

# RECORD OF PROCEEDINGS



## PRAIRIE TOWNSHIP BOARD OF TRUSTEES

**JANUARY 2, 2019 - REGULAR MEETING 7 :00 PM 23 MAPLE DRIVE, COLUMBUS, OHIO 43228**

Chairman Steve Kennedy called this meeting of the Prairie Township Board of Trustees to order on January 2, 2019 at 7:00 p.m. with Trustee Doug Stormont, Trustee Cathy Schmelzer and Fiscal Officer Dan McCardle present. HR/Operations Coordinator Randi Good, Fire Chief Chris Snyder and Recreation Director James Gant were also in attendance. (See attached sign in sheet for a complete list of additional attendees).

Mr. Kennedy led the Pledge of Allegiance.

### **Approval of Minutes** - December 19, 2018 Regular Meeting Minutes

Comments/Issues: None

**Mr. Kennedy moved to approve the December 19, 2018 Regular Meeting Minutes . Mr. Stormont seconded. The votes were as follows: Mr. Stormont , Aye; Mr. Kennedy , Aye; Mrs. Schmelzer , Aye. The meeting minutes for the December 19, 2018 Regular Meeting were approved.**

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

Deputy Forsythe summarized the criminal activity that occurred over the past two weeks. She was available to take questions from those in attendance.

### **2019 Re-Organization**

#### **Election of Officers**

Mr. McCardle requested nominations for the Chairman and Vice-Chairman of the Board.

**Mr. Kennedy moved to nominate Doug Stormont for Board Chairman. Ms. Schmelzer seconded.**

**Mr. Kennedy moved that the Board elect Doug Stormont as Board Chairman. Ms. Schmelzer seconded. Roll call votes were as follows: Ms. Schmelzer, Aye; Mr. Kennedy, A ye; Mr. Stormont , Abstained .**

Mr. McCardle announced that Mr. Stormont is the elected Chairman of the Board for 2019.

**Mr. Stormont moved to nominate Cathy Schmelzer for Board Vice-Chairman. Mr. Kennedy seconded.**

**Mr. Stormont moved that the Board elect Cathy Schmelzer as Board Vice-Chairman. Mr. Kennedy seconded. The votes were as follows: Mr. Stormont , Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Abstained .**

Mr. McCardle announced that Ms. Schmelzer is the elected Vice-Chairman of the Board for 2019.

The Chair responsibilities were turned over to Mr. Stormont as Chairman to complete the meeting.

### **Registration for Ohio Township Association Winter Conference**

In addition to approving the expenses for the winter conference, Mr. McCardle also asked for the Board's approval to authorize the Fiscal Officer to prepare a warrant in an amount of up to \$300.00 for the registrations to the conference.

**Mr. Stormont moved that the Board allow all expenses for elected officials, the Township Administrator and department heads to attend the Ohio Township Association Winter Conference and Trade Show to be held on January 30, 2019 through February 2, 2019 and authorize the Fiscal Officer to prepare a warrant in an amount of up to \$300.00 for the registrations to the conference. Ms. Schmelzer seconded. The roll call votes were as follows: Ms. Schmelzer, Aye; Mr. Stormont, Aye; Mr. Kennedy, Aye. Motion passed.**

### **Appointment of Fire Marshal**

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Mr. Stormont moved that the Board appoint Richard Critchfield as Fire Marshal for the year 2019. Ms. Schmelzer seconded. The roll call votes were as follows: Ms. Schmelzer, Aye; Mr. Stormont, Aye; Mr. Kennedy, Aye. Motion passed.

Mr. McCardle conducted a roll call vote and stated the result.

### Cemetery Chain and Flag

The continuation of employment of Floyd Cochran at the Galloway and Alton Cemeteries.

Mr. Stormont moved that the Board continue the employment of Floyd Cochran, Chain and Flag, at Galloway Cemetery at a rate of \$200.00 per month and at Alton Cemetery at a rate of \$250.00 per month. Ms. Schmelzer seconded. The roll call votes were as follows: Mr. Kennedy, Aye ; Ms. Schmelzer, Aye; Mr. Stormont , Aye. Motion passed.

