Business**

Jack Moss moved to accept Resolution #010062010F, establishing the meeting schedule for 2010 calendar year. Linda Jarrett seconded. All voted "Aye."

Jack Moss moved to accept Resolution #010062010J, recognizing the current members of the Sharon Memorial Board for the 2010 calendar year. Linda Jarrett seconded. All voted "Aye."

Linda Jarrett presented an initial draft of a correspondence she proposed to the Sharon Memorial Board. The correspondence is in response to the letter from the Memorial Board dated December 21, 2009, in which the Memorial Board asked the township to pay for a new cellar door and sump pump for the Memorial Building. Ms. Jarrett felt that the township should strongly consider full payment, or partial payment for those items since the township occupied a large portion of the building for such a long period.

Mr. Kayati reminded the board that the Road Department had offered to repair the existing cellar door. Mr. Kayati said the door had been worn for quite some time and had been in need of replacement for a long time. According to Mr. Kayati, Mr. Taylor of the Memorial Board told him not to worry about repairing the door. Both Mr. Kayati and Chief Schwind contended that the cellar door hinges had been in need of repair long before the township vacated the building, and whatever damage was done to the hinges was there before the cellar door exit was utilized by the township when vacating the building.

Chief Schwind again stated that to his recollection, the sump pump had been non-operational for some time prior to the time that Mr. Taylor alleged he was unable to gain access to check the sump pump. Chief Schwind said he had notified members of the Memorial Board several years ago (around 1997), that he had concerns about the operation of the sump pump.

Jack Moss and John Oberle felt that the township had already done those things necessary to leave the building in a reasonable condition following the township's eviction. Jack Moss had returned shortly after the township vacated the building and did some minor repairs to areas of the building. John Oberle met with Mr. Taylor shortly after the township vacated the building and together they did a walk-through of the site.

Both Mr. Oberle and Mr. Moss felt that the township had already experienced a tremendous financial and operational burden given the time frame in which the township had been evicted from the building. Both gentlemen felt that it would be inappropriate for the board to disperse anymore public funds to the Memorial Building at this time. Mr. Oberle will draft a response letter to the Memorial Board stating the township's position.

The Board will hold a special meeting, on Friday, January 22, 2010 to meet with Steve Shinn of Markwood Architects to discuss potential costs associated with the design modifications of the 95 E. Wilson Bridge Road location. The board will also hold a planning and goals session.

Tom Kayati spoke with Fred Howard of Ohio Nursery and he recommended the township consider removing the damaged trees in front of 95 E. Wilson Bridge Road.

Turkey Hill, the group proposing a new gas station on High Street at the end of Westview Ave. have not scheduled a community meeting at this time.

The Wesley Glen Retirement Community has scheduled a meeting for February 2<sup>nd</sup> to further discuss the potential parking lot expansion that could extend to the south side of Westview Ave. The board remains concerned that the proposed expansion could have a negative impact on the communities, and cause an increased financial burden on the township in the three streets area. John Oberle moved to accept Resolution # 01202010B opposing the proposed expansion of the Wesley Glenn Retirement Community parking lot. Jack Moss seconded. All voted "Aye."

DAYTON LEGAL BLANK, INC., FORM NO. 1014B

Held \_\_\_\_\_ 20\_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
SHARON TOWNSHIP HALL  
95 E. WILSON BRIDGE ROAD  
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**TRUSTEES:**

**New Business**

None

**FISCAL OFFICER**

**Old Business:**

None

**New Business:**

A notice from the Office of the Ohio Consumer's Council dated January 8, 2010 notifying the township of dates of public meetings to discuss the potential Ohio American Water rate increase.

A letter from the Franklin County Recorder announcing the required fees for recording zoning resolutions and zoning amendments.

OPERS has notified Greg Chase that the township currently does not have a resolution on file authorizing the township to collect and disburse contributions to OPERS from an employee's wages. Jack Moss moved to accept Resolution #01202010A. allowing for a Salary Reduction Pick-up Plan for OPERS. John Oberle seconded. All voted "Aye."

**ROAD DEPARTMENT:**

**Old Business:**

None

**New Business:**

The Road Department has been working on trimming back trees along the road ways in the Rosslyn, Westview and Kanawha area over the last week while the weather has been good. The reason the Road Department is trimming the trees now is the overgrown trees have been scraping against the sides of the township trucks while traveling down the township roads.

John Oberle moved to adjourn the Regular Session of the Board of Trustees of Sharon Township at 7:32 PM and move into Executive Session to discuss personnel matters, Jack Moss seconded. All voted "Aye."

<b>Roll Call:</b>	John Oberle	Present
	Jack Moss	Present
	Linda Jarrett	Present

**Attendance:** Gregory Chase Fiscal Officer, and Chief Donald Schwind, Sharon Township Police Dept.

Jack Moss moved to adjourn the Executive Session and return to the Regular Session of the Board of Trustees of Sharon Township at 7:39 PM, John Oberle seconded. All voted "Aye."

DAYTON LEGAL BLANK INC. FORM NO. 10148

Held \_\_\_\_\_ 20 \_\_\_\_\_

**Roll Call:** John Oberle Present  
 Jack Moss Present  
 Linda Jarrett Present

**Attendance:** Gregory Chase Fiscal Officer, and Chief Donald Schwind, Sharon Township Police Dept.

**POLICE DEPARTMENT:**

**Old Business:**

None

**New Business:**

Chief Schwind presented an invoice for installation of five new radios in the Police Department cruisers. Jack Moss moved to accept payment of \$1,110.00 payable to Public Safety Concepts for installation and removal of five cruiser radios. John Oberle seconded. All voted "Aye."

A Police Officer was injured on the job during a routine home vacation check. The Officer has filed a Worker's Compensation claim and will be off work for an undetermined amount of time at this point. Chief Schwind will keep the board updated as more information becomes available.

Chief Schwind presented sample resolutions for the board to review in regard to the proposed Code Enforcer position being considered by the township. The board will discuss the position and resolutions in detail in a later meeting.

With no further business to bring before the Board a request to adjourn at 8:10 PM -was made. John Oberle moved, Jack Moss seconded. All voted "Aye."

2/3/10  
Date

John H. Oberle  
Chairman

Gregory Chase  
Fiscal Officer

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**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
SHARON TOWNSHIP HALL  
February 3, 2010  
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**Signing of Checks**

The meeting was opened in proper form at 5:00 PM

**Roll Call:** Jack Moss Present  
Linda Jarrett Present  
John Oberle Present

**Guests:** Mr. Brofford 1287 Home Acre Dr.  
Bryan Rhoads Code Enforcer Position

**Attendance:** Gregory Chase, Fiscal Officer, Tom Kayati, Road Department Supervisor, and Chief Donald Schwind, Sharon Township Police Dept.

Mr. Brofford of 1287 Home Acre Dr. appeared before the board to inform them about a property located on Maple Canyon that may be a health hazard. According to Mr. Brofford the grass had not been cut for some time and there was concern that harmful weeds may be growing. Along with Mr. Brofford, neither Tom Kayati or Chief Schwind, who are also aware of the property, were able to identify the address. According to Mr. Kayati this property has been a problem in the past and the Franklin County Board of Health has been out to the property. The board will determine what the address is and notify the Franklin County Board of Health about the concerns Mr. Brofford has.

Bryan Rhoads appeared before the board to discuss the potential Code Enforcer position. The board and Mr. Rhoads discussed some details of the position including; the hours and days he would be available to work, use of personal vehicle versus township vehicle, township need for background check on new employee, who employee would report to, and wage potential. The board will also consider hiring Mr. Rhoads as a consultant instead of hiring him as a township employee. Mr. Oberle will check with legal counsel to see if that is possible. Mr. Rhoads will appear at the next meeting to discuss his plans for the position and what things he feels that he will need in place to begin.

**Approval of Minutes:** January 20, 2010 Regular minutes of the Board of Trustees of Sharon Township. Jack Moss moved to accept, John Oberle seconded the motion. All voted "Aye."

**Approval of Minutes:** January 22, 2010 Special Meeting minutes of the Board of Trustees of Sharon Township. Jack Moss moved to accept, John Oberle seconded the motion. All voted "Aye."

**TRUSTEES:**

**Old Business**

Linda Jarrett spoke with Cal Taylor of the Sharon Memorial Board about the meeting to discuss the future of the Memorial Board. During the brief conversation, they discussed the potential of decreasing the membership size of the board. Ms. Jarrett plans to meet with Mr. Taylor to continue the discussion. The board opted not to issue a response letter at this time to the previous request for funds from the Memorial Board for the sump pump and cellar door. It was felt that it would be in the best interest of both parties to discuss the issue in

Held

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person instead of by a letter. The township will then issue a follow-up letter after the discussion. Ms. Jarrett will keep the board apprised as information becomes available.

Jack Moss and members of the Police Department met with several vendors since the last meeting to discuss costs associated with the move to 95 E. Wilson Bridge Road.

Jack Moss moved to accept a bid from Premiere Movers for a total cost not to exceed \$2,400.00 for moving expenses to 95 E. Wilson Bridge Road. Linda Jarrett seconded. All voted "Aye."

John Oberle moved to accept a bid from DataTalk Communications for a total not to exceed \$1,500.00 to remove any phone cables in 95 E. Wilson Bridge Road that are not used and to install the existing phone system utilized by the township at that location. Mr. Oberle also authorized Greg Chase to research alternative phone carriers to determine if a better and more economical phone system can be utilized. The cost of the system with installation should not exceed \$1,500.00 Jack Moss seconded. All voted "Aye." The township will consider utilizing the current phone system at the location if it is determined to be better for the township.

Jack Moss presented a quote for miscellaneous interior renovations. Jack Moss moved to accept a bid from Charles Hamilton for a total cost not to exceed \$7,000.00 for miscellaneous interior renovation. Linda Jarrett seconded. All voted "Aye." Mr. Moss was notified by Markwood Architects that since the renovations do not include any electrical components, no permit was required.

Mr. Moss and Chief Schwind had noticed that the heating unit that serves the area planned for the Police Department does not appear to be functioning. Mr. Moss has planned to meet with a vendor on Monday to assess the unit. Mr. Moss also plans to discuss the potential for a HVAC maintenance agreement with the vendor.

The board decided to counter the initial lease proposal from the Worthington Food Pantry with an offer of \$850.00 per month. The board felt that was a more appropriate amount given the concern the board had with the larger utility bills the group could have with the equipment they will utilize. Mr. Moss will present the offer to the group and then discuss details of the agreement. Details include, but not limited to storage and space, hours of operation, utilities. The board will consult with legal counsel to help create a lease agreement once an agreement in principal is reached.

According to Mr. Oberle, Franklin County Board of Zoning voted not to approve the proposed parking lot expansion for the Wesley Glen Retirement Village as presented. The board informed the retirement village that they would consider the concept of expansion if a new design were put into place. The Clintonville Area Commission will hold a meeting on February 4, 2010 with the retirement village to discuss the proposed expansion.

The Turkey Hill Group, who have proposed placing a new gas station at the end of Westview on High Street have altered their initial design. The new design will not have access onto Westview. That was a concern of the board and the residents of Sharon Township. The Board however remains concerned that the new design will allow access to and from Kanawha Ave. behind the Pig Iron Restaurant. Another community meeting will take place in a couple of weeks. Mr. Oberle will keep the board updated as more information becomes available.

Held \_\_\_\_\_ 20\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
SHARON TOWNSHIP HALL  
February 3, 2010  
Page 3 of 4**

**TRUSTEES:**

**New Business**

None

**FISCAL OFFICER**

**Old Business:**

The board was presented with a copy of the proposed Salary Continuation Program for employees who qualify when a worker files a compensation claim. The board determined it was in the best interest of the township to pay employee's wages while the employee is on medical leave due to an injury that occurred at work. If the township were to experience high worker's compensation claims, it is likely the township could no longer be eligible for the group that offers a discounted rating on the yearly premiums. Thus the yearly premiums would increase. The Bureau of Worker's Compensation will pay the medical expenses that occur with the injury. The wages will be paid under injured leave and the employee will be paid what is their normal work week hours. The township will have employees return to "Light Duty" work when a doctor determines they are eligible. The board approved the policy but wanted to include additional information concerning vacation leave or sick leave used during the time the employee is eligible for "Light Duty."

**New Business:**

A notice dated January 25, 2010 from Decer, Vonou LPA, informing the township that the property owner of 1921 Dublin Granville Rd. has applied for annexation into the City of Worthington.

A notice dated January 28, 2010 informing the township that the property owner of 1945 Samada Dr. has applied for annexation into the City of Worthington.

The township has been told the primary reason for a request for annexation was to have access to the public water system. Mr. Oberle will contact the City of Worthington to see if the township can do anything about obtaining public water access for the township residents.

**ROAD DEPARTMENT:**

**Old Business:**

None

**New Business:**

Doris Ducker of 159 Rosslyn Ave. issued a letter to the township complaining about the recent tree trimming the Road Department had done along the roadway. The Road Department had recently trimmed back trees in the area that were scraping against the township vehicles when attempting to remove snow. Mr. Kayati presented photos of the trees that were trimmed. The township will issue a response letter to Ms. Ducker explaining why the trees were trimmed.

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_ 20 \_\_\_\_\_

**POLICE DEPARTMENT**

**Old Business**

None

**New Business:**

The township received an anonymous letter dated January 27, 2010 stating the writer believes the property owner of the property located at 5282 Olentangy Blvd. is operating an illegal sex club on the property. Chief Schwind had received notice of the complaint from residents in the area and the Police Department has had an ongoing investigation into the property for quite some time. To date, the Police Department has found no illegal activity at that property. Chief Schwind has also been in contact with Mr. Pfeifer, the City of Columbus Attorney, concerning the acquisition and he agreed that no illegal activity is occurring at this time. The Police Department will continue to monitor the property and keep the board updated as more information becomes available.

Officer Peter Frederick issued a memo dated January 30, 2010 announcing his resignation effective February 14, 2010. John Oberle moved to accept the resignation, Jack Moss seconded. All voted "Aye." The Police Department is reviewing applications for a possible replacement.

With no further business to bring before the Board a request to adjourn at 7:50 PM -was made. Jack Moss moved, John Oberle seconded. All voted "Aye."

2/17/10  
Date

[Signature]  
VICE Chairman

[Signature]  
Fiscal Officer



## RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC. FORM NO. 10148

Held

20

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road  
February 17, 2010  
Page 1 of 3**

**Signing of Checks**

The meeting was opened in proper form at 6:00 PM

**Roll Call:**

John Oberle	Not-Present
Jack Moss	Present
Linda Jarrett	Present

**Guests:** Pat Kelly and Lori Gerald- 449 Rosslyn Ave.  
Ohio State Senator Jim Hughes

**Attendance:** Thomas Kayati Rd. Dept. Supervisor, Gregory Chase Fiscal Officer, Chief Don Schwind, Police Department.

Pat Kelly and Lori Gerald of 449 Rosslyn Ave. appeared before the board to present the latest drawings of the design by the group for the proposed Turkey Hill Gas Station on High Street at the end of Westview Ave. The changes to the plans now include no access to the gas station from Westview Ave. The changes however do reflect access of the alley behind the property and the Pig Iron Restaurant with an entrance/exit off Kanawha Ave. Mr. Kelly and Ms. Gerald, along with other residents in the area who are opposed to the gas station, informed the board about a meeting on March 2, 2010 with Clintonville Zoning and request members of the board appear at the meeting.

Senator Jim Hughes was given a tour of the building and presented some of the plans the township has in store for the property. Senator Hughes informed the board that the township may be eligible for grant money through the State Capital Appropriations Budget to help pay for some of the expenses involved with the building renovations. Greg Chase and Chief Schwind will contact Senator Hughes office to further inquire about the grant money and submit a formal request for funds for the township.

**Approval of Minutes:**

February 3, 2010, Regular Meeting minutes, Jack Moss moved to accept the minutes of the regular session of the Board of Trustees of Sharon Township. Linda Jarrett seconded. All voted "Aye."

**Approval of Financial Report:**

All financial statements as required by the State Auditor's Office were presented; Linda Jarrett moved to accept the financial statements for January 2010 as presented, Jack Moss seconded. All voted "Aye."

Held

20

**TRUSTEES:****Old Business****95 E. Wilson Bridge Road**

Jack Moss presented information concerning a change order with Charles Hamilton, the contractor working on some of the building renovations. Changes included in the change order are:

Total estimated bid is \$944.00. Linda Jarrett moved to accept the change order for a total cost not to exceed \$1,000.00, Jack Moss seconded. All voted "Aye."

Jack Moss presented a bid proposal for plumbing work for the building. Work includes changing the southwest ladies restroom to bring it to current ADA standards and constructing a new restroom in the Police Department for detainees. Total bid price \$11,920.00. Linda Jarrett moved to accept the bid for Charles Hamilton for plumbing for a total cost not to exceed \$12,000.00. Jack Moss seconded. All voted "Aye."

Jack Moss presented a bid for electrical work for the building. Work includes: moving several light switches, and receptacles; installing motion sensor light switches; replacing and installing exhaust for new and existing bathrooms; locating unmarked circuit breakers; and install lights in various locations. Mr. Moss was unable to obtain a specific quote for the job given the complexity involved with all the wiring. Mr. Moss was able to obtain an hourly quote from John Shoemaker for \$30.00 per hour. Mr. Shoemaker is a licensed electrician in the State of Ohio. Linda Jarrett moved to accept the bid for John Shoemaker for electrician work for a cost of \$30.00 an hour with a total cost not to exceed \$3,000.00. Jack Moss seconded. All voted "Aye."

Chief Schwind presented a quote for Security cameras and electronic door locks. Total quote presented was \$25,778.25 but included some items the board thought was not necessary at this time. After reviewing the quote and determining the necessary equipment needed by the township, Jack Moss moved to accept a bid from HiTech Lock and Security Systems for a total cost not to exceed \$22,000.00. Linda Jarrett seconded. All voted "Aye."

Chief Schwind presented a quote from Pysinex for IT communications for the building. It was determined that the township would save a large amount of money by utilizing a wireless server. Jack Moss moved to accept the quote from Pysinex for a total not to exceed \$2,000.00, Linda Jarrett seconded. All voted "Aye."

**New Business**

Jack Moss was appointed the representative for all Franklin County Townships with the Central Ohio Communications Advisory Committee.

**FISCAL OFFICER****Old Business:**

The Office of the Ohio Consumer's Counsel issued a letter dated February 4, 2010 announcing additional public hearings concerning the proposed rate increase by the Ohio American Water Company.

**New Business:**

The Franklin County Engineers Dinner and meeting will be held on March 11, 2010, several members of the board plan to attend.

SWACO will hold a community round table on February 25, 2010. They are considering starting a second Waste Management Consortium.

**ROAD DEPARTMENT:****Old Business:**

Tom Kayati presented the final invoice for \$18,460.18 for the Franklin County Engineers road work performed during 2009. All the road work had been completed and the trustees approved the amount in a previous meeting.

DAYTON LEGAL BLANK, INC. FORM NO. 101-48

Held \_\_\_\_\_ 20\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road  
February 17, 2010  
Page 3 of 3**

**New Business:**

A Road Department employee was involved in an accident on February 6, 2010 while clearing snow. No injuries were reported. An accident report has been reported and more information will follow.

The Franklin County Engineers Mileage Certification was presented and signed by the trustees. The township road mileage remains at 9.90 miles.

The International dump truck required repair to the radiator during the snow storm. The repair was deemed an emergency and necessary. Jack Moss moved to accept payment to Arrow Radiator for a total not to exceed \$1,100.00. Linda Jarrett seconded. All voted "Aye."

