

Held _____ 20 _____

**SHARON TOWNSHIP TRUSTEES
REGULAR SESSION HELD AT
95 E. Wilson Bridge Road
March 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: Pat Kelly – Fate of Worthington Christian Elementary School

Attendance: Fiscal Officer John O’Keeffe, Police Chief Donald Schwind, Lt. Jeff Tuchfarber, Road Superintendent Tom Kayati

Residents: Don Dale, Bill Ash, Pat Kelly, Kathleen Walters, Audrey Redmon, Cliff Wiltshire, Tony Palmer, Butch Belszek, Ron Fowler

Approval of Agenda

Chair Kunze asked if there were any agenda changes; there were none.

Lindsay Duffey made a motion to approve the agenda, seconded by John Oberle. All voted "Aye."

Resident Comments

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

Guest Speaker

Chair Kunze recognized resident Pat Kelly who rose to speak about the upcoming loss of the Worthington Christian Elementary School in 2020. The local news media has reported that the school will move into an educational facility on Worthington-Galena Road. The neighborhood concern is an inappropriate redevelopment of the property, which has access to Columbus water and sewer.

There was an extended discussion of the issue with input from Trustees, staff and residents. Chief Schwind is scheduled to meet with the school principal and will report on his conversation at an upcoming meeting. Trustee Duffey volunteered to be the point-of-contact with Worthington Christian School.

TRUSTEES

Old Business

Water District - Update

Chair Kunze reported that resident Tony Palmer has volunteered to join the Mount Air Water District Board. Chair Kunze spoke about his community service and Trustee Oberle highlighted Mr. Palmer’s participation on the Sharon Memorial Hall Board.

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Laura Kunze made a motion to appoint Tony Palmer to a two-year term on the Mount Air Water District to begin March 20, 2019, seconded by John Oberle. All voted "Aye."

The Mount Air Water District Board met with DELCO on contractual issues related to engineering work being done by DELCO.

Resident Bill Ash requested having the two Mount Air water systems meet on May 14, 2019 at the township hall. The Board discussed the issue and approved allowing the meeting at the township hall on May 14th.

It was determined by the Board that all Mount Air Water District mail be sent to the township hall and that its public records be retained by Sharon Township.

Strategic Plan - Update

Chair Kunze distributed an updated Strategic Plan goals and expects to update the document. Trustee Oberle stated that the purpose of the plan is to ensure the township is working as effectively and efficiently as possible.

Local Waste Services (LWS)

Trustee Oberle reported the township's LWS point of contact Nicole Rogue is on vacation until March 25th.

Olentangy Valley Center (OVC) – Update

Lindsay Duffey has posted the newest rendering of the OVC project to the township web site. John Oberle distributed "JEDD Talking Points" that the Continental Realty is using to sign up the OVC tenants on the JEDD agreement.

The Board approved the document and encouraged Trustee Oberle use in future meetings with OVC tenants. Kathy Walters had several questions and Mr. Oberle responded by stating at least 50% of the tenants must join the JEDD before a formal JEDD public meeting will be held.

General Fund Sustainability - Update

Trustee Oberle updated the Board on the JEDD activities related to Metro Parks Board and its Executive Director. Chair Kunze commented on the increasing costs to maintain the township hall and the possibility of using a different location.

Sharon Memorial Hall (SMH) Board

Trustee Oberle said there were several issues that the SMH Board has faced in the past weeks. A member of Worthington City Council objected to a certificate of appropriateness for the use of glass blocks in the basement without prior approval. John Oberle assisted SMH in working with City Council. This issue has been resolved.

RECORD OF PROCEEDINGS

Minutes of

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BEAR GRAPHICS 800-325-8094 FORM NO. 10148

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The SMH Board has three openings and asked for assistance from Sharon Township in filling the positions.

2019 Permanent Budget

The Fiscal Officer had distributed the 2019 Permanent Budget at the last meeting. There was a discussion as to supplemental changes to the 2019 budget that would reflect increased revenue and expenditures.

John Oberle made a motion to approve the 2019 Permanent Budget and attached worksheets, seconded by Laura Kunze. All voted "Aye."

FISCAL OFFICE

Old Business

Auditor of State / Julian & Grube

Preparation has started for the 2017/2018 audit, which begins on Monday March 25th.

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 reimbursement bills. One component of the work will result in updating the 1995 agreement between Sharon Township and Union Cemeteries. Julian & Grube has been asked to perform a yearly review of the validation system at a quoted price of \$450.00. An error in the 2019 Medicare calculations was detected by the Fiscal Officer. A report will be issued to the Board of Trustees by April 30th.

