

RECORD OF PROCEEDINGS

Minutes of

Meeting

SHARON TOWNSHIP TRUSTEES

BEAR GRAPHICS 800-325-8094 FORM NO. 10146

REGULAR SESSION HELD AT

Held _____

95 E. Wilson Bridge Road _____

20 _____

April 15, 2020

Page 1 of 5

The meeting began at 6:30 p.m.

*Due to the coronavirus pandemic and pursuant to the orders of Governor DeWine and Dr. Acton, the Director of Public Health, the meeting was held via telephone conference call, which was also available to residents in order to participate in the meeting.

Roll Call:	Laura Kunze, Chair	Present via Telephone
	John Oberle, Vice Chair	Present via Telephone
	Lindsay Duffey, Trustee	Present via Telephone
	Tony Palmer, Fiscal Officer	Present via Telephone

Pledge of Allegiance

Guest Speakers: None

Attendance: Chief Donald Schwind (via telephone), Road Superintendent Tom Kayati (via telephone), Exterior Property Maintenance Code Enforcement Director Mark Higdon (via telephone)

Residents: Bill Ash

Approval of Agenda

John Oberle moved to approve the agenda. Lindsay Duffey seconded. The motion carried.

RESIDENT COMMENTS

None.

TRUSTEES

Old Business

Coronavirus Preparedness and Response

Chair Kunze said that she had been participating in the weekly MORPC calls for townships regarding the coordination with the public health department. She was on a call with the County Treasurer and the County Auditor regarding property tax collections. The County is evaluating a delay in tax collection date. She reviewed responses from other townships with regard to the proposed delay. She is concerned that a delay in collections and reduction in collections would be harmful to township. She indicated that the Township ask the County to see if state or county funds could be used to help.

John Oberle did not believe that there would be a big impact to general fund. As for the Road Department, he believes that there's a sufficient reserve to sustain the Department in the interim.

Road Superintendent Tom Kayati expressed his concern about lower gas taxes in the year. There could also be a potential impact on motor vehicle registration taxes.

Chief Schwind said that a delay would make it tight, but the Police Department would probably be alright.

SHARON TOWNSHIP TRUSTEES

REGULAR SESSION HELD AT

Held _____ 95 E. Wilson Bridge Road _____ 20 _____

April 15, 2020

Page 2 of 5

Laura Kunze reiterated her concerns, especially in a situation where the Township faces an unexpected expense or the closure orders are extended longer. She would like to see a state or county fund made available from which the Township could draw funds in order to continue operations.

The Trustees agreed to respond that the Township is not opposed to a delay in tax collections but that the County consider having a fund be made available from which the Township could draw funds.

Lindsay Duffey informed the Board that she included on the Township website a link to the State's website dedicated to information regarding the COVID-19 pandemic: coronavirus.ohio.gov.

Water District - Update

Laura Kunze is waiting to hear if EPA loan went through. She participated in a call with the EPA a couple weeks ago and has been following up to see if the loan was approved.

The Water District's attorney has been working through the recommended assessment allocation model. The next Water District Board meeting is April 22. The District issued a check to the Township general fund to cover legal expenses for establishing the Water District.

Strategic Plan – Update

None.

Olentangy Valley Center – Update

John Oberle told the Board that Worthington provided its comments on the joint economic development district agreement. Worthington's comments included changing the term of the joint economic development district to a sooner deadline to align with the tax increment financing proposal. Worthington would collect the income tax. Worthington would receive 20 of the property taxes and the Township would receive 80 percent of remainder. John Oberle would like to include any other properties to the joint economic development district. Laura Kunze will be reaching out to the Godman Guild to see if there is interest in being included.

John Oberle is working with the Township's counsel to send final comments to Worthington. The draft contract, when a tentative agreement is reached, will be posted for review and a hearing will be scheduled. Mr. Oberle believes the joint economic development district will be a great development for the Township's sustainability.

Facilities Options – Update

None.

Administrative Assistant Position

Lindsay Duffey told the Board that after the Board had accepted Sharon Lee's resignation, Sharon expressed an interest in working for the Township part time after she retires May 1.

Laura Kunze agreed that it is not an ideal time because the Township is not using the hours for the position given the COVID-19 closure orders. She suggested the possibility of agreeing to rehiring Sharon after her

RECORD OF PROCEEDINGS

Minutes of

Meeting

SHARON TOWNSHIP TRUSTEES

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

REGULAR SESSION HELD AT

Held _____

95 E. Wilson Bridge Road _____

20 _____

April 15, 2020

Page 3 of 5

retirement, potentially keeping the same rate of pay, but keeping hours low for essential functions. She would like the opportunity to reevaluate after closure orders are lifted and business begins to resume.

