

**BOARD OF TRUSTEES JOURNAL OF ACTIONS
FROM REGULAR MEETING HELD APRIL 16, 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 3:01 p.m.

PRESENT:

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

ALSO PRESENT:

Michele Boni, Township Administrator
Valerie Bunting, Administrative Manager
Nathan McNeil, Fire Chief
Silas Bowers, Director of Operations
Mike Kremnitzer, Senior Human Resources Manager
Sydney Herbert, Communications and Special Events Manager
Eric Gayetsky, Senior Zoning Officer

**RES.25.114 APPROVING THE RENEWAL OR SELECTION OF NEW ANCILLARY
INSURANCE CARRIERS FOR TOWNSHIP OFFICERS AND EMPLOYEES**

Mr. Ringle moved the adoption of the following Resolution:

PREAMBLE

WHEREAS, pursuant to R.C. § 505.60, et seq., a board of township trustees may procure and pay all or any part of the cost of insurance policies that may provide ancillary insurance benefits including but not limited to dental care, vision care, life insurance, disability insurance, accident insurance, or a combination of any of the foregoing types of insurance for township officers and employees; and,

WHEREAS, such insurance policies must provide uniform coverage for township officers and full-time township employees and their immediate dependents; and,

WHEREAS, such policies must be issued by an insurance company duly authorized to do business in this state; and,

WHEREAS, the Board currently provides such ancillary insurance lines to its officers and employees and desires to continue to provide such insurance; and,

WHEREAS, the current contract for ancillary insurance coverage is set to expire, and the Board is considering whether to renew that contract or select a new carrier; and,

WHEREAS, the Board wishes to authorize the Township Administrator to review and evaluate insurance options, including a potential renewal or change of carriers, and to execute said actions.

RESOLUTION

NOW THEREFORE, BE IT RESOLVED:

A. The Board hereby authorizes the Township Administrator to review proposals and options for ancillary insurance policies as permitted under R.C. § 505.60(A), including but not limited to renewal with the current insurance company or selection of a new insurance carrier.

B. Upon Board approval, Michele Boni, Township Administrator ("Administrator"), is hereby authorized to finalize negotiations and to sign the approved contract and any other necessary and required documents related to such insurance coverage on behalf of the Board. The Administrator's signature on any approved documents shall be binding upon the Board as if

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signed by at least a majority of the Board's entire membership.

D. 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.

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

Seconded by Mrs. Fouss

VOTE: Ringle – Yes Fouss – Yes Knapp – Yes

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



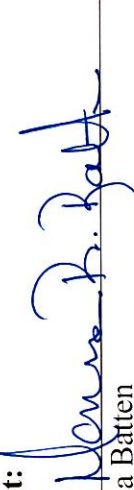
Michael Ringle, Chair



Erica Fouss, Vice Chair

Lisa Knapp, Trustee

Attest:



Donna Batten
Orange Township Fiscal Officer

APPROVAL OF CONSENT AGENDA

**1) IN THE MATTER OF APPROVING THE CONSENT AGENDA FOR THE
REGULAR MEETING HELD ON APRIL 16, 2025:**

It was moved by Mr. Ringle to approve the consent agenda for the Regular Meeting held on April 16, 2025.

Seconded by Ms. Knapp

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.25-115 APPROVING THE ELECTRONIC RECORD OF THE
PROCEEDINGS FROM THE REGULAR TRUSTEE MEETING HELD
ON APRIL 2, 2025 AND THE ZONING HEARING – RCOD-23-03, 79
PARKWAY DRIVE HELD ON APRIL 2, 2025**

Motion by Mr. Ringle

WHEREAS, the Board of Trustees for Orange Township, Delaware County, Ohio (the “Board”) met in regular session on April 2, 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;

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NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves the electronic record of proceedings at the Regular Trustee Meeting held on April 2, 2025 and the Zoning Hearing – RCOD-23-03, 79 Parkway Drive held on April 2, 2025.

