

RECORD OF PROCEEDINGS

Minutes of

Meeting

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

Held \_\_\_\_\_

SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT

\_\_\_\_\_ 20 \_\_\_\_\_

95 E. Wilson Bridge Road  
January 2, 2013  
Page 1 of 6

**Signing of Checks**

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

<b>Roll Call:</b>	Linda L. Jarrett	Present
	John H. Oberle	Present
	Lori A. Gerald	Present

**Speaker:** None

**Attendance:** John S. O’Keeffe – Fiscal Officer, Chief Don Schwind – Police Department, Pete Voedisch – Interim Road Superintendent

Guests: Phillip and Laura Smith; Ross Brown, Pat Kelly, Shelia Bageley, Mrs. Cal Taylor

Chief Schwind introduced David J. Shore as the newest full time constable and introduced Resolution 01022013F for Trustee approval. Linda Jarrett made a motion to approve Resolution 01022013F authorizing the hiring of David J. Shore as a full-time Sharon Township Constable. The motion was seconded by Lori Gerald. All voted “Aye.”

David J. Shore was sworn in as a Sharon Township Constable by the Fiscal Officer.

**Organizational Motions**

**Board Chair**

Linda Jarrett made a motion to appoint John Oberle as the 2013 Sharon Township Board of Trustees Chair. The motion was seconded by Lori Gerald. All voted “Aye.”

**Board Vice Chair**

Joh.

Lori G.

Linda Jarrett made a motion to appoint John Oberle as the 2013 Sharon Township Board of Trustees Chair. The motion was seconded by Linda Jarrett. All voted “Aye.”

**2013 Township Representative on Cemetery Board**

Linda Jarrett made a motion to appoint John Oberle as the 2013 Sharon Township Representative on the Walnut Grove / Flint Road Union Cemetery Board. The motion was seconded by Lori Gerald. All voted “Aye.”

**2013 Township liaison to Police Department**

Linda Jarrett made a motion to appoint Lori Gerald as the 2013 Township liaison to the Police Department. The motion was seconded by John Oberle. All voted “Aye.”

**2013 Township liaison to Sharon Memorial Board**

Lori Gerald made a motion to appoint Linda Jarrett as the 2013 Sharon Township liaison to the Sharon Memorial Hall Board of Trustees. 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  
January 2, 2013  
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### 2013 Township liaison to Administrative Offices

Lori Gerald made a motion to appoint John Oberle as the 2013 Township liaison to the Administrative Offices. The motion was seconded by Linda Jarrett. All voted "Aye."

### 2013 Township liaison to Road Department

John Oberle made a motion to appoint Linda Jarrett as the 2013 Sharon Township Board of Trustees Chair. The motion was seconded by Lori Gerald. All voted "Aye."

*liaison to the Road Department. EC*

With the completion of organizational motions, 2013 Board of Trustees Chair John Oberle took over the conduct of the meeting from his predecessor Linda Jarrett.

### Organizational Resolutions

#### Resolution 01022013A – Appointments/Designations

Linda Jarrett made a motion to approve Resolution 01022013A Appointments/Designations for 2013. The motion was seconded by Lori Gerald. All voted "Aye."

#### Resolution 01022013B – Elected Official Compensation

Lori Gerald made a motion to approve Resolution 01022013B Elected Official Compensation for 2013 in which officials will be paid monthly. The motion was seconded by Lori Gerald. All voted "Aye."

A member of the audience, Mrs. <sup>Nancy</sup> Gal Taylor presented several questions about Trustee salary and healthcare insurance. President Oberle responded and then asked the Fiscal Officer to respond to Mrs. Taylor's verbal public records request.

#### Resolution 01022013C – Meeting Dates

Lori Gerald made a motion to approve Resolution 01022013C entitled "Meeting Dates", which depicts all 2013 regular township meeting dates. The motion was seconded by Lori Gerald. All voted "Aye."

#### Resolution 01022013D – Per Diem and Mileage Reimbursement

Linda Jarrett made a motion to approve Resolution 01022013A "Per Diem and Mileage Reimbursement" rates for 2013. The motion was seconded by John Oberle. All voted "Aye."

A subsequent discussion which included comments by Chief Schwind revealed the policy did not covered out-of-state travel. John Oberle asked the Fiscal Officer to research the issue, update the policy and present it a future meeting for review and approval.

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### **Resolution 01022013E – Re-employment of Township Employees**

Lori Gerald made a motion to approve Resolution 01022013E entitled "Re-employment of Township Employees" which renewed the employment of township employees for another year. The motion was seconded by Linda Jarrett. All voted "Aye."

### **TRUSTEES:** **Old Business**

#### **TekOrange – Website Update:**

John H. Oberle announced the startup of the township's new website developed by TekOrange. The website ([www.sharontwp.us](http://www.sharontwp.us)) will soon contain newsletters, minutes and other information for township residents.

Chief Schwind made a suggestion that each department have their own website administrator and explained how the Trustees can access their new township email accounts. John Oberle asked Chief Schwind to be the website administrator until appointments are made and to coordinate training with TekOrange.

#### **STAR Committee Update**

Lori Gerald indicated she did not have any more names at this time. Linda Jarrett indicated she had not gotten any feedback so far, but had several potential names including one from the Mount Air area. John Oberle mentioned a "Jerry Jordan" who has a legal background as someone who may be interested in serving on the STAR Committee.

There was a general discussion of membership with the consensus that the next township newsletter should appeal for volunteers. Mrs. Cal Taylor asked several questions as to the purpose of the STAR Committee and its composition. All trustees responded with comments.

#### **Maple Canyon Update**

John Oberle gave an update of the progress citing foreclosure on Maple Canyon is getting closer, that the title search should be completed soon, and that the County Prosecutor will perform an in-house review to ensure completeness of required legal activities. He has spoken with the County Land Bank and they indicated Sharon Township will receive full funding for demolitions and that the first demolition in the county will happen in February. Not sure if Maple Canyon will be the first structure demolished under the new State of Ohio grant system.

Lori Gerald spoke up about a house problem at 200 West Kanawha and a letter sent by the County Health Department to the home owners who have passed. Apparently the son lives at the house and did not respond to the letter. This matter will be discussed at the next regular township meeting.

Held \_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
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**95 E. Wilson Bridge Road  
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**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. She expected the review to be completed soon and will present the document to the Board when completed.

**Franklin County Township Association Meeting**

Linda Jarrett gave an update of the meeting scheduled for January 17<sup>th</sup>. She indicated elected state representatives would not be in attendance due to schedule conflicts. There was a general exchange of information about the meeting.

**Township Newsletter**

John Oberle asked when the next newsletter would be mailed out. Lore Gerald suggested soon so it could announce the new township website. It was agreed that a newsletter be approved during the February 6<sup>th</sup> meeting and that newsletter information be submitted to Sharon Lee by January 31<sup>st</sup>.

**TRUSTEES:  
New Business**

**Worthington Hills Civic Association**

John Oberle raised the issue that the Worthington Hills Civic Association (Association) wishes to plant trees and other improvements in the township right-of-way. Association member Ross Brown met with John Oberle before the start of tonight’s meeting on the issue. There is a need to have a legal agreement to protect the township and ensure all Association improvements are appropriate.

John Oberle hopes to meet with the Association in early February to work out an agreement.

**Broadmeadows Blvd Apartment Renovation**

There was a general discussion of an apartment renovation project on Broadmeadows Blvd. Members of the audience gave several comments about the good work being done at the Section 8 housing complex.

Lori Gerald briefly discussed the issue of crime on Broadmeadows Blvd and changes being made by various stakeholders to reduce crime and improve the quality of life in the area.

**COTA Bus Turnaround**

When asked about the COTA Bus Turnaround, Lori Gerald said area residents are not happy with the development, but she acknowledged the quality of the structure and its landscaping.

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### **FISCAL OFFICER:** **Old Business**

#### **Permit to Excavate – Feb 6<sup>th</sup> meeting:**

The Fiscal Officer indicated the Permit to Excavate will be updated and presented to the Board for its approval during the February 6<sup>th</sup> meeting.

#### **Room Rental – Church in Columbus**

The Church in Columbus first meeting will be on January 6<sup>th</sup> and arrangements for a successful renting engagement have been completed.

### **New Business**

#### **Approval of Financial Report:**

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

### **POLICE DEPARTMENT:**

#### **Old Business**

#### **Mutual Aid Agreement**

Chief Schwind discussed the Mutual Aid agreements he had given to the Trustees at the last regular meeting. He indicated that two agreements had not been updated for a number of years and gave a summary of each document.

Linda Jarrett introduced a motion to approve Resolution 01022013G, a Mutual Aid agreement, seconded by Lori Gerald. All voted "Aye."

Lori Gerald introduced a motion to approve Resolution 01022013H, a Mutual Aid agreement, seconded by Linda Jarrett. All voted "Aye."

### **New Business**

#### **Swearing In – David J. Shore**

Ceremony performed at beginning of meeting.

Held \_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT**

\_\_\_\_\_20\_\_\_\_\_

**95 E. Wilson Bridge Road  
January 2, 2013  
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**ROAD DEPARTMENT:  
New Business**

**Snow Plowing**

Pete Voedisch gave a summary of the snow plowing work recently performed by the Road Department. Lore Gerald expressed appreciation from the residents of living in her area. In general, all present had positive comments for the snow plowing work.

**Bryan Bowman – Seasonal to Full Time**

Pete Voedisch asked the Board to approve the change in employment status for Bryan Bowman from seasonal to full-time effective January 3, 2013.

Lori Gerald made a motion to approve Bryan Bowman’s employment status from seasonal to full-time effective January 3, 2013 at a rate of \$10.62, which was seconded by Linda Jarrett. All voted “Aye.”

**Security Equipment – Road Department**

Tom Kayati gave an overview of the proposed security system which was discussed in the previous meeting. After Board discussion, Lori Gerald made a motion to approve the Road Department to hire Camera Guy and install a security system at not more than \$3,250.00, seconded by Linda Jarrett. All voted “Aye.”

**Approval of December 19, 2012 Minutes:**

Linda Jarrett made a motion to approve the minutes as amended of December 19, 2012, seconded by John Oberle. All voted "Aye."

After asking the audience if they had any issues for the Board, John Oberle announced the next meeting’s agenda would include the hiring of a new Road Superintendent.

With no further business to bring before the Board a request to adjourn at 7:30 PM -was made. John Oberle moved, Linda Jarrett seconded. All voted "Aye."

1/16/13  
Date

John H. Oberle  
Chairman

John S. Oberle  
Fiscal Officer

# RECORD OF PROCEEDINGS

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DAYTON LEGAL BLANK, INC., FORM NO. 10148

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## SHARON TOWNSHIP TRUSTEES REGULAR SESSION HELD AT

\_\_\_\_\_ 20\_\_\_\_\_

95 E. Wilson Bridge Road  
January 16, 2013  
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The meeting was opened in proper form at 6:00 PM

<b>Roll Call:</b>	Linda L. Jarrett	Present
	John H. Oberle	Present
	Lori A. Gerald	Present

### **Pledge of Allegiance was conducted**

**Attendance:** John S. O'Keeffe – Fiscal Officer, Chief Don Schwind – Police Department, Pete Voedisch – Interim Road Superintendent

**Speaker:** None

**Guests:** Phillip and Laura Smith, Richard Fowler, Ms. Nancy Taylor, Dan and Kathy Walters, Tom Kayati, Pat Kelly, Brad Horn.

### **Agenda Amended**

John Oberle asked for additions to the agenda, there were none from the Board or staff and he added a property issue at Olentangy and Highland.

Lori Gerald made a motion to approve the amended agenda, seconded by Linda Jarrett. All voted "Aye."

### **TRUSTEES:** **Old Business**

#### **TekOrange – Website Update:**

John Oberle mentioned the migration problem in moving old emails from the previous provider is ongoing.

Chief Schwind stated TekOrange training classes are conducted on Tuesday and Wednesday. General discussion as to who will attend training and when.

John Oberle saw a need for a single administrator of the website and asked Chief Schwind for his opinion. Chief Schwind gave a number of suggestions for the Trustees to consider. Lori Gerald felt that there was need for training, but access should be limited. There was a general discussion on various issues.

John Oberle felt that there was a general consensus for one overall administrator such as Chief Schwind with individual departments having administrators who update their web site material.

Finally, John Oberle suggested that it should be township policy that any changes to the web site can be done by Police and Road Departments, but documents must first be brought to the upcoming township meeting at the time for review by the Trustees.

Held \_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT**

\_\_\_\_\_20\_\_\_\_\_

**95 E. Wilson Bridge Road  
January 16, 2013  
Page 2 of 5****STAR Committee Update**

Lori Gerald nominated Brad Horn to the STAR Committee and there was a general discussion of STAR nominees.

Lori Gerald made a motion to appoint Brad Horn, Helen Epps, and Mary Wilson to the Sharon Township STAR Committee, seconded by John Oberle. All voted "Aye."

**Maple Canyon Update**

John Oberle gave an update of the progress for the demolition of the Maple Canyon building. The results of the title search has been received, the county prosecutor is working on a letter that will go out to all property stakeholders advising them of the demolition process.

Additionally, the county prosecutor is in discussion with Joel Tealford of COCIC on the development of a Memorandum of Understanding that all parties will follow in the demolition of the property. COCIC is expected to pay for most of the demolition costs. The prosecutor is expected to complete the two above tasks within the next two weeks.

**Property Maintenance Code**

Lori Gerald gave an update on the Exterior Property Maintenance Code – the Prosecutor's Office is still working on the document. She expected the review to be completed soon and will present the document to the Board when done.

Chief Schwind will create a resolution for the Trustees to approve in a future meeting. Lori Gerald thanked Chief Schwind for all his help on this issue.

The issue of hiring an employee or contractor to perform inspections was delayed until a future Board meeting.

**Franklin County Township Association Meeting**

Linda Jarrett gave an update of the meeting scheduled for January 17<sup>th</sup> at 6:00pm. Due to legislative conflicts, elected state representatives will not be in attendance. There will be two lobbyists speaking to the group which is expected to number around 40 individuals.

**Flint Road Light**

Linda Jarrett raised an issue about a Flint Road light pole located in Columbus that was being paid for by some township residents. There was a general discussion on this issue and appears the light pole is located in Columbus and that some township residents contribute to the payment to AEP for the light. It was a general consensus the light pole issue is a private matter.

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95 E. Wilson Bridge Road  
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### **Public Records Update**

John Oberle reported that the public records request by Ms. Nancy Taylor has been fulfilled.

### **Township Newsletter**

John Oberle indicated Sharon Lee is working on the quarterly Township Newsletter and that newsletter information must be submitted to Sharon Lee by January 31<sup>st</sup>.

### **Worthington Hills Civic Association**

Linda Jarrett reported that the Worthington Hills Civic Association wishes to meet with the township trustees on planting trees and other improvements in the township right-of-way. Efforts are ongoing to set up a meeting in February,

### **TRUSTEES:** **New Business**

#### **Consideration of hiring Road Superintendent for 2013**

John Oberle introduced resolution 01162013A which dealt with the re-hiring of Tom Kayati as the Road Superintendent effective February 1, 2013. He gave background information on events that led to Mr. Kayati's retirement and that the township would pay Mr. Kayati \$29,000 per year, if approved which would save the township over \$6,000. a year.

John Oberle made a motion to approve Resolution 01162013A, hiring Tom Kayati as Road Superintendent, seconded by Lori Gerald. All voted "Aye."

Pete Voedisch was noted for stepping into the interim Road Superintendent position and thanked by the Board of Trustees.

Nancy Taylor remarked that there is a lack of township policies on advertising open employee positions and hiring veterans. The Township took exception to the veterans comment and felt that the township has been very supportive of hiring veterans.

Ms. Taylor suggested the township advertised in Suburban News for open positions on the Sharon Memorial Board and the need for more veterans on that Board. Mr. Oberle summarized the law that pertains to the Sharon Memorial Board and how Trustee Jarrett has worked to ensure qualified personnel apply and are appointed to the Board.

Ms. Taylor was thanked for her comments by Mr. Oberle.

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95 E. Wilson Bridge Road

January 16, 2013

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#### **FISCAL OFFICER:**

##### **Old Business**

None

##### **New Business**

###### **UAN Update**

John O'Keeffe updated the Board on the conversion to the new Uniform Accounting Network system for accounting and payroll. The process is almost complete with the hope to be back to normal operations soon.

###### **Life Insurance**

The Fiscal Officer gave a brief summary on new life insurance for township personnel. Sean Sprouse and Todd Weithman have worked very hard at raising life insurance values with little increase in costs. More information will be forthcoming.

###### **Healthcare – Ten-year Deduction Plan**

The Fiscal Officer outlined a potential plan that would raise employee payroll deductions for healthcare over a ten-year period.

#### **POLICE DEPARTMENT:**

##### **Old Business**

None

##### **New Business**

None

#### **ROAD DEPARTMENT:**

##### **New Business**

None

##### **New Business**

None

RECORD OF PROCEEDINGS

Minutes of

Meeting

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

Held \_\_\_\_\_

SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT

\_\_\_\_\_ 20\_\_\_\_\_

95 E. Wilson Bridge Road  
January 16, 2013  
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**Open Discussion**

John Oberle opened the meeting to comments by all present.

John Oberle stated he will continue to update the Issue List and send it into Sharon Lee.

Linda Jarrett mentioned the garage on Flint Road and it was thought that the County Health Department may be the best answer to having the site cleaned up.

Rich Fowler asked that the drain in front of 41 Westview Avenue be cleaned.

Kathy Walters remarked on run-off from the new COTA bus turnaround at Westview and High Street.

**Approval of January 2, 2013 Minutes:**

Lori Gerald made a motion to approve the January 2, 2013 minutes as amended, seconded by Linda Jarrett. All voted "Aye."

With no further business to bring before the Board a request to adjourn at 7:11 PM -was made. Linda Jarrett moved, Lori Gerald seconded. All voted "Aye."

Feb 16 2013  
Date

John H. Oberle  
Chair

[Signature]  
Fiscal Officer

# RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_ 20\_\_\_\_

# RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_

## SHARON TOWNSHIP TRUSTEES SPECIAL SESSION HELD AT

\_\_\_\_\_ 20 \_\_\_\_\_

95 E. Wilson Bridge Road  
February 11, 2013  
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The meeting was opened in proper form at 6:00 PM

<b>Roll Call:</b>	Linda L. Jarrett	Present
	John H. Oberle	Present
	Lori A. Gerald	Present

### **Pledge of Allegiance was conducted**

**Attendance:** John S. O’Keeffe – Fiscal Officer, Chief Don Schwind – Police Department

**Speaker:** None

**Guests:** Phillip Smith, Tom Kayati

### **TRUSTEES:** **Old Business**

#### **Exterior Property Maintenance Code**

John Oberle opened the meeting and summarized the meeting purpose and gave a short history of the Exterior Property Maintenance Code. The Board members were asked if there were any questions and none were asked.

The audience was asked if there were any questions and Mr. Smith asked why Franklin County inspectors were being replaced by the Code. Mr. Oberle indicated that the Exterior Property Maintenance Code did not replace county offices like the Health Department. Rather it focuses on giving the township the authority to deal with the problems since the township is directly accountable to residents.

Lori Gerald made a motion to approve Resolution 02112013 entitled “A Resolution for Adoption of the Property Maintenance Code for Sharon Township, Franklin County, Ohio”, seconded by Linda Jarrett. All voted “Aye.”

With no further business to bring before the Board a request to adjourn at 6:10 PM -was made. Lori Gerald moved, Linda Jarrett seconded. All voted "Aye."

Feb 20, 2013  
Date

John H. Oberle  
Chair

John S. O'Keeffe  
Fiscal Officer

# RECORD OF PROCEEDINGS

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Meeting

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Held \_\_\_\_\_ 20\_\_\_\_

# RECORD OF PROCEEDINGS

Minutes of

Meeting

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

Held \_\_\_\_\_

## SHARON TOWNSHIP TRUSTEES REGULAR SESSION HELD AT

\_\_\_\_\_ 20 \_\_\_\_\_

95 E. Wilson Bridge Road  
February 20, 2013  
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The meeting was opened in proper form at 6:00 PM

<b>Roll Call:</b>	Linda L. Jarrett	Present
	John H. Oberle	Present
	Lori A. Gerald	Present

### **Pledge of Allegiance was conducted**

**Attendance:** John S. O’Keeffe – Fiscal Officer, Chief Don Schwind – Police Department, Pete Voedisch – Interim Road Superintendent

**Speaker:** None

**Guests:** Phillip Smith, Richard Fowler, Dan and Kathy Walters, Tom Kayati, Don Dale

### **Agenda Amended**

John Oberle asked for additions to the agenda, there were none from the Board or staff.

### **TRUSTEES:** **Old Business**

#### **TekOrange – Website Update:**

John Oberle mentioned a TekOrange invoice of \$380.00 charge for moving emails from the old provider. Lori Gerald indicated all her emails have not been transferred from the old provider. John Oberle asked that township personnel confirm whether all the emails have been received, so TekOrange can be advised of the situation.

There was a general discussion on training.

#### **STAR Committee Update**

Lori Gerald had no additional names to nominate to the STAR Committee.

The search for potential members continues.

#### **Maple Canyon Update**

John Oberle distributed a Master Memorandum of Understanding (MMOU) between the township and the Central Ohio Community Improvement Corporation. There was a general discussion of costs, different scenarios in cleaning up and selling the property.

Lori Gerald asked for more time to review the document and the MMOU is expected to be considered for approval during the March 6<sup>th</sup> meeting.

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### **Exterior Property Maintenance Code**

Chief Schwind gave an update of public notices published in the Columbus Dispatch and at five public library locations. There will be a public hearing on the Exterior Property Maintenance Code on March 20<sup>th</sup>.

### **Township Newsletter**

The 1<sup>st</sup> newsletter of 2013 mailing phase was almost complete and the newsletter has been posted to the township's website. Prior year newsletters will also be posted to the website.

### **Flint Road Property**

Linda Jarrett stated she had spoken with Joe Bailey, Franklin County Zoning Enforcement Inspector and that there should be further developments in the near future.

### **Veterans Policy**

John Oberle distributed a proposed Veterans Policy and asked the Board for input. There was a general discussion as to the merits of such a policy and Lori Gerald indicated there may be issues with the policy based upon her discussion with private sector Human Resource personnel.

Chief Schwind offered some suggestions to improve the policy. The document will be updated and brought to a future meeting for consideration.

### **Road Department Pay Issue**

John Oberle spoke about a pay bonus for the Interim Road Superintendent. The Cemetery Board has approved a \$2,000 pay bonus for his services in January and February 2013. John Oberle asked the Board to approve a similar pay bonus from the township.

Linda Jarrett made a motion to approve a \$2,000 pay bonus to the Interim Road Superintendent, Pete Voedisch, seconded by Lori Gerald. All voted "Aye."

### **Worthington Hills Civic Association**

Linda Jarrett stated she had nothing new to report concerning the Worthington Hills Civic Association and is awaiting Tom Kayati's return and will then coordinate a meeting with the group.

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### **FISCAL OFFICER:**

#### **Old Business**

None

#### **New Business**

##### **2013 Permanent Budget**

John O'Keeffe indicated work has started on the 2013 Permanent Budget.

##### **Thank You Letter to County Prosecutor**

The Fiscal Officer asked the Board members to sign a "thank you" letter addressed to County Prosecutor Ron O'Brien. The letter complimented Assistant Prosecutor Fred Branditz for his assistance on the JAN-PRO of Columbus issue.

##### **Financial Report – Motion to accept**

John Oberle made a motion to approve the Financial Report, seconded by Lori Gerald. All voted "Aye."

### **POLICE DEPARTMENT:**

#### **Old Business**

None

#### **New Business**

##### **Approval – VIPS Equipment – Grant Reimbursement**

Chief Schwind asked for Board approval to expend no more than \$1,200 for equipment to be used in the VIPS program. The township would be reimbursed in the near future that would include a laptop, projector and screen.

Lori Gerald made a motion to approve the Police Department to expend no more than \$1,200.00 for VIPS equipment, seconded by Linda Jarrett. All voted "Aye."

