

FIRST ASSISTANT  
KYLE E. ROHRER

CRIMINAL DIVISION  
AMELIA M. BEAN-DEFLUMER  
ANDREW M. BIGLER  
DOUGLAS N. DUMOLT  
CORY J. GOE  
ERIC C. PENKAL  
MARK C. SLEEPER  
BRIAN J. WALTER

JUVENILE DIVISION  
KATHERYN L. MUNGER  
R. JOSEPH VARVEL

**Carol Hamilton O'Brien**  
DELAWARE COUNTY PROSECUTING ATTORNEY



CIVIL DIVISION  
CHRISTOPHER D. BETTS  
MARK W. FOWLER  
ARIC I. HOCHSTETTLER  
ANDREW J. KING  
DAVID C. MOSER

VICTIM SERVICES DIRECTOR  
TRISH S. WRIGHT

INVESTIGATOR  
BARRY C. WALTON

October 16, 2015

Elected and Appointed Delaware County Officials  
Elected and Appointed Township Trustees  
Elected and Appointed Township Fiscal Officers  
Board of Zoning Appeals  
Board of Zoning Commission  
Zoning Inspectors  
Other Guests

Event: 2015 Township Officials Training  
Date: Saturday, November 14, 2015  
Time: 8:15 a.m. to 12:00 noon (Registration and breakfast will start at 7:45 a.m.)  
Location: Delaware County Board of Developmental Disabilities Building  
151 East Orange Road, Lewis Center, Ohio 43035  
R.S.V.P. Melissa Harris-Mickens at 740-833-2694 or via email at [meharris@co.delaware.oh.us](mailto:meharris@co.delaware.oh.us)

To All Concerned:

You are cordially invited to attend the 2015 Township Officials Training presented by the Delaware County Prosecuting Attorney's Office and sponsored by the law firms of Brosius, Johnson & Griggs, LLC and Fishel Hass Kim Albrecht LLP. The Training is designed to assist you in the performance of your duties and provide a brief update on Ohio Township Law.

The Training will be held on Saturday, November 14, 2015. Registration starts at 7:45 a.m., with the presentation beginning at 8:15 a.m. Breakfast will be served beginning at 7:45 a.m. The Training will conclude at 12:00 noon.

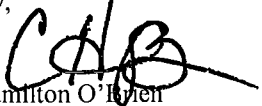
**The Training will be held in the East Wing Community Center of the Delaware County Board of Developmental Disabilities Building located at 151 East Orange Road, Lewis Center, Ohio 43025.**  
Please see the enclosed map.

In accordance with the Ohio Sunshine Law, a legal notice of the training will be published. A copy of the legal notice is enclosed. This notice will be published in the Delaware Gazette on November 4, 2015 and November 11, 2015.

**If you will be attending the Training, please kindly R.S.V.P. to Melissa Harris-Mickens by 4:00 p.m. Thursday, November 12, 2015 at 740-833-2694 or via email at [meharris@co.delaware.oh.us](mailto:meharris@co.delaware.oh.us).**

I look forward to seeing you there.

Sincerely,

  
Carol Hamilton O'Brien  
Delaware County Prosecuting Attorney



# 2015 TOWNSHIP OFFICIALS TRAINING

Presented by  
Carol O'Brien

Delaware County Prosecuting Attorney



November 14, 2015  
8:15 A.M. to 12:00 Noon  
(Registration Beginning at 7:45 AM)  
Delaware County Developmental Disabilities Building  
151 East Orange Road  
Lewis Center, Ohio 43035

## AGENDA

<u>Time</u>	<u>Topic</u>	<u>Speaker</u>	<u>Room</u>
7:45 A.M.	Registration/Breakfast	N/A	Main East Concourse
8:15 A.M.	Welcome and Agenda (Introduction of Prosecuting Attorney's Staff)	Carol O'Brien, Esq. Prosecuting Attorney	A
8:25 A.M.	Township Law Update	Heidi Fought Director of Governmental Affairs Ohio Township Association	A
9:25 AM	Break		
9:30 A.M.	<u>Breakout Session One</u>		
	A) The Process of Holding and Running a Meeting	Andrew J. King, Esq. Assistant Prosecuting Attorney	A
	B) Do's and Don'ts Of Being a Township Trustee	Don Brosius, Esq. Peter N. Griggs, Esq. Partners Brosius, Johnson & Griggs, LLC	B
	C) Delaware County Regional Planning Commission (DCRPC)	Scott B. Sanders, AICP Executive Director Delaware County Regional Planning Commission	C
	D) HB 10 - New Fiscal Officer Integrity Act	William J. Owen, Esq. Former, Delaware County First Assistant Prosecuting Attorney Currently, Senior Policy Advisor to Dave Yost Auditor of the State of Ohio	D
10:15 A.M.	Break		

10:25 A.M.

**Breakout Session Two**

- |  |  |   |
|--|--|---|
| A) Zoning Basics - Boards to Zoning Inspectors | Christopher D. Betts, Esq.<br>Assistant Prosecuting Attorney   | A |
| B) Ethics                                      | Carol O'Brien, Esq.<br>Prosecuting Attorney<br>Kyle Rohrer, Esq.<br>First Assistant Prosecuting Attorney   | B |
| C) Township Fiscal Issues                      | George Kaitisa<br>Delaware County Auditor<br><br>Shari Baker<br>Director Tax Administration<br>and Consumer Services<br>Delaware County Auditor's Office | C |
| D) Annexation:<br>Expedited Type 2             | Aric I. Hochstettler, Esq.<br>Assistant Prosecuting Attorney   | D |

11:10 A.M.

