

RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held _____ 20____

**SHARON TOWNSHIP TRUSTEES
REGULAR SESSION HELD AT
SHARON TOWNSHIP HALL
95 E. WILSON BRIDGE ROAD
January 4, 2012
Page 1 of 3**

The meeting was opened in proper form at 5:30 PM

Roll Call: John Oberle Present
Linda Jarrett Present

Guests: SEE VISITOR LOG

Attendance: Gregory Chase, Fiscal Officer; Tom Kayati, Road Department Supervisor; and Chief Donald Schwind, Sharon Township Police Dept.

Lori Gerald was sworn in on this date, Wednesday, January 4, 2012 as Trustee of Sharon Township. Ms. Gerald stood before those present, recited and signed the Oath of Office.

Lori Gerald moved to appoint Linda Jarrett as the Chairman of the Board of the Sharon Township Board of Trustees for the 2012 calendar year, John Oberle seconded. All voted "Aye."

Lori Gerald moved to appoint John Oberle as the Vice-Chairman of the Board of the Sharon Township Board of Trustees for the 2012 calendar year, Linda Jarrett seconded. All voted "Aye."

Linda Jarrett moved to appoint John Oberle as the Sharon Township Board of Trustees representative on the Cemetery Board for the 2012 calendar year, Lori Gerald seconded. All voted "Aye." The trustees meet with the City of Worthington Board in December to appoint Mr. Oberle to the position.

John Oberle moved to appoint Lori Gerald as the Board of Trustees liaison to the Police Department for the 2012 calendar year, Linda Jarrett seconded. All voted "Aye."

John Oberle moved to appoint Linda Jarrett as the Board of Trustees liaison to the Memorial Board for the 2012 calendar year, Lori Gerald seconded. All voted "Aye."

Lori Gerald moved to appoint John Oberle as the Board of Trustees liaison to the Administrative Offices for the 2012 calendar year, Linda Jarrett seconded. All voted "Aye."

Linda Jarrett moved to accept Resolution #01042012A, establishing the Appointments and Designations for Sharon Township for the calendar year 2012. John Oberle seconded. All voted "Aye."

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Held _____

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John Oberle moved to accept Resolution #010042012B, re-establishing Standard Life Insurance as the life insurance provider for Sharon Township for the 2012 calendar year. Linda Jarrett seconded. All voted "Aye."

Lori Gerald moved to accept Resolution #01042012C, establishing the elected officials' compensation for 2012 based upon the Ohio Revised Code, Linda Jarrett seconded. All voted "Aye."

John Oberle moved to accept Resolution #01042012D, establishing the regular meeting schedule for the Board of Trustees for 2012. The board decided, due to the holidays, to not hold a meeting on July 4, 2012; and to hold a meeting on Monday, November 19, 2012 instead of Wednesday November 21st. The last meeting will be held on December 12, 2012. Linda Jarrett seconded. All voted "Aye."

Lori Gerald moved to accept Resolution #01042012E, establishing the Per Diem Rates and vehicle mileage reimbursement based upon the IRS rate. John Oberle seconded. All voted "Aye."

John Oberle moved to accept Resolution #01042012F, authorizing the Fiscal Officer to request advances of property taxes from the Franklin County Auditor's Office when the funds are available. Lori Gerald seconded. All voted "Aye." Mr. Chase will notify the trustees in a public meeting when funds need to be moved as requested by the auditors during the recent township audit.

John Oberle moved to accept Resolution #010452012G, the Re-employment of all Sharon Township Employees during the 2012 calendar year. Linda Jarrett seconded. All voted "Aye."

TRUSTEES:

Old Business

Linda Jarrett, Lori Gerald and Chief Schwind continue to meet to discuss use of the large conference rooms, rental rates and allowance for alcohol in the township building. A meeting is planned for next week.

Mr. Richard Fowler updated all present about the proposed COTA turnaround planned for the intersection of Westview Ave. and High St. The Clintonville Area Commission is planning a meeting concerning the site on January 5th. COTA is planning to hold a meeting on January 12th to further discuss the proposal. The traffic study was submitted to the City of Columbus for review. Following review of the study, the city has requested clarification on some of the information presented.

The township received a copy of the December 13, 2011 minutes from the Franklin County Board of Health in which the board determined that the property located at 6790 Maple Canyon Road was determined to be unfit for human habitation.

New Business

John Oberle informed all present that at a recent Worthington City Council Meeting, the board discussed utilizing shared services between the township and the city. Mr. Oberle said that members of the Worthington City Council would like to form a committee with the township to further discuss this idea. Mr. Oberle asked to serve on the committee on behalf of the township. No meeting is set at this time. More information to follow.

The board plans to consider goals for the upcoming year and discuss at the next township meeting.

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FISCAL OFFICER

Old Business:

None

New Business:

John Oberle moved to accept Resolution #01042012H, the Salary Reduction Program for OPERS, Linda Jarrett seconded. All voted "Aye." The program has been in place for township employees for multiple years but a resolution was recently requested by OPERS.

Lori Gerald moved to accept Resolution #01042012I, a revised Cash Collection Policy for the township, Linda Jarrett seconded. All voted "Aye."

Upon closure of the 2011 accounting records, the township essentially closes all purchase orders. Greg Chase presented a list of purchase orders for the start of the year. John Oberle moved to accept the list of purchase orders as presented, Linda Jarrett seconded. All voted "Aye."

ROAD DEPARTMENT:

Old Business:

None

New Business:

Linda Jarrett moved to accept a purchase order for Jobie Tree Services, for a total cost not to exceed \$2,000.00. The purchase order is for the removal of two trees located at 760 and 740 Mulberry Lane that are in the right-a-way, John Oberle seconded. All voted "Aye."

POLICE DEPARTMENT

Old Business

Chief Schwind and John Oberle have not had the opportunity to meet with Matt Greeson, Worthington City Manager to further discuss dispatching services for the Police Department. The three will work on scheduling a meeting in the upcoming weeks.

New Business

Chief Schwind presented pricing lists for new cruisers for the Police Department from the state bids and the GSA. Also a list of vehicle repair costs over the last couple of years was submitted for review. The trustees will review the information and will discuss further at an upcoming meeting.

With no further business to bring before the Board, a request to adjourn at 7:20 PM -was made. Lori Gerald moved, John Oberle seconded all voted "Aye."

1/18/12
Date

Linda L. Jarrett
Chairman

[Signature]
Fiscal Officer

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Meeting

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20_____

**SHARON TOWNSHIP TRUSTEES
REGULAR SESSION HELD AT
95 E. Wilson Bridge Road
January 18, 2012
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Signing of Checks

The meeting was opened in proper form at 6:00 PM

Roll Call:	Linda Jarrett	Present
	John Oberle	Present
	Lori Gerald	Present

Guests: SEE VISITOR LOG

Attendance: Thomas Kayati, Road Dept. Supervisor, Gregory Chase, Fiscal Officer, Chief Don Schwind, Police Department.

TRUSTEES:

Old Business

95 E. Wilson Bridge Road

A draft copy of a potential lease agreement for rental of the large conference rooms was presented for consideration. The board discussed specific details within the potential lease agreement including the pricing structure. Chief Schwind, Lori Gerald, and Linda Jarrett have been meeting and collectively drafted the agreement. They felt that it was in the best interest of the township to consider the allowance of alcohol in the building on an individual request basis. The board plans to submit the lease agreement to the Prosecutor's Office for review and will finalize specific details about the lease at an upcoming meeting.

Chief Schwind will investigate the required number of handicapped parking spaces needed at the building to make sure the township complies with state laws.

Sharon Memorial Board

-Lori Gerald presented her resignation on the Memorial Board dated January 1, 2012. A copy was also sent to the Memorial Board

- Linda Jarrett informed all present that the Memorial Board has four members up for renewal this year with a few vacancies currently in place. The trustees will consider advertising for positions on the board in the near future with plans to appoint members in March.

New Business

The board will begin submitting articles for an upcoming newsletter.

John Oberle suggested the board consider creating a calendar highlighting target dates of goals of the township.

Kathy Walters of 5250 Riverside Dr. and Richard Fowler of 57 Westview Ave. appeared before the board to discuss the potential expansion of the Wesley Glen parking lot. Wesley Glen has proposed parking lot expansion and the board had addressed the issue previously, as recently as in January 2010. At that time the trustees passed a resolution opposing the parking lot expansion.

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Mr. Fowler gave a brief overview of the history of the proposed parking lot expansion. Mr. Fowler and Ms. Walters concerns included: the expansion would take up green space; the proposal violates the Clintonville Plan; it would be a nuisance to surrounding home owners. According to Mr. Fowler, Wesley Glen has multiple parking options currently in place that, in his opinion, remain suitable alternatives to creating an additional lot for employees. A meeting is planned for Monday, January 23, 2012 with the City of Columbus to vote on the proposed expansion. The trustees collectively agreed to again create a resolution opposing the proposed expansion. John Oberle excused himself from the meeting to draft the resolution.

FISCAL OFFICER

Old Business:

None

New Business:

The Staff Report dated January 11, 2012 from the Franklin County Economic Development and Planning Department advising the township of the proposed revisions to the county's subdivision regulation.

Linda Jarrett moved to accept a step increase from Step D to Step E of the Administrative Assistant Pay-scale for Sharon Lee effective December 29, 2011. Lori Gerald seconded. John Oberle was not present for the vote.

Larry Moore of 763 Clubview Blvd has submitted the appropriate paperwork and is requesting the trustees grant him a waste disposal exemption since he is able to dispose of his waste at his place of business. Lori Gerald moved to approve a waste disposal exemption for 763 Clubview Ave., Linda Jarrett seconded. All voted "Aye." John Oberle was not present for the vote.
The board held a brief recess.

ROAD DEPARTMENT:

Old Business:

None

New Business:

Tom Kayati updated those attending about the current snow season and the amount of salt utilized by the department to date.

John Oberle moved to accept a 3% pay increase to \$23.68 per hour for Peter Voedisch effective January 11, 2012, Linda Jarrett seconded. All voted "Aye."

John Oberle moved to accept a 3% pay increase to \$20.16 per hour for Robert Haycock effective January 11, 2012, Linda Jarrett seconded. All voted "Aye."

John Oberle moved to accept a 3% pay increase to \$18.68 per hour for Thomas McDonnell effective January 11, 2012, Linda Jarrett seconded. All voted "Aye."

John Oberle informed all present that on February 24th Tom Kayati will be awarded the Lifetime Cemetery Achievement Award at the Ohio Cemetery Convention. The board expressed congratulations and an appreciation for all of Mr. Kayati's hard work.

John Oberle moved to accept a purchase order for Expert Office Furniture Discounters for a total not to exceed \$1,220.00 for half of the cost of new office furniture for Mr. Kayati. Lori Gerald seconded. All voted "Aye." The cemetery will pay for the other half of the cost of the furniture.

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Approval of Financial Report:

All financial statements as required by the State Auditor's Office were presented; Lori Gerald moved to accept the financial statements for December 2011 as presented, Linda Jarrett seconded. All voted "Aye." Mr. Chase informed all present that the 2011 Financial Statements have been submitted to the Auditor's Office and should be available online in the near future.

POLICE DEPARTMENT

Old Business:

Chief Schwind and John Oberle have been unable to meet with the City of Worthington to discuss dispatching services. Mr. Oberle told all present that he had emailed Mr. Greeson, Worthington City Manager, to set a time to meet. Mr. Oberle informed everyone that in addition to discussing police dispatching services, that he is working to coordinate the meeting with Mr. Greeson and members of Worthington Council to discuss shared services between the two governments. More information to follow.

Chief Schwind informed the board that he felt that the Police Department should budget for \$150,000.00 for five new cruisers. That cost would include decals, equipment installation and any other miscellaneous costs associated with the new vehicles. The department is researching a lease option available through Ford Motor Company. The lease would permit the township to purchase each vehicle for one dollar at the end of the lease. Chief Schwind will present lease options when they become available. The board discussed the lease option and potentially utilizing the General Funds reserves, with the Police Department paying scheduled payments, as an option. The board will table making a decision until more information about the lease option is made available.

New Business:

Chief Schwind will be attending a Homeland Security Conference the week of March 19th. The township will be asked to reimburse Chief Schwind shortly after the conference and then the township will submit a reimbursement request from the Federal Government for all those expenses Chief Schwind would incur.

John Oberle moved to accept Resolution #01182012, opposing the expansion of the parking lot at the Wesley Glen Retirement Community, Lori Gerald seconded. All voted "Aye."

Approval of Minutes:

January 4, 2012 Regular Meeting minutes, Linda Jarrett moved to accept the minutes of the regular session of the Board of Trustees of Sharon Township. Lori Gerald seconded. All voted "Aye."

With no further business to bring before the Board a request to adjourn at 7:16 PM -was made. Linda Jarrett moved, John Oberle seconded. All voted "Aye."

Feb 1, 2012
Date

Linda Jarrett
Chairman

[Signature]
Fiscal Officer

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REGULAR SESSION HELD AT
95 E. Wilson Bridge Road
February 1, 2012
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Signing of Checks

The meeting was opened in proper form at 6:00 PM

Roll Call: Linda Jarrett Present
John Oberle Present
Lori Gerald Present

Guests: SEE VISITOR LOG

Attendance: Thomas Kayati, Road Dept. Supervisor, Gregory Chase, Fiscal Officer, Chief Don Schwind, Police Department.

TRUSTEES:

Old Business

95 E. Wilson Bridge Road

Chief Schwind has been informed that the township is required by law to have two spaces designated for handicap parking for the township building. He is currently researching pricing for striping of lines for the lot. More information to follow.

A mailbox will be installed on the front of the building.

Wesley Glen proposed parking lot expansion. Lori Gerald informed all present that on January 28th the Columbus City Council voted 6 to 1 in favor of the proposed parking lot expansion, option A. Residents in the area are considering placing a referendum on the upcoming ballot opposing the expansion. John Oberle suggested the board reach out to the board of Wesley Glen on behalf of the township and express residents' concerns in regard to the proposed parking lot expansion.

The board discussed gathering articles for an upcoming newsletter. The board plans to have a newsletter out during the month of March.

Sharon Memorial Board

Linda Jarrett will plan to meet with Cal Taylor and Duncan Aukland about the status of the Memorial Board. The board will plan to include an article in the upcoming newsletter concerning those interested in becoming prospective Memorial Board members.

John Oberle presented a draft copy of a proposed events calendar that could be used as a tool by the board to set and recognize target dates through out the year. The calendar will be updated throughout the year as indicated.

New Business

From the Ohio Public Utilities Commission, dated January 31, 2012, a copy of the staff report regarding the Ohio American Water Application for increases in

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rates. Mr. Oberle said the proposed increase is for \$1.25 per ccf/water and would affect the residents of Worthington Hills. Mr. Oberle will plan to submit an article for the newsletter informing residents of the proposed rate increases.

Linda Jarrett spoke with Debra Cohn of Worthington Hills and answered her questions concerning the waste disposal and the decision not to add curbside recycling following input from residents.

COTA held a meeting on January 26th presenting drawings and site plans for the proposed bus turnaround at the intersection of Westview Ave. and High St.

FISCAL OFFICER

Old Business:

None

New Business:

Greg Chase asked that department heads submit Permanent Appropriation budget information to him in the upcoming week so the information can be gathered and placed in a spread sheet format for board review in an upcoming meeting.

The board was presented with a summary of the investment portfolio for the township at the end of 2011.

ROAD DEPARTMENT:

Old Business:

None

New Business:

Mr. Kayati presented information to the board about the reporting requirements for the NPDES program. The township has requirements that need to be met by 2013. A copy of the program/permit was presented to the trustees. The trustees will work with Mr. Kayati to attempt to meet the requirements of the program.

POLICE DEPARTMENT

Old Business:

Chief Schwind and John Oberle have scheduled a meeting on February 6th at 2:00 PM with members of Worthington City Council and Mr. Greeson to discuss dispatching services and shared services between the township and the City of Worthington. The meeting will be held at the Sharon Township offices. Chief Schwind told all present that he had discussed shared services with Chief Mosaic of Worthington and both agree that there are minimal changes that can be made according to state law in regard to shared services between the departments. The two departments already work together and have a mutual aid agreement already in place.

Chief Schwind reminded the board that he felt that the Police Department should budget for \$150,000.00 for five new cruisers. That cost would include decals, equipment installation and any other miscellaneous costs associated with the new vehicles. The Police Department received information from the Ford Motor Company in respect to a possible lease agreement for the five cruisers. Five cruisers could be leased for \$34,193.74 per year for four years, or \$136,754.96. Of that money \$11,774.96 would be interest. The lease would also permit the township to purchase each vehicle for one dollar at the end of the lease. The board discussed in detail the lease option and the possibility of using the

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General Funds reserves to help pay for the cruisers. The Police Department would then payback the money to the General Fund in yearly installments.. The board reviewed the investment status for the township and realized the availability of the money in the General Fund along with the low interest rates currently earned by the township. The board felt it would be in the best interest of the township to have the General Fund advance the money to the Police Department. The Police Department will then reimburse the General Fund in incremental payments over four years. John Oberle cautioned the board that state law may only allow the General Fund to advance money to other funds for a period of less than one year before the money needs to be returned to the General Fund. After one year, the money would be considered a transfer, and the money would then stay within that fund. Greg Chase will inquire with the State Auditor's Office to determine if this payment option fell within state laws. John Oberle will also inquire with the Prosecutor's Office. John Oberle moved to accept an advance of \$120,000.00 to the Police Department from the General Fund, pending on the ability of the Police Department to pay the funds back to the General Fund over a four year period in incremental payments. Linda Jarrett seconded. All voted "Aye."