### **ROAD DEPARTMENT:**

#### **New Business**

None

# RECORD OF PROCEEDINGS

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Meeting

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

Held \_\_\_\_\_

## SHARON TOWNSHIP TRUSTEES REGULAR SESSION HELD AT

20\_\_\_\_\_

95 E. Wilson Bridge Road  
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### Sharon Memorial Board

Linda Jarrett has nothing new to report to the Board.

### TRUSTEES:

#### New Business

#### Bike Signs – Kanawha & Milton

The discussion about Bike Signs covered an email received from a non-profit asking for signs designating the bike signs and Pete Voedisch attempt to speak with the individual, without success, about the issue.

The discussion went in a history of the bike signs, whether there was a safety issue as to the size of the signs, and a possible re-routing of the bike path out of the residential area. John Oberle asked Pete Voedisch to contact the individual (Jodi Dzurainin) and ask her if she would attend a future meeting to discuss the signs or a re-routing of the bike path.

#### Trustee's Emails

Lori Gerald raised the issue of emails addressed to the Trustees email account that a copy be forwarded to the trustees' individual account. John Oberle asked that when a Trustee responds to an email that they cc the other Trustees so they know that action had been taken.

Chief Schwind will work with TekOrange to forward all emails coming into the generic Trustee email account is forwarded to individual trustee email accounts.

#### Public Records Issues

John Oberle stated there is a public records request from Cal Taylor and he hopes to get the response out within the next week. He gave a summary of the draft response.

John Oberle asked the Township Records Commission meet in April and update records retention schedule.

#### Inventory Certification

The Fiscal Officer submitted the annual inventory to the county engineer. The Board reviewed the inventory documents and will in the future approve the inventory during the 1<sup>st</sup> meeting of the year.

John Oberle made a motion to approve the annual inventory submitted by the Fiscal Officer, seconded by Linda Jarrett. All voted "Aye."

RECORD OF PROCEEDINGS

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**New Business**

**County Engineer 2013 Road Project**

Pete Voedisch asked the Board to approve the Kanawha Road Repair Estimate by the Franklin County Engineer. Once the estimated is approved, the county engineer would start the bid process. In the future, the Board will have an opportunity to approve the bid to perform the work.

Linda Jarrett made a motion to approve the Kanawha Road Repair Estimate, seconded by Lori Gerald. All voted "Aye."

**Approval of January 16, 2013 Minutes:**

John Oberle made a motion to approve the January 16, 2013 minutes, seconded by Linda Jarrett. All voted "Aye."

**Approval of February 11, 2013 Special Meeting Minutes:**

Linda Jarrett made a motion to approve the February 11, 2013 minutes as amended, seconded by John Oberle. All voted "Aye."

With no further business to bring before the Board a request to adjourn at 7:29 PM -was made. Linda Jarrett moved, Lori Gerald seconded. All voted "Aye."

3/5/13

Date

John H. Oberle  
Chair

John S. Wolfe  
Fiscal Officer

# RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_ 20\_\_\_\_

Held \_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT**

\_\_\_\_\_20\_\_\_\_\_

**95 E. Wilson Bridge Road  
March 6, 2013  
Page 1 of 5**

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

<b>Roll Call:</b>	John H. Oberle	Present
	Lori A. Gerald	Present
	Linda L. Jarrett	Vacation

**Pledge of Allegiance was conducted**

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

**Speaker:** None

**Guests:** Phillip Smith, Russ Brown, Don Dale

**ROAD DEPARTMENT:**

**New Business**

Snow Removal – The recent snow fall measured approximately eight inches and the Road Department encountered no problems in clearing the roads.

**Old Business**

**Plum Tree Turnaround**

Tom Kayati gave an overview of a potential turnaround on Plum Tree which is contingent upon a sale of a property located in Perry Township, plus easement, zoning and Fire/EMS issues. The property owner Kathleen Krantz wishes to sell an adjoining property in Perry Township to a relative. Mr. Oberle suggested that Sharon Township wait on confirmation of activities from Perry Township before moving forward.

**Bike Signs – Kanawha & Milton - Update**

Tom Kayati brought to the meeting one of the previous Bike Signs posted at the intersection in question. The sign was as large as a “Stop” sign. The ensuing discussion spoke about talks with the city of Columbus going back to June 2011 about using a smaller bike sign, but nothing happen.

John Oberle raised the issue of bicycle traffic going through the neighborhood which resulted in the Police Chief indicating there was a steady amount of traffic and Lori Gerald saying that a large number of bikers do not obey the Stop signs.

The issue came down to whether the Bike Path can be re-routed or can smaller signs be installed. Tom Kayati indicated the willingness to install smaller “Bike” signs as to not obstruct other mandatory traffic signs. It was noted that the Bike Path supporter Jodi Dzurandin did not appear at tonight’s meeting.

# 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  
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### **Flint Road Cemetery - Update**

John Oberle distributed to those present five color pictures highlighting improvements made to the Flint Road Cemetery. There was a general consensus that Flint Road Cemetery is a beautiful and peaceful cemetery. John Oberle recommended a tour of the cemetery so one can appreciate all the improvements that have been recently been made to the cemetery.

### **POLICE DEPARTMENT:**

#### **Old Business**

None

#### **New Business**

John Oberle asked the Police Chief if there was anything to report and the Chief indicated there was none.

### **FISCAL OFFICER:**

#### **Old Business**

None

#### **New Business**

##### **Ready, Set, Redesign**

John O'Keeffe presented a rental proposal from Ready, Set, Redesign to rent the township hall on two dates, but at less than the \$90 minimum rate. The proposal was for a two-hour rental rate of \$60. After Board discussion, consensus was deadlocked, thus approval was NOT given for a \$60 rental rate. Approval was given for \$90 rate which is the rate outlined in the standard township rental agreement. The fiscal officer will discuss the issue with company owner.

The Church in Columbus, which rents Community Room C on Sundays, has requested the Board approval of extending their lease until December 31, 2013. There were no objections.

##### **2013 Permanent Budget**

John O'Keeffe indicated the 2013 Permanent Budget will be distributed to the Trustees in the near future.

##### **Financial Report – Motion to accept**

John Oberle made a motion to approve the Financial Report, seconded by Lori Gerald. All voted "Aye."

# RECORD OF PROCEEDINGS

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Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_

## SHARON TOWNSHIP TRUSTEES REGULAR SESSION HELD AT

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### **TRUSTEES:**

John Oberle asked the audience if there were any questions or comments they wished to make to the Board. Mr. Smith asked if the next Board meeting will consider input on the Exterior Property Maintenance Code. Mr. Oberle reply in the affirmative.

Russ Brown stated there would be a meeting of the Worthington Hills Civic Association the following Wednesday at 7:00 pm at the Worthington Hills Country Club. John Oberle asked Tom Kayati to attend and notify Linda Jarrett of the meeting. It was mentioned that Andy English, a Perry Township Trustee, is working on the design of the project.

### **Old Business**

#### **TekOrange – Website Update:**

John Oberle opened discussion about old system emails and a \$380.00 invoice from TekOrange for moving emails from the old provider. Lori Gerald indicated not all emails have been transferred from the old provider. John Oberle asked Chief Schwind to follow up on the issue and determine if all the available emails have been transferred.

#### **STAR Committee Update**

John Oberle indicated there are several new members but asked that an announcement be held until Linda Jarrett returns for the next regular meeting.

#### **Maple Canyon Update**

John Oberle gave an overview of delinquent property taxes issue concerning Maple Canyon, his discussions with the Central Ohio Community Improvement Corporation (COCIC) and his recent review of the COCIC's Master Memorandum of Understanding (MMOU). According to COCIC, a location such as Maple Canyon could be demolished within 30 to 45 days.

There was a general discussion of the merits of the MMOU and current condition of the Maple Canyon property. The poor condition of the property was noted by Tom Kayati.

John Oberle made a motion to approve the COCIC's MMOU, seconded by Lori Gerald. All voted "Aye."

John Oberle asked that both copies of the MMOU be signed and one copy forwarded to COCIC and that one copy be held for signature by Linda Jarrett.

Held \_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT**

\_\_\_\_\_20\_\_\_\_\_

**95 E. Wilson Bridge Road  
March 6, 2013  
Page 4 of 5****Exterior Property Maintenance Code**

John Oberle asked for input as on how to present the Exterior Property Maintenance Code to the public at the next meeting. Lori Gerald gave an overview of what the process would be and Chief Schwind indicated the process should have a limitation on public comments. It was agreed that there should be sign-in sheets with a 2 minute limit on per resident input.

**Veterans Policy**

John Oberle spoke with the Ohio Veterans Service and asked for advice on a township policy. The OVS is gathering information for the township.

Lori Gerald stated she had also conducted research on the issue and would provide what she has to John Oberle.

**Sewer**

John Oberle spoke about a conversation he had with the Franklin County Sanitary Engineer about a Sierra Club lawsuit against Franklin County on sewers. The Three-Streets area within the township are a candidate for sewers.

Tom Kayati stated there are loans available for property owners to pay for the hook-up fee, that Franklin County had done a lot of engineering work for those areas without sewers and that the city of Columbus is catching up on old projects.

The Sanitary Engineer did not believe any sewer work in the Three-Streets area would be performed in the near future. Funding being the major issue.

**Sharon Memorial Board**

Lori Gerald relayed a message from Linda Jarret that she was still working on an ad to place in the Worthington News for volunteers for the Sharon Memorial Board members.

John Oberle stated he had spoken with General Caldwell, who indicated he would be willing to service on the Sharon Memorial Board.

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Held \_\_\_\_\_

SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT

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95 E. Wilson Bridge Road  
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**Approval of February 20, 2013 Meeting Minutes:**

John Oberle made a motion to approve the February 20, 2013 minutes, seconded by Lori Gerald. All voted "Aye."

With no further business to bring before the Board a request to adjourn at 6:58 PM -was made. Lori Gerald moved, John Oberle seconded. All voted "Aye."

3/20/13  
Date

  
Chair

  
Fiscal Officer

# RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_ 20\_\_\_\_

# RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

**SHARON TOWNSHIP TRUSTEES**

20

**REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road  
March 20, 2013  
Page 1 of 4**

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

<b>Roll Call:</b>	John H. Oberle	Present
	Lori A. Gerald	Present
	Linda L. Jarrett	Present

**Pledge of Allegiance was conducted**

**Attendance:** John S. O'Keeffe – Fiscal Officer, Chief Don Schwind – Police Department, Tom Kayati – Road Superintendent

**Speaker:** None

**Guests:** Phillip & Laura Smith, Russ Brown, Don Dale, Kathy & Dan Walters, Larry Gilbert, Pat Kelly, Rick Fowler

**TRUSTEES:**

**Old Business**

**Worthington Hills Civic Association (WHCA)**

John Oberle asked WHCA member Russ Brown to give a summary of the recent WHCA meeting where township personnel were in attendance. Later, Tom Kayati distributed an informational packet depicting the proposed WHCA work. Mr. Kayati stated he has not received a WHCA work plan that he could analyze and Mr. Oberle cited the need for such a plan.

Mr. Kayati noted a zoning variance is needed since the entrance sign is located on township property. The township will have to apply for the zoning variance and WHCA would reimburse the township. There was a short discussion of the application process.

The project designer, Andy English, has not completed a project (landscape design) plan and there is no clear date when the document will be made available to the township. Mr. Kayati mentioned that some trees have been planted and that WHCA has put out bids for work to be done.

Linda Jarrett brought up the issue of safety and asked Chief Schwind to comment. Chief Schwind had concerns about location of trees and their ability to obscure certain entrance spots.

John Oberle wondered if there was a perception that Sharon Township was not moving fast enough on the WHCA project. He indicated the township supports WHCA, but wants their project to be legal, safe and appropriate.

Russ Brown summarized the issues of getting the project moving on a steady pace. It was noted that WHCA has always maintained the entrance area to Worthington Hills in a quality manner.

Held

SHARON TOWNSHIP TRUSTEES

20

**REGULAR SESSION HELD AT****95 E. Wilson Bridge Road****March 20, 2013****Page 2 of 4**

The future tasks include: Tom Kayati investigating the zoning variance process, asking Andy English for a project plan, and working with WHCA to have a follow-up meeting.

**Exterior Property Maintenance Code (EPMC)**

Lori Gerald led the discussion on EPMC with a short PowerPoint presentation. She mentioned the references to the Franklin County Board of Health regulations and the Ohio Revised Code.

A township code enforcer will be hired in the future. Chief Schwind informed the audience the township code enforcer does not have the authority to come onto private property. The code enforcer can make observations from public land or a neighbor's property, if invited.

John Oberle summarized the process used in developing the EPMC and stated that public comments were now welcomed, which follow:

**Public Comments**

Larry Gilbert asked whether vehicles fall under the EPMC. Chief Schwind indicated yes, but there is a criteria that must be met to have a violation. Also, there is no Ohio law that prohibits the number of vehicles parked on a property.

Kathy Walters asked about the differences between high grass and weeds. Also, she asked about the issue of native vegetation that may fall under a "nature" classification. These issues will be addressed by the code enforcer in the future.

Larry Gilbert asked about definitions and he was referred by Chief Schwind to the EPMC which can be obtained from the township's web site.

Kathy Walters indicated property values are lowered by those who don't maintain their property. John Oberle felt the EMPC should help clean up the township.

Rick Fowler asked if the EMPC can be changed in the future and he received an affirmative response.

Dan Walters asked if the EPMC will help streamline work with Franklin County. The consensus was yes it would, but residents must understand there is now a process to follow.

Kathy Walters asked what happens if the Franklin County Board of Health doesn't send letters to property owners. The code enforcer will follow-up.

There were some general comments and Mr. Oberle finished the Public Comment session with an outline as to how a property issue will be handled.

Kathy Walters thanked all for their hard work on the EPMC.

Held \_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
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**95 E. Wilson Bridge Road  
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**2013 Permanent Budget**

John Oberle asked the fiscal officer for his discussion on the 2013 Permanent Budget. Mr. O’Keeffe stated that the consolidated budget had been distributed to all personnel and noted the following:

1. There are no government grants in this year’s budget.
2. Interest income is expected to continue to be very low. Huntington Bank representatives are coming to the April 17<sup>th</sup> meeting to give an overview of interest rates.
3. Rental Income has been favorable with Call Insurance and the Church in Columbus.
4. The General Fund is seeing a slow drop in revenue. The Local Government Fund money from the State of Ohio is not expected to return to its former financial level and the Ohio Estate Tax was just eliminated on January 1<sup>st</sup>.
5. Both department heads (Chief Schwind and Tom Kayati) do a fine job of saving taxpayer money on a daily basis.
6. There are several amendments to the budget that must be made prior to submitting it to the County Budget Commission.

Lori Gerald made a motion to approve the 2013 Permanent Budget, with amendments, seconded by Linda Jarrett. All voted "Aye."

John Oberle raised the possibility of converting some portion of the township building into commercial office space. It is an idea that will be followed up by Mr. Oberle.

**New Business**

**Franklin County – Proposed Zoning Regulation on animal husbandry**

Lori Gerald gave an overview of the proposed Franklin County Economic Development & Planning Department change to zoning. The change will affect the number of chickens, ducks and rabbits that residents can maintain.

If was agreed that Linda Jarrett would write a letter offering the township position on the proposed regulation. Also, a speaker will be invited to attend the next regular meeting to talk about the proposed regulation.

Larry Gilbert rose to mention the RKW Block Watch session being held on April 9<sup>th</sup> at the township hall. Residents are encouraged to attend to learn about township and county services. There will be a free blood pressure screening available to those who wish to participate.

**ROAD DEPARTMENT:**

**New Business**

On April 20<sup>th</sup> there will be the RKW clean up, the focus will be on the Olentangy River. The Road Department will assist the residents in their activity.

**New Fuel System**

The Road Superintendent and Police Chief have devised a new system of dispensing gasoline to patrol vehicles. The current system consists of obtaining gasoline from the city of Worthington dispensing location.

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DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_

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95 E. Wilson Bridge Road  
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**ROAD DEPARTMENT CONTINUED:**

The Road Department obtains its diesel fuel via the Franklin County fuel contract and can add gasoline to future deliveries. The Franklin County cost is less than the city of Worthington. Thus, in the future, township patrol vehicles will obtain their fuel at the Walnut Grove Cemetery fuel site.

The Trustees were asked for approval to spend \$727 on a dispensing system and the general consensus of the Trustees was the expenditure was a good way to save township money.

**POLICE DEPARTMENT:**

None

**New Business**

Chief Schwind gave an overview of the VIPS program.

**FISCAL OFFICER:**

**Old Business**

None

**New Business**

**Financial Report – Motion to accept**

Lori Gerald made a motion to approve the Financial Report, seconded by Linda Jarrett. All voted "Aye."

**Approval of February 20, 2013 Meeting Minutes:**

Lori Gerald made a motion to approve the March 6, 2013 minutes, seconded by John Oberle. All voted "Aye."

With no further business to bring before the Board a request to adjourn at 8:23 PM -was made. Lori Gerald moved, Linda Jarrett seconded. All voted "Aye."

4/2/13  
Date

  
Chair

  
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  
April 3, 2013  
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The meeting was opened in proper form at 6:00 PM

<b>Roll Call:</b>	John H. Oberle	Present
	Lori A. Gerald	Present
	Linda L. Jarrett	Present

### **Pledge of Allegiance was conducted**

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

**Speakers:** Matt Brown – Franklin County Economic Development and Planning, Shawn Fiegelist – City Folk Farm Shop, Andy English – Plant-It Studios, LLC representing Worthington Hills Civic Association

**Guests:** Andy English, Phillip Smith, Russ Brown, Don Dale, Kathy & Dan Walters, Dan Murphy, Pat Kelly, Michele Bair, Rick Fowler

Chair Oberle opened the meeting citing speakers on the proposed update of a Franklin County zoning regulation dealing with livestock and a presentation by the Worthington Hills Civic Association.

### **TRUSTEES:**

#### **Old Business**

#### **Franklin County – Proposed Zoning Regulation on livestock**

Matt Brown gave an overview of the proposed update of Franklin County’s regulation of properties of less than five (5) acres with livestock. Mr. Brown discussed how the county researched the issue of the number of animals in relationship to size of property, having a goal to reduce neighbor conflicts, the regulation adoption process of May and June, that there would be a one-time \$25 application required by all residents and that the code would be enforced by the Franklin County Zoning officers.

There was a general discussion on the issue; Linda Jarrett asked if goats were legal and Mr. Brown said he have not been made aware of the situation. Shawn Fiegelist indicated that more residents in Franklin County are raising chickens and other animals as a source of fresh food. Rich Fowler asked Mr. Brown if the county reach out to City Folk Farm Shop as a source of information and the reply was yes. Mr. Smith asked why the need for an updated regulation and Mr. Brown the intention to allow certain livestock for food production and ensure good neighbor relations. Mr. Oberle asked how the number of animals was determined and Mr. Brown replied that research indicated the listed number by size of property was appropriate.

Mr. Brown asked for comments from the township by April 19<sup>th</sup> to assist in the formulation of the regulation. Finally, he indicated all violators will be notified by letter and given 10 days to correct, then a second letter will be mailed and the

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**SHARON TOWNSHIP TRUSTEES  
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violator will be given 7 days to correct, then the issue will be turned over to the county prosecutor.

Matt Brown stated there were openings on the Franklin County Zoning Board and invited township residents to apply if they were interested.

**Worthington Hills Civic Association (WHCA)**

John Oberle recognized WHCA President Michele Bair who thanked the township trustees for their support and Andy English for donating his time to create the landscape plan and new Worthington Hills entrance sign.

Andy English have a brief summary of the history associated with the entrance sign and Club View Blvd landscape. The current sign/landscape is over 50 years old and he stated a survey was conducted in which utilities lines were identified. According to the county engineer's office there are two issues:

1. Sign square footage limit of 96 feet must be within the sign columns;
2. The county would waive any right-of-way issues if Sharon Township approves the project.

Mr. English then indicated there had been discussions with the Worthington Hills Country Club which resulted in the sign to now consist of "Worthington Hills & County Club". The sign will have LED lighting. The discussion changed to sign materials of stone, concrete and painted aluminum. The landscape will have more perennials.

Tom Kayati distributed pictures where he used pieces of plywood and measuring tape to depict a mock-up of the proposed new sign. Mr. Kayati had concerns with possible blind spots, the size (width, height, mass) of the sign, visibility for drivers turning left onto Club View Blvd from Olentangy River Road and line of sight for those driving east towards Olentangy River Road.

Andy English appreciated Tom Kayati's comments, but he felt the current sign is too small. He mentioned the new Brookside Estates sign which at one time was considered too small, but the current opinion is the size is appropriate. There was an exchange of information about placement of the sign including its elevation.

John Oberle summarized the issue at hand as being safety. Mr. English indicated the sign is set back far enough from Olentangy River Road as to not pose any safety issue. Chief Schwind asked what type of trees would be planted as he was concern about the safety issue related to the height and width of mature trees. The project calls for Black Hill Spruce trees.

John Oberle felt the trees could be changed that the major focus should be on the wall and whether it could be moved back. The safety issue raised by Mr. Kayati appears to be whether there is enough line-of-sight for drivers.

# RECORD OF PROCEEDINGS

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Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_

## SHARON TOWNSHIP TRUSTEES REGULAR SESSION HELD AT

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Mr. Murphy announced a SMB meeting on April 4<sup>th</sup> and invited the Trustees to the meeting. Mr. Murphy mentioned the SMB had received record request from Mr. Taylor and asked if the document could be brought to the township for review by Mr. Taylor. John Oberle stated he had discussed the issue with SMB President Herman and told that such action would be inappropriate.

There was a general discussion about the issue that included input from Chief Schwind and Fiscal Officer. The issue of change of custody was raised and the Trustees declined the request from Mr. Murphy.

The issue of the current number of SMB members and their veteran status was briefly discussed.

### **Flint Road**

Linda Jarrett updated the Board on about the Flint Road structure and how the Board of Health was handling the issue. She will follow up with the County Board of Health and report to the Board in the future.

### **New Business**

#### **Joint Economic Development Zone**

Linda Jarrett introduced the issue of how townships are using Joint Economic Development Zone to help raise revenue. There was a general discussion of the issue by the Board and Staff. There was a concern that such a zone could drive the businesses on State Route 315 to annex to the city of Columbus.

The Fiscal Officer suggested the JEDZ be configured on tax-exempt properties such as churches, non-profits and the Metro Parks. He will make further research into the issue.

### **FISCAL OFFICER:**

#### **Old Business**

The Fiscal Officer mentioned he was attending the 14<sup>th</sup> Annual Local Government Conference and had lunch today with Auditor of State Dave Yost.

### **New Business**

#### **Financial Report – Motion to accept**

John Oberle made a motion to approve the Financial Report, seconded by Lori Gerald. All voted "Aye."

### **POLICE DEPARTMENT:**

#### **New Business**

##### **New Hire**

Chief Schwind asked the Trustee approval for the hiring of part-time Constable. The individual is Andrew Rowland, a former township constable. The Chief gave a summary of Mr. Rowland's background and request he be sworn in on April 17<sup>th</sup>.

Held \_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
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Andy English asked how quickly one could get the county engineer review the plan. John Oberle offered to speak with the County Engineer Dean Ringle and obtain an expedited review. Mr. English by Mr. Oberle for a timeframe for this project: Mr. English felt the zoning issue would take up to one week, one day for State of Ohio building permit. In summary, it will take two weeks for all the preliminary work to be done so the Sharon Township Trustees can take up the issue of approval on April 17<sup>th</sup>. It was noted that the project must be completed by June 10<sup>th</sup> in time for the Seniors Tour golf match at Worthington

Lori Gerald asked if the wall could be lowered and Mr. English's reply was no. He was also asked if the pillars would be lowered and he said no. Mr. English believes the design is appropriate and that no changes would be made. He felt in his professional opinion the sign is sized correctly and positioned safely. He asked Sharon Township to wait on the county review as to the project's safety issue.

John Oberle thanked the WHCA for the improvements to the community and mentioned that there still is the outstanding need for an agreement between Sharon Township and WHCA as to maintenance and other project related issues. Mr. Oberle will work with the county prosecutor on the development of an agreement, an analysis of township liability and would contact the county engineer office.

