

RECORD OF PROCEEDINGS

No. 002576

MADISON TOWNSHIP TRUSTEES GROVEPORT, OHIO

ORGANIZATIONAL MEETING

January 2, 2024

The Madison Township Trustees met in special session at 6:00 PM on January 2, 2024, at the Madison Township Community Center. Roll call showed the following trustees present: Trustee John Pritchard, Trustee Katherine Chipps, and Trustee Bruce Jarvis. Fiscal Officer Vermeer led those present in the Pledge of Allegiance to open the meeting.

RESOLUTIONS:

01-2024 APPOINT 2024 CHAIRMAN

Trustee Pritchard moved to appoint Katherine Chipps as Chairman of the Board of Trustees for 2024. Trustee Jarvis seconded the motion and roll call showed: Aye: Trustee Pritchard, Trustee Chipps and Trustee Jarvis. Motion carried.

02-2024 APPOINT 2024 VICE-CHAIRMAN

Trustee Chipps moved to appoint Bruce Jarvis as Vice-Chairman of the Board of Trustees for 2024. Trustee Pritchard seconded the motion and roll call showed: Aye: Trustee Chipps, Trustee Jarvis and Trustee Pritchard. Motion carried.

OLD BUSINESS

Fire Chief Robinson discussed the resolution for the purchases of two Medic Units. Based on the delivery timeline and wanting to space the purchasing of future vehicles out, the Chief recommended making one new Medic purchase and a re-chassis of an existing Medic vehicle. Currently, a new Medic purchase takes 36 months to receive, and the re-chassis approximately 18 months. By ordering both vehicles now, the Township would avoid a 6%-7% increase scheduled for mid-late-January2024. The re-chassis option is a new concept for the Department and can save a sizeable amount of money.

NEW BUSINESS

Public Works Superintendent Watkins reported that this year's street sweeping has not gone as well as in years past. He stated that the street sweeping this year was done later in the year, and most of the leaves had fallen, making the sweeping more difficult.

RESOLUTIONS

03-2024 O.R.C 507.11 PURCHASE AUTHORIZATION TRUSTEES & ADMINISTRATOR

Trustee Jarvis moved to authorize, in accordance with the Ohio Revised Code §507.11, the individual Township Trustees and Administrator to incur obligations of \$8,000.00 or less on behalf of the Township. Trustee Pritchard seconded the motion and the roll call showed: Aye: Trustee Chipps, Trustee Jarvis, and Trustee Pritchard. Motion carried.

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04-2024 O.R.C. 507.11 AUTHORIZE ADMINISTRATOR AUTHORITY TO DEPT HEADS

Trustee Jarvis moved, in accordance with the Ohio Revised Code §507.11, to authorize the Administrator to so authorize the fire chief, police chief, or public works superintendent with the ability to incur obligations on behalf of the Township, up to a limit determined by the Administrator, not to exceed \$2500.00. This authority shall only be given in writing and may be revoked at any time by the Administrator, or the Board of Trustees by majority vote. Trustee Pritchard seconded the motion and the roll call showed: Aye: Trustee Chipps, Trustee Jarvis, and Trustee Pritchard. Motion carried.

05-2024 O.R.C. 507.11 APPROVE OBLIGATIONS BY DEPARTMENT HEADS & TRUSTEES

Trustee Jarvis moved, in accordance with the Ohio Revised Code §507.11 and resolution #04-2024, to approve the obligations incurred on behalf of the township by the following individuals: Trustees John Pritchard, Bruce Jarvis, and Katherine Chipps, Administrator Susan Brobst, Fire Chief Derek Robinson, Police Chief Gary York, Public Works Superintendent Dave Watkins. Trustee Pritchard seconded the motion and the roll call showed: Aye: Trustee Chipps, Trustee Jarvis, and Trustee Pritchard. Motion carried.

06-2024 APPROVE BLANKET PURCHASE ORDERS

Trustee Jarvis moved to approve blanket purchase orders in the amount not to exceed \$1,000.00. Trustee Pritchard seconded the motion and the roll call showed: Aye: Trustee Chipps, Trustee Jarvis, and Trustee Pritchard. Motion carried.

07-2024 CERTIFY VEHICLE TITLES FOR MADISON TOWNSHIP

Trustee Jarvis moved to allow the Fiscal Officer or the Administrator to certify vehicle titles once deemed for trade-in, declared surplus, and designated for auction with proper notification, advertising, and sold. Trustee Pritchard seconded the motion and the roll call showed: Aye: Trustee Chipps, Trustee Jarvis, and Trustee Pritchard. Motion carried.

08-2024 APPOINT LEGAL FIRM – CRABBE, BROWN & JAMES – 2024

Trustee Jarvis moved to retain Crabbe, Brown & James for the 2024 calendar year with charges not to exceed \$8,000.00. Trustee Pritchard seconded the motion and the roll call showed: Aye: Trustee Chipps, Trustee Jarvis, and Trustee Pritchard. Motion carried.

