

RECORD OF PROCEEDINGS



PRAIRIE TOWNSHIP BOARD OF TRUSTEES

JANUARY 30, 2019 - REGULAR MEETING 7 :00 PM 23 MAPLE DRIVE, COLUMBUS, OHIO 43228

Chairman Doug Stormont called this meeting of the Prairie Township Board of Trustees to order on January 30, 2019 at 7:00 p.m. with Trustee Cathy Schmelzer, Trustee Steve Kennedy and Fiscal Officer Dan McCardle present. Township Administrator Rob Peters, Assistant Fire Chief Allen Scott and Recreation Director James Gant were also in attendance. (See attached sign in sheet for a complete list of additional attendees).

Mr. Stormont led the Pledge of Allegiance.

Franklin County Public Health Presentation

Franklin County Public Health officials made a presentation regarding rats in our Township areas. They summarized recent survey findings, made some general recommendations and shared limitations.

Approval of Minutes - January 16, 2019 Regular Meeting Minutes

Comments/Issues: None

Mr. Stormont moved to approve the January 16, 2019 Regular Meeting Minutes . Mr. Kennedy seconded. The votes were as follows: Mr. Stormont , Aye; Mr. Kennedy , Aye; Ms. Schmelzer , Aye. The meeting minutes for the January 16 , 2019 Regular Meeting were approved.

Report from the Franklin County Sheriff 's Office

Deputy Ronk spoke before the Board and summarized recent criminal activity in the Township. There were 5 drug related offenses, 4 incidents of breaking and entering, and 1 auto theft. He was available to take questions.

Fiscal Officer 's Report

Approval of Warrant s and Payroll

This week's warrants list detailed payments to 67 vendors summing \$164,203.36. Approximately 62% of this total is comprised of payment to the Franklin County Commissioners in the amount of \$100,988.56 for the monthly insurance premiums.

Mr. McCardle requested the Board's approval to pay all items on this week's warrant list summing \$164,203.36 along with 1/24/19 payroll summing \$220,038.23 for a total cash disbursement of \$384,241.59.

Comments/Issues: None

Mr. Stormont motioned "so moved". Mr. Kennedy seconded. The votes were as follows: Mr . Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer , Aye. Motion passed.

Transfers

Mr. McCardle asked the Board to approve the following transfers:

\$25,317.92 from the General Fund - Transfers Out OPWC (1000-910-910-0009) to Inah Avenue - Transfers In (4401-931-0000)

\$16,637.54 from the General Fund - Transfers Out OPWC (1000-910-910-0009) to South Greener Phase I - Transfers In (4402-931-0000)

\$6,463.96 from the General Fund Transfers Out OPWC (1000-910-910-0009) to South Greener Phase II - Transfers In (4404-931-0000)

\$15,977.68 from the General Fund -Transfers Out OPWC (1000-910-910-0009) to Palmetto Street - Transfers In (4405-931-000)

\$25,121.15 from the General Fund - Transfers Out OPWC (1000-910-910-0009) to Beacon Hill Road - Transfers In (4406-931-0000)

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\$18,542.82 from the General Fund -Transfers Out OPWC (1000-910-910-0009) to Woodlawn Avenue - Transfers In (4407-931-0000)

\$250,000.00 from the General Fund - Transfers Out (1000-910-910-0000) to Road District Fund - Transfers In (2141-931-000)

\$100,000.00 from the General Fund - Transfers Out (1000-910-910-0010) to the Park Improvements Operating Expenses Fund (4301-931-0000)

\$48,000.00 from the General Fund - Transfers Out (1000-910-910-0018) to the West Broad Street Fund (4302-931-0000)

\$50,000.00 from the JEDD Fund - Transfers Out (2904-910-910-00018) to the West Broad Street Fund (4302-931-0000)

Comments/Issues: None

Mr. Stormont moved that the Board authorize the Fiscal Officer to make the fund transfers as presented. Mr. Kennedy seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Flex Spending Release

Mr. McCardle asked the Board to approve releasing FSA funding (this is an elective payroll withholding) when payroll is paid. Currently, FSA payment is approved on meeting days, which was when payroll was formally approved. With the semi-monthly pays, there is a lag between payroll and Franklin County receiving the funds, making the money available to the employees. The employees who elect to participate in FSA include Aaliyah Earvin, Courtenay Chaffin, William Floyd, Allen Scott, Andrew Jones, Alicia Armentrout, and Dan McCardle.

Comments/Issues: Trustee Schmelzer asked a follow up question as to how the FSA program works and clarification on this request.

Comments/Issues: None

Mr. Stormont moved that the Board authorize the HR/Operations Coordinator to issue a warrant for FSA funds to Franklin County FSA when payroll is released. Mr. Kennedy seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Standing Business:

Fire Department

Purchase of New Cots

Chief Scott asked the Board's permission to spend up to \$65,000.00 for two new cots and the associated mounting hardware. We must purchase new cots and mounting hardware to meet new crash standards. We have trialed several types of cots and feel that the Ferno Power cot is the best option. We are receiving a tremendous discount on these cots from the manufacture. The first new cot will be used in the medic that is being placed on a new chassis and the second will be installed into M243 after the new medic is delivered. These cots will also provide a much safer environment for both our medics and patients.