### Trustee salaries

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

### Fiscal Officer Salary

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

### Township E mployees

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

### Cemetery Charges

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

### Board of Trustees meeting times

Mr. Stormont moved that the Board set its regular meeting times for every-other Wednesday beginning with the next meeting on January 16 , 2019 at 7:00 pm at the Township Hall, 23 Maple Drive, Columbus, Ohio. Ms. Schmelzer seconded. The roll call votes were as follows: Mr. Kennedy, Aye; Ms. Schmelzer, Aye; Mr. Stormont , Aye. Motion passed.

### Expenses

The 2019 standard mileage as set by the Internal Revenue Service is 58 cents per mile for business miles driven. Other stipulations for payment of expenses are also included.

Mr. Stormont moved that the Board allow administrative expenses at actual cost, including parking, meals and mileage at the standard mileage rates set by the Internal Revenue Service for all travel outside of the township and further these expenses be allowed at the same rate and on the same basis for any other township employee authorized to travel of behalf of the township and that the Zoning Inspectors be allowed mileage at this same rate for all travel within the township if the zoning vehicle is not available. Ms. Schmelzer seconded. The roll call votes were as follows: Mr. Kennedy, Aye; Ms. Schmelzer, Aye; Mr. Stormont , Aye. Motion passed.

### Advance of tax monies

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

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### Payroll

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

### Child support payments

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

### Ohio Police and Fire Pension payments

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

### Ohio Public Employees Retirement System

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

### Volunteer Firefighters Indemnity Board Appointment

The Chairman appointed the other Trustees to the Volunteer Firefighters Indemnity Board.

Mr. Stormont appointed Cathy Schmelzer and Steve Kennedy to serve on the Volunteer Firefighters Indemnity Board for the year 2019. Mr. Kennedy seconded. The roll call votes were as follows: Mr. Kennedy, Aye; Ms. Schmelzer, Aye; Mr. Stormont, Aye. Motion passed.

### Trick or Treat

(as per MOPRC Resolution 11-09).

Mr. Stormont moved that the Board designate Thursday, October 31, 2019 from 6:00 p.m. until 8:00 p.m. as the 2019 Trick-or-Treat hours in Prairie Township. Mr. Kennedy seconded. The roll call votes were as follows: Mr. Kennedy, Aye; Ms. Schmelzer, Aye; Mr. Stormont, Aye. Motion passed.

### 2019 Sick Leave Conversion Plan

In order for sick leave conversion to be counted as pensionable income, a conversion plan must be filed with OPERS annually. This conversion plan would make all employees sick leave conversion payments count toward their Final Average salary.

Ms. Schmelzer moved that the Board approve the 2019 Conversion Plan and authorize the Chairman to sign the plan for submittal to OPERS. Mr. Kennedy seconded. The roll call votes were as follows: Mr. Kennedy, Aye; Ms. Schmelzer, Aye; Mr. Stormont, Aye. Motion passed.

### Fiscal Officer's Report

#### Approval of Warrants and Payroll

This week's warrants list detailed payments to 47 vendors summing \$87,860.60. Approximately 58% of this total is comprised of payment to AEP in the amount of \$19,868.88 for the electrical services and \$31,548.12 to Kansas State Bank for payment 1 of 2 for the freightliner truck in the Road Department.

Mr. McCardle requested the Board's approval to pay all items on this week's warrant list summing \$87,860.60 along with this week's payroll of \$108,288.15 (as this was just a 7 day pay period and Tracy is no longer on payroll) for a total cash disbursement of \$196,148.75.

Comments/Issues: None

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

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### Transfer

In preparing for the purchase of a new medic at the Fire Department, Mr. McCardle asked the Board to approve the transfer of \$97,500 from 2281-910-910-0000 EMS Operating Transfers Out to 2282-931-0000 EMS Capital Transfers In.  
Comments/Issues: None

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

### Purchase Orders

Mr. McCardle asked the Board to approve purchase orders to the following vendors for 2019:

- Health and Safety Institute, \$2,600.00 for online Fire & EMS training
- VFIS, \$3,000.00 for part time disability insurance
- Ohio Fire Chiefs Association, \$6,000.00 for Lieutenant promotional testing
- Fire Safety Services, \$6,500.00 for MSA air mask recertification and necessary repairs
- Alert All, \$4,000.00 for fire prevention materials
- MCPC, \$6,500.00 for Office 365 annual subscription
- ESO, \$17,500.00 for reporting software annual renewal

Comments/Issues: None

**Mr. Stormont moved that the Board approve the Purchase Orders as submitted . Mr. Kennedy seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mrs. Schmelzer, Aye. Motion passed.**

### Standing Business:

#### Fire Department

##### 2019 Medic Vehicle

Chief Snyder asked the Board to approve up to \$180,000.00 to Horton Emergency Vehicles for the remount and reconditioning of our 2009 medic vehicle to a 2019 medic vehicle on a Ford chassis. Once we get our truck in production, he will be back to the Board for additional purchase orders for cots and mounts, radio installation and lettering.

Comments/Issues: None

**Mr. Stormont moved that the Board approve up to \$180,000.00 to Horton Emergency Vehicles for the remount and reconditioning of the 2009 medic to a 2019 medic on a Ford chassis. Mr. Kennedy seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mrs. Schmelzer, Aye. Motion passed.**

#### Community Center

No items.

#### Roads, Cemeteries, and Parks Department

No items.

#### Building and Zoning:

No items.

#### Administration

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### Nuisance Cases

No one was in attendance to speak on behalf of the properties under nuisance consideration.

**Mr. Stormont moved that the Board adopt Resolution NU-01-19 "A Resolution declaring nuisance and ordering abatement at 350 Pasadena Avenue ." Mr. Kennedy seconded. The roll call votes were as follows: Mr. Kennedy , Aye; Ms. Schmelzer , Aye; Mr. Stormont , Aye. Motion passed.**

**Mr. Stormont move that the Board adopt Resolution NU-02-19 "A Resolution declaring nuisance and ordering abatement at 53 Fernhill Avenue ." Mr. Kennedy seconded. The roll call votes were as follows: Mr. Kennedy , Aye; Ms. Schmelzer , Aye; Mr. Stormont , Aye. Motion passed.**

**Mr. Stormont move that the Board adopt Resolution NU-03-19 "A Resolution declaring nuisance and ordering abatement at 320 South Greener Avenue ." Mr. Kennedy seconded. The roll call votes were as follows: Mr. Kennedy , Aye; Ms. Schmelzer , Aye; Mr. Stormont , Aye. Motion passed.**

### Online Internet Auction (Res. 01-19)

This resolution is an annual renewal of the township's authorization to sell property via internet auction, as required by law. The initial resolution was adopted on March 25, 2009. As per Ohio Revised Code Section 505.10, a Board of Township Trustees may sell property, which is not needed for public use, is obsolete or unfit for the use for which it was required. In addition, the Franklin County Board of Commissioners adopted Resolution No. 0968-08 authorizing the Franklin County Purchasing Department to assist any city or township located within Franklin County in disposing of surplus property through the Franklin County GovDeals online internet auction site at no cost. This assistance allows the township to take advantage of Franklin County's GovDeals agreement, as well as use Franklin County to oversee the bidding and payment process. The proposed resolution continues the township's participation in the county program.

Comments/Issues: None

**Mr. Stormont moved that the Board adopt Resol ution 01-19 , "A Resolution Declaring Intent to Conduct Internet Auctions for the Sale of Unneeded, Obsolete or Unfit Personal Property, Including Motor Vehicles, Of Prairie Tow nship for the Calendar Year 2019 ." Mr. Kennedy seconded. The roll call votes were as follows: M r. Kennedy , Aye; Ms. Schmelzer , Aye; Mr. Stormont , Aye. Motion passed.**

### 2019 Brosius, Johnson and Griggs Agreement (Res. 02-19)

Ms. Good presented a proposed resolution to employ Brosius, Johnson and Griggs, LLC as attorneys for various matters for the year 2019 at the rates stated in the resolution.