Jack Moss moved to accept a purchase order for the Franklin County Engineers for \$5,000.00 for additional road salt for the remainder of the winter season. Linda Jarrett seconded. All voted "Aye."

Tom Kayati informed the board that there have been road side mail boxes damaged while clearing snow from the township streets. Mr. Kayati reminded the board that the Road Department has traditionally replaced and repaired mail boxes within the township when they are damaged by the department. The Road Department has a supply of standard mail boxes and posts that they use to replace damaged ones. The Road Department will not replace specialty mail boxes due to the cost factor. They will only replace or repair mail boxes with supply of mail boxes they have. The Road Department had recently been asked to replace a more expensive style mail box that may or may not been damaged while plowing the streets.

The 2009 Freightliner dump truck has been taken into the repair shop to address some issues that have become apparent while plowing snow.

The Road Department received some complaints about stopping traffic and performing U-turns onto Rt. 315 in order to properly lay down salt on the hill of Clubview Ave.

**POLICE DEPARTMENT**

**Old Business:**


None

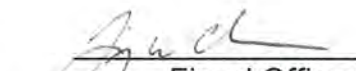
**New Business:**

Chief Schwind presented a letter of resignation from Alex Cerepnalkoski, part time Police Officer. Jack Moss moved to accept the resignation effective February 17, 2010, Linda Jarrett seconded. All voted "Aye."

With no further business to bring before the Board a request to adjourn at 8:30 PM -was made. Jack Moss moved, Linda Jarrett seconded. All voted "Aye."

3/3/10  
Date

  
\_\_\_\_\_  
Vice-Chairman

  
\_\_\_\_\_  
Fiscal Officer

## RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_ 20\_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
95 E. WILSON BRIDGE ROAD  
March 3, 2010  
Page 1 of 3**

**Signing of Checks**

The meeting was opened in proper form at 5:30 PM

<b>Roll Call:</b>	Jack Moss	Present
	Linda Jarrett	Present
	John Oberle	Present

**Guests:** None

**Attendance:** Gregory Chase, Fiscal Officer, Tom Kayati, Road Department Supervisor, and Chief Donald Schwind, Sharon Township Police Dept.

**Approval of Minutes:** February 17, 2010 Regular minutes of the Board of Trustees of Sharon Township. Jack Moss moved to accept the minutes with a correction that the Road Department does not utilize Route 315 in order to turn around on Clubview Ave. to plow the roadway. Linda Jarrett seconded the motion. All voted "Aye."

**POLICE DEPARTMENT****Old Business**

Chief Schwind presented the department internal affairs investigation file #10-02, for the proposed charges against Officer Scott O'Neil to the trustees for review. Following review of the investigation by the trustees, they will inform Chief Schwind if they are to request a hearing regarding this matter at the March 18, 2010 meeting. If a hearing is requested the board will then plan to proceed with the hearing at the March 31, 2010 meeting. Chief Schwind will present a copy of the investigation to Officer O'Neil on March 4, 2010.

**New Business:**

The Police Department qualified and has received two new desktop computers from the LETPP Grant.

**ROAD DEPARTMENT:****Old Business:**

Tom Kayati informed the board that the International Dump Truck and Freightliner Dump Truck are repaired and back in service.

**New Business:**

The Police Department recently were called to take a report claiming a Sharon Township snow plow truck had caused damage to an individual's vehicle. The damage was a result of an ODOT truck and not a township vehicle.

The Road Department maintenance building incurred some damage as a result of the large amount of snow melting from the roof of the building. Damages include the north side gutter and air conditioning unit. Tom Kayati will keep the board updated about the cost of the damage.

Held \_\_\_\_\_

20 \_\_\_\_\_

**FISCAL OFFICER****Old Business:**

Greg Chase has retained and not cashed the check from the Franklin County Treasurer for \$5,000.00 that was awarded the township to help start the Code Enforcer program. Mr. Chase has inquired several times to the Treasurer's office to determine if there were stipulations associated with how the funds are expeditured. To date, Mr. Chase has not received a definitive answer. The township also has not heard from Bryan Rhoads, candidate for the position, concerning what things the township will need in place to start the program. The board will continue to contact the Treasurer's Office to determine how the funds may be used. The board decided not to cash the check until a more definitive answer can be obtained.

**New Business:**

From the Franklin County Board of Zoning, Variance case #VA-3686, a request for the construction of an oversized accessory structure that will fail to meet the required side yard setback.

A copy of the 2010 Permanent Appropriations Budget for Sharon Township will be submitted to the trustees for review. The board will plan to approve it at the March 18, 2010 meeting following review. The board plans to develop a strategic planning work group to review cost-saving measures for the township.

**TRUSTEES:****Old Business**

The Worthington Food Pantry requested an outline of general requirements Sharon Township would put in a lease if the two parties agreed to have the food pantry occupy some space within the 95 E. Wilson Bridge Road property. A general list of requirements was determined by the board and will be submitted to the food pantry for review.

Jack Moss submitted a bid from Charles Hamilton for Phase III of the construction project. Phase III included: new secured entry wall and door finish and drywall; work in bathroom #1 and #2. Total bid submitted \$4,390.00. John Oberle moved to accept the bid from Charles Hamilton for a total cost not to exceed \$4,400.00, Linda Jarrett seconded. All voted "Aye." The bid does not include painting and staining of doors and windows. Jack Moss will begin soliciting bids for painting.

Jack Moss moved to accept payment to Ron Kemmerling for \$625.00 for costs associated with painting and finishing the construction involved with Phase I of the renovation project. Linda Jarrett seconded. All voted "Aye."

John Oberle informed the board that the proposed Wesley Glenn parking lot expansion failed approval of the Board of Zoning. According to Mr. Oberle, Wesley Glenn is considering altering their design.

Residents have been inquiring about the alley behind the Pig Iron Restaurant on High Street. The inquiries have come following the new plan design submitted by the Turkeyhill Group for the proposed gas station at that location. Tom Kayati determined that the alley does not run completely through from Kanawha Ave to Westview Ave. According to Mr. Oberle the design has been approved by the City of Columbus Board of Zoning. The Clintonville Area Commission will have a hearing regarding the property on March 4, 2010.

A request was submitted to Senator Hughes, Senator Goodman and Representative Bacon for funds from the Capital Appropriations Budget for the township to aid in the renovation costs associated with the building. The township requested \$250,000.00 from the appropriations budget. John Oberle will draft a follow-up letter to the three.

RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_ 20\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
95 E. WILSON BRIDGE ROAD  
March 3, 2010  
Page 3 of 3**

**TRUSTEES:**

**New Business**

The board received a quote from Jan-Pro Cleaning for weekly and monthly cleaning costs for the building. The quote is \$205.00 per month with an initial cleaning charge of \$86.00. John Oberle moved to accept the bid from Jan-Pro, Jack Moss seconded. All voted "Aye." A start date will be determined associated with the renovations schedule.

With no further business to bring before the Board a request to adjourn at 7:50 PM -was made. Jack Moss moved, John Oberle seconded. All voted "Aye."

3/18/10  
Date

  
Chairman

  
Fiscal Officer

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_ 20\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road  
March 18, 2010  
Page 1 of 4**

**Signing of Checks**

The meeting was opened in proper form at 6:00 PM

<b>Roll Call:</b>	John Oberle	Present
	Jack Moss	Present
	Linda Jarrett	Not-Present

**Guests:** None

**Attendance:** Thomas Kayati Road Department Supervisor, Gregory Chase, Fiscal Officer, Chief Don Schwind, Police Department.

**Approval of Minutes:**

March 3, 2010, Regular Meeting minutes, Jack Moss moved to accept the minutes of the regular session of the Board of Trustees of Sharon Township. John Oberle seconded. All voted "Aye."

**Approval of Financial Report:**

All financial statements as required by the State Auditor's Office were presented; John Oberle moved to accept the financial statements for February 2010 as presented, Jack Moss seconded. All voted "Aye."

**Approval of 2010 Permanent Appropriations Budget:**

After reviewing the proposed budget by department and line item, John Oberle moved to accept the 2010 Permanent Appropriations Budget with an adjustment of funds within the Road Department moving \$50,000 from payroll to other expenses within the department. Mr. Kayati informed the board that the Road Department is considering acquiring new gas tanks to be installed at Walnut Grove and may need the additional funds. Jack Moss seconded. All voted "Aye."

**FISCAL OFFICER**

**Old Business:**

Greg Chase presented the final draft of the Worker's Compensation Wage Continuation policy for Sharon Township. The trustees will review the draft and vote to approve at a later meeting.

**New Business:**

Franklin County Emergency Management and Homeland Security will plan a statewide tornado drill at 9:50am on Wednesday March 24<sup>th</sup>. Chief Schwind will coordinate and plan the drill for the township building.

The board confirmed the annexation of an area of Flint Road and some surrounding property just east of Route 23 up past Forest Ridge Dr. The US Census Bureau had inquired to confirm the annexation.

Held \_\_\_\_\_

20 \_\_\_\_\_

**ROAD DEPARTMENT:****Old Business:**

Tom Kayati will present information concerning the cost to install two new gas tanks at Walnut Grove Cemetery at a later meeting. Mr. Kayati has located a vendor that will aid with the entire process including the completion of the drawings and permits as required by the state. He is currently researching additional vendors to see if other options are available. Mr. Kayati will present final cost estimates at a later meeting. The Cemetery Board will share in some of the costs for the gas tanks. Mr. Chase is currently researching if it would be economically feasible to also have the police cruisers utilizing the pumps to refuel the vehicles versus the City of Worthington pumps as they do currently.

**New Business:**

None

**TRUSTEES:****Old Business****95 E. Wilson Bridge Road**

The trustees received two quotes for painting costs associated with renovations in Phase II and III. After reviewing the quotes, Jack Moss accepted the lower bid of Pat Kelly for \$1,270.00. The work is currently in progress.

Jack Moss authorized Ron Kemmerling to complete some additional wall paper repair in the southwest public rest room for a cost of \$168.00. Mr. Moss felt that if the work was not completed in a timely manner it could slow the project so he authorized the work.

Chief Schwind informed the board that the final costs for the work done by Hitech Lock and Security Service for the security system came in below the estimated bid cost. Chief Schwind consulted with Jack Moss and both decided to have Hitech add seven additional key locks to various doors within the township building. Total cost was \$600.00.

Jack Moss was able to locate and set the outside lights timer switches for the building and township sign.

Jan Pro will be cleaning the township building on Sunday evenings. They will begin Sunday March 21<sup>st</sup>.

The board discussed the next phase of construction for the building along with considering liquidation of office supplies, exit lighting, parking lot, and a flag pool.

Mr. Moss has not heard from the Worthington Food Pantry if they remain interested in leasing the space agreed upon.

Tom Kayati expressed concern about the lack of communication and confusion associated with the new security system when the Cemetery Board recently held a meeting. Chief Schwind explained that the system was made operational the evening before the date in question and he was unable to explain the system to Mr. Kayati in time for his meeting. The board discussed the need to keep the front entrance secured and asked that the Cemetery Board use the south east doorway for access for their meetings. Chief Schwind will begin maintaining a calendar of scheduled meeting room needs for the building.

Residents in the area around the proposed Turkey Hill Gas Station on High Street at the end of Westview have asked that the Worthington Fire Department review the design plans to determine if there are some safety concerns surrounding the current design. Chief Schwind will present a copy of the plans to the Worthington Fire Chief. Another community meeting is scheduled for April 8<sup>th</sup> in Clintonville.



DAYTON LEGAL BLANK, INC., FORM NO. 1014B

Held \_\_\_\_\_ 20\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road  
March 18, 2010  
Page 3 of 4**

Wesley Glen has presented alternative plans for the proposed parking lot expansion. Local residents are currently reviewing the revisions.

Follow-up letters were drafted and sent to local government officials and agencies in regard to the township request for funds from the Capital Appropriations Budget.

Chief Schwind was notified by the Office of the Franklin County Treasurer to retain the check for \$5,000.00 until further notice. The check was initially submitted to the township to help start up a Code Enforcement Program within the township.

**New Business**

Greg Chase recently was made aware that the township would not be eligible for a retroactive payment of 2009 property taxes attached to the 95 E. Wilson Bridge Road site. According to the Franklin County Auditor's Office, the township would be required to pay the entire amount for the 2009 year property taxes although the township acquired the building in October of 2009. This is a concern of the board since the township received a prorated credit for the tax payment when the building was purchased. Mr. Chase and Mr. Oberle are working with the Franklin County Prosecutor's Office and Auditor's Office to attempt to rectify the situation.

**POLICE DEPARTMENT**

**Old Business:**

Chief Schwind presented a five-year projection for the board to review. The analysis will be discussed at a later meeting.

**New Business:**

John Oberle moved to adjourn the Regular Session of the Board of Trustees of Sharon Township at 8:10 PM and move into Executive Session to discuss personnel matters, Jack Moss seconded. All voted "Aye."

<b>Roll Call:</b>	John Oberle	Present
	Jack Moss	Present

**Attendance:** Gregory Chase Fiscal, Officer, and Chief Donald Schwind, Sharon Township Police Dept., Tom Kayati, Road Supervisor

Jack Moss moved to adjourn the Executive Session and return to the Regular Session of the Board of Trustees of Sharon Township at 8:30 PM, John Oberle seconded. All voted "Aye."

<b>Roll Call:</b>	John Oberle	Present
	Jack Moss	Present

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_ 20\_\_\_\_

**Attendance:** Gregory Chase Fiscal Officer, and Chief Donald Schwind, Sharon Township Police Dept., Tom Kayati Road Supervisor

Jack Moss moved to set a hearing for the Board of Trustees in regard to the Officer O'Neil case for the March 31, 2010 meeting. John Oberle seconded. All voted "Aye." The board understood and anticipated that the attorneys representing Officer O'Neil will ask for a continuance. The trustees asked that Chief Schwind inquire with the Franklin County Prosecutor's Office to determine if it would be within their boundaries to limit the defendant's attorneys to only one continuance if requested. The trustees authorized Chief Schwind to grant one continuance at this point if requested.

With no further business to bring before the Board a request to adjourn at 8:34 PM -was made. Jack Moss moved, John Oberle seconded. All voted "Aye."

3/31/10  
Date

John H. Oberle  
Chairman

[Signature]  
Fiscal Officer

DAYTON LEGAL BLANK, INC. FORM NO. 1013B

Held \_\_\_\_\_ 20\_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road  
March 31, 2010  
Page 1 of 4**

**Signing of Checks**

The meeting was opened in proper form at 5:30 PM

<b>Roll Call:</b>	John Oberle	Present
	Jack Moss	Present
	Linda Jarrett	Present

**Guests:** None

**Attendance:** Thomas Kayati Road, Department Supervisor; Gregory Chase, Fiscal Officer; Chief Don Schwind, Police Department.

**Approval of Minutes:**

March 18, 2010, Regular Meeting minutes, Jack Moss moved to accept the minutes of the regular session of the Board of Trustees of Sharon Township. John Oberle seconded. All voted "Aye."

**TRUSTEES:**

**Old Business**

**95 E. Wilson Bridge Road**

Phase I, II and III of the renovations for the building are essentially completed except for some minor items to be added to the water closets. Those items should be completed within the next few weeks. The trustees plan to continue discussions over the next few meetings concerning the next phase of renovations including parking lot changes, liquidation of items, fire alarms and exit signs, water faucets, renovations to the common areas of the building and a flag pool.

Mr. Oberle has received an inquiry from a real estate agent who has a client who is interested in possibly renting or purchasing a portion of the building. Mr. Oberle will keep the board updated as more information becomes available.

Three trees were removed from the front of the building that were affected by the ash borer disease and others trimmed today.

Mr. Chase received a notice from the Worthington Food Pantry dated March 28, 2010, informing the board that they have found an alternate site to house the food pantry. Therefore they are no longer interested in a lease agreement with the township.

Mr. Oberle has remained in contact with Senator Hughes, Senator Goodman and Representative Bacon and the Chamber of Commerce concerning the township's request for funds from the Capital Appropriations Budget. The board will attempt to remain in contact with local officials concerning the request.

There will be a public meeting on April 8<sup>th</sup> with the City Development Department to discuss the potential Turkey Hill Gas Station development on High Street at the end of Westview. Ave. Mr. Oberle has been made aware that the owner of the property located directly behind the proposed gas station on

Held \_\_\_\_\_ 20\_\_\_\_\_

Westview, has made an agreement in principle to sell the property to the developers if the development is approved.

Mr. Chase and Mr. Oberle continue to work with the Franklin County Auditor to reduce the amount of the 2009 property taxes attached to 95 E. Wilson Bridge Road property.

Mr. Oberle has been in contact with Cal Taylor of the Sharon Memorial Board in regards to the request by the Memorial Board for repair for the basement cellar door and sump pump. Jack Moss again reminded the board that he will not vote in favor of dispersing any money to the Memorial Board for the repairs. Mr. Oberle and Ms. Jarrett will comprise a draft for the trustees to approve at the next meeting in response to the request.

Chief Schwind informed the board that Jack Moss will be sworn in the position as soon as the trustee representative for all of the Franklin County Townships for the Homeland Security Advisory Committee.

**New Business:**

The board plans to have a township newsletter prepared for the second meeting in April.

**FISCAL OFFICER**

**Old Business:**

Greg Chase presented the final draft of the Worker's Compensation Wage Continuation policy for Sharon Township at a previous meeting. Jack Moss moved to accept the Wage Continuation Policy, Linda Jarrett seconded. All voted "Aye."

A letter from the Franklin County Development Department dated March 16, 2010 informing the board that Variance VA-3686 has been approved.

Sharon Lee has been in contact with the owner of the property located at 8151 Olentangy River Rd. who previously had expressed some concern with the billing process associated with the trash collection. Ms. Lee contacted Local Waste and was able to forward a copy of their billing policy to the owner.

**New Business:**

A notice from the Franklin County Development Department informing the board about a hearing on March 23<sup>rd</sup> for the property located at 8015 Flint Road in regards to a variance request to allow for two proposed lot lines.

John Oberle moved to have Sharon Lee, Administrative Assistant, to represent the township at a meeting to discuss updates to the public records law on April 6, 2010, Jack Moss seconded. All voted "Aye."

**ROAD DEPARTMENT:**

**Old Business:**

Tom Kayati presented information concerning the cost to install two new fuel tanks at Walnut Grove Cemetery. The township is responsible for \$14,408.25, the cost of one fuel tank and pump. The Cemetery Board will pay for the additional fuel tank and pump. The township will have to pay an estimated additional \$2,325.00 for removal and disposal of the existing pumps. All stated costs are an estimated quote. Reliable Oil Equipment will turn-key the whole project with drawings and permits as required by the state to install the gas tanks. Tom Kayati informed the board that Reliable Oil was the only vendor he was able to locate who would handle the entire project. Jack Moss moved to accept to the bid of Reliable Oil for a total cost not to exceed \$17,000.00. Linda Jarrett seconded. All voted "Aye." In addition to installation of fuel tanks on the site, the Road Department will require fencing around the tanks and pumps. Mr. Kayati will come to the board at a later meeting with a quote for the cost of material and installation for the fencing.

The Road Department has begun repairing some of the damage to the Maintenance Building as a result of the large snow accumulation. Mr. Kayati is

Held

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**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road  
March 31, 2010  
Page 3 of 4**

still researching some of the additional repair costs. Mr. Kayati will update the board as information becomes available.

**New Business:**

The Road Department has hired Jobe Tree Service to remove a couple of trees that are in the right-away on Westview Ave.

**POLICE DEPARTMENT**

**Old Business:**

Chief Schwind received a request for a continuance, dated March 23, 2010, from the attorney representing Officer O'Neil in regard to his hearing which was scheduled for tonight. The request was granted.

