

RECORD OF PROCEEDINGS

Minutes of

Meeting

SHARON TOWNSHIP TRUSTEES

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held _____ REGULAR SESSION HELD AT _____ 20____
95 E. Wilson Bridge Road
July 15, 2020
Page 1 of 6

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: Chief Mark Zambito, Fire Chief, Worthington Division of Fire & EMS (via telephone)

Attendance: Chief Donald Schwind (via telephone), Road Superintendent Tom Kayati (via telephone)

Residents: Don Dale, Steve Hadden, Mary Sue Williams

Approval of Agenda

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

GUEST SPEAKER

Chief Zambito – Worthington Division of Fire & EMS

Chief Zambito provided an update on the Worthington Division of Fire & EMS. The Division has been transitioning to dispatching service by the Northwest Regional Emergency Call Center. The transition has been smooth because of extensive training for the change. The technology has improved, which has sped up response time.

The Division is continually responding to the pandemic. Each day, the Division has taken COVID patients to the hospital. Staff has remained motivated through this time.

The substation opened, but the Division has been taking precautions to keep personnel safe during the pandemic. Division personnel are wearing masks to keep other staff safe. The Division has been creative with training and other opportunities to remain in sight for the public.

Another project undertaken by the Division is working on fire hydrants. The Division is putting serial numbers and reflective bands on fire hydrants in order to improve tracking and visibility.

John Oberle mentioned the contract between the Township and the City of Worthington and that he had heard that there would be discussions about renegotiating the contract. Mr. Oberle also asked if there was an increase in calls. Chief Zambito responded that the Division has been receiving more calls for people having difficulty breathing, which is consistent with COVID-19 disease.

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_____

July 15, 2020

Page 2 of 6

RESIDENT COMMENTS

None.

TRUSTEES**Old Business****Coronavirus Preparedness and Response – Update**

The Township has not received confirmation of receipt of the CARES Act funds. The Trustees want to switch the Board's virtual meetings from telephone to a WebEx account. Through WebEx, participants can access the meeting via telephone and computer. Lindsay Duffey and Tony Palmer will be working to setup the next meeting using the WebEx platform for a virtual meeting of the Board.

The Franklin County Township Association met last week, discussing how Townships could use CARES Act funds.

Water District - Update

The Water District Board will be meeting next week. Del-Co sent letters to Mount Air residents regarding easements, which had generated many questions in response. The District will be coordinating with Del-Co to help improve communications with residents and let residents know that there is no rush to complete the paperwork.

Strategic Plan – Update

No update.

Olentangy Valley Center / JEDD Agreement – Update

The Board had planned on adopting resolutions during the meeting to approve the joint economic development district (JEDD) and the tax increment financing (TIF). But there are several unresolved issues. As of yesterday, all of the petitions for the JEDD had not been received. Worthington is scheduled to approve the JEDD next Monday.

The JEDD and the TIF must be approved at the same time. John Oberle explained that the TIF agreement from the developer needs additional negotiation. He believes that there are some needed provisions that are not included in the agreement. The outstanding issues to be addressed include: (1) if any part of property is annexed out of the Township, the TIF would cease; (2) if a tenant or property owner challenges successfully the JEDD, the TIF would cease; (3) payments come out twice a year to the developer; (4) negotiate a lower percentage than the current rate of six percent (some townships pay six percent, some negotiated lower percent; the interest rate is around 1.5%); and (5) if there are any disputes regarding a prevailing wage requirement, the agreement should include a hold harmless provision that the Township would be indemnified for the disputes. There was consensus agreement of the Trustees on the points of negotiation.

Facilities Options – Update

OTARMA notified the Township that the OTARMA may be able to provide a potential appraisal of the Township Hall at no charge or a reduced fee. Laura Kunze expressed her interest in identifying how to fund and prioritize repairs to the building in the near future.