Comments/Issues: None

**Mr. Stormont moved that the Board adopt Resolution 02-19 , "A Resolution Employing Attorneys for Particular Matters for the Year 2019 ". Mr. Kennedy seconded. The roll call votes were as follows: M r. Kennedy , Aye; Ms. Schmelzer , Aye; Mr. Stormont , Aye. Motion passed.**

### JEDD Board Appointment (Res. 03-19)

Ms. Good asked the Board to appoint Rob Peters, the newly hired Township Administrator that replaced Tracy, to fill the vacant Prairie Township seat on the JEDD Board.

Comments/Issues: None

**Mr. Stormont moved that the Board adopt resolution 03-19, "A Resolution appointing a new member to the Board of Directors of the Prairie Township Joint Economic Development District ". Mr. Kennedy seconded. The roll call votes were as follows: M r. Kennedy , Aye; Ms. Schmelzer , Aye; Mr. Stormont , Aye. Motion passed.**

### JEDZ Board Appointment (Res. 04-19, 05-19)

Ms. Good asked the Board to appoint Rob Peters, the recently hired Township Administrator, to fill the vacant Prairie Township seat on the JEDZ Board. This is a two year term. Ms. Good also asked the Board to re-appoint her to the JEDZ Board as her term expired 12/31/18.

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Comments/Issues: None

**Mr. Stormont moved that the Board adopt Resolution 04-19 "A Resolution appointing a new member to the Board of Directors of the Prairie- Obetz Joint Economic Development Zone. Mr. Kennedy seconded. The roll call votes were as follows: M r. Kennedy , Aye; Ms. Schmelzer , Aye; Mr. Stormont , Aye. Motion passed.**

**Mr. Stormont moved that the Board adopt Resolution 5 -19 "A Resolution appointing a new member to the Board of Directors of the Prairie- Obetz Joint Economic Development Zone. Mr. Kennedy seconded. The roll call votes were as follows: M r. Kennedy , Aye; Ms. Schmelzer , Aye; Mr. Stormont , Aye. Motion passed.**

### **CLOUT Membership (Res. 06-19)**

Ms. Good presented a proposed resolution to renew our Coalition of Large Ohio Urban Townships membership for 2019.

Comments/Issues: None

**Mr. Stormont moved that the Board adopt Resolution 06-19 "A Resolution Authorizing Participation in the Coalition of Large Ohio Urban Townships in the year 2019 " at an annual cost of \$200.00. Mr. Kennedy seconded. The roll call votes were as follows: M r. Kennedy , Aye; Ms. Schmelzer , Aye; Mr. Stormont , Aye. Motion passed.**

### **MORPC Membership**

Ms. Good asked the Board to approve payment of \$9,574.49 to the Mid-Ohio Regional Planning Commission for 2019 membership dues.

Comments/issues: None

**Mr. Stormont motioned "so moved". Mr. Kennedy seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mrs. 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 about \$28,451.00 during the proposed agreement. The cost of this year's agreement is \$7,456.00, which is the same amount as last year. This is the OTA-recommended Workers Comp plan.

Comments/issues: None

**Mr. Stormont moved that the Board authorize the Township to enter the 2019 Ohio Township Association Group Rating Program through Care Works Comp at a cost of \$7,456.00 and authorize the HR/Operations Coordinator to execute the necessary documents to enter the program. Mr. Kennedy seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mrs. Schmelzer, Aye. Motion passed.**

### **Letter to Budget Commission**

Ms. Good asked the Board to approve sending a letter to the Budget Commission to increase revenue in the Parks Capital Fund (4301) by \$52,484.97 to account for the remaining Concession Stand Payments from Kansas State Bank and also to reduce appropriations to \$629,810.91 in the same fund as carryover was less than originally thought when appropriations were done.

Comments/issues: None

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

### **Old Business**



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A member of the audience asked questions about the recent Tamara Avenue grant application.

### **New Business**

None

### **Public Comment**

A member of the audience asked about a property tax assessment for the streetlights on his tax bill. Mr. McCardle explained briefly how the assessment amounts are set, and what the assessment receipts are expended upon.

### **Announcements**

Mr. Stormont announced that the Roads Department will be picking up Christmas Trees, set out by 7 a.m., on January 4 and January 11.

### **Adjournment**

Meeting adjourned at 7:35 p.m.

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Chairman Steve Kennedy

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Fiscal Officer Dan McCardle