

On Tuesday, April 14, 2020 the Madison Township Board of Trustees held their regular meeting via conference call in order to comply with Governor DeWine's social distancing order. The meeting covered several topics, which are outlined in detail here.

The board expressed their appreciation to first responders, employees, and residents during this time. It is understood that the phone conference format is not ideal, and social distancing is difficult. The board thanks everyone for their support and patience.

### **Presentations to the Board**

A recommendation was made to the board by the Citizen Advisory Committee (CAC), represented by Chairperson Katherine Chipps. Chipps reported that after several months of research and meetings, and with consideration given to COVID-19, the CAC recommends a \$5 tax be applied to every motor vehicle in the unincorporated areas of Madison Township in the 2021 registration year. This revenue is mandated to be used for road maintenance of those areas according to the State. The total will be approximately \$80,000.

### **Old Business**

The \$5 motor vehicle tax was discussed by the board, where it was determined to postpone the final decision until the May Board of Trustees meeting. This allows time to assess the economic impact of COVID-19 on residents of the township. If enacted, the \$5 tax would be applied for all renewals in 2021.

One of the five township-owned lots located on Sedalia has been sold and the transaction completed. Other lots had high interest from potential buyers, but the onset of COVID-19 has since halted those inquiries.

### **New Business**

As the Township continues to provide essential services and put non-essential spending on hold, the effects of COVID-19 will impact our revenue for the remainder of this year. Budgets will be affected by the decrease in gas tax revenue and a decrease in rental fees as the Community Center is closed.

### **Department Reports**

Fire Chief Derek Robinson and Police Chief Gary York informed the board of several donations that had been made over the past few weeks. Donations came from Honeywell, BrewdogUSA, The Department of Homeland Security, Walmart, and Madison Township resident and former Groveport Madison School Board member, Mary Tedrow. Both chiefs expressed their deepest thanks to all who donated.

Each Department shared a little bit about how their employees are practicing safe distancing and their "new normal" in and out of the offices. Fire: When called out to a personal residence or business, all personnel are wearing an N-95 mask and all patients or other members of the

public are being given surgical masks. All patients will be asked about their symptoms and potential exposure to COVID-19 for proper care.

Chief York said that surgical masks will be used for citizens when an arrest is made. All officers have been given protective items to use. Both departments will track the use of their re-useable mask and participate in the Battelle Decontamination Program as appropriate.

It is important to note that the coverage of police officers in the township has not decreased during this COVID-19 event. Staffing in the administrative office is being kept to a minimum, but officers are still out in the community ensuring it's safety.

Public Works Superintendent, Dave Watkins explained that crews are being kept to two people at a time, with only one person being allowed in a vehicle at a time. Physical distancing is also being used.

Watkins also informed the board that all bridges in the township are now rated "Good," "Very Good," or "Excellent" by the Franklin County Engineer after the replacement of a poorly rated bridge last year.

Administrator Susan Brobst informed the board that the offices have been closed to the public for about a month now, with employees working from home whenever possible. There is a limit of one person in the office at a time. Phone messages are still being checked and returned daily.

Fiscal Officer Laurie Vermeer reported that the cash balance for the township is currently \$16,289,710.58 as of April 14.

### **Business of the Board**

With the exception of the \$5.00 Permissive Motor Vehicle Resolution, the remainder of the resolutions presented were approved by the board. This includes the March minutes, a revision to tuition reimbursement guidelines, several tuition reimbursement request, resignation of a part-time firefighter, regular annual agreements, job description for an assistant fire chief, acceptance of the Fire Local 2507 new three year contract, and an agreement to suspend police negotiations until June.

A more detailed explanation and list of these resolutions is available in the meeting agenda, posted online here: [April 14 Meeting Agenda](#)

# Board of Trustees Meeting Recap

May 12, 2020

The Madison Township Board of Trustees met via conference call for their regularly scheduled meeting. Several Topics were discussed, including the \$5 motor vehicle tax, donations made to the departments, and vacant township lots.

## **Old Business**

The resolution for the \$5 Motor Vehicle Tax for 2021 has been approved.

A second Township-Owned vacant Lot has been sold.

## **Department Reports - Chief to review - sent email tonight.**

Donations to the fire and police departments include 150 bottles of hand sanitizer from L Brands, 30 N-95 masks from 2 anonymous donors, disinfectant, bleach, and spray bottles from the Fraternal Order of Police, face shields from Arlene Candles, 150 surgical masks from RING, 50 surgical masks and 5 bottles of hand sanitizer from AXOM, and 6 Citizen Aid Bags from Franklin County EMA and Homeland Security.

The concrete and drainage repair for fire station 182 has been completed. A big thank you to Franklin County Engineer, Cornell Robertson, and Double Z Construction for their hard work.

Current cash on hand is \$15,644,806.33.

## **Business of the Board**

The following resolutions were passed by the members of the board:

- Approval of April 14, 2020 meeting minutes
- Approval of tuition reimbursement
- Declaration of nuisance abatement for trash and debris
- Declaration of nuisance abatement for vegetation
- Approval of personnel file additions list
- Acceptance of bank reconciliations and reports
- Payment of bills, purchase orders, etc.
- Approval of executive session for police and fire to consider employment and compensation for a public employee or official

# Board of Trustees Meeting Recap

June 9, 2020

The Madison Township Board of Trustees met via conference call for their regularly scheduled meeting.