**Shared Services**

Andy English, who is a Perry Township Trustee, mentioned his on-going discussion with John Oberle on shared services that both townships may work together on in the future. One of those projects could be trash collection. Perry Township is currently working on renewal of its township contract and would consider inserting an expansion clause in the new contract that would include Sharon Township. Thus Sharon Township could have its trash collection performed by the Perry Township trash collector.

One highlight of the Perry Township trash collection mentioned by Mr. English was recycling. Lori Gerald stated Sharon Township residents didn't want recycling due to its cost.

**Public Records Request**

John Oberle announced a public records request from Cal Taylor and that the requested data is being gathered. Mr. Oberle asked the Trustees whether they wished to review the response document before mailing to Mr. Taylor and the other two Trustees asked to be copied.

**Sharon Memorial Board**

The issue as to whether General Caldwell was still interested in serving on the Sharon Memorial Board (SMB) was raised and John Oberle believed he was still interested

RECORD OF PROCEEDINGS

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DAYTON LEGAL BLANK, INC., FORM NO. 10148

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**Pay Increases**

John Oberle asked if the pay increase was factored into the 2013 Budget and Chief Schwind said yes.

**New Weapons**

John Oberle asked what type of weapon that Chief Schwind was considering as the replacement for the constables. The Chief plans on the .45 caliber and will use Vance's Outdoor Inc. as the supplier.

**New Phones**

The Chief explained the change to AT&T from Sprint.

**ROAD DEPARTMENT:**

**New Business**

**New Fuel System**

Tom Kayati asked what fund would be used to pay the annual mosquito spray charge. Mr. Kayati did not feel this was a Road Department expenditure as it is for all of Sharon Township. He was hoping the Trustees would help out the Road Department and Mr. Oberle indicated the General Fund wasn't in the best of shape and asked the Board for suggestions. The other Trustees suggested looking at this issue in the future. Mr. Oberle felt this subject would be an excellent issue for the STAR advisory board.

Lori Gerald made a motion to approve the payment of the annual mosquito spray charge by the Road Department, seconded by Linda Jarrett. All voted "Aye."

**Approval of February 20, 2013 Meeting Minutes:**

Linda Jarrett made a motion to approve the March 20, 2013 minutes as amended, seconded by John Oberle. All voted "Aye."

With no further business to bring before the Board a request to adjourn at 8:02 PM -was made. Lori Gerald moved, Linda Jarrett seconded. All voted "Aye."

4/17/13  
Date

John H Oberle  
Chair

[Signature]  
Fiscal Officer

# RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_ 20\_\_\_\_

# 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  
April 17, 2013  
Page 1 of 5

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

<b>Roll Call:</b>	John H. Oberle	Present
	Lori A. Gerald	Present
	Linda L. Jarrett	Present

### **Pledge of Allegiance was conducted**

**Attendance:** John S. O'Keeffe – Fiscal Officer, Chief Don Schwind – Police Department, Tom Kayati – Road Superintendent

**Speakers** Andy English – Plant-It Studios, LLC representing Worthington Hills Civic Association

**Guests:** Phillip & Laura Smith, Ross Brown, Don Dale, Kathy & Dan Walters, Pat Kelly, Michele Bair, Rick Fowler, Bill O'Brien

Chair Oberle opened the meeting by saying that Andrew Rowland would be sworn in by the Fiscal Officer as a part-time Constable. Chief Schwind gave a background summary of Andrew Rowland's past work history with Sharon Township.

Lori Gerald made a motion to pass Resolution 04172013B to approve the hiring of Andrew Rowland as a part-time Constable, seconded by Linda Jarrett. All voted "Aye." The swearing-in ceremony then took place.

### **TRUSTEES:**

#### **Old Business**

#### **Worthington Hills Civic Association (WHCA)**

John Oberle recognized WHCA President Michele Bair and other members, plus Perry Township Trustee Andy English. Mr. Oberle gave an overview of past efforts by stakeholders in identifying issues and coming up with solutions including contacting county officials and the township insurance agency.

Tom Kayati was asked by Linda Jarrett was he aware of current issues and he replied that he had just learned of the liability issue. Further, Mr. Kayati indicated a zoning variance would be needed for the sign.

The discussion went with WHCA President Michelle Bair comments on liability with input from Russ Brown and Tom Kayati. The question centered on the sign changes amplifies who may be liable in the future.

Held \_\_\_\_\_

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John Oberle announced he was in contact with the township's insurance agency and attempting to learn the extent of liability. There was an audience question as to the number of accidents near the current and Chief Schwind was not aware of any in recent times. He was aware of cars that had jump the curb or encountered slippery road conditions

Lori Gerald asked what would happen if WHCA membership dropped and their liability insurance was not maintained. Ms. Gerald and Linda Jarrett express concern that the township could be left with no recourse. Michelle Bair spoke about efforts to ensure WHCA continued existence and that WHCA is a volunteer organization who members are in Columbus, Perry and Sharon Township. WHCA is sensitive to the liability issue.

Andy English offered a solution in which WHCA would take on additional insurance to reduce the township burden and this was expanded upon by Michelle Bair. There was a general discussion of this issue for a period of time.

John Oberle asked Mr. English what would be the start date and he replied that one week for today would be the latest. Mr. Oberle asked the Board and Staff if there were any questions and Mr. Kayati asked if the insurance policies covered the new trees since they were closer to the road. Mr. Oberle indicated that issue was being looked into.

John Oberle summarized the liability issue before the Board and asked for comments. Lori Gerald had concerns about liability and was not comfortable until that issue is resolved. Linda Jarrett raised the issue of the types of trees that have been planted. Tom Kayati wanted an agreement on the maintenance of the trees and stated the trees could live up to 300 years and will grow quite large in 20 to 25 years.

Andy English indicated that WHCA will have a tree maintenance contract and that the township would not be responsible. The contract is intended to ensure the trees look good at all times.

John Oberle indicated the main decision is whether the sign makes sense and deciding the sign issue. He indicated the tree maintenance agreement is something that can be worked out over several months. Linda Jarrett lauded WHCA for the improvements and wished the improvements project had been brought to the Board of Trustees earlier. Mr. Kayati reminded the Board of his concern about the sign wall being too close to the curb.

Mr. Oberle asked Mr. English is there could be any changes to the sign. Mr. English indicated it's a proportional issue, but he didn't believe changes could be made. Mr. English said if you reduce the sign, you must reduce the sign letter size. There was an exchange about Worthington Hills Country Club participation if there were changes to the sign size.

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John Oberle indicated more information would be obtained from the township insurance agency, then exchange comments with staff. He asked the Board about holding a Special Meeting on April 24th to deal exclusively with WHCA sign approval. The Board verbally agreed to a Special Meeting on Wednesday April 24<sup>th</sup> at 6:30 pm.

**Star – Advisory Board**

Linda Jarrett indicates the need for a job description to guide STAR. Lori Gerald stated she would have additional info in the near future

- Mary Williams – Mount Air
- Audrey Redmond – Sharon Hills
- Bard Horn – Three Streets
- Cathy Ferrari – Olentangy
- Helen Epps – Flint

Linda Jarrett made a motion to approve Audrey Redmond appointment to the STAR, seconded by Lori Gerald. All voted "Aye."

John Oberle made a motion to approve Cathy Ferrari appointment to the STAR, seconded by Linda Jarrett. All voted "Aye."

Linda Jarrett thought it would be good to appoint another member as a backup. Tom Kayati will give Linda Jarrett a possible candidate. Russ Brown was asked at the meeting if he wished to serve and he agreed. His appointment was delayed until the next regular meeting

The Board agreed that a review of the budget would be the first priority of STAR.

**Sharon Memorial Board (SMB)**

Linda Jarrett indicated there may be a conflict if General Caldwell is appointed as SMB member Duncan Auckland may resign. The Board and staff discussed SMB relationships and how Sharon Township could assist SMB.

There was a general exchange of issues related to SMB including what are the SMB goals and what type of skill sets are needed. John Oberle raised the issue of whether there should be more SMB appointments and Linda Jarrett related a potential appointment. The Police Chief was asked to place a notice on the township web site. Linda Jarrett will write up a document for the Chief to post.

**Coordination**

Linda Jarrett asked that there be better coordination of efforts in responding to issues and assignment of duties. There was a general agreement of those present to work together.

**Joint Meeting with Worthington City Council**

Chair Oberle reminded the Board and staff of the annual joint meeting with Worthington City Council on Monday May 6, 2013.

Held \_\_\_\_\_

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**Franklin County Zoning – Chickens, Ducks, Rabbits**

Chair Oberle reminded the Board of the “Chicken” response was due by April 19<sup>th</sup> and he asked the Board if they had any comments to be submitted. There are no comments to be submitted by Board of Trustees. The consensus of the Board was the Franklin County Economic and Planning Department had developed a good regulation.

**New Business**

**Olentangy Valley Center**

John Oberle indicated he would be meeting with the Olentangy Valley Center stakeholders about economic development and that he would report the results to the Board at a future meeting.

**FISCAL OFFICER:**

**Old Business**

None

**New Business**

**Fiscal Office Disaster Recovery Plan**

The Fiscal Officer outlined the Disaster Recovery Plan he had emailed to the Trustees prior to the meeting. The purpose of the plan is to ensure continuity of the fiscal office and one of its main objectives of paying vendors and generating payroll checks. The Board consensus was approval of the plan.

**Resolution 04172013A – Disposal of Equipment**

Mr. O’Keeffe presented to the Board a resolution calling for the disposal of old and outdated computer equipment under Section 505.10, ORC. The equipment would be turned over to Ohio Drop Off for recycling.

Lori Gerald made a motion to approve Resolution 04172013At, seconded by Linda Jarrett. All voted "Aye."

**Financial Report – Motion to accept**

John Oberle made a motion to approve the Financial Report, seconded by Lori Gerald. All voted "Aye."

**ROAD DEPARTMENT:**

**Old Business**

None

**New Business**

**Pay Raises**

Tom Kayati presented his request for Road Department pay raises, citing such raises were factored in this year’s budget.

John Oberle made a motion to approve the Road Department pay raises, seconded by Linda Jarrett. All voted "Aye."

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**POLICE DEPARTMENT:**

**New Business**

**New Weapons**

Chief Schwind asked the Board for approval for purchasing new weapons (S&W .45 caliber) from Vance's' Firearm Store for \$6,435.00. The unit price is based upon State Term Contract. Also included is the purchase of new holsters for \$1,075.00. Chief Schwind asked for a total of purchase approval of \$10,000.00 which would also include training and personnel time to fan fire the new pistols.

Lori Gerald made a motion to approve the Police Department purchase of new weapons to not exceed \$10,000.00, seconded by John Oberle. All voted "Aye."

**Pay Increases**

Chief Schwind presented to the Board his request for Police Department pay raises, which range from 1% to 2%. The pay raises were factored into this year's budget.

Linda Jarrett made a motion to approve the Police Department pay raises, seconded by Lori Gerald. All voted "Aye."

**Code Enforcement**

Chief Schwind recommended that Carl Booth attend a code enforcement related class at High Banks Park. The Board agreed with the suggestion and will visit the code enforcement matter in a future meeting.

**Citizen Input ----- Block Watch Meeting at Township – Dangerous Driver**

Chair Oberle asked if there were any citizen comments and Pat Kelly stood and thanked the Police Chief, Road Superintendent and Trustees Gerald and Jarrett for their participation in the previous week's Block Watch meeting held at the township hall.

Mr. Smith reported a lady who lives on Rosslyn Avenue who drives down the middle of the road and poses a danger to other drivers. Chief Schwind will inform his officers of the situation.

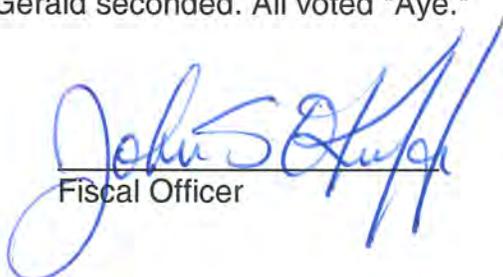
**Approval of February 20, 2013 Meeting Minutes:**

Linda Jarrett made a motion to approve the April 3, 2013 minutes as amended, seconded by Lori Gerald. All voted "Aye."

With no further business to bring before the Board a request to adjourn at 7:54 PM -was made. Linda Jarrett moved, Lori Gerald seconded. All voted "Aye."

5/1/13  
Date

  
Chair

  
Fiscal Officer

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

<b>Roll Call:</b>	John H. Oberle	Present
	Lori A. Gerald	Present
	Linda L. Jarrett	Present

### **Pledge of Allegiance was conducted**

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

**Speakers** - None

**Guests:** Phillip & Laura Smith, Terry McKenzie, Ross Brown, Don Dale, Kathy & Dan Walters, Michele Bair, Rick Fowler, Mary Ellen & Charles Angeletti, Dennis & Mary Sue Williams, Lori Shepard, June Gerke, Brad Horn

Chair Oberle opened the meeting by asking if there were any amendments to the agenda. Tom Kayati added an additional seasonal hire to his discussion. John Oberle added the topic of public records under new Trustee new business.

### **TRUSTEES:**

#### **Old Business**

##### **Worthington Hills Civic Association (WHCA)**

John Oberle recognized WHCA President Michele Bair and distributed pictures to the audience of a new design by WHCA contractor and asked fellow Trustees whether they wished to initiate discussions or seek additional comments from the audience. The consensus was to obtain more input from the audience.

Mr. Oberle gave his understanding of the new sign design which has been lowered up to 2 feet so the sign height is now five feet. New shrubbery has been added as a means to slow down a vehicle should it go over the curb.

Mary Ellen Angeletti asked if the sign now met code. Tom Kayati said the sign may meet building code but not the setback code. The breakaway columns were then discussed and their life span was mentioned. Michelle Bair indicated the plan design would not include breakaway columns and Tom Kayati said he was not comfortable with the plan if it didn’t have breakaway columns. Ms. Bair said the plan had been submitted to the township and she needed to know today if the plan had been approved.

Lori Gerald spoke up about how WHCA has had years to plan but the township has been given only 30 days to approve the project. She indicated WHCA had not made changes to the sign and that she could not support the project in its present condition.

Held \_\_\_\_\_

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Michelle Bair stated the plan was a compromised from previous plan designs of earlier this year. Tom Kayati raised the zoning requirement of 8 feet and was willing to accept 7 feet provided they were breakaway columns.

John Oberle showed the audience pictures of signs in other jurisdictions where a sign was very close to the roadway. He felt that if Columbus was comfortable with signs close to the roadway then it could be appropriate for the WHCA sign. Mr. Oberle wished to find a solution to the WHCA sign and asked the audience from comments.

Linda Jarrett asked Lori Gerald her issues and Lori mentioned the personal liability issue and how her conscience weighs in on the issue. A member of the audience stated that there had not been one accident at the location in 50 years and that it was not a crosswalk.

An audience member asked for the definition of a breakaway column. Mr. Oberle described it as a hollow structure that would enable a vehicle to go through it, reducing damage to the vehicle. He further described two shrubbery would slow a vehicle and asked Michelle Bair to described the landscape concept to the audience, which she did.

Linda Jarrett asked Tom Kayati about the breakaway issue and he replied that Franklin County wouldn't allow this sign in the county right-of-way and that he was willing to adjust his position provided the breakaway columns were in the plan. He could not support the plan without a breakaway.

John Oberle asked Michelle Bair to call Tom Woods and Andy English and asked for their professional advice on having a breakaway on one side or what other adjustment could be made to approve the plan.

\*\*\* Discussion on this subject was delayed until the return of Michelle Bair \*\*\*

Michelle Bair returned to the meeting. Tom Woods and Andy English agreed with the breakaway column. John Oberle asked for comments and Lori Gerald provided her understanding of the breakaway column. There was an exchange of information among staff and Board on various plan elements.

Tom Kayati suggested approval of a motion to start construction as changes can be made if necessary. Lori Gerald restated the issue of breakaway column.

John Oberle made a motion to approve the WHCA sign as discussed and amended with breakaway column, a sign height of five foot, and subject to final inspection of plan by Trustees and staff, seconded by Linda Jarrett. All voted "Aye."

Later in the meeting, the issue of waving the township excavation fee was raised and discussed. John Oberle made a motion to waive the excavation fee for the WHCA sign, seconded by Linda Jarrett. All voted "Aye."

Held \_\_\_\_\_

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**Sharon Memorial Board (SMB)**

Linda Jarrett introduced Terry McKenzie as a potential member of the SMB.

John Oberle asked Mr. McKenzie to give a summary of his background in management and his desire to be of assistance to the SMB.

Linda Jarrett thanked Mr. McKenzie for volunteering for the SMB and that she would introduce him next week to the SMB President during their monthly meeting.

John Oberle said there was an unconfirmed report that a SMB member had recently resigned, which could pose an issue requiring the appointment of an honorably discharged veteran. Linda Jarrett was not aware of the report.

The issue concerns the number of veterans that is required to be on the board. Linda Jarrett will investigate the issue.

**Star – Advisory Board**

Linda Jarrett introduced the Sharon Township Advisory Board (STAR) members in the audience and the area they will represent.

Mary Williams – Mount Air  
Audrey Redmond – Sharon Hills  
Helen Epps – Flint Road

Linda Jarrett indicated the first issue will be the Budget and setting up when they will meet. The other two Trustees offered advice to the STAR members. The group retired to another room to continue their discussions and a short while later were joined by member Brad Horn.

Linda Jarrett placed Ross Brown name up for one additional member to the Board representing Worthington Hills.

John Oberle made a motion to appoint Ross Brown to the STAR Board, seconded by Lori Gerald. All voted "Aye."

**Maple Canyon**

Chair Oberle stated Joel Teaford has resigned from the Land Bank. He also said the Franklin County Prosecutor Office has approved packet submitted on the Maple Canyon project, and that he needs the Trustees to approve the "Notice to Proceed" document.

Linda Jarrett asked about the process to demolish the dwelling and Mr. Oberle gave an overview of the process.

Lori Gerald made a motion to approve the "Notice to Proceed", seconded by Linda Jarrett. All voted "Aye."

Held \_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES**

20\_\_\_\_\_

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**Flint Road**

Lori Gerald raised the issue of the garage at 8200 Flint Road. Linda Jarrett indicated a second Board of Health letter had been mailed to the owner. She will follow up with the Board of Health inspector and report back to the Board.

**Room Rental**

John Oberle indicated that a company named ArrowMark was interested in renting the two community rooms provided there are modifications to them on a monthly basis of \$2,500. There would be offices framed into the present area with no additional square footage added to the property.

Lori Gerald indicated she didn't support the loss of building space to office rental. There was a short discussion building changes and what may be needed to done. Linda Jarrett suggested Arrowmark come and walk through the building to determine if it meets their needs.

**Olentangy Valley Center**

John Oberle reported on his follow up visit with several commercial property owners in the Olentangy Valley Center. The two owners (Rich Stenders (?) and John Myers) are looking at possible condo development and other activities and will be reaching out to the community as their plans develop.

They asked if the township would be open to provide some sort of aid in the form of tax abatement. The issue is open.

**Property Maintenance Code**

Lori Gerald received information from Josh Harmon, Chief Environmental Specialist with the Franklin County Environmental Court. Mr. Harmon can provide assistance to the township when it property maintenance code is approved on May 11<sup>th</sup>. Assistance would include help in hiring a township inspector who is fully trained.

John Oberle asked what the next step was and Lori Gerald outlined a series of steps and mentioned Constable Booth as a potential code inspector. The Fiscal Officer will be involved in some aspect of the process.

**New Business**

**Public Records Request**

John Oberle announced a public records request from Cal Taylor in regards to DD-214. There was a general discussion of the issue and other matters pertaining to the SMB and Cal Taylor.

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### **FISCAL OFFICER:**

#### **Old Business**

None

#### **New Business**

##### **Pay Raise for Sharon Lee – Resolution 05012013A**

The Fiscal Officer proposed a 1% pay raise for Sharon Lee, the township administrative assistant. A formal job evaluation was conducted and Mr. Oberle requested a copy of the document.

Chief Schwind observed that one-half of Sharon Lee's pay is paid by the Police District Fund, though she is only working about 20% of her time for the Police Department.

After a Trustee discussion, Mr. Oberle suggested a 2% pay raise. John Oberle moved to approve a 2% pay raise for Sharon Lee effective May 2, 2013, seconded by Lori Gerald. All voted "Aye."

##### **Financial Report – Motion to accept**

John Oberle made a motion to approve the Financial Report, seconded by Lori Gerald. All voted "Aye."

### **ROAD DEPARTMENT:**

#### **Old Business**

None

#### **New Business**

##### **Hiring of Seasonal employees**

Tom Kayati requested Trustee approval for the hiring of Robert Haycook at \$12.00 per hour effective May 2, 2013. Mr. Haycook retired from the township on December 31, 2013.

Lori Gerald made a motion to approve Resolution 05012013B the hiring of seasonal employee Robert Haycook at \$12.00 per hour effective May 2, 2013, seconded by Linda Jarrett. All voted "Aye."

Tom Kayati requested Trustee approval for the hiring of Antwan Smith at \$9.00 per hour effective May 2, 2013. Mr. Smith is a resident of Worthington who lives near the Walnut Grove Cemetery.

Lori Gerald made a motion to approve Resolution 05012013C the hiring of seasonal employee Robert Haycook at \$9.00 per hour effective May 2, 2013, seconded by Linda Jarrett. All voted "Aye"

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Tom Kayati mentioned meeting with the Plumtree Drive residents about soil and water conservation. He will advise the Board of any further developments.

### POLICE DEPARTMENT:

#### New Business

#### Pay Step Increases

Chief Schwind asked the Board to approve step increase for Constables Gary Lawrence and Donald Clark. The Chief gave a brief background on the subject.

Lori Gerald made a motion to approve the step increase for Constable Gary Lawrence, seconded by John Oberle. All voted "Aye."

Linda Jarrett made a motion to approve the step increase for Constable Donald Clark, seconded by Lori Gerald. All voted "Aye."

John Oberle asked if there were any audience comments – Kathy Walter made an announcement about the 2013 "Flags on High" Plant Sale on Saturday May 25<sup>th</sup> at the Worthington Christian Elementary School from 10:00 am to 4:30 pm.

#### Approval of February 20, 2013 Meeting Minutes:

Linda Jarrett made a motion to approve the April 17, 2013 minutes as amended, seconded by Lori Gerald. All voted "Aye."

With no further business to bring before the Board a request to adjourn at 7:38 PM -was made. John Oberle moved, Lori Gerald seconded. All voted "Aye."

5/15/13

Date

John H. Oberle

Chair

John S. Kufner

Fiscal Officer

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

<b>Roll Call:</b>	John H. Oberle	Present
	Lori A. Gerald	Present
	Linda L. Jarrett	Present

**Pledge of Allegiance was conducted**

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

**Speakers** - None

**Guests:** Phillip & Laura Smith, Don Dale, Lori Shepard, Linda Krikos

John Oberle opened the meeting with an observation about the weather and stated the order of reporting would be reversed and asked Mr. Kayati if he would start with his department.

**ROAD DEPARTMENT:**

**Old Business**

None

**New Business**

**Kanawha Road work**

Tom Kayati announced road work had started on West Kanawha Avenue this week and is proceeding at a good pace. The curbs and gutters have been replaced and the road was milled today and all work should be done early next week. This project is part of the Franklin County road resurfacing program.

Lori Gerald asked if there were problems with on street parking during the project and Mr. Kayati stated there has been none.

Mr. Kayati related receiving a telephone from a resident about the alley between Kanawha and Rosslyn, west of Riverside Drive. The resident is encountering problems getting into his garage as the alley around the resident’s property is mostly grass. Mr. Kayati indicated he could place gravel down, but it is not a long-term solution.

There was a general discussion among the Board and staff concerning this issue and possible solutions. Tom Kayati will contact the resident and asked what he would like the township to do to fix the problem. John Oberle suggested the township options were to maintain the alley, leave as is or vacate the alley. Mr. Kayati will research long-term solutions and present them at a future meeting. If the Trustees wish to rebuild the alley, then the work would have to be contracted out as the Road Department doesn’t have equipment to perform the work.

