

# RECORD OF PROCEEDINGS



## PRAIRIE TOWNSHIP BOARD OF TRUSTEES

FEBRUARY 12, 2020 - REGULAR MEETING 7 :00 PM 23 MAPLE DRIVE, COLUMBUS, OHIO 43228

Chairwoman Cathy Schmelzer called this meeting of the Prairie Township Board of Trustees to order on February 12, 2020 at 7:00 p.m. with Vice-Chairman Steve Kennedy, Trustee Doug Stormont and Fiscal Officer Dan McCardle present. Township Administrator Rob Peters, Fire Chief Scott, Recreation Director Michael Pollack and Franklin County Deputy Ronk were also in attendance. (See attached sign-in sheet for a complete list of additional attendees).

Ms. Schmelzer led the Pledge of Allegiance.

### Approval of Minutes - January 29, 2020 Regular Meeting Minutes

Comments/Issues: None

**Ms. Schmelzer moved to approve the January 29, 2020 Regular Meeting Minutes . Mr. Stormont seconded. The votes were as follows: M s. Schmelzer , Aye; Mr. Stormont , Aye; Mr. Kennedy , Aye. The meeting minutes for the January 29, 2020 Regular Meeting were approved.**

### Report from the Franklin County Sheriff 's Office

Deputy Ronk spoke before the Board and summarized criminal activity that occurred between January 29 and February 12.

### Fiscal Officer 's Report

#### Approval of Warrant s and Payroll

This week's warrants list detailed payments to 81 vendors summing \$196,568.68. Approximately 60% of this total is comprised of payment to the Franklin County Sheriff's Office in the amount of \$76,674.09 for our monthly contract and payment to the City of Grove City in the amount of \$47,452.54 for IT services (this is a semi-annual payment)

Mr. McCardle formally requested the Board's approval to pay all items on this week's warrant list summing \$196,568.89 along with the Monday February 10, 2020 payroll that required \$226,187.37 for a total cash disbursement of \$422,756.06.

Comments/Issues: None

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

### Reallocation

Mr. McCardle asked the Board for approval to reallocate \$23,900 in the Parks Capital Fund from Contracted Services (4301-760-360-0000) to Contracted Services - Road Work (4301-760-360-0051). This new line item within the Parks Capital Fund will allow us to more efficiently track the expenses related to the Galloway Road improvements.

Comments/Issues: None

**Ms. Schmelzer moved to authorize the Fiscal Officer to reallocate \$23,900 in the Parks Capital Fund (#4301) from 4301-760-360-0000 to 4301-760-360-0051. Mr. Stormont seconded. The Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.**

### Standing Business:

#### Fire Department

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### Disability Leave

Chief Scott asked the Board to approve the use of disability leave for Tim Hannum, effective, January 11, 2020.

Comments/Issues: None

**Ms. Schmelzer moved that the Board approve disability leave for Tim Hannum, effective January 11, 2020. Mr. Stormont seconded. The Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.**

Chief Scott summarized the Fire Department’s January Activity report.

### January 2020 Activity Report

Total Runs	451
EMS Runs	309
Fire Runs	142
Sta. 241	378
Sta. 243	73
Auto Aid Given	145

On January 30<sup>th</sup>, a Prairie Twp. fire fighter fell through a hole which burned through the floor of a house on Tamara Ave. He was rescued, uninjured, from the basement by his own crew in approximately 3 minutes.

### Community Center

#### Agreement with Reach

Mr. Pollack asked the Board to approve an agreement with Reach. The agreement provides the Prairie Township Community Center with two 55” TV’s for digital signage. The content on the screens is customizable and the Community Center can create content to circulate on the screens for promoting programs and services. Advertisements will also circulate with the Community Center content. Ads are selected based on proximity to the Community Center and are “family friendly.” Prairie Township will receive 10% of the advertisement revenue at the end of the year. Reach can also integrate with RecTrac, the registration software at the Community Center, and will be able to display classes and events. There is no charge for the product and this agreement will be in place for three years and is renewable thereafter.

Comments/Issues: None

**Ms. Schmelzer moved that the Board enter into an agreement with Reach for advertising, at no cost to the township and authorize the Recreation Director to sign the agreement. Mr. Stormont seconded. The Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.**

A resident asked if senior exercise classes could be scheduled for evenings. Mr. Pollack replied that they will look into it as the next courses are being planned for March.

