

RECORD OF PROCEEDINGS



PRAIRIE TOWNSHIP BOARD OF TRUSTEES

JANUARY 3, 2018 - REGULAR MEETING 7 :00 PM 23 MAPLE DRIVE, COLUMBUS, OHIO 43228

Chairman Doug Stormont called this meeting of the Prairie Township Board of Trustees to order on January 3, 2018 at 7:00 p.m. with Trustee Steve Kennedy and Trustee Cathy Schmelzer present. Tracy Hatmaker, Township Administrator, 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. Stormont led the Pledge of Allegiance.

Swearing in Elected Official

Cathy Schmelzer was sworn in by Chairman Doug Stormont.

Acceptance of Certificate of Election of Bond

The Board accepted the Certificate of Election and Bond for Steve Kennedy and Cathy Schmelzer.

Mr. Stormont moved that the Board accept the Certificate of Election and bond for Trustee-elect Steve Kennedy. Ms. Schmelzer seconded. Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Abstained; Ms. Schmelzer, Aye . Motion passed.

Mr. Stormont moved that the Board accept the Certificate of Election and bond for Trustee-elect Cathy Schmelzer. Mr. Kennedy seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Abstained . Motion passed.

Presentation of Community Service Award

Mr. Hatmaker spoke before the Board and shared words of high praise of the services performed in recent years by Deputy Russell. Mr. Hatmaker congratulated Deputy Russell on receiving the 2017 Law Enforcement Conference Community Service Award. She received the award from Sheriff Baldwin. Deputy Russell spoke briefly after receiving her award thanking everyone for their support.

Approval of Minutes - December 20, 2017 Regular Meeting Minutes

Comments/Issues: None

Mr. Stormont moved to approve the December 20, 2017 regular meeting minutes . Mr. Kennedy seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Abstained . The meeting minutes for the December 20, 2017 regular meeting were approved.

Franklin Soil and Water Conservation District Presentation: Hellbranch Meadows Wetlands and Stream Restoration

Kyle Wilson spoke before the Board summarizing the 10 year history of this project. Two years ago the Franklin Soil and Water Conservation District received financial assistance from the Ohio EPA to restore portions of that 200 acre area.

Report from the Franklin County Sheriff 's Office

Deputy Ronk spoke before the Board regarding 76 calls that came in for the Township between December 16 and December 29, 2017. This was an unusually high number overall for this time period. He summarized the breakdown of the types of calls and several locations of the criminal activity.

2018 Re-Organization

Election of Officers

Mr. McCardle requested nominations for Chairman of the Board

Mr. Stormont moved to nominate Steve Kennedy for Board Chairman.

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Mr. McCardle called for a motion.

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

Mr. McCardle announced that Mr. Kennedy is the elected Chairman of the Board for 2018.

Mr. McCardle requested nomination for Vice-Chairman of the Board.

Mr. Kennedy moved to nominate Doug Stormont for Board Vice-Chairman.

Mr. McCardle called for a motion.

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

Mr. McCardle announced that Mr. Stormont is the elected Vice-Chairman of the Board for 2018.

The Chair responsibilities were turned over to Mr. Kennedy 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. Kennedy 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 31, 2018 through February 3, 2018 and authorize the Fiscal Officer to prepare a warrant in an amount of up to \$300.00 for the registrations to the conference. Mr. Stormont seconded. The votes were as follows: Mr. Kennedy, Aye; Mr. Stormont; Aye; Ms. Schmelzer , Aye. Motion passed.

Appointment of Fire Marshal

Mr. Kennedy moved that the Board appoint Richard Critchfield as Fire Marshal for the year 2018. Mr. Stormont seconded. Roll call votes were as follows: Mr. Kennedy , Aye; Mr. Stormont; Aye; Ms. Schmelzer, Aye. Motion passed.

Cemetery Chain and Flag

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

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

Trustee Salaries

Mr. Kennedy moved that the Board authorize the Township to pay each Member of the Board of Trustees an annual salary on a monthly basis as per ORC Section 505.24 (D) and as calculated as per ORC Section 505.24 (A). Mr. Stormont seconded. The votes were as follows: Ms. Schmelzer, Aye; Mr. Stormont; Aye; Mr. Kennedy, Aye. Motion passed.