Comments/Issues: None

Mr. Stormont moved that the Board approve up to \$65,000.00 for the purchase of two new cots and the associated mounting hardware from Ferno Power. Mr. Kennedy seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Resignation of Part Time Firefighter

Chief Scott asked the Board to accept the resignation of Jake Rowe as part time firefighter effective 1/23/19. Jake is currently employed full time with the City of London FD.

Comments/Issues: None

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Mr. Stormont moved that the Board accept the resignation of Jake Rowe as a part time firefighter effective January 23, 2019. Ms. Schmelzer seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Hiring of Part Time Firefighters

Chief Scott asked the Board to consider the hiring of Josh Staats and Cameron Ellis as a part time firefighter effective January 31, 2019 with one-year probation.

Comments/Issues: None

Mr. Stormont motioned "so moved". Mr. Kennedy seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Community Center

Equipment Purchase

Mr. Gant sought permission to purchase a Technogym Excite Climb from Technogym for at a cost of \$5,700.56. This stair climber is the best-suited climber for senior citizens due to a lower starting point than other stair climbers. We have been demoing this piece of equipment for the last month and we have received nothing but positive feedback about the machine and it is rapidly becoming one of our most used pieces of equipment. We have looked around and this is the best price that we have been able to find.

Comments/Issues: Trustee Schmelzer asked about the demo period, process, and discount.

Mr. Stormont moved that the Board approve the purchase of a Technogym Excite Climb from Technogym at a cost of \$5,700.56. Mr. Kennedy seconded. The votes were as follows: Mr. Stormont, Aye; Ms. Schmelzer, Aye ; Mr. Kennedy, Aye . Motion passed.

Roads, Cemeteries, and Parks Department

Mosquito Contract

On behalf of Mr. McAninch, Mr. Peters recommended that the Board approve the 2019-2021 Mosquito Management Program Participation with The Franklin County Board of Health. The cost per year is \$13,379.02. In 2017 and 2018, the Township paid a yearly cost of \$13,298.02, which is a difference of \$81.00.

Comments/Issues: None

Mr. Stormont moved that that the Board approve the 2019-2021 Mosquito Management Program Participation with the Franklin County Board of Health at a cost of \$13,379.02 and authorize the Township Administrator to execute the necessary documents. Mr. Kennedy seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Stantec Master Service Agreement

Mr. Peters asked the Board to approve renewal of our annual Master Services Agreement with Stantec Consulting Services, Inc. This agreement is for Stantec to act as the Township's engineer. The agreement contains general conditions for Task Orders that the Board may approve for specific services. The current contract is set to expire February 1, 2019. The new contract will be valid for one year from the execution date.

Comments/Issues: None

Ms. Schmelzer moved that the Board enter into a Master Services Agreement with Stantec Consulting Services and authorize the Chair to execute the agreement. Mr. Kennedy seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Building and Zoning:

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No items.

Administration

Nuisance Cases

Jessica Nicholson of 391 Postle requested an extension. The Board gave her a two-week extension.

Mr. Stormont moved that the Board adopt Resolution NU-21 -19 "A Resolution declaring nuisance and ordering abatement at 4632 Hilton Avenue ." Mr. Kennedy seconded. The roll call votes were as follows: Mr. Kennedy , Aye; Ms. Schmelzer , Aye; Mr. Stormont , Aye. Motion passed.

Mr. Stormont move that the Board adopt Resolution NU-23 -19 "A Resolution declaring nuisance and ordering abatement at 290 Inah Avenue." Mr. Kennedy seconded. The roll call votes were as follows: Mr. Kennedy , Aye; Ms. Schmelzer , Aye; Mr. Stormont , Aye. Motion passed.

Mr. Stormont move that the Board adopt Resolution NU-25 -19 "A Resolution declaring nuisance and ordering abatement at 211 Oxley Road Mr. Kennedy seconded. The roll call votes were as follows: M r. Kennedy , Aye; Ms. Schmelzer , Aye; Mr. Stormont , Aye. Motion passed.

Mr. Stormont move that the Board adopt Resolution NU-26 -19 "A Resolution declaring nuisance and ordering abatement at 174 Postle Boulevard." Mr. Kennedy seconded. The roll call votes were as follows: Mr. Kennedy , Aye; Ms. Schmelzer , Aye; Mr. Stormont , Aye. Motion passed.

Mr. Stormont move that the Board adopt Resolution NU-29-19 "A Resolution declaring nuisance and ordering abatement at 4812 Sullivant Avenue." Mr. Kennedy seconded. The roll call votes were as follows: Mr. Kennedy , Aye; Ms. Schmelzer , Aye; Mr. Stormont , Aye. Motion passed.

