

RECORD OF PROCEEDINGS



PRAIRIE TOWNSHIP BOARD OF TRUSTEES

March 25, 2020 - REGULAR MEETING 7 :00 PM 23 MAPLE DRIVE, COLUMBUS, OHIO 43228

Due to the current COVID-19 Health Emergency, this meeting was closed to the public and livestreamed via Facebook.

Mr. Rob Peters, Township Administrator opened the meeting and thanked those who joined the meeting via Facebook. Chairwoman Cathy Schmelzer, Vice Chair Steve Kennedy, Trustee Doug Stormont and Fiscal Officer Dan McCardle were all in attendance via telephone. All department heads and Deputy Ronk were all excused in advance from the meeting.

Approval of Minutes - March 11, 2020 Regular Meeting Minutes and March 13, 2020 Special Meeting Minutes. Mr. McCardle asked if there were any corrections to the meeting minutes.

Comments/Issues: None

Ms. Schmelzer : So Moved". Mr. Kennedy seconded. The votes were as follows: Mr. Stormont , Aye: Mr. Kennedy, Aye; Ms. Schmelzer , Aye. The meeting minutes for the March 11, 2020 Regular Meeting and March 13, 2020 Special Meeting Minutes were approved.

Fiscal Officer 's Report

Approval of Warrant s and Payroll

This week's warrants list includes payments to 66 vendors summing \$264,485.98. Approximately 73% of that amount is comprised of payments to the Franklin County Sheriff's Office in the amount of \$75,936.79, a payment to Stantec Consulting for the Galloway Road Sports Complex in the amount of \$11,113.24, a payment of \$14,391.80 to American Rock Salt Company and payment to the Franklin County Commissioners in the amount of \$92,910.76 for employee insurance benefits.

Mr. McCardle formally requested the Board's approval to pay all items on this week's warrant list summing \$264,485.98 along with March 25 payroll of \$225,171.77 for a total cash disbursement of \$489,657.75.

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.

Advance to Sidewalk Fund

Mr. McCardle asked the Board to approve advancing \$100,000.00 from the General Fund to the 2020 Sidewalk Fund for this year's sidewalk program.

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

Mr. Peters gave an update provided by Chief Scott, "I would like to assure the Board, as well as our community that PTFD is doing everything we can to reduce our exposure to COVID-19 by limiting the numbers of EMT's and Paramedics who enter residences to evaluate patients and by wearing appropriate personal protective equipment. We are updating our procedures daily. We are screening our members on a continuous basis as well. If you develop symptoms that you think might be associated with COVID-19, please contact your primary care provider and follow their guidance. Please do not dial 911 and request medical assistance just because you feel that you may be infected. Everyone who has COVID-19 does not need to be seen in a hospital. Please do not come to either fire station for any reason. We are not accepting visitors. If need a blood pressure or glucose check, use the outside callbox and return to your

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car. We will send a member out to you. Also, the Fire Dept. Cannot test for COVID-19".

Community Center

Mr. Peters provided an update on the Community Center, which is currently closed. Mr. Peters stated that all payment requests have been stopped on members accounts. Reservations and programs are being rescheduled to later dates if possible. Refunds will be issued for reservations and programs that cannot be rescheduled.

Roads, Cemeteries, and Parks Department

2020 Sidewalk Program

Mr. Peters asked the Board to adopt a resolution declaring its intent to proceed with this year's sidewalk program, setting a public hearing for the program and approving advertisement of the hearing. The public hearing will be held at 7:00 p.m. on May 6, 2020. Owners of the properties where these sidewalks are located will receive a registered letter before the public hearing.

Comments/Issues: None

Ms. Schmelzer moved that the Board adopt Resolution 11 -20 "A Resolution declaring intent to repair certain sidewalks and levy special assessments, to set a public hearing at which the Board will hear comments about said repairs and to authorize advertisement of the public hearing ". Mr. Kennedy seconded. Roll Call Vote s were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

ODOT Winter Salt Contract (Res. 12-20)

Mr. Peters asked the Board adopt a resolution with ODOT for salt purchases for the winter 2020/2021. 120 tons is the amount of salt Dave recommends to purchase. We will be required to buy 90% (108 tons) and will be able to purchase 110% (132 tons).

Comments/Issues: None

Ms. Schmelzer moved that the Board adopt Resolution 12 -20 "A Resolution authorizing participation in the ODOT road salt contracts awarded in 2020. " Mr. Kennedy seconded. Roll Call Vote s were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Commercial Building and Zoning Department

No items

Administration

Nuisance Cases - None

Mr. Peters provided an update on Township Operations.

COVID-19 updates can be found on the home page of the township's website at www.prairietownship.org

The Community was closed on March 13 at 3:00 p.m.

The Township Hall (Administration and Building and Zoning Offices) as well as both Fire Stations were closed to the public on March 16, and continue to be fully operational through telephone and email. Staff from Recreation, Zoning and Administration began working from home on March 20. All operational changes were shared with the Township Trustees, Law Director and the Franklin County Health Department.

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2020 Permanent Appropriations

Mr. Peters asked the Board to adopt the 2020 Permanent Appropriations, which were provided in advance of the meeting.

Note: Since the worksheets were sent out, we have added \$30,000 to the unemployment line in the Community Center Fund. This amount is just a guess and may need to be adjusted at a later time.

Comments/Issues: None

Ms. Schmelzer motioned "so moved". Mr. Kennedy seconded. Roll Call Vote s were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Letter to Budget Commission

Mr. Peters asked the Board to approve sending a letter to the Budget Commission to increase revenue in the Parks Capital Fund (4301) by \$419,000.00.

Comments/Issues: None

Ms. Schmelzer motioned "so moved". Mr. Kennedy seconded. Roll Call Vote s were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Township Administrator Authority during the COVID-19 Emergency

Mr. Peters asked the Board to adopt Resolution 13-20 that will expand the authority of the Township Administrator during the current COVID-19 emergency.

Comments/Issues: None

Ms. Schmelzer motioned "so moved". Mr. Kennedy seconded. Roll Call Vote s were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Gates at Galloway Road Sports Complex

Mr. Peters asked the Board to authorize hiring Floyd Cochran to open and close the gates at the Galloway Road Sports Complex with compensation of \$100.00 per month.

Comments/Issues: None

Ms. Schmelzer motioned "so moved". Mr. Kennedy seconded. Roll Call Vote s were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Old Business

None

New Business

None

Public Comment

None

Announcements

The Easter egg hunt scheduled at the Galloway Sports Complex may be rescheduled for a later date

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Adjournment

Meeting adjourned at 7:17 p.m.

Chairwoman Cathy Schmelzer

Fiscal Officer Sherry Henning