Mr. Pollack shared the Community Center’s January membership numbers and summarized enrollment numbers for other programs.

### Community Center Monthly Report

Numbers as of **31-Jan-19**  
percentage

<b>Total Current Community Center Members</b>	7,153	
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Total Members that are Prairie Township Residents	2,485	34.74%
Total Members that are Non-Residents	4,668	65.26%
Total Members that are JEDD/JEDZ	216	3.02%
Total Members that are Senior Citizens	4,254	59.47%

Total Unique Senior Citizen Visits 8,866

Number of new members/renewals since last report 293

How many memberships that expired that were not renewed 181

Retention rate percentage 98.00%

**Events or significant programs**

Swim Lessons 330

Adult Spanish Class 15

<b>Current status of One Field Fundraising</b>	<b>\$728,355.00</b>
State Capital Money	\$490,000.00
Giving Tree- Added \$250 in November	\$3,355.00
Columbus Foundation Grant Commitment	\$25,000.00
Galloway Baseball Club - Doug White-Commitment over 4 years	0
Galloway Baseball Club - Grove City Bingo Hall - Commitment over 4 years	\$100,000.00
Trabell - Commitment over 3 years	\$80,000.00
Anonymous Donor Commitment	\$25,000
	\$5,000

**Service Director Dave McAninch and Zoning Inspector Connie Swisher were both excused from this evenings meeting. Mr. Peters shared the Zoning Departments December report.**

**Roads, Cemeteries, and Parks Department**

**Stantec Task Order - Galloway Road Turn Lane**

Mr. Peters recommended the Board approve a task order under the Master Services Agreement for Professional Engineering Services as Consulting Engineer for the Township with Stantec Consulting Service Inc. This task order is for the engineering for additional Galloway Road turn lane improvements for Braumiller Developer, LLC at a cost of 15,300. The task order is also a contingency amount of \$8,600 in case Braumiller Developer, LLC terminates the agreement with the township prior to bidding the project and the plans need to be changed. Braumiller Developer, LLC has submitted a check for \$23,900 to cover these costs and for the township to pay Stantec as we are billed for the services related to this task order.

Comments/Issues: None

**Ms. Schmelzer moved that the Board approve a task order with Stantec Consulting for Galloway Road turn lane engineering at a cost of \$23,900 and authorize the Township Administrator to execute the agreement. Mr. Stormont seconded. The Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.**

**Installation of Mow Strip**

Mr. Peters recommended the Board approve the installation of approximately 500 linear feet of 1' wide

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mow strip under the chain link fence for the two baseball fields and four 7.5' x 25.5 concrete pads for the bench area of the baseball fields at the GRSC. The vendor is Berkshire Boys Inc. at a cost of \$16,600.00.

Comments/Issues: None

**Ms. Schmelzer moved that the Board approve installation mow strip under the chain link fence for the baseball fields and four concrete pads for benches at the Galloway Road Sports Complex at a cost of \$16,600.00. Mr. Stormont seconded. The Votes were as follows: Mr. Stormont, Aye; Ms. Schmelzer, Aye; Mr. Kennedy, Aye. Motion passed.**

### Galloway Road Sports Complex - Turf

Mr. Peters recommended the Board approve hiring TruGreen Commercial to do four applications to the GRSC turf and authorize the service director to sign the agreement. The total cost for these four applications is \$13,000.

Comments/Issues: None

**Ms. Schmelzer moved that the Board approve four applications to the Galloway Road Sports Complex turf at a cost of \$13,000. Mr. Stormont seconded. The Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.**

### Crack Seal Material

Mr. Peters asked the Board to authorize the Service Director to sign an agreement with DJL Material for crack seal material at a cost of \$0.92 per pound. This agreement includes the use of the crack seal machine from DJL at no cost as long as we purchase and use their material. Mr. McAninch has requested that the Board to authorize spending up to 25,000.00 for this program in 2020.

Comments/Issues: None

**Ms. Schmelzer moved that the Board authorize the Service Director to enter into agreement with DJL Material for crack seal material at a cost of \$0.92 per pound, not to exceed \$25,000 for the year. Mr. Stormont seconded. The Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.**

Mr. Peters summarized the Road and Zoning Departments' respective January activities reports.

