

RECORD OF PROCEEDINGS

Minutes of

**SHARON TOWNSHIP TRUSTEES
REGULAR SESSION HELD AT**

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 1016

Held 95 E. Wilson Bridge Road _____ 20_____
May 15, 2024
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The meeting was called to order at 6:30 pm.

Roll Call:	Tony Palmer, Chair	Present
	Laura Kunze, Vice Chair	Present
	John Oberle, Trustee	Present
	Michael Farley, Fiscal Officer	Present

Attendance: Chief Jeff Tuchfarber, Supt. Tom Kayati

Pledge of Allegiance: The Pledge was led by Chair Palmer.

Approval of Agenda:

Chief asked to add "Yearly Fee for IT Servicing".
Oberle asked to add Cemetery Levy and Capital Bill Approval.
Palmer asked to add Update on Sharon Memorial Board.
Kunze move, Oberle seconded. Motion carried unanimously.

Approval of Minutes

Minutes from May 1, 2024

Oberle moved, Kunze seconded. Motion to approve minutes carried unanimously.

Minutes from Special Meeting May 6, 2024

Kunze moved, Oberle seconded. Motion to approve minutes carried unanimously.

Resident Comments

None

TRUSTEES

Old Business:

Columbus Class B Biosolids Management Program/Mt. Air

Kunze provided an update. Kunze attended the Perry Township meeting on Wednesday, May 8, 2024. Kunze noted that the meeting was well attended. Ohio EPA and Aqua did not attend. Perry Township thought that there was not much that could be done in the situation. Kunze offered to pull together an educational meeting at Sharon Township Administrative Offices in the future.

Kunze noted that neighbors in the impacted area are looking into testing of retaining ponds.

Kunze noted that she would like to determine if all regulations have been followed on this permit and subsequent application. Kunze stated that she wishes to have a response plan prior to the future applications.

Palmer asked if the current application of biosolids has been completed. Kunze said she believed it was completed.

Palmer asked about the potential recourse if the permit and application process were not followed.

Kunze discussed the letter to the editor she submitted to the Columbus Dispatch. Kunze discussed that she will not be utilizing any of the vegetables from her yard due to potential contamination and that other neighbors are taking similar measures.

Kunze noted that the sign placed to provide notice of the biosolid application is very small. Supt. Kayati took a picture of the sign and it is notably small, illegible, and does not contain the full phone number.

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Oberle explained that he spoke with staff at Ohio EPA. Oberle spoke with a member of the Franklin County Prosecutor's Office Civil Division and would like the attorney to attend a future meeting. Oberle also discussed the need to place all of the requirements in writing to ensure compliance with law and regulation.

Palmer presented Ohio Administrative Code sections that deal with the Class B permit. Palmer noted that if people are seeing noncompliance they should report it. Oberle suggested that there be a single point together to submit all of these points of noncompliance. Kunze volunteered to be the point of contact. Palmer expressed support and stated that the regulator should be aware of any noncompliance.

Supt. Kayati mentioned the lack of sufficiency of the signage.

Oberle asked if Franklin County had provided information about weight limits. Kayati noted that he had not heard back but that Perry Township was looking into the matter.

Palmer asked about communications with Ohio EPA. Palmer wants to make sure Ohio EPA is aware of all current and future developments on this project.

Kunze asked if City of Columbus should be copied on the letter. Oberle noted that given the involvement of the City of Columbus, they should be made aware.

Kunze volunteered to draft the letter to Ohio EPA. Oberle supported having the trustees review the communication. Palmer expressed support. Oberle suggested that the letter seek an investigation of the matter. Kayati discussed including the use of township roads in the communication.

Kunze asked if a public records request should be made. Oberle stated that he would seek a public records request to get the full application. Oberle will consult with legal counsel on the request to ensure completeness.

Discussion of 2025 Tax Budget--Update

Palmer noted that Chief Tuchfarber had submitted the tax budget and that Supt. Kayati would submit his shortly. The tax budget must be passed in early July. Palmer stated that he and Fiscal Officer Farley would review the submissions.

Resolution 05152024A to Approve Pay Increase for Tom Kayati*

Palmer explained that the Resolution was needed to memorialize the pay increase for Supt. Kayati at the last meeting.

Oberle moved adoption of the Resolution, Kunze seconded. Resolution adopted unanimously.

Resolution 05152024B to Approve Township Website Redesign*

Palmer explained that he had previously met with the vendor. Annie Phitayakorn will sit in on the meetings for Sharon Township. The website development and hosting will be paid for using ARPA funds. Palmer noted that the expenditure is under the amount budget. Palmer noted that the website will be more user friendly. There will be several venues for support moving forward. Farley noted covering the fees in the future with general revenue funds.

