

**LIBERTY TOWNSHIP TRUSTEE  
RECORD OF PROCEEDINGS  
REGULAR MEETING  
Monday, August 7, 2017**

These minutes constitute a full and accurate record of the Liberty Township Trustee Proceedings at the above dated meeting as determined by the Fiscal Officer. Copies of this record are available by request at the Liberty Township Office, 10104 Brewster Lane, Suite 125, Powell, Ohio.

**REGULAR MEETING PROCEEDINGS SUMMARY:**

The Trustees of Liberty Township met in regular session at 7:00 p.m. at the Liberty Township Administrative Offices, 10104 Brewster Lane, Suite 125, Powell, Ohio. Board Members present were Melanie Leneghan, Dr. Thomas Mitchell and Shyra Eichhorn. Also present was Fiscal Officer Nancy Denutte, Township Administrator Matt Huffman, Jason Comstock and Bill Eddy - Township IT Providers, Joel James – Road Supervisor, Michael Landon – Parks Supervisor, Tracey Mullenhour – Zoning Inspector and Thomas O’Brien – Fire Chief. Other attendees are listed on the attached sign-in sheet.

Trustee Chairperson Melanie Leneghan called the meeting to order.

**APPROVAL OF MINUTES**

Mrs. Leneghan motioned to approve the minutes from Regular Session of the BOT on July 17, 2017. A second on the motion was made by Mrs. Eichhorn. The roll call vote: Mrs. Leneghan-yes, Mrs. Eichhorn-abstain and Dr. Mitchell-yes. The motion passed with 2-yes and 0-no votes.

Mrs. Leneghan motioned to approve the minutes from Special Session of the BOT on July 27, 2017. A second on the motion was made by Dr. Mitchell. The roll call vote: Mrs. Leneghan-yes, Mrs. Eichhorn-yes and Dr. Mitchell-yes. The motion passed with 3-yes and 0-no votes.

Mrs. Leneghan motioned to approve the minutes from Special Session of the BOT on August 1, 2017. A second on the motion was made by Dr. Mitchell. The roll call vote: Mrs. Leneghan-yes, Mrs. Eichhorn-yes and Dr. Mitchell-yes. The motion passed with 3-yes and 0-no votes.

**PRESENTATION: Delaware County Sheriff's Office**

Delaware County Sheriff Russ Martin gave a presentation on substance abuse in the County. Sheriff Martin explained that Delaware County is better than most other Ohio counties but it is not exempt from the drug issue and Ohio is in the top 5 states in the country for annual number of deaths due to overdose. He explained that Delaware County has an exceptional drug task force. The goal with substance abusers and addicts is to rehabilitate them, not simply incarceration. Julie Krupp, Drug Liaison with the Sheriff's Office, approached and explained her role as a sort of "one stop shop" in providing information on drug prevention, treatment and enforcement. Ms. Krupp explained there are drug drop off locations throughout the County, drug take backs for old or unneeded drugs and medications. Ms. Krupp emphasized the importance of cleaning out medicine cabinets and safely disposing of these medications as 70% of youth get their drugs from family and friends who use medications. There are school resource officers in each school in the district as well as prevention education starting in kindergarten and peer leadership programs. Additionally, there is the Drug Free Delaware Coalition consisting of several entities including law enforcement, faith based organizations, schools and health services. Kassie Neff, Program Coordinator, approached and explained that she oversees all inmate programming. The goal is to reduce recidivism. Ms. Neff also coordinates Stepping Up, a national initiative aimed at reducing the number of individuals with mental illness and substance use disorders in jail by providing support, guidance and education. There are programs and opportunities for inmates while in jail to help them when they are released. The Navigator Program works with faith-based organizations to provide short-term inmates help with resources available when they get out of jail. Unity House is a recovery house for women upon their release from jail.

Trustee Eichhorn asked how residents can help with the substance abuse issue and what issues are being seen by the Sheriff's office in this community pertaining to substance abuse and use. Sheriff Martin responded that stakeholders meet monthly to be sure strategies are changing as needed to meet the challenges of the different drugs coming into the community. Sheriff Martin stated that Delaware County is a great place to raise a family. He emphasized the importance of being good parents and talking to kids about what is going on. The Delaware County General Health District conducts a youth survey which deals with drugs, this is accessible through the DCGHD website. Police officers are in the process of implementing the use of nasal Narcan.