## **Old Business**

The vacant lots previously held by the township have been sold and are pending completion of paperwork. A resolution was proposed and passed during Business of the Board to seek the help of the Land Bank in acquiring two new vacant lots in the township currently owned by the State of Ohio that are not being well maintained.

## **New Business**

The required annual temporary budget meeting date has been set for July 14, 2020. It is currently unknown whether the meeting will be held in person, over the phone, or a hybrid of the two.

## **Department Reports**

The fire department had hands-on training with the new battery-powered hydraulic tools purchased late last year. Thanks to Hoffman Towing for the donation of 6 vehicles and their towing services. Thanks to Scott Thomas of Finley Fire Equipment for all six training sessions. The new tools are expected to be in use once proper storage on the trucks can be installed. These new tools are stronger and lighter than our previous hydraulic tools, allowing for faster service to the community. Photos and videos were taken and can be expected to be online in the near future. Thanks to the taxpayers of the township for funding these tools.

On May 27, 2020 two Madison Township police officers went above and beyond their call of duty to assist an unconscious motorist on South Hamilton Rd. The officers initiated CPR until Madison Township Medics arrived on the scene and transported the motorist to the hospital. The motorist has since been discharged and is doing well. A letter of recognition has been placed in the officer's personnel files.

The playground at Brobst Park is opening on June 10, 2020 for residents to make use of as they please. Hand sanitizing stations and signs will be installed before the opening. Equipment will be disinfected with a bleach solution and allowed to air dry daily.

There is no new information regarding the use of the community center and park shelter houses. Administrator Brobst is communicating with neighboring agencies to get clarification on specific policies.

Current cash on hand is \$15,348,848.78. Revenue to the township is expected to go down at least 20% this year.

### **Business of the Board**

The following resolutions were passed by the members of the board:

- Approval of May 12, 2020 meeting minutes
- Approval of May 19, 2020 special meeting minutes
- Approval of June 2, 2020 special meeting minutes
- Approval and authorization of police School Resource Officer and Administrator to enter into a Memorandum of Understanding with the Groveport Madison Local School District for the 2020-2021 year
- Approval to amend resolution #51-2020
- Approval to declare nuisance abatement by board for trash and debris
- Approval to declare nuisance abatement by board for vegetation
- Approval of appointees to cities, schools, and county TIRC (Tax Incentive Review Council)
- Approval of appointees to Canal Winchester TIRC
- Approval of HRA/HSA funding levels for 2021
- Authorize the request to transfer ownership of 3770 Tylor and 3519 Wyncote via COCIC
- Set date of the annual budget hearing for July 14, 2020
- Approval of personnel file additions list
- Accept bank reconciliations and reports
- Pay bills, sign POs, etc.
- Approval of fire and police executive session

# Board of Trustees Meeting Recap

June 23, 2020

The Madison Township Board of Trustees met via conference call for their regularly scheduled meeting.

## **New Business**

There were two resolutions on the agenda related to the COVID-19 relief from the federal government via House Bill 481, the CARES Act. First resolution states the Township accepts the guidelines for reimbursement and payment, including funds not encumbered by October 15, 2020 will be returned to the county treasurer. The second resolution is a request to the Auditor to release the funds to the Township.

## **Business of the Board**

The following resolutions were passed by the members of the board:

- Approval to declare a nuisance abatement by the board for vegetation
- Approval to authorize and accept Coronavirus federal aid and guidelines
- Approve request to co-auditor for CARES Act funds
- Rescind resolution 73-2020
- Pay bills, sign PO's.etc.

# Board of Trustees Meeting Recap

July 14, 2020

The Madison Township Board of Trustees held their regularly scheduled meeting Tuesday night via conference call to discuss the 2021 budget, public comments, and various pieces of business by the board.

## **Public Comment**

Debbie Miller brought two questions to the Board. First she asked about the legality of the small structure on Clearwater Drive and what is being done to handle the situation. Trustee Pritchard explained that there are deed restrictions in place for minimal square footage; however, the County does not have authority to enforce deed restrictions. Administrator Brobst stated that Franklin County handles issuing permits for the Township and other zoning issues. Currently the County has issued violation notices and has a specific process to be followed. An owner has the option to file a zoning compliance application to ask for additional considerations. If the County determines the structure can not remain, a letter of removal will be sent. Any violation beyond that would be turned over to the Franklin County Prosecutor's office and they would follow their required procedures for removal.

Second, Ms. Miller asked about the staffing of the police station and if/when MTPD would be getting more officers. MTPD is not hiring at the moment due to limiting resources in response to COVID-19, but the department still meets the minimum staffing standard for policing on every shift, 24 hours a day. There are at least 2 officers on duty, but those officers can get tied up. When that happens, we have good relationships with all surrounding departments, allowing for a fast response time.

Regardless, all departments are being extremely responsible with their money and only necessary items are purchased.

These questions lead into a conversation about the budget. It was decided that Ms. Miller and Fiscal Officer Vermeer would get together separately to go over the questions about the budget.

## **New Business**

The budget hearing was held.

