

# RECORD OF PROCEEDINGS



## PRAIRIE TOWNSHIP BOARD OF TRUSTEES

March 11, 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 March 11, 2020 at 7:00 p.m. with Vice-Chairman Steve Kennedy, Trustee Doug Stormont and Fiscal Officer Dan McCardle present. HR/Operations Coordinator Randi Good, 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** - February 26, 2020 Special Meeting and Regular Meeting Minutes

Comments/Issues: None

**Ms. Schmelzer moved to approve the February 26, 2020 Special Meeting and Regular Meeting Minutes. Mr. Stormont seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. The meeting minutes for the February 26, 2020 Special Meeting and Regular Meeting were approved.**

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

Deputy Ronk spoke before the Board and summarized criminal activity that occurred over the past two weeks in our township. Deputy Ronk was available for questions from those in attendance.

Trustee Kennedy asked how the Sheriff's Department manages panhandlers and asked specifically if panhandling is illegal - to which Deputy Ronk affirmed that it is illegal and how the department manages those situations.

### **Fiscal Officer 's Report**

#### **Approval of Warrant s and Payroll**

This week's warrants list includes payments to 93 vendors summing \$141,087.28. Approximately 45% of that amount is comprised of payments to the City of Grove City for the annual fiber optic network lease in the amount of \$22,032; payment to Metropolitan Environmental for the catch basin cleaning program in the amount of \$13,502.65, Premium installment to the Bureau of Workers Comp in the amount of \$12,847.00 and payments to AEP for lighting and electric totaling \$17,809.05.

Mr. McCardle formally requested the Board's approval to pay all items on this week's warrant list summing \$141,087.28 along with March 10 payroll of \$226,934.49 for a total cash disbursement of \$368,021.77.

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.**

### **Standing Business:**

#### **Fire Department**

#### **Disability Leave**

Chief Scott asked the Board to approve the use of 54 hours of disability leave for the Fire Marshal, due to an off duty injury.

Comments/Issues: None

**Ms. Schmelzer moved that the Board approve use of 54 hours of disability leave for the Fire Marshal. Mr. Stormont seconded. The Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.**

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### Engine 241 Repairs

Chief Scott asked the Board to approve repair of engine 241's pump at a cost not to exceed \$17,000. This fire engine will be replaced in June, however, it will still be needed as a back-up for the next 3-5 years as the other vehicles are repaired/replaced. At the end of that time, we anticipate selling this fire engine and recoup some of the funds.

Comments/Issues: None

**Ms. Schmelzer moved that the Board approve repairs to Engine 241 at a cost not to exceed \$17,000. Mr. Stormont 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 part-time firefighter Nick Brown, effective 3/21/20. Nick has accepted a full-time position at Washington Township.

Comments/Issues: None

**Ms. Schmelzer moved that the Board accept the resignation of part-time firefighter Nick Brown, effective March 20, 2020. Mr. Stormont seconded. The Votes were as follows: Mr. Stormont, Aye; Ms. Schmelzer, Aye; Mr. Kennedy, Aye. Motion passed.**

Chief Scott provided an update on Coronavirus. The Fire Department is receiving updates daily on the Coronavirus. Currently this is considered a LOW health threat. When seeking dependable information on any health related topic it is important to use reliable sources, such as the Centers for Disease Control or the Department of Health. The following Link is an excellent location for anyone to get information on the Coronavirus. <https://odh.ohio.gov/wps/portal/gov/odh/covid-19>

Chief Scott shared the February monthly report for the Fire Department.

### February 2020 Activity Report

|                     |     |
|---------------------|-----|
| Total Runs          | 433 |
| EMS Runs            | 324 |
| Fire Runs           | 109 |
| Sta. 241            | 278 |
| Sta. 243            | 55  |
| Automatic Aid Given | 138 |

On February 20<sup>th</sup> at around 3:15 pm a fire occurred in a third-floor apartment on Schoolhouse Lane. This fire was contained to the room of origin and there was some heat and smoke damage to the apartment. This was determined to be an intentionally set fire. A suspect was identified and charged accordingly.

### Community Center

#### Easter Egg Hunt

Mr. Pollack asked the Board to approve an Easter Egg Hunt at the Sports Complex. Staff is still working through some logistics and necessary paperwork. The Easter Egg Hunt special event at the Sports Complex will be held on Saturday April 4 from 1-4 pm. The main contact for the egg hunt is Robin Thompson. There will be no charge for this event.

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Comments/Issues: None

Ms. Schmelzer moved that the Board authorize an Easter Egg Hunt at the Galloway Road Sports Complex on April 4<sup>th</sup> from 1:00 p.m. to 4:00 p.m. Mr. Stormont seconded. The Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

### Cameras

Joe Benson from the Grove City IS department has provided a quote to replace the cameras at the Community Center. The current cameras are no longer functioning and have been repaired multiple times. Mr. Pollack asked the Board for approval to replace the cameras at a cost not to exceed \$25,500.