## **DEPARTMENTAL UPDATES**

### **IT – Clarity Technology & Midwest Technical**

Jason Comstock, Clarity Technology and Bill Eddy, Midwest Technical, presented a Powerpoint, attached hereto and made a permanent part of the record, summarizing the IT issues for Liberty Township. Mr. Comstock highlighted the completion of Township wide upgrades to Microsoft 2016, a proposal for "thin client" platforms for the Fire Department so firefighters can access their accounts from any computer in either station. Mr. Eddy discussed proposals for high definition cameras for Stations 321 and 322 for remote training sessions between fire stations and security cameras for Township facilities. He highlighted the sound system renovation in the Township Hall and Fuel Master computer system conversion. Mr. Eddy explained that a current goal and project is to move Zoning records over to Alchemy and decommission Q & A, which is an outdated DOS system currently being used for some zoning recording.

### **Zoning Department**

Zoning Inspector Tracey Mullenhour reported that the Board of Zoning Appeals (BZA) granted setback variances for two properties on Chapman, a fence setback variance and approved a larger than allowed accessory building. The Zoning Commission had a zoning code amendment work session as there were no hearings scheduled this month.

### **Fire Department**

Chief Thomas O'Brien presented the Fire Department Monthly Snapshot. The vehicles for the Chief and the Battalion Chief have been completed and totaled \$15,000 less than budgeted. Chief O'Brien recognized a resident who cleaned up the flower beds and landscaping at Fire Station 321. The resident has asked to remain anonymous but Chief O'Brien thanked the resident for their pride in the Township and their dedication and hard work.

### **Parks Department**

Michael Landon reported that soccer camps and baseball season are completed. The baseball diamonds have been resized. Staff has mowed, pulled weeds and mulched. Mr. Landon has worked with the County for the necessary permits to install a trail from Home and Liberty Roads to the main park entrance to connect to the new neighborhood across from the Park on Home Road. Mr. Landon commented that the parks have been very busy. Mrs. Eichhorn noted that the trail park staff installed in South Liberty Park has been heavily used. Mr. Landon stated that the FC Barcelona camp was very successful.

### **Road Services Department**

Road Supervisor Joel James reported that staff mowed as needed and spent most of their time repairing and rebuilding catch basins. Mr. James stated that the paving project is finishing up on schedule.

### **Administrative Department**

Township Administrator Matt Huffman reported that he met with Orange and Genoa Township regarding the Solid Waste Contract and Orange Township Trustees are considering approval of the contract tonight as well as the Liberty Township Trustees. Mr. Huffman attended a meeting hosted by the City of Powell with neighboring entities to discuss alternative traffic routes to the Columbus Zoo.

At 8:00 p.m. the Trustees recessed. Session resumed at 8:05 p.m.

## **ZONING**

The Board of Trustees considered waiving zoning requirements and fees for the Olentangy Liberty High School. Sean Clark with DaNite Sign Company on behalf of Olentangy Liberty High School has submitted proposed signage in which Liberty High School would like to place above their main entrance. In the past, the Board of Trustees has reviewed/discussed/approved requests for our public school systems including waiving any zoning permit fees and/or waiving the zoning permit requirements.

Mr. Huffman explained that the sign requested exceeds the Township code for size. Mr. Clark approached and stated that other schools in the district have the same signage being requested. Currently, there is no signage on the school building but there is a monument type entrance sign. Mrs. Leneghan has no issues with waiving the fees. Mrs. Eichhorn stated that while she has no issue with the fee waiver she does want input from the Zoning Inspector Tracey Mullenhour on the school not going through the normal process for this sign. Mrs. Mullenhour explained that it has been a long standing practice for the Trustees to grant fee waivers for the school district.

Mrs. Leneghan motioned to approve sign and the fee waiver. A second on the motion was made by Dr. Mitchell. The roll call vote: Mrs. Eichhorn-yes, Mrs. Leneghan-yes and Dr. Mitchell-yes. The sign and fee waiver are approved with 3-yes and 0-no votes.

## **NEW BUSINESS/RESOLUTIONS**

### **RESOLUTION #17-0807-01: Accepting 2017 Purchase Orders and Blanket Certificates**

Mrs. Leneghan motioned to approve Resolution #17-0807-01. A second on the motion was made by Mrs. Eichhorn. The roll call vote: Mrs. Leneghan-yes, Dr. Mitchell-yes and Mrs. Eichhorn-yes. The motion passed with 3-yes and 0-no votes.