B) RES.25-116 APPROVING PURCHASE ORDERS, THEN AND NOW PURCHASE ORDERS, AND BLANKET PURCHASE ORDERS AS LISTED:

Vendor	Description	Account	Amount
The Shelly Company	Road Improvements	Roads	\$832,003.46
The Shelly Company	Road Improvements Contingency	Roads	\$135,000.00
Decker Construction Company	Curb & Gutter Repair	Roads	\$25,000.00

RES.25-117 AUTHORIZING EXECUTION OF THE DELAWARE COUNTY ENGINEERS 2025 DELAWARE COUNTY ROAD IMPROVEMENT PROGRAM CONSTRUCTION CONTRACT WITH THE SHELLY COMPANY AND AUTHORIZE THE ISSUANCE OF A PURCHASE ORDER

Motion by Mr. Ringle

A RESOLUTION AUTHORIZING that the Board of Township Trustees of Orange Township, Delaware County, Ohio (“Board”), authorize The Director of Operations to enter into and execute agreement for the 2025 Delaware County Engineer Road Improvement program Orange Township Road Improvements Project (“Contract”) in the amount of Eight Hundred Thirty-Two Thousand Three Dollars and Forty Cents (\$832,003.46) attached hereto; and authorize the issuance of a purchase order to The Shelly Company.

RESOLVED, that the Board hereby adopts and approves the form of the contract 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, Director of Operations (the “Representative”) to execute the contract 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 contract. 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 contract, and enter into any amendments to the contract as may be necessary or desirable, provided that such amendments to not increase any financial obligation of the Township.

NOW THEREFORE, BE IT RESOLVED the Board hereby recognizes and approves the contract; 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. On behalf of the Orange Township Board of Trustees, the Director of Operations is authorized to execute the Contract; This Resolution shall be in full force and effective immediately upon adoption.

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

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RES.25-118 AUTHORIZING TOWNSHIP ADMINISTRATOR EXECUTION OF A REQUEST FOR ENGINEERING ASSISTANCE WITH THE DELAWARE COUNTY ENGINEER’S OFFICE REGARDING DRAINAGE EASEMENT WEST SIDE OF ARNOLD PLACE BETWEEN 10040 AND CONTINUING SOUTH

Motion by Mr. Ringle

BE IT RESOLVED that the Board of Township Trustees of Orange Township, Delaware County, Ohio (“Board”), enter into and execute a request for engineering assistance (“Request”) and related paperwork with the Delaware County Engineer’s Office regarding assistance acquiring a drainage easement along the west side of Arnold Place, beginning at address 10040 and continuing south to the existing creek.

BE IT FURTHER RESOLVED that the Township Administrator shall execute the Request and related paperwork.

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

RES.25-119 AUTHORIZING TOWNSHIP ADMINISTRATOR EXECUTION OF A REQUEST FOR ENGINEERING ASSISTANCE WITH THE DELAWARE COUNTY ENGINEER’S OFFICE REGARDING GUIDANCE ON IMPLEMENTING VEHICLE WEIGHT LIMIT RESTRICTIONS ON PARKWAY DRIVE NORTH & SOUTH

Motion by Mr. Ringle

BE IT RESOLVED that the Board of Township Trustees of Orange Township, Delaware County, Ohio (“Board”), enter into and execute a request for engineering assistance (“Request”) and related paperwork with the Delaware County Engineer’s Office regarding guidance on implementing vehicle weight limit restrictions on Parkway Drive North & South.

BE IT FURTHER RESOLVED that the Township Administrator shall execute the Request and related paperwork.

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

RES.25-120 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	Lifeguard Chair	
\$0	Lifeguard Chair	
\$0	Lifeguard Chair	
\$0	Lifeguard Chair	

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\$0	Lifeguard Chair	
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Seconded by Ms. Knapp
VOTE: Ringle – Yes Fouss – Yes Knapp – Yes

RES.25-121 RESCINDING RESOLUTIONS 03-521, 03-522, 03-523, 03-524, 04-153 AND 15-129 AND DISBANDING THE ORANGE TOWNSHIP PARKING VIOLATIONS BUREAU OF ORANGE TOWNSHIP, DELAWARE COUNTY OHIO AND AMENDING RESOLUTIONS 04-310, 04-341, 04-410, 05-235, AND 13-234 TO MAKE VIOLATIONS OF RESOLUTIONS 04-310, 04-341, 04-410, 05-235, AND 13-234 CRIMINAL OFFENSES
Mr. Ringle moved the adoption of the following Resolution:

