

## 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

March 18, 2020

Page 1 of 4

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. Chair Laura Kunze, Trustee Duffey, and Fiscal Officer Palmer were present at the Township Hall for the meeting. Trustee Oberle participated in the meeting via telephone conference call and was present on the call for the entire meeting. Residents called the conference call number in order to participate in the meeting.

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

**Pledge of Allegiance**

**Guest Speakers:** None

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

**Residents:** Bill Ash, Justin Adkins, Rich Fowler

**Approval of Agenda**

Lindsay Duffey moved to approve the agenda. Chair Kunze seconded. The motion carried.

**RESIDENT COMMENTS**

[Reserved for the end of the meeting.]

**TRUSTEES**

**New Business**

**Coronavirus Preparedness and Response**

Chair Kunze provided an overview of the resources that the Township had been accessing during the coronavirus pandemic. The Township has been connected through regular calls with Franklin County Public Health, the City of Columbus, and the Mid-Ohio Regional Planning Commission. The Township has been following guidance from the Center for Disease Control. The Township will continue posting information on the Township's website and Facebook page.

John Oberle said that during this time the people and work performed by the Township should be limited to essential personnel and work. The Police Department and the Road Department are essential personnel and performing essential government work, but should be following safety protocols outlined in the public health orders.

Chair Kunze mentioned that some city buildings have closed during the stay-at-home orders. Chief Schwind explained that he asked Township personnel to not let anyone in the building in accordance with safety precautions. John Oberle reiterated that the building should be restricted such that only authorized personnel are permitted in the building.

## RECORD OF PROCEEDINGS

Minutes of

Meeting

## SHARON TOWNSHIP TRUSTEES

## REGULAR SESSION HELD AT

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held 95 E. Wilson Bridge Road 20

March 18, 2020

Page 2 of 4

The Trustees announced that the regular meeting scheduled for April 1 would be cancelled and that the Trustees would hold a special meeting if needed.

**Facility Rentals**

Chief Schwind told the Board that he was not comfortable with the church continuing to use the Township Hall during the pandemic. The Trustees agreed that the church should be asked to not use the facility for the safety of the Township personnel.

**FISCAL OFFICER****Old Business****2020 Annual Appropriation**

Fiscal Officer Tony Palmer presented the 2020 permanent appropriation budget. The budget was prepared based on the recommendations of the Department heads. There was an overview discussion of the general fund and the steps taken to reduce the expenses from the general fund. Mr. Palmer told the Board that the appropriation budget for the general fund was very conservative. He also asked that the Board approve a supplemental revenue increase to reflect the increase in revenue that was reflected in the First Amended Certificate of Estimated Resources from the County Budget Commission.

John Oberle asked about the appropriation account expenditures in the property tax collection fees and election expenses for the general fund. Tony Palmer explained that the general fund pays the election expenses and board of health expenses. Mr. Oberle asked whether those fees could be spread across other funds, to which Mr. Palmer responded that he would look into whether that was permissible.

John Oberle asked whether the appropriation budget included rent payments from the Police Department for the use of the building. Tony Palmer responded that there was an existing payment of \$24,000 per year from the police district fund to the general fund. Mr. Oberle asked that the line item be updated to reflect that it was the repayment of a loan. He also stated that he wanted to include rent payments as part of the budget for 2020.

Lindsay Duffey moved to approve Resolution 03182020A to increase the revenue budget. Chair Kunze seconded. The motion carried.

John Oberle moved to approve Resolution 03182020B to approve the 2020 permanent appropriation budget. Lindsay Duffey seconded. The motion carried.

**POLICE DEPARTMENT****New Business****Recruitment Strategy**

Chair Kunze presented a proposal to make pay scale adjustments to help the Police Department recruit and keep employees. She said that based on her research with Chief Schwind that Sharon Township's pay scale was lower than the other police departments.

## 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

March 18, 2020

Page 3 of 4

Lieutenant Tuchfarber said that the Township Police Department wants to focus on keeping people, rather than merely providing a first opportunity for police officers. He believes that the pay scale increase will make the Township competitive in attracting candidates and also to keep officers from leaving the Township.

Chair Kunze said that the Township needs to be able to provide increased rates to candidates. She indicated that she was prepared to move forward.

Lindsay Duffey said that she generally likes additional time to review proposals before approving them. But she also indicated that if the Police Department needs this now, then it may not make sense to wait until late April or early May to approve. Chair Kunze expressed her concern in waiting because the Police Department was down several full-time positions.

John Oberle thanked Chair Kunze, Chief Schwind, and Lieutenant Tuchfarber for all of the work that they put into the proposal. He said that he was not ready to vote on the proposal. There will be a lot of people looking for employment given the shutdown orders. He indicated that he supported the concept but will vote "no" because he wants more time to review the proposal.

Lindsay Duffey said that she was ready to move forward with voting.

Chair Kunze moved to approve the proposed pay increase for the Police Department. Lindsay Duffey seconded. Chair Kunze and Lindsay Duffey voted in favor. John Oberle voted against the motion. The motion carried.

#### **Briefing on Modified Response**

Chief Schwind announced that there will be a change in dispatching Township Police. Due to the coronavirus response protocols, there will be call-in reporting for certain offenses.

#### **ROAD DEPARTMENT**

##### **New Business**

##### **Invoice for Salt**

Road Superintendent Tom Kayati asked the Trustees to approve an invoice for salt that was submitted to the Board. Lindsay Duffey moved to approve the payment of the invoice. Chair Kunze seconded. The motion carried.

##### **Coronavirus Response Protocols**

Tom Kayati explained the new protocols for the Road Department in response to the coronavirus. He has reduced access to the Cemetery building and is postponing certain types of sales at the Cemetery. He will also be reducing access of the public to Road Department employees.

##### **EXTERIOR PROPERTY MAINTENANCE CODE**

Code Enforcement Director Mark Higdon said that he will also be following due caution protocols in his work.

##### **Resident Comments**

Bill Ash told the Board that he was working on putting contingency plans in place with Del-Co as an operator for the Mount Air water system.

RECORD OF PROCEEDINGS

Minutes of

Meeting

SHARON TOWNSHIP TRUSTEES

REGULAR SESSION HELD AT

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held \_\_\_\_\_ 95 E. Wilson Bridge Road \_\_\_\_\_ 20\_\_\_\_\_

March 18, 2020

Page 4 of 4

Chair Kunze said that the Water District would be issuing a check to the general fund to repay the legal fees advanced by the Township.

Mark Higdon asked the Trustees to consider advocating for a do-over for the primary election that was postponed by the State. Mr. Palmer explained that he had received a call the night before from the Franklin County Board of Elections that the primary election would not be held at the Township building.

**Oath of Office – Fiscal Officer Tony Palmer**

Chair Kunze administered the oath of office to Tony Palmer, whose term as fiscal officer begins April 1, 2020.

**Approval of Meeting Minutes**

Lindsay Duffey moved to approve the March 4, 2020 meeting minutes. Chair Kunze seconded the motion. The motion carried.

With no further business to bring before the Board, Lindsay Duffey moved to adjourn the regular meeting, Chair Kunze seconded. The motion carried. The meeting adjourned at 7:30 p.m.

4/15/2020  
Date

[Signature]  
Chair

[Signature]  
Fiscal Officer