### **RESOLUTION #17-0807-02: Accepting 2017 Bills, Warrants and Charges**

Mrs. Leneghan motioned to approve Resolution #17-0807-01. A second on the motion was made by Dr. Mitchell. The roll call vote: Mrs. Eichhorn-yes, Mrs. Leneghan-yes and Dr. Mitchell-yes. The motion passed with 3-yes and 0-no votes.

### **RESOLUTION #17-0807-03: Resolution that Liberty Township Will Pick-Up the Statutorily Required Contribution to the Ohio Public Employees Retirement System for the Employees of Liberty Township Pursuant to IRC Section 414(h)(2) ----- TABLED -----**

### **RESOLUTION #17-0807-04: In the Matter of Prohibiting Marijuana Cultivation, Dispensing and Processing in Liberty Township**

Mrs. Leneghan motioned to approve Resolution #17-0807-04. A second on the motion was made by Mrs. Eichhorn. The roll call vote: Mrs. Leneghan-yes, Dr. Mitchell-yes and Mrs. Eichhorn-yes. The motion passed with 3-yes and 0-no votes.

### **RESOLUTION #17-0807-05: Approving Liberty Township Employees Assistance Program Policy**

Mrs. Leneghan motioned to approve Resolution #17-0807-05. A second on the motion was made by Dr. Mitchell. The roll call vote: Mrs. Eichhorn-yes, Mrs. Leneghan-yes and Dr. Mitchell-yes. The motion passed with 3-yes and 0-no votes.

### **RESOLUTION #17-0807-06: A Resolution to Award and Adopt the Contract for the Collection, Transfer and Disposal of Solid Wastes by an Independent Contractor Pursuant to the Joint Request for Bids with Orange and Genoa Townships (R.C. 505.27)**

Mr. Huffman explained that the bids were opened and received and Rumpke was the lowest bid. Mr. Huffman noted that a resident spoke at the last Trustee meeting about his concerns with not having a separate yard waste pick up. Jenna Hicks, DKMM Waste District, addressed the residents' issues. The bids were posted on Facebook, reaching 2,300 people. Genoa and Orange Townships are presenting this same resolution to their

Trustees for consideration. Mrs. Leneghan motioned to approve Resolution #17-0807-06. A second on the motion was made by Dr. Mitchell. The roll call vote: Dr. Mitchell-yes, Mrs. Leneghan-yes and Mrs. Eichhorn-yes. The motion passed with 3-yes and 0-no votes.

**RESOLUTION #17-0807-07: Accepting Public Easement**

Mrs. Leneghan motioned to approve Resolution #17-0807-07. A second on the motion was made by Mrs. Eichhorn. The roll call vote: Mrs. Leneghan-yes, Mrs. Eichhorn-yes and Dr. Mitchell-yes. The motion passed with 3-yes and 0-no votes.

**RESOLUTION #17-0807-08: Approving the Purchase of Fire Equipment with Grant Funding Assistance**

Mrs. Leneghan motioned to approve Resolution #17-0807-08. A second on the motion was made by Dr. Mitchell. The roll call vote: Mrs. Eichhorn-yes, Mrs. Leneghan-yes and Dr. Mitchell-yes. The motion passed with 3-yes and 0-no votes.

**RESOLUTION #17-0807-09: Approving Expenditures for Repairs to Fire Department Ladder 321**

Mrs. Leneghan motioned to approve Resolution #17-0807-09. A second on the motion was made by Mrs. Eichhorn. The roll call vote: Dr. Mitchell-yes, Mrs. Eichhorn-yes and Mrs. Leneghan-yes. The motion passed with 3-yes and 0-no votes.

**RESOLUTION #17-0807-10: Approving Fire Department Expenditure for Equipment & Supplies**

Mrs. Leneghan motioned to approve Resolution #17-0807-10. A second on the motion was made by Dr. Mitchell. The roll call vote: Mrs. Leneghan-yes, Dr. Mitchell-yes and Mrs. Eichhorn-yes. The motion passed with 3-yes and 0-no votes.