New Business:

None

Approval of Minutes:

January 18, 2012 Regular Meeting minutes, Linda Jarrett moved to accept the minutes of the regular session of the Board of Trustees of Sharon Township. Lori Gerald seconded. All voted "Aye."

The board reviewed in detail the proposed lease agreement draft for rental of the large conference rooms. The board made minor changes to the agreement. The Prosecutor's Office has been forwarded a copy of the draft for review and approval.

With no further business to bring before the Board a request to adjourn at 8:25 PM -was made. Linda Jarrett moved, Lori Gerald seconded. All voted "Aye."

Feb 15, 2012
Date

Linda Jarrett
Chairman

Jack
Fiscal Officer

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**SHARON TOWNSHIP TRUSTEES
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Signing of Checks

The meeting was opened in proper form at 6:00 PM

Roll Call: Linda Jarrett Present
 John Oberle Not-present at beginning of meeting
 Lori Gerald Present

Guests: SEE VISITOR LOG

Attendance: Thomas Kayati Rd. Dept. Supervisor, Gregory Chase Fiscal Officer, Chief Don Schwind, Police Department.

TRUSTEES:

Old Business

A draft of the upcoming newsletter was presented to the board. Minor changes to the newsletter were discussed. Mr. Oberle intends to submit an article for the newsletter prior to its publication.

Sharon Memorial Board

Linda Jarrett met with Cal Taylor, Larry France and Duncan Aukland of the Sharon Memorial Board. Ms. Taylor presented a summary of what was discussed at the meeting.

- A: The relationship between the Sharon Township Board of Trustees and the Memorial Board.
- B: Which Ohio Revised Code the Memorial Board falls under: ORC 511.16 or ORC 345.
- C: The letter from the Memorial Board dated September 1, 2011 in which the Memorial Board stated the township owed the board \$10,060.00 in past due rent, utilities and property damage.
- D: Usage of the Parking Lot by the American Legion.
- E. Future of the Memorial Board

The board will plan to discuss the issues once Mr. Oberle has arrived at the meeting.

95 E. Wilson Bridge Road

Chief Schwind presented two quotes for parking lot striping for the proposed handicap parking spaces. The quotes included three signs and posts, (2 new parking spaces along with the current space), striping for those spots, along with striping for a fire lane for the front of the building. Lori Gerald moved to accept the bid for Parking Marking for \$550.00, Linda Jarrett seconded.

Lori Gerald had been notified that the Wesley Glen Retirement Community located at 5155 N. High St. is considering extending an entrance/exit driveway onto Westview Ave. Mr. Kayati reminded the board that the roadway is in Sharon Township and Wesley Glen would need township permission to access the road. The board will plan to challenge the Westview Ave. access if Wesley Glen attempts to pursue it. More information to follow.

Held New Business

20

Lori Gerald attended a Public Records training class at the Township Winter Conference. Ms. Gerald reminded the board that all trustees are encouraged to attend the public records training course.

John Oberle arrived at the meeting.

FISCAL OFFICER**Old Business:**

Greg Chase spoke with Doug Ferguson, auditor with the Auditor of the State's Office about the proposed advance of funds to the Police Department from the General Fund. As discussed at the February 2, 2012 meeting, the trustees would like to advance money to the Police Department in order to allow for the purchase of five new cruisers for the department. The trustee would plan to have the money returned to the General Fund in yearly payments over four years. According to Mr. Ferguson, all funds that are advanced from the General Fund to another department need to be returned to the General Fund within one year of the advancement. After one year, the movement of money is considered a transfer and from that point cannot be returned to the General Fund.

Mr. Ferguson did encourage the township to discuss the issue with legal counsel before rendering a decision. Mr. Oberle said that he has discussed the issue with the Franklin County Prosecutor's Office and their opinion is the township may be able to legally advance the money to the Police Department and have that money returned to the General Fund over numerous years. Mr. Oberle said the Prosecutor's Office is reviewing the information and will plan to render a decision in the upcoming days. Mr. Chase reminded the board that the trustees authorized the advancement of \$60,000.00 from the General Fund to the Police Department in December of 2009. The funds were used to meet the financial needs of the Police Department. During that time, the Police Department had just passed a levy and were waiting for the funds to become available. For multiple years prior to the passing of the levy, the trustees, had decided to utilize the General Fund's reserves as needed to meet the financial needs of the Police Department. The board had delayed a Police levy for several years until the Police Department's reserves were nearly depleted. The Police Department has not been able to return the money to the General Fund. The trustees will further discuss the \$60,000.00 advancement from 2009 following a decision by the Prosecutor's Office.

Mr. Oberle expressed his concern for the needed cruisers for the Police Department. He said the township should consider financing the money internally instead of paying the interest charges associated with the lease option regardless of the decision the Prosecutor's Office will render. The board that felt they could consider alternative ways the Police Department could repay the General Fund such as assisting with utility payments for the building if the payment option is not allowable by Ohio law. The trustees had passed a motion at the February 1, 2012 meeting for the advancement of \$150,000.00 to the Police Fund pending the approval of the four year payment option by the State Auditor's Office. That motion per the board was thus null and void at this time given the opinion that advances need to be repaid within one year of the advance. Mr. Oberle made a motion to advance \$90,000.00 to the Police Department for the purchase of five new cruisers. The trustees understand the Police Department may not be able to repay the entire amount within the calendar year that the advance takes place. If the Police Department is unable to repay the General Fund the entire amount within one year, alternative plans will be made by the trustees at that time. If the Prosecutor's Office determines that a payment option is acceptable by Ohio law, the trustees will determine an appropriate repayment schedule. Lori Gerald seconded the motion. All voted "Aye."

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New Business:

Approval of Financial Report:

All financial statements as required by the State Auditor's Office were presented; Lori Gerald moved to accept the financial statements for January 2012 as presented, Linda Jarrett seconded. All voted "Aye."

The board was presented with a draft of the 2012 Permanent Appropriations budget. The board will plan to discuss at the next meeting.

ROAD DEPARTMENT:

Old Business:

NPDES

Tom Kayati requested the following information be included as links on the township website:

- Website for Household Hazardous Waste Disposal locations
- Posting yard waste and recycling drop off locations
- Information about starting your own compost pile

Information about the program will be included in the upcoming township newsletter. Mr. Kayati said the main area of focus for the township for the NPDES program needs to address public input and public participation from residents.

New Business:

Mr. Kayati said township residents are eligible to purchase rain barrels through the City of Columbus purchase program. Information about the program will be included in the upcoming township newsletter.

Franklin Soil and Water will be holding a tree and fish sale in the near future. More information to follow.

Mr. Kayati said the state had increased the minimal requirements for bided projects in 2011 to \$50,000.00 for all projects and purchases.

Tom Kayati told the board he would present information at an upcoming meeting in regard to a new security lock system for the maintenance buildings at Walnut Grove Cemetery. Mr. Kayati is in the process of obtaining quotes from vendors. More information to follow.

POLICE DEPARTMENT

Old Business:

None

New Business:

None

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Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

20

Approval of Minutes:

February 1, 2012 Regular Meeting minutes, Lori Gerald moved to accept the minutes of the regular session of the Board of Trustees of Sharon Township. John Oberle seconded. All voted "Aye."

Memorial Board

The trustees discussed and reviewed the documentation concerning the Ohio Revised Codes 345 and 511.16 concerning the Memorial Board. Mr. Oberle said that the Franklin County Prosecutor's Office has reviewed this matter and has determined that the Memorial Board falls under ORC 345. Mr. Oberle hopes to have an opinion in writing from the Prosecutor's Office in the near future. The board also reviewed the opinion from the Prosecutor's Office from which also determined that the Memorial Board fell under ORC 345. Mr. Oberle said under ORC 345, the trustees have the authority to appoint people to the Memorial Board.

The board discussed the current Memorial Board vacancies and the vacancies coming up in March. The trustees continue to ask interested candidates to submit resumes for consideration. Information about the Memorial Board will be included in the upcoming township newsletter.

In response to the request for money for past due rent and property damages; Mr. Oberle reminded all present that the Board of Trustees have a fiduciary responsibility to make sure all public funds are expensed properly. The Board of Trustees is bound by the laws of the state and legally cannot pay money to the Memorial Board. Mr. Oberle said while the township was utilizing the office space within the Memorial Building, the township and Memorial Board did not have a formal rent agreement. Therefore the township does not owe the Memorial Board any past due rent payments. According to Mr. Oberle, he had met with Cal Taylor of the Memorial Board and in his opinion had tentatively agreed upon a rent agreement in principal for the township when the Memorial Board drafted the eviction notice for the township.

In regard to the property damage, again board members spoke about the township's attempt to repair/return the items in question back to their condition prior to the proposed damage. In both instances, (the repair to the cellar door and the staircase knob) the township was turned away. The township had agreed initially to reimburse the Memorial Board \$200.00 in good faith for the proposed damages. The trustees were to draft a letter to the Memorial Board explaining why only \$200.00 of the requested \$1,740.00 (Memorial Board letter dated 12/21/2009,) was sent. This letter was never drafted. The check was voided by the Office of the Fiscal Officer after the 60 day period before the check void.

The trustees decided that no formal written response would be drafted by the township at this time. The trustees decided that from this point on, they would focus on improving the relationship between the Board of Trustees and the Memorial Board instead of on individual personalities.

With no further business to bring before the Board a request to adjourn at 8:30 PM -was made. Linda Jarrett made a motion to adjourn, John Oberle seconded. All voted "Aye."

3-7-12
Date

Linda L. Jarrett
Chairman

[Signature]
Fiscal Officer

Minutes – 02/29/2012 – Sharon Township Trustees with Wesley Glen Retirement Center

Meeting began at 11:50am with John Oberle and Lori Gerald present.

Discussion with Peg Carmany, CEO Wesley Glen Retirement Center, Columbus, OH in regards to Wesley Glen's plans for the proposed 128 space parking lot which will border township homes on Westview Avenue.

Requested that the Township receive in writing from Wesley Glen that they will not attempt to extend either an entrance or an exit onto Westview Avenue from their property owned on Westview Avenue. The property on Westview is actually being offered to the current tenant for purchase and may go on the market if the tenant is not able to purchase home.

Asked for verification on the requested 10' buffer for the resident's on Westview Avenue; we want to make sure that Richard Fowler's property is included in the additional buffer. This would be for the North/Northwest properties at the rear of the parking lot which abuts to Sharon Township homes.

Ms. Carmany indicated that she will work with the community on the aesthetics of the parking lot. We inquired on shrubs, trees, and other requested landscape suggestions. Also gave her information on the landscaping company that COTA is using for the COTA turn-around on Westview Avenue and North High Street.

There were no specific long-term plans for Wesley Glen discussed however, they are looking at a 10 year plan to expand on the south side of Fenway and to the west.

They own multiple properties on Fenway and plan to sell several of the properties. Not intending on flooding the market with all of the properties (12-13) for sale at one time.

Ms. Carmany is still negotiating with the Casto Corporation on leasing land at Graceland Plaza adjacent to Wesley Glen which is south of their property. 250,000 land improvements are required for their lease terms and they are looking at an extended lease vs. the current agreed lease of 2 years. If this lease is negotiated to 10 years then the parking lot on the north side of Fenway would be postponed.

Ms. Carmany shared with us that the new Wellness Center is preparing for its grand open and ribbon cutting ceremony which will be on March 13, 2012 from 4:00-7:00pm with the ribbon cutting ceremony to be at 6:00pm

Meeting adjourned at 1:00pm

Held _____ 20____

**SHARON TOWNSHIP TRUSTEES
REGULAR SESSION HELD AT
95 E. Wilson Bridge Road
March 7, 2012
Page 1 of 3**

Signing of Checks

The meeting was opened in proper form at 6:00 PM

Roll Call: Linda Jarrett Present
John Oberle Present
Lori Gerald Present

Guests: Joel Teaford of the Central Ohio Community Improvement Corp
SEE VISITOR LOG

Attendance: Thomas Kayati, Road Dept. Supervisor, Gregory Chase, Fiscal Officer, Chief Don Schwind, Police Department.

Joel Teaford of the Central Ohio Community Improvement Corp appeared before the board to update the township about the initiative to identify and eliminate vacant homes throughout Central Ohio. The group will work with the township and the prosecutor's office to foreclose on the property and then attempt to sell the property. Mr. Teaford presented a list of houses his group has identified as potentially vacant or of concern. The board will review the list, add any additional properties in question and return the list to Mr. Teaford.

TRUSTEES:

Old Business

95 E. Wilson Bridge Road

The trustees will plan to review the proposed contract with the Worthington Art League with the planned renewal in the fall.

A draft copy of the upcoming township newsletter was presented for approval. Minor changes were made to the draft and the trustees approved the copy. The township will attempt to have the newsletter ready in the next week.

John Oberle and Lori Gerald met with Peg Carmany of the Wesley Glen Retirement Village to discuss the process for which the parking lot expansion will take place along with concerns of the residents in the area. Ms. Camidy assured the trustees that there were no plans to create an access to the parking lot onto Westview Ave. According to Mr. Oberle she agreed to put that in writing for the township. The group discussed future plans for the Wesley Glen Retirement Village. (See minutes from meeting.)

John Oberle met with Andrew English of Perry Township to discuss potential shared service opportunities between the two townships. The board will plan to have a small work group meeting with Perry Township and Sharon Township employees to further discuss.

John Oberle, Chief Schwind, Tom Kayati and members of the Worthington City Council, Matt Greeson, Worthington City Manager and Chief Mosaic of the Worthington Police Department all met to discuss shared services, better

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DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

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communication between the two governments, and code enforcement. The two parties also discussed the potential charges for Police dispatching services. Members representing the City of Worthington told the township representatives that they believe the proposed charges of \$26,792.40 per year is a fair and equitable fee. The trustees plan to submit an additional counteroffer to the City of Worthington in an effort to reduce the price.

Linda Jarrett has accumulated three resumes for potential members for the Sharon Memorial Board. The board will plan to continue to accept resumes and make a determination about board members at an upcoming meeting.

New Business

The board recognized and congratulated Chief Schwind, who is to receive the Theodore S. Jones Service Award from the Ohio Association of Chiefs of Police on April 23, 2012.

FISCAL OFFICER

Old Business:

The trustees asked to table the 2012 Permanent Appropriations to allow them more time to review the figures.

John Oberle spoke with the Franklin County Prosecutor's Office about the amount of time allowable by law for the return of funds to the General Fund that are transferred to another fund. This conversation was in regard to the advancement of \$90,000.00 to the Police Department for the purchase of five new cruisers. The township board inquired about a payment plan for the Police Department over four years. The Prosecutor's Office, after reviewing the law, determined that all advances need to be repaid within one year of the advance. The trustees will plan to continue with the advancement that was approved at the February 15, 2012 meeting. The board will evaluate what the department is able to return to the General Fund within the year and consider alternative ways for the General Fund to recoup the funds. Mr. Chase reminded the trustees about \$60,000.00 that was advanced to the Police Department in December of 2009. The trustees will approve a resolution at the next meeting recognizing the advancement as a transfer.

New Business:

SWACO plans to hold an informational forum on March 21st to update local governments about future plans.

Linda Jarrett and Tom Kayati plan to attend the Franklin County Health Department and Franklin County Engineers meeting on March 8, 2012.

ROAD DEPARTMENT:

Old Business:

Tom Kayati and residents on Plum Tree will meet with representatives of Franklin County Soil and Water on March 9th to discuss a potential rain garden in the area.

New Business:

The township received the Official Road Mileage Certification from the Franklin County Engineers. The township official per lane mileage remains unchanged at 9.99 lane miles. The trustees signed the certificate. Mr. Kayati will present it to the Engineers Office at the March 8th meeting.

RECORD OF PROCEEDINGS

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Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 1074E

Held _____ 20____

SHARON TOWNSHIP TRUSTEES
REGULAR SESSION HELD AT
95 E. Wilson Bridge Road
March 7, 2012
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Mr. Kayati told the board that the EPA and Franklin County Board of Health had been notified that someone had dumped oil into the storm water catch basin on Kanawha Ave. The Road Department has distributed flyers around the neighborhood reminding residents of the environmental concerns involved with doing this.

POLICE DEPARTMENT:

Old Business:

Chief Schwind reminded the board that he will be out of town at a conference the week of March 19th-23rd and will not be present at the next township meeting. The trustees did not request any Police Department representation at the meeting at this time.

New Business:

None

Approval of Minutes:

February 15, 2012 Regular Meeting minutes, Linda Jarrett moved to accept the minutes of the regular session of the Board of Trustees of Sharon Township. Lori Gerald seconded. All voted "Aye."

John Oberle moved to adjourn the Regular Session of the Board of Trustees of Sharon Township at 7:35 PM and move into Executive Session to discuss litigation matters, Linda Jarrett seconded. All voted "Aye."