Comments/Issues: None

Ms. Schmelzer moved that the Board approve replacing the cameras at the Community Center at a cost not to exceed \$25,500 . Mr. Stormont seconded. The Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Mr. Pollack shared the February report for the Community Center

### Community Center Monthly Report

Numbers as of **29-Feb-20**  
percentage

|  |                   |        |
|--|-------------------|--------|
| <b>Total Current Community Center Members</b>                            | 7,440             |        |
| <b>Total Members that are Prairie Township Residents</b>                 | 2,750             | 36.96% |
| <b>Total Members that are Non-Residents</b>                              | 4,690             | 63.04% |
| <b>Total Members that are JEDD/JEDZ</b>                                  | 211               | 2.84%  |
| <b>Total Members that are Senior Citizens</b>                            | 4,305             | 57.86% |
| <b>Total Unique Senior Citizen Visits</b>                                | 8,282             |        |
| <b>Number of new members/renewals since last report</b>                  | 479               |        |
| <b>How many memberships that expired that were not renewed</b>           | 192               |        |
| <b>Retention rate percentage</b>   | 96.00%            |        |
| <b>Events or significant programs</b>                                    |                   |        |
| <b>Daddy Daughter Dance</b>  | 132               |        |
| <b>Current status of One Field Fundraising</b>                           | <b>\$729,943.</b> |        |
|  | <b>00</b>         |        |
| State Capital Money  | \$490,000.        |        |
|  | 00                |        |
| Giving Tree- Added \$1,000 from MJB Foundation                           | \$4,943.00        |        |
|  | \$25,000.0        |        |
| Columbus Foundation Grant Commitment                                     | 0                 |        |
|  | \$100,000.        |        |
| Galloway baseball Club - Doug White-Commitment over 4 years              | 00                |        |
|  | \$80,000.0        |        |
| Galloway Baseball Club - Grove City Bingo Hall - Commitment over 4 years | 0                 |        |
| Trabell - Commitment over 3 years  | \$25,000          |        |
| anonymous donor commitment   | \$5,000           |        |

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### Roads, Cemeteries, and Parks Department

#### West Broad Street - Electrical Services

Ms. Good presented a price list from Jess Howard for electrical services along West Broad Street to the Board in advance of this meeting. The pricing is for street lighting and electrical services. She also asked the Board to authorize the Service Director to use Jess Howard on an as needed basis for these services.

Comments/Issues: None

**Ms. Schmelzer moved that the Board authorize the Service Director to utilize Jess Howard Electric for lighting and electrical services, as needed, along West Broad Street. Mr. Stormont seconded. The Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.**

#### 2020 Sidewalk Program Contractor

Ms. Good asked the Board to approve hiring Berkshire Boy's, Inc. for the 2020 sidewalk program. The cost for 4" sidewalk to be removed and replaced will be \$36.00 per linear foot. The cost for a 6" sidewalk to be removed and replaced is \$38.00 per linear foot. The cost for curb and gutter removal and replacement is \$45.00 per linear foot. The cost of concrete drive approach removal and replacement is \$69.00 a square yard. There is a minimum cost per address of \$450.00.

Comments/Issues: None

**Ms. Schmelzer moved that the Board approve contracting with Berkshire Boys, Inc. for the 2020 sidewalk program, and authorize the Service Director to execute all necessary paperwork. Mr. Stormont seconded. The Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.**

#### No Parking - Fernhill Avenue (Res. 09-20)

Ms. Good asked the Board to adopt Resolution 09-20 to establish No Parking Anytime for the west side of Fernhill from Owen Street to 100' north of Sullivant Avenue. This area is all undeveloped lots that are currently woods. There is parking going on off the road and without a hard surface that is required by zoning there is rutting and mud being put on the pavement.

Comments/Issues: None

**Ms. Schmelzer moved that the Board adopt Resolution 09 -20 "A Resolution for a No Parking area on the west side of Fernhill Avenue". Mr. Stormont seconded. Roll Call Vote s were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.**

#### Purchase of Backhoe

Ms. Good asked the Board to approve the purchase of a 2020 Case 580SN 4WD T4 Loader Backhoe from Southeastern Equipment and authorize the Service Director to sign all necessary paperwork. The loader backhoe has a list price of \$152,867.00 the STS discount of 37% brings the cost down to \$96,306.21. The township has a 2016 loader backhoe that we will trade in for \$53,666.67, which will bring our cost after trade down to \$42,639.54.

Side note: The last time we traded our loader backhoe the price difference was \$39,294.70 so by trading in while the equipment still has good value allowed us to get \$14,371.97 more for the backhoe we are trading in than we paid for the backhoe in 2016. Dave really thinks this is proof the equipment/truck replacement program we have in effect works.

Comments/Issues: None

**Ms. Schmelzer moved that the Board approve the trade in of a 2016 backhoe and the purchase of a 2020 backhoe at a cost of \$42,639.54, including the trade. Mr. Stormont seconded. The Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.**

#### 2020 Catch Basin Cleaning Program - Amended Cost

At the December 18<sup>th</sup> meeting, the Board approve the rates and a not to exceed cost of \$17,500.00 for the

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2020 catch basin cleaning program. Dave McAninch has requested the Board revised the not to exceed amount of \$22,500, as the cleanings have taken more time than expected.

