The electronic recordings of this meeting serve as the official meeting minutes. A full and accurate account of this meeting’s audio and video can be found at [www.orangetwp.org](http://www.orangetwp.org)

Mrs. Fouss called the meeting to order at 10:17 a.m.

**PRESENT:** Erica Fouss, Chair

Lisa Knapp, Vice Chair

Lisa Kraft, Fiscal Officer

**ABSENT:** Michael Ringle, Trustee

**ALSO PRESENT:** Michele Boni, Township Administrator

Valerie Bunting, Administrative Manager

Silas Bowers, Director of Operations

Nathan McNeil, Fire Chief

Mike Kremnitzer, Senior Human Resources Manager

Robin Duffee, Development and Zoning Director

**APPROVAL OF CONSENT AGENDA**

**1) IN THE MATTER OF APPROVING THE CONSENT AGENDA FOR THE REGULAR MEETING HELD ON DECEMBER 20, 2023:**

It was moved by Mrs. Fouss, seconded by Ms. Knapp to approve the consent agenda for the Regular Trustee Meeting held on December 20, 2023

Seconded by Ms. Knapp

VOTE: Fouss – Yes Knapp – Yes Ringle - Absent

NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD HEREBY APPROVES THE FOLLOWING CONSENT AGENDA ITEMS FOUND IN LINE ITEMS A) & B)

1. **RES.23-310 APPROVING THE ELECTRONIC RECORD OF THE PROCEEDINGS FROM THE REGULAR TRUSTEE MEETING HELD ON DECEMBER 6, 2023**

Motion by Mrs. Fouss

**WHEREAS**, the Board of Trustees for Orange Township, Delaware County, Ohio (the “Board”) met in regular session on December 6, 2023

**WHEREAS**, the Fiscal Officer has certified, pursuant to section 305.11 of the Ohio Revised Code, that the entire record of the proceedings at that meeting is completely and accurately captured in the electronic record of those proceedings;

**NOW, THEREFORE, BE IT RESOLVED** that the Board hereby approves the electronic record of proceedings at the Regular Trustee Meeting held on December 6, 2023.

1. **RES.23-311 APPROVING PURCHASE ORDERS, THEN AND NOW PURCHASE ORDERS, AND BLANKET PURCHASE ORDERS AS LISTED:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Vendor** | **Description** | **Account** | **Amount** |

|  |  |  |  |
| --- | --- | --- | --- |
| Aqua Doc | Contracted Services | Parks | $14,495.00 |
| Speer Mechanical | Contracted Services | Buildings | $1,035.00 |
| Property Worx | Contracted Services | Parks | $58,453.12 |
| Ohio Exterminating Co. | Contracted Services | Buildings | $1,000.00 |
| Cintas | Contracted Services | Roads | $1,000.00 |
| Buckeye Power Sales | Contracted Services | Buildings | $1,185.00 |
| Evenflo Exterior Solutions | Contracted Services | Parks | $3,000.00 |
| Genesis | Contracted Services | Buildings | $5,000.00 |
| EPS | Contracted Services | Buildings | $1,000.00 |
| Trugreen | Contracted Services | Operations | $29,224.78 |
| SCA | Contracted Services | Roads | $16,000.00 |
| CPM | Contracted Services | Parks | $371,872.00 |
| Nicholas & Natalie Cenci | Bale Kenyon ROW | Roads | $20,434.00 |
| Heather Tacket | Bale Kenyon ROW | Roads | $9,287.00 |
| Bound Tree | Cap 5 Controlled Access Pharmaceutical Dispensers | Fire | $24,500.00 |

**RES.23-312 APPOINT JOSEPH PAX AS A REGULAR MEMBER TO THE ORANGE TOWNSHIP BOARD OF ZONING APPEALS**Motion by Mrs. Fouss to appoint Joseph Pax as a Regular Member to the Orange Township Board of Zoning Appeals to fill a new term effective on January 1, 2024, and expiring on December 31, 2028.

Seconded by Ms. Knapp

VOTE: Fouss – Yes Knapp – Yes Ringle - Absent

**RES.23-313 APPOINT KARTHIK AVADHANULA AS A REGULAR MEMBER TO THE ORANGE TOWNSHIP ZONING COMMISSION**Motion by Mrs. Fouss to appoint Karthik Avadhanula as a Regular Member to the Orange Township Zoning Commission to fill a new term effective on January 1, 2024, and expiring on December 31, 2028.

Seconded by Ms. Knapp

VOTE: Fouss – Yes Knapp – Yes Ringle - Absent

**RES.23-314 ADOPT 2024 ROUTE 23 CORRIDOR OVERLAY DISTRICT (RCOD) APPLICATION SUBMITTAL AND MEETING DATE SCHEDULE**

Motion by Mrs. Fouss to adopt the application submittal and meeting date schedule for the Route 23 Corridor Overlay District for 2024.

