

RECORD OF PROCEEDINGS



PRAIRIE TOWNSHIP BOARD OF TRUSTEES

AUGUST 12, 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.

Ms. Schmelzer opened the meeting and led in the Pledge of Allegiance.

Chairwoman Cathy Schmelzer, Vice Chair Steve Kennedy, Trustee Doug Stormont, Fiscal Officer Sherry Henning, and Township Administrator Rob Peters were all in attendance at the township hall. All other department heads and Deputy Ronk were all excused in advance from the meeting.

Approval of Minutes - July 29, 2020 Regular Meeting and Special Meeting Minutes

Comments/Issues: None

Ms. Schmelzer : So Moved". Mr. Stormont seconded. The votes were as follows: Mr. Stormont , Aye: Mr. Kennedy , Aye; Ms. Schmelzer , Aye. The meeting minutes for the July 29, 2020 Regular Meeting and Special Meeting were approved.

Franklin County Sheriff 's Office No report given

Fiscal Officer 's Report

Approval of Warrant s and Payroll

This week's warrants list detailed payments to 55 vendors totaling \$272,196.53.

Ms. Henning requested the Board's approval to pay all items on this week's warrant list totaling \$272,196.53 along with the August 10, 2020 payroll of \$235,233.59 for a total cash disbursement of \$507,430.12.

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

Items for Gov Deals

Mr. Peters asked the Board to authorize placing the following list of items on GovDeals public auction:
3 old locker sets, Leaf blower, 2 Hydraulic oil containers, Grill, 2 File cabinets, Gas generator. Bandsaw

Ms. Schmelzer moved that the Board approve placing the presented list of items on govdeals.com for public auction. Mr. Stormont seconded. The Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

July 2020 Activity Report

Total Runs	499
EMS Runs	334
Fire Runs	165
Sta. 241	423
Sta. 243	76

Auto/Aid Given Not available due to software issues

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General Discussion regarding the Fire Department being able to pick up the new fire engine.

Community Center

Personal Service Contract

Mr. Peters asked the Board to approve Resolution 25-20, which authorizes the Community Center to enter into contracts with Enriching Kids with a fixed rate of compensation of \$500.00. The Personal Service Contracts are in effect from August 1, 2020 through August 31, 2020.

Comments/Issues: This program has grant funds to support it

Ms. Schmelzer moved that the Board adopt Resolution 25-20, "A Resolution authorizing a Personal Service Contract for Contractors in the Recreation Department ". Mr. Kennedy seconded. Roll Call Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Community Center Monthly Report

Numbers as of **30-Jun-20**
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Total Current Community Center Members	6,399	
Total Members that are Prairie Township Residents	2,180	34.07%
Total Members that are Non-Residents	4,219	65.93%
Total Members that are JEDD/JEDZ	150	2.34%
Total Members that are Senior Citizens	4,038	63.10%
Total Unique Senior Citizen Visits	2,127	
Number of new members/renewals since last report	35	
How many memberships that expired that were not renewed	205	
Retention rate percentage	97.00%	
Events or significant programs		
Virtual Live SilverSneakers Classes	103	
Group Fitness Classes	15	
Basketball	140	
Pickleball	100	
Farmer's Market Average Attendance Per Market	335	

Roads, Cemeteries, and Parks Department

Step Increase

Mr. Peters asked the Board to approve moving Devin Albaugh to step two of the part time pay scale that the Board approved on December 18, 2019. This increase would be effective August 19, 2020. This will increase Devin's pay to 15.00 per hour. Devin's start date was August 19 2019.

Comments/Issues: None

Ms. Schmelzer moved that the Board approve a pay increase for Devin Albaugh to \$15.00 per hour, effective August 19, 2020 . Mr. Stormont seconded. The Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

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July 2020 Report

- 5 Graves sold
- 12 funerals
- Chipped tree limbs at 106 addresses
- 14 days mowing misc. areas and parks in the township
- 7 days mowing cemeteries in the township
- 2 day mowing township right of ways in the township and GRSC with flail
- 6 day mowing township right of ways in the township with arm mower
- 3 days mowing bigger properties in the township with pull behind mower
- 14 days mowing and trash GRSC
- 4 days weed eating cemeteries
- 4 days picked up trash in median and ROW of W Broad Street corridor
- 4 days spraying weed control median W Broad Street corridor
- 3 days trash cemeteries and parks
- 1 day street sweep W Broad Street
- 6 nuisances abated
- 2 days crack seal roads
- 7 days Storm sewer tile job Kuhlwein Road
- 2 days digging up around catch basin 345 Buena Vista getting hole cored for downspout and sump pump discharge
- 2 days 350 Maple install catch basin and have cored for downspout and sump pump discharge
- 4 days Storm sewer tile job Garden Heights
- 3 signs repaired or replaced
- Speed trailer 3 separate locations
- 6 days working township clean-up
- 2 day repair irrigation main W Broad
- 1 day haul concrete from 6725 Alkire
- 3 properties topsoil, seed, fertilizer and straw sidewalk program
- 1 property asphalt from sidewalk program
- Pave right of way area from tile job 163 Lawrence
- Pave right of way area from tile job Miller Street (town of Galloway)
- 3 military markers installed
- 1 day PTCC help with bucket truck
- 3 days drag baseball fields GRSC
- 7 days water newly seeded area baseball fields GRSC
- 2 days haul dirt to rough areas GRSC
- 1 dead animal removed from Right of way
- 2 days vehicle and equipment maintenance
- 1 day remove vines and brush fence line Beacon Hill Court
- 3 days remove wood and scrub trees township property off W Broad
- 1 day clear log jam Hamilton ditch along township property off W Broad
- 1 day elevate trees in right of way town of Alton
- 1 day cut back tree along right of way blocking sign on Amesbury between Darbyhurst and Danhurst

Commercial Building and Zoning

Approval to Hire:

Mr. Peters asked the Board to approve hiring Nicole Kane as a part-time assistant in the Zoning Office with a starting rate of \$13.00 effective August 16, 2020. This position would be limited to 1500 hours per year and was included in the 2020 budget.