PREAMBLE

WHEREAS, on September 10, 2002, the Board approved Resolution 02-246 (Exhibit A) requesting, pursuant to R.C. § 4521.04(A)(1), that the Delaware Municipal Court (“Court”) authorize the Township to establish the Orange Township Parking Violations Bureau of Orange Township, Delaware County, Ohio (“OTPVB”) to handle all parking infractions occurring within the unincorporated area of the Township; and

WHEREAS, on October 7, 2002, pursuant to R.C. § 4521.04(B), the Court authorized the Township, by journal entry to establish the OTPVB (Exhibit B); and,

WHEREAS, on December 1, 2003, the Board approved Resolution 03-521 to Establish the OTPVB pursuant to the journal entry dated October 7, 2002 (Exhibit C1), Resolution 03-522 to provide for the operation of the OTPVB (Exhibit C2), Resolution 03-523 to authorize execution of an agreement with the Ohio Department of Public Safety, Bureau of Motor Vehicles for the furnishing of copies of public records necessary to the operation of the OTPVB (Exhibit C3), and Resolution 03-524 appointing the hearing officer of the OTPVB (Exhibit C4); and,

WHEREAS, on March 15, 2004, the Board approved Resolution 04-153 further providing for the operation of the OTPVB (Exhibit D); and,

WHEREAS, on June 7, 2004, the Board approved Resolution 04-310 to establish parking regulations within the unincorporated territory of Orange Township (Exhibit E), and,

WHEREAS, the Board therein established that a violation of Resolution 04-310 shall not be considered a criminal offense for any purpose, that a person who commits a violation shall not be arrested as a result of the commission of the violation, and that the violation shall be handled pursuant to and be governed by Ohio Revise Code Chapter 4521; and,

WHEREAS, on June 21, 2004, the Board approved Resolution 04-341 to further establish parking regulations within the unincorporated territory of Orange Township (Exhibit F), and,

WHEREAS, the Board therein established that a violation of Resolution 04-341 shall not be considered a criminal offense for any purpose, that a person who commits a violation shall not be arrested as a result of the commission of the violation, and that the violation shall be handled pursuant to and be governed by Ohio Revise Code Chapter 4521; and,

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WHEREAS, on August 2, 2004, the Board approved Resolution 04-410 establishing parking regulations along certain township highways having fire hydrants adjacent thereto (Exhibit G); and,

WHEREAS, on April 18, 2005, the Board approved Resolution 05-235 to establish parking regulations regarding certain township highways (Exhibit H); and,

WHEREAS, the Board therein established that a violation of Resolution 05-235 shall not be considered a criminal offense for any purpose, that a person who commits a violation shall not be arrested as a result of the commission of the violation, and that the violation shall be handled pursuant to and be governed by Ohio Revised Code Chapter 4521; and,

WHEREAS, on May 20, 2013, the Board approved Resolution 13-234 to establish parking regulations and removal procedures regarding Cul-De-Sacs (Exhibit I), and,

WHEREAS, the Board therein established that a violation of Resolution 13-234 shall not be considered a criminal offense for any purpose, that a person who commits a violation shall not be arrested as a result of the commission of the violation, and that the violation shall be handled pursuant to and be governed by Ohio Revised Code Chapter 4521; and,

WHEREAS, the Board therein further established that the OTPVB shall handle all such violations and set fines for those violations and provided for the disposition for collected fine monies; and,

WHEREAS, on March 16, 2015 the Board approved Resolution 15-129 providing penalties for non-criminal parking infractions and adopting a new parking ticket form (Exhibit J); and,

WHEREAS, the OTPVB has no employees and is functionally defunct, and the Board does not desire to revive the OTPVB and have it handle violations of Resolutions 04-310, 04-341, 04-410, 05-235, and 13-234; and,

WHEREAS, the Board now desires to rescind Resolutions 03-521, 03-522, 03-523, 03-524, 04-153, and 15-129 and disband the OTPVB; and,

WHEREAS, the Board also desires to amend Resolutions 04-310, 04-341, 04-410, 05-235, and 13-234 to instead have all violations of Resolutions 04-310, 04-341, 04-410, 05-235, and 13-234 handled as criminal traffic violations in accordance with R.C. § 505.17(E).