Seconded by Ms. Knapp

VOTE: Fouss – Yes Knapp – Yes Ringle - Absent

**RES.23-315 SCHEDULE HEARING DATE FOR RCOD-23-02 -LEWIS CENTER STORAGE**

Motion by Mrs. Fouss to set hearing date for RCOD-23-02 – Lewis Center Storage, on January 17th, 2024 at 5:30 p.m. at Orange Township Hall.

Seconded by Ms. Knapp

VOTE: Fouss – Yes Knapp – Yes Ringle - Absent

**RES.23-316 FINDING CERTAIN PERSONAL PROPERTY NOT NEEDED FOR PUBLIC USE, OBSOLETE, OR UNFIT FOR THE USE FOR WHICH IT WAS ACQUIRED TO HAVE NO VALUE AND ORDERING IT TO BE AUCTIONED ON GOVDEALS, INC. BE DISCARDED OR SALVAGED**

Mrs. Fouss moved the adoption of the following Resolution:

**WHEREAS**, the Township has certain used property not needed for public use, obsolete, or is unfit for the use for which it was acquired to have no value and ordering it to be auctioned on GovDeals, Inc. be discarded or salvaged;

**NOW THEREFORE BE IT RESOLVED** that the property listed in Exhibit "A" of this resolution, incorporated herein by reference as if fully repeated, if found to be not needed for public use, is obsolete, or is unfit for the use for which it was acquired, and to have no value.

**BE IT FURTHER RESOLVED** that such property shall be discarded or salvaged and the Director of Operations or his designee shall oversee its disposal.

Exhibit “A”

|  |  |  |
| --- | --- | --- |
| **Amount** | **Description** | **Make/Model** |
| 1 | Ice Maker | Scotsman /UC2024SA-1A |

Seconded by Ms. Knapp

VOTE: Fouss – Yes Knapp – Yes Ringle - Absent

**RES.23-317 FINDING CERTAIN PERSONAL PROPERTY NOT NEEDED FOR PUBLIC USE, OBSOLETE, OR UNFIT FOR THE USE FOR WHICH IT WAS ACQUIRED TO HAVE NO VALUE AND ORDERING IT TO BE AUCTIONED ON GOVDEALS, INC. BE DISCARDED OR SALVAGED**

Mrs. Fouss moved the adoption of the following Resolution:

**WHEREAS**, the Township has certain used property not needed for public use, obsolete, or is unfit for the use for which it was acquired to have no value and ordering it to be auctioned on GovDeals, Inc. be discarded or salvaged;

**NOW THEREFORE BE IT RESOLVED** that the property listed in Exhibit "A" of this resolution, incorporated herein by reference as if fully repeated, if found to be not needed for public use, is obsolete, or is unfit for the use for which it was acquired, and to have no value.

**BE IT FURTHER RESOLVED** that such property shall be discarded or salvaged and the Fire Chief or his designee shall oversee its disposal.

Exhibit “A”

|  |  |  |
| --- | --- | --- |
| **Amount** | **Description** | **Make/Model** |
| 1 | Ice Maker | ICE O-Matic /ICEU200HA2 |

Seconded by Ms. Knapp

VOTE: Fouss – Yes Knapp – Yes Ringle - Absent

**RES.23-318 ACKNOWLEDGE AND ACCEPT DONATION**

Motion by Mrs. Fouss to accept a donation of a BJ Gift Card for $200.00 from BJ’s Wholesale Club.

Seconded by Ms. Knapp

VOTE: Fouss – Yes Knapp – Yes Ringle - Absent

**RES.23-319 ACCEPTING AND APPROVING A REVISED 2024 CERTIFICATE OF RESOURCES**

Mrs. Fouss moved the adoption of the following Resolution:

The Board of Trustees of Orange Township, Delaware County, Ohio (“Board”) met in regular session on December 20, 2023 with the following members present:

Mrs. Erica Fouss

Ms. Lisa Knapp

**PREAMBLE**

**WHEREAS**, a Revised Certificate of Resources was presented to the Board; and,

**WHEREAS**, the Board has reviewed and desires to accept and approve the Revised Certificate of Resources.

**RESOLUTION**

**NOW THEREFORE, BE IT RESOLVED:**

1. The Board hereby accepts and approves the Revised Certificate of Resources.
2. 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 all deliberations of this Board and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including R.C. § 121.22.
3. This Resolution shall be in full force and effect immediately upon adoption.

Seconded by Ms. Knapp

VOTE: Fouss – Yes Knapp – Yes Ringle - Absent

Voted on and signed this 20th day of December, 2023 in Orange Township, Delaware County, Ohio.