### Road Department - January 2020

- 8 Graves sold
- 13 funerals
- 73 Christmas trees chipped Christmas Recycle Program
- Chipped tree limbs at 7 addresses
- Removed Christmas Banners and Wreaths W Broad Street and replaced with regular banners
- Installed new storm sewer tile and catch basin town of Galloway
- Installed new storm tile and catch basins Fernhill
- Reworked and enlarged dumpster area at station 243
- Started 2020 sign replacement program (reflectivity and bent post)
- Cored hole in catch basin 236 Pasadena for downspout drainage
- Picked up trash in median and ROW of W Broad Street corridor once

### Zoning Department - January 2020

Development/Informational Meetings	10
Nuisance Inspections	33
Declared Nuisances	8
Zoning Inspections	88
Zoning Violations	53

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Do Not Knock Registries	23
Contractor Registrations	14
Zoning Compliances (Permits)	10
MS4 Land Disturbance Permits	3
Open Space Permit (Hunting)	1
Commercial Permits	1
Zoning Revenue	\$ 1,975.00
Commercial Building Revenue	\$ 5,678.97

### Administration

#### Nuisance Cases

No one was in attendance to speak on behalf of these properties

**Ms. Schmelzer moved that the Board adopt Resolution NU- 12-20 "A Resolution declaring nuisance and ordering abatement at 510-512 Buena Vista Avenue ." Mr. Stormont seconded. Roll Call Vote s were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.**

**Ms. Schmelzer moved that the Board adopt Resolution NU- 14-20 "A Resolution declaring nuisance and ordering abatement at 80-160 Old Village Road ." Mr. Stormont seconded. Roll Call Vote s were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.**

**Ms. Schmelzer moved that the Board adopt Resolution NU- 15-20 "A Resolution declaring nuisance and ordering abatement at 324 Sturbridge Road ." Mr. Stormont seconded. Roll Call Vote s were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.**

**Ms. Schmelzer moved that the Board adopt Resolution NU-23 -20 "A Resolution declaring nuisance and ordering abatement at 232 Postle Blvd. ." Mr. Stormont seconded. Roll Call Vote s were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.**

**Ms. Schmelzer moved that the Board adopt Resolution NU-24 -20 "A Resolution declaring nuisance and ordering abatement at 320 S. Grener Avenue." Mr. Stormont seconded. Roll Call Vote s were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.**

#### Hometown Hero Banners - Cost

Mr. Peters asked the Board to establish a set charge for the Hometown Hero Banner program. The vendor who produces the banners is not able to establish a set cost ahead of time as the pricing is based on quantity. During 2018 we set the cost at \$75 and in 2019 the cost was \$109. Mr. Peters asked the Board to consider approving a flat fee of \$100 per banner (with the understanding that the actual cost may be higher (or lower) and that the township will pay the additional).

Comments/Issues: A few questions were asked about potential cost, reuse of banners, etc.

**Ms. Schmelzer moved that the Board a set price of \$100.00 for the Hometown Hero Banners. Mr. Stormont seconded. The Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.**

#### Newsletter Distribution

Mr. Peters asked the Board's guidance on distribution of the semi-annual township newsletter. Currently we have an outside company print and mail the newsletter to each resident within the township. We were recently approached by the Westside messenger with an offer to include our complete newsletter in an edition of the Westside messenger, which is delivered throughout the township (and neighboring communities). In 2019 we spent \$9,205.00 for printing and mailing of the newsletters, and the messenger has proposed a fee of \$1,500.00 per edition (total of \$3,000.00 per year). The newsletter would still be available on the website and printed copies will be available in the lobby of the building.

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**This item was tabled by Trustee Schmelzer until next meeting**

### Old Business

Bob Voss, township resident complimented the Roads Crew for the fine work they have performed during the recent weeks.

Joe Myer asked about the status of the AARP tax preparation relocation to our Town Hall meeting room. Mr. Peters explained that AARP will be following up with him to decide whether or not they will be able to use our township meeting room to perform their tax preparation services for seniors. Mr. Myers also asked for a status update regarding the installation of security video cameras at the Community Center and in Township Hall. Mr. Peters recapped the current installation plans.

### New Business

None

### Public Comment

None

### Announcements

None

### Adjournment

Meeting adjourned at 7:50 PM.

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Chairwoman Cathy Schmelzer

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Fiscal Officer Dan McCardle