Comments/Issues: None

Ms. Schmelzer moved that the Board approve hiring Nicole Kane as a part-time zoning assistant with an hourly rate of \$13.00 per hour, effective August 16, 2020. Mr. Stormont seconded. The Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Zoning Monthly Report - July 2020

Development/Informational Meetings

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Nuisance Inspections	109
Declared Nuisances	43
Zoning Inspections	60
Zoning Violations	17
Do Not Knock Registries	6
Contractor Registrations	4
Zoning Compliances (Permits)	35
MS4 Land Disturbance Permits	2
Commercial Permits	5
Zoning Revenue	\$ 2,391.00
Commercial Building Revenue	\$ 2,981.75

Administration

Nuisance Cases

Ms. Schmelzer moved that the Board adopt Resolution NU- 166-20 "A Resolution declaring nuisance and ordering abatement at 246 Rome Hilliard 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- 167-20 "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- 168-20 "A Resolution declaring nuisance and ordering abatement at 271 Carilla Lane". 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- 169-20 "A Resolution declaring nuisance and ordering abatement at 4773 Hilton 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- 170-20 "A Resolution declaring nuisance and ordering abatement at 97 Oxley 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- 171-20 "A Resolution declaring nuisance and ordering abatement at 6539 W. Broad Street ". 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- 172-20 "A Resolution declaring nuisance and ordering abatement at 90 Alton 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- 173-20 "A Resolution declaring nuisance and ordering abatement at 6616 Birch Park Way ". Mr. Stormont seconded. Roll Call Vote s were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Galloway Baseball Club - Agreement & Donation

Mr. Peters asked the Board to approve an agreement with Galloway Baseball Club and ask the Board to authorize the Township Administrator to sign the agreement. This agreement includes a donation from the Galloway Baseball Club of \$106,000.00 for building baseball diamonds at the Galloway Road Sports Complex.

Comments/Issues: We have not received the agreement back from legal, however, Rob will explain the agreement and its intent.

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Discussed the terms of the agreement. Prior year agreement is expiring and they wanted to reup the agreement to be completed this year.

Ms. Schmelzer moved that the Board accept the donation from the Galloway Baseball Club and authorize the Township Administrator to sign the agreement. Mr. Stormont seconded. Roll Call Vote s were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Galloway Road Sports Complex - Construction of Baseball Fields

Mr. Peters recommended the Board approve the follow items in regard to building the third and fourth baseball fields at the GRSC. The Galloway baseball club is willing to make a \$106,000.00 donation for these fields. The highlighted pricing below adds up to a little more than that because of variables of the baseball field mix. If anyone has any questions, please feel free to call Dave.

- o Task order from Stantec to stake lath offsets of the infield skin area, backstop fencing, dugout and outfield fence based on the approved plans. Locate and stake with a rebar and cap the bases and pitcher mound. The cost for this is \$3,100.00.
- o Proformance fields & landscape to install the infield mix at two baseball fields at the GRSC. The cost for them to remove the current soil and put the infield mix on is \$20,750.00. This price is just for the installation of the ballfield mix. The township will provide dump trucks to haul away the soil removed to install the ballfield mix.
- o Purchase 320 tons of Marco Washington's Baseball Mix from Green Velvet Sod Farms. The delivered cost for this material was \$25,523.29 for the last two fields, but since they cannot put exactly 20 tons per truck that cost is going to vary a little bit, approximately \$26,000.00
- o Installation of the backstops and fencing for two baseball diamonds at the Galloway Sports Complex. The contractor for this job is Gateway Fencing. The cost for this work is \$40,000.00. This work includes 16' tall backstops with 4' angled overhangs a total of approximately 70' per field. It also includes 180' of 8' tall fence per field. This fence fabric, line post and end post are all heavy duty because of the intended usage.
- o Installation of approximately 500 linear feet of 1' wide 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 work to construct two baseball fields at the Galloway Road Sports Complex at a cost of 106,450.00 and authorize the Township Administrator and/or Service Director to execute the necessary documents. Mr. Stormont seconded. The Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Increase Revenue and Appropriations

Mr. Peters asked the Board to approve sending a letter to the Budget Commission to increase revenue and appropriations in the Parks Capital Fund (Fund 4301) by \$106,000.00 (to account for the donation of the Galloway Baseball Club)

Comments/Issues: None

Ms. Schmelzer moved that the Board approve sending a letter to the Budget Commission to increase revenue and appropriations in the Parks Capital Fund by \$106,000.00. Mr. Stormont seconded. The Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Galloway Road Improvement Project

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Mr. Peters asked the Board to consider rejecting the bids that we received for the Galloway Road Improvement project based on advice from legal counsel.

Comments/Issues: None

Ms. Schmelzer moved that the Board reject the bids for the Galloway Road Improvement Project. Mr. Stormont seconded. The Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Meeting adjourned at 7:23 pm

Chairwoman Cathy Schmelzer

Fiscal Officer Sherry Henning