Officer O'Neil was assigned to his home effective March 22, 2010 during his normal work hours.

In regards to the Public Records Request for Officer O'Neil:

-The trustees received a copy of the transcript associated with the speeding incident involving Officer O'Neil. The attorney representing Officer O'Neil also received a copy of the transcript.

-The attorneys representing Officer O'Neil were provided a copy of all emails associated with the case except for those between Chief Schwind and the attorney representing the township.

-A copy of the internet log attached to the seven lap tops and two desk tops in the Police Department as requested were provided. The township does not have the software in place or the ability to provide a copy of the internet log for the chief, lieutenant, and sergeants computers. After consulting with the Franklin County Prosecutor's Office and the Ohio Revised Code, Chief Schwind found the township is not required to produce a record that is not maintained through the normal course of business. It was determined that the township should invite the attorney representing Officer O'Neil to set up a supervised appointment to review the computer internet logs that are available currently on the system.

-The attorney representing Officer O'Neil requested a copy of the transcript of the interview with Officer Gebhart of the Worthington Police Department in regard to the speeding accident. No such interview occurred between the Officer and Sharon Township.

-A summary of the investigation involving the other three officers in regard to internet usage was provided to the attorney representing Officer O'Neil. Chief Schwind will notify those employees that the information has been forwarded to the attorney representing Officer O'Neil.

The board further discussed that the attorney representing Officer O'Neil will receive all the proper documentation that had been outlined in the records request.

DAYTON LEGAL BLANK, INC., FORM NO. 10138

Held \_\_\_\_\_ 20\_\_\_\_

Chief Schwind reminded the board that the township could consider filing criminal charges against Officer O'Neil in regard to the investigation. The trustees opted to not consider criminal charges at this time.

**New Business:**

Jack Moss moved to set a special meeting for the Board of Trustees in regard to the Officer O'Neil case for the April 14, 2010 at 5:30PM. John Oberle seconded. All voted "Aye." Chief Schwind has been notified that an attorney representing the Franklin County Prosecutor's Office will be available for the meeting. John Oberle has been in contact with the attorney representing Officer O'Neil and has been informed that date would be fine.

With no further business to bring before the Board a request to adjourn at 7:50 PM -was made. Jack Moss moved, John Oberle seconded. All voted "Aye."

4/21/10  
Date

John H. Oberle  
Chairman

[Signature]  
Fiscal Officer

RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_ 20\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
SPECIAL SESSION HELD AT  
95 E. Wilson Bridge Road  
April 14, 2010**

The meeting was opened in proper form at 5:30 PM

**Roll Call:** John Oberle Present  
Jack Moss Present  
Linda Jarrett Present

**Guests:** Pat Kelly 449 Rosslyn Ave.

**Attendance:** Gregory Chase, Fiscal Officer; Chief Don Schwind, Police Department.

**TRUSTEES:**

The board reviewed the separation agreement that had been drafted between Scott O'Neil and Sharon Township concerning his resignation from the township effective April 21, 2010.

John Oberle moved to accept Resolution #04142010, accepting the resignation of Scott A. O'Neil effective April 21, 2010 in accordance to the separation agreement signed by Mr. O'Neil, the trustees and the attorneys representing both parties. Linda Jarrett seconded. All voted "Aye."

An audio copy is available of the proceedings in the Office of the Fiscal Officer.

With no further business to bring before the Board a request to adjourn at 5:44 PM -was made. Jack Moss moved, John Oberle seconded. All voted "Aye."

5/5/10  
Date

John H. Oberle  
Chairman

[Signature]  
Fiscal Officer

Held \_\_\_\_\_ 20\_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road  
April 21, 2010  
Page 1 of 3**

**Signing of Checks**

The meeting was opened in proper form at 6:00 PM

**Roll Call:**     John Oberle             Present  
                      Jack Moss                     Present  
                      Linda Jarrett                 Present

**Guests:**       Gary Lawrence and Family Members- Police Constable Candidate  
                      Gordon White- Sharon Township Police Officer  
                      Phillip Smith

**Attendance:** Thomas Kayati Rd. Department Supervisor, Gregory Chase Fiscal Officer, Lt. Jeff Tuchfarber, Police Department.

Linda Jarrett moved to accept Resolution #04212010A, the hiring of Gary Lawrence as a full time Police Constable for Sharon Township effective April 22, 2010. Jack Moss seconded. All voted "Aye." Mr. Lawrence will begin at Step A of the Sharon Township Police Department pay-scale. Mr. Lawrence was sworn into office by the Fiscal Officer.

**POLICE DEPARTMENT**

**Old Business:**

None

**New Business:**

John Oberle moved to accept the purchase of two new bulletproof vests from Roy Taylor, total cost not to exceed \$1,600.00, Linda Jarrett seconded. All voted "Aye." The township will be reimbursed half the costs of the vests Bulletproof Vests Partnership Program.

The Police Department is currently interviewing candidates for the remaining full time and part time position available.

Lt. Tuchfarber updated the board on some current Police investigations including:

- A vehicle was recently broken into around the intersection of Melyers Ct. and Flint Rd.
- A Delaware County Sheriff's Department car pursuit that led into the residential area of Worthington Hills. Officer Tuchfarber assisted the Delaware Police Department while in Sharon Township.
- The department is also currently investigating a complaint of chickens leaving the owner's property and wandering around loose in the neighborhood of the Snuffer Rd. and Rt. 161 area.



RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC. FORM NO. 10148

Held \_\_\_\_\_ 20\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road  
April 21, 2010  
Page 3 of 3**

**FISCAL OFFICER**

**Old Business:**

From the Franklin County Economic Development Department a request for a variance for the property located at 8015 Flint Road to allow two proposed lot lines to be greater than five degrees of being perpendicular or radial to a street centerline. The board was made aware of the variance request at a previous meeting. Additional drawings were made available to the board at this time.

**New Business:**

Linda Jarrett moved to accept Resolution #04212010B approving the nomination of William Lotz, Sr. to serve as the representative of the Franklin County Townships on the SWACO Board of Trustees.

A letter dated April 19, 2010, from the Franklin County Economic Development Department informing the board that they conditionally approved to allow for the construction of an accessory building in the absence of a principal structure.

The trustees were reminded that Chief Schwind and Mr. Kayati are to be considered for their annual review and pay increase in May.

**ROAD DEPARTMENT:**

**Old Business:**

None

**New Business:**

The Road Department is currently reviewing applications for seasonal employees for the department.

With no further business to bring before the Board a request to adjourn at 7:25 PM -was made. Jack Moss moved, Linda Jarrett seconded. All voted "Aye."

5/5/10  
Date

John H. Oberle  
Chairman

Jack Moss  
Fiscal Officer

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_ 20 \_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
SPECIAL SESSION HELD AT  
Worthington Christian School  
Westview Ave.  
Rosslyn, Westview, and Kanawha Block Watch Meeting  
May 4, 2010**

The meeting was opened in proper form at 7:00 PM

**Roll Call:** John Oberle Present  
Jack Moss Present  
Linda Jarrett Present

**Attendance:** Gregory Chase, Fiscal Officer  
Area Residents-See Block Watch Attendance Sheet

Mr. Oberle gave an introduction of the members of the board present. An overview was given of some current key issues involving the township and specifically the Kanawha Ave., Westview Ave., Rosslyn Ave. area. Issues included:

- The acquisition and status of the 95 E. Wilson Bridge Road Administrative Building
- The proposed Turkey Hill Gas Station
- The proposed Wesley Glenn parking lot expansion.

The trustees provided information about current issues the board is working on.

- 95 E. Wilson Bridge Road- renovations and plans for future.
- Memorial Building located at 137 E. Dublin Granville Road.
- Proposed Code Enforcer program
- Sharon Township Police Department budget

The trustees listened to concerns of residents that included the trimming of trees along Westview Ave. and the condition of the roadway on Kanawha Ave. The trustees informed those present that trees were trimmed because they were causing damage to large township vehicles when passing down the road. The trees are in the right-away and thus responsibility of the township. Mr. Kayati, Road Supervisor, is currently working with the Franklin County Engineers to determine pricing for road repair to determine what areas of the township road work will be completed.

With no further business to bring before the Board a request to adjourn at 7:45 PM -was made. Jack Moss moved, John Oberle seconded. All voted "Aye."

5/19/10  
Date

John H. Oberle  
Chairman

Jack Moss  
Fiscal Officer

**Block Watch - Attendees - May 4th**

Lori Gerald  
Pat Kelly  
Jennifer Antoszewski  
Amy Kessler  
John Schwartoff  
Kathy Walters  
Dan Walters  
Don Dale  
Sharen Fisher  
Ellen Wickham  
Janel Biglin  
Kate Vanderzee  
Rich Fowler  
Larry Gilbert  
Phil Smith  
Mary Weller  
Sergeant Scott Hladik  
Greg Chase  
John Oberle  
Jack Moss  
Linda Jarrett

List provided by RWK Blockwatch

## RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC. FORM NO. 10148

Held

20

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road  
May 5, 2010  
Page 1 of 3**

**Signing of Checks**

The meeting was opened in proper form at 5:30 PM

<b>Roll Call:</b>	John Oberle	Present
	Jack Moss	Present
	Linda Jarrett	Present

**Guests:** Phillip Smith-256 Rosslyn Ave.  
Larry Gilbert- 382 Westview Ave.

**Attendance:** Thomas Kayati Rd. Dept. Supervisor, Gregory Chase Fiscal Officer, Chief Don Schwind, Police Department.

**Approval of Minutes:**

April 14, 2010, Special Meeting minutes, Jack Moss moved to accept the minutes of the regular session of the Board of Trustees of Sharon Township. John Oberle seconded. All voted "Aye."

April 21, 2010, Regular Meeting minutes, Jack Moss moved to accept the minutes of the regular session of the Board of Trustees of Sharon Township. Linda Jarrett seconded. All voted "Aye."

Larry Gilbert of 382 Westview Ave. appeared before the board to express concern with the way trees in the right-away in front of his property and the property across the street were trimmed back. Mr. Gilbert understood that the trees were trimmed to allow for township vehicles to pass thru without being damaged. Mr. Gilbert was aware why the trees were trimmed, but is not satisfied with the way they were trimmed. Mr. Gilbert is concerned the trees will not survive with the way they were trimmed. He presented pictures of the trees to the board. Mr. Kayati explained that a number of the trees in question were in poor condition to begin. The township was also limited on how the trees could be trimmed due to the utility wires hanging by the trees. Mr. Gilbert proposed a tree program between the residents in the area and the township. Mr. Kayati will begin researching costs associated with appropriate trees for the area and will further discuss the idea with the board.

Mr. Gilbert also informed the board that he has noticed that school buses are currently not coming to a complete stop at the new stop sign near his property on Westview. Chief Schwind was not aware of this and will ask his officers to further investigate Mr. Gilbert's concerns.

Phil Smith of 256 Rosslyn Ave. inquired to the board about the possibility of having Rosslyn Ave. allow for parking only on one side of the road. Chief Schwind and Tom Kayati informed Mr. Smith that they are and have been in favor of parking only on one side of the road but received a lot of negative feedback from the residents when the idea was previously considered. The board felt as if they should have a public forum to further discuss the idea before attempting to enforce parking restrictions.

Held \_\_\_\_\_ 20 \_\_\_\_\_

**POLICE DEPARTMENT****Old Business:**

The Police Department has been authorized by the Bulletproof Vests Partnership Program to purchase up to six bullet-proof vests for the officers. The township will be reimbursed half the cost of the vests through the grant program. At the April 21<sup>st</sup> meeting the trustees authorized the purchase of two vests. John Oberle moved to accept a purchase order for an additional \$2,900.00 for Roy Taylor for the cost of four additional vests. Linda Jarrett seconded. All voted "Aye."

**New Business:**

Chief Schwind will present a candidate for consideration at the next meeting for a full-time police officer position with the township.

**ROAD DEPARTMENT:****Old Business:**

None

**New Business:**

None

**FISCAL OFFICER****Old Business:**

None

**New Business:**

Paul Winning of the Franklin County Board of Health will appear at the August 18, 2010 meeting to update the board on the NPDES program.

The board will set aside time at the May 19, 2010 to further discuss township budgetary concerns.

**TRUSTEES:****Old Business****95 E. Wilson Bridge Road**

Jack Moss and Chief Schwind received quotes from two vendors for collapsible sound resistant walls to be placed in the conference room area. The board will consider the quotes at a later date.

Mr. Moss received a quote for tables and chairs for the large conference rooms. The board will again consider the quotes at a later date.

The board reviewed the agreement created between Sharon Township and Charles Hamilton for general independent contractor maintenance work for the property. Jack Moss moved to accept the general "Independent Contractor" maintenance agreement with Charles Hamilton, Linda Jarrett seconded. All voted "Aye." Mr. Hamilton will work for \$18.00 per hour for work done on site and \$10.00 per hour for time spent traveling to pick up parts and equipment on behalf of the township.

Jared Knight has been working for the township, performing some community service over the last few weeks. Under direct supervision of Chief Schwind Mr. Knight has performed multiple tasks around the building including removing the tiles from the drop ceiling in the conference room area and miscellaneous landscape work. Mr. Knight, by trade does dry wall work and painting. The board will consider an independent contractor agreement with Mr. Knight similar to the one created for Charles Hamilton.

Held \_\_\_\_\_ 20\_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road  
May 5, 2010  
Page 3 of 3**

Mr. Oberle would like the board to consult with a real estate agent before any further work is done in the large conference room area, to try to determine the best use for the area currently considered for rental space. Members of the board will contact local real estate agents to have an assessment of the site done and a recommendation considered.

Mr. Oberle informed the board that the property located at 163 W. Kanawha, that had been vacant and unattended to, has been sold and the new owner has begun rehabilitating the property.

Mr. Oberle informed the board that the PUCCO and the American Water Company have reached an agreement on an appropriate water rate increase. The township will include an article concerning the rate increase in the next township newsletter.

The board will plan to hold an open house for the new township building on July 21, 2010. The board will begin the regularly scheduled township meeting at 5:00 PM and hold the open house immediately following.

**New Business**

Ron Cowden of Worthington Hills called recently expressing concern with the condition and lack of maintenance to the closed BP Gas Station on Route 315. The Franklin County Board of Health was notified and will assess the site.

The trustees met with the City of Worthington Board at the May 3, 2010 city meeting for the Joint meeting to approve and continue with the current inside millage with the incorporated area of Sharon Township.

The trustees and fiscal officer attended the Block Watch meeting at the Westview Christian School on May 4, 2010. Residents were updated on current issues the board is working on and answered questions of those present.

Jack Moss moved to accept a three percent wage increase for Tom Kayati effective April 22, 2010. Linda Jarrett seconded. All voted "Aye."

Linda Jarrett moved to accept a three percent wage increase for Chief Don Schwind effective April 22, 2010. John Oberle seconded. All voted "Aye."

The trustees expressed gratitude to the two supervisors for their hard work on behalf of the township.

With no further business to bring before the Board a request to adjourn at 7:16 PM -was made. Jack Moss moved, John Oberle seconded. All voted "Aye."

5/17/10  
Date

John H. Oberle  
Chairman

Jack Moss  
Fiscal Officer

RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_ 20\_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road  
May 19, 2010  
Page 1 of 4**

**Signing of Checks**

The meeting was opened in proper form at 6:00 PM

**Roll Call:** John Oberle Not-Present (Arrived at meeting 7:15PM)  
Jack Moss Present  
Linda Jarrett Present

**Guests:** Jacob Rowland- Police Constable Candidate  
Gary Lawrence- Police Constable

**Attendance:** Thomas Kayati Rd. Department Supervisor, Gregory Chase Fiscal Officer, Chief Don Schwind, Police Department.

Mr. Oberle notified Chief Schwind will be in attendance at meeting when able due to unforeseen circumstances.

Linda Jarrett moved to accept Resolution #05192010A, the hiring of Jacob Rowland as a full-time Police Constable for Sharon Township effective May 20, 2010. Jack Moss seconded. All voted "Aye." Mr. Rowland will begin at Step A of the Sharon Township Police Department pay-scale. Mr. Rowland was sworn into office by the Fiscal Officer.

Gary Lawrence and Jacob Rowland recited and signed the Law Enforcement Oath of Honor.

**ROAD DEPARTMENT:**

**Old Business:**

The Road Department is waiting for a price quote from the Franklin County Engineer's Office for the projected road work for the township.

**New Business:**

The Franklin County Board of Health has been notified about a building addition in progress on a property located at 1326 Home Acres Dr. The property owner has a legal building permit in place but there are concerns about the sanitation system.

The Road Department recently replaced the road signs on Westview and Riverside Dr.

Tom Kayati will be on vacation from June 1<sup>st</sup> through June 15<sup>th</sup>.

**POLICE DEPARTMENT**

**Old Business:**

None

Held

20

**New Business:**

Chief Schwind presented information packets to the trustees concerning Internal Affairs Investigation #03, #04, and #05. The trustees will review the documentation and determine if a hearing is needed concerning the charges or if the matter can be handled internally.

Chief Schwind presented two styles of uniform pants. The first, is the current style worn by the officers and the second a new style of pants. The current pants cost approximately \$68.00 per pair and have been to last one to two years before they become worn and need replaced. The alternative pants cost approximately \$50.00 per pair and appear to be of a higher quality. Jack Moss moved to accept a purchase order for a total not to exceed \$1,200.00, for Roy Taylor for pants for the officers. Linda Jarrett seconded. All voted "Aye." The department plans to purchase two pairs for each full-time officer and one pair for each part-time officer.

Linda Jarrett moved to accept the movement of \$3,000.00 from fund 2081-760-750 to 2081-210-290 to cover the costs of the bullet-proof vests that were approved for purchase at the May 5<sup>th</sup> meeting. Jack Moss seconded. All voted "Aye." The department will be reimbursed half the costs of the vests from the grant program.

Chief Schwind will be on vacation from June 18<sup>th</sup> to June 29<sup>th</sup>.

John Oberle in attendance at the meeting.

**Approval of Minutes:**

May 4, 2010, Special Meeting minutes at the RKW Block Watch Meeting. John Oberle moved to accept the minutes of the special session, Linda Jarrett seconded. All voted "Aye."

May 5, 2010, Regular Meeting minutes, Linda Jarrett moved to accept the minutes of the regular session of the Board of Trustees of Sharon Township. John Oberle seconded. All voted "Aye."

**FISCAL OFFICER****Old Business:**

The township has received the invoice for the second half 2009 real estate taxes for the property located at 95 E. Wilson Bridge Road. The township received a credit on the purchase price of the building for real estate taxes when the building was acquired in October of 2009. The invoice amount is for the entire 2009 real estate taxes. According to the Franklin County Auditor's Office there is no partially year exemption from property taxes although the township does not pay property taxes. There also is a penalty assessed to the township for a late payment of first half property taxes. The township never received an invoice for property taxes for the property because the township did not move the offices until March of 2010 and did not receive mail until after the move. Greg Chase has applied to have the penalty removed but received notification that the request was denied. Mr. Oberle has been in contact with the Treasurer's Office to attempt to resolve the issue. Mr. Chase has attempted to contact the Franklin County Prosecutor's Office for assistance but has not received a response. Mr. Oberle and Mr. Chase will continue to work on the matter and keep the board updated. Mr. Chase informed the board that the second half real estate taxes are due June 21, 2010. He also informed the board that the township cannot apply for tax exempt status on the building beginning in 2010 until the full payment for 2009 real estate taxes are processed and paid.

**New Business:**

A letter dated May 3, 2010, from the Franklin County Board of Health informing the board that the property located at 6790 Maple Canyon Dr. has received a notification that they are growing noxious and/or harmful weeds.



## RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_

20 \_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road  
May 19, 2010  
Page 3 of 4**

The township received the first quarter report from the Franklin County Board of Health which included a name and location list of properties within the township that the board of health has responded to during the first quarter.

**TRUSTEES:****Old Business**

Linda Jarrett has been in contact with Cal Taylor of the Sharon Memorial Board to set up a meeting to discuss current issues between the two boards. No meeting date has been set yet. Ms. Jarrett will keep the board updated as more information becomes available.

**95 E. Wilson Bridge Road**

Jack Moss will meet with Bob Monohan of Ohio Equites on May 20<sup>th</sup> for his opinion on the best use of the space currently deemed as the large conference room area. Mr. Moss will report back on Mr. Monohan's thoughts.

Jack Moss presented a quote from Buckeye Heating and Cooling for a general maintenance contract for the HVAC system. John Oberle moved to accept the quote of \$910.00 for a one-year maintenance agreement. Linda Jarrett seconded. All voted "Aye."

The board accepted the township newsletter as presented.

**New Business:**

John Oberle moved to accept the quote from Pysinex for website design and maintenance for the township. The quote is for \$500.00 for initial set up and \$115.00 per year for general maintenance needs. Jack Moss seconded. All voted "Aye." The board will have Matthew Allen appear at the June 16<sup>th</sup> meeting to further discuss the design plans for the website.

**Approval of Financial Report:**

All financial statements as required by the State Auditor's Office were presented; Linda Jarrett moved to accept the financial statements for April 2010 as presented, Jack Moss seconded. All voted "Aye."

The board reviewed the Police Department five-year projection as presented by Chief Schwind. The board also reviewed current revenues and expenditures versus budgeted amounts. The Police Department currently is operating at a deficit and has been for the last few years. The department has been able to meet expenditures by utilizing departmental reserves over the last few years. Those reserves are projected to be nearly depleted by the end of the

Held \_\_\_\_\_ 20\_\_\_\_

year. The board determined three options for consideration for the Police Department.

1. Decrease services. The department has already put cost saving measures in place. At this point in order to save money on expenditures the board would need to consider decreasing services.
2. Place a levy on an upcoming election. The board reviewed what revenues would be generated by various millage amounts.
3. The general fund supplements the police department with funds from the investment accounts..

The board will continue to consider future plans and discuss in greater detail at upcoming meetings. Mr. Oberle will contact the auditor's office to inquire about steps to take when considering a levy. Mr. Oberle will see if a representative could attend a township meeting to help aid the township in the decision-making process.

Mr. Chase expressed concern to the board that there may be a point during this year when the general fund may need to supplement the police department with funds to meet expenditures. This is due to timing of the availability of funds. The next large property tax receipt should be received sometime in August but there may not be enough funds available in the police department until then. A resolution was created to request the funds be transferred to the township as soon as available in an attempt to have the funds available in a more timely manner. Jack Moss moved to accept resolution #05192010B, to advance tax payments electronically from the Franklin County Auditor's Office when available. Linda Jarrett seconded. All voted "Aye." Mr. Chase will keep the board updated on the status of the police department's fund balance.

With no further business to bring before the Board a request to adjourn at 8:35 PM -was made. Jack Moss moved, Linda Jarrett seconded. All voted "Aye."

6/2/10  
Date

  
Chairman

  
Fiscal Officer

## RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC. FORM NO. 101-B

Held \_\_\_\_\_ 20\_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road  
June 2, 2010**

**Signing of Checks**

The meeting was opened in proper form at 5:30 PM

<b>Roll Call:</b>	John Oberle	Not-Present
	Jack Moss	Present
	Linda Jarrett	Present

**Guests:** Phillip Smith-256 Rosslyn Ave.

**Attendance:** Gregory Chase Fiscal Officer, Chief Don Schwind, Police Department.

**Approval of Minutes:**

May 19, 2010, Regular Meeting minutes, Jack Moss moved to accept the minutes of the regular session of the Board of Trustees of Sharon Township. Linda Jarrett seconded. All voted "Aye."

**POLICE DEPARTMENT****Old Business:**

Linda Jarrett and Jack Moss agreed to allow the Police Department to handle any disciplinary action involved with internal affairs investigations #03, #04, and #05 internally.

Chief Schwind presented an itemized list of office supplies and miscellaneous items that are no longer in use or were left by the previous owner. The board decided to hold a silent auction for township employees to raise revenue for the items. Chief Schwind will coordinate the auction in the coming weeks.

**New Business:**

Jack Moss moved to allow the movement of \$5,000.00 from account 280-760-750 to account 280-210-323 to meet unexpected departmental expenditures. Linda Jarrett seconded. All voted "Aye."

**ROAD DEPARTMENT:****Old Business:**

None

**New Business:**

None

**FISCAL OFFICER****Old Business:**

The trustees were updated on the status of the funds available in the Police Department as of May 31, 2010.

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_ 20 \_\_\_\_\_

**New Business:**

A copy of the 2011 Revenue Budget was presented. The trustees will review the budget and move to approve at a later meeting.

A copy of the 2010 Sharon Township resident's property complaint list was presented to the board.

**TRUSTEES:**

**Old Business**

**95 E. Wilson Bridge Road**

Jack Moss and Chief Schwind met with Bob Monahan of Ohio Equities Real Estate to discuss the rental potentials of the building. Mr. Monahan felt that the township building would best be served by renting the large conference rooms out to various groups. He also felt that the township should be able to rent the two rooms on the northeast side of the building for approximately \$600.00 each. Mr. Monahan recommended the township repair the walls in the two office rooms before attempting to rent the space. He also felt that the township would best be served by continuing to remove the tile ceiling and exposing the cathedral ceiling and its natural lighting from the sky lights. On the recommendation of Mr. Monahan, the trustees opted to continue with the building rehabilitation.

Jack Moss received a quote from Ron Kemmerling Paperhanging and Painting for repairs to the walls and painting or wall paper in the two offices on the northeast side of the building. The board felt that it would be best to remove the existing wallpaper, have the walls repaired and paint the walls. Total bid price for the two rooms is \$2,200.00. The board also felt that it would be in the best interest of the township to ask Pat Kelly, who has done some painting for the township in the past to also bid on the project. Linda Jarrett moved to allow Jack Moss to award the contract to the low bidder for a total cost not to exceed \$2,200.00 for repair of the walls and painting of the rooms. Jack Moss seconded. All voted "Aye."

Matt Allen of Pyninex will be present at the June 16<sup>th</sup> meeting to further discuss the board's plans for the township website and present some of his ideas for the website.

The board will further discuss a need for additional revenue for the Police Department at the next meeting.

**New Business**

None

Phil Smith of 256 Rosslyn Ave. appeared before the board inquiring if the township would consider hiring any female Police Officers. This question was prompted by a concern a female neighbor had with a male co-worker and her fears of discussing the matter with a male officer. Chief Schwind explained that the township has hired female officers in the past but none are currently have any employed by the township. It was determined that the concerned individual is employed in the City of Columbus and the matter in question occurred in Columbus City limits. Chief Schwind suggested that the individual consider discussing the matter with the Columbus Police Department since they have a large number of females on the force.

With no further business to bring before the Board a request to adjourn at 6:30 PM -was made. Jack Moss moved, Linda Jarrett seconded. All voted "Aye."

June 16/10  
Date

  
Chairman  
Vice

  
Fiscal Officer

Held \_\_\_\_\_ 20\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road  
June 16, 2010  
Page 1 of 4**

**Signing of Checks**

The meeting was opened in proper form at 6:00 PM

**Roll Call:**     John Oberle             Present  
                      Jack Moss                     Present  
                      Linda Jarrett                Present

**Attendance:** Thomas Kayati Rd. Department Supervisor, Gregory Chase Fiscal Officer, Chief Don Schwind, Police Department.

**Guests:**         Matt Allen- Pyrinex  
                          Kathy Moss  
                          Sharon Lee- Administrative Assistant  
                          Phil Smith  
                          Jim Smith – 85 W. Kanawha

Matt Allen of Pyrinex appeared before the board to present ideas for the design of the township website. Mr. Allen will utilize a format similar to the current Sharon Township Police Department website. He has asked the members of the board to submit a list of links they would like to see attached to the website. Mr. Allen will present a draft copy of the website at a future meeting.

Jim Smith of 85 W. Kanawha appeared before the board expressing concern with the accumulation of trash at 103 W. Kanawha Ave. Mr. Smith gave a brief history of the recent occurrences at the property and also presented pictures of the accumulated trash. Greg Chase was aware of the concerns of Mr. Smith and had contacted the Franklin County Board of Health earlier in the day about the property. Mr. Chase was told that a representative would be out to assess the property today. The board will keep Mr. Smith updated on the status of the property as information becomes available.

The board further discussed the potential need for a Police Department levy on an upcoming election. Mr. Oberle presented a proposed levy timeline and outlined the types of levies the board should consider. Ms. Moss and Mr. Phil Smith expressed their satisfaction with the services provided by the Police Department but were concerned with the financial impact on the residents. The board will continue to consider their options and continue to further discuss the need for a levy. Mr. Chase will contact the Franklin County Auditor's Office for additional information concerning revenue earned from replacing some of the existing levies. Chief Schwind will again look at the projected expenditure budget he previously presented to determine if additional cuts in expenditures can be made.

**Approval of Minutes:**

June 2, 2010, Regular Meeting minutes, Linda Jarrett moved to accept the minutes of the regular session of the Board of Trustees of Sharon Township. Jack Moss seconded. All voted "Aye."

Held \_\_\_\_\_ 20\_\_\_\_

**Approval of Financial Report:**

All financial statements as required by the State Auditor's Office were presented; Linda Jarrett moved to accept the financial statements for May 2010 as presented, Jack Moss seconded. All voted "Aye."

**TRUSTEES:****Old Business**

Linda Jarrett has again attempted to contact Cal Taylor of the Sharon Memorial Board to set up a meeting to discuss current issues between the two boards. No meeting date has been set yet. Ms. Jarrett will keep the board updated as more information becomes available. The board plans to review the current Memorial Board member status to determine the timeline of their terms.

**95 E. Wilson Bridge Road**

At the June 2<sup>nd</sup> meeting, the board authorized Mr. Moss to review quotes for work on the two, northeast rooms of the building and award the winning bid. Jack Moss reviewed the two quotes submitted for the removal of wallpaper, repairing and painting the walls for the two rooms that the township plans to rent on the northeast side of the building. Rom Kemmerling presented the lowest bid and will begin working on the rooms in the upcoming weeks.

The board was updated on the building renovation process including the plans to remove the tile ceiling from the two large conference rooms. Jack Moss moved to hire Jared Knight, as an independent contractor to work to remove the tile ceilings and repair the dry wall in the two large conference rooms. Mr. Knight will be compensated \$15.00 per hour for his work. John Oberle seconded. All voted "Aye." A contract representing the conditions and terms of the agreement between Mr. Knight and the township was signed by the board. Mr. Knight will start working on the project the week of June 28<sup>th</sup>.

Greg Chase informed the board that the township had spent \$95,647.22 of the \$100,000.00 set aside this year for the building. This amount included 2009 real estate taxes paid, moving expenses including computer and phone installation along with all renovation costs. The board felt that it was in the best interest of the township to continue renovating the building in order to generate revenue by renting out the space available. John Oberle made a motion to have Greg Chase move \$22,985.36, the payments the township made for the 2009 Property taxes from account 1000-760-720-0000 to contingencies 1000-930-930-0000. Jack Moss seconded. All voted "Aye."

**New Business:**

John Oberle has been informed that COTA is considering placing a Park and Ride in the Kanawha Ave. and High St. area. He will keep the board updated as more information becomes available.

**FISCAL OFFICER****Old Business:**

None

**New Business:**

The board reviewed and agreed to the Mosquito Management Contract with the Franklin County Board of Health. John Oberle and Greg Chase signed the contract.

Held \_\_\_\_\_ 20\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road  
June 16, 2010  
Page 3 of 4**

**ROAD DEPARTMENT:**

**Old Business:**

The Road Department received an initial price quote from the Franklin County Engineer's Office for the projected road work for the township. The initial request for bid was above the amount the Road Department had budgeted for the year. Mr. Kayati felt that the area designated in Worthington Hills for repair would be okay for another year. The estimated invoice for the work is \$74,186.50 with additional work to be done. Jack Moss moved to accept a purchase order for the Franklin County Engineers for road work for a total not to exceed \$95,000.00. John Oberle seconded. All voted "Aye."

**New Business:**

A certified letter has been sent out to the property owner of 8069 Flint Road after multiple correspondences have been sent to the owner requesting that the grass be cut. If the owner does not cut the grass in a timely manner, the Road Department will cut the grass and assess a penalty onto the owner's property taxes. A notice will also be posted in a local newspaper notifying the owner of the need to cut the grass.

The Road Department received the per lane mile cost for snow removal for the 2009-2010 season, according to the Franklin County estimates. The Road Department has issued an invoice for The Village of Riverlea for \$12,404.80 for snow removal during that season. Jack Moss moved to accept the contract to the Village of Riverlea for snow removal for the 2010-2011 season. Linda Jarrett seconded. All voted "Aye." As in the past, the rate will be based upon the Franklin County cost per lane mile plus three percent.

**POLICE DEPARTMENT**

**Old Business:**

Jack Moss moved to accept Resolution #06162010B, subject to review by the trustees, the disposal of multiple items that the township no longer has a use for. John Oberle seconded. All voted "Aye." The township will hold a silent auction for employees, along with Elaine Russell. If the items are not sold in the silent auction they will be disposed of.

**New Business:**

The Police Department will need to replace two cruiser light bars that can no longer be repaired. John Oberle moved to accept the price quote from Parr Public Safety Equipment for two cruiser light bars plus the cost of installation, for a total cost not to exceed \$5,200.00. Jack Moss seconded. All voted "Aye."

Worthington Hills Civic Association made a request to the township to consider placing additional stop signs and "Slow Children at Play" signs in their area. Chief Schwind and Tom Kayati stated that they have received similar requests in the past and the township has been willing to place additional signs.

DAYTON LEGAL BLANK, INC. FORM NO. 10146

Held

20

The issue has been where to place the signs. The Police Department will issue a response to the Worthington Hills Civic Association requesting more specific information before agreeing to place the signs. The township will need to know how many signs, what type of signs and exact locations where the signs are to be placed. The township will also need signed consent from the property owners allowing the signs to be placed in order to consider the request.

Officer Carl Booth has taken a position with the Ohio Department of Public Safety to assist in starting the DRE program for the state. This program is new to the State of Ohio and has been funded through a grant program. The township has been asked to help administer the program. Under the program, Officer Booth's salary and travel expenses will be paid initially by the township. The township will then be reimbursed all costs, plus additionally receive up to eighteen percent of his salary for administering the program. According to representatives of the Ohio Dept of Public Safety, the turnaround to be reimbursed should be less than two weeks. Officer Booth will be paid as a contractor and no taxes or insurance expenses will need to be deducted from his salary. Officer Booth will be responsible for coordinating and reimbursing travel expenses for other individuals involved in the program. The township will also payout the initial reimbursement to the individuals and then be reimbursed one hundred percent of the cost. Only Officer Booth's salary is subject to the administrative expense the township is to receive. The program will begin in July of this year and should continue at least until the end of 2011. Jack Moss moved to accept resolution #06162010A, requesting an increase of \$40,000.0 to the 2010 Revenue and Expenditure budgets to allow for the additional expenses and revenues associated with the grant program. John Oberle seconded. All voted "Aye." The money will be distributed and receipted through the General Fund. Mr. Chase will create new revenue and expenditure line items, specifically for the grant program within the general fund.

John Oberle moved to accept a step increase to Step B of the Police Department pay scale for Officer Major Zeigler effective June 3, 2010. Jack Moss seconded. All voted "Aye."

Jack Moss moved to accept a step increase to Step D of the Police Department pay scale for Officer Russell Baron effective July 1, 2010. Jack Moss seconded. All voted "Aye."

**Approval of 2011 Revenue Budget:**

After reviewing the budget and increasing revenues for the General Fund based upon the DRE program, Jack Moss moved to accept the 2011 Revenue Budget for Sharon Township. John Oberle seconded. All voted "Aye."

With no further business to bring before the Board a request to adjourn at 8:45 PM -was made. Jack Moss moved, Linda Jarrett seconded. All voted "Aye."

7/7/10  
Date

John H. Oberle  
Chairman

[Signature]  
Fiscal Officer



Held \_\_\_\_\_ 20\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road  
July 7, 2010  
Page 1 of 3**

**Signing of Checks**

The meeting was opened in proper form at 5:30 PM

**Roll Call:**     John Oberle             Present  
                       Jack Moss                     Present  
                       Linda Jarrett                 Present

**Guests:**         Phillip Smith-256 Rosslyn Ave.

**Attendance:** Gregory Chase Fiscal Officer, Chief Don Schwind, Police Department, Tom Kayati, Road Department Supervisor

Phillip Smith of 256 Rosslyn Ave. inquired about the status of the proposed sewer project in the Rosslyn and Kanawha area. Mr. Kayati informed him that the township has no control over the start date of the project. The Franklin County Sanitary Engineers are in charge of the project and at this time are having trouble obtaining funding.

**Approval of Minutes:**

June 16, 2010, Regular Meeting minutes, Jack Moss moved to accept the minutes of the regular session of the Board of Trustees of Sharon Township. Linda Jarrett seconded. All voted "Aye."

**POLICE DEPARTMENT**

**Old Business:**

The board set a timeline for public meetings to further discuss a possible levy for the Police Department.

July 21, 2010 Meeting- Chief Schwind will present Power Point slides about the services provided by the Police Department and potential changes if a proposed levy passes or fails to pass. Those in attendance will then have an opportunity to respond or ask questions of the board. Following the meeting the township will hold an open house in which the township will serve hotdogs, chips and water for those in attendance. Jack Moss moved to accept a purchase order for GFS Marketplace for a total cost not to exceed \$500.00 for food and supplies for the July 21<sup>st</sup> open house. John Oberle seconded. All voted "Aye." The board decided on 150 hotdogs, 150 bags of chips and five cases of water plus miscellaneous supplies for the open house.

July 28, 2010 Special Meeting- John Oberle moved to hold a special meeting on July 28, 2010 at 6:00 PM to allow the public another opportunity to ask questions and voice opinions about the proposed Police Department levy. Linda Jarrett seconded. All voted "Aye."

Following the July 28<sup>th</sup> meeting, the trustees will determine if another special meeting needs to be scheduled to further discuss the proposed levy. A flyer was presented and approved that will be distributed to township residents informing them of the upcoming meetings and open house. The board will continue to consider alternatives to the levy along with future possible changes to the Police Department.

Held

20

**New Business:**

Chief Schwind informed the board about an incident during the Fourth of July weekend involving a resident on a golf cart in the Worthington Hills area. The State of Ohio does not allow golf carts to be operated on a public street unless they are properly equipped and licensed. The Sharon Township Police Department has always enforced that law, usually advising the residents without writing a ticket. This past weekend a resident was issued a ticket for riding the cart on the street after he was less than cooperative with the officer. The resident called Chief Schwind and expressed his dissatisfaction. Chief Schwind explained the state law to the resident. The resident told Chief Schwind that he is in charge of the parade for the next few years and he will work with the Police Department to make sure they are in compliance with the laws for future parades.

The Police Department will be hosting the taping of officer training videos. The Township will be mentioned in the credits for providing the space to shoot the videos. Chief Scwind will coordinate the times the videos are made so as not to interfere with the meeting schedules.

Chief Schwind reminded the board that he will be on vacation from July 29<sup>th</sup> to August 3<sup>rd</sup>.