**Fire**

There are 5 vehicles that were budgeted for replacement this year, due to normal wear and tear. Two vehicles can wait until next year, but 3 vehicles do need to be replaced this year. Normally State Bids would be an option; however, there are no State Bids for vehicles at this time. A dealer in Ohio does have a limited number of excess State Bid vehicles from 2019. Fire Chief Robinson is researching vehicles at different prices to ensure we are getting the best possible deal.

**Police**

The Madison Township Police Department has made the purchase of 4 body cameras to be worn by officers daily. Previously officers had to share these cameras. Now, each officer will have their own body camera and the department will have an additional spare camera if needed.

**Public Works**

Superintendent Watkins announced that there will be an upgrading of the signs and crosswalks for the school zones in Blacklick Estates. These updates are planned to take place throughout the rest of the summer and be completed before school starts.

**Administration**

Administrator Brobst applied for the two vacant lots approved by the Board in June and is awaiting a response.

**Fiscal Officer**

Current cash on hand: \$14,022,349.63.

The budget for 2021 is much more conservative than previous years, allowing for a significant decrease in revenue and permissive tax from license plates.

**Business of the Board**

All proposed resolutions passed. See the agenda for further details: [July 14, 2020 Agenda](#)



# Board of Trustees Meeting Recap

July 28, 2020

The Madison Township Board of Trustees held their regularly scheduled meeting via conference call at 6 pm on July 28, 2020.

## **Old Business**

Fiscal Officer Laurie Vermeer has begun the process of gathering the needed information for an “open checkbook” of the township.

## **Fire**

The fire department is prepared to move forward with the purchase of 3 new vehicles for use by fire officers.

The report from the Insurance Services Office (ISO) evaluation rated MTFD at a 3 out of 10, with 1 being the best possible score. Areas of improvement are being worked towards and are expected to be easily fixable. The Fire Department is also awaiting additional feedback from ISO that will provide information in regards to station placement and apparatus utilization.

## **Police**

Since schools are currently moving to an online format, it is unclear how MTPD will move forward with the School Resource Officer role.

## **Fiscal Officer**

The current cash on hand is \$13,321,056.09.

## **Business of the Board**

All proposed resolutions were passed by the board. A recess was called at 6:18 pm to move into executive session.

# Board Meeting Recap

August 11, 2020

The Madison Township Board of Trustees held their regularly scheduled meeting Tuesday night via conference call to discuss the Open Checkbook, initial trash service bids, CARES Act funding, and numerous other resolutions presented to the board.

## **Board Presentations**

Sam Runta, a Community Outreach Coordinator for Auditor Stinziano's office presented the board with the expectations for the triennial report regarding home evaluations. Presentation slides can be found at <https://www.madisontownship.org/board-meetings> with more detailed information.

## **Old Business**

Fiscal Officer Vermeer updated the board on the progress of the Open Checkbook. All files have been sent and a beta version of the interactive website will be available soon for an internal review.

## **New Business**

Madison Township has received, via the SWACO bid process, 2 bids from 2 different companies in a range of prices. A copy of the bids can be found at <https://www.madisontownship.org/board-meetings>. Our current contract with Local Waste can be renewed for an additional 3 years with no upcharge. Evaluation of the bids for quality of service and cost will be made by the Board of Trustees over the coming weeks. Residents are encouraged to call Local Waste and the township with any problems regarding their trash service. A decision on the contract will need to be made by the end of September.

Madison Township has been allocated funds from the Coronavirus Aid, Relief, and Economic Security Act. With these funds, the township can cover expenses incurred by the virus, under the House Bill 481 guidelines. The Administrator recommended some of the funds be used to supplement delinquent rent and utility bills, as allowed in the guidelines, for residents of Madison Township through Groveport Madison Human Needs and Canal Winchester Human Services. In addition, the Township is planning to provide grant funds to both the Canal Winchester and Groveport Madison Schools, to be used for items approved within the guidelines.

## **Department Reports**

The Madison Township Fire Department recognized Dr. Greg Wise for his 30 years of service to the community as the MTFD Medical Director, providing his medical knowledge and directives

free of charge all this time. As of September 1, Dr. Wise will be stepping down. Dr. Eric Cortez has been appointed as the new Medical Director.

In December of 2019, a resolution was passed to purchase two new ambulances, which should be delivered within the next 2 months.

The Fire Department has received the Assistance to Firefighters Grant to update and replace the self-contained breathing units (SCBA) and install two exhaust capture systems. These updates are expected to be done in the next few months. This grant was awarded to the Madison Township Fire Department due, in part, to several firefighters who gathered data, the board of Trustees, Fiscal Officer Vermeer, and Administrator Brobst; all of were thanked by Fire Chief Robinson.

Police Chief York informed the board that due to cruiser 440 requiring there would soon be an impending need for a new cruiser. On average, Madison Township police cruisers are used extensively and since January of this year, on average our cruisers have accumulated between 9,000 to 15,000 miles per vehicle per year. Cruiser 440 will be going to surplus and sold at auction.

Chief York informed the board of an offer from Statewide Ford of reserving a cruiser for purchase by Madison Township. There is no commitment to buy, but the cruiser will be available while cruisers are difficult to find.

Trustee Pritchard noted that the wild deer population has risen due to COVID-19, making roadways especially dangerous. Please slow down around curves and watch for deer.

