

PRAIRIE TOWNSHIP BOARD OF TRUSTEES

23 MAPLE DRIVE REGULAR MEETING/FEBRUARY 19, 2003

The regular meeting of the Prairie Township Board of Trustees was called to order by the Chairperson, Ms. Keller, with Mr. Wharton, Mr. Nourse and Ms. Easter present. Also attending were: Capt. Terry Sanders, Jim Strunk and Elizabeth Anderson. (See attached list).

Ms. Keller led the Pledge of Allegiance.

Mr. Nourse moved, Ms. Keller seconded the Board approve the minutes as written for the regular meeting on February 5, 2003 and special meetings on February 7, 2003 and February 17, 2003. Vote; Aye.

The Clerk reported the following items:

1. The Clerk reported that Mr. Dick Curtiss has resigned as the Emergency Contact for the Emergency Management Agency.
2. Letters requesting appointment to the Phillips Restoration Advisory Committee have been received from Mr. George Nunamaker, Ms. Ranay Nunamaker and Mr. John Holderby.

Mr. Wharton moved, Ms. Keller seconded the Board approve the following supplemental appropriations:

\$50,000.00 from 1000-210-370-0000 to 1000-110-599-0000

\$15,000.00 from 2031-330-190-0000 to 2031-330-420-0000

3. The Clerk presented the Annual Township Highway System Mileage Certification (2002) of 54.25 miles. The certification requires at least two Trustees signatures.

Mr. Wharton moved, Ms. Keller seconded the Board approve the Annual Township Highway System Mileage Certification (2002) of 54.25 miles. Vote; Aye.

4. The Clerk requested approval from the Board to attend the Center for Public Investment Management (CPIM) 2003 seminar to be held in Columbus on June 5, 2003 at a cost of \$100.00 per person and travel expenses associated with the conference.

Mr. Nourse moved, Ms. Keller seconded the Board approve the Clerk attend the Center for Public Investment Management 2003 seminar at a cost of \$100.00 and cover travel expenses incurred. Vote; Aye.

Mr. Wharton moved, Ms. Keller seconded the Board approve the Clerk reduce the Fifth Third Sweep account by \$150,000.00 to cover expenses incurred by purchasing the Fire Department Medic Truck. Vote; Aye.

5. The Clerk requested a motion from the Board to pay an employee who is called to help the Road Department in an emergency situation the rate of pay per hour for the job performed.

Mr. Wharton moved, Ms. Keller seconded the Board approve, in an emergency situation, the employee is paid the rate of pay per hour for the job performed for the Road Department. Vote; Aye.

6. The Clerk requested a motion from the Board for a change in the pay rate for John Holderby who worked for the Road Department, in an emergency situation, to operate a snow plow commencing February 15, 2003. The request is to increase his rate while performing this job to \$19.15/hr.

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Ms. Keller moved, Mr. Wharton seconded the Board approve changing the pay rate for John Holderby while operating a snow plow for the Road Department, in an emergency situation, to \$19.15/hr. Vote; Aye.

Mr. Nourse moved, Mr. Wharton seconded the Board approve that the employee working in an emergency situation, collect the rate of pay exclusively for the job performed and is not capable of collecting his regular pay in addition to the pay for the emergency position. Vote; Aye

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 \$77,681.93 and approve payment of the following bills. Vote; Aye. (See pending warrant list).

Mr. Jim Strunk, Zoning Inspector, addressed the Board with the following Zoning Department matters:

1. Mr. Strunk stated that 50 violation letters have been sent out since the last meeting.
2. The Zoning Inspector met with the legal representative for the 71 S. Murray Hill property and explained what is necessary to remedy the zoning violations. The legal representative will also be in contact with Captain Sanders to address the fire code violations. The liquor permit hearing was held for the same property and is under review and advisement and the Board will be notified of the result of the hearing when available.
3. Mr. Strunk reported that the 8604 Edgewater case was postponed and rescheduled for March 3rd at 9:00 a.m.
4. A hearing is scheduled for February 20, 2003 at 2:00 p.m. on the Kaplow apartments and the case is being led by the Franklin County Health Dept. and handled through the Franklin County Prosecutor's office.
5. Mr. Strunk is planning to met with Bill Loveland; Loveland & Brosius on February 21, 2003 to discuss the Carney, Barry, Seager and Hay cases to determine if any additional information is needed to move forward. The Zoning Inspector has three new zoning court cases and is requesting Board approval to proceed. The cases are as follows: 1) 4870 Taunton Way, repeated junk vehicle violations. Last notice sent 12/10/02. 2) 6630 Maple Way, 5 violations for junk vehicles over 12 years. Last notice sent 1/13/03. 3) 6595 Hall Road, junk & debris violations and lack of outdoor screening. Last notice sent 12/17/02.