Roll Call: Linda Jarrett Present
John Oberle Present
Lori Gerald Present

Attendance: Thomas Kayati, Road Dept. Supervisor, Gregory Chase, Fiscal Officer, Chief Don Schwind, Police Department.

Guests: None

John Oberle moved to adjourn the Executive Session and return to the Regular Session of the Board of Trustees of Sharon Township at 7:55 PM, Linda Jarrett seconded. All voted "Aye."

Roll Call: Linda Jarrett Present
John Oberle Present
Lori Gerald Present

Attendance: Thomas Kayati, Road Dept. Supervisor, Gregory Chase, Fiscal Officer, Chief Don Schwind, Police Department.

Guests: None

With no further business to bring before the Board a request to adjourn at 7:56 PM -was made. Linda Jarrett moved, Lori Gerald seconded. All voted "Aye."

3-21-2012
Date

Linda L. Jarrett
Chairman

[Signature]
Fiscal Officer

RECORD OF PROCEEDINGS

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Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held _____ 20____

Held

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**SHARON TOWNSHIP TRUSTEES
REGULAR SESSION HELD AT
95 E. Wilson Bridge Road
March 21, 2012
Page 1 of 3**

Signing of Checks

The meeting was opened in proper form at 6:00 PM

Roll Call: Linda Jarrett Present
John Oberle Present
Lori Gerald Present

Guests: SEE VISITOR LOG

Attendance: Thomas Kayati Rd. Dept. Supervisor, Gregory Chase Fiscal Officer

TRUSTEES:

Old Business

The township newsletter has been sent to the post officer for mailing

Sharon Memorial Board

Linda Jarrett informed the board that she received notification from the Memorial Board that they considered the resumes received from the township for the vacant Memorial Board position to be a conflict of interest of parties since those individuals are members of the American Legion lodge adjacent to the Memorial Building. Ms. Jarrett informed all present that she has received a total of five resumes of interested candidates. The trustees opted to solicit an opinion on the matter from the Franklin County Prosecutor's Office prior to rendering a decision. The township plans to vote on the Memorial Vacancies in an upcoming meeting in April. Board appointments will occur at an upcoming meeting.

John Oberle presented a draft letter to the Memorial Board from the township in regard to the request for funds from the township. The Memorial Board had requested funds in previous letters dated December 21, 2009 and September 1, 2011. In the letters the township requested an opportunity for the two boards to meet and discuss outstanding issues. The trustees reviewed the draft letter, made minor adjustments and plan to send out to Memorial Board in the coming weeks.

Lori Gerald informed all present that she and Chief Schwind have been meeting on a regular basis to modify and update the "Exterior Maintenance Program" documentation. They will present information about the program at an upcoming meeting.

New Business

Linda Jarrett spoke with the property owner of 437 Rosslyn Ave. The property recently was burned to the point it was not suitable for habitation. The owner is interested in selling the property "as is" to the township. According to board members, the core of the building remains which would require a large financial commitment to remove. The trustees decided they would consider taking over the property, if the owner were interested in donating it to the township. Ms. Jarrett will discuss this with the property owner, more information to follow.

Held _____ 20 _____

Lori Gerald moved to accept the minutes from the February 29, 2012 meeting with Wesley Glen. John Oberle seconded. Linda Jarrett abstained from the vote since she was not present at the meeting.

FISCAL OFFICER

Old Business:

After a discussion by board members, including a departmental analysis, Linda Jarrett moved to accept Resolution #03212012A, the Permanent Appropriations Budget for Sharon Township for the 2012 calendar year. Lori Gerald seconded. All "voted " Mr. Chase will also send an updated revenue budget for the township to reflect accurate fund carry over balances to meet appropriations.

John Oberle moved to accept Resolution #03212012B, recognizing that advancement of funds during 2009 for a total of \$60,000.00 is at this point considered a transfer, Gerald seconded. All voted "Aye."

New Business:

Approval of Financial Report:

All financial statements as required by the State Auditor's Office were presented; Lori Gerald moved to accept the financial statements for February 2012 as presented, Linda Jarrett seconded. All voted "Aye."

ROAD DEPARTMENT:

Old Business:

Mr. Kayati told the board that residents from Kanawha Ave and the surrounding area have been receptive to his flyer and information regarding illegal dumping of oil into the sewer system. Residents and employees remain on the look out for any further issues.

Mr. Kayati continues to work with local departments and residents on Plum Tree on a rain garden for the area. Mr. Kayati said the township would benefit from the rain garden also since heavy rains at times will wash out the roadway. The trustees instructed Mr. Kayati to assist as needed in the area since it will benefit the township as a whole.

New Business:

Linda Jarrett moved to accept a resolution for \$3,000.00 for Safety Kleen for the cleaning of the oil separator and the disposal of used oil throughout the year. John Oberle seconded. All voted "Aye."

Lori Gerald moved to accept a purchase order for Jobies Tree Service for the removal of two trees in the right-away at 753 Edgecliffe for a total not to exceed \$1,500.00, Linda Jarrett seconded. All voted "Aye."

Linda Jarrett moved to accept Resolution #03122012C, to rehire Brian Bohman as a seasonal employee for the Road Department effective March 22, 2012 at a rate of \$9.25 per hour. John Oberle seconded. All voted "Aye."

Worthington Hills plans to improve the signage within the community. Mr. Kayati said the civic association is reviewing the legal agreement with Sharon Township. More information to follow.

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SHARON TOWNSHIP TRUSTEES
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POLICE DEPARTMENT

Old Business:

None

New Business:

None

Lori Gerald inquired about the status of the property located at 6790 Maple Canyon Dr. The property was declared a nuisance and unfit for habitation in December 2011. The trustees will follow up and discuss at the next township meeting.

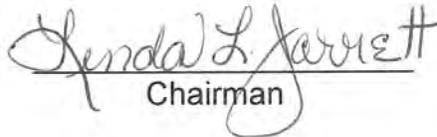
Approval of Minutes:

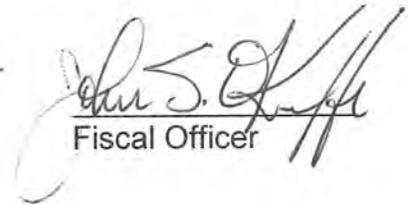
March 7, 2012 Regular Meeting minutes, Linda Jarrett moved to accept the minutes of the regular session of the Board of Trustees of Sharon Township. John Oberle seconded. All voted "Aye."

John Oberle moved to accept Resolution #03122012D, recognizing Greg Chase for his work for the township, Lori Gerald seconded. All voted "Aye."

With no further business to bring before the Board, a request to adjourn at 7:36 PM -was made. Linda Jarrett made a motion to adjourn, John Oberle seconded. All voted "Aye."

4-4-12
Date


Chairman


Fiscal Officer

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Held _____ 20____

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DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

SHARON TOWNSHIP TRUSTEES

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REGULAR SESSION HELD AT

95 E. Wilson Bridge Road

April 4, 2012

Page 1 of 4

Signing of Checks

The meeting was opened in proper form at 6:00 PM

Roll Call:

Lori Gerald	Present
John Oberle	Present
Linda Jarrett	Present

Attendance: Thomas Kayati Rd. Department Supervisor, John O'Keeffe, Fiscal Officer, Chief Don Schwind, Police Department.

Guests: See Log Book

Approval of Financial Report:

All financial statements as required by the State Auditor's Office were presented and reviewed by Trustees;

TRUSTEES

Old Business

Perry Township

John Oberle gave a summary of his interaction with Perry Township on how to work together for the benefit of township residents. He indicated it would be good for the Police Chief and Road Superintendent to join him at the next meeting. Coordination of the next meeting date/time/place is ongoing.

Sharon Memorial Board

Linda Jarrett opened the discussion about the next appointments to the Sharon Memorial Board. She mentioned that the Sharon Memorial Board had submitted three names: John Stephan, Michael Smith and Mike Latham. She also mentioned the two names: Ms. Kelly and Mr. Murphy.

Dan Murphy was seated in the audience and was asked by Linda Jarrett to give his background and why he wished to serve on the Sharon Memorial Board. Mr. Murphy discussed his military and American Legion background and indicated he would be "fair and honest" in his actions.

Linda Jarrett asked Mr. Murphy why the American Legion was not paying for a share of the Sharon Memorial parking lot. Mr. Murphy stated he believe the American Legion was paying its fair share and gave some examples of cooperation between the American Legion and Sharon Memorial Board.

Cal Taylor, Sharon Memorial Board President, rose to confirm Mr. Murphy's statement on cooperation, then stated the parking issue revolved around an escrow account and a site license for the use of the parking lot.

RECORD OF PROCEEDINGS

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DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held _____ **SHARON TOWNSHIP TRUSTEES** _____ 20_____

**REGULAR SESSION HELD AT
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John Oberle stated that Sharon Township would not get involved between the American Legion and Sharon Memorial Hall on the parking lot issue. Mr. Oberle further stated that the Ohio Ethics Commission had commented that Mr. Murphy's appointment was not a conflict of interest.

President Jarrett stated it was time to move on.

John Oberle made a motion to appoint Dan Murphy to a five-year term with a stating date of April 4, 2012. The motion was seconded by Lori Gerald. All voted "Aye."

The discussion next covered the appointment of James E. Caldwell III, a retired general with the Ohio National Guard. There were considerable exchanges between Nancy Taylor and the Board. John Oberle made a motion to appoint James E. Caldwell to a five-year term with a starting date of April 4, 2012. The motion was seconded by Lori Gerald.

At this point, Nancy Taylor complimented Linda Jarrett and criticized John Oberle. Mr. Oberle stated the township does not get involved with Sharon Memorial Hall affairs and that an open dialog has always been sought by township trustees.

Cal Taylor rose to state the appointment of James Caldwell was biased and would not be acceptable to certain members of the Sharon Memorial Hall Board.

After discussion among board members, John Oberle made a motion that the two previous motions concerning the appointments of Dan Murphy and James Caldwell will not be effective until the next township meeting on April 18, 2012. All voted "Aye."

New Business

None

FISCAL OFFICER

Old Business:

None

New Business:

New fiscal officer John S. O'Keeffe thanks the trustees and staff for their warm welcome.

The fiscal officer gave a summary of the report previously given to the trustees. There were no other issues..

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DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held _____ **SHARON TOWNSHIP TRUSTEES** _____ 20 _____

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ROAD DEPARTMENT:

Old Business:

Tom Kayati discussed a letter sent to the property owner of 1280 Home Acre Drive concerning a recent change in property elevation that has resulted in flooding of land directly west. The Township is hopeful that property owner will make the necessary changes upon receipt of the letter.

The issues of silt build up on Plum Tree Drive east of State Route 315 and how the drainage tiles need to be cleaned out to prevent flooding to about eight homes was discussed. The proposed addition of a 12 inch tile that will increase the flow of rain water to the Olentangy River was well received by residents. More information will follow in the future.

New Business:

Discussion next concerned the cellular tower at 1850 Schrock Road. In a March 30, 2012 letter, the Black & Veatch Corporation asked for a confirmation that a zoning or building permit was not needed at the cited location, which is in Sharon Township. There was a concern that signing the document would in effect be providing an all-inclusion approval. Tom Kayati was advised to revise the document to state there are no permits required from Sharon Township in Franklin County, Ohio.

The subject of seasonal hiring was raised and the board was asked to approve the hiring of Nathan L. Russell, a former seasonal employee with a starting date of April 5, 2012 at a rate of \$9.00 per hour. Linda Jarrett made a motion to hire Nathan L. Russel on a seasonal basis under Resolution 04042012A. Lori Gerald seconded. All voted "Aye."

POLICE DEPARTMENT

Old Business:

Chief Schwind raised the issue of Police dispatching services with Worthington, a subject that has been discussed in recent township meetings.

The Chief described how Franklin County and the city of Dublin billed for their dispatching services. All dispatching providers have pros and cons, but staying with Worthington was considered beneficial to Sharon Township.

After a general discussion between staff and the Board, John Oberle indicated he would contact Worthington City Manager Matt Greeson about the Police Dispatching contract and attempt to ascertain the minimum contract amount the city would accept from the township.

There are minor changes being made to the Meeting Room Agreement and it will be ready for approval at the next trustee meeting.

Held _____ SHARON TOWNSHIP TRUSTEES _____ 20 _____

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The Exterior Property Maintenance Code had gone under an extensive review process to make it easier to read and more understandable by residents. The Chief and Lori Gerald have put in considerable time reviewing this document.

New Business

Chief Schwind asked the trustees if they were open to the acceptance of exercise equipment that a resident in the Perry Township section of Worthington Hills wished to donate to the Sharon Township Police Department. It was thought the equipment could be put in the area near the police changing room and used by all township employees.

The Board's consensus was to accept the donation if Chief Schwind thought the equipment was of good quality and would be used by township employees.

With no further business to bring before the Board, a request to adjourn at 8:05 PM - was made. Linda Jarrett moved, Lori Gerald seconded. All voted "Aye."

May 2, 2012
Date

Linda L. Jarrett
Chairman

John S. Okupe
Fiscal Officer

RECORD OF PROCEEDINGS

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Held _____ 20____

**SHARON TOWNSHIP TRUSTEES
REGULAR SESSION HELD AT
95 E. Wilson Bridge Road
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Signing of Checks

The meeting was opened in proper form at 6:03 PM

Roll Call:

Lori Gerald	Present
John Oberle	Present
Linda Jarrett	Present

Attendance: Thomas Kayati Rd. Department Supervisor, John O’Keeffe, Fiscal Officer, Lt. Jeff Tuchfarber, Police Department.

Guests: See Log Book

Review and Approval of Financial Reports:

Financial management reports recommended by the State Auditor’s Office were distributed to and reviewed by Trustees.

POLICE DEPARTMENT

Old Business:

Lt. Tuchfarber presented the Police Department’s 2012 Pay Proposal to the Board. Chief Schwind is on vacation.

There was a general discussion about the proposal and several questions were asked. If approved by trustees, the pay increases would be effective April 5, 2012. The pay raises were contained in the 2012 budget. John Oberle made a motion to approve the Police Department 2012 Pay Proposal. The motion was second by Linda Jarrett. All voted “Aye.”

New Business

Lt. Tuchfarber gave a short presentation on about purchasing new in-car video systems from 10-8 Video. The low-cost state-of-the-art system could be paid for in some part by a Criminal Justice Services grant. This issue will be further explored in a future meeting.

John Oberle reported on his discussions with Worthington City Manager Matt Greeson concerning the Police Dispatching contract. Worthington agreed to a 2 year (2012-2013) contract with a yearly charge of \$25,000.00.

Resident concerns about several home invasions on Fenway Road (Columbus) in the past several weeks were voiced by Lori Gerald. Lt Tuchfarber asked all residents to be vigilant and call the township police if they see a suspicious person in their area.

Held

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**SHARON TOWNSHIP TRUSTEES
REGULAR SESSION HELD AT
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TRUSTEES
Old Business

Sharon Memorial Board

Linda Jarrett opened the discussion on appointments to the Sharon Memorial Board mentioned three submitted three names: John Stephan, Michael Smith and Mike Latham.

Shelia Bagely, a tenant at Sharon Memorial Hall (SMH) wanted an understanding of the process and criteria used to appoint individuals to the SMH Board. Linda Jarrett expressed support for SMH Board and veterans in general. John Oberle unveiled a more rigorous selection process for appointments and that township trustees want to reach out to all veterans groups to ensure a wide array of personnel with diverse backgrounds to serve on the SMH Board.

The discussion moved to the method used by township in soliciting candidates and the primary avenue was the township newsletter. Cal Taylor rose to mention the SMH Board used the city of Worthington community group email system and on the SMH web site.

John Oberle made a motion to appoint John Stephan to the SMH Board for a five-year term. The motion was second by Lori Gerald. All voted "Aye."

Linda Jarrett made a motion to appoint Michael Smith and Mike Latham to the SMH Board for a five-year term. The motion was NOT seconded, motion failed.

Lori Gerald made a motion to appoint Ms. Pam Kelly to the SMH Board for a five-year term. The motion was second by John Oberle. John Oberle and Lori Gerald voted "Aye" and Linda Jarrett abstained.

Room Rental Contract

The Room Rental Contract has been completed and in the near future will be sent to the Franklin County Prosecutor Office for their review and approval.

Exterior Property Maintenance Code

Lori Gerald spoke about how she and Chief Schwind have completed their on the Exterior Property Maintenance Code. A part of the process included giving the document to residents and others to read and comment on the document's understandability. It appears they were successful and upon the Chief's return from vacation, the document will be forwarded to the Franklin County Prosecutor Office for their review and approval.

RECORD OF PROCEEDINGS

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Held _____ 20____

**SHARON TOWNSHIP TRUSTEES
REGULAR SESSION HELD AT
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New Business:

Columbus Neighborhood Pride!

The city of Columbus Neighborhood Pride! Program will include the 3 township streets (Westview, Rosslyn, and Kanawha) as part of the new Sharon Heights program entry. Multiple events are being schedule in July and it additional information will be forthcoming.

Maple Canyon House

The issue of eliminating the Maple Canyon house and where to find funding was discussed. There are very sources of funding for removing old and dangerous structures. It was suggested the fiscal officer look for possible sources including MORPC.