RESOLUTION

NOW THEREFORE, BE IT RESOLVED:

- A. The Board hereby rescinds Resolutions 03-521, 03-522, 03-523, 03-524, 04-153, and 15-129 in their entirety. The OTPVB shall be immediately disbanded and shall cease to exist.
- B. The Board requests the Court vacate its journal entry, filed on October 7 2002, that, pursuant to R.C. § 4521.04(B), authorized the Township to establish the OTPVB. The Board instructs the Delaware County Prosecuting Attorney or one of her assistants (collectively "Prosecutor") to prepare and file a motion with the Court to vacate that journal entry. The Township Fiscal Officer ("Fiscal Officer") shall provide the Prosecutor with a certified copy of this Resolution

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for the Prosecutor to attach to the motion. The Prosecutor shall forward a copy of the Court's vacation entry to the Board.

C. The Board hereby amends Resolutions 04-310, 04-341, 04-410, 05-235, and 13-234 as follows:

a. Resolution 04-310 shall be amended as follows:

i. Delete sections 1.05 and 1.99 in their entireties. Said deleted sections shall have no effect.

ii. Add the following as section 1.06:

"1.06: Violations to be considered a criminal offense

Any and all violations of Resolution 04-310 shall be considered a criminal traffic offense, punishable as provided in R.C. § 505.17(E), and the Delaware County Sheriff's Office ("DCSO") is vested with authority to enforce all violations of Resolution 04-310."

b. Resolution 04-341 shall be amended to:

i. Delete in their entireties, all four (4) of the "BE IT FURTHER RESOLVED" statements in Resolution 04-341, the same stating a violation of Resolution 04-341 shall not be considered a criminal offense, enforcement of said resolution shall be handled by the OTPVB, the penalty and fine amounts assessed for a violation of Resolution 04-341 (including those assessed for a failure to answer a change), and the disposition of those fine monies collected. Said deleted sections shall have no effect.

ii. Add the following in place of those deleted sections:

"BE IT FURTHER RESOLVED that violations of Resolution 04-341 shall be considered a criminal traffic offense, punishable as provided in R.C. § 505.17(E), and the Delaware County Sheriff's Office ("DCSO") is vested with authority to enforce all violations of Resolution 04-341."

c. Resolution 04-410 shall be amended to Add the following:

"BE IT FURTHER RESOLVED that violations of Resolution 04-410 shall be considered a criminal traffic offense, punishable as provided in R.C. § 505.17(E), and the Delaware County Sheriff's Office ("DCSO") is vested with authority to enforce all violations of Resolution 04-410."

d. Resolution 05-235 shall be amended to:

i. Delete in their entireties the last four (4) "BE IT FURTHER RESOLVED" statements in Resolution 05-235, the same stating a violation of Resolution 05-235 shall not be considered a criminal offense, enforcement of said resolution shall be handled by the OTPVB, the penalty and fine amounts assessed for a violation of Resolution 05-235 (including those assessed for a failure to answer a change), and the disposition of those fine monies collected. Said deleted sections shall have no effect.

ii. Add the following in place of those deleted sections:

"BE IT FURTHER RESOLVED that violations of Resolution 05-235 shall be considered a criminal traffic offense, punishable as provided in R.C. § 505.17(E), and the Delaware County Sheriff's Office ("DCSO") is vested with authority to enforce all violations of Resolution 05-235."

e. Resolution 13-234 shall be amended to:

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i. Delete in their entirety the second (2nd), third, (3rd), fourth (4th), and fifth (5th) “BE IT FURTHER RESOLVED” statements in Resolution 13-234, the same stating a violation of Resolution 13-234 shall not be considered a criminal offense, enforcement of said resolution shall be handled by the OTPVB, the penalty and fine amounts assessed for a violation of Resolution 13-234 (including those assessed for a failure to answer a change), and the disposition of those fine monies collected. Said deleted sections shall have no effect.

ii. Add the following in place of those deleted sections:

“BE IT FURTHER RESOLVED that violations of Resolution 13-234 shall be considered a criminal traffic offense, punishable as provided in R.C. § 505.17(E), and the Delaware County Sheriff’s Office (“DCSO”) is vested with authority to enforce all violations of Resolution 13-234.”

