

RECORD OF PROCEEDINGS



PRAIRIE TOWNSHIP BOARD OF TRUSTEES

MAY 8 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 May 8, 2019 at 7:00 p.m. with Trustee Cathy Schmelzer, Trustee Steve Kennedy and Fiscal Officer Dan McCardle present. Township Administrator Rob Peters, Fire Chief Chris Snyder, 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.

7:00 p.m. Sidewalk Public Hearing

The Board heard comments regarding the 2019 sidewalk program. The program includes properties where the Township has determined that the abutting sidewalk must be repaired as per criteria adopted by the Board of Trustees, as well as volunteer participants. A list of the involuntary properties is attached to the resolution.

Comments/Issues: Topsfield Road resident Diane Martin Maclam spoke before the Board expressing her disagreement with Mr. McAninch's assessment of her property. The Board will review the assessment of this property with Mr. McAninch.

Ken Williams of 485 South Murray Hill wanted clarification as to what the specifics of his sidewalk repairs. Chairman Stormont explained that Mr. McAninch would contact him and explain what part of his sidewalk needed repairs.

Ms. Eyre of 540 Danhurst Road wants to know what specific ORC section addresses her sidewalk repairs.

The Sidewalk Hearing closed at 7:15 p.m.

Mr. Stormont moved that the Board adopt Resolution 20-19. "A Resolution ordering repair of certain sidewalks and levy of special assessments ". Mr. Kennedy seconded. The roll call votes were as follows: Mr. Kennedy , Aye; Ms. Schmelzer , Aye; Mr. Stormont , Aye. Motion passed.

2020 Census Briefing Presentation

Dr. Steven Dillingham spoke before the Board and those in attendance about the upcoming 2020 Decennial Census history, 2020 planned changes, timeline, and completion. He encouraged the Trustees to establish a Complete Count Committee (CCC) and went over how it works and why it is successful.

Approval of Minutes - April 24, 2019 Regular Meeting Minutes

Comments/Issues: None

Mr. Stormont moved to approve the April 24, 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 April 24, 2019 Regular Meeting were approved .

Report from the Franklin County Sheriff 's Office

Deputy Ronk spoke before the Board summarizing the criminal activity that occurred over the past two weeks. J walking across Board Street is becoming more prevalent and the Department is making an effort to warn violators of safety issues. Deputy Ronk took questions from those in attendance.

Fiscal Officer 's Report

Approval of Warrant s and Payroll

This week's warrants list detailed payments to 94 vendors summing \$581,256.98. Approximately 74% of this total is comprised of payments to the Franklin County Sherriff's Office in the amount of \$75,542.01 for the monthly contract, \$183,437.50 to Huntington National Bank for bond payments and \$169,316.00 to Horton Emergency Vehicles for the Medic 241 remount and lighting.

Mr. McCardle requested the Board's approval to pay all items on this week's warrant list summing \$581,256.98 along with 5/10/19 payroll of \$222,664.84 for a total cash disbursement of \$803,921.82.

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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.

Liquor Permit

Mr. McCardle asked the Board if they would like to request a hearing on a liquor permit application for a drive thru located at 4640 Sullivant Avenue, Columbus, Ohio 43228 (Days Drive Thru)

Comments/Issues: None

Mr. Stormont moved that the Board not request a hearing on the advisability o f issuing a liquor permit to a drive thru located at 4640 Sullivant Avenue, Columbus, Ohio 43228. Mr. Kennedy seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Transfer

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

\$180,467.50 from the Fire Fund (#2191) to the Fire Capital Fund (#2111). This transfer was approved in the 2019 budget and is part of the Fire Funds long range capital planning efforts.

\$150,000 to the Community Center Fund. \$30,000 of which will come from the JEDD Fund and the remaining \$120,000 will come from the JEDZ Fund. This is the first transfer of the year for Community Center operating expenses

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.

Advance

Mr. McCardle asked the Board to approve advancing \$100,000.00 from the General Fund to the 2019 Sidewalk Fund.

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.