Break

11:15 A.M.

**Breakout Session Three**

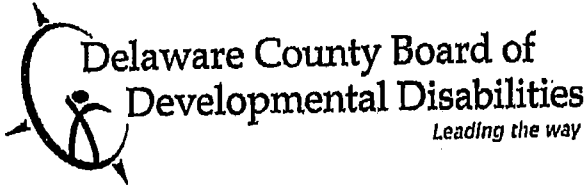
- |  |  |   |
|--|--|---|
| A) Planned Unit Development (PUD)  | Don Brosius, Esq.<br>Peter N. Griggs, Esq.<br>Partners<br>Brosius, Johnson & Griggs, LLC | A |
| B) Human Resources (HR) For Townships  | Edward S. Kim, Esq.<br>Managing Partner<br>Fishel Hass Kim Albrecht, LLP                 | B |
| C) Social Media and Computer Use 101 for Townships                             | David C. Moser, Esq.<br>Assistant Prosecuting Attorney                                   | C |
| The Township Brand and Avoiding Infringement                                   | Mark W. Fowler, Esq.<br>Assistant Prosecuting Attorney                                   |   |
| D) Delaware County Financing Authority (a.k.a. Delaware County Port Authority) | Curt Sybert, Esq.<br>Attorney At Law<br>(Former Liberty Township Trustee)                | D |

12:00 Noon

Conclude

# East Wing Community Center

151 East Orange Road  
Lewis Center, Ohio 43035



South Wing Entrance mailing  
address is 149 East Orange Road

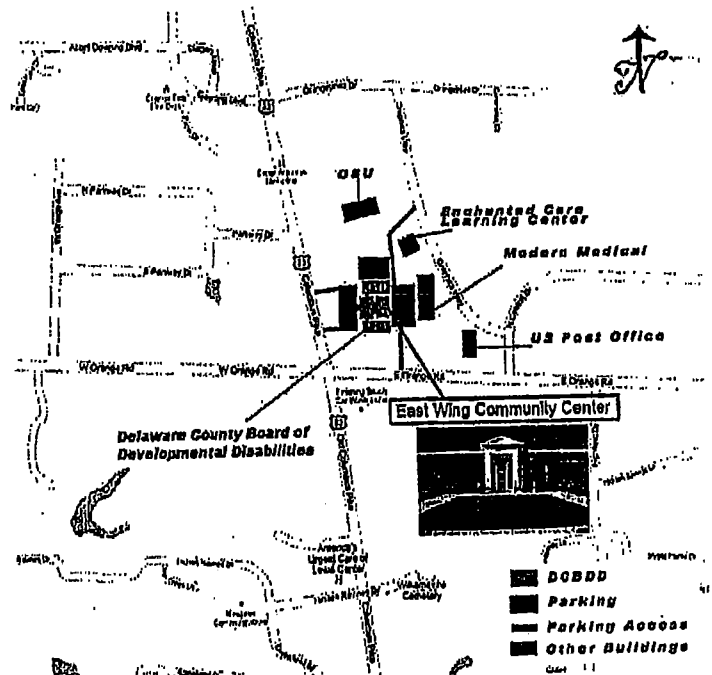
The East Wing Community Center is part of the Delaware County Board of Developmental Disabilities. For more information call 740-201-3600

## Directions:

**From North – US 23 and US 36/US 37 in Delaware, Ohio (9 Miles)** There are two options to enter the site. First, from US 23 (Columbus Pike) you may make a left turn at the traffic light at Orange Point Drive, turn right on to Graphics Way and right at the sign for Ohio State University. Second, you may continue on US 23 until you see the building on the left then you will make a left turn without a signal light across two lanes into the drive by the pond. Drive to the East side of the building to park.

**From South – US 23 and I-270 (4.5 Miles)**  
Take US 23 North then turn right on to East Orange Road then turn left at the first drive.

**From I-71 via Polaris (4.3 Miles)**  
Take Polaris Parkway West to US 23 (Columbus Pike) and turn right (North).  
Take US 23 North then turn right on to East Orange Road then turn left at the first drive.



The West side parking is for those having business with the Delaware County Board of Developmental Disabilities.

The East side parking is for those coming to the East Wing Community Center.

**NOTICE OF SPECIAL JOINT MEETING OF ALL DELAWARE COUNTY, OHIO  
BOARDS OF TOWNSHIP TRUSTEES, ALL DELAWARE COUNTY, OHIO  
TOWNSHIP AND COUNTY ZONING COMMISSIONS, AND ALL DELAWARE  
COUNTY, OHIO TOWNSHIP AND COUNTY BOARDS OF ZONING APPEALS.**

A special joint meeting facilitated by the Delaware County Prosecuting Attorney of all Delaware County, Ohio Boards of Township Trustees, all Delaware County, Ohio Township and County Zoning Commissions, and all Delaware County, Ohio Township and County Boards of Zoning Appeals will be held Saturday, November 14, 2015 from 8:15 A.M. until 12:00 P.M. in the East Wing Community Center of the Delaware County Board of Developmental Disabilities Building located at 151 East Orange Road, Lewis Center, Ohio 43035. The purpose of this special joint meeting is to provide broad educational training to members of these various boards relative to their duties and responsibilities in their respective offices or positions with their townships or Delaware County. This special joint meeting and all smaller breakout sessions conducted as a part of this meeting are open to the public.