John Oberle asked how long Sharon wants to stay on as a part-time employee. Lindsay Duffey responded that she didn't have a specific time in mind.

Laura Kunze is in favor of moving forward on an as-needed basis, but would be paying out benefits for retiring. John Oberle suggested preparing a new employment contract and providing flexibility in the contract.

To accommodate the transition, Laura Kunze suggested switching the May 4 meeting to April 29. Lindsay Duffey moved to change meeting. John Oberle seconded. The motion carried.

New Business**CARES Act**

There was a general discussion regarding the emergency leave established under the CARES Act, as well as the use of sick leave during the public health closure orders. The Trustees discussed that the CARES Act was limited in the leave that was established and that the use of the leave required more than merely the public health closure order. The Prosecutor's office provided additional guidance on the use of the emergency sick leave under the CARES Act, as well as the use of sick leave under the Township's sick-leave policy. In accordance with the counsel from the Prosecutor's office, employees may only use sick leave when the employee is sick. The employees may use their vacation leave for the time off work.

Department heads should notify the Trustees and the Fiscal Officer when an employee is off work because of the situations covered under the CARES Act emergency leave.

Mount Air Water District Trustee Appointment

Chair Kunze's term on the Mount Air Water District Board of Trustees is close to an end. Laura Kunze would like to continue serving on the Board to see the project to completion. John Oberle moved to reappoint Laura Kunze to the Mount Air Water District Board of Trustees. Lindsay Duffey seconded. The motion carried, with Laura Kunze abstaining.

FISCAL OFFICER**Old Business****Budget Committee Schedule – Tax Budget**

Fiscal Officer Tony Palmer presented a proposed schedule for the budget committee and the submission of the 2021 tax budget. There was a general discussion about the schedule. The Trustees agreed with the proposed schedule. The next step in the process for the 2021 tax budget is for the Department heads to submit estimates of revenue and expenditures.

SHARON TOWNSHIP TRUSTEES

REGULAR SESSION HELD AT

Held _____ 95 E. Wilson Bridge Road _____ 20_____

April 15, 2020

Page 4 of 5

New Business**City of Columbus Motor Vehicle License Registration Audit for 2019**

The Township received a notice from the City of Columbus regarding its audit of the motor vehicle license registrations for 2019. The City provided a list of registrations that it believes should be attributable to the City, rather than the Township. Tony Palmer reviewed the County Auditor's records to verify the City's claims. There is an opportunity to appeal the City's proposed reallocation, but based on the research performed, the Board did not want to pursue an appeal.

POLICE DEPARTMENT**Old Business**

None.

New Business**Request to Employ Full-time Constable**

Chief Schwind asked to employ a full-time constable in the Police Department to potentially start within the next month. Lindsay Duffey moved to approve the request. John Oberle seconded the motion. The motion carried.

ROAD DEPARTMENT**Old Business****Highview Drive Guardrail**

No update.

RKW Sanitary Sewer - Update

No update.

Clubview Blvd. Restriping – Update

Road Superintendent Tom Kayati will look into seeing what the cost would be to perform the restriping. The Trustees agreed to move forward because it is a safety issue. There may also be the potential to negotiate a cost effective price under the circumstances.

New Business**Riverlea Leaf Removal**

The Village of Riverlea had asked for a cost for the Township performing leaf collection. Tom Kayati provided an estimate of approximately \$18,000, which would cover cost of labor and capital. The Trustees agreed to move forward with presenting the estimate to the Village of Riverlea.

EXTERIOR PROPERTY MAINTENANCE CODE

Code Enforcement Director Mark Higdon had lowered hours last few weeks. Receiving code violation complaints. Will be ramping up enforcement, especially on those items that implicate public safety.

John Oberle asked about the Township's philosophy on code violations during the closure. Mark responded that he will be using the green courtesy card and encouragement to effect voluntary compliance.

Approval of Meeting Minutes

Lindsay Duffey moved to approve the March 18, 2020 meeting minutes. John Oberle seconded the motion. The motion carried.

RECORD OF PROCEEDINGS

Minutes of

Meeting

SHARON TOWNSHIP TRUSTEES

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

REGULAR SESSION HELD AT

Held _____ 95 E. Wilson Bridge Road _____ 20 _____

April 15, 2020

Page 5 of 5

John Oberle moved to approve the April 2, 2020 meeting minutes. Laura Kunze seconded the motion. The motion carried.

With no further business to bring before the Board, Laura Kunze moved to adjourn the regular meeting, Lindsay Duffey seconded. The motion carried. The meeting adjourned at 8:10 p.m.

4/29/2020
Date

[Signature]
Chair

[Signature]
Fiscal Officer

RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held _____ 20 _____