**BOARD OF TRUSTEES OF**

**ORANGE TOWNSHIP,**

**DELAWARE COUNTY, OHIO**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Erica Fouss

Chair

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Lisa Knapp

Vice-Chair

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Michael Ringle  
Trustee

                                                                         Attest:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Lisa Kraft

Township Fiscal Officer

Orange Township, Delaware County, Ohio

**CERTIFICATE**

State of Ohio, Delaware County

I, the undersigned Township Fiscal Officer of Orange Township, Delaware County, Ohio, certify that the foregoing Resolution No. 23-319 is taken and copied from the record of proceedings of the Board, and that it has been compared by me with the Resolution on the record and is a true and accurate copy.  Further, I certify that the adoption of such Resolution occurred in an open meeting held in compliance with R.C. § 121.22.

Date:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

                                                                                                                                                                                                                                  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   
 Lisa Kraft  
 Township Fiscal Officer  
                                                                        Orange Township, Delaware County, Ohio

**RES.23-320 REVISING AND/OR INCREASING PERMANENT APPROPRIATIONS ESTABLISHED IN RES.22-384**

Mrs. Fouss. moved the adoption of the following Resolution:

**BE IT RESOLVED** that the appropriations for the fiscal year ending December 31, 2023, as made at the Trustee Meeting on November 21, 2022, in Res.22-384, are changing as follows:

Purposes for which expenditures are to be made for and during said fiscal year, as follows, via:

**Fire Levy Fund**

**That the appropriations for the below account codes be revised in the Fire Levy Fund:**

|  |  |  |  |
| --- | --- | --- | --- |
| Account code | Description | Previous | Revised |
| 2191-220-190-0000 | Other – Salaries | $6,016,000 | $6,316,000 |
|  | Total: | $6,016,000 | $6,316,000 |

Seconded by Ms. Knapp

VOTE: Fouss – Yes Knapp – Yes Ringle - Absent

**RES.23-321 APPOINTMENT OF FRANK GAUGHEN TO POSITION OF PAID APPRENTICE AND ESTABLISHMENT OF COMPENSATION**Mrs. Fouss moved the adoption of the following resolution:

**BE IT RESOLVED** that Frank Gaughen is appointed to the at-will, non-exempt, part-time Paid Apprentice, non-bargaining unit position of Paid Apprentice effective January 10, 2024.

**BE IT FURTHER RESOLVED** that the compensation for this limited position shall be at a rate of $13.00 per hour, with paychecks to be issued on a 14-day pay period.

**BE IT FURTHER RESOLVED** that the compensation for this position shall also include the employee benefits for part-time non-bargaining unit personnel stated in the Orange Township Handbook.

Seconded by Ms. Knapp

VOTE: Fouss – Yes Knapp – Yes Ringle - Absent

**RES.23-322 APPROVING A COMMERCIAL ADVERTISING and sponsorship POLICY FOR THE TOWNSHIP’S WEBSITE**

Mrs. Fouss moved for the adoption of the following Resolution:

**WHEREAS,** pursuant to Ohio Revised Code Section 503.70, the Board of Trustees (the “Board”) may, by resolution, authorize the use of commercial advertising on the Township’s website, provided that the use of commercial advertising must comply with all state and federal law, including Section 9.03 of the O.R.C., and any applicable federal regulations or guidelines; and

**WHEREAS,** pursuant to O.R.C. 503.70(C), the resolution shall specify the manner of making requests for proposals that identify advertisers whose advertisements will meet the criteria specified in the request for proposal; and

**WHEREAS**, the Board desires to, and believes that it is in the best interest of the Township, to establish criteria for commercial advertising on its website as set forth herein., the Board of Trustees (the “Board”) of Orange Township, Delaware County, Ohio (the “Township”), desires to enter into an Easement Agreement whereby the Township will be granted a temporary construction easement across property owned by The Franklin Real Estate Company (the “Easement Agreement”).

**RESOLUTION**

**BE IT RESOLVED** by the Board of Trustees of Orange Township, Delaware County, Ohio (the “Board”), that the following Resolutions be and hereby are adopted:

**RESOLVED**, that the Board hereby authorizes advertising on the Orange Township Website. The use of commercial advertising shall comply with state and federal law, and any general regulations or guidelines on the use of commercial advertising on .gov internet domain or other federal controlled domains. adopts and approves the form of the Easement Agreement, together with any such changes therein and amendments thereto not inconsistent with this Resolution and not adverse to the Township.

**BE IT FURTHER RESOLVED**, that the Board adopts the request for production attached hereto as Attachment 1, and incorporated herein by this reference. Any funds collected pursuant to Attachment 1 shall be deposited within the Township General Fund.