RECORD OF PROCEEDINGS

Minutes of

Meeting

SHARON TOWNSHIP TRUSTEES

BEAR GRAPHICS 800-325-8094 FORM NO. 10138

Held _____
REGULAR SESSION HELD AT
95 E. Wilson Bridge Road _____ 20____
July 15, 2020
Page 3 of 6

Consortium II Recycling Processing Services Invitation to Bid

Submissions were received by Rumpke and Local Waste. John Oberle reached out to counsel for the Consortium. The Township should have additional details for the next meeting.

Flooding – Update

John Oberle called the head of the section for Franklin County to address the unprecedented rainfall and impact to residents. He wants to get Franklin County, Delaware County, and other stakeholders together to address the issue.

OVC Development - Update

There are a couple resident groups that are coming together in opposition to a potential third gas station at the Olentangy Valley Center. Aqua and local businesses have also expressed their opposition to the proposed development. Chief Zambito and Chief Schwind are reviewing the proposal to determine the potential impact on the provision of police and fire and EMS services. The groups are coordinating a response to the Board of Zoning Appeals on the application for a variance to County zoning requirements. ODOT is performing a traffic study that will likely help with the County's evaluation of the proposal. Franklin County is the ultimate authority on zoning and building permits in the Township.

New Business**Driveway Access from Cedar Drive for Parking Lot**

Steve Hadden told the Board that he is withdrawing his initial request, but wanted to ask about another request for an approach to a Township road. There was a general discussion about the other request. The Trustees indicated that they would like to see and understand a proposal before giving further feedback.

Health Insurance

Our insurance broker has indicated that there is likely going to be an increase in insurance rates. The Trustees expressed their interest in having Mr. Weithman present to the Board in the near future.

FISCAL OFFICER**Old Business****2021 Tax Budget**

The Township is required by Ohio law to adopt a tax budget for the upcoming year by July 15. The 2021 tax budget was prepared based on the estimates of revenue and expenses from the Department heads. The tax budget was filed with the Fiscal Officer on June 16, 2020. A notice of the hearing on the tax budget was published in the *Columbus Dispatch* on June 19. The Board of Trustees held a hearing on the tax budget at a special meeting on June 30, during which Tony Palmer presented further on the tax budget.

Lindsay Duffey moved to adopt Resolution 07152020 to approve the 2021 Tax Budget. Laura Kunze seconded. The motion carried.

New Business**June Credit Card Statement**

Tony Palmer presented the June 2020 credit card statement to the Trustees for their review. Chair Kunze will sign the credit card attestation.

RECORD OF PROCEEDINGS

Minutes of

Meeting

SHARON TOWNSHIP TRUSTEES

REGULAR SESSION HELD AT

Held _____ 95 E. Wilson Bridge Road _____ 20_____

July 15, 2020

Page 4 of 6

Financial Report for June 2020

Tony Palmer provided the Trustees a copy of the following reports for June 2020: fund summary, revenue summary, appropriation summary, payment summary, and bank reconciliation. The general fund again ended the month with less money and is seeing a sharp decrease in earnings on investments. Appropriations for the general fund are holding steady with anticipated expenditures.

General Liability and Property Insurance Renewal

The Township's general liability and property insurance policy with OTARMA expires on July 19, 2020. OTARMA provided a renewal quote of \$25,174, which is slightly less than the cost of the policy for the current year. Upon renewing the policy, the Township would receive a capital distribution of \$1,687.14.

John Oberle moved to approve the expenditure of \$25,174 to renew the Township's insurance policy with OTARMA. Laura Kunze seconded. The motion carried.

Police Department Rent Proposal

Tony Palmer and Chair Kunze prepared a rent proposal under which the Police Department would pay rent for its use of the Township Hall. The proposal was prepared to be consistent with the Township's lease agreement with Call Insurance, which leases a portion of the Township Hall. The rent is based on the approximate square footage used by the Police Department. The Trustees were provided with a summary of the proposal.

Chair Kunze and Tony Palmer met with Chief Schwind and Lt. Tuchfarber to review the proposal and gather feedback. The proposal was updated to reflect the timing of payments.