Comments/Issues: None

**Ms. Schmelzer moved that the Board approve the revised the not to exceed cost to Metropolitan Environmental to \$22,500.00 for the 2020 catch basin cleaning program. Mr. Stormont seconded. The Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.**

Ms. Good shared the Road, Cemeteries and Parks Department's February monthly report.

- 4 Graves sold
- 13 funerals
- Chipped tree limbs at 8 addresses
- Picked up trash in median and ROW of W Broad Street corridor once
- Started 2020 Catch Basin Cleaning Program worked 10 days in February
- 4 Snow and Ice control events
- 2 nuisances abated
- Started storm sewer tile job on Garden Heights worked 3 days (job still in progress)

### Commercial Building and Zoning Department

#### Nuisance Process

Per a staff meeting with Pete Griggs of Brosius, Johnson & Griggs held on February 20, the nuisance process has been updated. The Zoning office has requested that the Board review the updated process and approve it as presented.

The changes to the process include:

- The List of Consideration will be e-mailed to the Trustees on Fridays and will no longer include photos of the property.
- The only time our Zoning Department will take photos of nuisance properties will be during the inspection of the property. This will occur the day before the Trustee Meeting (or two days depending on how many we have) and all information will be forwarded to you the same day.
- If no violations are found during that inspection, the property will be removed from the List of Consideration.
- The Resolutions will include whether each property has been declared for grass, trash or both.
- The Resolutions will include a sentence that allows the Road Superintendent to grant a 30-day extension at his discretion once a property is ready to be abated.

Comments/Issues: None

**Ms. Schmelzer moved that the Board approve changes to the nuisance process, as presented. Mr. Stormont seconded. The Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.**

Ms. Good shared the Commercial Building and Zoning Department's February Monthly report.

#### Zoning Monthly Report - February 2020

|                                    |    |
|------------------------------------|----|
| Franklin County Courthouse         | 2  |
| Development/Informational Meetings | 4  |
| Nuisance Inspections               | 70 |
| Declared Nuisances                 | 11 |
| Zoning Inspections                 | 90 |
| Zoning Violations                  | 30 |
| Do Not Knock Registries            | 4  |

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|                              |            |
|------------------------------|------------|
| Contractor Registrations     | 3          |
| Zoning Compliances (Permits) | 16         |
| Open Space Permit (Hunting)  | 1          |
| Commercial Permits           | 3          |
| Variances                    | 1          |
| Zoning Revenue               | \$1,650.00 |
| Commercial Building Revenue  | \$2,149.32 |

### Administration

#### Nuisance Cases

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

**Ms. Schmelzer moved that the Board adopt Resolution NU- 34-20 “A Resolution declaring nuisance and ordering abatement at 228 Lawrence 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- 36-20 “A Resolution declaring nuisance and ordering abatement at 4910-4912 Beacon Hill 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- 41-20 “A Resolution declaring nuisance and ordering abatement at 47 Fernhill 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 -42-20 “A Resolution declaring nuisance and ordering abatement at 190 Gladys 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-43 -20 “A Resolution declaring nuisance and ordering abatement at 376 Woodlawn 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-44 -20 “A Resolution declaring nuisance and ordering abatement at 404 Woodlawn Avenue .” Mr. Stormont seconded. Roll Call Vote s were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.**

#### Care Works Comp Agreement

This is an annual agreement with Care Works Comp to provide workers compensation program management for the Township. Along with this service comes membership in the Ohio Township Association’s group rating program, which will save the Township nearly 60% on workers comp premiums. The cost of this year’s agreement is \$7,680.00

Comments/Issues: None

**Ms. Schmelzer moved that the Board authorize the Township to enter the 2020 Ohio Township Association Group Rating Program through Care Works Comp at a cost of \$7,680.00 and authorize the HR/Operations Coordinator to execute the necessary documents to enter the program. Mr. Stormont seconded. The Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.**

#### ModCon Living Request for Payment

ModCon Living (formerly Rebuilding Together) is making preparations for its 2020 Rebuilding Healthy Neighborhoods project in the Rome Heights area that will be happening the weekend of May 2<sup>nd</sup>. We have appropriated \$50,000 in our 2020 Budget for a contribution to the project.

Comments/Issues: None

**Ms. Schmelzer moved that the Board approve payment to MonCon Living for the Township ’s contributions to the 2020 Rebuilding a Healthy Neighborhood project in the amount of \$ 50,000.00. Mr. Stormont seconded. The Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms.**

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Schmelzer, Aye. Motion passed.

### Old Business

A follow-up question was asked about AARP tax preparation services for next year. Trustee Schmelzer will follow-up with Rob Peters, Township Administrator.

### New Business

Joe Finn, township resident, shared his thoughts about deed restrictions and how it may apply to our nuisance process. He suggested that deed restrictions be considered in the nuisance process.

### Public Comment

None

### Announcements

None

### Adjournment

Meeting adjourned at 7:46 p.m.

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Chairwoman Cathy Schmelzer

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Fiscal Officer Dan McCardle