

PRAIRIE TOWNSHIP BOARD OF TRUSTEES

23 MAPLE DRIVE REGULAR MEETING/NOVEMBER 13, 2002

The regular meeting of the Prairie Township Board of Trustees was called to order by the Chairman, Mr. Nourse, with Ms. Keller, Mr. Wharton and Ms. Easter present. Also attending were: Chief Lavelly, Dave McAninch, Elizabeth Anderson and James Strunk. (See attached list).

Mr. Nourse led the Pledge of Allegiance.

Sgt. Theodor, Deputy D. Blevins and Deputy R. Foster addressed the Board with the following Sheriff Department matters:

1. This is the season for thievery and many garage doors have been left open with no cars and no lights at night in the Westpoint edition and Lake Darby primarily.
2. Deputy Foster stated that a resident in the Westpoint area received a parking ticket where a sign was placed in the wrong place. Dave McAninch stated that signs were installed correctly by M/I Homes on Master Court and in Sections 4 and 5 in the Westpoint subdivision. The roads have not been accepted by the Township at this time.

Ms. Jan Potts, a Village Park resident, expressed concern with children in the streets and damage to her vehicle. Deputy Foster stated that the resident should complain to the Franklin County Sheriff's Department about the officer that would not take a report on the damage to her vehicle. The resident referred to section 4511.48 and 4511.50 of the Ohio Revised Code. Mr. Nourse stated that a curfew may solve some of these problems and additional park facilities would also help. Registered letters are being sent to residents with basketball hoops in the right-of-way and if they are not removed, they will be confiscated.

Mr. Ison addressed the problem that continues to exist on Tamara Avenue with BB guns. Deputy Foster stated that he has taken several reports on these incidents. Mr. Ison stated that the problem has not been investigated or solved. Mr. Ison feels that the Sheriff's department is remiss in not investigating this issue and as a result, allowing this situation to fester. Mr. Ison stated that the people on the Westside are upset with the protection they have been receiving. Mr. Nourse stated that a private attorney may be the only option.

Mr. Wharton moved, Ms. Keller seconded the Board approve the minutes of the regular meeting on October 30, 2002 and the special meetings of November 1, 2002 and November 6, 2002. Vote; Aye.

The Clerk presented the following items:

1. The Clerk requested a motion to reduce the Fifth Third Sweep Investment Account by \$165,000.00 when the payment is to be made on the Phillips property. (Resolution 21-02). Mr. Nourse stated that legal counsel has advised Prairie Township that we should expect to close on the Phillips property by December 31, 2002.

Mr. Nourse moved, Ms. Keller seconded the Board approve the Clerk reduce the Fifth Third Sweep Account by \$165,000.00 when the payment is to be made on the Phillips property. Vote; Aye.

2. The Clerk requested a motion to reduce the Fifth Third Sweep Investment Account by \$300,000.00.

Mr. Wharton moved, Ms. Keller seconded the Board approved the Clerk reduce the Fifth Third Sweep Account by \$300,000.00. Vote; Aye.

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3. Shelly & Sands has submitted Pay Request #4 on the 2002 Road Improvement Project in the amount of \$30,278.80. This request has been reviewed by the Franklin County Engineer.

Mr. Wharton moved, Ms. Keller seconded the Board approve Pay Request #4 from Shelly & Sands on the 2002 Road Improvement Project in the amount of \$30,278.80. This request has been reviewed by the Franklin County Engineer. Vote; Aye.

4. The Clerk presented invoices from Feller, Finch & Associates for the Annhurst Road Drainage Improvement Project in the amount of \$2,506.00 and the Old Village Road drainage study in the amount of \$1,710.00.

Ms. Keller moved, Mr. Nourse seconded the Board approve the Feller, Finch & Associates invoices in the amount of \$2,506.00 and \$1,710.00. Vote; Aye.

5. The Clerk reported that the Franklin County Township Association will hold their next meeting at 7:00 p.m. on November 14, 2002 at Brown Township.
6. The Clerk presented an invoice from Bischoff & Associates for \$1,400.00 for services from 9/24/02 to 10/23/02 which will be paid by Franklin County upon approval of Prairie Township. After the Hilton Avenue project is completed, Franklin County will do one total disbursement for reimbursement from Ohio Public Works and Prairie Township. The Chairman's signature on the invoice is approval for Franklin County to pay.

Mr. Wharton moved, Ms. Keller seconded the Board approve the Chairman to sign and Franklin County to pay the invoice from Bischoff & Associates in the amount of \$1,400.00. Vote; Aye.

Ms. Keller moved, Mr. Wharton seconded the Board approve the following supplemental appropriations. Vote; Aye.