During the Board's consideration of the 2020 appropriation budget in March 2020, there was a discussion regarding a line item in the Police Department budget for repayment. The repayment was based on a payment plan that was apparently arranged by the former Fiscal Officer for the Township. It appears that the repayment arrangement stemmed from advances from the General Fund to the Police Department Fund in 2013 and 2015. A review of the meeting minutes from the time of the original advances shows that the County Prosecutor advised that advances that were not repaid within one year were considered transfers. After reviewing the meeting minutes, Tony Palmer did not see any record that the repayment plan was presented to the Board. Based on the advice of counsel, as reflected in the minutes, Tony Palmer expressed concern with continuing the repayment arrangement and believes that the repayment arrangement should no longer continue.

If the rent proposal is approved, the relevant line item in the appropriation budget will need to be updated to reflect the change in the type of payment from repayment to rent. The amount will also need to increase slightly to reflect the rent payment. The Trustees will review the proposal with the potential of approving the proposal at the Board's next meeting.

RECORD OF PROCEEDINGS

Minutes of

Meeting

SHARON TOWNSHIP TRUSTEES

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held _____
REGULAR SESSION HELD AT
95 E. Wilson Bridge Road _____ 20_____
July 15, 2020
Page 5 of 6

Pat Kelly expressed his concern about the Police Department paying rent for the use of the building. John Oberle explained that the building was purchased using funds from the General Fund. The building is maintained mostly through the General Fund. Laura Kunze indicated that she believed the Police Department should have a line item in its budget for the use of facilities, regardless of the location. She also pledged her support for the Police Department in ensuring that it has the resources needed to provide services to residents.

The Board will review the proposal for potential approval at the Board's August 5 meeting.

General Fund Cost Control Proposal

Tony Palmer and Lindsay Duffey have been working on preparing a cost control proposal to help reduce expenditures for the General Fund in 2020 and potentially 2021. The proposal is expected to be ready for presentation at the Board's next meeting.

Cemetery Fund Reconciliation for 2015 and 2016

The Cemetery Board asked the Township to complete a reconciliation of the Cemetery Fund for 2015 and 2016. The request is based on the findings of the reconciliation for 2017 through 2019. Tony Palmer will work with Elaine Russell and Tom Kayati to perform the review.

POLICE DEPARTMENT

New Business

None.

ROAD DEPARTMENT

Old Business

Highview Drive Guardrail – Update

No update.

RKW Sanitary Sewer – Update

No update.

Clubview Boulevard Restriping – Update

Road Superintendent Tom Kayati received a quote to paint striping of edgeline up the hill on the West side and striping on the side, \$2998.25. If the Township wants to paint everything to include the ODOT portion, the cost is about \$3500. More signs will need to be purchased and installed. The Road Department has sufficient funds in its budget to cover the costs. Tom Kayati recommend painting everything so that the entire portion is uniform. The Trustees agreed. Tom Kayati indicated that he will call to schedule the project.

AT&T Request for Small Cell Tower on Clubview Boulevard – Update

Neither Tom nor the Trustees have heard anything about the request.

Tree Removal on Westview Avenue – Update

There was a damaged tree on Westview Avenue. The Road Department did not want to have the tree merely trimmed. Tom Kayati received a quote to remove the tree. AEP removed other trees in the Township right-of-way, and removed any unwanted wood that remained. The tree stump

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 2020

July 15, 2020

Page 6 of 6

will not be removed because it is not included in the budget and is too expensive.

New Business

Disposal of Old Trucks

Two of the older trucks for the Road Department have been unused for five or six years. One is inoperable, and the other has not been started in four or five years. Someone had offered \$800 for the two of the trucks. Tom would like to move forward with removing, and will work with John Oberle on the resolutions to dispose of the trucks. The junk yard had offered less than \$500.

Approval of Meeting Minutes

Lindsay Duffey moved to approve the June 17, 2020 meeting minutes. Laura Kunze seconded the motion. The motion carried.

Lindsay Duffey moved to approve the June 30, 2020 meeting minutes. Laura Kunze seconded the motion. The motion carried.

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

8/5/2020
Date


Chair


Fiscal Officer