

**BOARD OF TRUSTEES JOURNAL OF ACTIONS
FROM ORGANIZATIONAL MEETING HELD FEBRUARY 19, 2025
ORANGE TOWNSHIP - DELAWARE COUNTY**

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

Mr. Ringle to call the meeting to order at 3:00 p.m.

PRESENT:

Michael Ringle, Chair
Erica Fouss, Vice Chair
Lisa Knapp, Trustee
Donna Batten, Fiscal Officer

ALSO PRESENT:

Michele Boni, Township Administrator
Nathan McNeil, Fire Chief
Silas Bowers, Director of Operations
Mike Kremnitzer, Senior Human Resources Manager
Robin Duffee, Development and Zoning Director
Sydney Herbert, Communications and Special Events Manager

APPROVAL OF CONSENT AGENDA

1) IN THE MATTER OF APPROVING THE CONSENT AGENDA FOR THE REGULAR MEETING HELD ON FEBRUARY 19, 2025:

It was moved by Mr. Ringle to approve the consent agenda for the Organizational Regular Meeting held on February 19, 2025.

Seconded by Mrs. Fouss

VOTE: Ringle - Yes Fouss - Yes Knapp – Yes

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

A) RES.25-059 APPROVING THE ELECTRONIC RECORD OF THE PROCEEDINGS FROM THE REGULAR MEETING AND THE ZONING HEARING HELD ON FEBRUARY 5, 2025
Motion by Mr. Ringle

WHEREAS, the Board of Trustees for Orange Township, Delaware County, Ohio (the "Board") met in regular session on February 5, 2025.

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 Meeting and Zoning Hearing held on February 5, 2025.

B) RES.25-060 APPROVING PURCHASE ORDERS, THEN AND NOW PURCHASE ORDERS, AND BLANKET PURCHASE ORDERS AS LISTED:

Vendor	Description	Account	Amount
Staples, Then & Now	Office Supplies, Missed Invoices 2024	Admin.	\$589.00
Delaware County Office of Homeland Security and Emergency Management	Annual Fees	General	\$19,578.91

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RES.25-061 WAIVE NEW RESIDENCE FEE FOR 1994 MULBERRY LANE

Motion by Mr. Ringle

To waive the \$300.00 New Residence – Single Family zoning application fee for property located at 1994 Mulberry Lane, Lewis Center, OH, 43035.

Seconded by Ms. Knapp

VOTE: Ringle - Yes Fouss - Yes Knapp – Yes

RES.25-062 WAIVE TABLE REQUEST FEE FOR RCOD-23-03, PARKWAY PLAZA

Motion by Mr. Ringle

To waive the \$850.00 Table Request fee for the Route 23 Corridor Overlay District zoning application RCOD-23-03, Parkway Plaza.

Seconded by Mrs. Fouss

VOTE: Ringle - Yes Fouss - Yes Knapp - Yes

RES.25-063 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

Mr. Ringle 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 auctioned on GovDeals, Inc., be discarded, or salvaged and the Director of Operations or his designee shall oversee its disposal.

Exhibit “A”

Amount	Description	Make/Model
\$0	Pizza Oven	Wisco/560E
\$0	Warming Oven	Patriot /FMHD26
\$0	(2) Heat Lamps	Economy/5057
\$0	112 Outdoor Chairs	
\$0	13 Outdoor Tables	

Seconded by Ms. Knapp

VOTE: Ringle -Yes Fouss - Yes Knapp - Yes

RES.25-064 REVIEW OF THE DECEMBER BANK RECONCILIATION AND FINANCIAL REPORTS

Motion by Mr. Ringle

AS OF 12/31/2024

	Fund Balance	YTD Revenue**	YTD Expenses**	Current Reserve for Encumbrance
General	\$12,374,571	\$6,261,129	\$3,503,237	\$54,458
Roads	\$3,166,060	\$1,132,132	\$4,055,681	\$13,250
Fire	\$8,010,711	\$12,897,346	\$10,720,845	\$30,321
Parks	\$4,256,238	\$1,995,189	\$1,931,542	\$126,985

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Other funds	<u>\$2,516,066</u>	<u>\$3,124,004</u>	<u>\$1,057,339</u>	<u>\$14,500</u>
TOTAL	\$30,323,646	\$25,409,800	\$21,268,644	\$239,514
** does not include transfers and advances				

Copies of reports provided for each Trustee: Fund Summary & Status, Appropriation Status, and Revenue Summary as of December 31, 2024.

