

Franklin Township Trustees  
Tuesday, April 8, 2025  
Regular Meeting Minutes

At 7:00pm Chairperson Kellie Kapusta called the meeting to order. Minutes from the previous regular meeting were approved as submitted by a motion made by Glenn Russell – with the provision a typed error be corrected; 2<sup>nd</sup> Scott Swan. Rollcall votes Mr. Russell – yes. Mr. Swan – yes. Mrs. Kapusta – yes. Mrs. Russell will correct the typed error.

**PUBLIC COMMENT**

- PCSO Detective Nick DeSerio – provided statistics on calls answered throughout Franklin Township for the month of March, including but not limited to, calls for shoplifting, assistance to other agencies, assistance to the rescue squad, alarms, disabled vehicles, noise complaints, domestic situations, premise checks, welfare checks, and suicide threats. Mr. Swan asked the detective if the noise complaints were tracked for locations and Det. DeSerio responded that he would check and follow-up to see if that was the case. Mr. Swan would like to see them tracked as such so that we might be able to determine if a specific area is repeatedly causing noise complaints to come in. Detective DeSerio reported that an electronic copy of this report has been sent to the township administrator who is keeping a spreadsheet to monitor the types of calls and their frequency.

**ROAD REPORT**

Submitted as written by Dave Akerley and is on file at town hall as part of the official record. Additionally, Mr. Russell commented that he received an email from the property owner at 7568 Westlake Blvd regarding a catch basin in need of repair. Mr. Akerley is aware of the situation and is working toward a resolution.

**ZONING REPORT**

Submitted as written by Joe Ciccozzi and is on file at town hall as part of the official record. There was discussion regarding food trucks and their permit process. They are currently not a permitted use in the Franklin Township zoning code, however upon researching with the county health department, Mr. Ciccozzi discovered that anyone issued a health department permit for a food truck can then setup anywhere in the state of Ohio for a one-year period. The fire department or their representative personnel in each community would also have to inspect the truck and issue an inspection permit. Both permits would have to be presented upon request while the food truck is in use. The trustees agreed that the township Zoning Commission should address the use of food trucks in our code and set recommended parameters for their use. It boils down to the food truck operator being responsible for doing their due diligence in obtaining needed county, state or local permits by whatever agencies necessary and our website should relay that information. Also, upon following up on a previous complaint of cars being parked on Franklin Township owned property on Court Street in Brady Lake, Mr. Ciccozzi discovered that the area is landlocked and he cannot get back there to investigate because he is not permitted on private property without expressed permission. A suggestion of drone usage was mentioned but much research into liability and regulations would be needed to be completed before that is considered.

**FIRE REPORT**

Submitted as written by Richard Smith and is on file at town hall as part of the official record. Additionally, Mr. Smith reported that he did receive a call about a large open burn at 524 Judson Road. Upon arrival, he informed the owner that open burns are currently banned by the state through April. The owner immediately dumped sand and dirt on both fires to douse them.

**OLD BUSINESS**

There was a lengthy discussion on AEDs being placed in Franklin Township parks. Last October, the Ohio legislature passed a bill requiring all entities in Ohio to have AEDs placed in any publicly accessed park or area where team sports are played or offered. Mr. Smith presented the trustees with quotes from Stryker and Coro Medical, LLC for units with heated cabinets and without heated cabinets. Unheated cabinets are questionably not able to keep the batteries and the pads from freezing during the coldest months in Ohio, and therefore would require the possible removal and storage of the AEDs in the maintenance garage in winter. The trustees don't like the idea of not having the devices available if needed, even though team sports are not played in our parks during winter. Heated cabinets would require electricity where mounted to keep the units warm in the winter and fans to cool them in the hottest summer temperatures. Detective DeSerio pointed out that weekly inspections would be helpful in the event a unit is stolen – there would be a better chance for recovery. Currently, Brady Lake Park, where the Portage County Developmental Disabilities Board holds their Special Olympics and has a baseball field, and Phillips Park - which has a soccer field and pickleball courts would both require AEDs be installed according to state mandate. Chase Park has a walking trail but no fields or courts for team play but trustees were concerned that providing uniform access to these units across all Franklin Township parks should be considered. Mr. Swan suggested consideration of shelter type security buildings that could house the AEDs and possibly a phone line to call 911 be looked into. Mr. Smith will look into pricing and options available for those structures. In the meantime, Scott Swan moved that two Coro Medical, LLC

AEDs in heated cabinets be purchased at a quoted price of \$2,159 each for the cabinets and \$1540 each for the Lifepack CR2 AED units (one each to be placed at Brady Lake and Phillips Parks); 2<sup>nd</sup> Glenn Russell. Rollcall votes Mr. Russell – yes. Mr. Swan – yes. Mrs. Kapusta – yes.

