

RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held _____ 20____

**SHARON TOWNSHIP TRUSTEES
REGULAR SESSION HELD AT
95 E. Wilson Bridge Road
February 20, 2019
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The meeting was opened in proper form at 6:30 PM

Roll Call:	Laura A. Kunze	Present
	Lindsay S. Duffey	Present
	John H. Oberle	Present

Pledge of Allegiance was conducted

Guest Speakers: None

Attendance: Fiscal Officer John O'Keeffe, Police Chief Donald Schwind, Road Superintendent Tom Kayati

Residents: Don Dale, Bill Ash, Pat Kelly, Bill Brofford, Mark McPhilimy, James Huber

Approval of Agenda

Chair Kunze asked if there were any agenda changes; Tom Kayati added a road salt invoice from the Franklin County Engineer.

Lindsay Duffey made a motion to approve the modified agenda, seconded by Laura Kunze. All voted "Aye."

Resident Comments

Chair Kunze asked if there were any resident comments; there were none.

TRUSTEES

Old Business

Water District - Update

Chair Kunze reported on the February 11th court proceeding with Common Pleas Court Judge Hawkins in which the Mount Air Water District was created.

In the coming days, work will continue on obtaining funding for the district and helping DELCO in the water supply engineering phase. The next hurdle is the appointment of the Mount Air Water District board members.

John Oberle suggested posting the two at-large board member positions on the township's web site and recommended that the positions have staggered appointment periods. Laura Kunze expects to have a community advisory committee created in the near future. Resident Bill Ash stated that he had announced the creation of the water district during a recent Mount Air Improvement Corporation shareholders meeting.

Lindsay Duffey made a motion to nominate Laura Kunze, Bill Ash and Mark McPhilimy to six-month terms beginning March 1, 2019 to the Mount Air Water District, seconded by John Oberle. All voted "Aye."

Chair Kunze will draft information for the appointment of two township residents to the Mount Air Water District and send the document to Chief Schwind and Trustee Duffey for posting to the web site and Facebook.

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Trustee John Oberle and resident Bill Ash offered positive comments about the creation of the Mount Air Water District and the positive impact it will have on Sharon Township in the future.

Strategic Plan - Update

John Oberle recently asked Bob Monahan of NAI Ohio Equities to evaluate the township hall. Mr. Monahan was the township's realtor in 2009, when the building was purchased for \$850,000 and he believes that it could sell for \$1.15 million now. Chair Kunze indicated that another commercial realtor, Joe Jackson, would be at the township on February 25th. She stated the whole purpose of this activity is to obtain information for the Board to make an informed decision, if the sale of the property best fits the needs of Sharon Township.

John Oberle spoke with Pete Griggs of Brosius, Johnson & Griggs, LLC about researching the inside millage issue and came to the conclusion that two hours of legal research would be needed. He requested Board authorization to move forward.

Laura Kunze made a motion to approve two hours of legal research by Pete Griggs, seconded by Lindsay Duffey. All voted "Aye."

Chair Kunze stated that she will be working in the coming months with the township's healthcare insurance representative, Todd Weithman, on possible future healthcare options to meet employee needs and reduce township costs.

Local Waste Services (LCS)

Trustee Oberle reported that the township's point of contact is Nicole Rogue. She will convey to the drivers that trash cans must be returned to the spot where the resident placed the trash containers. Residents had made complaints to the Trustees that their trash containers were not being handled professionally.

Olentangy Valley Center (OVC) – Update

John Oberle reported that Continental Realty is working on obtaining at least 50% of the tenants to join a JEDD. Additionally, JEDD questions raised by Worthington are being addressed by Continental Realty. Residents have asked that updated OVC plans be posted to the township website.

General Fund Sustainability - Update

Trustee Oberle updated the Board on the JEDD activities related to Metro Parks and Camp Mary Orton. Resident Bill Ash asked a question about a JEDD and Mr. Oberle responded.

Home Acre Zoning Issue

There was a discussion of an issue raised by resident Bill Brofford at the last regular meeting. Resident James Huber indicated that his neighbor Bill Brofford of Home Acre Drive had filed a complaint against his property. Mr. Huber stated he was working to resolve the issue with the Franklin County Zoning Officer Joe Bailey.