Seconded by Mrs. Fouss
VOTE: Ringle - Yes Fouss - Yes Knapp - Yes

RES.25-065 REVIEW OF THE JANUARY BANK RECONCILIATION AND FINANCIAL REPORTS

Motion by Mr. Ringle
AS OF 1/31/2025

	<u>Fund Balance</u>	<u>YTD Revenue**</u>	<u>YTD Expenses**</u>	<u>Current Reserve for Encumbrance</u>
General	\$12,258,075	\$142,314	\$258,810	\$1,962,251
Roads	\$3,166,060	\$0	\$0	\$13,250
Fire	\$7,272,116	\$38,711	\$777,305	\$3,112,092
Parks	\$4,187,128	\$22,359	\$91,470	\$2,744,819
Other funds	<u>\$2,635,362</u>	<u>\$119,297</u>	<u>\$0</u>	<u>\$194,090</u>
TOTAL	\$29,518,741	\$322,681	\$1,127,585	\$8,026,502
** does not include transfers and advances				

Copies of reports provided for each Trustee: Fund Summary & Status, Appropriation Status, and Revenue Summary as of January 31, 2025

Seconded by Ms. Knapp
VOTE: Ringle - Yes Fouss - Yes Knapp - Yes

RES.25-066 A RESOLUTION OF THE BOARD OF TOWNSHIP TRUSTEES OF ORANGE TOWNSHIP, DELAWARE COUNTY, APPROVING A NEW JOB DESCRIPTION FOR THE POSITION OF DACC INTERN

Motion by Mr. Ringle

WHEREAS, the Board of Township Trustees of Orange Township is responsible for ensuring that township personnel have clearly defined roles and responsibilities; and

WHEREAS, the Board recognizes the need to establish and approve a new job description for the position of DACC Intern to ensure efficiency and proper allocation of duties within the township; and

WHEREAS, the Township Administrator (or relevant official) has reviewed and recommended the adoption of the proposed job description to meet the operational needs of the township; and

WHEREAS, the Board has reviewed the proposed job description and finds it to be in the best interest of the township and its residents;

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

1. The job description for the position of DACC Intern, as attached hereto and incorporated herein by reference, is hereby approved.

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2. The Township Administrator (or relevant official) is authorized and directed to implement the job description and take necessary actions to ensure compliance with township policies and procedures.
3. This resolution shall take effect immediately upon its adoption.

Seconded by Mrs. Fouss

VOTE: Ringle - Yes Fouss - Yes Knapp - Yes

RES.25-067 AMENDING RES.24.330, PASSED BY THE BOARD OF TRUSTEES ON NOVEMBER 11, 2024 TO ADD PARCELS TO THE TIF

Mr. Ringle moved the adoption of the following resolution:

PREAMBLE

WHEREAS, pursuant to ORC 5709.73(B), The Board of Trustees on November 11, 2024, passed Resolution RES.24.330 (the “*TIF Resolution*”) thereby declaring improvements to parcels of certain real property located in the Township (as described and depicted in the TIF Resolution and referred to therein as the “*Parcels*”) to be a public purpose, exempting those improvements from real property taxation for a period of time, specifying public infrastructure improvements to be made to benefit those parcels, providing for the making of service payments in lieu of taxes by the owner(s) thereof, and establishing a township public improvement tax increment equivalent fund into which those service payments were to be deposited; and

WHEREAS, the Board of Trustees desires to amend the TIF Resolution to add additional parcels to the TIF; and

WHEREAS, the Board of Trustees has entered into a Revenue Sharing Agreement with the Olentangy Local School District whereby the School District approved tax increment financing exemptions and waived notices due under Section 5709.73 and 5709.83 of the Ohio Revised Code;

RESOLUTION

NOW, THEREFORE, BE IT RESOLVED:

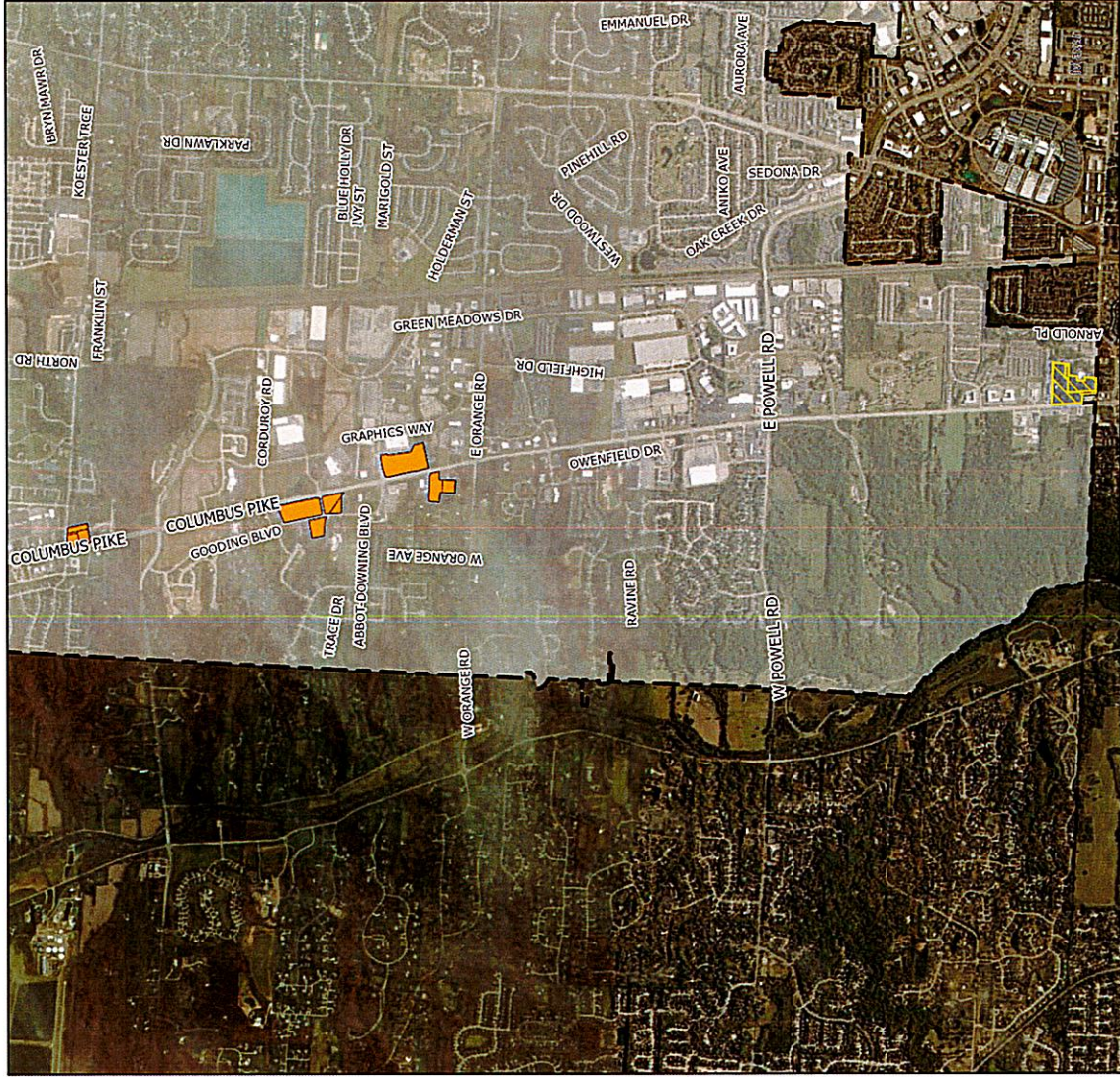
- A. Additional Parcels. The Parcels set forth in Exhibit A of the TIF Resolution are hereby supplemented to include the parcels identified on **Exhibit A** hereto as “Parcels to be added to existing TIF”. Those parcels shall be considered “Parcels” for all purposes of the TIF Resolution, as amended hereby.
- B. Force and Effect. Except as provided herein, all other provisions of the TIF Resolution remain in full force and effect.
- C. Further Authorizations. The Board of Trustees hereby authorizes and directs the Township Administrator or other appropriate officers of the Township to deliver a copy of this Resolution to the Ohio Department of Development. The Board of Trustees further authorizes that any Township Trustee or the Fiscal Officer is authorized to execute such other agreements and instruments and to take all actions necessary to implement this Resolution.
- D. Preamble Provisions. The terms set forth in the preambles shall be construed as integral parts of this Resolution.
- E. Open Meeting. It is found and determined that all formal actions of the Trustees concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Board, and that all deliberations of the 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.
- F. Effective Date. This Resolution shall take effect upon adoption by the Board of Trustees or after the earliest period allowed by law.