Nuisance Assessments

Mr. Peters asked the Board to execute a "Return and Statement to County Commissioners" requesting the assessments totaling \$3,956.44 for high grass and weed abatement at (10) properties from September 2018 to January 2019, as well as execute a "Return and Statement to County Commissioners" requesting assessments totaling \$6,802.73 for removal of trash and debris at (10) properties from September 2018 to January 2019.

Comments/Issues: None

Mr. Stormont move that the Board execute a "Return and Statement to County Commissioners " requesting the assessment of \$3,956.44 for abatement of high grass and weeds at (10) properties from September 2018 to January 2019, as well as execute a "Return and Statement to County Commissioners " requesting the assessment of \$6,802.73 for removal of trash and debris at (10) properties from September 2018 to January 2019. Mr. Kennedy seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Phones

We have been provided a proposal from the City of Grove City to upgrade our current phone systems for all departments/facilities. While this proposal does include some significant one-time upfront costs, the savings to the township in the future are also significant. We currently spend approximately \$26,000 per year for monthly phone service to all of our locations and with this new system, those monthly service fees will be reduced to \$4320 per year. In addition to the monthly costs savings, there will be no costs associated with repairs/maintenance as Grove City will handle this (a service call for phone problems is \$250). The upfront costs for new phones and all associated licenses is \$28,941.00:

\$5,346.00 for Township Hall and Road

\$12,439.00 for Fire Department

\$7,306.00 for Community Center and,

\$3,850.00 for set up fees, to be divided be Township Hall, Fire and PTCC

Mr. Peters asked the Board to approve the purchase of new phones and associated set-up/licenses at a cost not to exceed \$29,000.00. This purchase was included in the 2019 budget.

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Comments/Issues: None

Mr. Stormont moved that the Board approve the purchase of new phones and associated licenses/set-up through the City of Grove City at a cost not to exceed \$29,000 and approve new telephone services with the City of Grove City at a cost of \$360.00 per month. Mr. Kennedy seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Credit Card Policy

Mr. Peters asked the Board to approve a new credit card account policy. The State of Ohio Auditor, Dave Yost, sent out a bulletin dated November 30, 2018 requiring townships to enact a credit card policy by February 2, 2019. This issue was discussed at the Franklin County Township Association meeting on January 14, 2019 and our Law Director provided the policy draft language for the association. The new policy is very similar to the township's current policy. The new policy is structured for a limited home rule township and appoints a compliance officer. The Board, designated representative (myself) and the Township Fiscal Officer (Dan) will have the authority to update the list of authorized users on the account if any changes occur.

Comments/issues: None

Mr. Stormont move that the Board approve the new Township credit card policy, the list of current authorized users, and authorize the Township Administrator and Fiscal Officer to update the list of authorized users as needed. Mr. Kennedy seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

COCIC Appointment

Mr. Peters asked the Board to approve Resolution 08-19, which appoints me (Rob Peters) to the Central Ohio Community Improvement Corporation representing Jefferson, Madison, and Prairie Townships in Franklin County. Tracy held this seat on the Board of Directors until his retirement. This is a four-year term beginning February 2019.

Comments/Issues: None

Ms. Schmelzer moved that the Board approve Resolution 08-19, "A Resolution appointing Rob Peters, Township Administrator of Prairie Township, to the Central Ohio Community Improvement Corporation and authorize the Chair to sign the agreement. Mr. Kennedy seconded. The roll call votes were as follows: M r. Kennedy, Aye; Ms. Schmelzer, Aye; Mr. Stormont, Aye. Motion passed.

Executive Session

At 8:09 p.m., Mr. Stormont moved that the Board go into executive session as per ORC Section 121.22 (G) (1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee. Mr. Kennedy seconded. The roll call votes were as follows: Mr. Kennedy, Aye; Ms. Schmelzer, Aye; Mr. Stormont, Aye. Motion passed.

At 8:49 p.m., Mr. Stormont moved that the Board come out of executive session. Mr. Kennedy seconded. The roll call votes were as follows: Mr. Kennedy, Aye; Ms. Schmelzer, Aye; Mr. Stormont, Aye. Motion passed.

No decisions were made during the executive session.

Ms. Swisher spoke before the Board to outline the Zoning Department's efforts to lead the Township in combating the rat population.

Old Business

Zoning Board Appointments

Mr. Stormont made a motion to appoint Howard Balzer to the Prairie Township Zoning Commissions with a term expiring December 31, 2023. Mr. Kennedy seconded. The votes were as follows: The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

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Mr. Stormont made a motion to appoint John Caldwell to the Prairie Township Board of Zoning Appeals. Mr. Kennedy seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Mr. Stormont made a motion to appoint Sherry Henning as an alternate to the Prairie Township Board of Zoning Appeals. Mr. Kennedy seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

New Business

None

Public Comment

None

Announcements

None

Adjournment

Meeting adjourned at 9:08 p.m.

Chairman Doug Stormont

Fiscal Officer Dan McCardle