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An updated township Credit Card Policy will be distributed to the Board and staff prior to the next regular meeting. If there are no objections, the Board will be asked to approve the updated policy.

Union Cemeteries Board Agreement and Monthly Procedure

There are current efforts to validate and create a Union Cemeteries monthly billing procedure that fully documents the elements of the monthly bills. One component of the work will result in updating the 1995 agreement between Sharon Township and Union Cemeteries.

Township Hall Usage Agreements

The Fiscal Officer is recommending that the Board consider and approve township hall usage agreements with the Union Cemeteries Board and Boy Scout Troop 862. The agreement would be similar in nature to the Franklin County Board of Elections agreement with Sharon Township for a public polling location.

Franklin County Board of Elections

There has been no communication received from the Franklin County Board of Elections (BOE) regarding renewal of the annual agreement with Sharon Township for use of the township hall as a public polling location. There were several issues identified in the November 16, 2018 letter from the Fiscal Officer to the BOE Public Information Officer.

Park National Bank (PNB)

Lisa Keller and the Fiscal Officer will discuss on Friday February 22nd the new PNB ACH debit control system in which only authorized accounts (Federal, State, OPERS, BWC, utilities) can debit the township main checking account for payment.

VA Personnel parking cars in township parking lot

The Board asked to reconsider allowing U.S. Department of Veterans Affairs (VA) personnel to park their government vehicles in our parking lot. The Board suggested that the VA personnel determine if there are alternate parking locations that will fit their needs.

January 2019 Credit Card Transactions

In the Trustees packet is the January 2019 PNB VISA account documents. The Fiscal Officer reviewed the documents with the Board and the Chair signed the review document.

Annual Financial Report – January 2019 Bank Reconciliation

UAN prevents the January bank reconciliation until the 2018 annual financial report is submitted to the Auditor of State. That action is expected to happen on February 25th. The deadline for annual financial report submission is February 28th.

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2019 Permanent Budget

The Fiscal Officer asks the department heads to submit their 2019 Permanent Budget to the Board and Fiscal Officer by the next regular meeting on March 6th. Board members should review the documents and approve the 2019 Permanent Budget at the March 20th regular meeting.

POLICE DEPARTMENT**Old-New Business**

Chief Schwind informed the Board that an OCJS grant has been awarded to Sharon Township for the purchase of one cruiser computer and that he has started an effort to purchase electronic speed signs, if the pricing is reasonable.

Road Department**Old Business****Road Salt purchase – Franklin County**

The Road Superintendent requested Board approval of a road salt purchase from the Franklin County Engineer for \$2,304.91.

Lindsay Duffey made a motion to approve the Franklin County Engineer invoice as presented, seconded by John Oberle. All voted "Aye."

Mr. Kayati thanked the Police Department for keeping the Road Department informed of road conditions during recent snow storms.

Proposed Road Department pay raises

Mr. Kayati previously had distributed a document detailing a proposed pay increase for Road Department employees and asked the Board if they had any questions. The Board placed the payroll increase date as March 14, 2019.

John Oberle made a motion to approving the Road Department pay increase based upon the document provided by the Road Superintendent with an effective date of March 14, 2019, seconded by Lindsay Duffey. All voted "Aye."

Trustee Oberle informed the Board that the Union Cemeteries Board had approved a 3% pay raise for Mr. Kayati and he asked for the same from Sharon Township. The Board discussed the proposal and agreed with it.

Laura Kunze made a motion to approve a 3% pay raise effective March 14, 2019 to Road Superintendent Tom Kayati, seconded by Lindsay Duffey. All voted "Aye."

John Oberle related the process to paying Road Department via the Union Cemeteries Board and how payments are being reviewed.

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Trustee Oberle had nothing to report.

Approval of February 6, 2019 Meeting Minutes

John Oberle made a motion to approve the February 6, 2019 minutes, seconded by Lindsay Duffey. All voted "Aye."

With no further business to bring before the Board, a request to adjourn at 7:21 PM - was made. Lindsay Duffey moved to adjourn the regular meeting, Laura Kunze seconded. All voted "Aye."

March 16, 2019

Date


Chair
Fiscal Officer