January 2019 Bank Reconciliation

The January 2019 bank reconciliation, bank statements and UAN reports (Revenue Summary, Cash Summary by Fund, Payment Listing and Appropriation Status reports) were distributed to the Board for their review. The Cash Summary by Fund and Appropriation Status reports are posted to the township web site at the end of each month.

Park National Bank (PNB)

A free 30-day trial of the PNB ACH debit control system went into operation on Tuesday March 19, 2019. Only authorized accounts (Federal, State, OPERS, BWC, utilities) will be able to debit the township's main checking account for payment. After the free trial period, there will be a \$25.00 monthly charge for this service.

Postage Savings

Recently, Sharon Lee recycled postage stamps for secondary usage, saving the township \$15.00.

Monthly Credit Card Review

The Fiscal Officer distributed copies of the March 2019 Park National Bank VISA statement to the Board. He noted that there was a total of \$70.45 in a late payment fee and interest due to a late payment. Sharon Township has always been timely in paying its bills, this event is the first in the Fiscal Officer's memory. This charge should be offset by the expected 2019 statement credits of \$100.00.

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SHARON TOWNSHIP TRUSTEES**REGULAR SESSION HELD AT****95 E. Wilson Bridge Road****March 20, 2019****Page 4 of 5****Township Personnel Manual**

Recently, Board members and Department Heads were sent a draft updated township personnel manual that has been worked upon by the Franklin County Prosecutor's office for some six months. Everyone is asked for review the document; the manual will be discussed in a future meeting. Franklin County Assistant Prosecutor Benjamin Humphrey deserves all the credit to the work.

POLICE DEPARTMENT**Old-New Business****2019 Pay Step Increases below rank of Chief**

At the previous meeting, Chief Schwind introduced a request (memorandum and worksheet) for a 2019 Pay Step increase to be approved by the Board of Trustees. The Trustees discussed the issue and confirmed there was sufficient funding in the current budget.

Lindsay Duffey made a motion to approve the Police Department Pay Step increases effective March 14, 2019, seconded by Laura Kunze. All voted "Aye."

Chief Schwind Pay Increase

Trustee Duffey requested the Board approve a 3% pay raise for Chief Schwind effective March 14, 2019. The Board agreed with the request.

Lindsay Duffey made a motion to approve a 3% pay increase for Chief Schwind effective March 14, 2019, seconded by Laura Kunze. All voted "Aye."

Flowers for Former Police Chief Robert T. Hale

Chief Schwind related the steps that were taken by Police Department personnel when news of the passing of former Police Chief Robert T. Hale was received. Chief Schwind, while on vacation, was contacted and approved the purchase of flowers and Trustee Oberle was advised of action. The Board discussed the flower purchase and agreed that it was a proper usage of township funds to recognize the man who was Police Chief for 21 years.

Trustee Oberle asked for a moment of silence for the retired Sharon Township Police Chief Hale who passed the previous week.

Laura Kunze made a motion to approve the purchase of flowers for the funeral of former Police Chief Hale and the recognition of his 21 years of service to Sharon Township, seconded by John Oberle. All voted "Aye."

Two residents, Audrey Redmon and Butch Belszek, rose and offered to make a donation to the township to offset the money spent on the flowers. They were advised to send their checks to the Fiscal Officer and make their check payable to the Sharon Township Trustees.

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Road DepartmentOld BusinessPlum Tree Drive – Update

The Road Superintendent spoke with the resident whose relative had a party that resulted in damaging the right-of-way area on Plum Tree Drive. Also, on-going education of residents is hoped to be the best way to reduce parking in the right-of-way area.

2019 Road Resurfacing Quote, Plum Tree Drive, Highview Guard Rail

Tom Kayati distributed the 2019 Road Resurfacing quote from the Franklin County Engineer. The quote is \$134,039.00.

The 2019 Road Resurfacing quote does not include the work to be done on Plum Tree Drive that has been estimated at \$35,000.00. Additionally, the Highview guard rail may have to be replaced at a cost of \$12 to \$15 thousand. Since the road way speed limit is 25 MPH, a guard rail may not be required. The Franklin County Engineer is looking for the answer to the guard rail issue.

EPMCOld BusinessExterior Property Maintenance Code - Update

Trustee Oberle had nothing to report.

Approval of March 6, 2019 Meeting Minutes

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

With no further business to bring before the Board, a request to adjourn at 7:36 PM - was made. Lindsay Duffey moved to adjourn the regular meeting, Laura Kunze seconded. All voted "Aye."

Date

4/3/19

Chair

Fiscal Officer

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