- Minutes from the October 8, 2024 special meeting needed to be amended to reflect the correct call to order time of 6:05pm and the adjournment time of 6:50pm and a note that states the minutes were amended to reflect the change. The amended minutes were approved by a motion made by Scott Swan; 2<sup>nd</sup> Kellie Kapusta. Rollcall votes Mr. Russell – yes. Mr. Swan – yes. Mrs. Kapusta – yes.

### **NEW BUSINESS**

- Portage Parks District is piloting a 2025 Community Parks and Trails Grant program. A total of \$100,000 will be available for Portage County entities through application approval to benefit community parks in a way consistent with the District's mission of conserving Portage County's natural heritage and providing opportunities for appreciation and enjoyment. The township will be applying to help with park projects under consideration such as shelters, pavilions, etc.
- **Resolution 2025-05** – authorizing the participation of Franklin Township in ODOT's Cooperative Purchasing Program for the 2025-2026 season was approved by a motion made by Kellie Kapusta; 2<sup>nd</sup> Scott Swan. Rollcall votes Mr. Russell – yes. Mr. Swan – yes. Mrs. Kapusta – yes.
- **Resolution 2025-06** – authorizing the reappointment of R.T. Mansfield as the Franklin Township representative to the PARTA Board to a term ending 6/30/2028 was approved by a motion made by Glenn Russell; 2<sup>nd</sup> Kellie Kapusta. Rollcall votes Mr. Russell – yes. Mr. Swan – yes. Mrs. Kapusta – yes.
- **Resolution 2025-07** – authorizing the reappointment of Justin Moneypenny to the Board of Zoning Appeals to a term ending 2/19/2030 was approved by a motion made by Kellie Kapusta; 2<sup>nd</sup> Scott Swan. Rollcall votes Mr. Russell – yes. Mr. Swan – yes. Mrs. Kapusta – yes.
- **Resolution 2025-08** – authorizing the reappointment of Travis Copen as a member of the Zoning Commission to a term ending 2/19/2030 was approved by a motion made by Scott Swan; 2<sup>nd</sup> Glenn Russell. Rollcall votes Mr. Russell – yes. Mr. Swan – yes. Mrs. Kapusta – yes.

### **CORRESPONDENCE**

Lisé Russell reported that she received an Ohio Township Association legislative alert that legislation is currently being considered in the Ohio General Assembly to temporarily increase the share of the 10% excise tax collected on recreational marijuana that is directed to the Host Community Cannabis Fund. The trustees were not inclined to vote right now on whether or not to lift the current moratorium imposed on marijuana growth or distribution facilities but agreed that it would be appropriate for the Zoning Commission to reassess current code for the township and research changes in regulations or guidelines set by the state proactively before considering how to proceed.

### **FINANCE REPORT**

Submitted as written by Lisé Russell and is on file at town hall as part of the official record. Additionally, Mrs. Russell reported that she attended the Local Government Officials Conference in Columbus for two days of training sessions on March 27<sup>th</sup> and March 28<sup>th</sup>. Mrs. Russell reports that she returned with solid new information to help with internal controls, procedure implementation, and the most current standards for compliance and government fund accounting to better assist the township with management of tax payer dollars. Payment of bills, warrants #26542 through 26561, including payment vouchers and totaling \$117,841.22 since the last meeting was approved by a motion made by Glenn Russell; 2<sup>nd</sup> Scott Swan. Rollcall votes Mr. Russell – yes. Mr. Swan – yes. Mrs. Kapusta – yes.

At 8:25pm the meeting was adjourned by a motion made by Glenn Russell; 2<sup>nd</sup> Scott Swan. Rollcall votes Mr. Russell – yes. Mr. Swan – yes. Mrs. Kapusta – yes.

Date \_\_\_\_\_ Fiscal Officer \_\_\_\_\_

Chairperson \_\_\_\_\_