D. The Fiscal Officer shall:

1. Post Resolution 04-310, Resolution 04-341, Resolution 04-410, Resolution 05-235, Resolution 13-234, and this Resolution in five (5) conspicuous public places in the Township for thirty (30) days before the regulations and orders in this Resolution become effective.
2. Shall publish Resolution 04-310, Resolution 04-341, Resolution 04-410, Resolution 05-235, Resolution 13-234, and this Resolution for three (3) consecutive weeks using one (1) of the following methods:

- a. In the print or digital edition of a newspaper of general circulation in the Township,
- b. On the official public notice website established under R.C. § 125.182, **OR**
- c. On the website **AND** social media account of the Township.

E. All traffic control devices erected or placed to enforce violations of Resolution 04-310, Resolution 04-341, Resolution 04-410, Resolution 05-235, and Resolution 13-234 shall comply with R.C. § 4511.09, the Ohio Manual of Uniform Traffic Control Devices (OMUTCD), and/or the Manual of Uniform Traffic Control Devices (MUTCD) and those traffic control devices already erected or placed to enforce the prior versions of the above resolutions and which comply with the above requirements, shall be enforceable under the Resolutions stated in this section as amended.

F. Any other reference to the OTPVB, appointed officers, or representatives of the OTPVB, or authority given as established by R.C. § 4521.05, or any reference to the penalties for parking violations enforced by the OTPVB in any other previous action or resolution by this Board are hereby expressly rescinded and are of no further force or effect.

G. Fines levied and collected for enforcement of parking violations enacted by the Board pursuant to R.C. § 505.17 shall be paid into the Township general revenue fund.

H. 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.

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

Seconded by Ms. Knapp

VOTE:	Ringle –	Yes	Fouss –	Yes	Knapp –	Yes
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**BOARD OF TRUSTEES OF
ORANGE TOWNSHIP,
DELAWARE COUNTY, OHIO**

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M:el 2:7
Michael Ringle
Chair

Eric Fouss
Eric Fouss
Vice Chair

Lisa Knapp
Lisa Knapp
Trustee

Attest:

Donna Batten
Donna Batten
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. RES.25-121 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: April 16, 2025

Donna Batten
Donna Batten
Orange Township Fiscal Officer

**RES.25-122 RESOLUTION TO AUTHORIZE STAFF TO PROCEED WITH THE
REQUEST FOR PROPOSAL PHASE 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 request for proposal 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:

RESOLVED, that the Board hereby adopts and approves of the draft Request for Proposal and the "Orange Township CMAR RFP Proposal Evaluation Score Sheet" currently on file with the Township, and establishes the pricing criteria and performance criteria set forth therein; and

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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 Proposal, as well as any amendments or modifications thereto, and proceed with the proposal phase to obtain a CMAR for the Project, and any other actions that may be necessary or desirable and associated with the selection of a CMAR; 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.25-123 REVIEW OF THE MARCH BANK RECONCILIATION AND FINANCIAL REPORTS

Motion by Mr. Ringle

AS OF 03/31/2025

	Fund Balance	YTD Revenue**	YTD Expenses**	Current Reserve for Encumbrance
General	\$12,004,019	\$387,383	\$757,935	\$1,837,892
Roads	\$2,935,775	\$0	\$230,285	\$13,250
Fire	\$5,764,778	\$50,864	\$2,296,796	\$2,910,737
Parks	\$4,167,676	\$143,796	\$232,359	\$2,718,072
Other funds	\$2,748,397	\$440,092	\$207,760	\$366,276
TOTAL	\$27,620,645	\$1,022,134	\$3,725,135	\$7,846,227

** does not include transfers and advances

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

Seconded by Ms. Knapp

VOTE: Ringle – Yes Fouss – Yes Knapp – Yes

RES.25-124 APPROVING AND UPDATING A COMMERCIAL ADVERTISING AND SPONSORSHIP POLICY FOR THE TOWNSHIP'S WEBSITE

Mr. Ringle 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”).

RESOLUTION

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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.

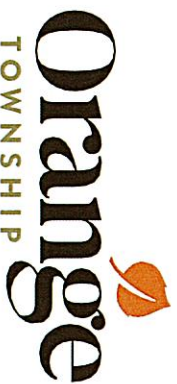
BE IT FURTHER RESOLVED, that the Board authorizes the Township Administrator to enter into an Advertising Contract with any vendor meeting the qualifications set forth within Attachment 1.