Rosslyn Ave House

There was a brief discussion about the owner of 337 Rosslyn Avenue who was considering donating their fire-damaged house to Sharon Township. Trustees noted the possibility but will wait for a formal offer before any additional discussion.

FISCAL OFFICER

Old Business:

None

New Business:

The fiscal officer gave a summary of the Frank Gates conference he attended on April 17th. There appears to be a number of new programs the township could participate in and reduce its annual Bureau of Workers Compensation (BWC) payment. The new programs are expected to start in July 2012 and the fiscal officer will coordinate efforts with Frank Gates, the township's BWC third-party administrator. More information will follow in the future.

Held _____

20____

**SHARON TOWNSHIP TRUSTEES
REGULAR SESSION HELD AT
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ROAD DEPARTMENT:

Old Business:

Tom Kayati reported the elevation problem at 1280 Home Acre Drive has been eliminated. The property owner removed the materials that were causing water to back up on an adjoining property.

Franklin County Soil and Water is hosting a Rain Barrel seminar at the township hall on April 28th. The seminar will provide advice to residents on how to use rain barrels and discounted rain barrels will be sold at the end of the seminar.

New Business:

Tom Kayati presented the 2012 Road Resurfacing program. The program consists of constructing 3 turnarounds (Edgecliff Avenue, Mulberry Avenue, Plum Tree Drive) and resurfacing 2 streets (Milton Avenue, Rosslyn Avenue) using 1.5 " milling/filling technique. The estimated cost is \$147,753.00 and was contained in the 2012 budget.

Bids for this work will be handled through the Franklin County Engineers Office in the near future. More information will follow in the future.

Linda Jarrett made a motion to approve the 2012 Road Resurfacing Program. The motion was seconded by Lori Gerald. All voted "Aye."

Minutes:

Linda Jarrett made a motion to approve the March 31, 2012 minutes. The motion was second by John Oberle. All voted "Aye."

With no further business to bring before the Board, a request to adjourn at 7:20 PM - was made. Linda Jarrett moved, Lori Gerald seconded. All voted "Aye."

April 18, 2012
Date

Linda L. Jarrett
Chairman

John Oberle
Fiscal Officer

RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

SHARON TOWNSHIP TRUSTEES REGULAR SESSION HELD AT

20

95 E. Wilson Bridge Road
May 2, 2012
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Signing of Checks

The meeting was opened in proper form at 6:05 PM

Roll Call:	Lori Gerald	Present
	John Oberle	Present
	Linda Jarrett	Present

Attendance: Thomas Kayati Rd. Department Supervisor, John O'Keeffe, Fiscal Officer, Chief Donald Schwind, Police Department.

Guests: Bruce Black, Program Manager - Columbus Neighborhood Pride!, See Log Book

Review and Approval of Financial Reports:

Financial management reports recommended by the State Auditor's Office were distributed and reviewed by Trustees.

TRUSTEES

Old Business

Room Rental Contract and Exterior Property Maintenance Code

Lori Gerald updated the trustees on the status of the Room Rental Contract and Exterior Property Maintenance Code. Both documents have been reviewed and will be sent to the Franklin County Prosecutor for his review and approval.

The Room Rental Contract has been completed and in the near future will be sent to the Franklin County Prosecutor Office for their review and approval.

New Business:

Columbus Neighborhood Pride!

Bruce Black of the City of Columbus Neighborhood Pride! Program gave a 15 minute briefing on Neighborhood Pride! and the selection of Sharon Heights in this years' program. Sharon Heights boundaries were defined as I-71 on the east, Morse Road on the south, Worthington on the north and Olentangy River on the west. There are 74 Columbus Neighborhood Pride! areas.

The program's purpose is to improve the local infrastructure and instill a sense of pride by residents. During the week of July 23rd, there will be a series of activities both in the community and at Salem Elementary School for residents of Sharon Heights including residents of Sharon Township. A number of activities such as a talent contest, bike safety, meeting with Mayor Coleman and all city department heads will also include free meals. Mr. Black handed out program material to all in attendance.

Linda Jarrett thanked Bruce Black for coming to the township meeting and for providing an informative briefing on the Columbus program.

Held _____ **SHARON TOWNSHIP TRUSTEES** _____ 20_____

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Old Business - Continued

6790 Maple Canyon

Lori Gerald raised the issue of the 6790 Maple Canyon property and how it may be able to be destroyed via a fire department training burn. Several years ago, Worthington Fire Department had said no to a training burn, but it appears Columbus Fire Department would be open to a training burn.

The issue of whether the property owner would agree to a training burn, the delinquent real estate property tax status and the potential use of a first lien to recoup Sharon Township costs was discussed.

Tom Kayati raised procedural steps that must be taken in a house demolition to include the cutoff of water, electric, natural gas lines and the destruction of any septic tank. Mr. Kayati indicated Sharon Township has plenty of clean fill dirt to fill and level any ground depressions.

The discussion move as to how the county prosecutor could be of assistance in determining who owns the property and the steps needed to take control. John Oberle volunteered to contact the Franklin County Prosecutor to see what can be done.

Intersection of Westview and Riverside Drive

Complaints about drivers not stopping at the stop sign at the intersection of Westview and Riverside Drive were raised. Lori Gerald commented that it is a dangerous and dark intersection and that there is a need to make drivers realize they must stop. A suggestion was made to install a red reflective strip on the stop pole as a method to increase a driver's awareness of the stop sign.

Tom Kayati will order and install the red reflective strip as soon as possible.

FISCAL OFFICER

Old Business:

None

New Business

The Fiscal Officer briefed the trustees on the following items:

- Procedure manuals
- AOS Fraud Hotline notification to new employees
- BWC Open Enrollment Period – Frank Gates/Caseworks
- AEP Ohio – Small Business Express Program
- Depository Contract RFP
- Payroll – City Income Tax

The process of creating procedure manuals for accounting and payroll continues with an estimated completion time in September 2012.

Held _____ **SHARON TOWNSHIP TRUSTEES** _____ 20 _____

**REGULAR SESSION HELD AT
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The Ohio General Assembly passed a new law requiring new employees to be informed of the Auditor of State Fraud Hotline. Tom Kayati pointed out the law requires all employees to be made aware of the hotline.

The BWC open enrollment period for the third-party administrator and managed care operator has started. Frank Gates and Careworks have been Sharon Township's designated organizations for a number of years with no complaints of bad service. They automatically remain our providers without any intervention needed.

The AEP-Ohio Small Business Express Program offers rebates to organizations who upgrade their lighting. The survey of Sharon Township would be without any cost and a report would be given to the trustees showing the cost of replacing lighting with more efficient fixtures and rebates provided by AEP-Ohio directly to the electrical contractor. The trustees thought it was a good idea to move forward and wait for the AIP-Ohio report.

It is time to renew the depository contract and a Request for Proposals (RFP) will be generated in the coming weeks and submitted to the major banks located in central Ohio. The use of a check scanner was mentioned as a way to reduce risk, liability and cost.

The issue of township officials and employees paying Worthington city income tax was raised. The Fiscal Officer wants to draft a letter to the Franklin County Prosecutor asking for his opinion on the issue. The trustees agreed it was appropriate to develop such a letter.

POLICE DEPARTMENT

Old Business:

Chief Schwind mentioned he had picked up the Worthington Dispatch Contract earlier in the day and that it was ready for trustee approval. Worthington had agreed to a 2 year (2012 – 2013) contract with a yearly charge of \$25,000.00.

John Oberle made a motion to approve the Worthington Dispatch Contract. The motion was seconded by Lori Gerald. All voted "Aye."

New Business

Chief Schwind discussed a Grandview Heights feasibility study on dispatching services. Sharon Township had been asked to join and there would be no cost to the township for participating in the study. The study is looking at methods and technologies that can reduce dispatching service costs.

Linda Jarrett made a motion to approve Sharon Township's participation in the Grandview Heights dispatching feasibility study. The motion was seconded by John Oberle. All voted "Aye."

Chief Schwind announced the new patrol cars have been delivered to the dealer and asked trustees for approval to pay for them. There is money in the budget for the expenditure.

RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held _____

SHARON TOWNSHIP TRUSTEES REGULAR SESSION HELD AT

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Lori Gerald made a motion to approve the payment of the five new police patrol vehicles. The motion was seconded by Linda Jarrett. All voted "Aye."

Chief Schwind discussed change in status of two police officers, indicating Sharon Township benefits from the position changes, and the changes would be effective with the pay period beginning May 17, 2012.

Carl Booth – Full time to Part time

Jennifer Hastings – Part time to Full time

Linda Jarrett made a motion to approve the employment status change of Carl Booth from Full time to Part time basis effective with the pay period beginning May 17, 2012. The motion was seconded by John Oberle. All voted "Aye."

John Oberle made a motion to approve the employment status change of Jennifer Hastings from Part time to Full time effective with the pay period beginning May 17, 2012. The motion was seconded by Lori Gerald. All voted "Aye."

ROAD DEPARTMENT:

Old Business:

Tom Kayati reported the septic tank problem has been cleaned up due to the activity by the 1850 Home Acre Road property owner.

Turnarounds will not be included in the 2012 Road Maintenance Program. The county engineer felt that the work should be separated since the type of work was not related to repaving roads.

A letter was sent to AT&T about maintenance work at the tower located at 1850 Schrock Road. AT&T wanted to know if there were township building permits needed to do work.

Tom Kayati discussed problems with aeration systems at 381 Rosslyn and 384 Kanawha. The 381 location problem was related to an aerator that was not reset when the electric power had gone out. The property renter was not aware of the need to reset the equipment after a power outage.

The 384 problem developed when too much water was being by the homeowner and overwhelmed the sanitary system in place.

The issues of crack road/alley on Park Road as reported by the Flint Animal Hospital and the Rain Barrel Workshop at the township hall were discussed and commented on by trustees. The Rain Barrel Workshop was considered successful.

RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

SHARON TOWNSHIP TRUSTEES
REGULAR SESSION HELD AT

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New Business:

John Oberle discussed the Sharon Memorial Hall Board meeting that he and Linda Jarrett attended on May 1, 2012.

John Oberle gave an overview of the issues and discussions held during that meeting and the resignation of John Hauelsen from the board.

John Oberle made a motion to accept the resignation of John Hauelsen from the Sharon Memorial Hall Board. The motion was seconded by Linda Jarrett. All voted "Aye"

Linda Jarrett and John Oberle made statements that they will continue to work with the Sharon Memorial Hall Board and have no interest in board affairs.

With no further business to bring before the Board, a request to adjourn at 8:00 PM - was made. Linda Jarrett moved, Lori Gerald seconded. All voted "Aye."

July 11, 2012
Date

Linda L. Jarrett
Chairman

John Oberle
Fiscal Officer

RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

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RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

SHARON TOWNSHIP TRUSTEES REGULAR SESSION HELD AT

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July 11, 2012
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Signing of Checks

The meeting was opened in proper form at 6:00 PM

Roll Call:

Lori Gerald	Present
John Oberle	Present
Linda Jarrett	Present

Attendance: John O’Keeffe, Fiscal Officer, Chief Don Schwind, Police Department, Thomas Kayati Rd. Department Supervisor.

Guests: See Log Book

Approval of Financial Report:

Financial management reports recommended by the State Auditor’s Office were distributed and reviewed by Trustees.

TRUSTEES

Old Business

HVAC Contract – Airecom, Inc

Sam Levi, Sales Manager for Airecom, Inc. made a presentation on a proposal to provide HVAC maintenance services. The bid price was \$1,800.00 and included 4 visits in one year. The only other HVAC proposal was from Wolfe & Sons for \$2,000 and 2 visits in one year. It was the consensus of the Board that the township engage Airecom, Inc. for a one year contract.

Sharon Memorial Board

Linda Jarrett opened the discussion about the next appointments to the Sharon Memorial Board and John Oberle provided an overview of the Memorial Board Appointment Policy and Procedure that he had put together.

The reappointment of Jerry Mills and Valerie Kerbler was discussed, both of whom were in the audience. Jerry Mills and Valerie Kerbler agreed to another 5-year appointment. John Oberle made a motion to nominate Valerie Kerbler and Jerry Mills to a 5-year appointment on the Memorial Board effective July 1, 2012. The motion was seconded by Linda Jarrett. All voted “Aye.”

It was noted that current Memorial Board President Cal Taylor appointment expired on June 30, 2012, according to township records but the township was confirming.

Linda Jarrett mentioned the current township effort to respond to Cal Taylor’s public records request.

John Oberle reviewed the Memorial Board Appointment Policy and Procedure with attention to pages 3 and 4 which contained the current board members and appointment process.

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Mr. Murphy, Memorial Board member, asked who was in charge of the Memorial Board. Linda Jarrett and John Oberle indicated it was up to the Memorial Board members to determine who was their leader and establish point-of-contacts for tenants.

VFW member, Tom Forsythe offer to become a Memorial Board member. The August 1 meeting could include recommendations for an additional appointment to the Memorial Board

New Business

Lori Gerald indicated she would not be attending the September 19th board meeting due to her participation in a Nationwide Children's Hospital Benefit.

Lori Gerald gave an update of the Code Enforcement and Rental Agreement which is under review by the Franklin County Prosecutor.

Resident Pat Kelly made a comment about the superb work exhibited by the Road Department in cleaning up the township after the recent storm. A round of applause followed for the Road Superintendent Tom Kayati and his crew.

FISCAL OFFICER

Old Business:

Request for Proposal - Banking

John O'Keeffe updated the Board on the RFP progress and stated the RFP would be release in the near future to four banks: PNC, Park National, Key and US Bank.

Lori Gerald made a motion to approve the RFP resolution 07112012A and to solicit bids from local financial institutions. The motion was seconded by Linda Jarrett. All voted "Aye."

Budget – 2013 Revenue

John O'Keeffe updated the Trustees on the 2013 Revenue Budget and asked for their approval of resolution 07112012B so it can be submitted prior to the July 20th deadline.

Linda Jarrett made a motion to approved the 2013 Revenue Budget, resolution 07112012B and submit the budget to the County Budget Commission. The motion was seconded by John Oberle. All voted "Aye."

AEP put Express Program on Hold

On July 3rd, AEP put its Express Program on hold until September. This change resulted in a number of discussions with AEP and their suggestion to look at another program that also offers rebates. Mr. O'Keeffe will investigate and report to the Board.

RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 1014B

Held _____ **SHARON TOWNSHIP TRUSTEES** _____ 20____

**REGULAR SESSION HELD AT
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County Prosecutor – City Income Tax Issue

John O’Keeffe updated the Board, informing them that he had sent a follow-up letter on June 26th to the June 4th email letter. No response to-date from the prosecutor.

New Business:

Craigslist – Room Rental Advertising

The Fiscal Officer wishes to advertise on Craigslist for room rentals. The Trustees would like to review the wording of such a advertisement before making a decision. Mr. O’Keeffe will draft a document and present at a future meeting.

Township Records Commission

On June 27th, the Fiscal Officer and Board of Trustees President who make up the Township Records Commission met on July 27 for the annual meeting.

The results of the meeting revealed the need to update the township records retention schedule, ensure emails in the schedule and that the Commission will meet again in late September 2012.

Jack Moss – Township Handy Person

The issue of using former Trustee Jack Moss as a township hall handy man was raised. The Fiscal Officer indicated there was a need for someone that township personnel could call to fix odds and ends. It was agreed that a to-do list would be used to coordinate Jack Moss work. John Oberle suggested the development of a vendor list as to who could make repairs to the township hall in case Mr. Moss is out of town.

POLICE DEPARTMENT

Old Business:

Status – New Patrol Vehicles

Chief Schwind reported all five new patrol vehicles are operational.

POLICE DEPARTMENT

New Business:

Request for purchase new badges for \$1,365.00

Chief Schwind requested Trustee approval to obtain new police badges at a cost of \$1,365.00.

Linda Jarrett made a motion to authorize the purchase of 15 police badges at an estimated cost of \$1,365.00. The motion was seconded by Lori Gerald. All voted “Aye.”

Held _____ **SHARON TOWNSHIP TRUSTEES** _____ 20 _____

**REGULAR SESSION HELD AT
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Storm damage to Cruiser 487

Chief Schwind informed the Board that Cruiser 487 sustained minor damage during the recent storm when a tree branch fell onto the vehicle. He went on to say there will be a need to repair vehicle since it's new. The cost will be investigated and the Chief will report back to the Board.

ROAD DEPARTMENT:

Old Business:

Tom Kayati updated the Board on turnaround construction, in particular the one set for Mulberry Drive. It appears land that was thought to be in the township is located in Columbus. Franklin County is going to recheck its records and determine what entity governs the land.

New Business:

Storm Cleanup Summary

The Road Superintendent gave a summary of the township cleanup efforts and how the township was able to accomplish their work in such a short time period. The township did not chip the debris like other local governments, but place the branches directly into a dump truck and haul the debris to a local recycler.

Mr. Kayati commented on the down electrical wires along Flint Road and how there was no access for a time being to the Flint Road Cemetery due to downed tree limbs and power lines.

Purchase of new leaf loader

Mr. Kayati indicated the need for a new leaf loader for the township, the estimated cost is \$39,000 and that he would ask for approval at the August 1st township meeting.