09-2024 APPOINT LEGAL FIRM – LITTLER – 2024

Trustee Jarvis moved to retain Littler for the 2024 calendar year with charges not to exceed \$50,000.00. Trustee Pritchard seconded the motion and the roll call showed: Aye: Trustee Chipps, Trustee Jarvis, and Trustee Pritchard. Motion carried.

10-2024 APPOINT LEGAL FIRM – PLUNKETT COONEY – 2024

Trustee Jarvis moved to retain Plunkett Cooney for the 2024 calendar year with charges not to exceed \$30,000.00. Trustee Pritchard seconded the motion and the roll call showed: Aye: Trustee Chipps, Trustee Jarvis, and Trustee Pritchard. Motion carried.

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11-2024 APPOINT LEGAL FIRM – DINSMORE & SHOHL – 2024

Trustee Jarvis moved to retain Dinsmore & Shohl for the 2024 calendar year with charges not to exceed \$25,000.00. Trustee Pritchard seconded the motion and the roll call showed: Aye: Trustee Chipps, Trustee Jarvis, and Trustee Pritchard. Motion carried.

12-2024 APPOINT ADMINISTRATOR AS CREDIT CARD COMPLIANCE OFFICER

Trustee Jarvis moved to appoint Administrator Susan Brobst as the 2024 Credit Card Compliance Officer per the Township Credit Card Policy. Trustee Pritchard seconded the motion and the roll call showed: Aye: Trustee Chipps, Trustee Jarvis, and Trustee Pritchard. Motion carried.

13-2024 APPROVE CREDIT CARD AUTHORIZED USERS LIST DATED JANUARY 2, 2024

Trustee Jarvis moved to approve the Credit Card Authorized Users list dated January 2, 2024, per the Township Credit Card Policy. Exhibit: CCUSER2024. Trustee Pritchard seconded the motion and the roll call showed: Aye: Trustee Chipps, Trustee Jarvis, and Trustee Pritchard. Motion carried.

14-2024 APPROVE MIN EXPENSES TRAINING, MEALS, INTERVIEWS, PROMO PANELS

Trustee Jarvis moved to approve minimal expenses for light meals and refreshments, including coffee and other amenities, related to Fire, Police, Public Works, and Administration employee training, interview and promotion panels, and departmental projects as required in 2024. Trustee Pritchard seconded the motion and the roll call showed: Aye: Trustee Chipps, Trustee Jarvis, and Trustee Pritchard. Motion carried.

15-2024 APPR FUNERAL FLOWERS FRMR EMPLEE & CURRENT EMPLEE IMMED FAM

Trustee Jarvis moved to approve reasonable payment of funeral flowers for former employees and elected officials and immediate family members of current employees or elected officials. Trustee Pritchard seconded the motion and the roll call showed: Aye: Trustee Chipps, Trustee Jarvis, and Trustee Pritchard. Motion carried.

16-2024 APPR ANNUAL INTERNET SALES FR CO SURPLUS PURCHASING (ORC 505.10D)

Trustee Jarvis moved to approve and authorize the Administrator to use the Franklin County Surplus Purchasing office for annual internet sales for Madison Township. Items will be listed through www.GovDeals.com/FCOH for a minimum of 14 calendar days, including weekends and legal holidays. As required, the Township will publish the items listed for auction in a local newspaper and on the Township website at least two weeks prior to the internet auction beginning. The posting will include a list of items that have been declared surplus and obsolete, unneeded or unfit-for-use by the Township. When appropriate a minimum bid will be listed. The Account Supervisor, currently Kimberly Reynolds, shall serve as the contact at the Purchasing office, located at 373 S. High Street, 25th floor, Columbus Ohio 43215, phone 614-525-3412. Trustee Pritchard seconded the motion and the roll call showed: Aye: Trustee Chipps, Trustee Jarvis, and Trustee Pritchard. Motion carried.

RECORD OF PROCEEDINGS

No. 002579

MADISON TOWNSHIP TRUSTEES GROVEPORT, OHIO

January 2, 2024

17-2024 APPROVE SUBMITTING POLICE GRANT TO FIREHOUSE SUBS FOR 2024

Trustee Jarvis moved to approve and authorize the Administrator, Police Chief, and Fire Chief to submit Firehouse Subs Grants quarterly in 2024, as needed or as appropriate. Trustee Pritchard seconded the motion and the roll call showed: Aye: Trustee Chipps, Trustee Jarvis, and Trustee Pritchard. Motion carried.