**RESOLUTION #17-0807-11: Authorize Fire Department Expenditure for Engine 322 Thermal Imaging Camera**

Mrs. Leneghan motioned to approve Resolution #17-0807-04. A second on the motion was made by Mrs. Eichhorn. The roll call vote: Dr. Mitchell-yes, Mrs. Leneghan-yes and Dr. Mitchell-yes. The motion passed with 3-yes and 0-no votes.

**RESOLUTION #17-0807-12: Authorizing Parks & Road Services Department Expenditure for Mini Excavator**

Mrs. Leneghan motioned to approve Resolution #17-0807-09. A second on the motion was made by Dr. Mitchell. The roll call vote: Mrs. Leneghan-yes, Mrs. Eichhorn-yes and Dr. Mitchell-yes. The motion passed with 3-yes and 0-no votes.

**RESOLUTION #17-0807-13: Amending Resolution #16-0516-09: Promoting Andy Curmode to Parks & Road Services Superintendent**

Mrs. Leneghan motioned to approve Resolution #17-0807-10. A second on the motion was made by Mrs. Eichhorn. The roll call vote: Mrs. Eichhorn-yes, Dr. Mitchell-yes and Mrs. Leneghan-yes. The motion passed with 3-yes and 0-no votes.

**RESOLUTION #17-0807-14: Authorize Request for Engineering Assistance for Speed Study on Jewett Road**

Mrs. Leneghan motioned to approve Resolution #17-0807-14. A second on the motion was made by Dr. Mitchell. The roll call vote: Dr. Mitchell-yes, Mrs. Eichhorn-yes and Mrs. Leneghan-yes. The motion passed with 3-yes and 0-no votes.

**DISCUSSION: Cornerstone Drive Extension**

Mr. Huffman explained that Cornerstone Drive is near Columbus State. The County will work with Columbus State to get the road constructed and after completion, it will become a Township road. Mr. Doug Riedel, Delaware County Engineer's Office, approached and explained that it had been planned to have this road extend along SR 23 to the Columbus State property and lights will be installed at a later date. Mrs. Eichhorn

asked what the benefit to the Township this road will provide as the Township is being asked to assume the maintenance costs. Mr. Riedel explained this is similar to a stub road in a subdivision which eventually connects to a Township road. Mr. Huffman explained this road will provide access to the administrative buildings and will hopefully lead to further development in this area.

Mrs. Leneghan motioned to approve Resolution #17-0807-15 (the approved minutes of this meeting shall stand for the original documentation of Resolution #17-0807-15 was this was proposed and approved orally) - for the expansion of Cornerstone Road at the expense of Delaware County and Columbus State Community College where the Township will take on the responsibility of management and maintenance of that road. A second on the motion was made by Dr. Mitchell. The roll call vote: Mrs. Leneghan-yes, Dr. Mitchell-yes and Mrs. Eichhorn-yes. The Resolution passed with 3-yes and 0-no votes.

#### **DISCUSSION: Township Investment Policy**

Fiscal Officer Nancy Denutte introduced Jason Click from Meeder Investment Management. A copy of the information provided is attached hereto and made a permanent part of the record. Mr. Click explained that Meeder has many public sector clients including the Local Government Investment Pool and Star Ohio. Dr. Mitchell noted that the Township currently uses Star Ohio, which is free service. He questioned what services Meeder will provide to the Township that would justify the associated fees. Mr. Click explained that Star Ohio is set up to only allow for short term liquidity, whereas Meeder Investments would assist the Township in placing a portion of funds in different types of investment accounts. Meeder proposes the Township continue with Star Ohio for a small portion of the Township's money in a regular overnight liquidity account and also use individualized investment services in accordance with ORC 135.14. Mr. Click noted that, using current funding numbers, Meeder would recommend the Township allocate just over \$7M to an individualized portfolio. By doing this, the Township could earn an additional \$40K in interest income.

Mrs. Denutte noted that the Township does not have an investment policy, which is needed. Mr. Huffman asked what the next steps for the Township would be in moving forward with Meeder. Mr. Click explained that the Township will need to develop an investment policy. Next, there are educational requirements through Centers for Public Investment Management (CPIM) for the Fiscal Officer which must be met. The Trustees will consider the information.

#### **Adjournment**

There being no further business Trustee Leneghan adjourned the meeting at 8:55 p.m.

  
Nancy Denutte, Fiscal Officer

  
Melanie Leneghan, Chair – Board of Trustees