**BE IT FURTHER RESOLVED**, that the Board authorizes the Township Administrator to enter into an Advertising Contract with any vendor meeting the qualifications set forth within Attachment 1.

**BE IT FURTHER RESOLVED**, that the Board finds and determines that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements.

**BE IT FURTHER RESOLVED**, that this Resolution shall be in full force and effect immediately upon its adoption.

Seconded by Ms. Knapp

VOTE: Fouss – Yes Knapp – Yes Ringle - Absent

Certify and Attest: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Lisa Kraft, Township Fiscal Officer

Orange Township, Delaware County, Ohio



*Orange Township  
1680 E. Orange Road  
Lewis Center, Ohio 43040*

Request for Proposal –*Township Website Advertisement and Events Sponsorship*

Objective – *To obtain advertising space on the Orange Township Website and other promotional marketing items in exchange for funds to be deposited within the Orange Township General Fund.*

In addition for the exchange for supporting the Township, the company gets their name and logo on things like:

* Banners
* T-shirts or wearable swag
* Posters
* Brochures
* Other marketing and communications collateral
* Website

The business objective of sponsorship is to reach a specific target audience and to earn a “halo” for supporting a good cause. By aligning themselves with purpose-based organizations, sponsors give their businesses a competitive edge that goes beyond product and price. It’s marketing, but more socially responsible.

Sponsorship is win-win and work-work. Both the Township and the for-profit benefit from the partnership, but success depends on them working together to ensure the other’s success.

Restrictions:

No advertisements that violate the restrictions of O.R.C. 9.03 shall be excepted. This includes any advertisements that does any of the following:

* Contains defamatory, libelous, or obscene matter;
* Promotes alcoholic beverages, cigarettes or other tobacco products, or any illegal product, service, or activity;
* Promotes illegal discrimination on the basis of race, color, religion, national origin, disability, age, or ancestry;
* Supports or opposes any labor organization or any action by, on behalf of, or against any labor organization;
* Supports or opposes the nomination or election of a candidate for public office, the investigation, prosecution, or recall of a public official, or the passage of a levy or bond issue.

All advertisements shall comply with state and federal law, including O.R.C. 9.03, and any federal regulations or guidelines on the use of commercial advertising on the .gov internet domain or other federally controlled public domains.

|  |
| --- |
| Specifications |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Detailed pricing** | | | | |
| Event | Sponsorship | Quantity | Description | Unit price |
| *Business Appreciation Breakfast* | Breakfast | 1 | Hot breakfast catered from Bob Evans | $1,700.00 |
| *Business Appreciation Breakfast* | Cookies | 1 | Cookies | $500.00 |
| *Shredding Event* |  | 1 |  |  |
| *Independence Day Parade* |  |  |  |  |
| *Founders Festival* | Pumpkins/Decorations |  |  | $150.00 |
| *Founders Festival* | Inflatables/Games |  |  | $600.00 - $1,000.00 |
| *Founders Festival* | Henna |  |  | $500.00 |
| *Fright Fight* | Yard Signs |  |  | $300.00 - $500.00 |
| *Fright Fight* | Prizes | 3 |  | Variable |
| *Holiday Event* | Hot Chocolate |  |  | $1,000.00 |

**ORANGE TOWNSHIP WEBSITE ADVERTISING CONTRACT**

**Orange Township Website and Sponsor Advertising Contract**

Ads will be published on a first-come, first served basis. Payment is required prior to publication date. Advertisements published in the Orange Township Website or display at Orange Township events in no way constitute an endorsement of a product or service by the Orange Township Board of Trustees. The Orange Township Board of Trustees reserves the right to reject any advertisements for publication. Neither the Orange Township Board of Trustees nor its employees are responsible for loss of income, real or implied as a result of non-publication.

------ --------------------------------------------------------------

Business Name:--------------------------------

Contact Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_

Address:--------------------------------

City/State/Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fax: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_

E-Mail: \_\_\_\_\_\_\_\_\_\_\_\_ \_

--------------------------------------------------------------------

I hereby authorize the commitment of an advertisement and agree to pay the amount listed upon receipt of an invoice prior to printing and distribution of the advertisement as outlined in this contract. The Township retains full authority on determining the length of an advertisement’s placement on the Township’s website and/or events.

Authorized Agent Date

---------------------------------------------------------- Please return this form to: **Orange Township Board of Trustees**

**Attn: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

If you have any question or need additional information, please feel free to contact \_\_\_\_\_\_\_\_\_\_\_\_\_ at (\_\_\_) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Disclaimer: By signing this RFQ, **I, the participant**, agree to waive any present or future claims, and will release and hold harmless the Township from any and all liability as a result of any injuries/and or damages suffered or incurred while attending Township-sponsored events or on the premises belonging to the Township, for any reason.