Purchase of new leaf boxes for trucks

Mr. Kayati is looking at the purchase of 2 open bottom leaf boxes at an estimated cost of \$6,000 each. More information to follow.

With no further business to bring before the Board, a request to adjourn at 7:35 PM - was made. Lori Gerald moved, John Oberle seconded. All voted "Aye."

9-5-2012
Date

Linda L. Barrett
Chairman

John Oberle
Fiscal Officer

RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held _____

SHARON TOWNSHIP TRUSTEES REGULAR SESSION HELD AT

_____ 20_____

95 E. Wilson Bridge Road
August 1, 2012
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Signing of Checks

The meeting was opened in proper form at 6:00 PM

Roll Call:	Lori Gerald	Present
	John Oberle	Present
	Linda Jarrett	Present

Attendance: John O’Keeffe, Fiscal Officer, Lt. Jeff Tuchfarber, Police Department, Thomas Kayati Rd. Road Superintendent.

Guests: See Log Book

Approval of Financial Report:

Financial management reports recommended by the State Auditor’s Office were distributed and reviewed by Trustees.

POLICE DEPARTMENT

Old Business:

Status – New Patrol Vehicles

Lt. Tuchfarber updated the Board on the repair status of patrol car 487 which was damaged by a falling tree limb. Germain Ford had the lowest bid of \$1,883.83, insurance deductible is \$100.

Lori Gerald made a motion to authorize Germain Ford to repair patrol car 487 and the payment of \$1,883.83. The motion was seconded by Linda Jarrett. All voted “Aye.”

POLICE DEPARTMENT

New Business:

None

TRUSTEES

Old Business

TekOrange – Website update

John Oberle updated the Board on the progress by TekOrange in updating the township web site. A Website Implementation Plan was distributed and pointed towards an October 1st completion date. Some of the items needed include updated bios, pictures, department overview, logo and motto.

Neighborhood Pride

Lori Gerald gave an update on the recent Neighborhood Pride activities which were considered a success. Constables Gordon White and Dale Thomas presence was noted as being well received.

Room Rental Agreement

Lori Gerald updated the Board on recently modified Meeting Room Rental Agreement. Linda Jarrett asked the Board for approval of the updated Agreement.

Held _____

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John Oberle made a motion to accept the updated Meeting Room Rental Agreement. The motion was seconded by Lori Gerald. All voted "Aye."

COTA Update Room Rental Agreement

John Oberle related receiving an email from COTA stating that construction of the turnaround at Westview and High Street would start on or around August 21st with completion in September.

Worthington Hills Improvements in Right-of-Way

John Oberle discussed a request from the Worthington Hills Civic Association for a legal agreement between the township and the Association for right-of-way improvements. Road Superintendent Tom Kayati stated the need in the future to perform township construction work, which could disrupt any improvements. Mr. Kayati said he would like to review the Association plans and have approval status. It was decided to invite the Association to discuss their plans.

Minutes:

John Oberle gave the Fiscal Officer some changes to the July 11th minutes, which will be updated so minutes can be approved at the next Board meeting.

New Business:

LGIF Grant Application – Public Safety Dispatching Services

John Oberle discussed a grant proposal being spearheaded by Worthington and other local entities for regional dispatching services. Mr. Oberle highlighted the costs of current services and how it possible the grant and its subsequent study could offer lower costs for dispatching to the township.

Tax Incentive Review Council

John Oberle gave an overview of the recent meeting at Worthington City Council chambers of the Tax Incentive Review Council.

Memorial Hall – Moving Forward

Linda Jarrett gave an update of the appointment status and solicited input from the other Trustees. There was a general exchange of ideas, input was received from audience members, Linda Jarrett stated that an open process had been used to select Memorial Board members, and it was a general agreement that appointments of any additional members would not take place until the first of the year, or as needed and would be contingent upon receiving additional community feedback.

Then there was a discussion of Cal Taylor's term on the Memorial Board and how township records indicated Mr. Taylor was appointed effective January 1, 2008.

RECORD OF PROCEEDINGS

Minutes of

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DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held _____ **SHARON TOWNSHIP TRUSTEES** _____ 20 _____

**REGULAR SESSION HELD AT
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August 1, 2012
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Advisory Committee

John Oberle raised the issue of having an Advisory Committee of residents to advise Trustees. Residents of each township area was suggested to be members who would meet on a quarterly basis. Lori Gerald volunteered to take the lead on this issue and update all at the next meeting.

Timeline Legacy Project

John Oberle introduced a Timeline Legacy Project to capture knowledge from senior employees to assure continued operations. Putting down work expertise of long term employees such as Chief Schwind and Road Superintendent Tom Kayati will ensure township continuity. An outline of the project was distributed and document improvements were solicited. The completion of September 30 was established.

Public Records

John Oberle discussed recent public records requests, the audio recording of township meetings and the need for updating the records. There was a general discussion of recent public records requests and the need for a control person. The Fiscal Officer opined that a Trustee should be the control person. John Oberle volunteered to handle the task.

Lori Gerald made a motion to appoint John Oberle for overall responsibility of public records requests. The motion was seconded by Linda Jarrett. All voted "Aye."

181-191 Westview

Lori Gerald discussed a request that the township opine on whether it has any issues with an outside light at 181 Westview that is paid by the resident of 191 Westview. John Oberle offered several suggestions for the letter and Lori Gerald will write the letter and have it mailed out soon.

FISCAL OFFICER

Old Business:

Banking RFP

The banking RFP was sent to four banks: Huntington, Park National, Key and US Bank. The review process will start on August 3 and should be completed several weeks later. More to follow.

AEP Ohio – LiTech Proposal

Due to the temporary halt of the Express Program, another AEP-approved vendor LiTech was asked to submit a proposal. The proposal will be discussed in a future meeting.

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Land Bank

The requested survey of ten delinquent township properties was submitted to the Franklin County Treasurer on July 23rd. Two properties were identified as candidates for demolition.

New Business:

General Fund Advance to Police Fund

The Fiscal Officer requested Trustee approval of \$30,000 from the General Fund to the Police Fund until the 2nd Half Real Estate distribution is received from the Franklin County Auditor.

Linda Jarrett made a motion to approve Resolution 08012012A to advance \$30,000 from the General Fund to the Police Fund. The motion was seconded by Lori Gerald. All voted "Aye."

"Welcome to Township" letter to new residents

The Fiscal Officer offered to provide a listing of new township residents to Trustees who could then send out a "Welcome to Township" letter. A September implementation timeframe was suggested.

New UAN accounting system coming January 1, 2013

The Fiscal Officer informed the Trustees of a new Uniform Accounting Network system going into operation effective January 2, 2013. He stated that his time will be very limited in December.

Schedule of Upcoming events and speakers

The Fiscal Officer distributed a listing of upcoming events and speakers.

RECORD OF PROCEEDINGS

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DAYTON LEGAL BLANK, INC., FORM NO. 10148

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ROAD DEPARTMENT:

Old Business:

Purchase of new leaf loader

Mr. Kayati asked the Trustees to approve the purchase of a new leaf loader for the township, the estimated cost previously cited was \$39,000.

Linda Jarrett made a motion to approved the purchase of a new leaf loader. The motion was seconded by Lori Gerald. All voted "Aye

Purchase of new leaf boxes for trucks

Mr. Kayati presented his recommendation on the purchase of two open bottom leaf boxes at an estimated cost of \$5,714 each.

Linda Jarrett made a motion to approved the purchase of two open bottom leaf boxes. The motion was seconded by John Oberle. All voted "Aye

Mt. Air Turnarounds

Tom Kayati updated the Board on the turnaround construction. The current plan for Mulberry Drive is not acceptable to him and he would like another plan. More to follow in the future.

New Business:

Jobie Tree Quote - Tree at Township Hall

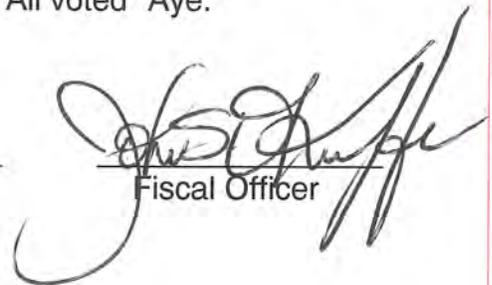
The Road Superintendent gave a quote of \$300 to trim and \$600 to remove a maple tree in the back of the township hall which was damaged during the last storm. He recommended removal. Cost to be paid by General Fund.

With no further business to bring before the Board, a request to adjourn at 7:50 PM - was made. Linda Jarrett, Lori Gerald seconded. All voted "Aye."

9-5-2012

Date


Chairman


Fiscal Officer

RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

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Held _____

**SHARON TOWNSHIP TRUSTEES
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**95 E. Wilson Bridge Road
August 15, 2012
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Signing of Checks

The meeting was opened in proper form at 6:03 PM

Roll Call:	Lori Gerald	Present
	John Oberle	Present
	Linda Jarrett	Present

Attendance: John O’Keeffe, Fiscal Officer, Chief Donald Schwind - Police Department, Thomas Kayati - Road Superintendent.

Guests: See Log Book

Speakers: Todd Weithman – Healthcare, Mike Walls - LiTech

Approval of Financial Report:

Financial management reports recommended by the State Auditor’s Office were distributed and reviewed by Trustees.

TRUSTEES

Old Business

Healthcare Update

The township healthcare consultant, Todd Weithman gave a brief update on healthcare issues at the federal level and indicated 2014 will be a year of major changes in the healthcare field.

Mr. Weithman then discussed the benefits of a Wellness Program to both employer and employees. The underlining basis of a Wellness Program is healthy activities help lower healthcare cost, but such a program takes several years to mature. The program can be tailored and there can be a rewards system included to guide employees towards healthy activities.

The Fiscal Officer and Mr. Weithman will meet in September to start discussions on the 2013 healthcare program and how a Wellness Program could be included.

AEP Lighting Rebate Program

Mike Walls of LiTech, an AEP-approved contractor, presented a lighting upgrade proposal that calls for upgrading all fluorescent lamps to the T-8 model which is energy efficient. The contract price was \$6,943.46 with Sharon Township receiving an estimated rebate check of \$1,630.00 directly from AEP after the work has been completed and inspected by AEP.

There was a general discussion of the AEP program, its benefits and that the work could be done either during the day or night. The Trustees thanked Mr. Walls for his written proposal and indicated they would take the matter up for consideration during the September 5th Board meeting.

RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

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Room Rental – Craigslist Ad

Lori Gerald offered a suggestion on using Craigslist to advertise for rental of township space. The Fiscal Officer will follow up.

Advisory Committee – Requirements and Duties

Lori Gerald provided two documents which contained duties and requirements for a resident to be on the Advisory Committee. The Advisory Committee will continue to evolve over time.

New Business:

AEP Security – Intersection of Fenway and Riverside Drive

Lori Gerald brought up the issue of a security light installed by AEP at the request of a condominium association at the intersection of Fenway Road and Riverside Drive. She gave a summary of the interaction she has had with the association, AEP and other stakeholders.

AEP turned off the light after they realized they had not conducted a proper research of the ground conditions. Lori Gerald stated the lighting fixture was not in conformance with the approved Clintonville Plan and Tom Kayati indicated the bright light could create a safety hazard for drivers.

Resident Kathy Walters said she was pleased with the township actions and felt the problem will be resolved to everyone's satisfaction.

FISCAL OFFICER

Old Business:

August 1 Advance to Police Fund

The Fiscal Officer reported the \$30,000.00 advance from the General Fund to the Police Fund has been repaid. The Franklin County Auditor distributed the 2nd half real estate monies in a timely manner which allowed the Fiscal Officer to repay the General Fund \$30,000.00 on Friday August 7th.

Certified Mail letter to County Prosecutor August 4th

The Fiscal Officer discussed sending out a reminder letter via certified mail to the Franklin County Prosecutor on August 4th. The Trustees had been earlier advised of this action by email. The purpose of the letter was to follow up on the June 4th letter that requested legal advice concerning Worthington Income Taxes and how they should be applied to township employees and elected officials.

RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

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SHARON TOWNSHIP TRUSTEES REGULAR SESSION HELD AT

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95 E. Wilson Bridge Road
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Page 3 of 4

POLICE DEPARTMENT

Old Business:

Cruiser #487 Status

Chief Schwind reported cruiser #487 has been repaired and is operational again. The cost to the township for the repair of the storm damaged cruiser was a \$100.00 deductible with insurance paying the balance of \$1,783.83..

New Constable Badges

Chief Schwind announced the receipt of new Sharon Township Constable badges and he is currently to the officers. Positive comments have been received from the public about this new badges.

POLICE DEPARTMENT

New Business:

Constable Christopher Ruh Resignation

Chief Schwind reported Constable Christopher Ruh has submitted his resignation effective August 22, 2012.

Linda Jarrett made a motion to accept Constable Christopher Ruh resignation effective August 22, 2012. The motion was seconded by Lori Gerald. All voted "Aye"

ROAD DEPARTMENT:

Old Business:

Mt. Air Turnarounds

Tom Kayati updated the Board on the turnaround construction. The Franklin County Engineer is working on plans for Plum Tree and Edegcliff, but the problem is still Mulberry Drive.

Residents Dennis and Mary Sue Williams of 850 Mulberry Drive spoke about the turnaround issues. Mr. Williams presented pictures/maps and there was a general discussion of the documents with the Trustees gathered around and listening to Mr. Willimas.

The Road Superintendent will stay engage on the turnarounds and update the Trustee in future meetings.

There was some additional conversations between the audience and township officials on unrelated matters with suggestions made by Chief Schwind.

RECORD OF PROCEEDINGS

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With no further business to bring before the Board, a request to adjourn at 7:34 PM - was made by John Oberle and seconded by Linda Jarrett. All voted "Aye."

9-5-2012

Date

Linda L. Jarrett

Chairman

John Oberle

Fiscal Officer

RECORD OF PROCEEDINGS

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Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held _____

SHARON TOWNSHIP TRUSTEES
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95 E. Wilson Bridge Road
September 5, 2012
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Signing of Checks

The meeting was opened in proper form at 6:03 PM

Roll Call:	Lori Gerald	Present
	John Oberle	Present
	Linda Jarrett	Present

Attendance: John O’Keeffe, Fiscal Officer, Chief Donald Schwind - Police Department, Thomas Kayati - Road Superintendent.

Guests: Phil Smith, Dan & Kathy Walters, Richard Fowler, Pat Kelly, B.L. Hyde

Speakers: H. Joel Teaford – County Land Bank

Approval of Financial Report:

Financial management reports recommended by the State Auditor’s Office were distributed and reviewed by Trustees.

TRUSTEES

Old Business

Land Bank Update

H. Joel Teaford, Executive Director of the Central Ohio Community Improvement Corporation also known as the Land Bank was invited to the Board to Trustee meeting to give an update on the process to acquire and demolish dwellings that fall within the category of “vacant, abandoned and tax delinquent.”

Mr. Teaford gave an update of Land Bank status, how properties will be acquired and the need for the township to have a plan to quickly change ownership of acquired properties to private ownership. He indicated there was a 3 month process to acquired delinquent real estate properties.

A condemned real estate property is an exception to the rule and can be demolished if there is a court order. This condition would result in a faster process than the delinquent tax scenario.

Mr. Teaford was advised that Sharon Township had submitted its list of properties to the County Treasurer in July 2012. There was a general discussion of properties in the township that need to be demolished. Mr. Teaford stated that the Land Bank will issued guidance to local governments in about two months.

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TekOrange - Website Update

John Oberle gave an update of the website progress and requested township personnel provide him with updated bios, suggestions for web site structure and information to provide to users. There was a short discussion of what should be included on the web site. Mr. Oberle asked all department heads to send their information to him prior to the next board meeting.

There was a general discussion of a township logo and motto and how citizen input could be solicited via the quarterly newsletter.

Room Rental - Craigslist Ad

John O'Keeffe updated the Trustees on the Craigslist advertisement for rental of township rooms. There is a picture in the ad and any interested party was advised to arrange a walkthrough of the township building to determine if it fit their requirements.

COTA Bus Turnaround

John Oberle updated the Board as to construction status of the COTA Bus Turnaround at Westview and High. There was a subsequent exchange about township property lines, sidewalks and street curbs. The construction will be monitored by the township to ensure township rights are preserved.

Light at Fenway Road and Riverside Drive

John Oberle gave an update of the issue concerning the light installed near the intersection of Fenway Road and Riverside Drive in Columbus that is affecting Sharon Township residents. He indicated the light needs to operate in accordance with the city of Columbus Clintonville Plan, provide security to the Columbus residents but not be intrusive to Sharon Township residents.

Lori Gerald gave a summary of events since the last meeting with AEP on this issue. Apparently, AEP is working on obtaining a variance from the city of Columbus and has stopped its interaction with the township. Lori Gerald will draft a letter to AEP requesting they rejoin the township effort to arrive at a mutually agreeable solution.

LiTech - Lighting Contract

Lori Gerald asked if there were any other contractors who were asked to participate in the AEP lighting program.

The Fiscal Officer stated LiTech was selected at random from a list of approved contractors provided by AEP. There was a general discussion of the merits of the program. The contract was not present so the Trustees decided to hold off on approving a resolution awarding the contract to LiTech. John Oberle recommended the County Prosecutor review the contract and the LiTech should include marketing representations in the contract.