**ROAD DEPARTMENT:****Old Business:**

The certified letter sent to 8069 Flint Road was found to be undeliverable. The newspaper notice has been placed. The Road Department plans to have the grass cut by July 23<sup>rd</sup> and assesses the property taxes for the costs as outlined in the certified letter.

The Road Department recently tore down the old red building at Walnut Grove Cemetery in preparation for the placement of the new fuel pumps. The department needed a total of three dumpsters to dispose of the rubbish. The Road Department did not anticipate such a large expense when the initial quote for the fuel pumps was presented to the board. John Oberle moved to accept a purchase order and payment for Local Waste Services for a total cost not to exceed \$1,200.00. Linda Jarrett seconded. All voted "Aye."

**New Business:**

The neighbor of the property located at 840 Plum Tree notified the Road Department that a new fence placed on the property was making it difficult for the neighbor to access their driveway. The fence was moved and the two parties were able to resolve the issue independently.

Mr. Kayati has been in contact with the Franklin County Engineers concerning some possible changes to the turnaround at the end of the street. More information to come.

**FISCAL OFFICER****Old Business:**

None

**New Business:**

The board was presented with the 2010-2011 OTARMA premiums for the township. Increases included additional costs to insure 95 E. Wilson Bridge Road along with a decrease in credits offered by OTARMA. Jack Moss moved to accept a payment of \$21,808.00 to OTARMA for 2010-2011 insurance premiums, Linda Jarrett seconded. All voted "Aye."

The board subsequently did not anticipate the amount of premiums to be expensed to the general fund. Linda Jarrett moved to allow Greg Chase Fiscal Officer to move \$2,700.00 from account 1000-930-930-0000 to account 1000-

DAYTON LEGAL BLANK, INC. FORM NO. 10148

Held \_\_\_\_\_ 20\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road  
July 7, 2010  
Page 1 of 3**

**TRUSTEES:**

**Old Business**

**95 E. Wilson Bridge Road**

Jack Moss updated the board on the status of current projects in the building.

-Ron Kemmerling should begin work on the two office spaces beginning next week.

-Mr. Moss is currently reviewing the bid for HVAC work in the two large conference rooms. The building may not require major changes to the current system to heat and cool the area. Mr. Moss will keep the board updated as more information becomes available.

-The board approved the hiring of Jared Knight as an independent contractor to tear out the drop tile ceiling and repair the walls and ceiling in the conference rooms. Additional help was hired to aid in the project.

-Linda Jarrett moved to accept the hiring of Joel Diyanni as an independent contractor for a cost of \$15.00 per hour to aid in the renovation of the two large conference rooms. John Oberle seconded. All voted "Aye."

-Linda Jarrett moved to accept the hiring of Shawn Bradford as an independent electrician contractor for a cost of \$22.00 per hour to aid in the renovation of the two large conference rooms. John Oberle seconded. All voted "Aye."

**Property Complaint List**

-6790 Maple Canyon- Awaiting response from Franklin County Board of Health.

-103 W. Kanawha- 7/13/10 Board of Health will hold hearing to determine if the property should be declared a nuisance with thirty day due process before it can be cleaned up. Currently, the grass has been cut, dead bolt locks placed on the doors and some trash has been removed.

The trustees opted to inquire to residents about Memorial Board membership in the next newsletter. There are a couple of vacancies currently on the Memorial Board with a few current members terms expiring beginning next year.

**New Business**

The board discussed potential uses of the park land located on Maple Canyon. Parcel number 252-001-358-00. More information to come.

With no further business to bring before the Board a request to adjourn at 8:45 PM -was made. Jack Moss moved, Linda Jarrett seconded. All voted "Aye."

8/4/10  
Date

  
Chairman

  
Fiscal Officer

RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 1014B

Held \_\_\_\_\_ 20\_\_\_\_

SHARON TOWNSHIP TRUSTEES  
RECORDS RETENTION MEETING HELD AT  
95 E. Wilson Bridge Road  
July 7, 2010

The meeting was opened in proper form at 4:30 PM

Roll Call: John Oberle Present  
Greg Chase Present

Guests: None

John Oberle and Greg Chase reviewed the process of record retention and the approval to destroy authorized records. Mr. Chase and Mr. Oberle both agreed that given the sudden loss of Barbara Schwartz, Administrative Assistant last year, the board members will defer destroying of any township records until the new administrative assistant has an opportunity to better understand the position and the township records commission procedures.

With no further business to bring before the Board a request to adjourn at 4:35 PM -was made. John Oberle moved, Greg Chase seconded. All voted "Aye."

7/21/10  
Date

John H. Oberle  
Chairman

[Signature]  
Fiscal Officer

DAYTON LEGAL BLANK, INC. FORM NO. 10148

Held \_\_\_\_\_ 20\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road  
July 21, 2010**

**Signing of Checks**

The meeting was opened in proper form at 5:00 PM.

**Roll Call:** John Oberle Present  
Jack Moss Present  
Linda Jarrett Present

**Guests:** See Sign-In Sheet

**Attendance:** Gregory Chase Fiscal Officer, Chief Don Schwind, Police Department.

John Oberle welcomed those present and gave a brief description of the primary purpose of the meeting. The board's intention was to present information about the proposed Police Department levy and allow the public an opportunity to ask questions and comment on the levy.

Chief Don Schwind presented a Power Point slide show outlining the services provided by the Police Department. Chief Schwind outlined the current department budget and projected deficits in the budget for 2010 and 2011. He showed what potential services and cuts in staff that would occur if a levy is not placed and passed on the November 2010 ballot.

Resident Comments/Questions

Mark Higdon- In presentation, Chief Schwind presented departmental raises estimated at three percent. Concerned in this economy may be excessive. Chief Schwind explained township in lower tier of salary range compared to other departments in Franklin County. Mr. Higdon felt the department could cut out vacation home checks. Concerned that grants may affect departmental policy.

Bill Brofford- concerned with residents with fixed income and impact by raising taxes could have on them.

Cathy Ferrari- inquired about rainy day fund. Explained amount limited, and with new building board was concerned that could deplete the funds. Explore partnerships with other Police Departments. John Oberle explained that the board is currently exploring that option.

Dan Hauser- Felt 3% raises are reasonable. Township should consider use of volunteers for department

Mark Allen- supports Police Department and happy with services.

Richard Fowler- Does township patrol Rt. 315? Per Chief Schwind township does but does not feel that officers spend an excessive amount of time patrolling the area.

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_ 20\_\_\_\_

John Oberle reminded those present that the township will hold a special meeting on July 28, 2010 at 6:00 PM to allow residents another opportunity to further discuss the proposed Police levy.

With no further business to bring before the Board a request to adjourn and begin the Township Open House at 6:24 PM -was made. Jack Moss moved, Linda Jarrett seconded. All voted "Aye."

8/4/10  
Date

[Signature]  
Vice Chairman

[Signature]  
Fiscal Officer

Sharon Township  
21-Jul-10  
Meeting Attendance Sign-In-Sheet

<u>Name</u>	<u>Address</u>
Fred E Wagner	5351 Olentangy River Rd.
CLYMENTA M. WAGNER	5351 Olentangy River Rd.
MARK ALLEN	859 Colony way,
DAN HAUSER	812 BEECH DR.
RITA D; MARCO	7790 FLINT RD
DUANE ROGERS	135 FOREST RINGE PC
DOTTIE ROGERS	-
BILL BROADHOLD	1287 HOME ACIE
MARK HIGDON	210 WESTVIEW 43214
Link Koikos	5340 Riverside Dr
Kathy Walters	5250 Riverside Dr. 43214
Candy Brooks	ThisWeek Newspapers
Cathy Ferner	5050 Olentangy River Rd 43214
Fenley Ryan	5090 Olentangy River Rd 43214
TRIKELY	449 ROSSLYN 43214
LORI GERARD	" "
Janet Dinneman	5282 Olentangy Blvd
Jennifer Vermaaten	378 Rosslyn Ave. 43214
Richard Vermaaten	378 Rosslyn Ave. 43214
Mamie Powelson	23 Westview 43214
Richard Fowh	57 Westview Ave 43214

Sharon Township  
21-Jul-10  
Meeting Attendance Sign-In-Sheet

Name

Address

Ross & Robin Brown

8050 Woods Lane, 43235

Katie Feick

25 Westview Ave.

43214

Thanks!

Don Dale

271 W. Kanawha

43214



RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_ 20\_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
SPECIAL SESSION HELD AT  
95 E. Wilson Bridge Road  
July 28, 2010**

**Signing of Checks**

The meeting was opened in proper form at 6:00 PM

**Roll Call:** John Oberle Present  
Jack Moss Present  
Linda Jarrett Present

**Guests:** See Sign-In Sheet

**Attendance:** Gregory Chase Fiscal Officer, Chief Don Schwind, Police Department.

John Oberle welcomed those present and gave a brief description of the primary purpose of the meeting. The board called this special meeting with the intent of presenting information about the proposed Police Department levy and allow the public an opportunity to ask questions and comment on the levy.

Chief Don Schwind gave a brief summary of the Power Point slide show outline that had previously presented at the July 21, 2010 meeting.

Resident Comments/Questions

Richard Fowler expressed concern about department turnover. He wondered if the township could consider service contracts at time of hiring. The township was concerned that such a problem would not be allowable by law. The board was also concerned that such a program may add additional costs with such a plan.

Janel Biglin asked about the diminishing revenue stream. Chief Schwind explained that in past years, the Police Department received grant money to pay for officer's salaries. That money counted as revenue for the department. In recent years the township has received equipment via grants. The township does not recognize those items as a revenue source. Mr. Chase also clarified that the slide in question showed total available revenue which included the department funds that carryover from year to year. The carryover had been dwindling from year to year, thus the decreasing amount.

Gail Burns asked about a replacement levy. Mr. Chase explained about the effective rate based upon the value of the house at the time the levy passed. He explained that a replacement levy would be assessed based upon the current value of the property.

Chief Schwind reiterated to all present that the biggest cost to the Police Department remains personnel. Rising health costs and competitive wages for the officers have led to the department deficits. Chief Schwind estimates that at the end of 2011 there is a potential for a deficit of over \$300,000.00 in the Police Department if there is no levy or cuts are made. Chief Schwind recommended that the board consider replacing the levies that were voted on and approved in 1992, 1995, and 1999. From the estimates received from the Franklin County Auditor that should generate \$257,442.65 per year.

The board again reviewed what revenue would be generated by different types of levies and at different millages.

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_ 20\_\_\_\_

Jack Moss moved to accept Resolution #07282010, requesting certification about the revenue generated from the Franklin County Auditor's Office for replacement levies for the 1992, 4.5 mill levy, the 1995, 3.0 mil levy, and the 1999, 3.0 mill levy. Linda Jarrett seconded. All voted "Aye." The trustees directed Greg Chase, per the resolution to submit a copy of the resolution to the auditor's office to verify the amount of revenue generated for the township by replacing the three levies. Once the amounts are certified, the board will then have the request for the replacement levies placed on the November 2010 ballot with the Franklin County Board of Elections.

With no further business to bring before the Board a request to adjourn at 7:12 PM -was made. John Oberle moved, Linda Jarrett seconded. All voted "Aye."

8/4/10  
Date

[Signature]  
Vice Chairman

[Signature]  
Fiscal Officer



RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_ 20\_\_

**SHARON TOWNSHIP TRUSTEES  
SPECIAL SESSION HELD AT  
95 E. Wilson Bridge Road  
July 30, 2010**

**Signing of Checks**

The meeting was opened in proper form at 1:45 PM

**Roll Call:** John Oberle Present  
Jack Moss Present  
Linda Jarrett Present

**Guests:** None

**Attendance:** Gregory Chase Fiscal Officer, Lt. Jeff Tuchfarber, Sharon Township Police Department.

Greg Chase presented the Certificate of Estimated Resources from the Franklin County Auditor's Office for the three replacement levies requested at the July 28<sup>th</sup> meeting. According to the certificate, the levies will generate:

1992 4.5mil levy	\$309,636.22
1995 3.0mil levy	\$206,423.48
1999 3.0mil levy	\$206,423.48

The amounts certified are more than the original estimates generated by the Franklin County Auditor's Office. The additional income, according to the Franklin County Auditor's Office is due to the Commercial Activity Tax (CAT). That additional revenue is received from the state and not the homeowners in Sharon Township. Thus, the amount of additional taxes which would be assessed to the property owners, and which was presented at previous meetings for the replacement levies remains the estimated amount that was presented.

Jack Moss moved to accept Resolution #07302010, the Certificate of Resolution Declaring it Necessary to Levy a Tax in Excess of the 10 Mill Limitation certification after reviewing the revenue generated from the Franklin County Auditor's Office for a replacement levies for the 1992, 4.5 mill levy, the 1995, 3.0 mil levy, and the 1999, 3.0 mill levy. Linda Jarrett seconded. All voted "Aye." The trustees directed Greg Chase, per the resolution to submit a copy of this resolution, Resolution #07282010, and the Certificate of Estimated Property Tax Revenues to the Franklin County Board of Elections and request the proposed levies be placed on the November 2, 2010 ballot.

With no further business to bring before the Board a request to adjourn at 1:55 PM -was made. Jack Moss moved, Linda Jarrett seconded. All voted "Aye."

8/4/10  
Date

[Signature]  
Chairman  
VICE

[Signature]  
Fiscal Officer

RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_ 20\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road  
August 4, 2010**

**Signing of Checks**

The meeting was opened in proper form at 5:30 PM

**Roll Call:** John Oberle Not-Present  
Jack Moss Present  
Linda Jarrett Present

**Guests:** None

**Attendance:** Thomas Kayati Rd. Department Supervisor, Gregory Chase Fiscal Officer, Chief Don Schwind, Police Department.

**Approval of Minutes:**

July 7, 2010, Regular Meeting minutes, Linda Jarrett moved to accept the minutes of the regular session of the Board of Trustees of Sharon Township. Jack Moss seconded. All voted "Aye."

July 21, 2010, Regular Meeting minutes, Linda Jarrett moved to accept the minutes of the regular session of the Board of Trustees of Sharon Township. Jack Moss seconded. All voted "Aye."

July 28, 2010, Special Meeting minutes, Linda Jarrett moved to accept the minutes of the regular session of the Board of Trustees of Sharon Township. Jack Moss seconded. All voted "Aye."

July 30, 2010, Special Meeting minutes, Linda Jarrett moved to accept the minutes of the regular session of the Board of Trustees of Sharon Township. Jack Moss seconded. All voted "Aye."

**Approval of Financial Report:**

All financial statements as required by the State Auditor's Office were presented; Linda Jarrett moved to accept the financial statements for June 2010 as presented, Jack Moss seconded. All voted "Aye."

**ROAD DEPARTMENT:**

**Old Business:**

The certified letter sent to the property owner of ~~8069~~ <sup>6790</sup> Maple Canyon was received by the property owner. Thus the owner is aware of the need to cut the grass or the township will cut it and then assess the property taxes. Mr. Kayati will continue to monitor the property to see if the grass has been cut.

**New Business:**

The Road Department received a quote for a new 2011, F250 Ford Truck from Ricart Ford that was less than the state bid. Total cost \$21,218.00. Linda Jarrett moved to purchase a new 2011, F250 Ford Truck from Ricart Ford for a total cost not to exceed \$22,000.00. Jack Moss seconded. All voted "Aye."

DAYTON LEGAL BLANK INC. FORM NO. 10148

Held

20

**POLICE DEPARTMENT**

**Old Business:**

Chief Schwind reminded all present that a crew will be filming police training videos on August 5<sup>th</sup> and 6<sup>th</sup>.

**New Business:**

None

**FISCAL OFFICER**

**Old Business:**

None

**New Business:**

The township received the renewal package from Frank Gates to continue its membership into the program which gives the township a discount on the Bureau of Worker's Compensation payments. Last year the township saved \$4,943.00 while in the group. Jack Moss moved to accept the contract from Frank Gates for a total cost of \$2,337.00. Linda Jarrett seconded. All voted "Aye."

Jack Moss moved to have Sharon Lee attend the August 18, 2010 meeting to take minutes and serve as Fiscal Officer Pro-tem in Greg Chase's absence. Linda Jarrett seconded. All voted "Aye."

The Worthington Food Pantry will hold an open house on August 14, 2010.

**TRUSTEES:**

**Old Business**

Linda Jarrett met with Cal Taylor and Larry France of the Sharon Memorial Board to set up a meeting to discuss current issues between the two boards. Ms. Jarrett presented a packet summarizing their meeting. The trustees decided to table any further discussion on the matter until all three trustees are gathered at the August 18<sup>th</sup> meeting.

The board reviewed the drafted website put together by Matt Allen of Pynrex. Lt. Tuchfarber, Greg Chase and Chief Schwind plan to meet with Mr. Allen to further discuss the website before it goes live and update the Police Department's website.

**95 E. Wilson Bridge Road**

The painting of the ceilings in the two large conference rooms is nearing completion. It has been determined that the wallpaper in the two rooms is beyond repair after all the changes have been made to the rooms and will either need to be replaced or painted. The township is currently soliciting quotes for the work.

Buckeye Heating and Cooling, after performing routine maintenance work on the furnaces for the building have determined that four of the seven furnaces are eliciting carbon monoxide and have therefore been shut down. Mr. Moss will begin soliciting bids from vendors to replace the furnaces.

Work in the two northeast offices is completed. Mr. Moss will contact Bob Monohan of Ohio Equities to inquire about soliciting a lease agreement on behalf of the township.

**New Business:**

Linda Jarrett proposed placing a sign in the township building stating "In God We Trust". Ms. Jarrett will get further information on the idea and present it at a later meeting.

With no further business to bring before the Board a request to adjourn at 6:23 PM -was made. Jack Moss moved, Linda Jarrett seconded. All voted "Aye."

8-18-10

Date

  
Chairman

  
Fiscal Officer

## RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_ 20 \_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
SHARON TOWNSHIP HALL  
August 18, 2010  
Page 1 of 3**

**Signing of Checks**

The meeting was opened in proper form at 6:00 PM at 95 E. Wilson Bridge Road

**Roll Call:** Jack Moss Present  
Linda Jarrett Present  
John Oberle Present

**Guests:** Mr. Paul Winning, Franklin County NPDES (National Pollutant Discharge Elimination System)

Jack Moss made a motion to appoint Sharon D. Lee as Fiscal Officer Pro-Tem. John Oberle seconded. All voted "Aye."

**Attendance:** Tom Kayati, Road Department Supervisor, Chief Donald Schwind, Sharon Township Police Dept., Sharon D. Lee, Administrative Assistant.

Mr. Paul Winning, Franklin County NPDES spoke of updates for the Franklin County Board of Health. Included under the topic is Public Education and Outreach and Public participation. Information about storm drains and cleaning streams, litter pick-up are just a few from the list. Mr. Winning mentioned the fact that Sharon Township ranks high in need of sewer and water in the Tremont Gardens area (Rosslyn, Kanawha and Westview). Franklin County is working on the issue attempting to find a cost that will be reasonable to the residents. More information to come on this topic.

**Approval of Minutes:** August 4, 2010 Regular minutes of the Board of Trustees of Sharon Township approved with the correction stated the address for the certified letter was sent to the property owner at 8069 Maple Canyon, the correct address is 6790 Maple Canyon. The correction was made and initialed by John Oberle. Linda Jarrett moved to accept, John Oberle seconded the motion. All voted "Aye."

**TRUSTEES:****Old Business**

Nothing has been submitted yet for the bids for the HVAC work from the companies that have been contacted.

Also the bids for the Painting, Wallpaper Removal, etc. have been tabled to a future meeting.