Held \_\_\_\_\_

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**Memorial Day Ceremony – Walnut Grove Cemetery**

Tom Kayati mentioned the Memorial Day Ceremony at Walnut Grove Cemetery is conducted immediately after the parade. Efforts are being made to increase community awareness of the ceremony.

The ceremony consists of an American Legion Color Guard, a 21 gun salute and the American Legion provided-speaker who gives a speech about one of the wars in American history. The program lasts about 30 to 45 minutes.

**POLICE DEPARTMENT:**

**Old Business**

None

**New Business**

**Resignation – Constable Brandon Hoge**

Chief Schwind announced the resignation of Constable Brandon Hoge and he showed the Trustees his written acceptance of the Hoge's resignation. Chief Schwind asked the Board to accept the resignation.

Lori Gerald made a motion to accept Brandon Hoge's resignation effective May 20, 2013, seconded by Linda Jarrett. All voted "Aye."

**Patrol Cruiser Damage**

Chief Schwind gave a summary of the events surrounding the arrest and subsequent damage to a cruiser. The township insurance company has been notified and is working on getting the vehicle repaired. The damages have been estimated at \$1,800.00.

Chief Schwind related another event where a constable was making a vacation check at a residence and did not notice a vehicle pulled up behind the patrol cruiser. The constable backed into the civilian car. The township's insurance company has been notified and is working on the case.

**FISCAL OFFICER:**

**Old Business**

None

**New Business**

**Rental Revenue – Building Expenditures**

The Fiscal Officer discussed the Excel worksheet that was developed to show revenue and expenditures associated with rental income and building utility expenditures. One reason why space in the township building was leased to

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Call Insurance was to cover the monthly utility (natural gas, water/sewer and electric) charges. As indicated by the worksheet, the rental income from Call Insurance and The Church in Columbus has had a positive impact in that all monthly charges are covered and provides revenue source to the General Fund.

### County Prosecutor – Tax Exempt status – Township Hall

The Fiscal Officer related his attempts at securing legal advice from the Franklin County Prosecutor's office on the issue of tax exempt and rental of the township hall. He will continue to work to obtain legal advice on this matter.

### Vendor File Updates

Mr. O'Keeffe announced two initiatives related to the vendor file within the Uniform Accounting Network. All vendors will be analyzed for 1099 reporting and cash discount terms. The 1099 reporting was first noted in December 2012 and the updating of vendors is considered a best practice.

The cash discount terms component will enable the township to take advantage of vendor terms to reduce its vendor payments, if paid in a timely manner. The effect of the cash discount term of 2% in 10 day, net in 30 days is calculated to be the same as receiving a 36% return on investment.

### Tax Exempt Real Estate Parcels - JEDZ

The Fiscal Officer distributed an analysis of tax exempt real estate parcels within Sharon Township. There are 85 parcels owned by 9 entities such as the State of Ohio, City of Columbus, Goodman Guild, and churches are tax exempt.

It was estimated that these 9 entities employ approximately 105 employees, Metro Parks being one of the largest. It is possible that a Joint Economic Development Zone could be established based upon employees work at the tax exempt locations.

The Fiscal Officer suggested it may be possible to obtain ownership of the State of Ohio parcels. Mr. Kayati mentioned the property near Community Park is considered by some to be owned by Metro Park and he raised a concern how some parcels in the Mount Air area were obtained by Metro Park.

John Oberle indicated he would check some deed transfers and report back at the next meeting. The will notified the Franklin County Auditor of inconsistency in name and addresses for the parcels owned by Sharon Township.

Finally, it was pointed out by the Fiscal Officer that the Willow Brook Christian Home on Lazelle Road is ½ in Sharon Township and ½ in the city of Columbus.

Chief Schwind raised the issue of houses in the property at the Fundamental Baptist Church on North High Street at I-270. The property classification could be challenged.

Held \_\_\_\_\_

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**BMV Vehicle Registration Audit**

The Fiscal Officer announced he had requested 2012 vehicle registration data from BMV. Sharon Lee and Mr. O’Keeffe will review the records to see if any vehicle registration and their related fees had been misclassified. The breakeven point is \$72.00 and it is expected the review will be able to generate several hundred dollars.

**Ohio Ethics Commission Request**

The Fiscal Office has sent an advisory request to the Ohio Ethics Commission asking for their opinion on his election to the Worthington Historical Society position of Vice President – Finance. A response is expected within 45 days.

**Life Insurance – Beneficiary BMV Vehicle Registration Audit**

The Fiscal Officer gave a summary of the switch of life insurance carrier (Standard Life to Consumer Life) and the need for each employee to complete a beneficiary form and get it into the fiscal officer for submission to Consumer Life Insurance Company.

The township-paid insurance for full-employees was increased by \$5,000.00 and at lower monthly cost.

**Financial Report – Motion to accept**

John Oberle made a motion to approve the Financial Report, seconded by Linda Jarrett. All voted "Aye."

**TRUSTEES:**

**Old Business**

**Maple Canyon**

Chair Oberle gave an Land Bank update stating Curtiss Willer is the interim Director since the departure of Joel Teaford. A meeting is scheduled between the Land Bank and demolition crew to ensure permits are obtained and other issues addressed. When all arrangements have been made, the township will be notified and invited to attend the demolition.

John Oberle suggested a news release be developed as the demolition is good news for the township and Maple Canyon neighbors.

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### Olentangy Valley Center

John Oberle reported meeting with Olentangy Valley Center and distributed several conceptual designs for apartments. Linda Jarrett asked what benefit would the township derive and Mr. Oberle indicated the increase value would result in additional tax revenue.

The general consensus was any development would benefit the township and Mr. Oberle indicated a tour of similar developments within central Ohio could be arranged for Trustees to gain an understanding of what is being considered by the property owners.

### Star – Advisory Board

Linda Jarrett indicated she had not received a job description and the STAR members have met and wish to go over their job descriptions so they can start their work. There was an exchange of information between Trustees as to what STAR will need to perform their duties.

### Property Maintenance Code

Lori Gerald spoke about how the township property maintenance code specialist must be certified and she continues to speak with Josh Harmon, Chief Environmental Specialist with the Franklin County Environmental Court.

Lori Gerald and Chief Schwind are working on this issue and expect to make a presentation to the Board at the next meeting.

### COTA

Lori Gerald spoke about the COTA ceremony on Wednesday May 29, 2013 at 6:00 pm at the new Westview Avenue Turnaround.

There was a brief discussion of a public records request concerning a Mr. Themes and Mr. Oberle will respond to the company in Cleveland.

### New Business

#### Public Records Request

John Oberle announced two public records requests from Cal Taylor and that he will review the material and respond to Mr. Taylor. There was a general discussion among the Board of the requests and the issue of using Form DD214 to confirm discharge status. .

Held \_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT**

\_\_\_\_\_20\_\_\_\_\_

**95 E. Wilson Bridge Road  
May 15, 2013  
Page 5 of 7**

**Flint Road**

Linda Jarrett stated the Flint Road garage has been reported by the Board of Health to the Land Bank. Ms. Jarrett gave a summary of events leading up to a recent telephone call to Sharon Lee and the message that the property has been turned over to the Land Bank. Tom Kayati indicated there was problem in that the garage is on the same parcel as the house. There was an exchange of information and Linda Jarrett will follow up on this report.

**Sharon Memorial Board (SMB)**

Linda Jarrett asked the Board to appoint Terry McKenzie as a member of the SMB. She indicated she had introduced Mr. McKenzie the previous week and all indicators are he would be a good fit on the board. During the SMB meeting, all veterans show their DD 214 discharge papers to Linda Jarrett

There was a general discussion of the SMB Board composition and efforts to recruit new members to the Board

Linda Jarrett made a motion to appoint Terry McKenzie to the Sharon Memorial Board, seconded by John Oberle. All voted "Aye

Ducan Aukland has resigned from the SMB and was accepted by the SMB at its May 9, 2013 meeting. Linda Jarrett will obtain a copy of the resignation letter and presented to the Board for acceptance at the next township meeting.

**Township Newsletter**

Linda Jarrett raised the issue that residents in the Mount Air area disagree with the decision to not mail future newsletter to residents.

Chief Schwind offer to determine what other townships have advertisements.

The issue of sending out newsletter to residents or email them notifications was discussed.

**Room Rental**

John Oberle indicated ArrowMark was interested in renting space in our area and paying in the range of \$2,500 to \$,3000 per month. There was a exchange of views of renting space and keeping space available for public use.

Mr. Oberle indicated the township should have a real estate broker come in and advise the township on what best use of open area. Linda Jarrett indicate

John Oberle suggested the development of a business plan. John O'Keeffe mentioned the limitation of the parking spaces.

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 15, 2013  
Page 7 of 7

**Approval of May 1, 2013 Meeting Minutes:**

John Oberle made a motion to approve the May 1, 2013 minutes as amended, seconded by Lori Gerald. All voted "Aye."

Also, John Oberle related news the WHCA sign foundation has been approved and that he had asked Andy English to send the plans to Sharon Township for review. When he receives the plan, he will forward them to Board and Staff.

With no further business to bring before the Board a request to adjourn at 7:28 PM -was made. Linda Jarrett moved, Lori Gerald seconded. All voted "Aye."

6/5/13  
Date

John H. Oberle  
Chair

John S. D. King  
Fiscal Officer

# RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_ 20\_\_\_\_

# 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  
June 5, 2013  
Page 1 of 6

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

<b>Roll Call:</b>	John H. Oberle	Present
	Lori A. Gerald	Present
	Linda L. Jarrett	Present

### **Pledge of Allegiance was conducted**

**Attendance:** John S. O'Keeffe – Fiscal Officer, Chief Don Schwind – Police Department, Tom Kayati – Road Superintendent

**Speakers** – Eric DeHays – Local Waste

**Guests:** Phillip & Laura Smith, Don Dale, Chet Chaney, Eric DeHays, Michele Bair, Andy English, Ross Brown, Bill O'Brien, Lori Shepard

Eric DeHays of Local Waste was recognized by John Oberle who gave an overview of Local Waste activities in Sharon Township, citing 1,328 tons of waste were picked up. Mr. DeHays suggested the township consider joining Consortium 2, a group of local governments who went together in bidding out their waste services. Local Waste won the contract.

Currently, Sharon Township residents pay \$12.64 per month for solid waste removal. The current Consortium 2 rate of \$14.56 includes solid waste, yard waste and recycling. Mr. DeHays said the Sharon Township rate was the lowest in the county, but that rate will increase in the future.

There was an exchange about recycling costs, converting trash trucks to natural gas engines, placing recycling containers at the township hall, tipping fee increases, Project Gemini, and that SWACO is the highest point in the county.

To join Consortium 2, Sharon Township would need an invitation from a member entity. John Oberle asked the Board members if they wish to discuss this issue and there was a consensus to discuss this issue next meeting.

### **TRUSTEES:** **Old Business**

#### **WHCA Sign**

Mr. Oberle summarized what was approved at the May 1<sup>st</sup> meeting concerning the Worthington Hills Civic Association (WHCA) sign and he asked Mr. Kayati if the sign dimensions were within the stated plans. Mr. Kayati indicated the sign was approximately 1 inch too tall, but within a margin of error.

Mr. Oberle indicated the Board would have to approve the sign plans but had only recently received the plans. There was an exchange with Andy English and Michele Bair as to which plans to give to Sharon Township. Mr. Kayati stated original copies must be provided to Sharon Township.

Held \_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT**

\_\_\_\_\_20\_\_\_\_\_

**95 E. Wilson Bridge Road  
June 5, 2013  
Page 2 of 6**

Tom Kayati was asked by John Oberle if there were any other issues for the Board to consider about the WHCA sign and he didn't believe there were any other issues. The Board was asked for comments about the WHCA sign and there were none.

Chair Oberle made a motion that WHCA had satisfy the May 1<sup>st</sup> requirements and to approve the WHCA sign plans as submitted to the Ohio Department of Commerce, Division of Industrial Compliance, seconded by Linda Jarrett. All voted "Aye."

**Maple Canyon**

John Oberle stated the Land Bank approved the demolition of Maple Canyon and the contractor is going through the process on informing the various utility companies.

Lori Gerald raised an issue of overgrown grass at the property and Mr. Oberle stated that a complaint needs to be filed with the Board of Health to start the process that would eventually involve the Road Department cutting the grass.

Lori Gerald made a motion that Linda Jarrett would contact the Board of Health about the high grass at the Maple Canyon location, seconded by Linda Jarrett. All voted "Aye."

Linda Jarrett mentioned that Flint Road garage had not been turned over to the Land Bank, that structure is a tear down issue and has been referred to the county prosecutor. She will report to the Board as the issue matures.

**Star – Advisory Board**

Linda Jarrett indicated she had received information from Lori Gerald as to what is expected of the STAR Board members. An effort will be made to have an initial meeting and allow the STAR Board decides what date/time/location they wish to meet.

Mr. Oberle suggested that one board member be present, based up the topic. Such as a disaster recovery plan for three-streets should include Lori Gerald, legal to included John Oberle and the budget would include the Fiscal Officer.

Lori Gerald suggested Linda Jarrett and John O'Keeffe attend the first meeting.

Linda Jarrett mentioned the need to discuss insurance before the end of the year. John O'Keeffe mentioned that Todd Weithman has started a conversation with Medical Mutual to renew the current medical insurance contract prior to the end of the year.

Held \_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT**

\_\_\_\_\_ 20\_\_\_\_\_

**95 E. Wilson Bridge Road  
June 5, 2013  
Page 3 of 6**

**Property Maintenance Code**

Lori Gerald distributed an employment application for the property maintenance code enforcement officer and discussed the need for employee training and posting the job opening.

There was a discussion of the number of hours this position would incur with an estimate of \$10,000 as starting point. The discussion then covered whether to issue a wide audience or to focus the hiring to those organizations that have members with the proper training and experience.

The following issues were discussed: budget implications, the use of an independent contractor, what other townships pay their inspectors, whether part-time Constable Carl Booth was interested in the position, the need to reach to other townships for suggestions, a potential salary of \$15,000, a budget of \$20K to \$25K.

**Area Light – Flint Road**

Linda Jarrett raised the issue about an area light and asked the Fiscal Officer how many area lights are currently paid for and he replied two. Both area lights are on Olentangy River Road.

Linda Jarrett indicated the Flint Road light is located within Columbus. Apparently there are several township residents paying for the area light and inquired if the township could pay the monthly bill. Since the area light is within Columbus, the township cannot pay the month bill.

**Constable Carl Booth**

Constable Booth, who just ended his work shift, was asked to update the Board about his inquiries with other township about code enforcement. Mr. Booth indicated training courses can be taken on the Internet, at rate of \$100 per unit; the number of units needed is unknown at this time.

John Oberle suggested the hiring of a trained and experience person as the startup costs could be lower. The discussion covered Perry Township code enforcement officer, whether Constable Booth was interested in the position which he is, that he has health insurance and is a known law enforcement officer in the township.

It was agreed that part of the code enforcement job will be public education to help ensure understanding of the law. Chief Schwind mentioned there maybe case management software to assist the code enforcement officer.

John Oberle questioned why look for a code enforcement officer when the township clearly has a qualified person in Carl Booth. He suggested going into Executive Session to discuss hiring and budget issues in a future meeting.

Held \_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES**

\_\_\_\_\_20\_\_\_\_\_

**REGULAR SESSION HELD AT****95 E. Wilson Bridge Road****June 5, 2013****Page 4 of 6****COTA Turnaround Celebration**

John Oberle stated he and Lori Gerald attended the official opening on May 29<sup>th</sup> of the COTA Turnaround located at Westview and High Street. He was asked to speak at the ceremony. Lori Gerald said the food was good and that COTA appears to have done what they said they would do in building the structure.

Mr. Oberle indicated he was drafting a letter to COTA for signature by Board members thanking COTA for its efforts and the process use to involve the public.

**Land Transfers**

John Oberle asked Mark Potts in the Franklin County Auditor Office to look into the issue of township land transferred to Metro Parks in years past that was raised during the May 15<sup>th</sup> meeting.

**Sharon Memorial Board (SMB)**

Linda Jarrett presented the official appointment certificate of Terry McKenzie for signature by Board members. Mr. McKenzie was appointed by the Board during the previous meeting.

**New Business****Resolution 06052013A – Philippine Flag Raising Ceremony**

Chair Oberle presented Resolution 06052013A, Resolution to recognize and show support for the 2013 Philippine Flag-Raising Ceremony on Saturday June 8, 2013. This ceremony is celebrated by Philippine-Americans through the country.

John Oberle made a motion to approve Resolution 06052013A – Philippine Flag Raising Ceremony on June 8, 2013, seconded by Lori Gerald. All voted "Aye."

**FISCAL OFFICER:****Old Business****Ohio Ethics Commission**

The Fiscal Officer received an advisory opinion stating there were no conflicts of interest in his performing in position as Vice-President of Finance for the Worthington Historical Society.

**Rental Revenue – Building Expenditures**

The Fiscal Officer discussed the Excel worksheet which shows rental income exceeds the cost of the building's utilities.

# 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  
June 5, 2013  
Page 5 of 6

### **HVAC Maintenance Contract**

The Fiscal Officer will contact Atlas Butler for a proposal to perform periodic maintenance on the seven HVAC units.

### **Financial Report – Motion to accept**

Linda Jarrett made a motion to approve the Financial Report, seconded by Lori Gerald. All voted "Aye."

### **ROAD DEPARTMENT:**

#### **Old Business**

None

#### **New Business**

##### **Tower Antenna**

Tom Kayati announced the need to obtain a bid to remove the tower antenna and mentioned that Perry Township may be interested in renting the radio frequency.

He reminded all present that the tower owner, American Tower, raised their monthly raise to the point where road crews now use cellular telephones rather than truck radios. The old rental fee was \$200 for ten years; the new rental fee would have been \$250 per month.

Tom Kayati was thanked for having the Walnut Grove Cemetery in good shape for the Memorial Day ceremony.

### **POLICE DEPARTMENT:**

#### **Old Business**

Linda Jarrett asked Chief Schwind whether Sharon Township would be in the July 4<sup>th</sup> Worthington Hills Civic Association. He indicated his staff shortage prevents participation.

Chief Schwind distributed information about the previous township code enforcement officer.

#### **New Business**

##### **New Police Department Server and Microcomputer**

Chief Schwind presented a proposal from Z-Systems for a new server and a new microcomputer for the front desk. He mentioned that the UAN system would also go on the server, that there would be security walls between departments and that the email system could run from this server. The last item would eliminate the monthly TekOrange billing. The cost will be \$4,341.51 and the replacement for the front desk computer would be \$629.81.

Held \_\_\_\_\_ 20\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road  
June 5, 2013  
Page 6 of 6**

**Approval of May 1, 2013 Meeting Minutes:**

Lori Gerald made a motion to approve the May 15, 2013 minutes as amended, seconded by Linda Jarrett. All voted "Aye."

**Motion to go into Executive Session**

Lori Gerald citing the need to discuss personnel issues made a motion to go into Executive Session, seconded by Linda Jarrett. All voted "Aye."

**Return to Public Motion to go into Executive Session**

At the completion of the executive session, the Board returned to a public meeting.

**Pay Raise for Chief Schwind**

Linda Jarrett made a motion to approve a 3% pay raise effective May 1, 2013 for Chief Schwind, seconded by John Oberle. All voted "Aye."

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

6/18/13  
Date

John H. Oberle  
Chair

John S. O'Keefe  
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  
June 19, 2013  
Page 1 of 6

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

<b>Roll Call:</b>	John H. Oberle	Present
	Lori A. Gerald	Present
	Linda L. Jarrett	Present

**Pledge of Allegiance was conducted**

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

**Speakers** – Gloria Humes – Far North Columbus Communities Coalition (FNCCC), Dave Perry – Consultant – Proposed apartments at 135 Dillmont Drive

**Guests:** Phillip & Laura Smith, Don Dale, Michele Bair, Gloria Humes, Jan Province

John Oberle opened the meeting by acknowledging the presence of FNCCC representatives Gloria Humes and Jan Province. Linda Jarrett explained a parcel bordering the Flint Road Cemetery in Columbus is in the process of rezoning from commercial – buildings to apartments. Mr. Dave Perry is to make a presentation to the Board, but he had been delayed by traffic out of downtown Columbus.

John Oberle asked if there were any additions to the tonight’s agenda. Linda Jarrett indicated she would discuss a property under the Police section. John Oberle added an item for the Olentangy Valley Center and asked if the other trustees had received a document from a Mark Woodruff concerning a zoning issue on Bethel Road. The other Trustees had received the letter, but too late to attend the city of Columbus zoning meeting on behalf of residents.

**ROAD DEPARTMENT:**

**Old Business**

None

**New Business**

None

The Road Superintendent is on vacation.

SHARON TOWNSHIP TRUSTEES

Held \_\_\_\_\_

**REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road**

\_\_\_\_\_20\_\_\_\_\_

**June 19, 2013**

**Page 2 of 6**

**TRUSTEES:**  
**Old Business**

**Maple Canyon Update**

John Oberle mentioned he is having weekly discussions Curtiss Williams on the demolition of the Maple Canyon property. An environmental report is being developed and will be submitted to the Ohio EPA for their review. Ohio EPA has 10 days for their review and if no comment, the building demolition will be scheduled.

An issue of high grass at the location was discussed and Linda Jarrett had notified the Board of Health about the high grass so the process to get the grass cut can start.

**Sharon Memorial Board (SMB)**

Linda Jarrett had no new information about the SMB. She did indicate she will post SMB openings at local libraries to generate interest and volunteers to serve on the SMB.

John Oberle asked Linda Jarrett if it made sense to hold a joint meeting with the SMB. Linda Jarrett indicated she would talk with the SMB President about the issue.

**Star – Advisory Board**

Linda Jarrett indicated she and the Fiscal Officer had met with the STAR board the previous week. All board members with the exception of Cathy Ferrari attended the meeting. Future meetings will be at 7:00 pm.

Linda Jarrett gave an overview of questions asked such as room rentals, grants, how the board would operate, and the continuing need for the township newsletter to be mailed to residents, and how 911 telephone calls are not being handled properly.

Chief Schwind enters the conversation and cited the need for more information so the Franklin County 911 Board can act on complaints. There was a general discussion about this issue. Linda Jarrett will provide the information to Chief Schwind for his follow up.

John Oberle read a statement for the Board outlining its objectives and first task of reviewing the township budget for recommendations. The document is in draft form and he will complete the document and distribute it to the board members and Trustees.

# RECORD OF PROCEEDINGS

Minutes of

Meeting

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

Held

## SHARON TOWNSHIP TRUSTEES REGULAR SESSION HELD AT

20

95 E. Wilson Bridge Road  
June 19, 2013  
Page 3 of 6

### **Flint Road property**

Lori Gerald asked Linda Jarrett as to the status of the Flint Road property that is in poor condition. Ms. Jarrett related a series of events including discussions with the Board of Health which stated the matter has been turned over to the Franklin County Prosecutor's Office. Mr. Oberle outlined a potential approach to declare the structure a public nuisance and proposed having a letter for Board signature at the next regular meeting.

### **135 Dillmont Drive Columbus, Ohio**

FNCCC Representative Gloria Humes was recognized by Chair Oberle. Ms. Humes gave an overview of the proposed rezoning at 135 Dillmont Drive and that on July 2, 2013 FNCCC would hear the proposal during their meeting.

Dave Perry, a consultant for the property owner passed out documents and maps depicting the property. Mr. Perry gave an overview of the property, its history and that the third office building had not been successful for various reasons. The owner wishes to tear down the office building and build 24 apartments. There would be 1 and 2 bedroom apartments having a monthly rental of \$1200 to \$1400.

Lori Gerald asked about the landscaping plan and whether there were plans to mound the property bordering on the cemetery. Mr. Perry said no as there was a tree line between the two properties.

Mr. Perry expects to present their plan to the city of Columbus Development Commission in August and believe the rezoning application will be on the Columbus City Council agenda sometime in September. The Flint Road Cemetery Board is expected to become further involved in this issue.

### **Property Maintenance Code**

Lori Gerald discussed the costs of a code enforcer training costs and Chief Schwind indicated the professional membership belongs to the township.