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 Mrs. Fouss
VOTE: Ringle – Yes Fouss – Yes Knapp – Yes

Certify and Attest: 
Donna Batten, 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

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- 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
Night Swim		3	Branding on promotional social media posts and a table with promotional items	\$1,000.00
Founders Festival	Beverage Tent		Promotional banner in front, promotional items in tent and on tables. Waived booth fee.	\$1,200.00
Founders Festival	Scavenger Hunt	5	Sponsor a prize for the scavenger hunt. Logo on Scavenger hunt prize and booth fee waived.	Variable, \$50.00 minimum
Patriot to Veteran 4-Miler	T-Shirts	1	Get your logo on t-shirts for all race participants.	\$1,500.00

**BOARD OF TRUSTEES JOURNAL OF ACTIONS
FROM REGULAR MEETING HELD APRIL 16, 2025
ORANGE TOWNSHIP - DELAWARE COUNTY**

<i>Flight Fight</i>	Prizes 3	Sponsor the prize of the 1 st , 2 nd , or 3 rd place winner.	Variable, \$50.00 minimum
<i>Holiday Event</i>	Hot Chocolate 1		\$1,000.00
<i>Light Fight</i>	Prizes 3	Sponsor the prize of the 1 st , 2 nd , or 3 rd place winner.	Variable, \$50.00 minimum

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 _____

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 RFO, 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.

**CON.25-04.16.01 THE BOARD GAVE CONSENSUS TO HOLD A PATRIOT TO
VETERAN FOUR MILER RUN/WALK TO BE HELD ON OCTOBER 11, 2025 AT 9:00
A.M. AT THE VETERANS MEMORIAL LOCATED AT 7307 SOUTH OLD STATE
ROAD**

**BOARD OF TRUSTEES JOURNAL OF ACTIONS
FROM REGULAR MEETING HELD APRIL 16, 2025
ORANGE TOWNSHIP - DELAWARE COUNTY**

RES.25-125 APPOINTMENT OF LILY HOHENBRINK TO POSITION OF PAID APPRENTICE AND ESTABLISHMENT OF COMPENSATION

Mr. Ringle moved the adoption of the following resolution:

BE IT RESOLVED that Lily Hohenbrink is appointed to the at-will, non-exempt, part-time Paid Apprentice, non-bargaining unit position of Paid Apprentice effective August 6, 2025.

BE IT FURTHER RESOLVED that the compensation for this limited position up to one year 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: Ringle – Yes Fouss – Yes Knapp – Yes

RES.25-126 A RESOLUTION AUTHORIZING THE TOWNSHIP ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH MAILCHIMP FOR EMAIL MARKETING SERVICES AND TO AUTHORIZE THE ONGOING PURCHASE OF SERVICES UNDER THE SAME TERMS AND PRICING

Mr. Ringle moved the adoption of the following Resolution:

WHEREAS, Orange Township recognizes the need for a reliable and professional email marketing platform to enhance communication with residents and stakeholders; and

WHEREAS, Mailchimp has provided a quote for such services, as detailed in the attached agreement, in the amount of \$3,360.00 for a 12-month subscription; and

WHEREAS, the Board of Trustees finds that entering into an agreement with Mailchimp is in the best interest of the Township and its communications objectives.

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

SECTION 1: The Township Administrator is hereby authorized to enter into an agreement with Mailchimp for email marketing services in the amount of \$3,360.00 as outlined in the attached quote.

SECTION 2: The Township Administrator is further authorized to approve and initiate annual renewals or recurring payments for Mailchimp services, provided that the pricing and terms remain substantially the same.

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

Adopted this 16th day of April, 2025.

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

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

Michael Ringle
Michael Ringle
Chair

**BOARD OF TRUSTEES JOURNAL OF ACTIONS
FROM REGULAR MEETING HELD APRIL 16, 2025
ORANGE TOWNSHIP - DELAWARE COUNTY**


Erica Fouss
Vice Chair

Lisa Knapp
Trustee

Attest:

Donna Batten
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. RES.25-126 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.

RES.25-127 MEETING ADJOURNMENT

Motion by Mr. Ringle to adjourn.

Seconded by Ms. Knapp

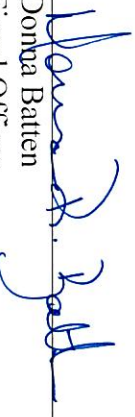
VOTE: Ringle – Yes Fouss – Yes Knapp – Yes

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