Jack Moss reviewed the Lease Agreement from NAI Ohio Equities. There was discussion about the number of days and the six percent fee. John Oberle will check the industry standards. Jack Moss to check with Bob Monahan about the lease with fewer days for a listing and an incentive fee. This was tabled to a future meeting.

DAYTON LEGAL BLANK, INC., FORM NO. 10146

Held \_\_\_\_\_

20 \_\_\_\_\_

Matt Allen of Pynex will be attending the September 1, 2010 meeting about gathering more ideas, etc. for the new website and to take photos of the four elected officials for the website.

The Trustees discussed the facts that the Police Levy will be on the November 2, 2010 General Election Ballot. Trustees further made it clear that no campaign activity related to the levies can be conducted on Township premises or during Township working hours.

Linda Jarrett discussed the meeting that she had with Cal Taylor and Larry France of the Sharon Memorial Board. The board agreed the two groups need to establish a better relationship. It is important to Sharon Township since the trustees are the ones who appoint the members of the Memorial Board. The trustees were concerned that they have not been given access to the Memorial Board's records in some time. John Oberle suggests sitting down with them to further discuss the issues between the two boards. Also, it was suggested to contact the County Prosecutor for a legal opinion concerning the Memorial Board and to determine if the township has a right to review the board's records.

**TRUSTEES:****New Business**

An e-mail was received concerning the overgrowth of vegetation in the alley between Rosslyn and Kanawha. Tom Kayati stated that the issue was resolved.

The township received an email concerning the "tagging" of the home at 142 Rosslyn. The Police Department was aware of the complaint. Photos had been taken and Columbus Police Dept. is following up on the matter.

Rumpke Waste Services has requested a copy of the contract Sharon Township has with Local Waste Services. Rumpke wants a copy for future reference for bidding when the contract has expired. Sharon D. Lee will furnish a copy for Rumpke to pick up.

**FISCAL OFFICER****Old Business:****New Business:**

A request was made to move funds within the general fund to cover election expenses. Jack Moss moved to allow the Fiscal Officer to transfer \$4,100.00 from 1000-930-930-0000 to 1000-100-315-0000 for the additional election expenses. Linda Jarrett seconded. All voted, "Aye."

**ROAD DEPARTMENT:****Old Business:**

The Road Department has been cutting the grass at 6790 Maple Canyon after it was determined the property was a potential health risk and the owner did not respond to orders from the Board of Health to cut the grass. Mr. Kayati informed the board that it will be necessary to clear the construction debris from the property at 6790 Maple Canyon before mowing again. Equipment was damaged when the Road Department attempted to mow the property. Tom Kayati will look in to assessing the property owner additional costs to clear the property along with costs already in place to mow the grass.



DAYTON LEGAL BLANK, INC. FORM NO. 1014B

Held \_\_\_\_\_ 20\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
SHARON TOWNSHIP HALL  
August 18, 2010  
Page 3 of 3**

**New Business:**

Franklin County has begun work on the tar and chip sealing of roads in the Mt. Air area. Tom Kayati was unsure when the job would be completed.

**POLICE DEPARTMENT**

**Old Business**

None

**New Business:**

Request permission from the Trustees for a Purchase Order in the amount of \$1,015.66 for emergency repairs to Cruiser 485. Jack Moss moved to accept the payment of to \$1,1015.66 payable to Germain Ford. John Oberle seconded. All voted, "Aye."

With no further business to bring before the Board a request to adjourn at 8:30 PM -was made. Linda Jarrett moved, Jack Moss seconded. All voted "Aye."

8/18/10  
Date

John H. Oberle  
Chairman

\_\_\_\_\_  
Fiscal Officer

Held \_\_\_\_\_ 20\_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road  
September 1, 2010  
Page 1 of 3**

**Signing of Checks**

The meeting was opened in proper form at 5:30 PM

**Roll Call:**     John Oberle            Present  
                  Jack Moss                Present  
                  Linda Jarrett            Present

**Guests:**       Mark Higdin  
                  Matt Allen- Pyrinex

**Attendance:** Thomas Kayati Rd. Department Supervisor, Gregory Chase Fiscal Officer, Lt. Jeff Tuchfarber, Police Department.

Matt Allen of Pyrinex appeared before the board to update the board on the status of the township website and take pictures of the board. Mr. Allen will continue to work on the website and present it at a later date.

**Approval of Minutes:**

August 18, 2010, Regular Meeting minutes, Linda Jarrett moved to accept the minutes of the regular session of the Board of Trustees of Sharon Township. Jack Moss seconded. All voted "Aye."

**Approval of Financial Report:**

All financial statements as required by the State Auditor's Office were presented; Linda Jarrett moved to accept the financial statements for July 2010 as presented, Jack Moss seconded. All voted "Aye."

**TRUSTEES:**

**Old Business**

Linda Jarrett presented a draft letter to be presented to the Sharon Memorial Board inviting them to a meeting to further discuss the issues between the two boards.

**95 E. Wilson Bridge Road**

After reviewing the bids submitted for the wall repair work in the two large conference rooms, Jack Moss moved to accept the bid submitted by Ron Kimmerling for a total cost not to exceed \$1,550.00. Linda Jarrett seconded. All voted "Aye." Work should begin within the next few weeks.

The township has received two quotes for HVAC work for the building. The board is waiting for one more bid before awarding the contract.

Mr. Moss is currently reviewing quotes for lighting for the rooms and will present them at a later meeting.

Held \_\_\_\_\_ 20 \_\_\_\_\_

Mr. Moss spoke with Mr. Monohan about the specifics of the proposed rental agreement between Ohio Equities and the township for the two office spaces on the north east side of the building. Mr. Monohan would like to see the township keep the 180 days period to obtain a renter since there are numerous spaces available for rent in the immediate area. Mr. Moss checked with other agents and found the 6% fee is standard for the industry. Mr. Oberle asked that the board have legal counsel review the contract prior to acceptance by the township. Mr. Moss moved to accept the rental agreement with Bob Monohan of Ohio Equities after review and approval by legal counsel, Linda Jarrett seconded. All voted "Aye."

**Property Complaint List**

- 6790 Maple Canyon- mowed 8/16 with issue with debris. May attempt to get property declared nuisance.
- Plum Tree and Rt 315- sweepers have cleaned roadway to help with dust complaint.
- Along with the township complaint list the board was provided with a copy of the activity log provided by the Franklin County Board of Health.

**New Business:**

John Oberle presented a proposed resolution acknowledging House Bill 344 and Senate Bill 228. Linda Jarrett requests more time to review the proposed bills before approving the resolution.

**FISCAL OFFICER**

**Old Business:**

None

**New Business:**

Linda Jarrett moved allow the Fiscal Officer to move \$500.00 from account 2081-760-0000 to 2081-210-359-0000 to meet additional utility expenses for the year. Jack Moss seconded. All voted "Aye."

**ROAD DEPARTMENT:**

**Old Business:**

Work has begun on the new fuel pumps to be placed at Walnut Grove Cemetery. More information to follow.

**New Business:**

Mr. Karate updated on the board on current activities at the two cemeteries.

**POLICE DEPARTMENT**

**Old Business:**

None

**New Business:**

Chief Schwind told the board he is currently interviewing a potential candidate for a part time constable position within the department. The candidate comes with experience and will require minimal training. The officer will be an "at will" employee and used only as needed by the township. The board felt it was more cost efficient to hire a part-time employee instead of paying overtime for full-time officers.

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_ 20\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road  
September 1, 2010  
Page 3 of 3**

John Oberle informed the board that he recently had a conversation with Chet Chaney of Perry Township about the future of the two townships. According to Mr. Oberle, the two often meet and discuss long term goals and plans for their respective townships. Recently the two of them had discussed the potential of merging services of the two townships in order to cut down on expenses was discussed. Their discussion was primarily about the Police Departments. To that, Chief Schwind had a meeting with Chief Oppenheimer of the Perry Township Police Department recently in which the topic of a potential merger of the two Township's Police Departments was brought up. Chief Oppenheimer suggested to Chief Schwind that Perry Township would take over operations of the Sharon Township Police Department and would hire some or all of the townships current police department's constables. Chief Schwind informed Chief Oppenheimer that he was not prepared to discuss the topic in detail given that the trustees had not authorized him to discuss the topic and secondly felt the continued talks about the potential merger could curtail the upcoming Police levy. John Oberle reiterated that these were preliminary talks between himself and Mr. Chaney and they had not discussed any specific details of the proposed merger only suggesting that this was an idea to consider for the future. Mark Higdin clarified with Mr. Oberle that these were in fact informal talks about the future and the two were looking at the big picture. He also clarified that the placing the levy on the ballot was a unanimous decision of ~~the~~ all the trustees. He was concerned that such talks would send a mixed message to the residents and that it could potentially hurt the upcoming police levy given that this was a new concept that many of the residents were unaware of. Mr. Oberle reminded the board that the idea was brought up at the July 21, 2010 meeting as a potential cost saving measure for the township during the discussion the levy in an open forum. Mr. Oberle again clarified that he had absolutely no discussions concerning the dissolution of the Sharon Township Police Department. It was never Mr. Oberle's intent to confuse the voters pending the upcoming levy. Mr. Oberle and the board will cease any further discussions of combining the two Police Departments at this time.

With no further business to bring before the Board a request to adjourn at 7:34 PM -was made. Jack Moss moved, Linda Jarrett seconded. All voted "Aye."

10/6/10  
Date

John H. Oberle  
Chairman

Jack Moss  
Fiscal Officer

DAYTON LEGAL BLANK, INC. FORM NO. 10148

Held \_\_\_\_\_ 20\_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road  
September 15, 2010  
Page 1 of 4**

**Signing of Checks**

The meeting was opened in proper form at 6:00 PM

<b>Roll Call:</b>	John Oberle	Present
	Jack Moss	Present
	Linda Jarrett	Present

<b>Guests:</b>	Phil Smith	256 Rosslyn Ave.
	Tom Rieder-	American Legion
	Tom Eshelman-	American Legion

**Attendance:** Thomas Kayati Rd. Department Supervisor, Gregory Chase Fiscal Officer, Chief Don Schwind, Police Department.

Tom Rieder and Tom Eshelman of the American Legion, which is located behind the Sharon Memorial Building, appeared before the board to express their concerns about the proposed lease/rental of the parking lot shared by the Memorial Building and the American Legion. According to Mr. Eshelman, Cal Taylor of the Sharon Memorial Board presented a proposed lease agreement to the American Legion for use of the parking lot with incremental increases over the next several years. Along with the amount and incremental rate increases, the gentlemen were concerned with the lack of communication between the groups regarding the proposed lease. The notion of a lease agreement was briefly mentioned and both parties have not had the opportunity to sit down and discuss it in detail. Mr. Oberle briefly explained the township's role in regard to the Memorial Board. He also explained that the Memorial Board has the right to charge rent in order to raise revenue to meet the needs of the board and building. Mr. Moss told the two present to talk to other members of the Memorial Board and make sure it is the intent of the entire board to charge rent and at that amount. The two were also encouraged to request a copy of the minutes of the Memorial Board to review the discussion about the proposed rental/lease agreement.

Phil Smith of 256 Rosslyn Ave. expressed concern about a car that has routinely been a noise nuisance in his neighborhood late in the evening. Chief Schwind will have an officer patrol the area about the time the car drives through to assess the situation. Mr. Smith reported a house between 251 Rosslyn and 262 Rosslyn has a large amount of trash accumulated on the property. Chief Schwind will have an officer go to the location along with Mr. Smith to look at the site.

Held \_\_\_\_\_ 20\_\_\_\_

**Approval of Minutes:**

September 1, 2010, Regular Meeting minutes have been tabled to allow for corrections and will be approved at a later meeting.

**Approval of Financial Report:**

All financial statements as required by the State Auditor's Office were presented; Linda Jarrett moved to accept the financial statements for August 2010 as presented, Jack Moss seconded. All voted "Aye."

**TRUSTEES:****Old Business**

Linda Jarrett sent out a letter to the Memorial Board inviting them to a future township meeting to further discuss issues between the two boards.

**95 E. Wilson Bridge Road**

The township received a total of three bids for replacement of the four furnaces for the building. After reviewing the bids it was determined that Wolfe and Sons offered the least expensive of the options at \$5,500.00 for the four installed. Mr. Moss also encouraged the board to consider seven new programmable thermostats which would cost no more than \$200.00 each. Jack Moss moved to accept the bid of Wolf and Sons for four furnaces and seven thermostats for a total cost not to exceed \$6,900.00. John Oberle seconded. All voted "Aye."

Work continues on the two main conference rooms having the drywall repaired so the wallpaper can be removed and the rooms painted.

Charles Hamilton will begin working in the building again hanging shelves and installing fire detectors throughout the building. Chief Schwind will check into having the fire extinguishers evaluated and replaced as needed.

The Franklin County Prosecutor's Office reviewed the proposed realtor agreement between the township and Ohio Equities for the assistance in leasing the two northeast office spaces. Mr. Monohan of Ohio Equities reviewed the prosecutor's recommendations and was concerned with the notion of collecting the realtor's fees monthly. The initial proposal had the township paying the realtor's fees up front at the time of the agreement. His concerns included the notion of two realtors splitting the six percent fee. According to Mr. Monohan another realtor most likely would not be in favor of receiving their commission on a monthly basis versus an up front, one-time payment. Mr. Monohan expressed concern with placing such stipulations on a lease agreement given the current economic conditions. The board opted to sign the lease as presented and begin the agreement with Ohio Equities effective September 15, 2010. Greg Chase signed the lease and will notify Mr. Monohan of the signing.

The house located at 103 W. Kanawha is currently being cleaned up but will take some time to complete the project according to the Board of Health per Mr. Oberle.

John Oberle moved to accept Resolution #09152010A, a Resolution to express support for House Bill 344 and Senate Bill 228 limiting recovery of rate-case expenses for certain water works and sewage disposal system companies. Linda Jarrett seconded. All voted "Aye."

## RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC. FORM NO. 101-48

Held \_\_\_\_\_ 20\_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road  
September 15, 2010  
Page 3 of 4**

**New Business:**

John Oberle received an email from Kimberly Nixon-Bell, President of the Rau Lane Civic Association concerned about a large tree that is down on the property located at the south-west corner of Rt. 161 and Olentangy River Road. Chief Schwind will contact the Board of Health and the Board of Zoning to see if there is anything the township can do to have the tree removed. The board will also look into having the property itself declared a nuisance since the home appears to have been abandoned for some time now. The board will review the code concerning having this and other properties within the township declared a nuisance. John Oberle will keep Ms. Nixon-Bell updated on the board's findings.

SWACO is proposing a three-dollar increase per household for 2011 and a three dollar increase per household for 2012 to meet increasing costs. The board agreed that the proposed increase was needed by SWACO. The included ballot will be signed and will be sent to SWACO.

**FISCAL OFFICER****Old Business:**

None

**New Business:**

Greg Chase reviewed the differences in revenue from the 2011 Certificate of Estimated Resources from the Franklin County Auditor's Office versus what was submitted by the board in June. John Oberle moved to accept Resolution #09152010B, the 2011 Certificate of Estimated Resources for Sharon Township. Linda Jarrett seconded. All voted "Aye."

Jack Moss moved to accept the following movement of funds to meet unexpected expenditures within the department:

To: 2081-210-314-0000	\$200.00
From: 2081-760-750-0000	
To: 2081-210-229-001	\$5,000.00
From: 2081-760-750-0000	

John Oberle seconded. All voted "Aye."

Held \_\_\_\_\_ 20\_\_\_\_

**ROAD DEPARTMENT:**

**Old Business:**

Installation of the new fuel tanks at Walnut Grove Cemetery is almost complete and inspections of the site are currently being done.

**New Business:**

Jack Moss moved to accept the incremental increase from Step II to Step III of the Road Department pay scale for William Benson. Linda Jarrett seconded. All voted "Aye." The raise will be effective September 9, 2010.

The new maintenance building has experienced multiple issues with water leaks into the natural gas line. Columbia Gas has sent a representative out several times to flush out the line in attempt to resolve the issue. Mr. Oberle encouraged Mr. Kayati to write a letter to Columbia Gas to determine if a permanent fix/repair can be done to the line to resolve the problem.

Mr. Oberle and Mr. Kayati attended the Franklin County Township Association meeting. They were notified that salt prices will increase one dollar per ton compared to last year's pricing. They also learned that the West Nile Virus has been found in the Sharon Township area. The Franklin County Board of Health continues to spray the area until the risk is no longer present. The Franklin County Board of Health is also considering discontinuing the program in the future due to the costs involved.

**POLICE DEPARTMENT**

**Old Business:**

The potential part-time police officer candidate is currently reviewing another full-time offer before accepting the position with Sharon Township.

**New Business:**

The cemetery board has requested use of meeting space on September 21, 2010 for a meeting with Ohio Cemetery Association and has inquired about fees associated with using the space. No fee will be required of the cemetery board at this time but the board determined now that the rooms are close to completion that a fee schedule will need to be developed.

With no further business to bring before the Board, a request to adjourn at 7:55 PM -was made. Jack Moss moved, Linda Jarrett seconded. All voted "Aye."

10/8/10  
Date

  
Chairman

  
Fiscal Officer



DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_ 20\_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road  
October 6, 2010  
Page 1 of 3**

**Signing of Checks**

The meeting was opened in proper form at 5:30 PM

**Roll Call:**     John Oberle             Present  
                       Jack Moss                     Present  
                               Linda Jarrett                 Present

**Guests:**         None

**Attendance:** Thomas Kayati Rd. Department Supervisor, Gregory Chase Fiscal Officer, Lt. Jeff Tuchfarber, Police Department.

**TRUSTEES:**

**Old Business**

**95 E. Wilson Bridge Road**

- The painting of the two large conference rooms is essentially complete. The board will finalize decisions on lighting, AV equipment and tables and chairs in upcoming meetings.
- Furnace #2 in the administrative offices was not operating appropriately and it was found the blower needs replaced at a cost of \$300.00. Given the age and of the furnace the board opted to replace it. Jack Moss moved to accept a purchase order for Wolfe Brothers for a new furnace for a total cost not to exceed \$1,700.00. Linda Jarrett seconded. All voted "Aye."
- Jack Moss moved to accept a purchase order for two plaques to be placed in the front entry area of the building for a total cost not to exceed \$1,000.00 for ELK Promotions. Linda Jarrett seconded. All voted "Aye." One of the plaques will honor Paul Insley, long time trustee for his service and the other will show the date the building was acquired and the members of the board at the time of the purchase.
- The board reviewed quotes for flag poles. The board will finalize pole placement prior to accepting a bid.

**Property Complaint List**

- 6790 Maple Canyon- John Oberle is reviewing the law in regard to declaring the property a nuisance.
- The board will continue to investigate the laws in regard to establishing a "Code Enforcer" for the township. The board will set aside some time at the November 17, 2010 meeting to discuss the laws and the position in greater detail.
- The home on Rosslyn reported by Phil Smith in question about an over accumulation of trash was investigated and was found not to be in violation at this time. Will continue to monitor.
- Complaint about tall weeds and grass not mowed at 854 Mission Hills Rd. Mike Adair at the Franklin County Board of Health was notified.

Held \_\_\_\_\_

20 \_\_\_\_\_

-Property located on the southwest corner of Olentangy River Rd. and Rt. 161-Plan to have the tree cleaned up by October 25<sup>th</sup>. Board will continue to work to see if other improvements can be made to the property and building structure.

-Linda Jarrett will take the lead on property complaints for trustees. She will stay in communication with Tom Kayati and Sharon Lee when new property complaints are brought to the attention of the township.