Public Works Superintendent Watkins told the board that OPWC funds, via the Mid Ohio Regional Planning Commission, will be available for Round 35 applications for road improvements. Currently, our application would include a full-depth reclamation on Atkinson and Glenfield, along with curb and gutter, and an overlay on all of the Harriet Addition streets. Applications are due at the end of September.

Administrator Brobst stated that the updated slides from the auditor's presentation will be available online in the morning.

The September 11th Remembrance Ceremony will be held at Mott's Military Museum, but it will be closed to the public, Madison Township firefighter and Groveport City Councilman Dildine, Mr. Motts, and Chief Robinson are planning the ceremony to accommodate for social distancing of those participating in the ceremony. There will be a live stream of the ceremony on the Madison Township Facebook page and a link to the full video after that. More details will be provided soon.

Fiscal Officer Vermeer explained the resolutions pertaining to the payment of fire station 183. The current cash on hand is \$13,514,449.41.

**Business of the Board**

All resolutions in front of the board passed as read.



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# The Township Express

Board of Trustees Meeting August 25, 2020

## **Old Business**

The 9/11 Remembrance Ceremony will still be held; however, it will not be open for the public to attend. Instead, Madison Township will stream it live on the Facebook page at 8 am September 11th. Afterward, a link will be available for viewers to watch it at their convenience.

## **New Business**

Trustee Reynolds spoke about a state-funded grant through the Ohio Department of Public Safety called the Justice Assistance Grant. It supports local law enforcement agencies, like Madison Township, with the cost of several areas, including hiring and training new officers, overtime, computer technology, and equipment procurement. Last year's awards covered up to \$20,000, but there is no set amount allocated. Applications will be available October 1, 2020 and due October 31, 2020. Trustee Reynolds and Police Chief York would like to pursue this grant with the board's approval. The members of the board support pursuing.

## **Department Reports**

Due to COVID-19, the 2020 Fire Prevention Week Open House has been canceled. Fire Chief Derek Robinson said that this decision was made in consideration of the current health orders and the safety of our community and staff. Instead, Fire Marshal Hite and his Fire Prevention Bureau staff will be working with the township Communication Specialist to send out daily safety messages via social media the week of October 4 through October 10.

Chief Gary York of the Madison Township Police Department requested the board's permission to re-enter into an agreement with the Franklin County DUI Task Force, a multi-agency group dedicated to preventing and stopping alcohol-related traffic crashes. The task force runs checkpoints on major holidays and provides educational opportunities throughout the year.

Public Works Superintendent Dave Watkins has been focusing on new ways to repair curb inlets that are more cost-effective and faster than buying new inlets. This includes pouring and molding the inlets in-house to save money, as well as making 10 at a time to maximize labor hours. Repairs to inlets will continue as needed throughout Blacklick Estates.

Trustee Pritchard alerted Superintendent Watkins of a steel cable hanging from a bridge over the Little Walnut on Lithopolis Rd. Trustee Pritchard asked him to report it to the Franklin County Engineer.

Township Administrator Susan Brobst updated the board on several topics. First was the Franklin County Department of Sanitary Engineer project at Century Acres. Stakes are placed nearly the entire length of Hayes Rd., but the worksite is only on Hayes Rd. between Greengate Rd. and Dellen Rd., where a wastewater treatment center is being converted into a pump station and force main. This project is expected to be completed by late April of 2021.

Trustee Pritchard asked if residents will be assessed on their taxes for this project, which is not known. Administrator Brobst is looking into the subject.

The topic of the tiny house on Clearwater needed some clarification. Franklin County is responsible for issuing permits in Madison Township. After restating that the tiny home has been issued a zoning violation by Franklin County Economic Development and Planning, Administrator Brobst said that the matter had been elevated to the Franklin County Prosecutor's office. At this time, the tiny house's violations are at the Franklin County Prosecutor's level.

Administrator Brobst reminded the board that the Labor Day holiday impacts the board meeting schedule for September. The next regularly scheduled board meetings are September 15 and September 29.

Fiscal Officer Laurie Vermeer reported that the current cash on hand is \$12,935,347.55.

### **Business of the Board**

All business of the board was passed as proposed in the agenda.



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# Madison Township Express

Board of Trustees Meeting September 15, 2020

## **Public Hearing**

A public hearing was held to discuss the Ohio Public Works Commission Application, Round 35. Madison Township Public Works Superintendent, Dave Watkins, explained the proposed project for the 2022 construction season.

The first part of the project is a full-depth reclamation of Glenfield Rd. and Bonita Pl. The curbing and underdrains will be replaced, and the road will be repaved. This part of the project will cost an estimated \$312,805.80 to cover .24 miles of road.

The second part of the project is a 2-inch asphalt overlay on Clinger Ct, Morgan Ct, Harriet St, Soloman Ave, and Stoltz Ave in Harriet Addition, which is off Ebright road. These roads are also considered failed. Since there are no curbs or underdrains to replace, this portion of the project is estimated to cost \$94,878.00 for .76 miles of road.

The award of the grant money is determined by several factors, including how much match money Madison Township would be able to provide, the physical condition of the road, improving or installing ADA sidewalk ramps, history of accidents, traffic, when the township was last funded, need for funding, and public involvement.