Mr. Nourse moved, Ms. Keller seconded the Board approve the Zoning Inspector proceed with legal action against the properties located at 4870 Taunton Way, 6630 Maple Way and 6595 Hall Road. Vote; Aye.

6. The Prairie Township Zoning Commission will hear an application for down-zoning a portion of Westpoint from R-8 to R-6 on February 25, 2003 and the applicant is MI Homes.

Deputy Foster addressed the Board and stated that the Sheriff Department has received several complaints about mailboxes down due to the recent snow plowing efforts. Ms. Keller asked if there have been any more reports of rural break-ins and the Sheriff was not aware of any additional reports. Mr. Ashcraft asked the Deputy about the enforcement of curfew violations in Prairie Township. Mr. Ashcraft with the Lincoln Village Residents Association, asked about parking violations in the right of way at the Old Village Apartments and the Deputy recommended taking a picture

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if necessary to prove the violation since the right-of way markings are gone. Mr. Glen Hymer reported that suspicious activity has been noticed at 433 Galloway Road at the end of Sullivant Avenue with people walking and driving back to the barns. Mr. Pitts reported that teenagers had been throwing snowballs about 1:15-2:20 a.m. on Tuesday morning and the Deputy will report this activity to the car that is on duty until 4:00 a.m.

Mrs. Ussery, 4785 Beacon Hill Road, addressed the Board stating that her husband was very involved with the zoning in Prairie Township.

Mr. Elie Sabbagh, Feller, Finch & Associates, addressed the Board with the following engineering matters.

1. Mr. Sabbagh presented a standard drawing to accompany the draft resolution to restrict the parking of vehicles along township streets of widths less than 27 feet.
2. Mr. Sabbagh reported that the City of Columbus has informed him that the Norton Road improvements will not begin until April of 2004 and the plans that the Township has are the most current plans. M/I does not have plans for the curbs and gutters on Owen and plans to break ground early spring 2003. Mr. Nourse explained that Prairie Township plans to install curb and gutter on a portion of Owen and Palmetto to tie into the Norton Road project. When the City of Columbus does the work on Norton Road, they are obligated to repair and replace whatever is damaged or removed as a part of their project. The purpose of the project is to provide a safer thoroughfare to the elementary school. Mr. Sabbagh stated that a schematic will be available soon and suggested a meeting with Mr. Nourse at that time.
3. The completion of the storm index map project has been delayed due to weather. Mr. Sabbagh stated that 10 areas of the Township were left out of the original proposal which was approved at a total cost of \$5,500.00 at the end of 2002. A comprehensive map is needed for the boundaries of the Township for NPDES Phase II storm management. The areas that are not covered in the original proposal are: Rome Heights, Garden Heights, North Greener, Emmit Ave., Mix Ave., South Greener, Cabin Croft, Granada Ave., Valencia, Genheimer Rd., Galloway area, Alton area and Tamara Ave. Mr. Sabbagh quoted a price of \$3,500.00 to complete the storm index map to include the areas mentioned above. The total cost for the project to cover the entire Township is \$9,000.00.

Mr. Nourse moved, Ms. Keller seconded the Board approve Feller, Finch & Associates complete the storm sewer map to include Rome Heights, Garden Heights, North Greener, Emmit Ave., Mix Ave., South Greener, Cabin Croft, Granada Ave., Valencia, Genheimer Rd., Galloway area, Alton area and Tamara Ave at a cost of \$3,500.00. Vote; Aye.