Palmer noted that the vendor commented positively about the current content on the current website.

Kunze moved to adopt the resolution, Oberle seconded. Resolution adopted unanimously.

Cemetery Levy Update

Oberle noted that the cemetery levy was approved at the last meeting of Worthington City Council and Sharon Township.

Oberle updated on the capital bill request for the cemetery. Sen. Kunze visited the location and Oberle discussed the request with the Ohio House.

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Oberle explained that these funds would be transformative for the cemetery if appropriated by the General Assembly.

Sharon Memorial Board

Mark Royer has resigned from the board. Palmer thanked Mr. Royer for his service. Anthony Dent will serve as vice president. Gary Beougher said that they had appointed a new member; Palmer communicated back that the Board of Trustees are the appointing authority and would take this recommendation under consideration. Palmer noted that action could occur in June. Oberle asked if there should be a posting for applications for the board. Discussion occurred about whether the trustees should appoint the two additional members of the Memorial Board. Palmer said he would reach out to Gary Beougher to determine needs.

New Business:

None

FISCAL OFFICER

Old Business:

None

New Business:

Presentation of Bank Reconciliation for April

Farley presented the April bank reconciliation for the Trustees to review and sign. Farley noted that he learned of this best practice during his attendance at the Ohio Auditor of State’s conference in May.

Palmer explained to the Trustees that the lack of other adjusting factors demonstrates the competent manner that Township funds are being managed.

Farley noted that he would ask the Trustees to sign the bank reconciliation each month.

First Quarter Financial Update

Farley presented an end of 2023 fund balance report and a report on financial performance in the first quarter of FY 2024. Farley noted that all funds are well managed by senior staff. Farley took time to report that the General Fund is regaining health due in large part to increased revenue from the JEDD, interest income, and cash management techniques. Farley explained that the end of FY 2023 fund balance was nearly sufficient to fund the entire FY 2024 budget. However, Farley noted increased expenses and continued threats to the Local Government Fund as reasons to remain vigilant. Farley noted that his preference would be to have the General Fund have a balance sufficient to cover almost two years of expenses. This is due to the volatility of revenue streams for the General Fund and potential unforeseen costs.

Oberle praised Farley for his efforts in managing finances.

Farley stated that he would continue to provide in depth quarterly reports going forward.

POLICE

Old Business:

None

New Business:

Discussion of Possible Purchase of New Firearms

Chief Tuchfarber noted that the Township has not purchased firearms since 2013. The Perry Township Police Department uses the same firearm—MMP Smith and Wesson. Perry Township is finding that parts are not available to repair the guns. Smith and Wesson has a second generation of the weapon. Perry Township is going to a different brand of the weapon. Chief Cicero has asked if Sharon Township would have interest in purchasing four firearms of the second generation. Perry Township had a previous order but will no longer fulfill the order. Sharon Township would purchase them directly from the vendor. Chief noted that funds are available. These guns would be placed into reserve. Next year the budget would be sufficient to purchase eleven more firearms.

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LAPD will take existing Sharon Township guns as trade. The purchase price is \$3,401.96 including the credit.

Kunze moved to approve the purchase, Oberle seconded. Motion carried unanimously.

Yearly Fee for IT Servicing

Chief Tuchfarber explained that the Township's IT consultant suggested a new vendor to assist with offsite access to Sharon Township services. This service will limit the need for on-site visits. Chief Tuchfarber explained that the Fiscal Officer asked him to update the Trustees about the purchase due to the nature of it being an IT contract and the reoccurring amount being billed to the credit card.

ROAD and CEMETERY:

Old Business:

Roslyn/Kanawha/Westview Sanitary Sewer--Update:

Supt. Kayati reported that the project has moved up Kanawha. The contractors moved over to Roslyn Avenue and will commence moving up with the main line in the next week.

Kayati recommended the appropriate repairs to be made. Kayati is discussing with Franklin County about covering the matter appropriately.

Contractors wish to start putting the road back together on Kanawha. There is concern about the damage to curb and gutter. Kayati will meet with Franklin County on the Tuesday after Memorial Day.

Kayati noted that he has a county inspector on the job site. Damage of the road is being documented.

Contractors have been placed on an expedited repair list by the City of Columbus.

New Business

None

Oberle moved to adjourn, Kunze seconded. Motion carried unanimously. The meeting adjourned at 7:41pm.

6/12/2024
Date


Chair


Fiscal Officer