The applications will be submitted by the end of the month.

Several questions were asked by trustees regarding specific past applications. Superintendent Watkins responded accordingly.

## **Public Comments**

Several residents spoke during public comment. Debbie Miller inquired about the meaning of the "Amounts and Rates" resolution. This is an annual resolution that authorizes the necessary tax levies and certifies them to the County Auditor.

Mr. Josh Dillard, asked about police staffing, lost four officers in 2019, is money from this available, and under Ohio Revised Code can the general fund money be used for the Police Department? Chief York and the Board shared there are at a minimum of 2 officers out per shift

24/7, 365 days a year; the Board has asked that we employ officers with very high standards and therefore, we don't take everyone that applies; once the second settlement money is received, the police budget will be reviewed again. Yes, money from the general fund could be used. Currently, some of the general fund money is used to pay for Public Works expenses. Discussed settlement (think of this as a paycheck - the Township receives 2 a year), carryover, (money for the first three months of the new year until the next "paycheck" is received).

Gary McDonald inquired about the "tiny house" status and if this "house" would be paying property taxes. Fiscal Officer Vermeer reminded him that the taxes paid to this point would be for a vacant lot. She will inquire about future taxes if it would fall under a mobile home tax.

### **Old Business**

Fiscal Officer Laurie Vermeer said the taskforce for the Ohio Open Checkbook has developed a beta version site for Madison Township. It is expected to be up and running in November.

Administrator Susan Brobst and Fire Chief Derek Robinson thanked all of those involved in making the first virtual September 11 Remembrance Ceremony a success. Administrator Brobst said a total of 7,692 people watched the ceremony virtually.

The three options for next year's trash service in Madison Township have been reviewed by the board. The current contract is up on December 31, which is priced at \$18.54/month with three 1-year extensions available through Local Waste. The two new SWACO bids are between a new 5-year contract with Local Waste at \$19.99/month or a 5-year contract with Rumpke at \$21.32/ month. Resolutions for Notice of Awards are on the agenda tonight. The new contract begins on January 1, 2021.

Trustee Reynolds asked for the recommendation of Administrator Brobst, who said she would recommend the new 5-year contract to lock in a small rate hike, as opposed to a large rate hike in a few years.

As a part of the CARES Act funding Madison Township received, it is recommended a grant be made available to the Groveport Madison School District and the Canal Winchester School District for \$10,000.00 each. This grant may be used for personal protective equipment and distance learning needs. A resolution will be presented at the September 29 meeting.

### **New Business**

The October board meeting dates were originally scheduled in back-to-back weeks. The board decided to move the October 20 meeting to October 27, making the new meeting dates October 13 and 27.

### **Department Reports**

Fire Chief Robinson stated that members of the EMS Apparatus Committee will be conducting the final inspection of the two new ambulances for Madison Township later this week.



Additionally, Chief Robinson said promotional testing for the Battalion Chief and Lieutenant positions will be conducted this Fall, including an interview panel that includes fire administration and two community members. He will be working with the Board of Trustees to determine the residents to represent the Board in those interviews. Chief Robinson also mentioned that the fire department's recently received grants will be discussed and a resolution will be presented for the management of these projects.

Police Chief York informed the board that the Madison Township Police Department meets the requirements for application to the Edward Byrne Memorial Justice Assistance Grant Program for Law Enforcement. The application must be submitted by October 31, 2020. Agencies receiving funding will be notified by January 21, 2021. Chief York intends to ask for permission to apply for this grant at the October 13 board meeting.

Public Works Superintendent Dave Watkins presented a surplus list of items to be listed on the online auction at GovDeals.com which include the 1999 Chevy C7500 Dump Truck; 10' Bonnell snow plow; tailgate salt spreader for the C7500 dump truck; and a 24" Toro Snow Blower. All items will be advertised on the Madison Township website and in the September 20th edition of the Messenger paper.

Administrator Susan Brobst informed the board that the Ford Taurus will be relisted for sale as the original buyer did not pay in time and the second-highest bidder was no longer interested. An ad will run in the Groveport Messenger this Sunday, September 20. The vehicle will be listed on GovDeals.com for October 4 to October 18 for a minimum bid of \$1,000. No changes to the original resolution are needed.

Administrator Brobst also reported on the impending road construction to take place on S Hamilton Rd. in front of the Eastland Career Center beginning Monday, September 21, and lasting through the fall of 2020. The new traffic signals are planned to be installed in early 2021. There will be temporary lane closures between 9 am and 4 pm. Please slow down and watch for flaggers in these areas.

Fiscal Officer Laurie Vermeer reported that the cash on hand is \$12,518,255.42.

Fiscal Officer Vermeer also stated that there is a resolution on the agenda for the streetlight assessment that will pay for the lights in particular areas. There was very little change from previous years.

### **Business of the Board**

All business of the board passed as proposed.



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# Madison Township Express

Board of Trustees Meeting September 29, 2020

## **Board Presentations**

Happy retirement to Fire Inspector Jim Embree, who has retired after 31 years of service in Madison Township.

## **Public Comments**

Josh Dillard asked for clarification on the Ford Taurus being sold at auction.