Letter to Budget Commission

Mr. McCardle asked the Board to authorize the Administration office to send a letter to the Budget Commission to increase appropriations in the General Fund and the Fire Fund. We are requesting an increase to appropriations in the General Fund by \$13,500 to cover recently approved pay increases:

1000-110-131-0000 - Salary Township Administrator	\$6,000
1000-110-139-0000 - Salary Administrator Staff	\$4,500
1000-110-211-0000 - OPERS	\$2,500
1000-110-213-0000 - Medicare	\$500

In addition, we will also request an increase in revenue and appropriation in the Fire Fund for the purchase of the fire truck. The requested increase to appropriations is \$251,336.00 (2191-760-720-0000 Machinery, Equipment and Furniture).

Comments/Issues: None

Mr. Stormont moved that the Board authorize the administration office to send a letter to the Budget Commission to increase appropriations in the General Fund by \$13,500 and to increase revenue and appropriations in the Fire Fund by \$251,336.00. Mr. Kennedy seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

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Standing Business:

Fire Department

Part Time Firefighter Resignation

Chief Snyder asked the Board to accept the resignation of Dominic Fredo as part time firefighter effective 4/23/19. Dominic is currently employed full time with the City of Circleville.

Comments/Issues: None

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

Hiring Part Time Firefighters

Chief Snyder asked the Board to consider the hiring of Justin Borghese and Cody Allen as a part time firefighters effective May 9, 2019 with one-year probation.

Comments/issues: None

Mr. Stormont moved that the Board approve hiring Justin Borghese and Cody Allen as part time firefighters effective May 9, 2019 with a one-year probation. Mr. Kennedy seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Community Center

Pool Lighting Replacement

Mr. Gant sought approval to enter into contract with Sustainable Energy Advancement to replace all the overhead lights in the pool. We currently have metal halide light fixtures, 18 of which lights that have burned out and need to be replaced. It would cost us roughly \$18,000 to replace these bulbs and ballasts. The current metal halide bulbs are needing to be replaced about every two years. Up till now the PTCC staff have been using extra bulbs that came with the building to replace the bulbs. Mr. Gant is recommending that we replace all 24 metal halide fixtures with LED fixtures. LED fixtures will last us much longer and decrease our energy bill as well. Mr. Gant had gotten 3 quotes to do the work. The best price is Sustainable Energy Advancements at a cost of \$68,000 to replace all 18 light fixtures in the pool with LED fixtures.

Comments/Issues: Trustee Schmelzer asked how long is the warranty on those lights fixtures. Mr. Gant replied that these will be covered under a 5 year full warrant for these lights and fixtures.

Mr. Stormont moved that the Board approve a contract with Sustainable Energy Advancement to replace all of the overhead lights in the pool at a cost not to exceed \$80,062.50 and authorize the Recreation Director to sign the necessary documents. Mr. Kennedy seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Professional Cleaning/Custodial Services Contract

Three companies (The Right Touch Services, Interstate Premier Facility Services Provider and Corvus Janitorial) had submitted their bids in response to the Professional Cleaning/Custodial Services RFP for the Community Center, due on April 26, 2019. Corvus Janitorial came in with the most expensive bid at \$6,975.00/mo. Interstate Premier Facility Services Provider had the lowest bid at \$4100.00/mo however, their bid was disqualified for not including nightly Kaivac cleaning of the locker rooms and not offering a day porter. Both items were discussed at the pre-bid meeting in which Interstate was present. Therefore, we are choosing the Right Touch Services, which is the next lowest bid at \$4616.00/mo. Mr. Gant sought permission to enter into contract with The Right Touch Services for cleaning and custodial services for the PTCC.

Comments/Issues: None

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Mr. Stormont moved that the Board approve a contract with The Right Touch Services for cleaning and custodial services at the PTCC at a cost of \$4,616.00 per month and authorize the Recreation Director to sign the necessary documents. Mr. Kennedy seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Credit Card Gateway Service

The PTCC currently uses Plug N Pay to as a gateway service for processing credit cards. Plug N Pay is no longer in compliance with the Federal Governments credit card standards. So, we are in need of a new gateway service provider to process credit cards. James recommends going with Card Connect to be the new gateway provider. The gateway setup fee is \$199, a monthly gateway cost of \$20, a gateway authorization fee of \$.10, and monthly device fee of \$25 per month per device. The Township should see a savings of about \$50 a month going with Card Connect over Plug N Pay.

Comments/Issues: Trustee Kennedy asked for clarification on the \$.10 fee per transaction and what our estimated cost would be for that portion of the fees. McCardle replied that the Community Center processes 800-1000 credit card transactions per month - which would be another \$80-\$100 in fees.

