

Minutes of June 9, 2026

Record of Proceedings

The Washington Township Board of Trustees regularly scheduled meeting held at Washington Township Administration Building, 6200 Eiterman Road, Dublin, Ohio, on June 9, 2026, at 6:00 p.m., with Mr. Stu Harris, Vice Chairman, calling the meeting to order, and it opened with the Pledge of Allegiance.

Roll call – Mr. Charles Kranstuber, Chair – Absent

Mr. Stu Harris, Vice Chair – Present

Mr. Jan Rozanski, Trustee – Present

Swearing-In of Arthur Green, Colton Hinch, Blake Wilfong, and Jaxon Swank as Full-Time Firefighters:

Mr. Harris administered the oath of office to the following:

- **Arthur Green** as Full-Time Probationary Firefighter/EMT-B, badge pinned by his wife Aquetta.
- **Colten Hinch** as Full-Time Probationary Firefighter/Paramedic, badge pinned by his girlfriend Alex.
- **Blake Wilfong** as Full-Time Probationary Firefighter/EMT-B, badge pinned by his fiancé Mackenzie.
- **Jaxon Swank** as Full-Time Probationary Firefighter/EMT-B, badge pinned by his mother Alaina. Chief Donahue highlighted that Jaxon joins his brother Kasey in being pinned with the same badge that was worn by their father, Charles, having given his time, strength, and ultimately his life in service to this community. Jaxon will carry on his father's legacy, wearing the badge over his heart.

Chief Donahue opened the ceremony by emphasizing the significance of the oath and the honor represented by the badge. Each firefighter introduced family and friends in attendance. Chief Donahue further noted that the Trustees and Township Administrator have invested in programs that support the physical, emotional, and mental well-being of firefighters and their families. He encouraged each family to reach out if ever in need of assistance and emphasized the department's commitment to taking care of one another, both on and off duty.

Franklin County Deputy Sheriff's Report:

Deputy Burton Haren with Franklin County Sheriff's Office (FCSO) submitted a written and verbal report to the Trustees for May 12 through June 9, 2026, including an update on the following:

- During this period, there were twenty-four (24) Total Calls for Service / Self-Initiated Activity, ten (10) Total Reports Taken, and four (4) Total Arrests / Citations:
 - Deputy Haren noted that the FCSO Traffic Crash Unit is investigating a fatal crash that occurred within the Township at mile marker 15 on I-270 on May 20.
 - One theft was reported. The suspect may also be the victim of identity theft.
 - Deputy Haren reported that he has been reassigned to the Crash Investigation Team. He will continue serving as the Township's liaison to the FCSO and will provide written reports to Mr. Richter if he is unable to attend regularly scheduled meetings.

Deputy Haren nominated Washington Township Fire Chief Emeritus Gene Bostic for the Sheriff's Citizen Star Award. He explained that the award recognizes Mr. Bostic's tireless work, volunteerism, and service throughout the community. Mr. Bostic will be recognized and presented with the award at a luncheon later this year. Append #001

Opportunity for Residents to Speak:

Mr. Bostic provided a brief update on the Monterey Square project. He indicated that Dublin is reviewing the final development plan, which is expected on the Planning and Zoning agenda in July.

Additionally, Mr. Bostic indicated that he met with Mr. Richter the previous week to review Township records regarding Rings Cemetery on Cosgray Road. He noted the map and handwritten documentation identify approximately eighty-three burial sites by name and date. Mr. Bostic will request a bid for the restoration project from the contractor who completed the renovation of Dublin Cemetery. He also expressed his appreciation to Wendy Johnson for connecting him with a local Scoutmaster.