Linda Jarrett met with Cal Taylor of the Sharon Memorial Board. Ms. Jarrett presented a copy of the most updated Memorial Board membership and current terms. Ms. Jarrett also spoke with Mr. Taylor about the meeting between the Board of Trustees and members of the American Legion concerning the proposed parking lot rental agreement. She will present Mr. Taylor with a copy of the township board meetings from the September 15, 2010 meeting in which members of the American Legion were present. Ms. Jarrett will meet with members of the Memorial Board next week to further discussions. Ms. Jarrett again states that she believes the township should consider some form of payment to the Memorial Board for the new cellar door and sump pump that has been requested. The trustees will attempt to attend a Memorial Board meeting in the near future.

John Oberle asked that the vote taken at the September 16, 2010 meeting approving the proposed rate increase for SWACO be reopened. He asked that he may be abstained from the vote because of a potential conflict of interest. The board remained in support of the proposed increase.

**New Business:**

The Village of Riverlea has again requested the township consider contracting with them for leaf pick-up. Mr. Kayati said the Road Department does not have the manpower or equipment available to handle the large work load required for the village. The Road Department will continue to assist the Village of Riverlea with any large tree limbs that fall across the street that need removed. The township will charge the village on a per use basis. Mr. Kayati will work to develop a fee schedule for such work.

John Oberle received an email from Bill Charles, Street Commissioner for the Village of Riverlea concerning damage to the curb of the property located at 266 Beverly Place that the property owner claims is from snow plow damage during the 2009-2010 snow season. Pictures were presented of the damage. Mr. Kayati will arrange to meet with Mr. Charles and the property owner to assess the site.

**Approval of Minutes:**

September 1, 2010, Regular Meeting minutes, Linda Jarrett moved to accept the minutes of the regular session of the Board of Trustees of Sharon Township. Jack Moss seconded. All voted "Aye."

September 15, 2010, Regular Meeting minutes, Jack Moss moved to accept the minutes of the regular session of the Board of Trustees of Sharon Township. Linda Jarrett seconded. All voted "Aye."

**FISCAL OFFICER**

**Old Business:**

None

Held \_\_\_\_\_ 20\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road  
October 6, 2010  
Page 3 of 3**

**New Business:**

The township has been approached by the Ohio Department of Public Safety about assisting with the finances for another federally funded grant. The grant will look into evaluating vehicle crashes. The township will pay for the salary and all related expenses to the grant administrator and be compensated 18% of the individual's salary. Greg Chase is currently working with the ODPS on a similar grant on behalf of the township. The board agreed to have the township work with the Ohio Department of Public Safety to help administer the grant. More information will follow as it becomes available.

OTARMA is accepting applications for two seats for the upcoming Board of Directors elections.

The township will put a two page newsletter out next week outlining the leaf pick-up schedule, trick or treat date and provide information to the residents about the levies to be placed on the November ballot. John Oberle will have the prosecutor's office review the documentation related to the newsletter article concerning the levy prior to releasing the newsletter to the public.

**ROAD DEPARTMENT:**

**Old Business:**

Mr. Kayati has spoken with a representative of Columbia Gas concerning the low gas line pressure and water problems in the lines at the maintenance building at Walnut Grove Cemetery. Mr. Kayati will keep the board updated as more information becomes available.

**New Business:**

Leaf pickup will begin the week of October 18<sup>th</sup>.

**POLICE DEPARTMENT**

**Old Business:**

None

**New Business:**

Sharon Township will hold trick or treat in township neighborhoods on Thursday, October 28<sup>th</sup>.

Jack Moss moved to accept a purchase order for Germain Ford for needed brake work for a cruiser for a total cost not to exceed \$1,055.00. Linda Jarrett seconded. All voted "Aye."

With no further business to bring before the Board a request to adjourn at 7:34 PM -was made. Jack Moss moved, Linda Jarrett seconded. All voted "Aye."

10/20/10  
Date

John H. Oberle  
Chairman

Jack  
Fiscal Officer

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_ 20\_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road  
October 20, 2010  
Page 1 of 4**

**Signing of Checks**

The meeting was opened in proper form at 6:00 PM

**Roll Call:**     John Oberle            Present  
                  Jack Moss                Present  
                  Linda Jarrett            Present

**Guests:**       Richard Fowler

**Attendance:** Thomas Kayati Rd. Dept. Supervisor, Gregory Chase Fiscal Officer, Chief Don Schwind, Police Department.

Richard Fowler of 59 Westview Ave. appeared before the board to inquire about the status of peddler's licenses within the township. Chief Schwind stated that the township had submitted a draft of a potential peddler's license to the Franklin County Prosecutor's Office for review. To date the township had not received any reply. Chief Schwind will contact the Prosecutor's Office for an update on the status of the draft.

**TRUSTEES:**

**Old Business**

**95 E. Wilson Bridge Road**

-The new furnace for the administrative offices will be installed on Thursday the 21<sup>st</sup>. Mr. Moss will further inquire about pricing to replace the other two remaining furnaces that have not been replaced. The board will consider replacing them due to their age and the current pricing for the furnaces.

-Mr. Monohan has a potential client interested in renting the two office spaces. The potential client has toured the building several times. If the party remains interested in renting the space, they have a few requests to consider. They would like to have the entrance doors to the area changed to glass doors; ample space for a sign in the front of the building, kitchen use, and additional parking spaces made available at the north west side of the building. They were also concerned about the exterior look of the building including lawn care maintenance and painting of the building. Mr. Moss said he is currently researching pricing for those requests. The board would work to negotiate those requests once a formal request for the space is made.

Linda Jarrett met again with Cal Taylor of the Memorial Board to further discuss current board members, upcoming term expirations and appointments. The trustees verified that the Memorial Board members serve a five-year term. Sharon Township will begin advertising in local publications for interested individuals for the Memorial Board. The trustees set a target date for the second meeting in January to appoint new members to the Memorial Board. Ms.

Held

20

Jarrett said Mr. Taylor and a couple other members of the Memorial Board will attend a township meeting in the near future.

Linda Jarrett moved to make a payment of \$200.00 to the Sharon Memorial Board for assistance in repairing the building cellar door and replacing the sump pump. John Oberle seconded. Jack Moss abstained from the voting. Ms. Jarrett will draft a letter that will accompany the payment explaining the reason for the amount.

Mr. Oberle is working with surrounding neighborhood groups looking at the effects the proposed COTA bus terminal across from Kanawha Ave. would have on the area. He will keep the board updated as information becomes available.

**New Business**

A dogfight was recently reported in the "Three Streets" area. A dog that was thought to be a Pit-bull, whose owner is unknown, attacked a dog that is owned by a resident of the township. The Police Department will work to identify the dog and the owner.

**Approval of Minutes:**

October 6, 2010, Regular Meeting minutes, Jack Moss moved to accept the minutes of the regular session of the Board of Trustees of Sharon Township. Linda Jarrett seconded. All voted "Aye."

**Approval of Financial Report:**

All financial statements as required by the State Auditor's Office were presented; John Oberle moved to accept the financial statements for September 2010 as presented, Jack Moss seconded. All voted "Aye." The board also reviewed the current financial status for the year for the township.

**FISCAL OFFICER****Old Business:**

None

**New Business:**

A letter dated October 8, 2010 from the Franklin County Treasurer's Officer listing the properties within Sharon Township to be included in the tax-lien certificate sale.

The trustees were presented with two draft contracts for approval between the township and the two individuals who the township is working with for the grant programs that the township helps administer. The contracts were approved and signed.

**ROAD DEPARTMENT:****Old Business:**

Mr. Kayati will attempt to contact the Village of Riverlea to inquire further about the potential damage from the snow plow last winter. He will keep update the board updated as information becomes available.

**New Business:**

Mr. Kayati is currently working on a storm water prevention plan for the maintenance buildings to maintain the township's compliance requirements for the NPDSE permit.

RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_ 20 \_\_\_\_\_

SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road  
October 20, 2010  
Page 3 of 3

**POLICE DEPARTMENT**

**Old Business:**

None

**New Business:**

John Oberle moved to adjourn the Regular Session of the Board of Trustees of Sharon Township at 7:45 PM and move into Executive Session to discuss personnel matters, Jack Moss seconded. All voted "Aye."

<b>Roll Call:</b>	John Oberle	Present
	Jack Moss	Present
	Linda Jarrett	Present

**Attendance:** Gregory Chase Fiscal Officer, and Chief Donald Schwind, Sharon Township Police Department

Jack Moss moved to adjourn the Executive Session and return to the Regular Session of the Board of Trustees of Sharon Township at 8:20 PM, John Oberle seconded. All voted "Aye."

<b>Roll Call:</b>	John Oberle	Present
	Jack Moss	Present
	Linda Jarrett	Present

**Attendance:** Gregory Chase Fiscal Officer, and Chief Donald Schwind, Sharon Township Police Department

With no further business to bring before the Board a request to adjourn at 8:21 PM -was made. Jack Moss moved, John Oberle seconded. All voted "Aye."

11/3/10  
Date

John H. Oberle  
Chairman

[Signature]  
Fiscal Officer

RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 1014E

Held \_\_\_\_\_ 20\_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road  
November 3, 2010  
Page 1 of 4**

**Signing of Checks**

The meeting was opened in proper form at 5:30 PM

**Roll Call:**     John Oberle            Present  
                      Jack Moss                Present  
                      Linda Jarrett            Present

**Guests:**        Cal Taylor-                Sharon Memorial Board  
                      Trina Dunlap-            Sharon Memorial Board Candidate  
                      John Haueisen-         Sharon Memorial Board Candidate  
                      Stephanie Haueisen

**Attendance:** Gregory Chase Fiscal Officer, Chief Don Schwind, Police Department.

**Approval of Minutes:**

October 20, 2010, Regular Meeting minutes, Jack Moss moved to accept the minutes of the regular session of the Board of Trustees of Sharon Township. John Oberle seconded. Ms. Jarrett not present for vote.

**FISCAL OFFICER**

**Old Business:**

Greg Chase reviewed the financial status for each fund as of November 3<sup>rd</sup>. The trustees will consider transferring money to the Police Department as needed to meet financial needs until additional funds from the approved levies are available. The board will research to see if money can then be returned to the general fund once taxes are received in 2011.

**New Business:**

A notice from the Ohio Department of Liquor Control notifying the board that the liquor license for Worthington Hills Management LLC is due for renewal. The board finds no reason to hold a hearing or oppose the liquor license.

The trustees opted to continue to use the services of Lauterbach and Eilber to help administer the health care plan utilized by Sharon Township during the 2011 year. The township will begin utilizing the Formfire website, a secure internet based program offered by Lauterbach and Eilber that replaces the paper forms previously completed by employees used to solicit health insurance bids. This program can solely be used only by Lauterbach and Eilber.

The township will hold a holiday party on December 10<sup>th</sup> for all township associates and their families.

Held TRUSTEES: \_\_\_\_\_ 20 \_\_\_\_\_**Old Business****95 E. Wilson Bridge Road**

-Jack Moss met with representatives of Call Insurance, potential lessee for the two office spaces on the northeast side of the building and Bob Monahan of Ohio Equities to further discuss a potential agreement. John Oberle moved to allow Mr. Moss to further negotiate a lease with Call Insurance outside the regular meeting session, Linda Jarrett seconded. All voted "Aye." Potential terms of the lease include:

- A. A three to four year lease agreement within a range of \$1,100.00 to \$1,200.00 per month.
- B. Replacing the interior door that will serve as the entrance to the office space to a steel glass door and create an open five foot doorway between the two office spaces. Total cost \$2,487.00.
- C. Allow Call insurance to place a sign, if the City of Worthington will allow for a variance, on the northwest front lawn of the property. If variance not allowed, adjust the current sign to allow for room for Call Insurance on bottom third of sign.
- D. Call Insurance will be allotted five parking spaces in the south side parking lot for employees. A handicap space and two additional spaces will be added to the northeast front of building for customer parking.
- E. Property taxes- If applicable on the area rented by Call Insurance. Negotiate full or partial payment by Call Insurance.

Mr. Moss will update the board as information becomes available.

-John Oberle made a motion for a purchase order for Graf and Sons to make and install a sound resistant folding wall to be placed between the two large conference rooms for a total cost not to exceed \$3,700.00. Jack Moss seconded. All voted "Aye."

**Memorial Board Candidates**

Cal Taylor of the Sharon Memorial Board, presented Trina Dunlap and John Hauelsen, as potential candidates for the Sharon Memorial Board. Both candidates presented resumes and gave a brief summary of their previous and current community services and also the reason they desire to be on the board. Mr. Oberle reviewed the appointment process with all present and clarified that the members of the Sharon Memorial Board serve a five year term. He informed all present that the board of trustees had decided at the October 20, 2010 meeting that they would approve new members at the second meeting in January 2011. The trustees are aware of other potential candidates who are interested in serving of the board and plan on interviewing other applicants between now and the second meeting in January.

**95 E. Wilson Bridge Road (cont.)**

-John Oberle moved to accept the bid of Wolfe Brothers for \$2,900.00 for two furnaces and a custom made filter rack. Jack Moss seconded. All voted "Aye." The trustees opted to take advantage of the fair price offered at this time by Wolfe Brothers.

John Oberle is working with the prosecutor's office researching information concerning the nuisance law in regard to properties which are being neglected by their owners.

Linda Jarrett moved to make a payment of \$200.00 to the Sharon Memorial Board for assistance in repairing the building cellar door and replacing the sump pump. John Oberle seconded. Jack Moss abstained from the voting. Ms. Jarrett will draft a letter that will accompany the payment explaining the reason for the amount.



DAYTON LEGAL BLANK, INC. FORM NO. 101-18

Held \_\_\_\_\_ 20\_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road  
November 3, 2010  
Page 3 of 4**

**New Business**

**Property Complaints**

- Linda Jarrett will contact the Franklin County Board of Health in regard to the number of weeds and lack of yard care at 854 Mission Hills.
- Linda Jarrett and Sharon Lee will create and begin sending out follow up post cards to residents who notify the township about questionable properties. The post card will summarize the township's actions and the plan for the property in question.

Phil Smith of 256 Rosslyn Ave. inquired about the potential of creating a turnaround at the intersection of Rosslyn Ave and Riverside Dr. Mr. Smith said people frequently do u-turns at the intersection and many residents have complained about the damage caused to their properties. Chief Schwind was aware that this has been an issue for some time but said the Police Department is required to catch the individual in the act in order to issue a complaint/situation. Chief Schwind will have to speak to Tom Kayati about the issue but thought there was an issue with a potential roadway at the intersection.

**ROAD DEPARTMENT:**

**Old Business:**

None

**New Business:**

None

**POLICE DEPARTMENT**

**Old Business:**

Chief Schwind presented draft copies of potential peddler's license agreements for the township. The board will review the three copies and determine what is best suited for the township's needs. The board will attempt to have the agreement in place by next spring.

**New Business:**

John Oberle moved to adjourn the Regular Session of the Board of Trustees of Sharon Township at 7:13 PM and move into Executive Session to discuss personnel matters, Jack Moss seconded. All voted "Aye."

<b>Roll Call:</b>	John Oberle	Present
	Jack Moss	Present
	Linda Jarrett	Present

**Attendance:** Gregory Chase Fiscal Officer, and Chief Donald Schwind, Sharon Township Police Department

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_ 20 \_\_\_\_\_

Jack Moss moved to adjourn the Executive Session and return to the Regular Session of the Board of Trustees of Sharon Township at 7:35 PM, John Oberle seconded. All voted "Aye."

<b>Roll Call:</b>	John Oberle	Present
	Jack Moss	Present
	Linda Jarrett	Present

**Attendance:** Gregory Chase Fiscal Officer, and Chief Donald Schwind, Sharon Township Police Department

With no further business to bring before the Board a request to adjourn at 7:36 PM -was made. Jack Moss moved, John Oberle seconded. All voted "Aye."

11/17/10  
Date

John H. Oberle  
Chairman

[Signature]  
Fiscal Officer

RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 101-48

Held \_\_\_\_\_ 20\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road  
November 17, 2010  
Page 1 of 4**

**Signing of Checks**

The meeting was opened in proper form at 6:00 PM

**Roll Call:**     John Oberle            Present  
                      Jack Moss                Present  
                      Linda Jarrett           Present

**Guests:**        See Attached List

**Attendance:** Thomas Kayati Road Dept. Supervisor, Gregory Chase Fiscal Officer, Chief Don Schwind, Police Department.

**Approval of Financial Report:**

All financial statements as required by the State Auditor's Office were presented; John Oberle moved to accept the financial statements for October 2010 as presented, Jack Moss seconded. All voted "Aye." The board also reviewed the current financial status for the year for the township. The board discussed the potential need to advance money to the Police Department from the General Fund to meet its financial needs until the funds from the recently approved Police Department levy are available. The trustees will consider the transfer on an as needed basis.

**FISCAL OFFICER**

**Old Business:**

None

**New Business:**

Mr. Chase notified the board that \$97,156.14 of the budgeted \$100,000.00 for building renovations for 95 E. Wilson Bridge Road had been appropriated. Jack Moss made a motion to move \$15,000.00 from 1000-930-930-0000 Contingencies, to 1000-760-720-0000 the Building Fund to fund additional renovations planned for the building this year. John Oberle seconded. All voted "Aye."

Mr. Chase will have copies of the 2011 Temporary Budget made available to the trustees prior to the December 1<sup>st</sup> meeting to allow the board time to discuss the budget prior to approving it.

**ROAD DEPARTMENT:**

**Old Business:**

The township received a signed copy of the contract between the township and the Village of Riverlea for snow removal during the 2010-2011 season.

Mr. Kayati is gathering information in regard to the potential snow plow complaint in the Village of Riverlea.

Held \_\_\_\_\_ 20 \_\_\_\_\_

**New Business:**

Mr. Kayati was recently made aware that there was additional road work in the Mt. Air area that was not included in the initial invoice from the Franklin County Engineer's Office. The Road Department has not received notification on the amount at this time. Mr. Kayati will update the board as information becomes available.

**TRUSTEES:****Old Business****95 E. Wilson Bridge Road**

-The final two furnaces have been installed and are operational. Mr. Moss also requested Wolfe Brothers to install new vent covers in the two large conference rooms. Cost for the covers was \$200.00.

-Jack Moss received an estimate from Capital Lighting for lights and fans. Linda Jarrett moved to accept a purchase order for Capital Lighting for up to \$2,700.00 for six lights and six fans for the two large conference rooms. Jack Moss seconded. All voted "Aye."

-Chief Schwind presented a pricing list from multiple retail outlets for televisions for the two large conference rooms. John Oberle made a moved to accept a purchase order for Best Buy for up to \$4,000.00 for two 55 inch Phillips internet ready televisions (Model #55PFL5705DV/F7) plus any additional components needed to operate. Jack Moss seconded. All voted "Aye."

-Jack Moss has been working with Bob Monahan of Ohio Equities concerning the potential lease agreement between Call Insurance and the Township. Mr. Moss presented a lease proposal letter for the board to review. John Oberle will work the Prosecutor's Office to create an official lease agreement between the two parties which will include the basic terms and conditions outlined in the proposal letter. The board plans to sign the lease at the next meeting.

Linda Jarrett and Sharon Lee are working on a new tracking and reporting system for property complaints with in the township. Plans include a follow up postcard that will be mailed out to the individuals who complain informing them of the township's actions in regard to the property in question.

**Memorial Board**

Linda Jarrett made a motion to approve Trina A. Dunlap as a member of the Sharon Memorial Board for a five-year term. John Oberle seconded. All voted "Aye."

Linda Jarrett made a motion to approve John Haueisen as a member of the Sharon Memorial Board for a five-year term. John Oberle seconded. All voted "Aye."