Mr. Stormont moved that the Board approve Card Connect as the new gateway provider with the set fees as presented and authorize the Recreation Director to execute the necessary paperwork. Mr. Kennedy seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Personal Service Contract

Mr. Gant asked the Board to approve Resolution 21-19, which authorizes the Community Center to enter into contract Emily Chitkara as a Kindermusik Instructor at a rate of 70% of program resident registration fees not to exceed \$2,500.00.

Comments/Issues: None

Mr. Stormont moved that the Board approve Resolution 21-19, "A Resolution authorizing personal service contracts for contractors in the Recreation Department". Mr. Kennedy seconded. The roll call votes were as follows: Mr. Kennedy, Aye; Ms. Schmelzer, Aye; Mr. Stormont, Aye. Motion passed.

Roads, Cemeteries, and Parks Department

Hiring Part-Time Road Laborer

Mr. Peters recommended the Board approve the hiring of Gage Finlay to a part time position for the Road Department. This hiring would be dependent on passing of a drug test. Gage would start at step one \$13.00 per hour of the three step part time pay scale the board established at their March 2, 2016 regular trustee meeting. He would be limited to 1500 hours per year. His starting date would be May 20, 2019.

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.

GRSC Electric

Mr. Peters recommended the Board approve making the final connection between the AEP meter and the pump station for the irrigation at the GRSC. The vendor for this job would be Hager Construction, LLC. The total cost for this is \$3,863.00. Mr. Peters also asked the Board to approve the Service Director to sign all necessary paperwork.

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.

Light Pole at 6725 Alkire Road

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Mr. Peters recommended the Board approve the installation of flagpole lighting for the flag at 6725 Alkire Road. The vendor for this job would be Hager Construction, LLC. The total cost for this is \$3,639.00. Mr. Peters also asked the Board to approve the service director to sign all necessary paperwork.

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.

Building and Zoning:

First Reading HR 02-19

Mr. Peters asked the Board to read a resolution into the record, by title only. This resolution adopts the Prairie Township Contractor Registration Requirements and the Application. If contractors perform work in the Township, they must register with the Commercial Building Department prior to getting proper permits and performing any work. The purpose of these regulations is to provide for the safety and welfare of those within the Township.

Comments/Issues: None

Mr. Stormont read the title of the Resolution into the record. No action required.

Administration

Nuisance Cases

Amanda Cobb of 186 Topsfield was granted a 2-week extension on her property.

Mr. Stormont moved that the Board adopt Resolution NU-120 -19 "A Resolution declaring nuisance and ordering abatement at 252 Deerfield Road ." 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-123-19 "A Resolution declaring nuisance and ordering abatement at 173 Topsfield ." 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-127 -19 "A Resolution declaring nuisance and ordering abatement at 356 Celina Road . 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-1 28-19 "A Resolution declaring nuisance and ordering abatement at 72 Fernhill 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-129 -19 "A Resolution declaring nuisance and ordering abatement at 4723 Henley 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-131 -19 "A Resolution declaring nuisance and ordering abatement at 459 Hiler Road." 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-132-19 "A Resolution declaring nuisance and ordering abatement at 430 Lombard Road ." 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-133-19 "A Resolution declaring nuisance and ordering abatement at 470 Redmond Road ." 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-135-19 "A Resolution declaring nuisance and ordering abatement at 307 Woodlawn Avenue ." Mr. Kennedy seconded. The roll call votes were as follows: Mr. Kennedy , Aye; Ms. Schmelzer , Aye; Mr. Stormont , Aye. Motion passed.

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Second Reading Resolution HR 01-19

Mr. Peters asked the Board to read a resolution into the record, by title only. This resolution would allow certain amendments to be made to the Township's Land Disturbance Regulations that we discussed at the previous meeting.

- Add MS4 to the name of the document -Franklin County and Townships are required by the OEPA's MS4's Storm water permit to administer these regulations. By adding MS4 to the name of our regulations it better clarifies what they are
- Section f) Surface Water Controls this section will prohibit anyone from flooding adjacent properties when under construction and require them to maintain acceptable diversion of storm water
- Appeals providing a right of appeal is required by law
- Name the BZA the Appeals Board for the Land Disturbance Regulations The Appeals Board will hear any appeals filed and render a decision

Comments/Issues: None

Mr. Stormont moved that the Board approve Resolution HR 01-19, "A Resolution Amending HR Resolution No. 01-12." Mr. Kennedy seconded. The roll call votes were as follows: M r. Kennedy , Aye; Ms. Schmelzer , Aye; Mr. Stormont , Aye. Motion passed.