The discussion continued on certification, whether part-time Constable Carl Booth could be hired for the position, how to post the open position to the public. John Oberle and Lori Gerald outline options in hiring Mr. Booth, reporting functions of the position, pay rate for the position. At the next meeting, a budget for this position will be discussed.

### **Mosquito Control Commitment**

The Fiscal Officer explained the Board of Health requested a commitment from the township trustees that they would participate in this year's mosquito spraying. The annual cost had dropped some \$1,100 from the previous year.

Lori Gerald made a motion supporting this year's mosquito control program, seconded by John Oberle. All voted "Aye."

Held \_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT**

20 \_\_\_\_\_

**95 E. Wilson Bridge Road  
June 19, 2013  
Page 4 of 6**

**Olentangy Valley Center**

John Oberle updated the Board on his discussion with the Olentangy Valley Center owners. The owner has offered to provide a tour of a sample apartment building at Lennox Center on June 24<sup>th</sup>. If no one else participates, Mr. Oberle will take pictures of the location.

**New Business**

**Waste Service – RFP vs Consortium 2 and 3**

Chair Oberle mentioned the current waste contract expires on August 31, 2013. The question that faces the Board is whether to bid the contract or join a consortium. There was a general discussion of this issue.

There was a Board agreement that the waste service contract will be acted on at the next regular meeting.

John Oberle wants to have a township records commission meeting during the next regular meeting. He is working with Ohio Historical Society on records retention best practices. Mr. Oberle is also working on ensuring township compliance with Ohio law. The Fiscal Officer suggested Mr. Oberle used the Ohio Auditor of State Legal Compliance Guide as a source.

**POLICE DEPARTMENT:**

**Old Business**

**New Police Department Server and Microcomputer**

Chief Schwind gave an overview of the proposed new server for the Police Department and explained the benefits of the new server. There was a Board discussion and agreement to the need for a new server.

Lori Gerald made a motion to approve the purchase of a new server for \$4,331.00, seconded by Linda Jarrett. All voted "Aye."

**New Business**

**Constable David Shore Resignation**

Chief Schwind announced Constable David Shore has accepted a position with the Columbus Police Department and that his last day would be Sunday June 23<sup>rd</sup>.

Lori Gerald made a motion to accept Constable David Shore resignation effective at the end of shift on June 23<sup>rd</sup>, seconded by John Oberle. All voted "Aye."

Chief Schwind also mentioned Constable Gary Lawrence may be leaving for the city of Gahanna in the near future.

# 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  
June 19, 2013  
Page 5 of 6

### **FISCAL OFFICER:** **Old Business**

#### **HVAC Maintenance Contract**

The Fiscal Officer will present to the Board the choice of selecting Atlas Butler or Aire-Com to perform the periodic maintenance on the seven HVAC units.

#### **Financial Report – Motion to accept**

Linda Jarrett made a motion to approve the Financial Report, seconded by John Oberle. All voted "Aye."

#### **New Business**

##### **Resolution 06192012A**

The Fiscal Officer asked the Board to approve Resolution 06192013A which allows him gives him Appropriation Transfer Authority. This authority is a yearly approval and the Fiscal officer sends an email to the Trustees detailing all transfers.

Lori Gerald made a motion to approve Resolution 06192013A, seconded by Linda Jarrett. All voted "Aye."

#### **WebCheck**

The Fiscal Officer is investigating the possibility of acquiring WebCheck equipment for the Police Department as a new source of revenue. The three vendors authorized by the Ohio Attorney General have been contacted and asked for information.

#### **Records Review VIPS Help**

There is a need to conduct a complete review of the township's records schedule. Chief Schwind offered to provide VIPS volunteers to work the front desk thus freeing Sharon Lee to conduct an inventory of current records in storage.

# 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  
June 19, 2013  
Page 6 of 6

### Approval of June 5, 2013 Meeting Minutes:

John Oberle made a motion to approve the June 5, 2013 minutes as amended, seconded by Lori Gerald. All voted "Aye."

### Motion to go into Executive Session

Lori Gerald citing the need to discuss personnel issues made a motion to go into Executive Session, seconded by Linda Jarrett. All voted "Aye."

### Return to Public Meeting

At the completion of the executive session, the Board returned to a public meeting.

With no further business to bring before the Board a request to adjourn at 8:21 PM -was made. John Oberle moved, Linda Jarrett seconded. All voted "Aye."

7/11/13  
Date

John H Oberle  
Chair

John S. Krupp  
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  
July 10, 2013  
Page 1 of 6

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

<b>Roll Call:</b>	John H. Oberle	Present
	Lori A. Gerald	Present
	Linda L. Jarrett	Present

### **Pledge of Allegiance was conducted**

**Attendance:** John S. O'Keeffe – Fiscal Officer, Chief Don Schwind – Police Department, Tom Kayati – Road Superintendent

**Speakers** – Gloria Humes – Far North Columbus Communities Coalition (FNCCC), Dave Perry – Consultant – Proposed apartments at 135 Dillmont Drive

**Guests:** Phillip Smith, Don Dale, Linda Kikos, Barbara Hyde, Eric DeHays, Lesley Army, Alexander Hoty, Bill Broffold

John Oberle opened the meeting by inquiring if someone from Local Waste Services was present; Mr. Eric DeHays stood to make himself known to the Board. Boy Scout Hoyt was acknowledged in the audience by Mr. Oberle.

### **TRUSTEES:** **Old Business**

#### **Local Waste Services**

The issue of approving the renewal the township waste service was discussed by the Board and Mr. DeHays. Discussion included the differences between Consortiums 2 and 3, both consortiums being serviced by Local Waste Services.

Eric DeHays suggested Consortium 2 would be the best value for Sharon Township due to anticipated land fill price increases.

John Oberle made a motion for Sharon Township to join Consortium 2 effective September 1, 2013 for trash removal services provided by Local Waste Service, seconded by Lori Gerald. All voted "Aye."

A resolution to approve the contract between Sharon Township and Local Waste Services will be approved at the next township meeting.

#### **Maple Canyon Update**

John Oberle mentioned his recent discussions with Curtiss Williams on the demolition of the Maple Canyon property. Mr. Williams is currently waiting on an asbestos report and that all utilities have been cut to the property.

Held \_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT**

\_\_\_\_\_20\_\_\_\_\_

**95 E. Wilson Bridge Road  
July 10, 2013  
Page 2 of 6**

**Sharon Memorial Board (SMB)**

Linda Jarrett spoke with SMB President Herman and the next SMB meeting will be on August 1<sup>st</sup>. Ms. Jarrett asked Mr. Oberle for background information on Craig Mayton, a potential candidate for the SMB.

Mr. Oberle outlined Mr. Mayton's military service including a tour in Viet Nam and that Mr. Mayton is an attorney with a local law firm. SMB President Herman was looking forward having someone with a legal background on the SMB.

Mr. Jarrett gave an overview of the advertisement for SMB appointments that will be posted to the Sharon Township web site.

**Star – Advisory Board**

Linda Jarrett outlined the recent history of STAR and that there will be monthly meetings on the 2<sup>nd</sup> Tuesday of the month. The next meeting will be on September 10<sup>th</sup>.

The Fiscal Officer and Road Superintendent were asked to attend the September 10<sup>th</sup> meeting.

There was a brief discussion of the issues the STAR Board wants assistance in understanding the budget and department operations. It was proposed that an outline of STAR duties and expectations would be prepared.

**Property Maintenance Code**

Lori Gerald related that two applications had been received for the open code enforcer position, a draft budget was developed and distributed for comment and she suggested going into executive session to discuss personnel issues. Mr. Oberle asked if the Board should go into executive session at the end of the meeting and Board members agreed.

**Flint Road property**

Mr. Oberle mentioned there was a letter in the meeting folder to be mailed to the property owner asking for cooperation in cleaning up the property. Mr. Oberle commented that Linda Jarrett had made a number of efforts to contact the property owner and was thanked for her attempts at solving the situation.

The letter informs the property ownership to take action by August 21<sup>st</sup> or be declared a public nuisance.

**Newsletter**

Mr. Oberle outlined a number of subjects for the upcoming newsletter to include Homestead Exemption, recent county regulation of certain animals. He asked for newsletter submission by July 29<sup>th</sup>.

# 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  
July 10, 2013  
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### **COTA**

Mr. Oberle asked if the Board was happy with the COTA thank you letter and the Board responded with positive comments. The letter thanked COTA for including Sharon Township in the process for the turnaround construction at Westview and High Street.

### **Olentangy Valley Center**

John Oberle met with the Olentangy Valley Center (OVC) owners and that they have retained a developer for the proposed apartments on their property.

The OVC owners have offered to provide a tour of a local apartment complex that would be similar to what may be developed. They also indicated that any tax relief would be appreciated and help ensure a successful development. The Franklin County Economic Development Department was asked to participate with Sharon Township in the future.

### **New Business**

#### **Rossllyn Avenue**

Lori Gerald spoke about Jennifer Vermaaten of Rossllyn Avenue who is asking for a letter from the Board showing her ownership of the guard rail that is on her property. She wishes to have the guard rail sold as scrap and will use the proceeds to plant trees and bushes to improve the lot.

Mr. Oberle felt that since the property in question had vacated to the individual, the township did not have the right to authorize such a letter. Mr. Kayati indicated the scrap metal dealer needs the letter so they are assured the township approved the removal. Lori Gerald asked Mr. Oberle to draft a letter for Board signature; he will send it to Sharon Lee for printing and Board member signatures.

### **FISCAL OFFICER:**

#### **Old Business**

#### **HVAC Maintenance Contract**

The Fiscal Officer presented options to the Board on selection of the HVAC maintenance contract vendor. The choice was Atlas Butler or Aire-Com. Atlas Butler bid was \$200.00 less but they only had 2 inspections when compared to Aire-Com. When asked by the Board as to the best value, the Fiscal Officer suggested Aire-Com due to their service over the past year.

Linda Jarrett made a motion to select Aire-Com as the township's HVAC maintenance contractor for the period of August 1, 2013 through July 31, 2014, seconded by Lori Gerald. All voted "Aye."

Held \_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT**

\_\_\_\_\_20\_\_\_\_\_

**95 E. Wilson Bridge Road  
July 10, 2013  
Page 4 of 6****New Business****Resolution 07102013A – Approval of 2014 Revenue Budget**

The Fiscal Officer opened with a quick discussion of the budget and mentioned input from the Police and Road Departments and that the budget was published in accordance with the Ohio Revised Code (ORC).

The Fiscal Officer cited the cost of publishing the notice in the Columbus Dispatch and how the ORC allows publication on web sites, but not for the tax budget. Mr. Oberle stated having the ORC change allow township web sites as the "official publication" reflects current trend for township residents. Efforts will be made to change the law.

Lori Gerald made a motion to approve the tax budget and its submission to the Franklin County Auditor by July 15, 2013 in accordance with the ORC, seconded by John Oberle. All voted "Aye."

**Township Records Commission**

The Fiscal Officer announced a break in the regular meeting for a session of the Township Records Commission and turned over the meeting to Mr. Oberle. Mr. Oberle gave an overview of the ORC requirements, Ohio Historical Society recommendations and that there exists two records retention schedules: administrative and police.

The Fiscal Officer mentioned the valuable assistance being provided by the VIPS volunteers which will enable Sharon Lee conduct the inventory of paper records. Chief Schwind commented on the need for an inventory of records prior to updating the records retention schedule. He also indicated the inventory work will take a long time period.

Linda Jarrett asked if records have to be retained in a climate controlled room. The general consensus was no. Mr. Oberle mentioned the new township server will have to have redundant backup of electronic data.

**Unscheduled Items**

The Fiscal Officer announced a wedding would be held the following Sunday. The parents for the bride and groom are coming from China. This event will be the first wedding in the township hall.

A public records request was sent by the Fiscal Officer to the Ohio Attorney General asking for statistical information about Web check. There is a need to know the full business environment for Web Check prior to the Board making any decisions. It was mentioned that Perry Township announced in their newsletter that they had received a \$5,000 grant so they could become a Web Check site. The source of the grant money is unknown.

The Fiscal Officer recently purchased a small fire-proof safe to store all data thumb drives. By using thumb drives instead of CD-ROMs, the time to back up the UAN data files is down to several minutes versus 15 minutes previously.

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### Letter from American Legion

John Oberle read a letter from American Legion Post 239 Commander David Kelly thanking Cemetery Superintendent Tom Kayati for his work in getting Walnut Grove Cemetery ready for the Memorial Day events.

### Financial Report – Motion to accept

John Oberle made a motion to approve the Financial Report, seconded by Linda Jarrett. All voted "Aye."

### POLICE DEPARTMENT:

#### Old Business

None

### POLICE DEPARTMENT:

#### New Business

#### Ohio's Open Burning Regulations

Chief Schwind mentioned Richard Fowler had given him several "Open Burning" pamphlet published by the Ohio EPA. There was a discussion by Board members as to linking the publication on the township

#### New Business

#### Police Staffing

Chief Schwind mentioned ongoing efforts to hire new constables. He also indicted Constable Gary Lawrence would be leaving that the beginning of August to work at the Gahanna Police Department.

### ROAD DEPARTMENT:

#### Old Business

None

#### New Business

#### Board of Health Mosquito bill

The Road Superintendent raised the issue of the Vector Control invoice in the amount of \$1,816.73. After discussion, the Board agreed the General Fund should pay ½ the invoice amount.

Lori Gerald made a motion to approve the General Fund and Road District Fund each paying ½ of the Vector Control invoice, seconded by Linda Jarrett. All voted "Aye."

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## SHARON TOWNSHIP TRUSTEES REGULAR SESSION HELD AT

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### Safety Kleen invoice

Tom Kayati presented the Safety Kleen invoice of \$2,250.48 for Board approval.

Lori Gerald made a motion to pay Safety Kleen \$2,250.48, seconded by Linda Jarrett. All voted "Aye."

### A.R Wireless invoice

Tom Kayati presented the A.R. Wireless invoice of \$1,410.00 for Board approval.

John Oberle made a motion to pay A.R. Wireless \$1,410.00, seconded by Linda Jarrett. All voted "Aye."

### Fire Hydrants

Tom Kayati received from the fire department a list of fire hydrants in the three street area needing repairs. All hydrants are now working properly, but they are old and replacement costs could be \$2,000 plus a \$1,000 installation charge. The hydrants are owned by the city of Columbus, but the township must maintain them. John Oberle will ask the prosecutor about the ownership issue.

### Motion to go into Executive Session

Lori Gerald citing the need to discuss personnel issues made a motion to go into Executive Session, seconded by Linda Jarrett. All voted "Aye."

### Return to Public Meeting

At the completion of the executive session, the Board returned to a public meeting.

### Approval of June 19, 2013 Meeting Minutes:

Linda Jarrett made a motion to approve the June 19, 2013 minutes as amended, seconded by Lori Gerald. All voted "Aye."

With no further business to bring before the Board a request to adjourn at 7:55 PM -was made. John Oberle moved to adjourn the regular meeting, Lori Gerald seconded. All voted "Aye."

8/7/13  
Date

John H. Oberle  
Chair

John Kayati  
Fiscal Officer

# RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

## SHARON TOWNSHIP TRUSTEES

20

### REGULAR SESSION HELD AT

95 E. Wilson Bridge Road

August 7, 2013

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

<b>Roll Call:</b>	John H. Oberle	Present
	Lori A. Gerald	Present
	Linda L. Jarrett	Present

#### **Pledge of Allegiance was conducted**

**Attendance:** John S. O'Keeffe – Fiscal Officer, Chief Don Schwind – Police Department, Tom Kayati – Road Superintendent

**Guests:** Phillip Smith, Don Dale, Michelle Bair, Nicolas Gama (Boy Scout), Mr. & Mrs. Craig Mayton

John Oberle opened the meeting by indicating the agenda was light and that he wished to start off with the swearing in of the new township constable Kyle Storm. Chief Schwind introduced Kyle Storm and mentioned that he was the only person of twelve applicants who passed all tests.

#### **POLICE DEPARTMENT:**

##### **Old Business**

##### **New Constable – Kyle Storm**

Chief Schwind introduced Kyle Storm and mentioned that he was the only person of twelve applicants who passed all tests. The Chief asked the Trustees to pass Resolution 08072013A appointing Kyle Storm as a Sharon Township Constable effective August 8, 2013.

Lori Gerald made a motion to approve Resolution 08072013A the hiring of Kyle Storm as a township constable effective August 7, 2013, seconded by Linda Jarrett. All voted "Aye."

The Fiscal Officer sworn in Kyle Storm as a township constable and there was a short period of congratulations offered to Constable Storm and picture taking.

#### **TRUSTEES:**

##### **Old Business**

##### **Sharon Memorial Board (SMB) – Craig Mayton**

John Oberle introduced Craig Mayton as a candidate for the SMB citing his U.S. Army experience and legal background including work in the Ohio Auditor of State legal department.

Held \_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES**

\_\_\_\_\_20\_\_\_\_\_

**REGULAR SESSION HELD AT****95 E. Wilson Bridge Road****August 7, 2013****Page 2 of 5**

Mr. Mayton was invited to speak to the Board about its military service and he cited his ability to speak Russian, that he grew up in Worthington and currently lives within the city. He served in the U.S. Army from 1974 to 1977 including a tour in West Germany and displayed his Army Commendation Award. He also worked in the Attorney General Office. Craig introduced his wife Jane who is a Blue Star Mom.

Linda Jarrett suggested Mr. Mayton attend a SMB meeting and that the Board will make a formal nomination in a future regular meeting.

**ROAD DEPARTMENT:****Old Business**

The Road Superintendent commented on the city of Columbus development process for the proposed apartments on the property next to the Flint Road cemetery. He believed good progress has been made.

**New Business****1394 Home Acre Drive**

Lori Gerald raised the issue of a recent code complaint at 1394 Home Acre Drive. There was a general discussion of the complaint and John Oberle suggested that if the issue is not resolved by the next regular meeting, then the Board should send a letter to the property owner.

**POLICE DEPARTMENT****New Business**

John Oberle asked Chief Schwind if there were any old or new business and the Chief indicated he had personnel issues that must be discussed in executive session. The Chair acknowledged the request and indicated the Board would go into executive session at the end of the regular meeting.

**FISCAL OFFICER:****Old Business****HVAC Maintenance Contract**

The Fiscal Officer has the Chair to sign the previously approved one-year HVAC maintenance contract with Aire-Com. John Oberle signed the contract on behalf of Sharon Township.

**Update – Miscellaneous Items**

The Fiscal Officer passed out a draft of the plan for the Sharon Township Records Task Force, which includes Chair Oberle, Fiscal Officer O'Keefe, Chief Schwind, Administrative Assistant Lee and VIPS volunteers. The document will be updated and progress will be discussed in future meetings.

# RECORD OF PROCEEDINGS

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DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_

## SHARON TOWNSHIP TRUSTEES REGULAR SESSION HELD AT

\_\_\_\_\_ 20\_\_\_\_\_

95 E. Wilson Bridge Road  
August 7, 2013  
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A status report on the BMV audit by the Fiscal Officer indicates some \$800.00 may be recovered due to address errors. One the 2012 audit is completed, the Fiscal Officer expects to continue an audit of 2011.

The Fiscal Officer heard from the Franklin County Board of Health concerning his complaint on high grass at a house on Community Park Drive. The Board of Health will be following through on the complaint.

The Fiscal Officer mentioned that Call Insurance had not paid it monthly rent and suggested that the future lease included language that will shorten the due date to speed payment. The lease ends on December 31, 2013 and the Board Chair wishes to start discussions with Call Insurance in October.

### **New Business**

#### **Credit Cards for township use**

The Fiscal Officer suggested to the Board that they consider obtaining credit cards for use by certain township personnel citing flexibility and usage in the event of natural disaster. Chief Schwind voiced his support and Tom Kayati described how the cemetery uses its card.

The Board response of supportive, but they want tight internal controls over the credit cards and a system in place prior to obtaining the card. The issue will be investigated by the Fiscal Officer and reported in a future meeting.

### **TRUSTEES:**

#### **Old Business**

#### **Bethel Road Rezoning - Update**

John Oberle updated the Board on activities related to the 930 Bethel Road rezoning issue and its impact on adjoining township residents. Residents are not happy and there will be a future meeting between the developer and residents. Linda Jarrett suggested a meeting at the township hall and Chair Oberle agreed a meeting at the township hall would be best. A meeting date will be determine in the future.

#### **Westerville Annexation Proposal – Binham Properties**

John Oberle summarized the prospect of losing the Binham properties to the city of Westerville. There was a general discussion of the options available to township to keep the 68+ acres with Sharon Township.

#### **Maple Canyon Update**

Lori Gerald indicated neighbors of the former Maple Canyon structure are very happy that the building has been demolished. John Oberle stated that it took twenty minutes to tear down the home and mentioned the precautions taken by the contractor to ensure homeless people were not living in the building.

A nearby resident has expressed his interest to Chair Oberle in buying the Maple Canyon property.

Held \_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT**

\_\_\_\_\_20\_\_\_\_\_

**95 E. Wilson Bridge Road  
August 7, 2013  
Page 4 of 5****Star – Advisory Board**

Linda Jarrett stated the Fiscal Officer and Road Superintendent have been asked to attend the September 10<sup>th</sup> meeting at 7:00 pm at the township hall.

**Flint Road property**

Mr. Oberle asked if there was an updated on the Flint Road property and Linda Jarrett indicated the property owner has not responded to inquiries. She also commented that residents are calling her about the property.

John Oberle will call the county prosecutor and obtain a status of actions taken against the property owner and bring it to the Board for discussion and action at the next meeting.

**Newsletter**

Lori Gerald pointed out the newsletter has been completed and finishing touches are all that remain. Linda Jarrett raised the issue as to whether the newsletters will be mailed to township residents as not all residents have Internet access.

The Fiscal Officer suggested future newsletters contain advertisements of local businesses to cover the production and mailing costs. Lori Gerald suggested printing the newsletters and letting the residents come to the township hall and picking up copies.

John Oberle asked that printing and mailing costs be obtained for the Board so it can make a decision by the end of the year.

**Worthington Hills Community Association**

Michelle Bair was recognized and she stood to thank the July 4<sup>th</sup> participation by township personnel and raise a community concern about a recent break-in in the Columbus portion of Worthington Hills. Consideration is being given to establish a Block Watch group.

There was a general discussion about the new Worthington Hills sign and that the completion has been delayed by lighting issues.

**POLICE DEPARTMENT****New Server**

Chief Schwind gave an update of the new Police Department server, citing that township email will soon be hosted by the server rather than TekOrange. The Server also has the ability to host the township web site. The transfer of the web site to the Server is based upon ownership of intellectual material. The Fiscal Officer will provide the TekOrange contract to Brian Zaayer.

# RECORD OF PROCEEDINGS

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Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_ **SHARON TOWNSHIP TRUSTEES** \_\_\_\_\_ 20 \_\_\_\_\_

**REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road  
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**Don Dale – Monthly Waste Costs**

Don Dale asked what the monthly cost would be and Chair Oberle indicated the Board will approve the Consortium 2 / Local Waste Services contract at the next regular meeting.

**Boy Scout - Nicolas Gama**

The Board set aside time to answer questions by Boy Scout Nicolas Gama of Troop 862 about public service and the Trustees jobs. Scout Gama is working on his "Citizenship in the Community" badge.

**Motion to go into Executive Session**

John Oberle citing the need to discuss personnel issues made a motion to go into Executive Session, seconded by Lori Gerald. All voted "Aye."

**Return to Public Meeting**

At the completion of the executive session, the Board returned to a public meeting at 8:00 pm.

**Resolution 08072013B – Constable Booth to Full Time**

Lori Gerald made a motion approving Chief Schwind's recommendation that Constable Carl Booth employment status be changed from part-time to full-time effective August 22, 2013, seconded by Linda Jarrett. All voted "Aye."

**Financial Report – Motion to accept**

John Oberle made a motion to approve the Financial Report, seconded by Linda Jarrett. All voted "Aye."

**Approval of July 10, 2013 Meeting Minutes:**

Lori Gerald made a motion to approve the July 10, 2013 minutes as amended, seconded by Linda Jarrett. All voted "Aye."

With no further business to bring before the Board a request to adjourn at 8:02 PM -was made. Lori Gerald moved to adjourn the regular meeting, Linda Jarrett seconded. All voted "Aye."