Debbie Miller asked about three issues, the first being a clarification of the trash contract. It was confirmed that the recycling price was already built into the \$19.99 per month cost to residents. The second issue was the fact that a "Blessing Box" was installed in front of Fire Station 183 for residents to donate to and take from freely. Ms. Miller mentioned a similar box for library books as a future possibility. Third was a website she found which lists salaries of various public officials. The Madison Township elected officials and staff were not familiar with this website and a preliminary search found several inaccuracies.

## **New Business**

Administrator Brobst informed the Board that Federal House Bill 614 has allowed the third round of CARES Act funding, in addition, the federal government has pushed back the deadlines for use of the money, allowing more time for necessary purchases to be made.

## **Department Reports**

Fire Chief Robinson reminded the Board that Fire Prevention Week is held online this year via the Madison Township Facebook page. Chief Robinson stated that the Safer Grant was awarded to the Madison Township Fire Department for the purpose of hiring more full-time personnel. Chief Robinson informed the Board that there will be resolutions during Business of the Board to allow Matt Peoples of the City of Canal Winchester and Christine Boucher from Eastland Career Center to be the two civilians participating in the oral interview portion of the promotional process of a firefighter.

Police Chief York announced that trick-or-treating for Madison Township will be held on October 29 from 5:30 pm to 7 pm this year. Trick-or-treating for the cities of Canal Winchester and Groveport is being held at the same time. Inclement weather will not change the township's plans. Residents are encouraged to research the State of Ohio Responsible Restart guidelines, the Franklin County Public Health Halloween guidelines, and the Columbus Public Health's

trick-or-treat Safety tips. Parents and/or guardians are encouraged to make choices for the children in their care using best judgment for the child. Township police officers and firefighters will be present in the areas.

Public Works Superintendent Watkins spoke of purchasing a cloud-based work management software that would improve the tracking and reporting process. This software can be used in any location on any device and is available for purchase with CARES Act funds. Superintendent Watkins also reported that street sweeping in Blacklick Estates will begin October 5 north of Sedalia Drive. Updated will be posted on the Madison Township Facebook page. Watkins requested that residents remove their vehicles from the streets to aid in the process.

Administrator Brobst informed the Board that since there will be a third disbursement of CARES Act money for the Township's use due to Federal House Bill 614, the agreements with Canal Winchester Human Services and Groveport Human Needs can be amended to allow for more money to be given in grants. Administrator Brobst encouraged residents to apply for assistance regardless of income status. If a resident is in delinquency with utility bills due to COVID-19, they should contact Groveport Madison Human Needs or Canal Winchester Human Services, respective to their school district. Administrator Brobst also announced that there are two resolutions on the agenda to provide grants to Groveport Madison Schools and Canal Winchester schools using CARES Act grant funds, thanks in part to Trustee Reynolds' suggestions.

Fiscal Officer Vermeer reported that the Township has received the second tax settlement. Cash on hand is \$17,758,709.87.

### **Business of the Board**

All resolutions passed as presented.



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# Madison Township Express

Board of Trustees Meeting October 13, 2020

## **Board Presentations**

Dave Reutter from Franklin County Soil and Water and Nathan Ralph from Franklin County Public Health updated the Board on the National Pollutant Discharge Elimination System (NPDES) permit required for the Township to have. Both encouraged the Township to spread awareness about stormwater effects on the environment. They also offered that if there are any questions or concerns about sewage being affected during storms, residents can contact Nathan Ralph directly by emailing [nathanralph@franklincountyohio.gov](mailto:nathanralph@franklincountyohio.gov).

## **Old Business**

Fiscal Officer Vermeer said that the OhioCheckbook (formerly Open Checkbook) information has been reviewed, is in the final testing stage, and should be live by the end of the month.

Administrator Brobst said that there is still funding available for Madison Township residents through Groveport Madison Human Needs and Canal Winchester Human Services. Any Madison Township resident who was impacted by COVID-19 and needs help paying for utilities or rent is encouraged to call their respective agency based on the school district they live in. Income is not a factor in aid distribution. COVID impact examples include reduction of work hours, daycare and school closure or remote learning causing additional expenses for food and utilities.

Trick-or-Treat will be held on October 29. There will be some changes this year, due to COVID-19. Those will be discussed in department reports.

## **Department Reports**

Fire Chief Robinson said that the 2020 Trick-or-Treat festivities will be limited. Station 183 will not be hosting an open-house this year. There will, however, be several fire engines, police cruisers, and different pieces of equipment around the community with prepackaged candy available via a socially-distant manner. Locations will be announced on Facebook that day.

Chief Robinson announced that the new medic at station 181 is in service. The new medic for station 182 will be equipped and ready in the next couple of weeks. Chief Robinson also said that there would be a resolution tonight to accept the SAFER Grant, which would cover the salaries and benefits of three new firefighters for the next three years, totaling \$1,297,620.

Chief Robinson mentioned two other resolutions to deem items to be listed for surplus. One resolution is to properly dispose of unusable items. Another is to list two fire department vehicles that have met their life expectancy on GovDeals. He also mentioned purchasing a new station truck for station 181 to replace the 2003 F250, which was slated to be replaced in 2018. Trustee Reynolds asked what cost saving measures or opportunities were utilized in the pricing of the vehicle. Chief Robinson answered that the life of the vehicle was extended two years and that state bid pricing was utilized to secure pricing. Overall the vehicle will come in \$15,000 less than what was budgeted.