Precision 7 Heating and Cooling Agreement

Precision 7 has been providing quarterly inspections and occasional servicing of the Township Hall HVAC systems for several years. The base agreement for the upcoming year begins on May 11, 2019 and expires on May 10, 2020. This agreement covers the cost of quarterly inspections for a total of \$525.00 (a \$75.00 increase from last year's agreement).

Comments/Issues: None

Mr. Stormont moved that the Board approve the 2019/2020 Basic Coverage agreement with Precision 7 Heating and Cooling for HVAC services and authorize the Township Administrator to execute the necessary paperwork. Mr. Kennedy seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Fire Truck Financing

Mr. Peters recommended to the Board to finance the approved purchase of the new fire truck internally. The purchase price for the firetruck with the prepayment discount is \$551,336.30. The Fire Capital Fund will pay \$300,000.30 and the General Fund will advance \$251,336.00 to the Fire Fund. The General Fund will receive the funds from moving \$251,336 from the PNC Business Money Market Fund. The firetruck will be paid for in full and the Fire Fund will make 3 annual payments to the General Fund in the amount of \$83,778.67 in May 2020, \$83,778.67 in May 2021 and \$83,778.66 in May 2022 which will be transferred to the PNC Business Money Market.

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.

Nuisance Case

The Building and Zoning Department discussed with me about having Jennifer Huber from Brosius, Johnson and Griggs office send a letter to My Cute Car (4949 West Broad Street) as a final attempt to reach voluntary compliance with the numerous violations of junk vehicles, junk and debris on this property. Jennifer gave the tenant, Clyde Edor, until 5/3/19 to contact her and bring the property into compliance. He has not returned two of her calls and his time for compliance has passed. She is recommending we proceed further, file a complaint with the Environmental Court, and seek permanent injunction. We are asking your permission to proceed with this court case.

Comments/Issues: none

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Mr. Stormont moved that the Board approve proceeding with a court case against My Cute Car and filing a complaint with the Environmental Court to seek permanent injunction. Mr. Kennedy seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Fish Fry Beer Garden Approval

The Fire Association has requested to add a beer garden to the annual fish fry fundraiser. If the Board chooses to approve this addition, the Association must purchase a temporary liquor license for the event and additional liability insurance to cover the addition of alcohol. The new insurance must co-insure the Township.

Comments/Issues: Trustee Kennedy asked for an explanation of how this will work. Chief Snyder outlined how the event is planned. Trustee Kennedy clarified that any violations and insurance obligations are the responsibility of the Firemen's Association and not Prairie Township. Chief Snyder stated that the Firemen's Association would be the responsible party.

Mr. Stormont moved that the Board approve permitting the Fire Association to add a beer garden to the annual fish fry fundraiser. The Association must purchase a temporary liquor license, additional liability insurance to cover the addition of alcohol to the event and the insurance must co-insure the Township. Mr. Kennedy seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Galloway Road Improvements

We are currently working with Stantec on the design of the road improvements to access the GRSC. A private developer, Braumiller Development, LLC, Ron Sabatino, is planning to build homes to the south and the east of the park and has requested to evaluate completing all public and private road improvements at one time. We have met with staff at the Franklin County Engineer's office and they will approve making the improvements based on planned future development. The Township Administrator would like to negotiate a development agreement for the design and construction of the improvements with Braumiller Development.

Comments/Issues: None

Mr. Stormont moved the Board approve the Township Administrator to negotiate an agreement for joint road improvement on Galloway Road with Braumiller Development, LLC. and that the agreement be brought back to the Trustees for review and final approval. Mr. Kennedy seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Old Business

None

New Business

None

Public Comment

None

Announcements

Mr. Gant announced that the Ohio Department of Natural Resources just awarded the Township a \$1,500 grant for a two day fishing program that will be held in late June through the Community Center.

Adjournment

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Meeting adjourned at 8:37 p.m.

Chairman Doug Stormont

Fiscal Officer Dan McCardle