18-2024 APPR CREDIT/DEBIT CARD PAYMENTS WITH MINIMUM OF \$10.00 CHARGE

Trustee Jarvis moved to approve continuing the acceptance of credit/debit card payments with a minimum charge of \$10.00 plus fees, as determined by the credit card vendor, to be paid by the consumer. Per the extended resolution, Exhibit: CREDITCARD01022024. The Township Fiscal Officer is designated as the administrative agent to solicit proposals and implement the township's financial transaction devices program. Trustee Pritchard seconded the motion and the roll call showed: Aye: Trustee Chipps, Trustee Jarvis, and Trustee Pritchard. Motion carried.

19-2024 APPROVE TAX SETTLEMENT ADVANCE REQUESTS

Trustee Jarvis moved that the Fiscal Officer may at any time during 2024 request an advance of 90% of the monies received on the ensuing tax settlements in the name of Madison Township. Further, this shall include assessments, if permitted. Trustee Pritchard seconded the motion and the roll call showed: Aye: Trustee Chipps, Trustee Jarvis, and Trustee Pritchard. Motion carried.

20-2024 APPROVE USE - SUPER BLANKET CERTS (PURCHASE ORDERS) - 2024

Trustee Jarvis moved to approve the use of super blanket certificates (purchase orders) for 2024. Trustee Pritchard seconded the motion and the roll call showed: Aye: Trustee Chipps, Trustee Jarvis, and Trustee Pritchard. Motion carried.

21-2024 APPOINT 2024 VOLUNTEER FIREFIGHTER DEPENDENT FUND BOARD REPS

Trustee Jarvis moved to appoint Howard Hahn and Justin Vermillion to serve as Fire Department representatives to the 2024 Volunteer Firefighters Dependent Fund Board as elected by the Fire Department. Further, Trustee Jarvis moved to elect Trustee John Pritchard and Trustee Katherine Chipps to serve as Township Board representatives to the Fund Board. Further, appoint Jerry Lupfer as a Township resident elected by the Fire Department and the Board of Trustees to serve as representatives to the Fund Board. Trustee Pritchard seconded the motion and the roll call showed: Aye: Trustee Chipps, Trustee Jarvis, and Trustee Pritchard. Motion carried.

22-2024 APPOINT 2024 VOLUNTEER PEACE OFFICER & DEPENDENT FUND BOARD REPS

Trustee Jarvis moved to appoint Keith Mallory and Matt Deskins to serve as Department representatives to the 2024 Volunteer Peace Officer & Dependent Fund Board as elected by the Police Department. Further, Trustee Jarvis moved to elect Trustee Bruce Jarvis and Trustee Katherine Chipps to serve as Township Board representatives to the Fund Board. Further, appoint Warren Motts as a Township resident elected by the Police Department and the Board of Trustees to serve as representatives to the Fund Board. Trustee Pritchard seconded the motion and the roll call showed: Aye: Trustee Chipps, Trustee Jarvis, and Trustee Pritchard. Motion carried.

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No. 002580

MADISON TOWNSHIP TRUSTEES GROVEPORT, OHIO

January 2, 2024

23-2024 APPROVE SUBMITTING GARY SINISE FOUNDATION GRANT FIRE/POLICE-2024

Trustee Jarvis moved to approve and authorize the Administrator and Fire Chief or Police Chief, to submit grant applications for equipment or training to the Gary Sinise Foundation in 2024, as needed or as appropriate. Trustee Pritchard seconded the motion and the roll call showed: Aye: Trustee Chipps, Trustee Jarvis, and Trustee Pritchard. Motion carried.

24-2024 APPOINT BRUCE JARVIS TO CW HUMAN SERVICES BOARD

Trustee Pritchard moved to appoint Bruce Jarvis as the Madison Township representative to the Canal Winchester Human Services Board of Directors. Trustee Chipps seconded the motion and the roll call showed: Aye: Trustee Chipps, Trustee Jarvis, and Trustee Pritchard. Motion carried.

25-2024 APPROVE PURCHASE 2024 FORD F550 4X4 BRAUN CHIEF XL MEDIC

Trustee Jarvis moved to approve the purchase from State Bid Vendor Penn Care, of a 2024 Ford F550 4x4 Braun Chief XL Type 1 Braun Medic at a State Bid Base List Price of \$290,758.00 and a new Chassis at 78,679.00 for a total of \$369,437.00, which includes the graphics. The additional non-STS Options Price is \$25,880.00, plus the STS Bid Base Price, new Chassis, and STS Fee, bringing the total purchase price to \$395,317.00. Trustee Pritchard seconded the motion and the roll call showed: Aye: Trustee Chipps, Trustee Jarvis, and Trustee Pritchard. Motion carried.