The Fiscal Officer will coordinate an exchange of information between John Oberle and LiTech to ensure all concerns are addressed.

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Page 3 of 6****Public Records Request**

John Oberle gave an update on the Cal Taylor public records requests. After several calls on the availability of the records, the first request has been delivered and the second request dealing with a meeting at American Legion has been e-mailed to Mr. Taylor.

A recent request from Attorney Robert Cody has been assembled and will go out shortly. There was a general discussion of this request.

Shooting Range

John Oberle talked about a shooting range in Perry Township on or near Bethel Road that is a concern of some nearby Sharon Township residents.

There was a general discussion of the indoor shooting range and the Police Chief indicated there was no direct hazard to township residents.

Columbus Public School Bus Stop - Rosslyn Avenue

Currently, there is a Columbus Public School District bus stop on Rosslyn Avenue is causing concern for township residents. The majority of students come from Columbus, crossing private property to get to the bus stop and have on occasion harass a citizen's pet.

John Oberle gave a summary of the problem, that this issue happen several years ago and at that time the township asked the school district to move the bus stop which they did. A letter has been sent to School Superintendent asking for the bus stop to be moved, but no reply has been received.

There was a general discussion of the problem, how certain residents are affected, and the need to remove the bus stop to an appropriate location in Columbus. Lori Gerald summarized the number of bus pickups per school day. John Oberle outlined a series of steps that could be taken to correct the situation.

Advisory Committee

Lori Gerald stated Chief Schwind will lead the discussion on Advisory Committee during the September 19th meeting. Trustee Gerald reminded the Board that she would not be attending the September 19th meeting.

New Business:**Mrs. Crawford - 8184 Bertson Place**

Linda Jarrett brought up concerns expressed by Mrs. Crawford as to large 18-wheel trucks on Flint Road. The Police Chief stated Flint Road is a county road and the township cannot restrict trucks from using the road.

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Township Costs Comparison

Linda Jarrett raised the issue of how cost competitive the township is when compared to other forms of government, that some parties wish to eliminate townships and that she felt the Cody public records request could be unsettling.

Trustee Oberle indicated in the future, the State of Ohio will be expanding its support of "shared services" among townships.

FISCAL OFFICER

Old Business:

Depository Bids

The Fiscal Officer stated he was in the final review of the financial institution bids for active and interim accounts. A recommendation would be presented at the next Board meeting.

Another Letter to County Prosecutor

A second certified letter was mailed to the County Prosecutor asking for their advice on the Worthington Income Tax issue.

FISCAL OFFICER

New Business:

JAN-PRO Contact

The issue of JAN-PRO office cleaning contract was raised by the Fiscal Officer. He indicated that JAN-PRO has missed its scheduled cleaning nights the most recently the previous night on September 4th. On August 28th, the work performed was woefully inadequate as most restrooms were not cleaned nor their trash cans emptied. The Fiscal Officer asked the Trustees to terminate the JAN-PRO cleaning contract.

Trustees asked the Fiscal Officer to investigate the proper method to terminate the contract and proceed.

Atlas Butler - Emergency Installation of air conditioner

The Fiscal Officer asked for a motion to formalize the Trustee approval of the emergency installation of an air conditioner unit for the police department.

Lori Gerald made a motion to approval the emergency installation of an air conditioner unity by Atlas Butler for the police department. The motion was seconded by Linda Jarrett. All voted "Aye"

Held _____

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Legg & Davis Proposals – Parking lot and driveway

The Fiscal Officer obtain a bid from Legg & Davis for make repairs to the south driveway (concrete) and portions of the township hall parking lot (asphalt).

Tom Kayati made comments about the condition of the parking lot and driveway. The Fiscal Officer indicated the purpose of the bid was to afford the Trustees an option should they believe the conditions warrant repairs.

John Oberle indicated the asphalt work could be combined with the Sharon Memorial Board next year and Tom Kayati indicated the most pressing would be the concrete work. A decision as to concrete work will be delayed to a future meeting.

POLICE DEPARTMENT

Old Business:

None

New Business:

Constable Jacob Smith Resignation

Chief Schwind reported Constable Jacob Smith has submitted his resignation effective September 10, 2012.

Linda Jarrett made a motion to accept Constable Jacob Smith resignation effective September 10, 2012. The motion was seconded by John Oberle. All voted "Aye"

Outstanding Warrant Task Force

Chief Schwind announced the township participation in a county-wide Outstanding Warrant Task Force. There are over 4,000 outstanding warrants at this time. The township would be reimbursed for any hours incurred via federal grant money.

ROAD DEPARTMENT:

Old Business:

Mt. Air Turnarounds

Tom Kayati updated the Board on the turnaround issue on Plum Tree, that the resident at 890 Plum Tree wanted his concrete driveway repaired. He indicated had asked the property owner to give a right-of-way or easement. Mr. Kayati discussed how the turnaround be either concrete or asphalt and gave options

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Including the Franklin County position on the issue.

Tom Kayati was advised to proceed and obtain additional information on the turnaround options and update the Board.

Mr. Kayati then briefly discussed the Mulberry turnaround and how the tenant at one property would be leaving and that the vehicles there would be gone. Efforts are continuing to have a better turnaround

Marathon Gas Station

Tom Kayati related a story about a telephone call he got from the owner of the Marathon Gas Station on Olentangy River Road who was concerned someone doing a survey about her property. Mr. Kayati asked ODOT and Franklin County if they were aware of any surveys and they responded they had no such work in the area. It appears it was a mystery as to why someone was surveying the gas station, but no answer could be determined.

Approval of Minutes

Linda Jarrett called for approval of minutes

Lori Gerald made a motion to accept the July 11, 2012 minutes. The motion was seconded by John Oberle. All voted "Aye"

John Oberle made a motion to accept the August 1, 2012 minutes. The motion was seconded by Linda Jarrett. All voted "Aye"

Lori Gerald made a motion to accept the August 15, 2012 minutes. The motion was seconded by Linda Jarrett. All voted "Aye"

With no further business to bring before the Board, a request to adjourn at 8:24 PM - was made by Lori Gerald and seconded by Linda Jarrett. All voted "Aye."

09/3, 2012
Date

Linda L. Jarrett
Chairman

[Signature]
Fiscal Officer

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Signing of Checks

The meeting was opened in proper form at 6:00 PM

Roll Call: Lori Gerald Present
 Linda Jarrett Present

Attendance: John O'Keeffe - Fiscal Officer, Thomas Kayati - Road Superintendent.

Guests: Phill Smith, Laura Smith, Kathy Walters, Rich Fowler, Don Dale

Speakers: None

TRUSTEES

Old Business

TekOrange - Website Update

The Fiscal Officer indicated there is a meeting scheduled between TekOrange and Sharon Township in the near future. There is nothing further to report.

LiTech - Lighting Update

The Fiscal Officer informed the Trustees that Trustee Oberle and LiTech's Mike Water were exchanging information at this time. There is nothing further to report.

Columbus Public School Bus Stop - Rosslyn Avenue

Lori Gerald updated the Board on the Bus Stop issue. It appears no one wants the bus stop at the current location and Trustee Gerald expected to have a clearer picture to when the Bus Stop will be moved at the next regular meeting. She indicated that a letter had been sent to the Columbus Public School District.

Advisory Committee

Lori Gerald stated Trustee Oberle had requested a copy of the Advisory Committee document so he could make changes to it.

Maple Canyon - Exterior Property Maintenance Code Update

Lori Gerald stated she and Chief Schwind had met with Harold Anderson of the Franklin County Prosecutor's Office. She indicated significant progress had been made to code enforcement document and included making the document clear and understandable to all parties.

Discussion turn to the current condition of Maple Canyon and Tom Kayati stated the high weeds at Maple Canyon had been cut and that the Community Park location would be have its high weeds cut in the next day or so. There was a brief discussion of using private contractors to cut high grass/weeds and that the usual charge for cutting high grass/weeds is \$300.

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Kathy Walters raised the issue of code enforcement and a property on Olentangy Blvd near her home. There appeared to be a problem with the Franklin County Public Health not being responsive. There was a general exchange of information on code enforcement, zoning and public health.

Riverside & Fenway Lighting Update

Lori Gerald stated a letter has gone out to the Columbus Public Services stating the township position on this matter.

**New Business:
Township Motto**

Linda Jarrett announced that Sharon Township would be hosting the Franklin County Ohio Township Association meeting in January 2013.

Township Logo - Motto

Linda Jarrett spoke about her suggestions for a township Logo and Motto. A document containing her suggestions had been distributed.

Lori Gerald indicated the community should have a say in what would be the township logo and motto. It was agreed that the Logo and Motto issue would be placed in the upcoming newsletter. The Trustees agreed to discuss this issue at the next regular meeting

Newsletter

Linda Jarrett indicated the newsletter was ready to go out to residents. Tom Kayati discussed the leaf collection schedule that he wanted to include in the newsletter.

FISCAL OFFICER

Old Business:

Depository Bids

The Fiscal Officer presented his recommendations for Public Depository accounts in the form of Resolution 10052012.

Lori Gerald made a motion to approve Resolution 10052012, "Resolution to Designate a Public Depository for Sharon Township Moneys for a Five Year Period." US Bank would be the active depository and US Bank, Park National Bank, Key Bank and Huntington Bank would be interim depository institutions. The motion was seconded by Linda Jarrett. All voted "Aye"

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City Income Tax

The Fiscal Officer advised the Trustees that the city income tax issue was in the process of being implemented in the payroll system.

JAN-PRO

The JAN-PRO contract is set to expire on October 18, 2012. JAN-PRO has been advised of the termination day and there is a current process of selecting a new officer cleaner.

Office Cleaning Proposals

Three parties have expressed interest in being the township's new officer cleaner and were given tours of the building. Two bids have been received to date. The Trustees would be expected to select a new contractor at the next regular meeting.

Training

The Fiscal Officer advised the Trustees that he would be attending the Center for Public Investment Manager class sponsored by the Ohio Treasurer of State on October 24th. He will also attend the Uniform Accounting Network (UAN) accounting class on October 25th. Both classes are required – the CPIM for Fiscal Officers and the UAN for the January 1, 2013 rollout of the new accounting and payroll system.

FISCAL OFFICER

New Business:

Approval of Financial Report

Financial management reports recommended by the State Auditor's Office were distributed to, reviewed by and approved by the Trustees. There is a new format that reduces the number of signatures and incorporates a motion to approve.

POLICE DEPARTMENT

Old Business:

None

New Business:

None

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**ROAD DEPARTMENT:
Old Business:**

Mt. Air Turnarounds - Update

Tom Kayati indicated that there has not been any significant information concerning the Mt. Air Turnarounds. As the days continued, the prospect of any work being done this year before winter is slim. The Board will be informed of any future updates.

New Business:

Pay Raise - William Benson

Tom Kayati asked for the Trustees approval for a step increase (5th Step) for employee William Benson at the hourly rate of \$15.05 effective immediately.

Lori Gerald made a motion to approve the step increase pay raise for William Benson effective for the current pay period. The motion was seconded by Linda Jarrett. All voted "Aye"

Approval of Minutes

Linda Jarrett made a motion to accept the September 5, 2012 minutes. The motion was seconded by Lori Gerald. All voted "Aye"

With no further business to bring before the Board, a request to adjourn at 7:05 PM - was made by Linda Jarrett and seconded by Lori Gerald. All voted "Aye."

Oct. 17, 2012
Date

Linda L. Jarrett
Chairman

John S. Kuffel
Fiscal Officer

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Signing of Checks

The meeting was opened in proper form at 6:03 PM

Roll Call:	Lori Gerald	Present
	Linda Jarrett	Present
	John Oberle	Present

Attendance: John O'Keeffe - Fiscal Officer, Chief Donald Schwind – Police Department, Thomas Kayati - Road Superintendent.

Guests: Maureen Reedy, Dan Murphy, Jeremy Herman, Don Dale

Speakers: Maureen Reedy – candidate for 24th House District – Gave an overview of what she wished to do if elected to the 24th House District.

TRUSTEES

Old Business

TekOrange - Website Update

John Oberle gave an update on the web site process, distributing a web site proof that he indicated was not current. The Trustees discussed why there has been no progress and the need for a quick completion of the job. John Oberle will contact TekOrange and advise them to make progress or the Trustees will cancel the contract.

LiTech - Lighting Update

John Oberle updated the progress on amending the contract with LiTech, which has undergone a preliminary review by the County Prosecutor's office. There was a discussion by Trustees and staff about pros and cons going forward with the AEP program.

Linda Jarrett asked the other Trustees whether they wished to move forward and the consensus was affirmative. John Oberle suggested monitoring the electric bills to ensure savings are actually captured.

John Oberle made a motion to approve the township moving forward with the LiTech contract, Linda Jarrett to sign the contract upon receipt from LiTech. The motion was seconded by Linda Jarrett. All voted "Aye"

Sharon Memorial Board

Linda Jarrett noted two Sharon Memorial Board (SMB) members were in the audience and that appointment certificates had been updated to reflect correct dates. Copies have been given to Mr. Taylor. There was a brief discussion on SMB associate membership and a short history of Larry France SMB tenure.

There is a SMB meeting on October 25th and John Oberle and Linda Jarrett indicated they plan on attending the meeting which is pre-arranged and public notice has been given that two Trustees may be in attendance at the SMB meeting. There was a general discussion of various issues related to SMB.

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Advisory Committee

Lori Gerald asked Trustee Oberle if he had made any additional changes to the committee document. The issue of the number of people and their residency was raised. Lori Gerald stated she was against anyone from Riverlea or Worthington having a permanent position on the committee.

The consensus was non-residents on the committee would not have voting positions. The committee would be tasked oriented and under the direction of the Board of Trustees and meet when necessary. This issue will be discussed further at the next meeting.

Maple Canyon - Exterior Property Maintenance Code Update

John Oberle updated the Board on his discussions with the Franklin County Prosecutor's office on the coordination with Central Ohio Community Improvement Corporation (Land Bank). The process is not well defined and there are potential legal issues that need to be cleared. Mr. Oberle is waiting on a telephone call from the Land Bank Director, Joel Tealford and has reached out to the Ohio Attorney General office for assistance.

There was a general discussion about the Land Bank process, the proper and legal way to process. The next issue discussed was the Maple Canyon property and how the township should advise the owner the township will seek legal a remedy to clean up the property. The Board and staff had a short discussion of the property condition, potential buyers of the property. It was agreed John Oberle would write a letter advising the Maple Canyon property owner of what Sharon Township actions to take if the property problems are not corrected.

New Business:

Block Watch Award to Road Department

Lori Gerald presented badges on behalf of the Block Watch to Tom Kayati and his Road Department for their wonderful work during the recent storm cleanup.

FISCAL OFFICER

Old Business:

JAN-PRO

The JAN-PRO contract is set to expire on October 18, 2012.

Office Cleaning Proposals

The Fiscal Officer discussed the two bids received for office cleaning services (After Five Office Cleaning Inc. and Wenger Officers Services). Both organizations had been in business for 20+ years. After Five Office Cleaning Inc. had the lowest bid of \$70 per cleaning and the Fiscal Officer recommended it be awarded a contract with a 90 day probationary period.

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Lori Gerald made a motion to approve a one-year contract with a 90-day probationary period to After Five Office Cleaning Inc. The motion was seconded by Linda Jarrett. All voted "Aye"

New Business:

Approval of Financial Report

Financial management reports recommended by the State Auditor's Office were distributed to, reviewed by and approved by the Trustees. John Oberle made a motion to accept the Financial Report. The motion was seconded by Linda Jarrett. All voted "Aye"

Newsletter

The Fiscal Officer asked the Chief Schwind to relate this suggestion on selling space in future township newsletter as a way to reduce or eliminate the costs related to the quarterly publication. There was a general consensus that the idea had merit and should be considered in the future.

POLICE DEPARTMENT

Old Business:

None

New Business:

Chief Schwind asked for Trustee approved for steps for two constables, John Gough and Jennifer Hastings. *pay* 

Lori Gerald made a motion to approve Constable John Gough payroll step increase. The motion was seconded by Linda Jarrett. All voted "Aye"

John Oberle made a motion to approve Constable Jennifer Hastings payroll step increase. The motion was seconded by Lori Gerald. All voted "Aye"

The Chief then asked for Trustee approval to use the township building for Volunteers in Police Services (VIPS) for seven Saturdays starting January 12, 2013. There was no motion to approve, but all Trustees indicated they approved of the use of the township building by VIPS.

The Trick-or-Treat night for Sharon Township is Wednesday, October 31st during the hours of 6:00 pm to 8:00 pm.

The Chief distributed a report about excessive school bus speed on Westview, Kanawha and Rosslyn. The three-page report summarized Police activity and the high speed of 29 mph recorded by a school bus. The report was in response to neighborhood complaints about speeding buses.

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ROAD DEPARTMENT:
Old Business:

Leaf Boxes

Tom Kayati reported the new leaf boxes have been received and he was in the process of getting ready for leaf pickup season. He then spoke about the no-parking schedule to pick up leaves. Lori Gerald indicated she would place the leaf pickup schedule in the Block Watch Facebook page.