4. Mr. Sabbagh explained that the purpose of Access Management Regulations is to facilitate the movement of traffic on Township roads to eliminate delays and make driving safer and smoother. Per House Bill 366, the Board of a home rule township may adopt an Access Management Regulation resolution or the Township may be asked to do so by Franklin County. An advisory committee must be appointed and then the Engineer prepares the regulations and sends a copy to each committee member and the members have $\frac{3}{4}$ of a year to review the regulations. The comments are sealed and the public involvement period begins for residents to comment, revisions are made and then the Board will adopt the regulations. Mr. Nourse explained that Access Management Regulation controls who has access to Township roads and under what conditions they may exercise that access. Mr. Nourse further explained that this regulation establishes township control over township

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roads and it tells anyone interested where you may put a driveway and other details. The intent is to put a program together by Mr. Sabbagh and the Road Superintendent and send it to the Franklin County Engineer and have them work with something we have provided. Mr. Sabbagh distributed and explained his proposal to the Board for the development of Access Management Regulations. Mr. Wharton stated that once the home-rule Township has the Access Management Regulation in place, it will supercede the County's regulation. The total cost of the proposal is \$4,630.00. Mr. Sabbagh suggested that the Township formalize a sight review process to be included in the permit package.

Mr. Nourse moved, Ms. Keller seconded the Board approve Feller, Finch & Associates develop Access Management Regulations for Prairie Township at a total cost of \$4,630.00. Vote; Aye.

Captain Terry Sanders addressed the Board with the following Fire Department matters:

1. Capt. Sanders informed the Board that the union seems to have a problem with the definitions of the Policy & Procedures Manual and Chief Lavelly will update the Board at the next meeting.
2. Discussion was held on comparison of fire gear offered by state bid which is at minimum level. The Township is currently purchasing above minimum level standards and Captain Sanders explained the reason for this. Currently gear above minimum standards, is lasting 10-15 years. Turn-out gear is tailored for each firemen and discussed whether it would be cost effective to purchase additional coats or pants to have available in the case of any emergency. Capt. Sanders stated that he has several large firemen that do not have a coat to fit them and it will take 6 months to get them in.

Mr. Wharton moved, Ms. Keller seconded the Board approve the purchase of 1 pair of pants at a cost of \$680.00 from Fire Safety and 17 helmets, on State Bid Contract #MAC 058 E, at a cost of \$4,046.00 for a total of \$4,726.00. Vote; Aye.

3. Capt. Sanders requested that the Board approve May, 2003 as the month for the Fire Department to schedule the training fire to burn the Cole Road property. Mr. Nourse will contact American Electric Power in an attempt to save the overhead electric lines that have to be removed during the burn. Mr. Nourse will report back to the Board about the electric lines at the next meeting.
4. A resignation letter was presented to the Board from FF Kevin Brown effective March 1, 2003. Capt. Sanders stated that FF Brown has been a major asset to the Fire Department and will be missed.

Ms. Keller moved, Mr. Wharton seconded the Board accept the resignation of FF Kevin Brown effective March 1, 2003. Vote; Aye.

5. Capt. Sanders informed the Board that FF Rick Critchfield has been called to active military duty effective March 1, 2003. The Township's responsibility with regard to pay and benefits was explained by the Clerk as well as what is needed from the employee prior to his departure. FF Critchfield plans to take the balance of his reserve time for the first two weeks of duty (144 hrs) and then active duty pay scale would begin. FF Critchfield has previously submitted his retirement orders with the military effective March 15, 2003 although these retirement orders may not be honored due to the state of the country. The Clerk further explained that the goal is for the employee not to feel any financial hardship while serving the military. By statute, legal counsel has advised, the maximum the Township is required to pay an employee per

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month is \$500.00. Based on the pay scale from the military web site, FF Critchfield will make \$2,709.60 per month from the military. The Clerk will update the Board at the next meeting or when information becomes available.

6. The procedure for hiring additional firemen was discussed. Mr. Nourse stated that the Superintendent of the Fire Academy will be in touch with him on Friday with hiring options that are exercised at the Academy and Mr. Nourse will inform the Board of the options when available. Mr. Nourse stated that he is in favor of the "weighted program". Capt Sanders stated that part-time FF Kevin Wade has picked up Kevin Brown's place and 9 part-timers have shown an interest in the full time position.
7. The new medic will be delivered on Thursday, February 20, 2003 at 9:00 a.m.