26-2024 APPROVE PURCHASE 2024 FORD F550 4X4 CHASSIS & REMOUNT BRAUN BOX

Trustee Jarvis moved to approve the purchase from State Bid Vendor Penn Care, of a 2024 Ford F550 4x4 Chassis and remount of an existing Madison Township Fire Department Type I Braun Chief XL module. The State Bid Base List Price for the Base Per Unit Remount \$123,519.00 and new Chassis is \$78,679.00 for a total of \$202,198.00, which includes the graphics. The additional non-STS Options Price is \$35,879.00, plus the STS Bid Base Price, new Chassis, and STS Fee, bringing the total purchase price to \$238,077.00. Trustee Pritchard seconded the motion and the roll call showed: Aye: Trustee Chipps, Trustee Jarvis, and Trustee Pritchard. Motion carried.

27-2024 APPROVE TUITION REIMBURSEMENT CHAS ADAMS -Fire Prevention & Org Mgt

Trustee Jarvis moved to approve tuition reimbursement for Assistant Chief Chas Adams for \$729.00 for Winter 2024 in Fire Prevention Organization & Management (3 credits) for his Undergraduate Degree at Columbia Southern University upon successful completion. Trustee Pritchard seconded the motion and the roll call showed: Aye: Trustee Chipps, Trustee Jarvis, and Trustee Pritchard. Motion carried.

28-2024 ACCEPT FIRE FEEEG GRANT AWARD

Trustee Jarvis moved to accept the (FEEEG) Firefighter Exposure to Environmental Elements Grant award of \$14,930.67. Trustee Pritchard seconded the motion and the roll call showed: Aye: Trustee Chipps, Trustee Jarvis, and Trustee Pritchard. Motion carried.

RECORD OF PROCEEDINGS

No. 002581

MADISON TOWNSHIP TRUSTEES GROVEPORT, OHIO

January 2, 2024

29-2024 AMEND RESOLUTION 223-2023 - SURPLUS PW

Trustee Jarvis moved to amend Resolution #223-2023 to allow for items receiving no bids to be disposed of as trash and put in the dumpster. Trustee Pritchard seconded the motion and the roll call showed: Aye: Trustee Chipps, Trustee Jarvis, and Trustee Pritchard. Motion carried.

30-2024 APPROVE & AUTHORIZE PW EPA GRANT APPLICATION

Trustee Jarvis moved to approve and authorize the Administrator and Public Works Superintendent to sign documents and submit a grant application to the Environmental Protection Agency for the H2Ohio Rivers Initiative: Chloride Reduction Grant, up to \$75,000.00.

Exhibit: PWEPAGRANT01022024. Trustee Pritchard seconded the motion and the roll call showed: Aye: Trustee Chipps, Trustee Jarvis, and Trustee Pritchard. Motion carried.

31-2024 DECLARE NUISANCE ABATEMENT BY BOARD - TRASH & DEBRIS

Trustee Jarvis moved to declare the property in Exhibit: TRASH01022024, located in Madison Township, Franklin County, Ohio, to be a nuisance, littered with refuse, garbage, and other debris, pursuant to O.R.C. §505.87; as adopted by this Board in Resolution 95-18 and 96-18. Nuisance Procedures will apply. Trustee Pritchard seconded the motion and the roll call showed: Aye: Trustee Chipps, Trustee Jarvis, and Trustee Pritchard. Motion carried.

32-2024 APPROVE EXECUTIVE SESSION - POLICE, ADMIN

Trustee Jarvis moved to approve Police and Administrative executive session for the following purposes:

- Considering the employment of a public employee or official
- Considering the compensation of a public employee or official
- Preparing for negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of employment.

Trustee Pritchard seconded the motion and the roll call showed: Aye: Trustee Chipps, Trustee Jarvis, and Trustee Pritchard. Motion carried.

Trustee Jarvis moved to recess for 10 minutes and resume in executive session at 6:28 PM. Trustee Pritchard seconded the motion and the roll call showed: Aye: Trustee Chipps, Trustee Jarvis, and Trustee Pritchard. Motion carried.

ADJOURNMENT:

Trustee Jarvis moved to adjourn the meeting at 7:26 AM as there was no further business. Trustee Pritchard seconded the motion and the roll call showed: Aye: Trustee Chipps, Trustee Jarvis, and Trustee Pritchard. Motion carried.

RECORD OF PROCEEDINGS

No. 002582

MADISON TOWNSHIP TRUSTEES GROVEPORT, OHIO

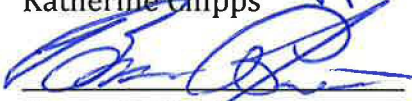
January 2, 2024

MEETING ADJOURNED

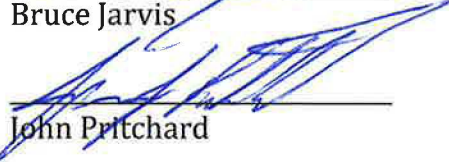
TRUSTEES:



Katherine Chipps



Bruce Jarvis



John Pritchard

FISCAL OFFICER:



Laurie Vermeer, Fiscal Officer