The final resolution to be presented by Chief Robinson is to resurface the parking lot for fire station 181. Quotes for the project came in under budget and will be completed by the end of this year. Trustee Dildine asked if there were any local companies who bid. The three bids for work came from local companies, with Heiberger Paving winning the bid.

Police Chief York told the board that with the passing of a resolution tonight, the Police Department will submit the Office of Criminal Justice Services the Justice Assistance Grant (JAG) application in the amount of \$15,523.30. This grant will cover the cost of upgrading and replacing servers used for the storage and management of police records like incident based reports, crash reports, and citations, as well as digital images, from in-car, and body-worn cameras.

The application is due November 2, 2020. Agencies receiving grant funding will be notified by January 21, 2021, with a project start date of March 1, 2021. Chief York answered various questions from the trustees.

Trustee Pritchard expressed concern for ransomware threats to the Township. Chief York assured that the safeguards are strongly in place. Trustee Reynolds suggested looking into purchasing a VPN and cybersecurity insurance.

Public Works Superintendent Watkins shared that the Public Works department intends to use a portion of the CARES Act funding to purchase three new pickup trucks with snow plows to allow for employee social distancing. Trustee Reynolds asked what kind of deals or discounts the Township was able to get. Superintendent Watkins shared that he was able to purchase three 2019 trucks for the price of a new truck, after shopping at various vendors.

Administrator Brobst reported that the final round of federal CARES Act funding has been received by the township and they continue to review potential expenditures to make sure they are within the approved guidelines with the goal of buildings being as touch-less as possible.

Fiscal Officer Vermeer reported that the cash on hand is \$17,114,161.77.

### **Business of the Board**

All resolutions passed as presented.



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# Madison Township Express

Board of Trustees Meeting October 27, 2020

## Public Comment

Reese Kenney began the public comment section by asking why new cruisers were being purchased with CARES Act funding. Police Chief York explained it is to limit the cross-contamination between officers by allowing each to have their own vehicle. Kenney also asked why the Ford Explorer was a lease and not a purchase, which Chief York answered by stating it was a lease to purchase agreement, not just a lease.

Kenney then asked if the CARES Act money was only able to be used by township administration, or if the community was able to use it as well. Trustee Pritchard explained that there were strict limits placed on the funds usage, but there were sub-grants given to Groveport Madison Human Needs and Canal Winchester Human Services from Madison Township. Additionally, Groveport Madison School District and Canal Winchester School District each received sub-grants of \$10,000; all of which directly benefit the community. This money was provided by the federal government. Fiscal Officer Vermeer is looking into the total amount given to the township and will report back to Kenney.

Finally, Kenney asked if there was an update on the “tiny house” on Clearwater. Trustee Pritchard assured her that there had been no update given to the township by the county.

Debbie Miller asked Chief York if there was any intention of hiring more officers. Chief York responded that the township was preparing the budget for 2021 and the sustainability of more officers joining the force was a conversation being had. Chief York explained that CARES Act money could not be used for this purpose because the loss of officers was not related to COVID-19 and the funds must be used by December 31, 2020. Whatever is not used must be returned to the federal government.

Miller asked for the dispellation of a rumor that the Madison Township Police Department was seeking to be contracted out to another agency. Trustee Pritchard and Chief York resolutely denied the rumor.

Miller then asked about helping a neighbor with a leaking roof and what the township was able to do by way of assistance. Trustee Pritchard will be having conversations with Administrator Brobst on the subject. In the meantime, Trustee Reynolds suggested [neighborrelief.org](http://neighborrelief.org) as a potential resource.

**Department Reports**

Police Chief York mentioned that there will be several items on the agenda for the police department. The 2020 Ford Explorer Police Interceptor discussed at the August 11 board meeting is being proposed for purchase to replace a retired vehicle. Additionally, CARES Act money has allowed the purchase of 4 more cruisers, all 2020 Dodge Durango Police Package vehicles, to limit the cross-contamination between officers by having an officer assigned to their own cruiser.

Cash on hand is \$16,876,911.66.

Fire, Public Works, and Administration did not have reports.

**Business of the Board**

All resolutions passed as presented.

**Executive Session**

Following the executive session, the Board passed a resolution to hire a reserve police officer in a volunteer capacity with no pay or benefits. While the Township continues to look at the police budget to determine if and when full-time officers are possible, the Board recognizes it is important to offer a reserve program. The Board will revisit staffing at the Budget meeting in December and again in April after the first tax settlement is received.



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# Madison Township Express

Board of Trustees Meeting November 10, 2020

## Public Comments

Reese Kenney asked why meetings held via conference call had not been being recorded up until this point. Administrator Brobst answered that it had not been considered on the new platform of phone conference calls. If these meetings are recorded in the future, a public records request will be needed to obtain a recording of the meeting.

Kenney then asked if the public comment rules have any chance of being loosened in the future, as she had heard that Trustee Pritchard had been considering the possibility. Trustee Pritchard answered that he had been discussing the matter with a member of the Citizen Advisory Committee about different options for residents to communicate with the Board. The Board will be discussing the possibility of a question and answer session after department reports. No decision will be made immediately.