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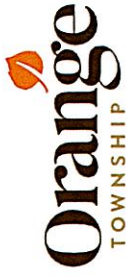
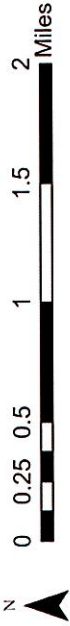
**EXHIBIT A
ADDITIONAL PARCELS**

The following maps specifically identify and depict the Parcels (shaded in orange and blue) and constitute part of this Exhibit A.

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- Existing TIF Parcels
- Parcels to be added to existing TIF: PID#s: 318-343-01-008-000 & 318-343-01-006-000
- Township Boundary



Seconded by Ms. Knapp

VOTE: Ringle - Yes Fouss - Yes Knapp - Yes

RES.25-068 RESOLUTION TO AUTHORIZE STAFF TO PROCEED WITH THE SELECTION PROCESS FOR A CONSTRUCTION MANAGER AT RISK FOR THE NEW FIRE STATION 362 AND FIRE TRAINING TOWER

Mr. Ringle moved the adoption of the following resolution:

WHEREAS, pursuant to ORC 9.33-9.334 and OAC 153:1-6-03, the Board of Trustees (the “Board”) for Orange Township, Delaware County, Ohio (the “Township”), may engage construction management services with a construction manager at risk (“CMAR”); and

WHEREAS, the Board believes that it is in the best interest of the Township to, pursuant to OAC 153:1-6-03, proceed with the qualification phase of the CMAR selection process for services associated with the construction of a new Fire Station 362 and Fire Training Tower (the “Project”).

NOW THEREFORE, BE IT RESOLVED by the Orange Township Board of Trustees that the following Resolutions be and hereby are adopted:

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RESOLVED, that the Board hereby establishes the qualification criteria set forth within the draft Request for Qualifications and the “Orange Township CMAR RFQ Proposal Evaluation Score Sheet”; currently on file with the Township; and

RESOLVED, that the following persons and/or their designees shall serve as the evaluation committee for the CMAR:

Michele Boni, Nathan McNeil, Adam Miller, Silas Bowers, & Design Professionals

RESOLVED, that the Board authorizes Director of Operations, Silas Bowers, or his designee, to take any and all actions necessary or desirable to finalize and release the Request for Qualifications, as well as any amendments or modifications thereto, and proceed with the qualification phase to obtain a CMAR for the Project, including publishing notice of the Request for Qualifications; and

RESOLVED, that all formal actions of this Board concerning and relating to the passage of this Resolution were adopted in an open meeting of this 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. Section 121.22.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately upon adoption.

Seconded by Mrs. Fouss
VOTE: Ringle -

Yes

Fouss -

Yes

Knapp – Yes

RES.25-069 MEETING ADJOURNMENT

Motion by Mr. Ringle to adjourn.

Seconded by Ms. Knapp

VOTE: Ringle -

Yes

Fouss -

Yes

Knapp – Yes

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



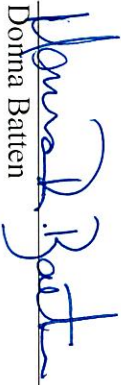
Michael Ringle
Chair



Erica Fouss
Vice Chair



Lisa Knapp
Trustee

Attest: 

Donna Batten
Fiscal Officer