\$165,000.00 from 1000-330-360-0000 to 1000-760-710-0000
\$ 3,000.00 from 2191-220-599-0000 to 2191-760-740-0000
\$ 1,500.00 from 2231-760-740-0000 to 2231-330-160-0000
\$ 10,000.00 from 2041-760-730-0000 to 2041-410-160-0000

The Trustees have received and reviewed the financial statements for the month of October, 2002.

After the Trustees reviewed the pending warrant list, Ms. Keller moved, Mr. Wharton seconded the Board approve the payment of the ADP payroll in the amount of \$73,496.91 and approve payment of the following bills. Vote; Aye. (See pending warrant list).

Dave McAninch, Road Superintendent, addressed the following Road/Cemetery Department matters:

1. The Road Superintendent presented a resignation letter from Jesse McNamara, part-time Road Department employee, effective November 13, 2002.

Mr. Wharton moved, Mr. Nourse seconded the Board accept the resignation of Jesse McNamara, part-time Road Department employee, effective November 13, 2002. Vote; Aye.

2. Dave McAninch presented a price last meeting for miracle timbers and fibar material for Carl Frye and Lakota Parks and the price is firm if the order is placed prior to December 31, 2002. The miracle timbers are \$5,665.00 and

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the fibar material is \$8,142.00 and freight \$929.00. Total price from Anderson Recreational Design is \$14,736.00. We will not be invoiced for the product until it is received in the spring of 2003.

Mr. Wharton moved, Mr. Nourse seconded the Board approve the purchase of miracle timbers and fibar material from Anderson Recreation Design for Carl Frye Park and Lakota Park. The material will be delivered and Prairie Township will be billed in the spring of 2003. The total cost is \$14,736.00. Vote; Aye.

3. The Road Superintendent addressed the storm that occurred on Sunday, November 10, 2002. Pictures were presented to the Board of the trees down and the debris that resulted from the storm. The Road Department has been removing the debris from the road right-of-ways over the past few days. One roll-off dumpster has been filled and a second dumpster which has been delivered, will be sufficient to complete the work. The dumpsters from C.O.C. are \$280.00 each for a total cost of \$560.00. Prairie Township residents joined together to help each other and were appreciative for the assistance from the Road Department.

Mr. Nourse moved, Ms. Keller seconded the Board approve payment to C.O.C. for two roll-off dumpsters at a total cost of \$560.00 for debris from the November 10, 2002 storm event. Vote; Aye.

4. Dave McAninch updated the Board on the cemetery that was discussed in the town of Alton. Dave McAninch will meet on Friday with Shelly from Joe Testa's office, who works with the Operation Flag group, in hopes that they will adopt this cemetery. In conjunction with the program, headstones are reset and military markers are ordered for veterans. Dave Pearson, Franklin County Engineer's office, informed Dave that the survey work should be completed in 2-4 weeks, at which time prices for chain-link fencing will be presented to the Board. Prairie Township owns this cemetery but does not have any records from this cemetery and Prairie Township does not bury in this cemetery. Mr. Kennedy stated that he picked up remaining stones and is storing them in a safe location. Mr. Kennedy had a meeting with Mr. Dave Ross, Blue and Grey Magazine, who is going to do a "fly-by" of Camp Chase Cemetery and he may do the same for Alton cemetery which would identify every grave in the cemetery with an imaging camera.

Elie Sabbagh, Feller, Finch & Associates, addressed the Board to explain the report completed on the Storm Sewer Analysis along Old Village Road. Mr. Sabbagh, when doing the report, attempted to keep the engineering cost down in an effort to arrive at a problem source for the flooding in the area. In the area of 410 Old Village Road, there is a flooding problem. Mr. Sabbagh explained the layout of the storm sewer system and discussed concerns and recommendations featured in the report. A leaf program in the Township was discussed in conjunction with the storm drainage issues. Mr. Nourse will write ODOT a letter about cleaning out both ends of the box culvert at Garden Heights and I-270. Mr. Nourse will talk to Nationwide Property Management about orifice plates in the parking lot of the old Office Depot. Replacement of the cracked section of pipe approximately 243 feet south of the manhole at 410 Old Village Road will be considered when future Township road improvements are being done in the area. Mapping of existing storm sewers in select areas of Prairie Township was quoted by EMH&T at a cost of \$1,500 for research and \$7,000.00 for mapping and plotting. Field measurements or reconnaissance and reimbursables are not included as part of the quotation from EMH&T. The first area includes Lincoln Village North, Little Farms and Lincoln Village South. The second area is Village Park, another area is George Fox and Young Estates. Dave McAninch and the Board of Trustees asked Mr. Sabbagh to present the Board with a quotation on mapping the existing storm sewer systems in the areas mentioned.