Resolution to Conclude Jonathan P. Smith's Employment as Part-Time Firefighter/Paramedic for the Purpose of Accepting Full-Time Employment Elsewhere:

Motion:

Mr. Rozanski introduced and moved the adoption of the following Resolution:

A RESOLUTION CONCLUDING JONATHAN P. SMITH'S EMPLOYMENT AS PART-TIME FIREFIGHTER / PARAMEDIC

WHEREAS, the Board of Township Trustees of Washington Township hired Jonathan P. Smith on June 20, 2024, and;

WHEREAS, the Board of Trustees for Washington Township recognizes Jonathan P. Smith has voluntarily resigned his position to accept full-time employment elsewhere.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Washington Township, Franklin, Delaware, and Union Counties, State of Ohio:

Section 1: The Board of Trustees hereby approves the resignation of:

Name:	Jonathan P. Smith
Position / Department:	Firefighter-Paramedic / Fire
Classification:	Part-Time
Effective date:	June 1, 2026

Section 2: Jonathan P. Smith is eligible for rehire;

Section 3: It is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were adopted in an open meeting of the Board and that all deliberations of the Board and any of the decision making bodies of the Board of Trustees which resulted in such formal actions were in meetings open to the public in compliance with all legal requirements of the State of Ohio.

Section 4: All prior legislation, or any parts thereof, which is/are inconsistent with this Resolution is/are hereby repealed as to the inconsistent parts thereof.

Mr. Harris seconded the motion, and the roll was called, and all members of the Washington Township Trustees who were present voting Aye. Resolution adopted June 9, 2026.

#2026.06.09.001

Append #002

Resolution to Create, Establish, and Adopt the Washington Township Cybersecurity Policy:

Discussion:

Mr. Richter emphasized that the Township has long addressed cybersecurity; however, this policy is necessary to comply with House Bill 96, enacted in 2025, which requires political subdivisions to adopt a written cybersecurity program. Responding to Mr. Harris, Mr. Richter confirmed the policy was reviewed by the Township's insurance provider, IT consultant, and legal counsel.

Motion:

Mr. Rozanski introduced and moved the adoption of the following Resolution:

A RESOLUTION CREATING, ESTABLISHING, AND ADOPTING THE WASHINGTON TOWNSHIP CYBERSECURITY POLICY

WHEREAS, HB 96, signed by Governor DeWine in June 2025, created Ohio's new cybersecurity law for political subdivisions under R.C. 9.64 (eff. September 30, 2025); and

WHEREAS, pursuant to R.C. 9.64, all political subdivisions must begin reporting cybersecurity incidents to the Ohio Department of Public Safety and Auditor of State; and

WHEREAS, R.C. 9.64 also requires political subdivisions to adopt a cybersecurity program to protect against potential cybersecurity threats; and

WHEREAS, the deadline for townships to adopt a cybersecurity program is July 1, 2026; and

WHEREAS, the Board of Trustees of Washington Township now wants to create, establish, and adopt a cybersecurity policy to protect the Township's confidential data and to comply with R.C. 9.64.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Washington Township, Franklin, Delaware, and Union Counties, State of Ohio:

Section 1: The Board of Trustees hereby creates, establishes, and adopts its Cybersecurity Policy.

A copy of the Policy will be kept on file with the Township Administrator. The Policy may be amended, from time to time, to conform with evolving state cybersecurity laws and technological advancements.

Section 2: Pursuant to R.C. 9.64(E), the Washington Township Cybersecurity Policy shall not be considered a public record under R.C. 149.43 to ensure the safety of the Township's digital infrastructure. Any public record requests for the Cybersecurity Policy shall be denied accordingly.

Section 3: It is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were adopted in an open meeting of the Board and that all deliberations of the Board and any of the decision making bodies of the Board of Trustees which resulted in such formal actions were in meetings open to the public in compliance with all legal requirements of the State of Ohio.

Section 4: All prior legislation, or any parts thereof, which is/are inconsistent with this Resolution is/are hereby repealed as to the inconsistent parts thereof.

Section 5: This Resolution shall take effect at the earliest time allowed by law.

Mr. Harris seconded the motion, and the roll was called, and all members of the Washington Township Trustees who were present voting Aye. Resolution adopted June 9, 2026.