Mt. Air Turnarounds - Update

Linda Jarrett asked Mr. Kayati about the Mt. Air Turnarounds. Tom indicated there didn't appear the County Engineer had enough time to design and put in the turnarounds this year. This issue would probably be solved in 2013.

Legg & Davis

The issue of repairs to the south entrance to the township building was raised by Linda Jarrett. After a general discussion, Linda Jarrett made a motion to award a contract to Legg & Davis for an amount not to exceed \$3,435.00 for repair of the concrete portion of the south driveway entrance. The motion was seconded by Lori Gerald. All voted "Aye"

Worthington Hills Community Association

Tom Kayati gave an overview of the proposed Worthington Hills Community Association proposal. The following discussion included issues about tree trimming, grass cutting and other maintenance issues. Tom commented that the Association had always done a fine job and he did not expect any problems in the future.

New Business:

None

Approval of Minutes

Linda Jarrett made a motion to accept the October 3, 2012 minutes. The motion was seconded by Lori Gerald. All voted "Aye"

With no further business to bring before the Board, a request to adjourn at 8:03 PM - was made by Linda Jarrett and seconded by Lori Gerald. All voted "Aye."

Nov. 7, 2012
Date

Linda L. Jarrett
Chairman

John Skuffe
Fiscal Officer

Held _____

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Signing of Checks

The meeting was opened in proper form at 6:00 PM

Roll Call:	Lori Gerald	Present
	Linda Jarrett	Present
	John Oberle	Present

Attendance: John O’Keeffe - Fiscal Officer, Chief Donald Schwind – Police Department, Thomas Kayati - Road Superintendent.

Guests: Jeremy Herman, Don Dale, Phil and Laura Smith

Speakers: None

TRUSTEES

Old Business

TekOrange - Website Update

John Oberle gave an update on the TekOrange process to implement the new web site. Chief Schwind displayed his enhancements to the TekOrange web site proof and all present were in favor of using the enhancements. There was a discussion among the Board members and staff about various web site elements. The consensus was for Trustee Oberle to advise TekOrange to move as quickly as it can. All departments are to forward to Trustee Oberle all background by early next week so TekOrange can move forward.

LiTech - Lighting Update

John Oberle indicated there were no further issues and that we approved it at the prior meeting. The Fiscal Officer will contact LiTech to get the contract signed and the lighting system updated.

Advisory Committee Update

John Oberle discussed a proposed resolution establishing the Sharon Township Advisory Resident (STAR) Board. There was a discussion as to adding skill sets that may be needed to address specific issues. How often STAR would meet was discussed. One of the first issues that STAR would address is the development of by-laws. Adoption of the proposed resolution was delayed until next the regular meeting.

Held _____

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Maple Canyon – Exterior Property Maintenance Code Update

John Oberle updated the Board on his discussions with Land Bank Director, Joel Teafor, who indicated Sharon Township shall be one of the first recipients of grant money. Selection of a Land Bank demolition crew is underway and could take up to 60 days. Lori Gerald stated that the 60 days window gives Sharon Township the time to perform a number of tasks related to Maple Canyon.

John Oberle said there was discussion on whether to have a public event involving the demolition as it would be the first under the local state program. He also presented an updated resolution calling the Maple Canyon property a public nuisance.

Lori Gerald made a motion to accept Resolution 11072012A in declaring the Maple Canyon property a public nuisance. The motion was seconded by Linda Jarrett. All voted "Aye."

Tom Kayati asked if there had been any follow up by Public Health concerning the vacant property on Community Park Drive. Those present were not aware of any inquiries from Public Health. Tom Kayati will contact Public Health.

New Business:

1859 Snouffer Road – Complaint – Septic/Tree

An email was received concerning the property of 1859 Snouffer Road about its septic tank and a tree limb. A general discussion ensued and the Fiscal Officer offered to send an email to the writer and inform her to contact Public Health on the septic tank and the bank that filed the foreclosure lawsuit on the property about the tree limb issue.

Room Rental – Columbus Garden Railway Society

The Columbus Garden Railway Society is interested in renting Room B for two days (January 27th and March 24th) at a rate of \$50 for two-hours on each day. The purpose is a monthly business meeting of approximately 30 individuals, no food would be served. The Trustees did not like the proposed \$50 rate which is lower than the published township rates and there was a general discussion on renting to groups to gain exposure or just renting the space for commercial business purposes.

After the discussion, Trustees Jarrett and Oberle agreed to rent the space to the Columbus Garden Railway Society with the notation that the standard room rate had been waived. Trustee Gerald abstained from the agreement.

John Oberle raise whether we should again consider renting space to a full-time tenant and that we should consider the issue again by year end.

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POLICE DEPARTMENT

Old Business:

None

New Business:

Chief Schwind made a statement about a potential pedophile in the Rosslyn Avenue area. There have been recent reports of someone watching/following children in the area. The Sharon Township Police Department is alert and paying close attention to this activity.

ROAD DEPARTMENT:

Old Business:

2012 Road Resurfacing Program

Tom Kayati reported receiving a 2012 road surfacing invoice from the County Engineer. He mentioned he had received approval from the Trustees earlier in the year and that he had generated a purchase order (\$104,000.00) to start the final payment phase.

Leaf Machine

Tom Kayati gave an overview of his experience with the new leaf boxes and machine. There have been challenges to ensure the 2012 leaf collection schedule is met.

New Business:

None

Approval of Minutes

Linda Jarrett made a motion to accept the October 17, 2012 minutes. The motion was seconded by John Oberle. All voted "Aye."

With no further business to bring before the Board, a request to adjourn at 7:46 PM - was made by Lori Gerald and seconded by John Oberle. All voted "Aye."

Nov-19, 2012
Date

Linda L. Jarrett
Chairman

John S. Oberle
Fiscal Officer

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FISCAL OFFICER

Old Business:

JAN-PRO

The Fiscal Officer updated the Trustees on his review of the number of times that JAN-PRO did not perform its work. A letter will be sent to JAN-PRO next week asking for reimbursement for seven days not worked.

New Business:

FormFire – Updating 2012 Healthcare Information

The Fiscal Officer asked all to update their FormFire so bids could be submitted to healthcare companies. Tom Kayati indicated he was having problems and the Fiscal Officer stated he would meet with him the following morning.

Permit to Excavate - \$2.00 fee

The Fiscal Officer raised the issue of the \$2.00 fee associated with the Permit to Excavate, which he considers too low. John Oberle asked for the section of the Ohio Revised Code that applies to the township resolution that invoked the fee. Tom Kayati was not sure the fee could be increased. The Trustees will be advised in a separate communication in the near future.

Internet Bids – WOW, AT&T, Time Warner

The Fiscal Officer informed the Trustees that he had asked for bids from WOW and Time Warner to compare to the AT&T monthly Internet charge of \$55.00. WOW does not have any lines in the immediate area and are not expected for some time. Time Warner’s lowest quote was \$79.99 per month. Sharon Township has the lowest monthly rate for Internet service at this time.

AT&T franchise fee – Resolution 11072012B

Recently it was determined that the township franchise fee rate for AT&T was not the same as for WOW and Time Warner. Resolution 11072012B was presented by the Fiscal Officer to correct the situation. Linda Jarrett made a motion to approve Resolution 11072012B to increase the AT&T franchise fee from 3% to 5%. The motion was seconded by Lori Gerald. All voted “Aye.”

Approval of Financial Report

Financial management reports recommended by the State Auditor’s Office were distributed to, reviewed by and approved by the Trustees. Linda Jarrett made a motion to accept the Financial Report. The motion was seconded by John Oberle. All voted “Aye.”

RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held _____

SHARON TOWNSHIP TRUSTEES REGULAR SESSION HELD AT

_____ 20_____

95 E. Wilson Bridge Road
November 19, 2012
Page 1 of 6

Signing of Checks

The meeting was opened in proper form at 6:00 PM

Roll Call:	Lori Gerald	Present
	Linda Jarrett	Present
	John Oberle	Present

Attendance: John O’Keeffe - Fiscal Officer, Chief Donald Schwind – Police Department, Thomas Kayati - Road Superintendent.

Guests: Don Dale

Speakers: Todd Weithman of Lauterbach & Eilber, Healthcare Broker

TRUSTEES

Old Business

Healthcare - Update

Todd Weithman announced the Medical Mutual quote for 2013 was an increase of \$2.58 per month, greatly lower than expected.

He gave an overview of options available to Sharon Township, namely use of a third-party administrator to manage the healthcare plan rather than Medical Mutual. Lori Gerald asked that material be provided to the Trustees as soon as possible so that they will have sufficient time to review the documents and make an informed decision.

Linda Jarrett raised the issue of an employee dropping township healthcare for healthcare coverage via a spouse healthcare plan or Medicare Advantage Plan. Todd Weithman gave a brief summary of what should be considered by an employee. There was a general discussion of various aspects of an Opt-Out Plan. One component was whether to require employees to disclose spousal healthcare coverage, quality and cost of spousal healthcare.

John Oberle suggested all supervisors conduct a survey of employees to determine their interest in such a plan. The Fiscal Officer will write a document describing an Opt-Out Plan and forward it to the supervisors for distribution.

Todd Weithman continued the discussion concerning ObamaCare and what will happen in 2014. Issues like children’s coverage, state exchanges, fairness of coverage, employers with fewer than 50 employees, penalties for not having health insurance were outlined.

Held _____

**SHARON TOWNSHIP TRUSTEES
REGULAR SESSION HELD AT**

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TekOrange - Website Update

John Oberle thanked everyone for submitting their materials to him and he has forwarded the documents to TekOrange, who assured Mr. Oberle that the website would be up and operating by the end of the year.

There was a discussion as to whether the Road Department needed an email account. TekOrange will be advised to configure the Road Department email account to be forwarded emails to the Walnut Grove email account used by the Road Superintendent.

The Police Chief reminded the Board that the website must be up by December 28th or the current email system will need to be renewed by the township. Current payments are on a quarterly basis. John Oberle will stress to TekOrange the need to have the website up and running no later than December 21st.

LiTech - Lighting Update

The Fiscal Officer gave a summary of the LiTech contract and pointed out a reduction in the AEP rebate amount from \$5 to \$3 per light, but retains a 2.65 year payback period. This reduction was imposed by AEP since the Sharon Township lighting project was not completed and inspected by AEP by November 16th. The project work will begin in the following week and is estimated to last 2 to 3 days.

Advisory Committee Update

John Oberle introduced Resolution 20121107B which formalizes the creation of the Sharon Township Advisory Resident (STAR) Board. Lori Gerald indicated her desire to pass the resolution tonight.

John Oberle made a motion to approve Resolution 20121107B creating the Sharon Township Advisory Resident (STAR) Board. The motion was seconded by Lori Gerald. All voted "Aye."

Maple Canyon - Exterior Property Maintenance Code Update

John Oberle stated that he had mailed Resolution 11072012A which declared the Maple Canyon property a public nuisance to Franklin County Land Bank Director Joel Teaford.

Trustee Oberle spoke with Mr. Teaford who stated the Land Bank had issued a Request For Proposal (RFP) for a demolition services. The due date for that RFP is December 7th. Mr. Teaford expects to have the program up and running by February 2013.

Sharon Township needs to do the following to facilitate the demolition process:

1. Send the Maple Canyon property owner a letter giving notice as required by the Ohio Revised Code.
2. Hire a title researcher to perform a title search of the property.

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John Oberle made a motion for board approval for Mr. Oberle to retain a title researcher for not more than \$200.00 to research the Maple Canyon property title. The motion was seconded by Lori Gerald. All voted "Aye." Mr. Oberle will report the results at the next regular meeting.

New Business:

Room Rental - Update

The Fiscal Officer updated the Board on the Columbus Garden Railway Society rental and recent interest by a Korean church. There have been 2 showings of the building and it appears the church is interested in renting space. More to come in the future.

John Oberle has spoken to the Ohio Department of Administrative Services about renting township hall space for State of Ohio activities. The building will be put on a list and distributed to state agencies.

Chief Schwind announced that the Franklin County Sheriff's Department may be interested in renting space in the township building. He will advise the Board as more information becomes available.

Sharon Memorial Board (SMB)

Linda Jarrett received a resignation letter from John Mueller, the SMB Treasurer with an effective date of December 31, 2012. Linda Jarrett made a motion to accept John Mueller's resignation from the Sharon Memorial Board with an effective date of December 31, 2012. The motion was seconded by John Oberle. All voted "Aye."

Linda Jarrett has spoken with SMB Board member Pam Kelly about a November 13th SMB meeting and noted that there are two vacant positions on the SMB. There was a general discussion of SMB activities and the need to advertise these openings and make appointments.

Lori Gerald was informed that during the November 13th SMB meeting her name was mentioned as NOT being a SMB member. She wanted it known that although the SMB President Cal Taylor did not recognize her appointment, the Sharon Township Board of Trustees appointed Ms. Gerald as a SMB member.

John Oberle stated that he had asked the Franklin County Prosecutor's Office for a legal opinion on the SMB and its operations. Linda Jarrett related a request from SMB member Pam Kelly as to whether Sharon Township would purchase SMB member liability insurance. After discussion, the consensus was Sharon Township had no authority to purchase such insurance for SMB members.

There was a discussion of the new township policy and procedure on SMB appointments. It was decided to move forward and advertise for applications for the SMB.

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Township Association Meeting

Linda Jarrett is working on having a panel discussion for the January 17, 2013 Franklin County Township Association meeting. She has been in contact with Perry Township Trustee Chet Chaney on coordination of speakers dealing with township laws. A general discussion ensued of potential panel members.

Flint Road Garage

Lori Gerald raised the issue of issuing a letter to the owner of a garage on Flint Road. The structure is in bad condition. Trustee Gerald doesn't have the address and Linda Jarrett will pass on information to her about the property owner.

FISCAL OFFICER

Old Business:

JAN-PRO

The Fiscal Officer updated the Trustees on a letter sent to JAN-PRO asking for \$358.75 for over payments and return of a building access card. The Trustees will be kept advised of this issue.

New Business:

Permit to Excavate - Update

The Fiscal Officer discussed the recent email he sent out and whether the township can charge a fee for its excavation permits. Tom Kayati stated Franklin County does not charge for excavations. John Oberle will contact the Franklin County Prosecutor for an opinion on the fee issue and suggested no fees be collected until the issue is cleared.

Ohio Drop Off

The Fiscal Officer informed the Trustees that he had located a private firm that recycles computer equipment. Ohio Drop Off is located on Morse Road between Cleveland Ave and Westerville Road. There are several old printers located through the building and they will be recycled in January 2013.

Approval of Financial Report

Financial management reports recommended by the State Auditor's Office were distributed to, reviewed and approved by the Trustees. Linda Jarrett made a motion to accept the Financial Report. The motion was seconded by John Oberle. All voted "Aye."

Held _____

**SHARON TOWNSHIP TRUSTEES
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POLICE DEPARTMENT**Old Business:**

None

New Business:**SWACO Donation of 10 Computers**

Chief Schwind discussed the recent acquisition of 10 HP desktops the Solid Waste Authority of Central Ohio. There was no charge for the computer equipment.

Chief Schwind introduced Resolution 11192012A which thanked SWACO for their computer equipment donation. Linda Jarrett made a motion to accept the Financial Report. The motion was seconded by John Oberle. All voted "Aye."

Violence Against Women Warrants - Subgrant Award

Chief Schwind gave a short background on the township participation in the Violence Against Women Warrants program. He asked Trustee Jarrett signature on the Subgrant Award document, a requirement for the township to be reimbursed for the hours worked.

ROAD DEPARTMENT:**Old Business:****Leaf Collection - Update**

Tom Kayati reported leaf collection is going very well, November 30th being the official end of leaf collection. Lori Gerald raise the issue of parked cars on Rosslyn Avenue interfering with leaf collection and the discussion move to how long can a car be parked on a roadway. Chief Schwind will research the issue.

New Business:**Winter Salt**

The Road Superintendent discussed the price of salt which is purchased from the Franklin County Engineer. This year's salt price is \$63.43 and he plans on buying 250 tons. John Oberle made a motion to approve the Road Superintendent purchasing 250 tons of salt from the County Engineer at an estimated price of \$16,000.00. The motion was seconded by Linda Jarrett. All voted "Aye."

Tom Kayati - Retirement - December 31, 2012 *considering*

Road Superintendent Tom Kayati ~~announced his expected~~ retirement date of December 31, 2012. Mr. Kayati indicated he would like to be re-hired. The recent changes by the Ohio Public Employees Retirement System led to his decision.

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Approval of Minutes

Linda Jarrett made a motion to accept the November 7, 2012 minutes with amendments. The motion was seconded by John Oberle. All voted "Aye."

With no further business to bring before the Board, a request to adjourn at 8:10 PM - was made by Linda Jarrett and seconded by Lori Gerald. All voted "Aye."

Dec. 5, 2012
Date

Linda L. Jarrett
Chairman

John Oberle
Fiscal Officer

Held _____

20 _____

**SHARON TOWNSHIP TRUSTEES
REGULAR SESSION HELD AT
95 E. Wilson Bridge Road
December 5, 2012
Page 1 of 3**

Signing of Checks

The meeting was opened in proper form at 6:00 PM

Roll Call:	Linda L. Jarrett	Present
	John H. Oberle	Present
	Lori A. Gerald	Present

Speaker: Todd Weithman, Lauterbach & Eilber, Healthcare Update

Attendance: Thomas Kayati, Road Department Supervisor, Chief Don Schwind, Police Department, Sharon D. Lee as Fiscal Officer Pro-Tem.