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A resident inquired about the parking in Lake Darby and the 1963 law was explained by Mr. Nourse. The resident called Dean Ringle; Franklin County Engineer, Mike Meeks and Lynn Vincent about the parking situation. Mr. Meeks; Franklin County Traffic Engineer, was not familiar with the parking law that the Township is enforcing. Mr. Nourse stated that this is precisely why we contract with private engineering firms.

Mr. Jeff Evans, a resident on Master Court, addressed the Board about parking in the area and mailbox locations. Mr. Evans has received a letter from M/I homes stating that in conjunction with Prairie Township and Galloway post office, all mailboxes are to be located on the same side of the street as the fire hydrants and no parking is enforced. The restrictions were discussed in the area of Master Court where roads are still being constructed. Mr. Evans asked, "Does Prairie Township plan to relax the parking restrictions in the area, in the future?" Mr. Nourse stated that when Prairie Road is connected the restrictions may change. The map for Westpoint II Section IV was presented by Liz Anderson and the notes on parking restrictions were read from the map. A copy of the letter from the Galloway Post Office was read by Mr. Nourse and copies were given to Mr. Evans.

Mr. James Strunk, Zoning Inspector, was introduced by Elizabeth Anderson and addressed the Board for the first time with the following Zoning Department matters:

1. Mr. Strunk informed the Board that 21 letters addressing code violations, failure to apply for zoning permits, junk vehicles and improper parking have been sent out in the last week.
2. The Zoning Inspector requested permission from the Board of Trustees to take the following cases to court in conjunction with legal counsel: James Carney, Helen McClaskey and R.C. Barry.

Mr. Nourse moved, Ms. Keller seconded the Board approve the Zoning Department take the James Carney, Helen McClaskey and R.C. Barry cases to court in conjunction with legal counsel. Vote; Aye.

3. Mr. Strunk stated that the Board of Zoning Appeals tabled two cases at their meeting this week, due to attendance issues, until the next meeting on December 10, 2002.
4. Ms. Anderson and Mr. James Strunk attended the Franklin County Planning Commission meeting today where the amendments to the Prairie Township Zoning Resolution were approved.
5. Mr. Strunk stated that he has instituted a new tracking system, on a trial basis, in an effort to improve the follow up on violation letters that are sent.
6. The Comprehensive Plan Steering Committee will meet on November 19, 2002 from 2:00 – 6:00 p.m. at the Township Hall. Mr. Strunk will meet with Renee Estes, Franklin County Planner, on November 11, 2002 to review the status of the Steering Committee in preparing the Township Comprehensive Plan.

Mr. Ison raised the issue of the old Tony's Coney's sign that exists on West Broad Street at the Rome Hilliard IGA and Subway. Mr. Strunk will look into removing the sign Mr. Ison referred.

Ms. Pitts stated that she talked with John Holderby, Township Field Inspector, with regard to zoning violations that are obvious in the Township. Ms. Pitts stated that Mr. Holderby told her husband that "he will deal with violations only if telephone calls

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are made to the Township". Mr. Nourse stated that when a violation is seen a citation will be issued. Mr. Strunk will deal with a violation as a result of a phone call or if the Field Inspector identifies a violation.

Chief Lavelly addressed the Board with the following Fire Department matters:

1. Prairie Township was not awarded the FEMA grant for the new fire engine which may have been as a result of the size of the Township fire budget. Mr. Nourse stated that Rob Nichols, at Congresswoman Debra Pryce's office, will supply copies of the top bids in an effort to "fine tune" the next application. The Board of Trustees would like Chief Lavelly to continue to look into specifications for a new tanker.
2. Chief Lavelly informed the Board that Firefighter Greg Burton is requesting disability leave for an off-duty knee injury and he has taken 2 days of sick time prior to the disability request.

Mr. Wharton moved, Mr. Nourse seconded the Board approve disability leave for Firefighter Greg Burton. Vote; Aye.

3. Chief Lavelly stated that Firefighter Doug Castle is also off with an injured back and he has had extensive back trouble in the last 5 years. The original injury was a workers compensation injury. Last spring he went to Denver, Colorado for special surgery. Documentation of the injury is on file in the Clerk's office.
4. Chief Lavelly stated the Township is in need of a new EMS Medical Director. The current director is not very involved with the EMS program and is not interested in continuing as the Township Medical Director. The State of Ohio is now requiring Medical Directors to have state certification, trauma registration and is required to review trauma runs. Previously, Prairie Township has not been required to pay for this service. Chief Lavelly, Lt. Jeff Route; EMS Coordinator and Elizabeth Anderson; Township Administrator interviewed Dr. Sherry Stevens who works in the Emergency Room at Doctors West Hospital last Friday. Chief stated that 90% of the Township runs are at Doctors West and she is interested and willing to be the Prairie Township EMS coordinator and to be involved in the training program and quality assurance for EMS runs. Chief Lavelly presented a job description for the position and surrounding Townships yearly salaries for Medical directors. Chief Lavelly is recommending quarterly payments of \$1,250.00 or \$5,000.00 per year for an EMS Medical Director. Chief Lavelly will invite her to attend the next meeting on Tuesday, November 26, 2002.
5. Estimated training costs for 2003 were presented to the Board of Trustees by Chief Lavelly at a total of \$7,080.00 excluding the ladder operation training. Training costs budgeted for 2003 are \$10,000.00. This is for information purposes only.