#2026.06.09.002

Append #003

Resolution to Approve the 2027 Tax Budget Appropriations:

Discussion:

Mr. Richter explained that the Tax Budget is an annual requirement due by July 15. He highlighted several items, including the removal of the LinkUs Grant from the 2027 budget after being utilized in 2026, transfers from the General Fund into the Fire Fund, and the delay in receiving tax settlements from Franklin County following a change in the tax due date that coincided with the implementation of a new county system. He noted that the quarterly review of the Capital Improvements Plan is scheduled for the following week and discussion will likely include a \$250,000 contribution toward the new computer-aided dispatch (CAD) system adopted by the Northwest Regional Emergency Communications Center (NRECC).

Motion:

Mr. Rozanski introduced and moved the adoption of the following Resolution:

RESOLUTION TO APPROVE THE 2027 TEMPORARY BUDGET APPROPRIATIONS

WHEREAS, the levels of resources have been identified for the 2027 fiscal year, and

WHEREAS, appropriations planning and consultation within the Township has been accomplished; and

WHEREAS, the Township's Fiscal Officer, Administrator and the Fire Chief are now prepared to present the 2027 Temporary Budget; and

NOW, THEREFORE, BE IT RESOLVED that the 2027 Temporary Appropriations and the Fiscal Operating, Capital and Debt Service Budgets of Washington Township (Franklin, Delaware and Union Counties, Ohio), for fiscal year 2027 as supported in the accompanying documentation and approved by the Trustees, Fiscal Officer, Administrator and the Fire Chief, to make expenditures within the projected income levels, provided that bills and payrolls shall be submitted to and approved for payment upon resolution of the Board; and

BE IT FURTHER RESOLVED, that the Fiscal Officer be instructed to incorporate the Temporary Budget Resolutions, and all supporting documents into the minutes and appendices of this meeting, and to file these materials with the official records of this Township.

BE IT FURTHER RESOLVED, that all formal actions of this Board concerning and relating to the passage of this Resolution were adopted in an open meeting of the Board and that all deliberations of the Board and any of the decision-making bodies of the Board which resulted in such formal actions were in meetings open to the public in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

BE IT FURTHER RESOLVED that this Resolution shall take effect and be in force as the earliest time permitted in law.

Mr. Harris seconded the motion, and the roll was called, and all members of the Washington Township Trustees who were present voting Aye. Resolution adopted June 9, 2026. #2026.06.09.003

Append #004

Motion to Authorize the Township Administrator to Enter into an Agreement with Knox Company for the Purchase of the KeySecure System, Cost Not to Exceed \$38,743:

Discussion:

Chief Donahue outlined the increased security provided by the electronic KeySecure System compared to the physical key currently in use. The electronic key automatically deactivates after 45 seconds if not used, reducing the potential for misuse. Responding to Mr. Rozanski, Chief Donahue confirmed the cost is for upgrading Washington Township's equipment only. Individual business owners will be responsible for upgrading business-owned equipment.

Motion:

Mr. Rozanski moved to introduce and authorize the Township Administrator to enter into an agreement with Knox Company for the purchase of the KeySecure System, cost not to exceed \$38,743, seconded by Mr. Harris. Motion passed with all members of the Washington Township Trustees who were present voting Aye. #2026.06.09.004

Append #005

Motion to Authorize the Township Administrator to Enter into an Agreement with West Jefferson Heating/Plumbing/Electric for the Replacement of HVAC at Station 95, Cost Not to Exceed \$15,300:

Discussion:

Chief Donahue noted this board action follows the email he sent to the Trustees in May regarding the complete failure of the HVAC system at Station 95. He explained that the system was original to the station. Responding to Mr. Rozanski, he confirmed the replacement will be funded through the Capital Improvements Fund. Mr. Richter added that contingency funding is being established for emergencies such as this until all capital projects have been programmed into the new Capital Improvements Plan.