**RES.23-323 UPDATE THE EMPLOYMENT POSITION DESCRIPTIONS OF VARIOUS TOWNSHIP EMPLOYEES**

Mrs. Fouss moved the adoption of the following resolution:

**WHEREAS**, the Board has been presented a proposal to update the position descriptions listed in Exhibit A, all to be effective January 1, 2024;

**NOW THEREFORE BE IT RESOLVED** that the aforementioned position descriptions are presented for informational purposes only and can be changed at any time by the Board, with or without notice.

**BE IT FURTHER RESOLVED** that the employee serving in this position on the effective date of this resolution shall continue in such position under its new redefined position and without any break in service, but doing so under the above stated position description.

**BE IT FURTHER RESOLVED** that neither the aforementioned position descriptions nor this Resolution are an employment contract, express or implied, and an employee in such position is an employee at will and either the employee or the Board can terminate the employment relationship at any time (for any reason or no reason).

**BE IT FURTHER RESOLVED** that, unless otherwise provided by the Board, all future appointments to these positions shall be contingent upon the applicant's satisfactory completion of a drug screening and background investigation.

**Exhibit A**

* Administrative Manager
* Administrative Assistant Operations
* Assistant Fiscal Officer
* Director of Development and Zoning
* Director of Operations
* Events and Communications Coordinator
* Fire Chief
* Fire Support Coordinator
* Mechanic
* Parks Maintenance and Facilities Laborer
* Parks Maintenance and Facilities Assistant Manager
* Parks Maintenance and Facilities Manager
* Project Manager
* Public Works Assistant Manager
* Public Works Manager
* Senior Zoning Officer
* Senior HR Manager
* Staff Assistant
* Township Administrator
* Zoning Assistant
* Zoning Inspector

Seconded by Ms. Knapp

VOTE: Fouss – Yes Knapp – Yes Ringle - Absent

RES.23-324 AUTHORIZING THE ADOPTION AND EXECUTION OF A SUPPORT AGREEMENT WITH BUCKEYE INNOVATION

Mrs. Fouss moved the adoption of the following Resolution:

**WHEREAS**, the Orange Township Board of Trustees entered into a Master Services Agreement dated December 21, 2023, and

**WHEREAS**, the Township desires to continue its contractual relationship with Buckeye Innovation in the year 2024, and

**WHEREAS**, the Township has received a 2024 Hosting & Support Proposal from Buckeye Innovation, and

**WHEREAS**, it is in the best interests of the Township to execute the 2024 Hosting & Service Support Proposal.

**NOW THEREFORE, BE IT RESOLVED:**

1. The Board hereby approves the 2024 Hosting & Support Proposal with Buckeye Innovation and authorizes the Township Administrator to execute the 2024 Hosting & Support Proposal in substantially that form on file with the Township, along with any changes or amendments thereto, provided that the approval of those changes and amendments by the Township Administrator and the character of those changes and amendments are not being inconsistent with this Resolution or adverse to the Township, and shall be evidenced conclusively by the Township Administrator’s execution of the 2024 Hosting & Support Proposal.

1. 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 all deliberations of this Board and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including R.C. § 121.22.

1. This Resolution shall be in full force and effect immediately upon adoption.

Seconded by Ms. Knapp

VOTE: Fouss – Yes Knapp – Yes Ringle - Absent

**Certificate of availability of funds**

I certify that the amount required to meet the foregoing contract obligation has been lawfully appropriated for such purpose, and is in the treasury or in the process of collection, free from any outstanding obligation or encumbrance.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Lisa Kraft, Fiscal Officer

Orange Township, Delaware County, Ohio

**RES.23-325 APPOINTMENT OF TONY BENISHEK AS A MEMBER OF THE COMMUNITY VOLUNTEER BOARD (“CVB”)**

Motion by Mrs. Fouss to appoint Tony Benishek as a member on the Community Volunteer Board effective January 1, 2024 and expiring December 31, 2027.

Seconded by Ms. Knapp

VOTE: Fouss – Yes Knapp – Yes Ringle - Absent

**RES.23-326 APPOINTMENT OF EMILY ELSEA AS A MEMBER OF THE COMMUNITY VOLUNTEER BOARD (“CVB”)**

Motion by Mrs. Fouss to appoint Emily Elsea as a member on the Community Volunteer Board effective January 1, 2024 and expiring December 31, 2027.

Seconded by Ms. Knapp

VOTE: Fouss – Yes Knapp – Yes Ringle - Absent

**RES.23-327 FIRST TRUSTEE MEETING DATE FOR 2024**

Motion by Mrs. Fouss to schedule the first meeting for Wednesday, January 3, 2024 at 3 p.m. which will be the Organizational Regular Trustee Meeting.