Aug 21, 2013  
Date

John Oberle  
Chair

John Oberle  
Fiscal Officer

# RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_ 20\_\_\_\_

# 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 21, 2013  
Page 1 of 4

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

<b>Roll Call:</b>	John H. Oberle	Present
	Lori A. Gerald	Present
	Linda L. Jarrett	Present

### **Pledge of Allegiance was conducted**

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

**Guests:** Phillip & Laura Smith, Don Dale, Kathy Walters

John Oberle opened the meeting by announcing the promotion of Constable Carl Booth to Sergeant. Chief Schwind gave a summary of events that led up to tonight’s ceremony and then proceeded to pin the sergeant stripes on Constable Booth. He received a warm applause and comments from the Board and audience.

No changes to the agenda were noted.

### **TRUSTEES:**

#### **Old Business**

#### **Bethel Road Rezoning - Update**

John Oberle updated the Board about a meeting scheduled for August 22<sup>nd</sup> at 5:00 pm in the Sharon Hills area to discuss the Bethel Road rezoning issue. The developers are meeting with the residents to discuss the project at Lori Wiley’s residence and Mr. Oberle will report to the Board the results of the meeting. Tom Kayati asked if he was needed to attend the meeting and Mr. Oberle said he was welcomed to attend but not required.

#### **Westerville Annexation Proposal – Bigham Properties**

John Oberle summarized the issues surrounding the annexation of the Bigham properties to the city of Westerville and the city of Columbus was not contiguous to the properties. The land will be annexed by Westerville and negotiations will start soon. Mr. Oberle hopes to obtain an agreement to would allow sharing of future real estate tax revenue with the township.

#### **Maple Canyon Update**

Chair Oberle updated the Board on actions he has taken with the county prosecutor’s office to expedite the tax review and foreclosure. The normal foreclosure process is 18 months and Mr. Oberle is working to establish a 6 month period so the township does not have to mow the property next year.

Tom Kayati mentioned a citizen had pointed out some low spots on the property and asked what the process to fill the spots was. Mr. Oberle said the property is still owned by Sarah LePore and the township cannot fill the low spots.

Held \_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT**

\_\_\_\_\_20\_\_\_\_\_

**95 E. Wilson Bridge Road  
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The Board and staff briefly discussed the back tax issue, potential sale to township neighbors and other related housing issues. Mr. Kayati outlined a number of issues facing a property owner should they buy the property and wish to build a house, none were positive.

**Sharon Memorial Board (SMB) – Craig Mayton**

Linda Jarrett indicated Craig Mayton was working on meeting with Jeremy Herman in the coming weeks. There was a short discussion about the Board members and that Linda Jarrett would be meeting with the SMB in the near future.

**Star – Advisory Board**

Linda Jarrett stated the next meeting is scheduled for September 10<sup>th</sup> at 7:00 pm at the township hall. The Fiscal Officer and Road Superintendent have been asked to attend the meeting. Tom Kayati wondered if there was an agenda so he could be prepare for the meeting. John Oberle will update the assignment document and have it at the next regular meeting. Linda Jarrett will ask the STAR to provide an agenda to attendees prior to the meeting.

**Property Maintenance Code - Update**

Lori Gerald announced the need to advertise the Property Maintenance Code inspector position again. She asked the Board if they agree that a focus approach rather than a general broadcast in advertising the open position was best. The Board agreed that using assistance of Joshua Harmon with the Franklin County Environmental Court would enable the township to focus on hiring someone with experience for this technical job.

There was a general discussion of hourly rate vs. salary, requiring attendance at a township meeting each month, that quantity of time will be spent obtaining an understanding of the conditions within the township, etc.

**Flint Road property**

Mr. Oberle asked if there was an updated on the Flint Road property and there was none. He will contact Mr. Anderson at the county prosecutor's office and obtain an update on the property.

Linda Jarrett offered to talk with the property owner provided the county prosecutor has informed the owner of the need to clean up the property.

**Newsletter**

Lori Gerald pointed out the newsletter has been completed and finishing touches are all that remain. Tom Kayati asked if the trash rates had been added, John Oberle will provide the trash rate information to Sharon Lee. The newsletter will not be mailed, but quantities will be available for residents like those in Mount Air for distribution to their neighbors.

# RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 101-18

Held \_\_\_\_\_

## SHARON TOWNSHIP TRUSTEES REGULAR SESSION HELD AT

\_\_\_\_\_ 20\_\_\_\_

95 E. Wilson Bridge Road  
August 21, 2013  
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### **Bus Stop - 378 Rosslyn Ave**

The old issue of Columbus Public Schools putting a bus stop on Rosslyn Avenue has resurfaced. Mr. Oberle passed out a 2009 township letter sent to the Columbus School District asking them to move the bus stop to Broadmeadows Blvd where most of the school children live. Mr. Oberle will update the letter for signature at the next meeting.

Lori Gerald suggested moving the bus stop away from the Vermatten property, it was noted the school bus arrives at 6:57 am. The general discussion among the Board and staff covered the lack of sidewalks and children walking over private property. It was again mentioned the bus stop should be moved to Broadmeadows Blvd where the majority of school children live.

### **Guard Rail - 378 Rosslyn Ave**

The Board signed a letter dated August 29, 2013 addressed to Jenny Rodocker-Vermaatan where it assured her that when the township vacated the alley, the guard rail located on it became her property. All Board members signed the letter.

### **Change in Ohio law**

Chair Oberle is meeting next week with State Representative Mike Duffey on changing Ohio law requiring all townships to advertise their annual tax budget in newspapers. The Fiscal Officer had made a recommendation to Mr. Duffey to allow publication of the budget on the township web site. Mr. Oberle indicated the law change would result in township saving money.

### **FISCAL OFFICER:**

#### **Old Business**

#### **Resolution 08212012A – Consortium 2 / Local Waste Services Contract**

The Fiscal Officer has the Board to approve Resolution 08212013A, a contract to provide waste hauling services via Consortium 2 / Local Waste Services Contract. Chair Oberle asked the Board to approve the contract subject to approval by the county prosecutor's office.

Lori Gerald made a motion to approve Resolution 08212013A subject to the Franklin County Prosecutor approving the Consortium 2 contract, seconded by Linda Jarrett. All voted "Aye."

#### **Update – Miscellaneous Items**

The Fiscal Officer announced there were no financial reports or minutes due to computer issues that he hoped will be solved in the next day or so. He thanked the Board for understanding the situation.

# RECORD OF PROCEEDINGS

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DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_

## SHARON TOWNSHIP TRUSTEES REGULAR SESSION HELD AT

20\_\_\_\_\_

95 E. Wilson Bridge Road  
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### POLICE DEPARTMENT

Chief Schwind had no issues, old or new, to report to the Board.

### ROAD DEPARTMENT: Old Business

#### County Engineer Estimate for Alley Paving

Tom Kayati presented an estimate of \$20K from the county engineer for work on the alley between Kanawha and Rosslyn.

Lori Gerald spoke up and stated the alley was just that an alley and if the township performed the work, then it opened its self to additional work throughout the township. Such additional work could be hundreds of thousands of dollars according to the Road Superintendent.

Mr. Kayati indicated if the alleys are paved then people could pose safety issues by speeding down the alleys. There was a general discussion on issue and the Board came to the agreed that spot repairs by the Road Superintendent was superior to spending township funds to upgrade alleys.

Several citizens made several observations about alleys in the area and were thanked for their participation by Chair Oberle.

#### Flint Road Cemetery Dedication

Tom Kayati announced that on September 15<sup>th</sup> there would be a dedication at 2:00 pm of the new children's section at the Flint Road Cemetery. Everyone is invited to attend.

With no further business to bring before the Board a request to adjourn at 6:50 PM -was made. Lori Gerald moved to adjourn the regular meeting, John Oberle seconded. All voted "Aye."

8/23/13  
Date

John H. Oberle  
Chair

John Oberle  
Fiscal Officer

# RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_

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\_\_\_\_\_ 20\_\_\_\_

95 E. Wilson Bridge Road  
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The meeting was opened in proper form at 6:05 PM

<b>Roll Call:</b>	John H. Oberle	Present
	Lori A. Gerald	Present
	Linda L. Jarrett	Present

### **Pledge of Allegiance was conducted**

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

**Guests:** Phillip & Laura Smith, Don Dale, Ross Brown, Mr. and Mrs. Craig Mayton

Vice Chair Lori Gerald opened the meeting by noting Chair Oberle must have been held up by a traffic jam. Chair Oberle arrived at the meeting shortly after its start.

Wesley Glen was added to the agenda under Trustee – New Business by Vice Chair Gerald. Tom Kayati added a “letter from city of Worthington” to Road Department under New Business.

### **TRUSTEES:**

#### **Old Business**

#### **Sharon Memorial Board (SMB)**

Linda Jarrett spoke briefly about potential SMB candidate Craig Mayton was on hold until after the fall election. Lori Gerald said SMB application has been posted to the township web site. Linda Jarrett indicated there may be another candidate in her area and will follow-up and see if the gentleman will apply.

#### **Star – Advisory Board**

Linda Jarrett stated the next meeting is scheduled for September 10<sup>th</sup> at 7:00 pm at the township hall and noted STAR Board member Ross Brown was in the audience. The Fiscal Officer and Road Superintendent have been asked to attend the meeting. Tom Kayati wondered if there was an agenda so he could be prepare for the meeting.

Linda Jarrett reminded the Board that the STAR Board had asked what was required of them. John Oberle had updated a June 19<sup>th</sup> handout into an assignment document to guide the STAR Board. The STAR Board is to focus on the budget.

There was a discussion about the purpose of the STAR Board and that several members thought it convey issues to the Board of Trustees. Chair Oberle indicated the STAR Board is to tackle issues set forth by the Board of Trustees and that if residents have issues, and then they should bring them straight to the Board or to Department leaders for consideration rather than going through the STAR Board. Linda Jarrett will distribute the assignment document.

Held \_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT**

\_\_\_\_\_20\_\_\_\_\_

**95 E. Wilson Bridge Road  
September 4, 2013  
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**Meeting Time Change**

John Oberle suggested moving the regular meeting starting time forward. There was a general discussion and agreement that effective October 2<sup>nd</sup> all Township Board of Trustees meetings will start at 6:30 pm.

**Trustee Lori Gerald**

Trustee Lori Gerald will not be attending the September 18<sup>th</sup> regular meeting due to an annual Nationwide Children's Hospital event.

**Bethel Road Rezoning - Update**

John Oberle updated the Board about the Bethel Road Rezoning and indicated the rezoning application goes to the Columbus City Council on September 9<sup>th</sup>. There have been a number of actions taken recently to include delivery of the plans to Tom Kayati, lighting plan as to not shine into the Sharon Hills neighborhood, residents are reviewing the water plans and their compliance to the 2012 Columbus Water Standards, and discussions are ongoing about a tree plan.

**BP Oil - Bethel Road and Olentangy River Road**

John Oberle spoke about the expansion of the BP Oil gas station and the inclusion of property just north of it. Local township residents are concern that the city of Columbus may not be a good neighbor and has asked the Board to be active in ensuring a proper redevelopment of the gas station.

**Westerville Annexation Proposal – Bigham Properties**

John Oberle updated the Board about his initial discussions with Bruce Bailey, legal counsel for the city of Westerville. The annexation will focus on the type of revenue sharing (Type 1 and 2) the Sharon Township can obtain from Westerville. There is nothing further at this time.

**Maple Canyon Update**

Chair Oberle has been referred to Mary Johnson of the county prosecutor's office, tax division on speeding up the foreclosure process, which can take up to 18 months. It is hope that once the foreclosure process for this property is concluded, it could be sold to one of the adjoining property owners thus keeping the property on the tax list.

**Property Maintenance Code - Update**

Lori Gerald has been in contact with Joshua Harmon with the Franklin County Environmental Court and will provide to Chief Schwind information that he can distribute during the September 18<sup>th</sup> regular meeting.

**Flint Road property**

Linda Jarrett indicated Mr. Wheatley had received a letter from Franklin County Prosecutor, but it is not known what his reaction was to it. Linda Jarrett mentioned she is willing to put a community effort to help Mr. Wheatley. Mr. Oberle suggested the township should be consistent and issue a certified letter asking Mr. Wheatley to take care of the structure. He will draft a letter and resolution for the Board's signature on October 2<sup>nd</sup>.

# 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  
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Mr. Oberle commented that the Ohio Attorney General has extended the demolition program into 2014. Lori Gerald suggested the Community Park Drive location could be a candidate for demolition.

### Newsletter

Lori Gerald said the newsletter was ready to be posted to the township web site. Sharon Lee has printed 100 paper copies and can print more if needed.

### Bus Stop - 378 Rosslyn Ave

John Oberle printed a letter addressed to the Superintendent of Columbus Public Schools concerning a bus stop at 378 Rosslyn Avenue. Chief Schwind offered several suggestions for improvement, which were accepted.

There was a general discussion about various attributes related to this bus stop. This is the third time the bus stop issue has come to the Board and it is hope the new school superintendent will make this issue go away.

### New Business

#### Wesley Glen

Lori Gerald received information from a resident that Wesley Glen was moving forward in removing trees at a property on Fenway Avenue that adjoins Sharon Township. She indicated that while there is nothing the township can do to stop the development as Columbus City Council had approved the project.

### FISCAL OFFICER:

#### Old Business

#### Resolution 09042013A – Approval of Estimated Resources

The Fiscal Officer presented Resolution 092042013A, which accepts the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor.

John Oberle made a motion to approve Resolution 09042013A, seconded by Linda Jarrett. All voted "Aye."

#### Update – Miscellaneous Items

The Fiscal Officer updated the Board about various issues to include working with Z-Systems on fixing email problems and updating certain UAN files.

### POLICE DEPARTMENT

Chief Schwind had no issues, old or new, to report to the Board. He is going on vacation the following week.

Held \_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT**

20 \_\_\_\_\_

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**ROAD DEPARTMENT:**

**Old Business**

**County Engineer 2013 Road Work**

Tom Kayati presented the County Engineer's 2013 Road Work invoice for approval. The invoice amount of \$100,487.11 and approved earlier this year. The invoice will be paid out of two funds controlled by the Road Superintendent.

Linda Jarrett made a motion to approve the payment of the County Engineer's 2013 Road Work invoice, seconded by John Oberle. All voted "Aye."

**New Business**

**City of Worthington – False Alarm invoice**

Tom Kayati presented to the Board a \$100 invoice from the City of Worthington for false alarms. He indicated he had also given the invoice to the cemetery board for their review. Mr. Kayati gave a history of the efforts to determine why the alarm went off so corrective action could be taken. Most of the time there were no indicators.

Mr. Kayati asked the Board permission have the township police dispatched instead of Worthington Police. There was no dissent.

The Worthington representative on the cemetery board was asked to speak with the city manager and see if relief can be obtained. If not, then the cemetery board should pay half of the \$100 invoice. The Board will be advised in the future.

Additionally, over the weekend the mausoleum locks were damaged and he indicated that beer bottles were found at the Flint Road Cemetery. The mausoleum doors are brass and have value.

**Questions from the Audience**

Ross Brown asked if there were any standards on commercial signs in residential areas. There was a general discussion of sign standards.

Mr. Brown asked about public interest groups going through residential areas. Mr. Oberle mentioned the township's transient vendor program, but political speech is protected under law.

**Financial Report – Motion to accept**

John Oberle made a motion to approve the Financial Report, seconded by Linda Jarrett. All voted "Aye."

**Approval of August 7, 2013 Meeting Minutes:**

John Oberle made a motion to approve the August 7, 2013 minutes as amended, seconded by Linda Jarrett. All voted "Aye."

RECORD OF PROCEEDINGS

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Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_

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**Approval of August 21, 2013 Meeting Minutes:**

Linda Jarrett made a motion to approve the August 21, 2013 minutes as amended, seconded by Lori Gerald. All voted "Aye."

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

7/18/13  
Date

John H. Oberle  
Chair

John Oberle  
Fiscal Officer

# RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_ 20\_\_\_\_

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

<b>Roll Call:</b>	John H. Oberle	Present
	Lori A. Gerald	Excused
	Linda L. Jarrett	Present

### **Pledge of Allegiance was conducted**

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

**Guests:** Phillip & Laura Smith, Don Dale, Craig Mayton

Chair John Oberle opened the meeting by noting Vice-Chair Lori Gerald was attending the yearly benefit for the Nationwide Children’s Hospital.

Mr. Oberle added Worthington Hills and Bus Stop to the Trustees portion of the agenda. Tom Kayati added Flint Road Cemetery ceremony to his agenda.

### **TRUSTEES – Healthcare Update**

Todd Weithman, the township’s healthcare broker was welcomed to the meeting and asked to update the Board on healthcare issues.

Sharon Township can renew its healthcare with Medical Mutual of Ohio for 2014 because its plan is grandfathered until January 1, 2015 under the Affordable Care Act (ACA). Mr. Weithman indicated community rating will be a component of the ACA and one could expect healthcare prices to increase between 20 to 30 percent. Various handouts were given to the Board.

Mr. Weithman covered a number of areas such as new fees to be imposed by ACA in 2014, possible use of employer exchanges, and self-insurance. He noted the most of the fees are assessed against covered persons (employee and family members). He mentioned that employees were notified in the recent pay check distribution about an ACA requirement that was later rescinded. The Board and staff asked questions and Mr. Weithman responded to them.

Township employees will have to use Form Fire again in the near future to update their healthcare files for submission to Medical Mutual as part of the renewal process.

Mr. Weithman will return in the future and advise the Board of changes required by ACA.

Held \_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT**

\_\_\_\_\_20\_\_\_\_\_

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Page 2 of 4**

**ROAD DEPARTMENT:**

**Old Business**

None

**New Business**

**Flint Road Cemetery Ceremony**

Tom Kayati spoke about the September 8<sup>th</sup> dedication of the Children's Memorial section at the Flint Road Cemetery. It was a beautiful day with approximately 50 individuals attending the ceremony which included music, reading of poems and a butterfly release. The consensus was the event was successful.

**Ohio Cemetery Law Change**

The Board was advised of recent changes in Ohio law concerning indigent burials. The Board memory was refreshed about its resolution 11-5-2008 that dealt with indigent burials. Linda Jarrett asked if there had been any indigent burial in the township. Mr. Kayati cited a story about a city of Worthington person who recently died, but the city did not take advantage of low cost interment offered by Walnut Grove Cemetery.

**Village of Riverlea**

Chair Oberle asked Mr. Kayati about the Village of Riverlea snow contract. Mr. Kayati indicated the point of contact had not gotten back with him, but he would follow up on this issue.

**POLICE DEPARTMENT**

Chief Schwind had no issues, old or new, to report to the Board.

Chair Oberle asked Chief Schwind about a Sharon Hill resident's question about pit bulls and whether they are considered dangerous. Chief Schwind related that Ohio law recently changed and pit bulls are no longer considered dangerous.

**FISCAL OFFICER:**

**Old Business**

**Resolution 09042013A – Approval of Credit Card Policy**

The Fiscal Officer presented Resolution 092182013A, which authorizes the township to acquire and use VISA credit cards from Delaware County Bank. Mr. Oberle had several technical changes for the policy and asked for a quarterly update of the credit card account.

John Oberle made a motion to approve Resolution 09042013A with corrections, seconded by Linda Jarrett. All voted "Aye."

**Rental Income/Expense - Update**

The Fiscal Officer updated the Board about positive balance of income over expenses.

Held \_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
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**New Business**

**Insurance Review**

Mr. O’Keeffe has given the insurance policy to several local insurance agencies who were asked to review the policy and submit quotes. It was felt the township could benefit by having its insurance program looked over by other insurance agencies to see if the annual cost could be reduced.

Chair Oberle asked about the current status of appropriations and revenue and the Fiscal Officer indicated he had gone through both items with Chief Schwind the previous day. The Police Department budget is tight, but expected to meet its annual projections.

**TRUSTEES:**

**Old Business**

**Worthington Hills Civic Association**

Chair Oberle announced that Worthington Hills Civic Association was applying for tax exempt status as a 501(C) (3) non-profit. The association will want a letter of support from the township, which should receive a request in the near future.

**Bus Stop - 378 Rosslyn Ave**

John Oberle advised those present about the recent mailing of a letter addressed to the Superintendent of Columbus Public Schools concerning a bus stop at 378 Rosslyn Avenue. Mr. Oberle has been notified by the Superintendent’s secretary that the bus stop will be moved. An audit had been conducted by the school district and it agreed to the need for a change. Mr. Oberle suggested that a letter be sent to the school district every May to prevent future bus stop designation by the district’s bus stop software.

**Flint Road property**

Linda Jarrett had heard different scenarios concerning the property, including a possible Sheriff’s Sale. There was a discussion by Board members about certain aspects of a Sheriff’s Sale and will be updated at the next meeting.

**Property Maintenance Code - Update**

Chair Oberle asked who would report on this subject and the Fiscal Officer related an email from Lori Gerald that she was still having issues with Joshua Harmon of the Franklin County Environmental Court in identify appropriate individuals to consider for hire. This issue will be discussed at next meeting.

**Star – Advisory Board**

Linda Jarrett stated the next meeting is scheduled for October 8th at 7:00 pm at the township hall and that the Police Chief has been asked to attend. She passed out minutes of the meeting; mentioned Tom Kayati did a fine job explaining the Road Department function and that future meetings should be in a circle formation.

Held \_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
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20 \_\_\_\_\_

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**Sharon Memorial Board (SMB)**

Linda Jarrett indicated she did not attend the last SMB meeting and that there may be an individual interested in appointment to the SMB. She will follow up and determine if the individual is still interested in an appointment.

**Maple Canyon Update**

Chair Oberle has asked county prosecutor's office to expedite the foreclosure process. This will be a regular entry until the process is completed.

**Westerville Annexation Proposal – Bigham Properties**

John Oberle updated the Board about his discussions with Bruce Bailey, legal counsel for the city of Westerville and the developer's status. The annexation cannot be stopped and suggest using a Type 2 revenue sharing approach where Sharon Township can received future revenue from these properties. As more information becomes available, the Board will be advised.

**Bethel Road Rezoning - Update**

John Oberle stated the Bethel Road Rezoning has been approved by the Columbus City Council. The residents appear to be happy with the results of Sharon Township's involvement in this process. Linda Jarrett asked for a summary of events for distribution to area residents.

**Questions from the Audience**

Phil Smith offered to deliver township newsletters; Chair Oberle thanked him for his offer.

**Financial Report – Motion to accept**

Linda Jarrett made a motion to approve the Financial Report, seconded by John Oberle. All voted "Aye."

**Approval of August 21, 2013 Meeting Minutes:**

John Oberle made a motion to approve the September 4, 2013 minutes as amended, seconded by Linda Jarrett. All voted "Aye."

With no further business to bring before the Board a request to adjourn at 7:25 PM -was made. John Oberle moved to adjourn the regular meeting, Linda Jarrett seconded. All voted "Aye."

10/2/13  
Date

  
Chair

  
Fiscal Officer

Held

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT**

20

**95 E. Wilson Bridge Road  
October 2, 2013  
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The meeting was opened in proper form at 6:00 PM

<b>Roll Call:</b>	John H. Oberle	Present
	Lori A. Gerald	Excused
	Linda L. Jarrett	Present

**Pledge of Allegiance was conducted**

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

**Guests:** Phillip & Laura Smith, Don Dale, Michelle Bair, Katy Walters, Linda Krikos, Slade Hankinson, Craig Mayton

**TRUSTEES:**

**Old Business**

**Worthington Hills Civic Association**

Chair John Oberle opened the meeting by noting Worthington Hills Community Association (WHCA) President Michelle Bair was in attendance and wished to speak to the Board of Trustees. President Bair was given the floor.

President Bair presented a letter template to be addressed to the U.S. Internal Revenue Service by the Sharon Township Board of Trustees. WHCA is applying to be a non-profit classified as a 501 (c) (3) and asks for a letter of support. The WHCA is known to the Board for providing community programs and events.

Linda Jarrett asked Ms. Bair what was the advantage for WHCA to become a non-profit and she explained. There was a general discussion about WHCA and its community activities.