Guests: Phillip and Laura Smith; Don Dale; Kathy and Dan Walters; Linda Krikos; Jeremy Herman; Jenny Vermaaten

John H. Oberle moved to appoint Sharon D. Lee, Administrative Assistant, as Fiscal Officer Pro-Tem for this meeting. Linda L. Jarrett seconded. All voted "Aye."

TRUSTEES:

Old Business

Todd Weithman, Lauterbach & Eilber gave an update of Healthcare comparisons. Said he would e-mail the Fiscal Officer John S. O'Keeffe the rates.

A general consensus to change the Sharon Township meeting dates for the remainder of 2012 from December 12, 2012 to December 19, 2012.

John H. Oberle showed the updated website for review, to anyone who wanted to see it, on his laptop computer. The associates are advised to submit their critique. Need the past rates paid for internet and e-mail for the next meeting.

John H. Oberle stated that the Permit to Excavate Fees, after being reviewed by legal counsel, is unclear and was stated that the fee rate setting is up to individual Townships. Tom Kayati will talk with Fiscal Officer to set rates. Tabled to an upcoming meeting.

The Sharon Township Advisory Resident Board should be made up of five persons and that information will be put on the website for Sharon Township after the first of 2013.

Update on 6790 Maple Canyon – A title search is in progress – Sharon Township hasn't received information back at this time.

Lori A. Gerald remarked that another property at 8200 Flint Road, which is a garage, needs to be declared a nuisance by the Franklin County Zoning Department. John H. Oberle said that a letter will be mailed to the property owner, according to the Franklin County Auditor website search, advising them of beginning steps Sharon Township will need to take.

Held _____

20 _____

**SHARON TOWNSHIP TRUSTEES
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Lori A. Gerald gave an update on the Exterior Property Maintenance Code – the Prosecutor's Office is still working on it at this time.

There was a great deal of discussion about a pipeline which is located in the easement behind Parcel No. 254-151658-00 and Parcel No. 254-151656-00 that people are driving over. Kathy Walters, who is familiar with the issue, stated that the pipeline is owned by Marathon Petroleum. She gave written information about Marathon to the Trustees.

John Oberle brought up the subject of the fence at 378 Rosslyn Ave. and the consequent trespassing that is occurring and it was decided to re-install the guard rail that had been removed when the fence was put in. Tom Kayati said that should help with the trespassing issue.

TRUSTEES:

New Business

The subject of Room Rental will be updated at a future meeting.

Linda L. Jarrett stated that a letter seeking new Sharon Memorial Board members had been mailed to the Worthington VFW and the Worthington American Legion. A question from the audience inquired why the letter hadn't been sent to the Memorial Board. Linda L. Jarrett said it would be mailed to the Memorial Board this week.

The January 17, 2013 Franklin County Township Association Meeting to be held at Sharon Township was discussed. A letter was composed to confirm participation to those on the Panel, which includes Senator James Hughes, Senator Kevin Bacon, Representative Mike Duffey, and lobbyists Rick Oxender and Matt DeTemple.

A potluck Holiday Luncheon will be held December 18, 2012 for all the Sharon Township employees.

FISCAL OFFICER:

Old Business

Sharon D. Lee, Fiscal Officer Pro-tem, stated that 90% of the lights and ballasts had been replaced at the Township Building by the LiTech Lighting Management Services. The kitchen area has a unique setup for the lights, which entails a great deal of dismantle to reach the ballast, so at this time the ballasts have not been updated.

POLICE DEPARTMENT:

New Business

Chief Donald E. Schwind proposed a possible new hire, Brandon Hoge, for position of full-time Police Officer for Sharon Township. A general consensus among Trustees approved. Chief will check pay periods, but the first meeting of 2013 is tentative for swearing in.

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DAYTON LEGAL BLANK, INC., FORM NO. 1014B

Held

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SHARON TOWNSHIP TRUSTEES
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Chief Schwind wanted all to know that Constable Jake Rowland, in his vigilant patrolling, was instrumental in the arrest and obtaining a search warrant in the incident of thefts from automobiles in the Perry Township and Powell area. The Trustees all agreed that they are very proud of the work he does!

ROAD DEPARTMENT:

Old Business

Tom Kayati stated the need for the Road Department radio system to be changed from narrowband instead of broadband. Tom Kayati will contact The American Tower Company for information.

Approval of Financial Report:

Financial management reports recommended by the State Auditor's Office were distributed, reviewed and approved by the Trustees. Linda L. Jarrett made a motion to accept the Financial Report. The motion was seconded by John H. Oberle. All voted "Aye."

Approval of November 19, 2012 Minutes:

Linda L. Jarrett made a motion to approve the minutes of November 19, 2012, seconded by Lori A. Gerald.

Executive Session

John H. Oberle moved to adjourn the Regular Session of the Board of Trustees of Sharon Township at 7:55 PM and move into Executive Session to discuss personnel matters, Lori A. Gerald seconded. All voted "Aye."

Roll Call:	Linda L. Jarrett	Present
	John H. Oberle	Present
	Lori A. Gerald	Present

Attendance: Chief Donald E. Schwind, Sharon Township Police Department, Tom Kayati, Road Supervisor; Sharon D. Lee, Fiscal Officer Pro-Tem.

Open Session

Linda Jarrett re-opened the Regular session of the Board of Trustees at 8:15 p.m.

With no further business to bring before the Board a request to adjourn at 8:16 PM -was made. John H. Oberle moved, Linda L. Jarrett seconded. All voted "Aye."

Dec. 19, 2013
Date

Linda L. Jarrett
Chairman

John S. O'Kuff
Fiscal Officer

RECORD OF PROCEEDINGS

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Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

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RECORD OF PROCEEDINGS

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held _____

SHARON TOWNSHIP TRUSTEES
REGULAR SESSION HELD AT

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December 19, 2012
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Signing of Checks

The meeting was opened in proper form at 6:00 PM

Roll Call:	Linda L. Jarrett	Present
	John H. Oberle	Present
	Lori A. Gerald	Present

Speaker: Todd Weithman, Lauterbach & Eilber, Healthcare Update

Attendance: John S. O’Keeffe – Fiscal Officer, Chief Don Schwind – Police Department, Thomas Kayati - Road Superintendent

Guests: Phillip Smith; Don Dale; Jeremy Herman; Robert Haycook; Pam Kelly, Dave Kelly, Deane Hoge; Bradley Horn; Megan Kelly; Dan Murphy; Pete Voedisch

Chief Schwind introduced Brandon Hoge as the newest full time constable and introduced Resolution 1219201B for Trustee approval. Linda Jarrett made a motion to approve Resolution 12192012B authorizing the hiring of Brandon Hoge as a full-time Sharon Township Constable. The motion was seconded by Lori Gerald. All voted “Aye.”

With Brandon Hoge’s family present, Brandon Hoge was sworn in as a Sharon Township Constable by the Fiscal Officer.

Tom Kayati presented Robert Haycook a Certificate of Appreciation for his 30+ years of service with Sharon Township. Mr. Kayati informed the audience that Mr. Haycook was retiring on December 31, 2012 and that he had been a good employee over the many years of his service. All present gave a round of applause to Mr. Haycook for his service.

TRUSTEES:
Old Business

Approval of 2013 Healthcare Insurance Provider

Todd Weithman was introduced and asked for comments on the healthcare insurance process. There were two bids by Medical Mutual and StarMark for consideration. There was a question as to whether the StarMark bid was a “final” bid and according to Mr. Weithman it was not a final bid. There was a general discussion of the issue by staff and Board members, who voiced their opinions of what would be best for the township and its employees.

Linda Jarrett
~~Lori Gerald~~ made a motion to approve Resolution 12192012A whereas Medical Mutual of Ohio will be identified as the township medical insurance provider in 2013. The motion was seconded by ~~Linda Jarrett~~. Linda Jarrett and Lori Gerald voted “Aye” and John Oberle voted “Nay”.

Lori Gerald

Held _____

**SHARON TOWNSHIP TRUSTEES
REGULAR SESSION HELD AT**

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**95 E. Wilson Bridge Road
December 19, 2012
Page 2 of 6****TekOrange – Website Update:**

John H. Oberle indicated the township new website developed by TekOrange and related email accounts would be ready by January 1, 2013. There was a short discussion of final details such as some additional input from Chief Schwind. The new website was designed to be robust and contain agendas, minutes and other information for township residents.

Jeremy Herman asked for the township website to have a link to the Sharon Memorial Hall web site and Mr. Oberle said such linkage could be done. There was a general discussion and ended with Mr. Oberle asking interested parties to forward their information to TekOrange as soon as possible so they may update the website.

Permit to Excavate Fees

The issue of Permit to Excavate Fees was raised and what is a reasonable fee was discussed. Mr. Kayati believes it is in the township best interest to be aware of any excavation on township roads. There was a consensus that \$5.00 fee was reasonable and that the township should be aware of excavation activities.

Sharon Township Advisory Resident (STAR) Board

There was a general discussion of how the STAR Board would operate and that more names would be added in 2013. Lori Gerald introduced Brad Horn as STAR Board member representing the Westview-Rosslyn-Kanawha area.

Maple Canyon Update

John Oberle gave an update of the overall process to eliminate the Maple Canyon structure. The Franklin County Land Bank asked Sharon Township to enter into a Memorandum of Understanding (MOU), but the Franklin County Prosecutor's office wants to make changes to the MOU before Sharon Township can sign the document.

Sharon Township would be one of the first communities funded by the Franklin County Land Bank and there is a desire to have all documents reviewed and approved by the Franklin County Prosecutor to ensure a smooth process in eliminating community hazards.

Room Rental - Update

The Fiscal Officer gave an update of the Columbus Garden Railway Society rental status. Also, the Fiscal Officer made a recommendation to the Board to approve the rental to the Church in Columbus. The estimated \$5,000 in rental income could be applied to utility charges and would lessen the drag on the General Fund expenditures.

The Board had no objection to the three-month rental agreement with the Church in Columbus and John Oberle indicated he would write a 30-day escape for the agreement.

Held _____

**SHARON TOWNSHIP TRUSTEES
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**95 E. Wilson Bridge Road
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Page 3 of 6****Room Rental – Government Tenants**

John Oberle open the discussion on obtaining a full-time rental tenant which would result township time and resources currently used to solicit and retain room renters. While the township has had success with tenants, it was his belief that another full-time rental tenant such as a State of Ohio agency would be beneficial to Sharon Township. Mr. Oberle has spoken with the Ohio Department of Administrative Services, Real Estate and Planning Administrator, Marcey Earley-Jeter about the issue. Mr. Oberle felt that the Board should revisit this issue in the first quarter of 2013.

Linda Jarrett asked the Fiscal Officer if he was still going to use Craigslist to advertise township space for rent and received an affirmative response.

Property Maintenance Code

Lori A. Gerald gave an update on the Exterior Property Maintenance Code – the Prosecutor's Office is still working on the document and indicated she would have something by the end of the year. Lori Gerald expressed frustration about the amount of time the County Prosecutor was taking to review and approve the township document.

Linda Jarrett raised the fact that a letter had been mailed to the Flint Road property owner about the condition of the building and that no response had been received by the township.

Sharon Memorial Board - Update

Linda Jarrett announced the election of Jeremy Herman as President of the Sharon Memorial Board of Trustees (SMB).

Jeremy Herman was asked by the Board Chair to speak and he indicated there will be a SMB liaison to Sharon Township would be appointed in the future. He said he had a question about liability insurance. It was his understanding that the SMB was "not covered by the township" and John Oberle suggested SMB consult with County Prosecutor as he recently issued an opinion that SMB is a public body.

Mr. Herman asked if there would be any appointments in the near future and Linda Jarrett indicated the process was ongoing. Mr. Herman asked if it was possible to hold a SMB meeting at the township hall if certain conditions present themselves and was told there shouldn't be a problem with that request.

SMB Board Member Dan Murphy opened a discussion about a January 3 meeting between the old and new officers and the signing of a release. Trustee Oberle suggested the SMB consult with the County Prosecutor on how to proceed. There was an exchange of information between the audience, staff and Board members about the January 3rd meeting and transfer of documents and other valuables from the outgoing SMB leadership.

Held _____

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**TRUSTEES:
New Business**

1st Notice of Violation – 200 W Kanawha Ave

A copy of a County Health Department letter citing the property owner of 200 W. Kanawha Ave was briefly discussed. There had been no feedback to the township from the property owner. The property will be monitored.

Sharon Township Motto

Lori Gerald said a township resident asked their suggestion of “Neighbors Who Care” be considered for the Sharon Township Motto.

2013 Temporary Appropriations Budget

The 2013 Temporary Appropriations Budget was presented to the Board and their approval of the budget was requested via Resolution 12192012B.

Loir Gerald made a motion to approve Resolution 12192012B to approve the 2013 Temporary Appropriations Budget. The motion was seconded by Linda Jarrett. All voted “Aye.”

**FISCAL OFFICER:
Old Business**

JAN-PRO Update

The Fiscal Officer updated the Board on his discussions with the County Prosecutor efforts to collect from JAN-PRO. The Board will be advised when there are any new developments.

LiTech Update

The contract is complete and the \$1,600.00 rebate check from AEP is expected in 30 to 40 days. AEP announced that Sharon Township’s rebate would be based upon the \$5.00 per electrical device rather than the \$3.00 value.

New Business

2013 Undivided Local Government Fund

The Fiscal Officer gave a brief overview of the Local Government Fund and how it has dropped over the past four years. He suggested that Trustees use their influence on January 17th during the Franklin County Township Association meeting to ask local elected state officials for their assistance in obtaining more state funding.

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DAYTON LEGAL BLANK, INC., FORM NO. 1014B

Held

SHARON TOWNSHIP TRUSTEES REGULAR SESSION HELD AT

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Approval of Financial Report:

Financial management reports recommended by the State Auditor's Office were distributed, reviewed and approved by the Trustees. Lori Gerald made a motion to accept the Financial Report. The motion was seconded by Linda Jarrett. All voted "Aye."

POLICE DEPARTMENT:

New Business

Resignation – Constable Jacob Rowland

Chief Donald E. Schwind informed the Board of Constable Rowland resignation effective January 2, 2013.

Lori Gerald made a motion to accept Constable Jacob Rowland's resignation effective January 2, 2013. The motion was seconded by Linda Jarrett. All voted "Aye."

Resignation – Sally Woods

Chief Donald E. Schwind informed the Board of part-time employee Sally Woods resignation effective December 31, 2012.

Linda Jarrett made a motion to accept Sally Woods's resignation effective December 31, 2012. The motion was seconded by Linda Jarrett. All voted "Aye."

New Constable – David Shore

Chief Schwind announced his selection of David Shore as the replacement to the resigning Constable Jacob Rowland. The next monthly meeting will include the swearing-in process.

Mutual Aid Agreement

Chief Schwind passed out a proposed Mutual Aid agreement that he will ask for Trustee approved at the next monthly meeting. The Mutual Aid agreements had not been updated in a number of years, so it mostly a house cleaning event.

ROAD DEPARTMENT:

New Business

Resignation – Robert Haycook

Tom Kayati asked the Board to accept employee Robert Haycook's resignation effective December 31, 2012.

Linda Jarrett made a motion to accept Robert Haycook's resignation effective December 31, 2012. The motion was seconded by John Oberle. All voted "Aye."

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Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held _____

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**95 E. Wilson Bridge Road
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Security Equipment – Road Department

In response to the recent burglary attempt at the Road Department, Tom Kayati has been looking at alarms systems (equipment installation and monitoring). Based upon suggestions made the Board members and the Police Chief, Mr. Kayati will continue his search to the best value for the township.

American Tower

The tower lease will end in September 2013 and American Tower proposed to raise the rent from \$100 per year to \$500 per month!

The Road Superintendent is searching to a new home for the radio antenna. The radio system used by Sharon Township is most cost effective and has safety in mind over the use of cellular telephones. It is possible the township could put up a tower at the Flint Road Cemetery as the area occupies the high ground in the township area. Results will be reported to the Trustees.

Approval of December 5, 2012 Minutes:

John Oberle made a motion to approve the minutes of December 5, 2012, seconded by Linda Jarrett. All voted "Aye."

Executive Session

John H. Oberle moved to adjourn the Regular Session of the Board of Trustees of Sharon Township at 7:40 PM and move into Executive Session to discuss personnel matters, Lori A. Gerald seconded. All voted "Aye."

Roll Call:	Linda L. Jarrett	Present
	John H. Oberle	Present
	Lori A. Gerald	Present

Attendance: Tom Kayati, Road Supervisor.

Open Session

Linda Jarrett re-opened the Regular session of the Board of Trustees at 8:24 p.m.

With no further business to bring before the Board a request to adjourn at 8:25 PM -was made. John Oberle moved, Linda Jarrett seconded. All voted "Aye."

1/2/13
Date

John H. Oberle
Chairman

[Signature]
Fiscal Officer