Seconded by Ms. Knapp

VOTE: Fouss – Yes Knapp – Yes Ringle - Absent

**RES.23-328 EMPLOYING TOWNSHIP’S ATTORNEYS BROSIUS, JOHNSON & GRIGGS, LLC ON AN ANNUAL BASIS FOR THE YEAR 2024**Motion by Mrs. Fouss

**WHEREAS**, the Orange Township Board of Trustees ("Board") is authorized by Section 309.09(B) of the Revised Code to employ attorneys on an annual basis other than the prosecuting attorney to represent the Township and its officers, boards, and commissions in their official capacities and to advise them on legal matters; and  
  
 **WHEREAS**, Section 309.09(B) of the Revised Code provides that no such attorney may be employed except on the order of the Board, duly entered upon its Journal, in which the compensation to be paid for the attorney's legal services shall be fixed; and  
  
 **WHEREAS**, the Board finds it necessary to appoint attorneys to counsel and represent the Township on an annual basis for calendar year 2024 in such matters as the Board or its designee may refer to them; and

**WHEREAS**, the Board has appropriated the sum of $150,000.00 for legal services for 2024;

**NOW THEREFORE, BE IT RESOLVED** by the Board of Township Trustees of Orange Township, Delaware County, Ohio, that:

SECTION 1. Peter N. Griggs of Brosius, Johnson & Griggs, LLC and the law firm of Brosius, Johnson & Griggs, LLC, are hereby employed on an annual basis for calendar year 2024 as the Township's legal counsel to represent the Township and its officers, boards, and commissions in their official capacities and to advise them in connection with such matters as may be referred to said Counsel by or on behalf of the Board or its designee.

SECTION 2. The compensation for such counsel during 2024 shall be paid as follows:

$195.00 per hour attorney time; $117.00 per hour law clerk time; and $105.00 per hour legal assistant time; plus, out-of-pocket expense reimbursements; provided that the total compensation shall not exceed $150,000.00 without further action by this Board.

SECTION 3. The attorneys may be discharged at any time by a majority vote of the Board.

SECTION 4. The Township Fiscal Officer is directed to send a copy of this Resolution to the law firm.

SECTION 5. It is found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal actions were in meetings open to the public in compliance with all legal requirements including, without limitation, Section 121.22 of the Revised Code.

SECTION 6. This Resolution shall take effect and be in force from and after the date of its adoption.

Seconded by Ms. Knapp

VOTE: Fouss – Yes Knapp – Yes Ringle - Absent

Voted on and signed this December 20, 2023 in Orange Township, Delaware County, Ohio.

**BOARD OF TRUSTEES OF  
ORANGE TOWNSHIP,  
DELAWARE COUNTY, OHIO**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   
Erica Fouss  
Chair

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Lisa Knapp  
Vice Chair

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Michael Ringle   
Trustee

Attest:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
 Lisa Kraft  
 Orange Township Fiscal Officer

**CERTIFICATE**

State of Ohio, Delaware County

I, the undersigned Township Fiscal Officer of Orange Township, Delaware County, Ohio, certify that the foregoing Resolution No. 23-328 is taken and copied from the record of proceedings of the Board, and that it has been compared by me with the Resolution on the record and is a true and accurate copy. Further, I certify that the adoption of such Resolution occurred in an open meeting held in compliance with R.C. § 121.22.

Date: December 20, 2023 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   
 Lisa Kraft   
 Orange Township Fiscal Officer

**RES.23-329 EMPLOYING TOWNSHIP’S ATTORNEYS ISAAC, WILES & BURKHOLDER, LLC ON AN ANNUAL BASIS FOR THE YEAR 2024**Motion by Mrs. Fouss

**WHEREAS**, the Board of Trustees for Orange Township is authorized by R.C. 309.09(B)(1) to employ attorneys, other than the prosecuting attorney, on an annual basis to represent the Township and its officers, boards, and commissions in their official capacities and to advise the Township on legal matters; and

**WHEREAS**, R.C. 309.09(B)(1) provides that no such attorney may be employed except on the order of the Board, duly entered upon its Journal, in which the compensation to be paid for the attorney's legal services shall be fixed; and

**WHEREAS**, the Board of Trustees for Orange Township finds it necessary to appoint attorneys to counsel and represent the Township for calendar year 2024 in such matters as the Board or its designee may refer to them; and

**WHEREAS**, the Board has appropriated the sum of $150,000.00 for legal services for 2024;

**NOW THEREFORE, BE IT RESOLVED** by the Board of Township Trustees of Orange Township, Delaware County, Ohio, that:

SECTION 1. Brian M. Zets and the law firm of Isaac Wiles & Burkholder, LLC, are hereby employed on an annual basis for calendar year 2024 as the Township's legal counsel to represent the Township, its officials (elected and appointed), employees, officers, boards, and commissions in their official capacities and to advise them in connection with such matters as may be referred to them by or on behalf of the Board or its designee.