Mr. Nourse explained the final comments on the Fire Department Policies and Procedures Manual in detail to Chief Lavelly. Chief Lavelly has given the revised manual to the Union Steward for review and will sign off on the changes prior to publishing the manual in final form. The manual will be presented to the Board at the next meeting on November 26, 2002.

Ms. Elizabeth Anderson, Township Administrator, addressed the Board with the following Administrative issues:

1. Ms. Anderson stated that Mr. Jason Thomas has completed 90 days as Township Zoning Clerk. Ms. Anderson stated that his performance has been

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exemplary. The review and notes regarding his performance were presented to the Board. Ms. Anderson is recommending a \$1.00/hour increase effective immediately. Mr. Thomas is requesting that the Board approve his attendance at a Comp TIA one month class at a total cost of \$1,600.00. Ms. Anderson will have Mr. Thomas sign an agreement to stay with the Township for one year after the completion of the class or the Township will be reimbursed at a pro-rated cost. Mr. Wharton explained that this is a programming class which would enable Mr. Thomas to continue to be an asset to the Township. The course will not be a graded class but the attendee will be issued a certificate of proficiency upon completion.

Mr. Nourse moved, Mr. Wharton seconded the Board approve an increase to \$11.50/hour effective November 13, 2002. Vote; Aye.

Mr. Nourse asked when the course is given and Ms. Anderson explained that the class would be taken outside work hours. Mr. Nourse asked for a start and finish date and verify that he will be presented a certificate at the end of the class or it is graded. Ms. Anderson will report with this information at the next meeting.

2. Ms. Anderson stated the Ms. Keller has requested that she attend the 2002 Regional Development Forum with MORPC on Tuesday, November 19, 2002 at a total cost of \$45.00. Ms. Keller explained that this is a meeting that Mr. Michael Cochran, Ohio Township Association, suggested that the Township send a representative. Mr. Nourse stated that this meeting has nothing to do with regional planning. Mr. Nourse does not see any value to attending the meeting.
3. Ms. Anderson stated that her career licensing with the Ohio State Bar Association requests that she belong to the Association and the annual cost for the dues is \$245.00. Ms. Anderson requested the Township pay the dues and she would agree to sign an agreement that she will continue employment with Prairie Township for one year from the renewal date.

Mr. Wharton moved, Mr. Nourse seconded the Board approve payment of the annual Ohio State Bar Association dues for Ms. Anderson at a total cost of \$245.00. Vote; Aye.

Mr. Nourse read a draft curfew resolution for Prairie Township for persons under 18 years of age and would give law enforcement officers a tool to better perform their duties. The resolution will be presented for signature at the next meeting on November 26, 2002 and will be effective December 27, 2002.

Dave McAninch, Road Superintendent, presented a report of the trappings in the Township by The Wildlife Control Co., over the past two weeks. The animals tested negative for disease. Dave McAninch stated that 11 animals have been trapped at this time.

Nourse moved, Mr. Wharton seconded the Board approve the cost of \$1,000.00 for relocating the traps that have not trapped anything to the areas where the regular trappings are taking place. The locations are at the discretion of Dave McAninch, Road Superintendent. Vote; Aye.

Mr. Wharton moved, Ms. Keller seconded the Board approve the trapping of a raccoon by the Wildlife Control Co. at 4700 Kuhlwein Road and testing for distemper at a total cost not to exceed \$148.00. Vote; Aye.

Mr. Nourse referred to ORC Section 5101 and stated that the Probate Court gave the Township permission to handle a situation where a Prairie Township resident passed away and there was insufficient funds for her to be buried. The Township has a responsibility as directed by the Probate Court.

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Mr. Nourse moved Mr. Wharton seconded the Board approve a cost of \$750.00 to Schoedinger Funeral Service, \$50.00 for miscellaneous filing and certificate fees and \$150.00 waived by the Township for opening and closing costs. The total cost not to exceed \$950.00. Vote; Aye.

There being no further business to come before the Board, the meeting was adjourned at 9:55 p.m.

Chairman

Clerk