The trustees decided to vote these two individuals on to the board at this time. The board will continue to accept resumes from interested parties up until the second meeting in January at which time the trustees will vote in additional members to Sharon Memorial Board. The trustees will not approve any additional candidates at this time. The trustees plan to begin approving candidates starting at the second meeting in January as outlined at the October 6, 2010 meeting. The trustees will work with the Sharon Memorial Board to determine the date of terms on the Memorial Board for Mr. Haueisen and Ms. Dunlap.

Held \_\_\_\_\_ 20\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road  
November 17, 2010  
Page 3 of 4**

**New Business**

Mr. Oberle informed the board that there is a potential provision in the State of Ohio that would provide localities a portion of the insurance proceeds on damaged vacant houses. Mr. Oberle will keep the board updated as more information becomes available.

**Approval of Minutes:**

November 3, 2010, Regular Meeting minutes, Jack Moss moved to accept the minutes of the regular session of the Board of Trustees of Sharon Township. John Oberle seconded. All voted "Aye."

**Code Enforcer Program**

John Oberle gave an overview of the Property Management Program the board is considering for the township. Mr. Oberle further explained that the program's purpose is to promote property maintenance in order to keep neighborhoods safe, clean, and in good condition. The program would establish standards for both residential and commercial properties to eliminate conditions that contribute to blight and deterioration. The township currently utilizes the Franklin County Board of Health to maintain minimal property maintenance codes. This program would allow the township the ability to tailor the codes based upon township's needs and desires. Also, the current system utilized through Franklin County is effective, however having issues resolved can be a very long drawn out process. By adopting its own program the township will be able to resolve issues in a timely manner.

Jack Moss presented information about the program currently in place in Perry Township. He distributed flyers and pamphlets utilized by the township for viewing and demonstration.

Chief Schwind presented a power point presentation explaining the program and its purpose within the township. Chief Schwind presented an overview of the program and explained what committees and what processes need to be in place to implement and enforce the program.

John Oberle clarified that the township can enforce what standards the committee felt would be appropriate for the township. The township would need to enforce those minimal standards set by the county but could also enforce additional codes that were deemed appropriate. Mr. Oberle further explained the options available to those present.

1. Keep with the current system offered by Franklin County Board of Health. It has shown to be effective but can be timely for actions to occur.
2. Nuisance Law-Have the property declared a nuisance and ordered torn down. This would be at the cost of the township and the township could risk not recovering the funds.
3. Franklin County is considering adopting a code enforcer program county wide similar to what the township is proposing. There is no time table in place for such a program at this time and no details have been outlined.
4. Property Code Enforcement Program- allows the township greatest control in a timely manner.

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_ 20 \_\_\_\_\_

The board further discussed potential set up costs and costs associated with running and maintaining the program. The board felt that the township will have an opportunity to recoup some of the funds to operate the program from the fine schedule that will be set up and assessed to those individuals who are found in violation of the proposed property codes.

The board will continue to research the proposed program and will communicate information about the program to the residents as more information becomes available.

**POLICE DEPARTMENT**

**Old Business:**

None

**New Business:**

Linda Jarrett moved to accept a step increase from Step B to Step C of the Sharon Township Police Department pay scale for John Gough effective November 20, 2010. Jack Moss seconded. All voted "Aye."

John Oberle moved to adjourn the Regular Session of the Board of Trustees of Sharon Township at 8:50 PM and move into Executive Session to discuss personnel matters, Jack Moss seconded. All voted "Aye."

<b>Roll Call:</b>	John Oberle	Present
	Jack Moss	Present
	Linda Jarrett	Present

**Attendance:** Gregory Chase Fiscal Officer, and Chief Donald Schwind, Sharon Township Police Department

Jack Moss moved to adjourn the Executive Session and return to the Regular Session of the Board of Trustees of Sharon Township at 9:08 PM, John Oberle seconded. All voted "Aye."

<b>Roll Call:</b>	John Oberle	Present
	Jack Moss	Present
	Linda Jarrett	Present

**Attendance:** Gregory Chase Fiscal Officer, and Chief Donald Schwind, Sharon Township Police Department

Linda Jarrett made a motion to hold a hearing at the December 1, 2010 meeting in regard to the charges presented against Officer Russell Baron. Jack Moss seconded. All voted "Aye."

With no further business to bring before the Board a request to adjourn at 9:12 PM -was made. Jack Moss moved, John Oberle seconded. All voted "Aye."

12/1/10  
Date

John H Oberle  
Chairman

[Signature]  
Fiscal Officer

DAYTON LEGAL BLANK, INC. FORM NO. 101-48

Held \_\_\_\_\_ 20\_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road  
December 1, 2010  
Page 1 of 4**

**Signing of Checks**

The meeting was opened in proper form at 5:30 PM

**Roll Call:**     John Oberle             Present  
                       Jack Moss                     Present  
                       Linda Jarrett                 Present

**Guests:**         None

**Attendance:** Gregory Chase Fiscal Officer, Chief Don Schwind, Police Department.

**POLICE DEPARTMENT**

**Old Business:**

Chief Schwind had presented draft copies of potential peddler's license agreements for the township at a previous meeting. The trustees decided to submit a copy of the potential license agreement to the Franklin County Prosecutor's Office for review.

The township received a letter from Hunter, Carnahan, Shoub and Byard dated November 19, 2010, requesting a continuance in regard to the hearing for Officer Russell Baron. Chief Schwind consulted with the trustees on an individual basis and it was decided to grant the continuance. A letter was drafted November 26, 2010 to Mr. Cody of Hunter, Carnahan, Shoub and Byard notifying them that the continuance was granted. The trustees decided to hold the hearing at the January 5, 2011 meeting pending availability of the Franklin County Prosecutor's Office. Chief Schwind will draft a response letter to Hunter, Carnahan, Shoub and Byard notifying them that the plan to hold the continuance for the hearing will be at the January 5, 2011 meeting. Chief Scwhind will also forward a copy of the case to the Franklin County Prosecutor's Office for review.

**New Business:**

The Police Department submitted a request for six new camera units for the cruisers through a law enforcement grant. Chief Schwind will keep the board updated as more information becomes available.

**ROAD DEPARTMENT:**

**Old Business:**

None

**New Business:**

The township received a complaint from Dan Hauser of 812 Beech Drive in regard to some damage to his car tires following the paving of the street. Mr. Hauser is requesting the township pay for a new set of tires plus any legal fees involved with the complaint. Tom Kayati has been in contact with Mr. Hauser concerning the matter. Mr. Kayati will keep the board updated as more information becomes available.

Held

20

The Road Department, according to the new NPDES Phase II protocols, will be required to keep all materials (gravel, salt, dirt etc.) in a sheltered facility. The department will begin researching costs associated with the structures that will be needed. Mr. Kayati will keep the board updated as more information becomes available.

The Road Department is in need of a new Leaf Machine. The current machine is eighteen years old. Mr. Kayati is currently researching prices and vendors. The department has received some interest in acquiring the old machine as a trade in along with the purchase of a new machine.

John Oberle moved to accept a purchase order for the Franklin County Engineer's Office for road salt for a total cost of \$16,000.00. Jack Moss seconded. All voted "Aye." Cost of the salt is \$64.00 per ton and the department usually uses approximately 250 tons per snow season.

**Approval of Minutes:**

November 17, 2010, Regular Meeting minutes, Jack Moss moved to accept the minutes of the regular session of the Board of Trustees of Sharon Township. John Oberle seconded.

**FISCAL OFFICER****Old Business:**

Greg Chase reviewed the Cash Summary by Fund for each fund as of December 1, 2010. Jack Moss moved to accept Resolution #12012010, the 2011 Sharon Township Temporary Budget, Linda Jarrett seconded. All voted "Aye." The board agreed that it would be difficult to accurately produce a projection budget for the township until after the first of the year when revenue figures are forwarded by the Franklin County Auditor's Office for the new Police Levy. There are no major purchases planned for the beginning of the year for any of the departments. The temporary budget is expenditures that are based upon normal operating business expenses.

**New Business:**

The township has received renewal cost information for health insurance through Medical Mutual for the 2011 year. The current plan has experienced an 18.36% increase versus 2010 rates. Medical Mutual also included alternative plan options to consider. Todd Weithman has begun forwarding medical history information for employees submitted via the FormFire program, to various insurance vendors to elicit quotes for bids. The board will make a decision concerning township health insurance for employees once all the bids have been submitted.

John Oberle moved to continue the agreement with US Bank to maintain the Sharon Township Primary Checking Account, Jack Moss seconded. All voted "Aye." The board decided to continue the agreement because US Bank offers good customer service and in the past the township has found their banking agreement to be the most competitively priced for the market in this area. The agreement may be cancelled at any time with a one month notice.

Sharon Township has offered employees an incentive of having the option to have paid out up to eighty hours of sick time each year given certain criteria. Given the incentive, each department reported a decline in sick leave utilized by some employees during the past few years. The board will consider changes to the program in 2011 after further reviewing budget projections.



Held \_\_\_\_\_ 20\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road  
December 1, 2010  
Page 3 of 4**

**TRUSTEES:****Old Business****95 E. Wilson Bridge Road**

- The two televisions and lighting and fans for the two large conference rooms have been ordered. Once they are received the electrician will be notified to aid in installation.
- The Worthington Fire Department held a fire inspection for the property. It was determined that the building would need to replace the existing exit signs with updated versions. The Fire Department also supplied a vendor to aid in the replacement and correct locations of fire extinguishers within the building.
- The board reviewed the proposed lease agreement between the township and Call Insurance for the north east office space. Changes to the proposed lease were edited by the board including changing the allotted parking space location south of the building, adding a late fee to unpaid monthly rent and some miscellaneous wording within the lease. John Oberle will draft the changes and forward a copy to Bob Monahan of Ohio Equities for Call Insurance to approve and sign. Jack Moss made a motion to allow John Oberle to sign the proposed lease on behalf of the township with no significant changes to the lease other than the changes the board approved of tonight. Linda Jarrett seconded. All voted "Aye."

**Memorial Board Candidates**

Linda Jarrett presented two additional resumes of candidates for the Memorial Board. The trustees will review the resumes and consider the candidates for the board.

**Property Complaints**

- The township has not received any new information from the Franklin County Board of Health concerning 8069 Mission Hills Dr.
- John Oberle received a complaint from a Mr. Hirsch concerning the property located at the corner of Rt. 161 and Olentangy River Rd. Mr. Hirsch expressed concern about the condition of the property and safety concerns he had with the structure. Mr. Hirsh also contacted the City of Worthington and expressed his concerns. Mr. Oberle is working with Mr. Hirsh and the City of Worthington concerning the property. He will keep the board updated as more information becomes available.

The Code Enforcement committee was tabled for another meeting.

Sharon Lee has begun work on the next township newsletter. The board will submit articles for consideration for the newsletter.

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_ 20\_\_\_\_

**New Business**

Linda Jarrett will work with Sharon Lee to purchase items needed for the Holiday Party dated December 10, 2010. The township will purchase a ham, buns, non alcoholic drinks, and miscellaneous paper products for the party. Jack Moss made a motion to purchase the above mentioned party supplies from GFS MarketPlace for a total cost not to exceed \$150.00. Linda Jarrett seconded. All voted "Aye."

With no further business to bring before the Board a request to adjourn at 8:07 PM -was made. Jack Moss moved, John Oberle seconded. All voted "Aye."

12/15/10  
Date

  
Chairman

  
Fiscal Officer

## RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC. FORM NO. 10148

Held

20

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road  
December 15, 2010  
Page 1 of 3**

**Signing of Checks**

The meeting was opened in proper form at 6:00 PM

**Roll Call:**     John Oberle             Present  
                   Jack Moss                     Present  
                   Linda Jarrett                 Present

**Guests:**        Todd Weithman- Lauterbach and Eilber  
                   Terry Smith- Avalon Benefits

**Attendance:** Thomas Kayati Rd. Department Supervisor, Gregory Chase Fiscal Officer, Lt. Jeff Tuchfarber, Police Department.

Terry Smith of Avalon Benefits appeared before the board to present information about third party administration of the Flexible Spending Account for the township. The FSA is currently administered by Total Administrative Services Corporation. Avalon Benefits, a local company will administer the program at a lower cost than is currently being charged. Jack Moss moved to have Avalon Benefits administer the Flexible Spending Account for the township, Linda Jarrett seconded. All voted "Aye." Mr. Smith also presented information on administering the Health Reimbursement Account to the board. Medical Mutual currently administers the HRA through the health insurance plans utilized by the township.

Todd Weithman of Lauterbach and Eilber presented information about potential health insurance plans and carriers for the township to consider for 2011. The board reviewed the cost analysis presented by Mr. Chase and Mr. Weithman and considered multiple plan structures. The township has been very pleased with the current health plan utilized by Medical Mutual but received a quote from Assurant Health that is significantly less with the same plan structure. Medical Mutual's quote for a plan renewal includes a 12.01% increase above what the township currently pays for the same plan. Medical Mutual initially presented an 18.9% increase but decreased the amount to remain competitive. Assurant Health offers a 5% decrease from what the township currently pays with the same plan structure. After reviewing all the quotes, John Oberle moved to accept the bid from Assurant Health HRA 2500/5000 plan pending further evaluation and investigation by Todd Weithman, Jack Moss seconded. All voted "Aye." Mr. Weithman reminded the board that Assurant has the opportunity to revise their quote after further reviewing the health histories of the township's employees. Mr. Weithman will research the quote by Assurant to determine the reason the quote presented was significantly lower than that of the other vendors. If the bid presented by Assurant is changed or increased, the trustees will meet again to further discuss all the alternatives for health care. Mr. Weithman will also discuss the potential agreement with Medical Mutual to determine if additional decreases in the rate increase can be negotiated.

Held \_\_\_\_\_ 20 \_\_\_\_\_

**POLICE DEPARTMENT****Old Business:**

The hearing planned for Officer Baron is still planned for January 5, 2011.

**New Business:**

Jack Moss moved to accept the resignation of Officer Major Zeigler effective December 29, 2010, Linda Jarrett seconded. John Oberle abstained due to a potential conflict of interest.

**ROAD DEPARTMENT:****Old Business:**

Tom Kayati spoke with Mr. Dan Hauser of 812 Beech Road who recently contacted the township to complain about damage to the tires of his car following road repaving. Per Mr. Kayati, Mr. Hauser apologized for his reaction and said the issue has been resolved.

**New Business:**

The International dump truck is currently in the shop. The truck is used by the department for snow removal which has been called out for snow and ice removal during the last few weeks.

The Road Department has ordered a bed liner for the Ford Truck that was recently purchased.

**Approval of Minutes:**

December 1, 2010, Regular Meeting minutes, Linda Jarrett moved to accept the minutes of the regular session of the Board of Trustees of Sharon Township. Jack Moss seconded. All voted "Aye."

**Approval of Financial Report:**

All financial statements as required by the State Auditor's Office were presented; John Oberle moved to accept the financial statements for November 2010 as presented, Jack Moss seconded. All voted "Aye."

**FISCAL OFFICER****Old Business:**

None

**New Business:**

The board reviewed the current financial status of the Police Department. Understanding the department had additional expenses for the year including payroll, Jack Moss moved to accept Resolution #12152010, advancing \$30,000.00 to the Police Department fund from the General Fund to meet expenditures for the department. Linda Jarrett seconded, all voted "Aye." The Police Department will return the funds to the General fund when the funds are available.

The Auditor of the State's Office is currently auditing the township for the 2009-2010 biannual audits. The township has received a bill for work on the audit and the township did not anticipate this expense in 2010. Jack Moss moved to accept the movement of \$700.00 from 1000-110-131-000 to account 1000-110-312-000 to meet audit expenses, Linda Jarrett seconded. All voted "Aye."

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_ 20\_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road  
December 15, 2010  
Page 3 of 3**

Jack Moss moved to accept the movement of \$100.00 from 2081-210-599-000 to account 2081-210-359-000 to meet unexpected expenses, Linda Jarrett seconded. All voted "Aye."

The township will employ the services of Koorsen Fire and Security to aid in placement, inspection and replacement of the fire extinguishers in the building.

**TRUSTEES:**  
**Old Business**

**95 E. Wilson Bridge Road**

Call Insurance is currently preparing the two office spaces they have agreed to lease in the northwest side of the building. Call Insurance plans to start operations in the new offices beginning January 3, 2011. The township will contact the locksmith to have the doors keyed specifically for those offices.

The board will plan to release a newsletter early in 2011.

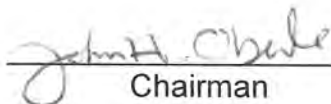
No changes to the property complaint list at this time.

The township has received two resumes for potential applicants for the Sharon Memorial Board. The board will review all applications received and plan to vote on new members at the January 19, 2011 meeting. The township is reviewing the law with regard to membership and length of terms of four or five years for current board members.

**New Business:**  
None

With no further business to bring before the Board a request to adjourn at 8:22 PM -was made. Jack Moss moved, Linda Jarrett seconded. All voted "Aye."

1/19/11  
Date

  
Chairman

  
Fiscal Officer

RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC. FORM NO. 1014B

Held \_\_\_\_\_ 20\_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
SPECIAL SESSION HELD AT  
95 E. Wilson Bridge Road  
December 28, 2010**

**Signing of Checks**

The meeting was opened in proper form at 4:30 PM

**Roll Call:** John Oberle Present  
Jack Moss Present  
Linda Jarrett Present

**Guests:** Todd Weithman- Lauterbach and Eilber

**Attendance:** Gregory Chase Fiscal Officer, Tom Kayati- Road Department Supervisor

Todd Weithman of Lauterbach and Eilber appeared before the board to update them about the changes in the bid presented by Assurant Health for 2011 health insurance for the township. According to Mr. Weithman, when Assurant Health reviewed the medical history of the township they used a third party to assist with the bid process. Some information concerning township employee's health history was not included and thus the quote was understated. Mr. Weithman reminded the board that Assurant Health had an opportunity to adjust their quote prior to signing the contract based upon further investigation of employee's medical history. Assurant Health's monthly premiums increased from \$13,296.66 to \$19,222.47 per month based upon current employee status. Medical Mutual's renewal rate, same plan design, is \$15,390.99, or at 9.9% increase above the 2010 amount. Jack Moss made a motion to accept the renewal quote of Medical Mutual for the 2500/5000 HRA plan design, the same insurance plan in place for the 2010 year. Linda Jarrett seconded, all voted "Aye."

Jack Moss made a motion to accept the purchase order for Don Schwind for \$1,200.00 for costs related to the trip to Denver, Colorado for Homeland Security. Linda Jarrett seconded. All voted "Aye." The costs will be paid from the General Fund and the township will be reimbursed 100% of the amount by the federal government.

Jack Moss made a motion to accept Resolution #12282010, advancing \$30,000.00 to the Police Department from the General Fund to meet expenditures of the department. John Oberle seconded. All voted "Aye." The Police Department will return the money to the General Fund when the funds are available.

Jack Moss moved to accept the movement of \$2,300.00 from 2081-210-599-000 to account 2081-210-211-000 to meet unexpected expenses, Linda Jarrett seconded. All voted "Aye."

The Road Department recently changed vendors for fuel for the department. Per Mr. Kayati, Beem BP offers a lower price per gallon versus the current vendor. John Oberle moved to accept a purchase order for Beem BP for a total of \$12,000.00 for fuel for the Road Department. Linda Jarrett seconded. All voted "Aye."

DAYTON LEGAL BLANK, INC., FORM NO. 101-88

Held \_\_\_\_\_ 20\_\_\_\_

With no further business to bring before the Board a request to adjourn at 4:48 PM -was made. Jack Moss moved, Linda Jarrett seconded. All voted "Aye."

1/19/11  
Date

John H. Oberer  
Chairman

[Signature]  
Fiscal Officer