SECTION 2. The compensation for such legal work during 2024 shall be paid as follows: Partners - $210.00 per hour; associates - $150.00 per hour; paralegals and law clerks - $85.00 per hour, plus out-of-pocket expenses and reimbursements; provided the total compensation shall not exceed $100,000.00 without further action by the Board.

SECTION 3. The attorneys may be discharged at any time by a majority vote of the Board.

SECTION 4. The Township Fiscal Officer is directed to send a copy of this Resolution to the law firm. The Trustees and Fiscal Officer are hereby authorized to execute an Agreement for Legal Services with Isaac Wiles & Burkholder, LLC.

SECTION 5. It is found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal actions were in meetings open to the public in compliance with all legal requirements including, without limitation, R.C. 121.22.

SECTION 6. This Resolution shall take effect and be in force from and after the date of its adoption.

Seconded by Ms. Knapp

VOTE: Fouss – Yes Knapp – Yes Ringle - Absent

Voted on and signed this 20th day of December, 2023 in Orange Township, Delaware County, Ohio.

**BOARD OF TRUSTEES OF  
ORANGE TOWNSHIP,  
DELAWARE COUNTY, OHIO**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   
Erica Fouss  
Chair

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Lisa Knapp  
Vice Chair

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Michael Ringle   
Trustee

Attest:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
 Lisa Kraft  
 Orange Township Fiscal Officer

**CERTIFICATE**

State of Ohio, Delaware County

I, the undersigned Township Fiscal Officer of Orange Township, Delaware County, Ohio, certify that the foregoing Resolution is taken and copied from the record of proceedings of the Board, and that it has been compared by me with the Resolution on the record and is a true and accurate copy. Further, I certify that the adoption of such Resolution occurred in an open meeting held in compliance with R.C.121.22.

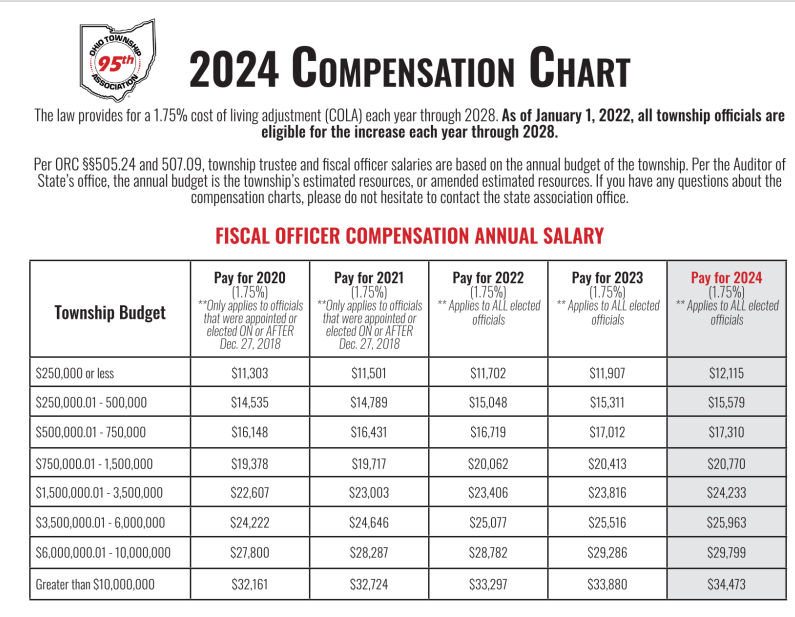
Date: December 20, 2023 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   
 Lisa Kraft   
 Orange Township Fiscal Officer

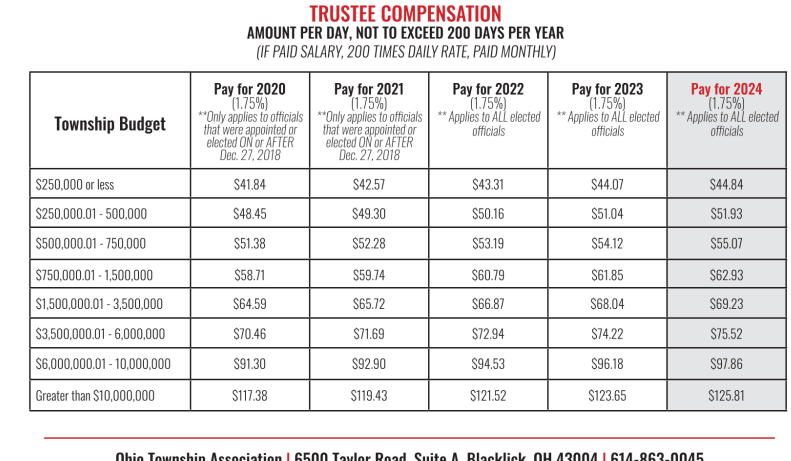
**RES-23.330 ESTABLISH SALARIES AND METHOD OF COMPENSATIONS FOR TRUSTEES AND FISCAL OFFICER**

Mrs. Fouss moved the annual salaries of the Orange Township Trustees and Fiscal Officer be paid equal monthly payments in accordance with ORC Sections 505.24 and 507.09.