## Old Business

Fiscal Officer Vermeer shared that our account on Ohio Checkbook is now active. Visit <https://checkbook.ohio.gov/> and search for Madison Township in Franklin County. All board members thanked Fiscal Officer Vermeer for her hard work.

Administrator Brobst informed the board that the previously discussed “Tiny House” at 3555 Clearwater has been removed after receiving notice from Franklin County Zoning. The Township had no direct involvement in this matter.

## New Business

Madison Township has begun work on an initiative to improve communication by developing a Frequently Asked Questions document that will periodically be updated and uploaded to [madisontownship.org](http://madisontownship.org). This is an effort to provide information that is readily accessible to the public. To assist in making this as successful as possible, the Board of Trustees is seeking questions from residents and utilizing the Citizen’s Advisory Committee to aid in the process. Please email [kchipp@grassrootsstrategiesllc.com](mailto:kchipp@grassrootsstrategiesllc.com) with your questions. The project is planned to be made public in the coming weeks.



## **Department Reports**

Fire Chief Robinson explained a resolution on the agenda to increase the part-time firefighters' hourly pay by a \$1 increment. This will keep Madison Township's pay rate competitive with other fire departments in the area and help recruit top-quality candidates. This pay increase would take effect on the first pay period in 2021. In addition, recruits to the department have been increasingly local and diverse in this new class of part-time employees.

Police Chief York said that the Madison Township Police Officers will be entering into a new contract that provides a pay raise to all those in the bargaining unit. This raise will move Madison Township officers from the bottom 33% of the pay range in Franklin County townships into the top 33% pay range. This is made possible by the Fraternal Order of Police's willingness to hold negotiations until after the tax settlement was received and the budget reviewed. This raise is not applied to the administrative staff in the department. The sustainability of hiring additional officers is still being discussed for the 2021 budget.

Public Works Superintendent Watkins informed the board that the snowplow and salt spreader will be listed on GovDeals again with a lower minimum bid for the plow. He also said that the snow and ice melting materials to be purchased from the county will be priced as follows: Salt at \$84.43 per ton, salt brine at \$0.16 per gallon, GeoMelt at \$1.70 per gallon, and calcium chloride at \$0.74 per gallon. Superintendent Watkins noted that the cost of salt is \$4.02 per ton cheaper than last year, but \$33 higher than the price in 2017.

Administrator Brobst said that the Santa "parade" event is scheduled for Sunday, December 13 from 1 pm to 3 pm. If any vendors are interested in participating, please contact Administrator Brobst at [sbrobst@madisontownship.org](mailto:sbrobst@madisontownship.org) or Fire Chief Robinson at [drobinson@madisontownship.org](mailto:drobinson@madisontownship.org). There will be more information to follow.

Fiscal Officer Vermeer reported that cash on hand is \$16,648,863.20.

## **Business of the Board**

All business of the board passed as proposed.

# Madison Township Express

Board of Trustees Meeting December 8, 2020

## **Board Presentations**

Firefighter and Paramedic Dave McWhorter has retired from the Madison Township Fire Department after being a public servant for 26 years. Thank you to Firefighter McWhorter for your service and dedication to Madison Township.

Service Awards were presented to three Madison Township Employees: Lieutenant Andrew Slivka, 15 years with the Madison Township Fire Department; Firefighter Zach Thomas, 5 years with the Madison Township Fire Department; Officer Randy Bates, 25 years with the Madison Township Police Department.

## **Public Comments**

Debbie Miller asked when the budget meeting will be taking place. Administrator Brobst said there was not a meeting set yet. Ms. Miller then asked if more police officers are being budgeted for. That question was not able to be answered at this time. It was made clear that only high-quality officers will be hired.

## **Old Business**

Fiscal Officer Vermeer announced that updates to the Ohio OpenCheckbook will be able to be posted more often than once a year as opposed to annual automatic updates, as originally stated.

Administrator Brobst made clear that the annual Santa parade has been canceled due to COVID-19 concerns.

## **New Business**

Meeting dates for 2021 Board of Trustees meetings were proposed and will be voted on in Business of the Board.

## **Department Reports**

Fire Chief Robinson announced that there will be resolutions later in the meeting pertaining to bid acceptance of work scheduled to begin in early 2021 from the Assistance to Firefighters Grant accepted in a previous meeting.

Chief Robinson then commended Police Sergeant Boyd for his quick response and assistance with a cardiac arrest on November 30, 2020. Sgt. Boyd performed CPR until medical personnel could arrive on the scene. He then assisted in getting the patient into a LUCAS Device, which administers automatic CPR.

Administrator Brobst mentioned the resignation of the part-time receptionist. At this time, there will be no pursuit of a replacement.

Fiscal Officer Vermeer said the cash on hand is \$15,066,697.04.

### **Business of the Board**

All resolutions passed as presented.

After the executive session concluded, the board re-convened and passed a resolution to re-class part-time firefighter Justin Osborne to a full-time firefighter.

The Board also passed a resolution to accept the resignation of police officer Manning. Chairman Pritchard shared that the Chief will be pursuing background information on three potential candidates to fill the full-time position, and an additional candidate for a reserve position. In addition, the Board has directed Chief York to continue to maintain minimum staffing at 2 officers per shift. The Chief, both Commanders, and the Detective will all work to cover the patrol shifts when necessary.