John Oberle made a motion that Sharon Township submits a letter to the U.S. Internal Revenue Service approving of their community activities and supporting WHCA’s application for non-profit status, seconded by Linda Jarrett. All voted "Aye."

**Bethel Road Rezoning - Update**

John Oberle stated he did not have anything new to report on this issue. Tom Kayati was asked if he had seen any signs of construction and he had not. Mr. Oberle stated residents want the Bethel Road site to meet all city of Columbus construction standards and developer commitments. The site will be monitored.

**Westerville Annexation – Bigam Properties**

John Oberle updated the Board about his discussions with Bruce Bailey, legal counsel for the city of Westerville and the developer. It has been suggested that Sharon Township could receive \$37,000 over one or more years as part of an annexation agreement. The Board discussed this issue further and Lori Gerald made a motion for John Oberle to move forward in discussions with the

Held \_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
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**95 E. Wilson Bridge Road  
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City of Westerville pertaining to the Bigham properties, seconded by Linda Jarrett. All voted "Aye."

**Maple Canyon Update**

Chair Oberle stated the property was demolished, is in foreclosure, the county prosecutor is working the issue and that he had nothing new to report.

**Sharon Memorial Board (SMB)**

Linda Jarrett stated has been trying to determine if an individual is still interested in an appointment to the SMB. She further stated she had a conversation with the most recent appointee Mr. McKenzie who said the Board working well. Mr. Oberle and Ms. Gerald had favorable comments about the SMB President Herman.

**Star – Advisory Board**

Linda Jarrett stated the next meeting is scheduled for October 8th at 7:00 pm at the township hall and that the Police Chief has been asked to make a presentation. Lori Gerald indicated she would attend the session.

**Property Maintenance Code - Update**

Lori Gerald stated she had not heard from Joshua Harmon of the Franklin County Environmental Court. She asked the Board to go into executive session to discuss personnel issues related to this subject. Chair Oberle noted the request and the Board will go into executive after agenda items are covered.

**Flint Road property**

Linda Jarrett asked Board members if they had learned if the property had been sold at Sheriff's Sale. Chair Oberle suggested that if the property is not sold in the near future, the Board will have to act. There was a general discussion of this property and Sheriff's Sale by Board members and staff.

**FISCAL OFFICER:  
Old Business**

**Credit Card Update**

The Fiscal Officer reported the VISA credit cards from Delaware County Bank and has been used by Lt. Tuchfarber for a software purchase.

**Ready, Set, Redesign – Room Rental**

The owner of Ready, Set, Redesign wishes to rent a township hall room for 3 nights: October 24, November 7 and 19. The required \$150 deposit check has been received. The Fiscal Officer asked the Board if it had any objections to the rental, there were none.

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**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road  
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**Parking Permission – Veterans Affairs**

Within the past week, a release/approval document from a U.S. Department of Veterans Affairs asked for Board approval for one of its employees to park a U.S. Government vehicle in the township parking lot overnight.

Linda Jarrett raised questions about the document and wanted assurances that one vehicle did not turned into more. She will make inquiries into the issue and report back to the Board.

**Internet / Telephone – AT&T and Time Warner**

Recently AT&T raised the monthly Internet charge from \$65 to \$70. Time Warner was asked to submit a quote and it has been received. Time Warner is suggested changing the township’s administrative telephones and Internet to a bundled package. The cost savings are \$25 per month and the Internet speed will be doubled. The Fiscal Officer is in the process of obtaining a bid from WOW.

**POLICE DEPARTMENT**

Chief Schwind informed the Board that at the next meeting a new constable will be presented to the Board for hire and swearing in. The Chief distributed a document entitled “Recommendation to employ Britton T. Morris as a Full time Constable”.

There was a general discussion of hiring process. According to Chief Schwind, approximately 50 applications were received and as a result of the hiring process most were eliminated.

Chair Oberle asked why the low acceptance rate and Chief Schwind outlined a numbers of reasons. He cited a high washout rate for applications for city of Columbus Police Officers. The issue of jobs vs. profession was discussed by Board members.

**ROAD DEPARTMENT:**

**Old Business**

None

**New Business**

**Storm Water Permit**

Tom Kayati reported receiving the annual \$400 Storm Water Permit from the Franklin County Engineer Office and will be paid out of Road District Fund.

**Village of Riverlea**

Mr. Kayati also reported the receipt of the snow plow money from Riverlea.

Held \_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES**

\_\_\_\_\_20\_\_\_\_\_

**REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road  
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**Financial Report – Motion to accept**

Lori Gerald made a motion to approve the Financial Report, seconded by Linda Jarrett. All voted "Aye."

**Approval of September 18, 2013 Meeting Minutes:**

John Oberle made a motion to approve the September 18, 2013 minutes as amended, seconded by Lori Gerald. All voted "Aye."

**Motion to go into Executive Session**

Lori Gerald citing the need to discuss personnel issues made a motion to go into Executive Session at 7:18 pm, seconded by Linda Jarrett. All voted "Aye."

**Return to Public Meeting**

At the completion of the executive session, Lori Gerald made a motion for the Board to return to a public meeting at 7:33 pm, seconded by Linda Jarrett. All voted "Aye."

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

10/16/13  
Date

John H. Oberle  
Chair

John S. Kuffel  
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  
October 16, 2013  
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The meeting was opened in proper form at 6:30 PM

<b>Roll Call:</b>	John H. Oberle	Present
	Lori A. Gerald	Present
	Linda L. Jarrett	Present

### **Pledge of Allegiance was conducted**

**Attendance:** John S. O'Keeffe – Fiscal Officer, Chief Don Schwind – Police Department, Tom Kayati – Road Superintendent.

**Guests:** Phillip & Laura Smith, Don Dale

Chair Oberle noted Chief Schwind had special item on the agenda and asked if he would lead off the meeting. Chief Schwind refreshed the Board memory that at the last meeting he had discussed hiring Britton Morris provided he passed the background investigation.

The Chief presented to the Board Resolution 10162013 calling for the hiring of Britton Morris. Lori Gerald made motion to approve Resolution 10162013A, hiring Britton Morris effective October 17, 2013 as a full-time Sharon Township Constable, Linda Jarrett seconded. All voted "Aye."

The Fiscal Officer swore in Britton Morris as a new constable and the Board welcomed Constable Morris to Sharon Township.

Chair Oberle then asked if there were any additions to the agenda, Lori Gerald indicated Chief Schwind would have a new item. Mr. Oberle wished to add a moment of silence for Pam Kelly who passed away on October 4<sup>th</sup>. Mr. Oberle said the township lost a valuable resident who was both helpful and a member of the Sharon Memorial Board. The Board observed a moment of silence.

### **ROAD DEPARTMENT:**

#### **Old Business**

None

#### **New Business**

##### **Various items**

Tom Kayati reported leaf collection had started and the new leaf collection machine was working quite well, that it uses only two personnel to operate thus freeing up other Road Department personnel to tackle other tasks.

Trustee Jarrett raised an issue about a piece of township land located within the Columbus area known as the Sanctuary on North High Street. Residents had asked if the Road Department could snow plow Windsong Court, a private drive.

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**SHARON TOWNSHIP TRUSTEES  
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Chair Oberle suggested the possibility of having a contract to plow snow on the private drive under a contract similar to that the township has with the Village of Riverlea. Mr. Kayati stated the residents may not want his trucks on their road and that the road crew does not shovel snow, but he would look into the matter and report back to the Board. Chair Oberle asked that this issue be placed on the agenda in the future.

**POLICE DEPARTMENT**

**Old Business**

None

**New Business**

**Resignation – Constable Don Clark**

Chief Schwind asked the Board to accept Constable Don Clark's resignation and distributed to the Board information pertaining to the resignation. Included in the documentation was an October 11, 2013 Acceptance of Resignation letter written by Chief Schwind to Constable Donald D. Clark. Chief Schwind gave a brief summary of events.

Lori Gerald made a motion to accept Constable Donald D. Clark's resignation effective October 14, 2013, John Oberle seconded. All voted "Aye."

**Potential New Constable**

Chief Schwind suggested to the Board that a new constable could be scheduled to be hired at the next meeting. A background sheet on Jeremy B. Browning was distributed and the Chief asked that if there are any concerns to convey them to him prior to the next Board meeting.

There was a brief discussion of the impact that the I-270/State Route 23 interchange construction is having on law enforcement operations. Changes to infrastructure were cited as being disruptive and it was noted the project is scheduled to last three more years.

**Treat or Treat Night – Resolution**

Chief Schwind asked the Board to approve October 31<sup>st</sup> as the official township Trick or Treat night and gave a briefing on how all local government entities are designating the same night for Trick or Treat. Chair Oberle asked if there was a motion to approve the request.

Linda Jarrett made a motion to designate October 31, 2013 as the official Sharon Township Trick or Treat night, Lori Gerald seconded. All voted "Aye."

Held \_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT**

\_\_\_\_\_ 20\_\_\_\_\_

**95 E. Wilson Bridge Road  
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**FISCAL OFFICER:  
Old Business**

**Credit Card Update**

The Fiscal Officer updated the Board on a purchase correction and request for credit by Lt. Tuchfarber, the Delaware County Bank is processing the request.

**Time Warner**

Mr. O'Keeffe indicated the Time Warner quote for telephone and Internet service appears to lowest price, though further effort is needed to reduce or eliminate the \$150 installation charge. The Fiscal Officer asked Board for authority to replace AT&T services for the administrative telephones and Internet when the installation charge issue is fixed.

John Oberle made a motion to authorize the Fiscal Officer to change the administrative telephones and Internet connection from AT&T to Time Warner once the \$150 installation charge is fixed, Lori Gerald seconded. All voted "Aye."

**Disaster Recovery Plan Test**

The Fiscal Officer gave a summary of the Disaster Recovery Plan Test executed on Tuesday October 15<sup>th</sup> at Franklin Township. The purpose of the test was to determine how to operate the Uniform Accounting Network should there be an extended loss of power. The test was successful in that issues were identified and solutions decided upon to ensure future operations.

Chair Oberle said the test raised the issue as to whether there is a need for a generator to provide power to certain township buildings. The logical location would be the Road Department as it provides fuel to both the Road and Police Departments. Mr. Kayati will look into the issue.

Finally, Mr. O'Keeffe informed the Board that Administrative Assistant Sharon Lee's father had recently passed. Linda Jarrett asked if there was a township policy on sending flowers and the consensus was no policy, but employees in the past have made donations.

**WebCheck**

The Fiscal Officer gave an update of WebCheck and efforts to establish a finger printing function within the Police Department. Information has been received from the Attorney General Office and is being analyzed. The Board will be informed of the results.

**TRUSTEES:  
Old Business**

**Bethel Road Rezoning - Update**

John Oberle stated he drove by the site within the past week and had not noted any new developments to report. Tom Kayati confirmed the lack of activity at the site.

Held \_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
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20 \_\_\_\_\_

**95 E. Wilson Bridge Road  
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**Westerville Annexation – Bigham Properties**

John Oberle updated the Board about his discussions with the city of Westerville and the developer. He indicated that Sharon Township could receive a check in the approximate range of \$37,000.

The question for the Board was how to proceed on this annexation which entails how money can be distributed. Mr. Oberle spoke with the Fiscal Officer about collection of the money and distributing to the Cemetery Board less an administrative fee to compensate the township. It was felt that providing the money to the Cemetery Board would have a greater good as it applies to township residents.

Lori Gerald asked if the money could be kept in a cemetery fund for future cemetery maintenance expenses. Tom Kayati indicated the Cemetery Board has a sustainability fund where the money could be placed.

Chair Oberle asked the Board to consider the possibilities as this issue will mature in the future.

**Maple Canyon Update**

Chair Oberle reported nothing new from the Franklin County Prosecutor Office, though the property is in foreclosure.

**Sharon Memorial Board (SMB)**

Linda Jarrett stated Lori Gerald had been in contact with Megan Kelly as a possible candidate for the SMB and distributed her resume for future consideration.

Linda Jarrett has three potential candidates and will present them to the Board in the future. She also indicated that President Herman may be leaving the SMB due to a new job. There was a discussion about the SMB member matrix and other issues related to SMB.

Chair Oberle asked about the SMB budget and said a memorandum should be sent to the SMB asking for an annual budget.

**Star – Advisory Board**

Linda Jarrett and Chief Schwind updated the Board on the October 8th STAR meeting. The next meeting is November 12<sup>th</sup>.

**Property Maintenance Code - Update**

Lori Gerald asked that this issue be tabled until the next meeting.

**Trustee Absence**

Chair Oberle indicated he may not be able to attend the November 7<sup>th</sup> meeting due to pending engagement.

# 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  
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### Flint Road property

Linda Jarrett had nothing to report and John Oberle reported on his visit to the Franklin County Sheriff Officer where he was informed the property owner has filed for bankruptcy. The act put a halt to the sale of the property until the bankruptcy process is complete.

### Financial Report – Motion to accept

Lori Gerald made a motion to approve the Financial Report, seconded by John Oberle. All voted "Aye."

### Approval of October 2, 2013 Meeting Minutes:

Linda Jarrett made a motion to approve the October 2, 2013 minutes as amended, seconded by Lori Gerald. All voted "Aye."

Linda Jarrett related the story about the U.S. Department of Veterans Affairs nurse who wishes to park her personal car during the day and a U.S. Government car at night in the township parking lot. Trustee Jarrett is satisfied that the use is appropriate and not a burden on the township. Chair Oberle had signed the authorization contingent upon Ms. Jarrett obtaining a clear understanding of the purpose.

With no further business to bring before the Board a request to adjourn at 7:30 PM -was made. Lori Gerald moved to adjourn the regular meeting, Linda Jarrett seconded. All voted "Aye."

Nov 14, 2013  
Date

John H. Oberle  
Chair

John S. Krupp  
Fiscal Officer

# RECORD OF PROCEEDINGS

Minutes of

Meeting

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

Held \_\_\_\_\_ 20\_\_\_\_

Held \_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT**

\_\_\_\_\_ 20\_\_\_\_\_

**95 E. Wilson Bridge Road  
November 6, 2013  
Page 1 of 5**

The meeting was opened in proper form at 6:30 PM

<b>Roll Call:</b>	John H. Oberle	Present
	Lori A. Gerald	Present
	Linda L. Jarrett	Present

**Pledge of Allegiance was conducted**

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

**Guests:** Phillip & Laura Smith, Don Dale, Jeremy Herman, Rick Fowler, Steven Brown, Craig Mayton, Dan and Kathy Walters, Slade Hankison

Vice Chair Gerald opened the meeting noting that Chair Oberle had previously indicated during the October 16<sup>th</sup> Board meeting he would be late due to a meeting in Dayton. Certain items under Trustees Old Business will be tabled until the next meeting unless Chair Oberle arrives prior to the end of the meeting.

**TRUSTEES:**

**Old Business**

**Sharon Memorial Board (SMB)**

Linda Jarrett stated she had given several SMB member applications to SMB President Jeremy Herman for his review. Mr. Herman who was in the audience, acknowledged the review of the applications from Megan Kelly, Brian Hall, and Jeff Shear (sp). He continued saying current SMB members were impressed with the qualifications of the applications and believe the personnel would dove tail in to what the SMB has planned for 2014.

Linda Jarrett stated the three potential candidates would be invited to attend the next Board of Trustees meeting for formal presentations and appointment. The certificate of appointment for the three candidates will be issued after their appointment.

**Star – Advisory Board**

Linda Jarrett stated the next STAR Board meeting is scheduled for November 12<sup>th</sup> at 7:00 pm at the township hall and that it’s a public meeting and all are invited to attend. The purpose of that meeting will be to generate ideas on saving money and new sources of revenue.

\*\*\* Note: the following items had been tabled, but were opened when Chair Oberle arrived at the meeting.

**Property Maintenance Code - Update**

Lori Gerald asked that this issue be tabled until the next meeting.

Held \_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT**

20 \_\_\_\_\_

**95 E. Wilson Bridge Road  
November 6, 2013  
Page 2 of 5****Bethel Road Rezoning - Update**

John Oberle stated he drove by the site and noted the trees along the back of the property are gone, that there needs to be a follow-up to ensure the developer is meeting its commitments to the community. Tom Kayati gave a summary of his visit to the site.

**Westerville Annexation – Bigham Properties**

John Oberle updated the Board about M/I Homes acquiring the Bigham properties and annexing them to Westerville. He stated the cemetery could get more money if the city of Westerville approved a Type 2 annexation procedure. Chair Oberle is awaiting a response from Bruce Bailey, Westerville legal counsel and expects one within several weeks.

**Maple Canyon Update**

Chair Oberle reported nothing new from the Franklin County Prosecutor Office, though the property is in foreclosure.

**Flint Road property**

John Oberle said Franklin County Sheriff Office said the bankruptcy proceeding will slow down the process to sell the property. Linda Jarrett asked what the impact on township efforts was and Mr. Oberle indicated a warning letter had been mailed to the property owner. As to outstanding issues, Mr. Oberle will work with the County Prosecutor as to the proper process to use in this situation.

**FISCAL OFFICER:****Old Business****Church in Columbus – 2014 Rental**

The Fiscal Officer updated the Board on the Church in Columbus request to renew its rental agreement for 2014 at the same rate as the 2013 rate. The summary included that the Church in Columbus is prompt in its payment and cleans up after every use of the building.

Linda Jarrett made a motion to approve the Church in Columbus rental agreement for 2014 using the 2013 rental rate, seconded by Lori Gerald. All voted "Aye"

**TekOrange – Email Service**

Mr. O'Keeffe advised the Board that TekOrange email service ended October 31<sup>st</sup> and that email service is now being provided by the Police Department's Server.

**AT&T to Time Warner**

The Fiscal Officer asked for more time to see if AT&T would compete with the Time Warner bid to provide administrative telephone and Internet services. WOW was asked and they do not provide service to area where the township

# 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 6, 2013  
Page 3 of 5

hall is located. The Board agreed to the additional time. Finally, the Board was advised the Time Warner had waived its \$150 installation charge.

### New Business

#### Various Items

The Fiscal Officer indicated the FormFire healthcare insurance instructions would be distributed in the coming days and asked for a November 30<sup>th</sup> completion by township employees. He mentioned that Delta Dental had advised the township that its rates would go up 2% in 2014. The Flexible Spending Account information would be going out in November to township employees.

Mr. O'Keeffe indicated the township web site would migrate to the Police Department Server on or about January 1<sup>st</sup>. Microsoft Expression will be used to as the basis for the web site. The Police Department Server has been configured to not accept any email with an attachment that contains a file with an extension of com, exe, or zip. The Police Chief is to be informed if any employee receives such an email to corrective action may be taken.

### POLICE DEPARTMENT

#### Old Business

None

#### New Business

##### Resignation – Constable Don Clark

Chief Schwind informed the Board that he had applied for a \$25,000 grant to help pay for new cruiser laptops. He mentioned there is a 10% matching requirement and he will advise the Board when he finds who was selected for the grant money.

##### Constable Candidate

Chief Schwind advised the Board that a constable candidate he had discussed in the previous meeting had not passed the polygraph examination. He will continue his efforts to find a qualified candidate to fill the short staff Police Department. Chief Schwind indicated other police departments are finding it hard to fill open positions.

### ROAD DEPARTMENT:

#### Old Business

None

#### New Business

##### Koorsen Fire & Safety

Tom Kayati asked for Board approval to pay Koorsen Fire & Safety \$1,125.95 for annual inspection that also included replacement of a number of outdated fire extinguishers. He noted the Road Department has a number of these devices including on their vehicles.

Held \_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT**

\_\_\_\_\_20\_\_\_\_\_

**95 E. Wilson Bridge Road  
November 6, 2013  
Page 4 of 5**

Linda Jarrett made a motion to approve the Koorsen Fire & Safety invoice for \$1,125.95, seconded by Lori Gerald. All voted "Aye"

**Ohio EPA letter and response**

Tom Kayati distributed letters from the Ohio EPA and Franklin County Engineer. The Ohio EPA letter concerns a 2011 audit of the Franklin County's storm water program. Sharon Township and other local government units are members of the Franklin County program. The Road Superintendent gave a summary of events associated with the letters.

The Franklin County Engineer's letters include a recent response to the Ohio EPA and a suggested Sharon Township response. It is the Engineer's position that Franklin County and its partners are meeting the storm water program requirements. Mr. Kayati recommended the Trustees read the suggested response letter prepared by the county engineer, approve it and mail it to the Ohio EPA.

**Rosslyn Avenue Parking – North Side**

Tom Kayati raised the issue of eliminating parking on the north side of Rosslyn Avenue citing problems plow trucks and emergency vehicles. There was a general discussion on the issue including whether the parking ban would be on different days during leaf collection period, possible permit parking, about Columbus residents parking in the township causing parking problems, that the Clintonville Area Commission has been contact but has not responded.

Chief Schwind offered some suggestions as to parking alternatives; Lori Gerald noted all residences on the south side have driveways, Jeremy Herman mentioned some families have more than two cars which adds to the congestion, and Lori Gerald suggested parking could happen on an odd/even days of the month and be tied into the north/south side of the street.

The consensus is this issue needs to be discussed during the next Board meeting.

**Comments from the Public**

Mr. Brown mentioned several of his neighbors have put out bird feeders and he expressed concern that they feeders will attract rats. There is no county or township regulation against a resident having a bird feeder.

Mr. Fowler suggested residents file a complaint with the County Board of Health if they suspect the bird feeders are attracting vermin.

There were some comments that a number of residents use a salt block to attract deer to their property.

# 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 6, 2013  
Page 5 of 5

### **Financial Report – Motion to accept**

Lori Gerald made a motion to approve the Financial Report, seconded by Linda Jarrett. All voted "Aye."

### **Approval of October 16, 2013 Meeting Minutes:**

Linda Jarrett made a motion to approve the October 16, 2013 minutes, seconded by John Oberle. All voted "Aye."

With no further business to bring before the Board a request to adjourn at 7:12 PM -was made. John Oberle moved to adjourn the regular meeting, Lori Gerald seconded. All voted "Aye."

11/20/13  
Date

John H. Oberle  
Chair

John S. Kufner  
Fiscal Officer

# RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_ 20\_\_\_\_

# 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 20, 2013  
Page 1 of 5

The meeting was opened in proper form at 6:30 PM

<b>Roll Call:</b>	John H. Oberle	Present – Late Arrival
	Lori A. Gerald	Present
	Linda L. Jarrett	Present

### **Pledge of Allegiance was conducted**

**Attendance:** John S. O’Keeffe – Fiscal Officer, Chief Don Schwind – Police Department

**Guests:** Phillip & Laura Smith, Don Dale, Jeremy Herman, Brian Hall, Dave Kelly, Shelia Bagley, Cal Taylor, Michelle Bair

Vice Chair Gerald opened the meeting and indicated Chair Oberle had called saying he was stuck in traffic, but would be in shortly. She announced the Road Superintendent was sick at home and would not be attending tonight’s meeting.

### **POLICE DEPARTMENT**

Vice Chair Gerald asked Chief Schwind if there were any police business to consider and the Chief replied there were none.

### **FISCAL OFFICER:**

#### **Old Business**

#### **Time Warner Contract**

The Fiscal Officer indicated the Time Warner contract had been placed in Chair Oberle’s folder for his signature.

#### **New Business**

#### **Various Items**

The Fiscal Officer stated the FormFire healthcare insurance instructions had been distributed and asked that they be completed by November 30<sup>th</sup>.

Further, Flexible Spending Account information and application would be distributed in the near future.

Mr. O’Keeffe asked the Trustees if they were comfortable having the first meeting in 2014 on Wednesday January 8<sup>th</sup> and only one meeting in July as long as the annual tax budget can be approved by the Trustees and submitted to the Franklin County Auditor. There were no objections.

Chair Oberle arrived and assumed control of the meeting.

Held \_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT**

\_\_\_\_\_20\_\_\_\_\_

**95 E. Wilson Bridge Road  
November 20, 2013  
Page 2 of 5****TRUSTEES:****Old Business****Sharon Memorial Board (SMB)**

Linda Jarrett introduced SMB candidate Brian Hall. Mr. Hall introduced himself and gave a brief background history that included he was a former marine, served in Viet Nam and is part of a group of veterans that visit schools on Veterans Day. He indicated he has met with various SMB members.