Seconded by Ms. Knapp

VOTE: Fouss – Yes Knapp – Yes Ringle - Absent





**EXECUTIVE SESSION**

**RES.23-331 ENTER INTO EXECUTIVE SESSION**

Motion by Mrs. Fouss that the Board enter into Executive Session to

* Pursuant to R.C. 121.22(G)(4) to review negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment.
* Conference with an attorney for the Township concerning a dispute involving the Township that is the subject of pending court action, pursuant to R.C. 121.22(G)(3).

Seconded by Ms. Knapp

VOTE: Fouss – Yes Knapp – Yes Ringle - Absent

Invited to attend: Erica Fouss, Lisa Knapp, Michael Ringle, Lisa Kraft, Michele Boni, Orange Township Legal Counsel, Silas Bowers, Nathan McNeill and Mike Kremnitzer

**RETURN TO REGULAR SESSION**

**RES.23-332 RETURN TO REGULAR SESSION**Mrs. Fouss made a motion to return to regular session

Seconded by Ms. Knapp

VOTE: Fouss – Yes Knapp – Yes Ringle - Absent

**RES.23-333 RESOLUTION APPROVING A NEW COLLECTIVE BARGAINING AGREEMENT BETWEEN ORANGE TOWNSHIP AND AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES, LOCAL 2950-2, OHIO COUNCIL 8, AFL-CIO**

Mrs. Fouss introduced and moved the adoption of the following Resolution:

**WHEREAS**, Orange Township, Delaware County, Ohio (the “Township”) previously entered into a collective bargaining agreement with the American Federation of State, County, and Municipal Employees Local 2950-2, Ohio Council 8, AFL-CIO (“AFSCME”) effective January 1, 2021 through December 31, 2023 (the “CBA”); and

**WHEREAS**, the Township and AFSCME have negotiated a new three (3) year term to the CBA with a term of January 1, 2024 through December 31, 2026 (the “2024 CBA”); and

**WHEREAS**, the Board of Trustees of the Township desires to approve the 2024 CBA, pursuant to the provisions of R.C. Chapter 4117.

**NOW,** **THEREFORE, BE IT RESOLVED** by the Board of Trustees for Orange Township, Delaware County, State of Ohio:

**SECTION 1:** The Board of Trustees of Orange Township hereby adopts and approves a new collective bargaining agreement with AFSCME, a copy of which is on file with the Township and incorporated herein by reference, for the period of time beginning on January 1, 2024 and ending on December 31, 2026, together with any such changes therein and amendments thereto not inconsistent with this Resolution and not adverse to the Township. The Board hereby authorizes, empowers, and appoints, on behalf of the Board and the Township, Michele Boni, Township Administrator (the “Representative”) to execute the 2024 CBA in substantially that form on file with the Township, along with any changes or amendments thereto, provided that the approval of those changes and amendments by the Representative and the character of those changes and amendments are not being inconsistent with this Resolution or adverse to the Township, and shall be evidenced conclusively by the Representative’s execution of the Agreement. Furthermore, the Representative is authorized to, on behalf of the Township, take any and all actions and execute any and all documents that may be necessary to be completed by the Township in order to finalize the Agreement.

**SECTION 2:** The Board finds and determines that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements.

**SECTION 3:** This Resolution shall be in full force and effect immediately upon adoption.

Seconded by Ms. Knapp

VOTE: Fouss – Yes Knapp – Yes Ringle – Absent

Voted on and signed this 20th day of December, 2023 in Orange Township, Delaware County, Ohio.

BOARD OF TRUSTEES OF

ORANGE TOWNSHIP,

DELAWARE COUNTY, OHIO

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Erica Fouss

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Lisa Knapp

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Michael Ringle

Attest:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Lisa Kraft

Orange Township Fiscal Officer

**RES.23-334 MEETING ADJOURNMENT**

Motion by Mrs. Fouss to adjourn

Seconded by Ms. Knapp

VOTE: Fouss – Yes Knapp – Yes Ringle - Absent

**Notice:**            Copies of documents referred to in this journal can be obtained by contacting the Orange Township Administrator.

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Erica Fouss, Chair

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Lisa Knapp, Vice Chair

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Michael Ringle, Trustee

Attest:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Lisa Kraft, Fiscal Officer