Mr. Nourse moved, Ms. Keller seconded the Board approve Capt. Sanders attend a 2-day course for individuals who give training to other firefighters which is offered by the Ohio Fire Academy and is held August 9-10, 2003 at a total cost of \$30.00. Vote; Aye.

8. Capt. Sanders explained the difficulty that the Fire Department incurred as a result of the snowstorm. The Fire Department had 15 runs on Monday, February 15, 2003 and several commercial properties have covered fire hydrants with snow making them very difficult to find. Mr. Wharton suggested that the Zoning Department compose a letter in conjunction with the Fire Department and hand deliver it to the commercial establishments reminding them of their responsibility to keep the hydrants accessible. Capt. Sanders asked the Board for assistance with ODOT as they were remiss in clearing W. Broad Street which makes it very difficult for the Fire Department to pass cars if there is only one lane clear in both directions. Township roads were clear and no problems were incurred on these roads. Mr. Nourse stated that Prairie Township may be interested in plowing W. Broad Street in exchange for cost plus 15%. The Ohio Department of Transportation is in the process of formalizing a contract to present to the Township this summer.

Mr. Wharton stated that Channel 4 News covered Prairie Township's snow removal efforts and interviewed Adam Riebel as they have received numerous positive comments from residents.

9. An incident at Doctors West Hospital was discussed where a woman from one of the commercial properties had white dust on her from a letter and was sent by car to the Emergency Room and the letter was not bagged up for further investigation. The woman sat in the Emergency Room for one hour and contaminated the area. A meeting is scheduled with the Fire Department and Doctors West Hospital to review procedures. When the powder was analyzed, it was harmless.

A resident asked for further clarification on the EMS billing procedure. Capt. Sanders stated that as a taxpayer of Prairie Township, the MBI billing company accepts what the insurance pays as full payment. Mr. Nunamaker suggested that in the next Township newsletter include an explanation of the EMS billing procedure and of the residents responsibility. The Clerk explained that if any resident has a question regarding an insurance statement they have received or any other communication on EMS billing, they should contact the Township Hall for assistance.

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

1. Ms. Anderson attended a Mid-Ohio Administrators Group meeting and an attorney discussed ways to reduce medical insurance costs which will be

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helpful when it is time to renew our current insurance policy.

2. Ms. Anderson and Jim Struck attended the Keep Franklin County Beautiful kick-off meeting and are beginning to organize Township groups to assist in the 2003 cleanup. Ms. Anderson learned that the residents of the Township that have come before the Environmental Court in the past, are to do community service and may be asked to help with the upcoming clean-up efforts.

Mr. Wharton discussed the Ohio EPA, NPDES Phase II Permit compliance and suggested that the Board of Trustees pass a Resolution to authorize the Board of Trustees to Submit a Notice of Intent to The Ohio EPA for NPDES Phase II.

Ms. Keller moved, Mr. Wharton seconded the Board approve the Trustees sign the Resolution to authorize the Board of Trustees to Submit a Notice of Intent to Ohio EPA for NPDES Phase II. Roll call vote resulted as follows: Mr. Wharton; Aye. Ms. Keller; Aye. (Mr. Nourse was not present in the meeting when the motion was made).

The Tamara Avenue ditch petition will be discussed at the next meeting when more information is received from Franklin County.

Mr. Bill Ashcraft, President of the Lincoln Village Residents Assoc., advised the Board that the Association has unanimously passed a Resolution In Support of a Prairie Township Senior Center and Programs and he read the resolution in its entirety.

Mr. John Mann asked the Board about the status of the park equipment in Lincoln Village. Mr. Wharton stated that the catalogs are with Mr. Mike Stakely and the Board is waiting for feedback from the residents.

Mr. Mann requested that the Board update the residents at the next meeting about the negotiations with the old Heilig-Meyers store located in the Lincoln Village plaza.

Mr. Kennedy recommended that the Road Department look into the drains in the Township that may be covered by snow to insure that they don't impede the flow of drainage as the snow melts. The Clerk will discuss this with Dave McAninch.

There being no further business to come before the Board, the meeting was adjourned at 8:50 p.m.

Chairman

Clerk