RECORD OF PROCEEDINGS

Minutes of Meeting



Held 20

**SHARON TOWNSHIP TRUSTEES**
**REGULAR SESSION HELD AT**
**95 E. Wilson Bridge Road**
**April 29, 2020**


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.

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| **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, Rich Fowler

**Approval of Agenda**
Lindsay Duffey moved to approve the agenda as amended. Chair Kunze seconded. The motion carried.

**RESIDENT COMMENTS**
None.

**POLICE DEPARTMENT**
**New Business**
**Hiring of Constable**
Chief Schwind presented Resolution 04292020B to hire Sheldon Rentmeester as a Township constable. Chair Kunze moved to approve Resolution 04292020B. Lindsay Duffey seconded. The motion carried.

**TRUSTEES**
**Old Business**
**Coronavirus Preparedness and Response**
Chair Kunze had a follow-up call with the County Auditor and the County Treasurer on the property tax collection deadline. The Auditor and the Treasurer requested jointly that the deadline be moved from June 22 to August 5. John Oberle indicated that the County's request is likely to be approved.

In terms of other impacts as a result of the stay-at-home order, crime has decreased in the Township, whereas crime in the City of Columbus has increased.

**Water District - Update**
The Water District Board held a regular meeting last week. Del-Co will be reaching out to home owners to determine if the residents will be tying in to the water system. They will likely be reaching out to Tom Kayati once plans are closer to completion.

Held 20

**Strategic Plan – Update**
None.

**Olentangy Valley Center – Update**
John Oberle told the Board that the Township sent its comments back to the City of Worthington on the draft agreement to establish a joint economic development district. He believes the City and the Township are close to an accord on the terms of the agreement. The Trustees are also looking to add the Godman Guild and any other sites to the joint economic development district as an additional sources of revenue.

**Facilities Options – Update**
None.

**Administrative Assistant Position**
Administrative Assistant Sharon Lee's last day before retirement is May 1, 2020. She offered to return on a part-time basis. The Board was appreciative of her offer to continue to support the Township during the coronavirus pandemic. The Board discussed the potential of extending an offer of as needed, part-time employment to Sharon Lee. Based on the budget, the position would likely be limited to no more than 10 hours per week. The administrative assistant would report to Lindsay Duffey, as the liaison to the Administrative Department. Lindsay will set the working hours, in consultation with Fiscal Officer Palmer. The start date would be set by Lindsay Duffey and Tony Palmer. Lindsay Duffey moved to approve Resolution 04292020A to extend an offer of as needed, part-time employment to Sharon Lee. John Oberle seconded. The motion carried.

**New Business**
The Board held a moment of silence to honor Tom's father, who recently passed away.

**FISCAL OFFICER**
**Old Business**
**Budget Committee Schedule – Tax Budget**
Tony Palmer and Lindsay Duffey have been reviewing expenses from the general fund to identify any potential cost savings for 2020 in anticipation of decreased revenue for the year. The Department heads and their respective liaisons have been meeting to review Department expenses as well.

Department heads will be submitting estimates of revenue and expenditures by May 31. The Township has not received any estimates from the County regarding anticipated reductions in property tax revenue for 2021.

Chair Kunze, Tony Palmer, Chief Schwind, and Lt. Tuchfarber will be meeting soon to review options with the Police Department to help with the sustainability of the general fund.

**ROAD DEPARTMENT**
**Old Business**
**Highview Drive Guardrail**
No update.

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BEAR GRAPHICS 800-325-8094 FORM NO. 10148

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**RKW Sanitary Sewer - Update**
No update.

**Clubview Blvd. Restriping – Update**
Road Superintendent Tom Kayati should be receiving a quote next week for the restriping project.

**New Business**
**Trees on Westview Avenue Right-of-Way**
Tom Kayati expressed concerns about the safety hazard presented by trees in the right-of-way on Westview Avenue. In light of the potential cost incurred by the Township to remove the trees, Tom Kayati reached out to AEP. AEP is willing to remove the trees. Tom will be informing residents about the trees being removed.

**309 Westview Avenue**
Kathy Walters asked Tom Kayati to address the status of the property at 309 Westview Avenue. The variance was granted but was conditioned on the repair of the drainage system. Additionally, Tom Kayati met with the Engineer's Office to discuss the tiles on the property.

**Road Department Pay Proposal**
Tom Kayati presented a recommendation for a pay proposal for Road Department employees. Increases are included in the department's budget. The pay increases for three of the employees would be retroactive to the pay period beginning March 12, 2020. The fourth employee would receive a step increase in August 2020. John Oberle moved to approve the pay proposal presented by Tom Kayati. Chair Kunze seconded the motion. The motion carried.

**EXTERIOR PROPERTY MAINTENANCE CODE**
Code Enforcement Director Mark Higdon is keeping a low level of enforcement in light of the pandemic.

**Resident Comment**
Rich Fowler thanked Chief Schwind for apprehending a subject involved in multiple crimes in Tremont Gardens.

**Approval of Meeting Minutes**
John Oberle moved to approve the April 15, 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 7:25 p.m.

5/20/2020
Date

Chair

Fiscal Officer

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