Linda Jarrett made a motion to appoint Brian Hall to the Sharon Memorial Board, seconded by John Oberle. All voted "Aye."

There was a brief discussion on the other two SMB candidates that had been identified in previous Trustee meetings, that the candidates had met with SMB officers and that the two candidates were qualified to sit on the SMB.

Linda Jarrett made a motion to appoint Geoff Shearer and Megan Kelly to the Sharon Memorial Board, seconded by Lori Gerald. All voted "Aye."

**Dr. Cal Taylor**

Chair Oberle recognized Dr. Cal Taylor, former SMB President. Dr. Taylor indicated he had brought his DD-214 discharge paper and Certificate of Retirement for township records.

Dr. Taylor expressed his concern that the SMB does not have enough veterans as required by state law. He mentioned that only veterans can be SMB officers and that had not been the case in the past eighteen months. Chair Oberle responded with an outline of the township's efforts to solicit qualify personnel.

Dr. Taylor cited "problems" how the SMB went into executive session. There was an exchange of information on Ohio law on executive sessions. Chair Oberle asked whether Dr. Taylor's position had changed on whether the SMB was a public entity. Dr. Taylor indicated his revised position on the SMB as a public entity.

Dr. Taylor left documentation which contained his concerns about aforementioned issues. He cited a series of issues that he wished to make the Trustees aware of concerning the "largest historical building in Worthington."

Chair Oberle asked the Board if there were any questions, there were none. Mr. Oberle thanked Dr. Taylor for bringing the issues to the Board attention and stated the Board wishes to work with everyone on improving the SMB. Chair Oberle then asked former American Legion Dave Kelly how he characterized the relationship between the American Legion and SMB. Mr. Kelly responded "1,000%."

Held \_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT**

\_\_\_\_\_20\_\_\_\_\_

**95 E. Wilson Bridge Road  
November 20, 2013  
Page 3 of 5**

**Worthington Hills Civic Association (WHCA)**

Michelle Bair, President of WHCA was recognized by the Chair. Ms. Bair thanked the Board for its support letter sent to the Internal Revenue Service regarding the WHCA application for 501(c) (3) status.

Ms. Bair advised the Board that there had been a number of cars broken into in the Worthington Hills area. Chief Schwind was aware of issue and mentioned that the break-ins were in Perry Township.

Aqua Water is going through the process of a rate increase and asked for Board support in the PUCO process. Ms. Bair will email Aqua Ohio point of contact to Chief Schwind. Chair Oberle asked Ms. Bair what was the resident response to the proposed rate increase that is expected to be 6%, but she said had not received any definitive information as it was early in the rate increase process.

**Bethel Road Rezoning - Update**

John Oberle and Tom Kayati recently went to the site to see how the development was progressing. They will try to ensure the developer is following construction criteria he agreed to meet.

**Westerville Annexation – Bigham Properties**

John Oberle updated the Board about the Bigham properties annexation by the city of Westerville and distributed information on the issue. He stated Westerville has changed its position on doing a Type 2 annexation and now wishes to pursue a Type 1. The Type 1 process is not favorable to the township and he suggested the Board not support a Type 1 annexation.

Trustee Gerald has spoken with the Civil Division Chief in the Franklin County Prosecutor's Office about this annexation. Chair Oberle suggested a coordinated approach to this issue. Ms. Gerald asked Mr. Oberle if his law firm had a conflict of interest in this annexation and he replied that he was not aware of any.

**Maple Canyon Update**

Chair Oberle reported the Franklin County Prosecutor Office is pushing forward on getting this property foreclosed.

**Star – Advisory Board**

Linda Jarrett had its STAR Board meeting on November 12<sup>th</sup> at 7:00 pm at the township hall. The issue of 911 calls not handled properly was discussed, that only unincorporated residents should vote for township elected officials, that township newsletters should be mailed to residents, that there are overloaded trucks on Flint Road, consideration should be given to charging for vacation house checks, and that there should be a fee for false alarms calls. Chief Schwind stated the County Sheriff performs this enforcement and the problem is there is no place for the deputy sheriff to pull a truck over to test its weight.

Linda Jarrett said the STAR Board wants to make the township stronger and will look for new sources of revenue.

Held \_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT**

20\_\_\_\_\_

**95 E. Wilson Bridge Road  
November 20, 2013  
Page 4 of 5**

**Flint Road Property - Update**

John Oberle stated the property has gone in bankruptcy which stops the sheriff sale. The County Prosecutor is working on this issue. Mr. Oberle gave an overview of the impact that the bankruptcy has on sheriff sale. It appears JP Morgan will have to file another sheriff sale petition.

**Property Maintenance Code - Update**

Lori Gerald asked that the Board go into executive session to discuss personnel issues.

**Joint City-Township Meeting**

John Oberle mentioned the purpose of the joint meeting is to assign the township representative to the Cemetery Board. Mr. Oberle is the current member and offered to stay on the Cemetery Board as he enjoys working on it and that it is a great group of people.

Lori Gerald made a motion to appoint John Oberle as the Sharon Township representative on the Cemetery Board, seconded by Linda Jarrett. Lori Gerald and Linda Jarret voted "Aye", John Oberle abstained. Motion passed.

**MORPC - Membership**

The Fiscal Officer recently received information from MORPC inviting Sharon Township to join. They also indicated they would come to the township and explain the benefits of belonging to MORPC. The Board asked that MORPC be scheduled to appear at a February 2014 meeting.

**Certain meeting dates in 2014**

The Board discussed meeting dates in January 2014 and agreed to meet on January 8 and 22, 2014. Additionally, the Board decided to meet only once in July 2014, that being on July 9<sup>th</sup>.

**Call Insurance Lease**

The Fiscal Officer was asked how the lease discussions were progressing. Mr. O'Keeffe stated he had reached to the Call Insurance President Kevin Tighe and the process has started towards a lease renewal.

**Rodent Control**

Lori Gerald discussed the rodent problem in Clintonville and the need to watchful for any movement into Sharon Township.

# RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_ **SHARON TOWNSHIP TRUSTEES** \_\_\_\_\_ 20\_\_\_\_

**REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road  
November 20, 2013  
Page 5 of 5**

**Financial Report – Motion to accept**

Lori Gerald made a motion to approve the Financial Report, seconded by Linda Jarrett. All voted "Aye."

**Approval of October 16, 2013 Meeting Minutes:**

John Oberle made a motion to approve the November 6, 2013 minutes, seconded by Linda Jarrett. All voted "Aye."

**Motion to go into Executive Session**

Lori Gerald citing the need to discuss personnel issues made a motion to go into Executive Session at 7:28 pm, seconded by Linda Jarrett. All voted "Aye."

**Return to Public Meeting**

At the completion of the executive session, Lori Gerald made a motion for the Board to return to a public meeting at 8:07 pm, seconded by Linda Jarrett. All voted "Aye."

With no further business to bring before the Board a request to adjourn at 8:08 PM -was made. Linda Jarrett moved to adjourn the regular meeting, Lori Gerald seconded. All voted "Aye."

12/4/13  
Date

John H. Oberle  
Chair

John S. Krupp  
Fiscal Officer

# RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_ 20\_\_\_\_

# 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  
December 4, 2013  
Page 1 of 5

The meeting was opened in proper form at 6:30 PM

<b>Roll Call:</b>	John H. Oberle	Present
	Lori A. Gerald	Present
	Linda L. Jarrett	Present

### **Pledge of Allegiance was conducted**

**Attendance:** John S. O'Keeffe – Fiscal Officer, Chief Don Schwind – Police Department

**Guests:** Phillip & Laura Smith, Don Dale

Chair Oberle opened the meeting and recognized the township's healthcare insurance broker, Todd Weithman. Mr. Weithman passed out several documents, current Medical Mutual plan summary and two possible Anthem plans for 2014. The two Anthem plans were almost double in monthly cost over the Medical Mutual plan due to the Affordable Care Act.

Mr. Weithman gave an overview of the current healthcare insurance market and its quick changing aspects. He believes Medical Mutual could raise the township's healthcare insurance costs by 10% but could not offer any guarantee to that suggestion. There were a number of questions posed by the Trustees and staff, the essence of Mr. Weithman's responses was there will be changes in 2014 and 2015 and the situation is evolving rapidly. The township should expect increase healthcare costs in the future.

Upon receipt from Medical Mutual, Mr. Weithman will provide the 2014 monthly cost estimate for the Trustees review and approval. He expects several other bids as the FormFire data was recently submitted to a number of health insurance companies. Medical Mutual has stated it will bill the January 2014 invoice using 2013 rate since the current plan has been grandfathered under the Affordable Care Act. John Oberle indicated a meeting could be held towards the end of December to approve a healthcare plan, if Mr. Weithman does not have the 2014 plans and rates by the next meeting.

### **TRUSTEES:**

#### **Old Business**

#### **Bethel Road Rezoning - Update**

John Oberle and Tom Kayati have spent the past several weeks monitoring the progress at the construction site. Mr. Kayati indicated he measured the cut and it more than meets the standard the developer said would be used. Mr. Oberle stated the developer had submitted a draft water plan to Columbus for review and that future lighting will have shields to prevent the lights from illuminating Sharon Township properties. Mr. Oberle stated the developer appears to be meeting the community standards at this time.

Held \_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT**

\_\_\_\_\_20\_\_\_\_\_

**95 E. Wilson Bridge Road  
December 4, 2013  
Page 2 of 5**

**Westerville Annexation – Bigham Properties**

John Oberle provided a summary of the issue in the form of an email sent to Trustees and staff on December 4<sup>th</sup>. The Bigham family owns about 70 acres of property and they wish to sell the property and the sale of the property would include annexation by the city of Westerville.

Mr. Oberle stated there were three types of annexation: Regular, Type 1 and Type 2. He stated Westerville has changed its position on doing a Type 2 annexation and now wishes to pursue a Type 1. This will require the township to sign an agreement.

Mr. Oberle stated that his law firm had no conflict of interest in this annexation as they do not represent M/I Homes.

John Oberle recommended a Type 2 agreement due to the financial benefit to the township. There are several issues related to township's police and road districts which prevent future payments into those funds.

There was a discussion of annexation issues and inside millage by Trustees and staff. The consensus was to follow a Type 2 agreement with Westerville and Mr. Oberle will convey that message.

**Maple Canyon Update**

Chair Oberle reported the Land Bank must provide the demolition costs to the township which then would certify the costs to the Franklin County Auditor which then becomes a tax lien. He has prepared an affidavit and will forward the document to the Franklin County Auditor once the demolition costs are received. Once the tax lien has been filed, the County Prosecutor can pursue a foreclosure action on the property.

There was a discussion of whether Sharon Township could receive reimbursement for grass cutting and Mr. Oberle indicated reimbursement would depend upon the sale price. A neighbor of the property has expressed his desire to purchase the property.

**Sharon Memorial Board (SMB)**

Linda Jarrett suggested the Board of Trustees consider the issues raised by Mr. Taylor in a previous meeting as a way to improve the process used by the SMB. Mr. Oberle stated the Board's response to Mr. Taylor was appropriate and that SMB changes was ongoing. Linda Jarrett stated the addition of new SMB members, who are military veterans, should assist the SMB in fulfilling its mission. Mr. Oberle thanked Linda Jarrett for her service with the SMB.

Held

20

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT  
95 E. Wilson Bridge Road  
December 4, 2013  
Page 3 of 5**

**Star – Advisory Board**

Linda Jarrett reported the next STAR Board meeting is in January 2014.

A STAR Board member recently asked Linda Jarrett why township police reports are not in the Worthington News. Chief Schwind said there is no current desire by Worthington News to publish township police reports. The Chief suggested the township resident go to the Sharon Township web site where they can download a Police Report.

Lori Gerald asked if there was resolution available to appoint Linda Jarrett to lead the STAR Board in the future. John Oberle indicated he had a resolution that required some minor adjustments and would be ready for the next meeting.

**Property Maintenance Code - Update**

Lori Gerald said the job candidate cannot make the 6:30 pm start time at the next meeting. It was agreed that the December 18<sup>th</sup> meeting will start at 6:00 pm. Mr. Oberle has several position description changes and summarized the candidates reporting chain.

**Flint Road Property - Update**

John Oberle stated the property has come out of bankruptcy and the process to foreclose has restarted.

**Joint City-Township Meeting**

Linda Jarrett summarized the Joint City-Township Meeting in which John Oberle was re-appointed as the township representative to the Cemetery Board.

**FISCAL OFFICER:**

**Old Business**

**Time Warner Contract**

The Fiscal Officer indicated the Time Warner contract is in the process of designating an installation date.

**Call Insurance**

The Fiscal Officer stated the negotiation process is ongoing, nothing unusual to report.

**New Business**

**Various Items**

The Fiscal Officer distributed a draft letter to the Franklin County Auditor asking for the portion of the township hall used by Call Insurance to be placed on the real estate tax roll. The letter reflects advice provided by the Franklin County Prosecutor's office on this issue.

Held \_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT**

\_\_\_\_\_20\_\_\_\_\_

**95 E. Wilson Bridge Road  
December 4, 2013  
Page 4 of 5**

A summary of Revenue and Expenditures related to rental income was provided to the Trustees. The document show revenue was more than enough to offset all utility charges and add a significant contribution to the General Fund. It has been the Board of Trustee policy to generate rental income to pay for township hall expenses.

Linda Jarrett raised a question about York Country Club and the High Street Baptist Church. The ensuing conversation covered the possibility that the church property may be sold to a developer.

**POLICE DEPARTMENT:**

**Old Business**

None

**New Business**

**STAR Board Responses**

Chief Schwind passed out a two-page document that was the Police Department response to recent STAR Board recommendations. As for false alarms, the Chief is gathering more information for a study of issue and will be reported to the Board in a future meeting. The other two recommendations were addressed in the document.

**Public Records Request from John Oller**

Chief Schwind distributed materials to the Board and brief them on a public records request from a New York City resident, John Oller. The issue relates to a murder case in Columbus and the Chief recommends the matter be turned over to the Franklin County Prosecutor as the case is classified as a "cold case." The Prosecutor can make the determination as to how to respond to the request. The Board of Trustees agreed with the recommendation.

**ROAD DEPARTMENT:**

**Old Business**

Tom Kayati stated the last run for leaf collection will be done on Thursday as he needed to switch the vehicles over to snow plowing mode. The issue of not all leaves being picked up was raised and Mr. Kayati stated only the leaves within reach of the truck-mounted equipment can be picked up. Residents need to rake leaves close to the roadway.

Mr. Kayati mentioned that ODOT had been contacted by a township resident requesting the placement of sound walls along State Route 315. The Trustees were not aware of such a request. Mr. Phil Smith rose to state he was the one who contacted ODOT for the sound walls.

Mr. Oberle asked Mr. Smith if he had been contacting the Franklin County Sanitary Engineer. Mr. Smith replied in the affirmative and Mr. Oberle stated the Sanitary Engineer had received numerous telephone calls and that Mr. Smith needs to coordinate his requests with Sharon Township.

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  
December 4, 2013  
Page 5 of 5

**Financial Report – Motion to accept**

Linda Jarrett made a motion to approve the Financial Report, seconded by Lori Gerald. All voted "Aye."

**Approval of November 20, 2013 Meeting Minutes:**

John Oberle made a motion to approve the November 20, 2013 minutes as amended, seconded by Linda Jarrett. All voted "Aye."

With no further business to bring before the Board a request to adjourn at 8:28 PM -was made. Lori Gerald moved to adjourn the regular meeting, Linda Jarrett seconded. All voted "Aye."

12/18/13  
Date

John H. Oberle  
Chair

John S. Kumpf  
Fiscal Officer

# RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_ 20 \_\_\_\_\_

# 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  
December 18, 2013  
Page 1 of 5

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

<b>Roll Call:</b>	John H. Oberle	Present
	Lori A. Gerald	Present
	Linda L. Jarrett	Present

### **Pledge of Allegiance was conducted**

**Attendance:** John S. O'Keeffe – Fiscal Officer, Chief Don Schwind – Police Department

**Guests:** Phillip & Laura Smith, Don Dale, Sam Bigham, Karl Billisits, Sam Bigham, Patrick Kelly

Chair Oberle opened the meeting.

### **Motion to go into Executive Session**

Lori Gerald citing the need to discuss personnel issues made a motion to go into Executive Session at 6:07 pm, seconded by Linda Jarrett. All voted "Aye."

### **Return to Public Meeting**

At the completion of the executive session, Lori Gerald made a motion for the Board to return to a public meeting at 6:26 pm, seconded by Linda Jarrett. All voted "Aye."

### **Healthcare Insurance Presentation**

Chair Oberle reopened the meeting and recognized the township's healthcare insurance broker, Todd Weithman. Mr. Weithman recommended Medical Mutual of Ohio as probably the best value for the township. He related a story that Medical Mutual is behind on its activities and that the township's January 2014 invoice will be billed at the 2013 rate.

There was a discussion of various healthcare insurance issues by Mr. Weithman and the Board. The Board expects to make its decision in January 2014.

Linda Jarrett made a motion to approve using Medical Mutual of Ohio for healthcare insurance in January 2014, seconded by Lori Gerald. All voted "Aye."

### **TRUSTEES:**

#### **Old Business**

#### **Westerville Annexation – Bigham Properties**

John Oberle provided a summary of the issue in the form of an email sent to Trustees and staff on December 4<sup>th</sup>. The Bigham family owns about 70 acres of property and they wish to sell the property and the sale of the property would include annexation by the city of Westerville.

Held \_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
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**Westerville Annexation – Bigham Properties**

John Oberle recognized Sam Bigham and Karl Billisits of M/I Homes. Mr. Billisits summarized the process and was trying to determine the timing of events. Mr. Oberle said an offer has been received, that consideration will be given as to the various types of annexation types. Mr. Oberle continued his discussion with various examples of issues that apply to the property and asked Mr. Billisits for his agreement of his oral summary. Mr. Billisits agreed.

Mr. Bigham was asked by John Oberle if he had any questions, but he did not any. He gave a short summary of running a farm within a city and how difficult it was. Mr. Oberle indicated the sale was a major issue and a decision will be made soon.

Township agreed that we should direct legal counsel to negotiate a Type 1 annexation to increase the offer letter from the city of Westerville.

**Bethel Road Rezoning - Update**

John Oberle stated construction continues and the work site appears to be meeting the community standards at this time.

**Maple Canyon Update**

Chair Oberle reported the Land Bank is to provide the demolition costs to the township which then would certify the costs to the Franklin County Auditor which then becomes a tax lien. This issue will continue to be an agenda item.

**Sharon Memorial Board (SMB)**

Linda Jarrett received a telephone call from the SMB President informing her that the new crop of members has been a positive addition to the SMB.

**Star – Advisory Board**

John Oberle introduced changes to the STAR Board Guidelines which would enable the Trustees to appoint a non-trustee to lead the STAR Board.

Lori Gerald made a motion to approve the amended STAR Board Guidelines, seconded by John Oberle. All voted "Aye."

Chief Schwind joined with a report on false alarm calls within Sharon Township. The STAR Board had made inquiries about this issue and Chief Schwind believes that is room for improvement and possible collection of fees. There was a brief discussion of whether false alarm addresses can be disclosed to the public. Chief Schwind offered to mask the addresses.

The next STAR Board meeting will be on January 14<sup>th</sup>.

**Property Maintenance Code - Update**

The Board agreed to have a resolution ready at the next regular meeting in January calling for the hiring of a code enforcement officer.

Held \_\_\_\_\_

**SHARON TOWNSHIP TRUSTEES  
REGULAR SESSION HELD AT**

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**Flint Road Property - Update**

John Oberle had been in contact with J.P. Morgan Chase about the property, which the bank wishes to foreclose on. This item will be a continuing agenda item.

**TRUSTEES:**

**New Business**

**Metro Park Bike Trail Application**

John Oberle discussed the potential expansion of the Bike Trail up to the Mount Air area. It appears State Representative Mike Duffey has introduced a bill in the General Assembly to fund the expansion of the Bike Trail. Mr. Oberle believes it's a quality of life enhancement for township residents. A lot of details will be coming out in the future and Mr. Oberle suggested the township should monitor the progress of the bill.

Phillip Smith asked about the Bike Trail security and Chief Schwind indicated the Metro Park Police patrol the Bike Trail.

**FISCAL OFFICER:**

**Old Business**

**Call Insurance**

The Fiscal Officer stated the negotiation process is ongoing, that the Call Insurance President had been notified of rental price increases and that progress was being made to get a sign contract soon.

**Time Warner Contract**

The Fiscal Officer indicated the Time Warner contract is in the process of designating an installation date.

**New Business**

**Temporary 2014 Budget - Resolution 12182013A**

The Fiscal Officer distributed to the Board a temporary 2014 budget which included the Police Chief and Road Superintendent's budgets.

Lori Gerald made a motion to approve the Temporary 2014 Budget and supporting Excel worksheets, seconded by Linda Jarrett. All voted "Aye."

**Various Items**

The Fiscal Officer revealed that somehow a Road Department certificate of deposit has somehow been credited to the benefit of the General Fund. The Fiscal Officer will investigate and report back to the Board.

The Fiscal Officer recently attended a UAN end-of-year conference. He expects to receive an 88 page manual to guide him through the end-of-year process.

Held \_\_\_\_\_ **SHARON TOWNSHIP TRUSTEES** \_\_\_\_\_ 20\_\_\_\_  
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**POLICE DEPARTMENT:**

**Old Business**

Chief Schwind updated the Board on the John Oller public records request. John Oberle thanked Chief Schwind for the update.

**New Business**

**STAR Board Responses**

John Oberle asked Chief Schwind if there were any other items to present to the Board and Chief Schwind said the false alarm issue had already been covered under the STAR Board time.

**ROAD DEPARTMENT:**

**Old Business**

Tom Kayati presented the final edition of the EPA letter. John Oberle asked the Board if there were any comments, there were none. A copy of the letter will be given to the Fiscal Officer.

Linda Jarrett made an inquiry about cemetery lot sales and how township residents can purchase lots at a reduced price.

Lori Gerald raised the issue of parking on Rosslyn Avenue, citing some cars haven't moved for days and that such parking pose a safety issue for snow removal by the Road Department.

Tom Kayati mentioned a recent accident where damage was minor. A police report was taken.

John Oberle asked the Fiscal Officer assist the cemetery clerk on revenue quotes.

**Linda Jarrett – Final Trustee Meeting - Resolution**

John Oberle recognized Pat Kelly in the audience. Mr. Kelly presented to Trustee Linda Jarrett a token of appreciation for her years of service. Pictures were taken. Chair Oberle cited the leadership and hard work Linda Jarrett had given to Sharon Township.

Lori Gerald made a motion to approve the amended STAR Board Guidelines, seconded by John Oberle. All voted "Aye."

Lori Gerald made a motion to appoint Linda Jarrett to the STAR Board, seconded by John Oberle. All voted "Aye."

John Oberle made a motion to appoint Linda Jarrett as the Chair Person for the STAR Board, seconded by Lori Gerald. 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 \_\_\_\_\_

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**Motion to go into Executive Session**

Lori Gerald citing the need to discuss personnel issues made a motion to go into Executive Session at 7:33 pm, seconded by John Oberle. All voted "Aye."

**Return to Public Meeting**

At the completion of the executive session, John Oberle made a motion for the Board to return to a public meeting at 8:03 pm, seconded by Lori Gerald. All voted "Aye."

**Hiring of Outside Legal Counsel – Resolution 12182013C**

Lori Gerald made a motion to approve hiring of outside legal counsel with a \$2,500.00 limit subject to an increase by the Board of Trustees, seconded by Linda Jarrett. All voted "Aye."

**Financial Report – Motion to accept**

John Oberle made a motion to approve the Financial Report, seconded by Lori Gerald. All voted "Aye."

**Approval of November 20, 2013 Meeting Minutes:**

John Oberle made a motion to approve the December 4, 2013 minutes, seconded by Lori Gerald. All voted "Aye."

With no further business to bring before the Board a request to adjourn at 8:06 PM -was made. Linda Jarrett moved to adjourn the regular meeting, Lori Gerald seconded. All voted "Aye."

JAN 22, 2014  
Date

  
Chair

  
Fiscal Officer

# RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_ 20\_\_\_\_