Motion:

Mr. Rozanski moved to introduce and authorize the Township Administrator to enter into an agreement with West Jefferson Heating/Plumbing/Electric for the replacement of HVAC at Station 95, cost not to exceed \$15,300, seconded by Mr. Harris. Motion passed with all members of the Washington Township Trustees who were present voting Aye. #2026.06.09.005

Motion to Approve Meeting Minutes:

Mr. Rozanski moved to introduce and approve the minutes from the May 12, 2026, Board of Trustees Meeting, seconded by Mr. Harris. Motion passed with all members of the Washington Township Trustees who were present voting Aye.

#2026.06.09.006

Append #007

Motion to Approve Consent Agenda:

Mr. Rozanski moved to introduce and approve the Consent Agenda as presented and as follows, seconded by Mr. Harris:

- Bills: May 15, 2026 \$ 205,968.07
- Bills: May 29, 2026 \$ 94,601.19
- May 2026 Electronic Payments \$1,476,870.75
- May 2026 Medical Payments \$ 271,123.87
- Payroll: May 22, 2026 \$ 611,279.27
- Payroll: June 5, 2026 \$ 653,216.71
- Payroll: Monthly June 5, 2026 \$ 9,980.84
- April 2026 Monthly Report

Motion passed with all members of the Washington Township Trustees who were present voting Aye.

#2026.06.09.007

Append #008

Round Table Discussions:

Township Administrator Eric Richter:

- Mr. Richter provided an update on the Board of Zoning Appeals (BZA) meeting held May 14 and the Zoning Commission meeting held May 20.
 - The BZA discussed and approved two variance requests for the construction of a new home at 6927 Rings Road.
 - Sitting as the Architectural Review Board, the Zoning Commission approved the architectural review for the new home at 6927 Rings Road.
 - The Zoning Commission received an introduction to the proposed Gateway Crossing shopping center development application and supporting materials. No formal action was taken pending comments from the Franklin County Planning Commission, which is scheduled to review the proposal the following day. Because the Township has not processed a rezoning application in many years, Mr. Richter noted that he has engaged Greg Dale of McBride Dale Clarion to ensure the Township's review of the rezoning application and coinciding proposed development is comprehensive. He emphasized the significant impact the proposal could have on the character of the State Route 161 corridor.
- Mr. Richter attended a meeting with Dublin representatives and Houchard Road residents. The primary request was for Dublin to consider applying the ID-6 zoning designation to land adjacent to the Houchard Road residential neighborhoods. Dublin Councilmember Wendy Johnson, liaison to Washington Township, confirmed that the first reading of the ID-6 District occurred during the previous evening's Dublin City Council meeting. Rezoning of the land abutting Houchard Road is anticipated in July. Residents requested that the Trustees draft a letter to Dublin City Council prior to the July meeting encouraging consideration of the ID-6 zoning designation for the adjacent properties. Mr. Richter provided the Trustees with a draft letter.

Following the review and in consideration of the timing, Mr. Harris and Mr. Rozanski agreed that the letter should be sent.

- Mr. Richter explained that he has received comments from residents adjacent to the Dublin Road properties transferred to LLC ownership at the end of December 2025. The property owner cut down all trees on the adjoining parcels and demolished the stone wall along Dublin Road. Although the owner has been responsive to email correspondence, the remaining debris has not been removed. Following discussion regarding the Township's next steps and vendors used for other nuisance properties, Mr. Richter stated he will contact the property owner again requesting removal of the debris and outlining potential enforcement options, if necessary.

Chief John Donahue:

- Chief Donahue presented the monthly report for May.
- He commented that the potential constitutional amendment to abolish property taxes is not expected to obtain enough signatures to be placed on the ballot this year.
- Chief Donahue introduced Firefighter Sam Sotariades as the incoming union president following the retirement of former president Firefighter Chad Reed.
- Chief Donahue expressed his appreciation for the partnership between the Township and Dublin. Prior to demolition, Dublin permitted the department to conduct search and rescue operations in an acquired structure.
- Invitations for the internal and external stakeholder meetings scheduled for July 13, as part of the strategic planning process, will be distributed soon. External stakeholders will include representatives from homeowners associations, Dublin City Council, the Board of Trustees, and other community partners.
- The Fire Prevention Bureau partnered with Dublin last month to conduct food truck inspections as permitted by the Fire Code.
- Chief Donahue provided an update on the structure fire at the Asherton of Dublin apartment complex. The three-alarm fire affected a 16-unit building. On behalf of the department, Chief Donahue expressed his appreciation to all partner agencies while emphasizing the crucial role of One Dublin in assisting displaced residents. He noted that representatives from One Dublin and Washington Township Community Safety Liaison Megan Schiff will be invited to a future meeting in recognition of their outstanding response.
- Chief Donahue outlined a busy Memorial Tournament week, during which the department responded to four small electrical fires on the tournament grounds and a house fire on Springburn Drive. Fortunately, the homeowners were preparing to leave for the tournament when they noticed the small attic fire, limiting the damage to approximately \$10,000 to \$15,000. Chief Donahue thanked Township personnel for their additional efforts throughout the tournament and noted that the Prevention Bureau conducted more than eighty temporary tent inspections each day.
- ForeFest drew approximately 6,000 attendees on Friday night and approximately 8,000 on Saturday. Chief Donahue noted the event remained safe with very few incidents.
- Several weeks ago, crews responded to a mercury incident at a doctor's office on Frantz Road. The Environmental Protection Agency was contacted to oversee the cleanup. As a precautionary measure, blood tests have been conducted for personnel who responded to the incident.
- Chief Donahue provided an update on the upcoming transition to a new computer-aided dispatch (CAD) system for dispatching. He noted that all participating agencies will share the

project cost and that Dublin is applying revenue from the cell phone usage tax toward the project to reduce the cost for all agencies.

- Township personnel have been recognized by OhioHealth for their actions on three separate occasions: assistance during Survivors' Day in May, response to a motor vehicle crash at Avery Road and Woerner Temple Road in December of the previous year, and response to a motorcycle crash on I-270 last July 4.
- Chief Emeritus Gene Bostic and former City of Dublin Manager Tim Hansley will participate in Honor Flight the following day. Chief Donahue expressed his appreciation for their dedicated service to the Township and the Dublin community.

Human Resources Manager Catherine Grossman:

- Ms. Grossman expressed her appreciation to Mrs. Lindsay Hummer for assisting with the update of the Township's recruitment video.
- Ms. Grossman provided an update on the current part-time hiring process. Of the sixty-two applicants who successfully completed the Physical Agility Test, fifty-five participated in first-round interviews, with nineteen advancing to the second round. Ms. Grossman noted that the first-round interviews were conducted over four days and acknowledged Township personnel for the time and attention they dedicated to this important process.
- The Township will host its Employee Appreciation Luncheon June 23-25. One luncheon will be held each day to accommodate the three shifts. Administration will prepare the meal as the station personnel rotate through the Administration Building.

Fiscal Officer Scott Melody:

- Mr. Melody noted that the month of May is ready to be closed.
- He introduced Payroll/Finance Specialist Vanessa Wolfe and Accounting Assistant Shenna Drugan, who were in attendance.
- Mr. Melody is working to schedule the required audit for August or September.
- Mr. Melody commended the department for its outstanding representation of both Washington Township and the City of Dublin on a national stage during the Memorial Tournament.

Trustee Jan Rozanski:

- Mr. Rozanski remarked that "Chief Leatherlips strikes again," referencing the heavy rain and wind that affected the final day of the Memorial Tournament.

Trustee Stu Harris:

- Mr. Harris recognized Wendy Johnson, Dublin City Councilmember and liaison to Washington Township. Responding to Mr. Rozanski's inquiry, Councilmember Johnson confirmed a former estate on Dublin Road is being divided into multiple lots as part of an approved development plan. Although tree removal was approved as part of the project, the developer is required to replace an equivalent linear amount of trees in accordance with the approved plan.

Adjourn Meeting:

Mr. Harris adjourned the meeting of June 9, 2026 at approximately 7:18 p.m.

#2026.06.09.008