Fiscal Officer Salary

Mr. Kennedy moved that the Board authorize the Township to pay the Fiscal Officer an annual salary

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on a monthly basis as per ORC Section 507.09. Mr. Stormont seconded. The votes were as follows: Ms. Schmelzer, Aye; Mr. Stormont ; Aye; Mr. Kennedy, Aye. Motion passed.

Township Employees

Mr. Kennedy moved that the Board rehire all township employees for the year 2018. Mr. Stormont seconded. The votes were as follows: Ms. Schmelzer, Aye; Mr. Stormont; Aye; Mr. Kennedy, Aye. Motion passed.

Cemetery Charges

Mr. Kennedy moved that the Board approve that the cemetery charges remain at present levels. Mr. Stormont seconded. The votes were as follows: Ms. Schmelzer, Aye; Mr. Stormont; Aye; Mr. Kennedy, Aye. Motion passed.

Board of Trustees Meeting Times

Mr. Kennedy moved that the Board set its regular meeting times for every-other Wednesday beginning with the next meeting on January 17, 2018 at 7:00 pm at the Township Hall, 23 Maple Drive, Columbus, Ohio, with the exception that the regularly scheduled meeting that would be held on November 21, 2018 will be held on November 20, 2018 and the meeting that would be held on July 4, 2018 will be held on July 3, 2018. Mr. Stormont seconded. The votes were as follows: Ms. Schmelzer, Aye; Mr. Stormont; Aye; Mr. Kennedy, Aye. Motion passed.

Expenses

The 2018 standard mileage as set by the Internal Revenue Service is 54.5 cents per mile for business miles driven. Other stipulations for payment of expenses are also included.

Mr. Kennedy 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 on 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. Mr. Stormont seconded. The votes were as follows: Ms. Schmelzer, Aye; Mr. Stormont; Aye; Mr. Kennedy, Aye. Motion passed.

Advance of Tax Monies

Mr. Kennedy moved that the Board authorize a request, if necessary, for advances of tax monies from the Franklin County Auditor in 2018 as money becomes available. Mr. Stormont seconded. The votes were as follows: Ms. Schmelzer, Aye; Mr. Stormont; Aye; Mr. Kennedy, Aye. Motion passed.

Payroll

Mr. Kennedy moved that the Board approve the payment of third party (HR Butler) payroll processing through automatic withdraw from the township checking account. Mr. Stormont seconded. The votes were as follows: Ms. Schmelzer, Aye; Mr. Stormont; Aye; Mr. Kennedy, Aye. Motion passed.

Child Support Payments

Mr. Kennedy moved that the Board approve online payment of child support payments through automatic withdraw from the township checking account. Mr. Stormont seconded. The votes were as follows: Ms. Schmelzer, Aye; Mr. Stormont; Aye; Mr. Kennedy, Aye. Motion passed.

Ohio Police and Fire Pension Payments

Mr. Kennedy moved that the Board approve the online payment of the Ohio Police and Fire Pension

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Fund contributions through automatic withdraw from the township checking account. Mr. Stormont seconded. The votes were as follows: Ms. Schmelzer, Aye; Mr. Stormont; Aye; Mr. Kennedy, Aye. Motion passed.

Ohio Public Employees Retirement System

Mr. Kennedy moved that the Board approve online payment of OPERS payments through automatic withdraw from the township checking account. Mr. Stormont seconded. The votes were as follows: Ms. Schmelzer, Aye; Mr. Stormont; Aye; Mr. Kennedy, Aye. Motion passed.

Volunteer Firefighters Indemnity Board

Mr. Kennedy moved to appoint Doug Stormont and Cathy Schmelzer to serve on the Volunteer Firefighters indemnity Board for the year 2018.

Trick or Treat

Mr. Kennedy moved that the Board designate Wednesday, October 31, 2018 from 6:00 p.m. until 8:00 p.m. as the 2018 Trick-or-Treat hours in Prairie Township. Mr. Stormont seconded. The votes were as follows: Ms. Schmelzer, Aye; Mr. Stormont; Aye; Mr. Kennedy, Aye. Motion passed.

2018 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.

Mr. Stormont moved that the Board approve the 2018 Conversion Plan and authorize the Chairman to sign the plan for submittal to OPERS. Mr. Kennedy seconded. The votes were as follows: Ms. Schmelzer, Aye; Mr. Stormont; Aye; Mr. Kennedy, Aye. Motion passed.

Mr. McCardle announced that this concluded the 2018 reorganization meeting.

Fiscal Officer's Report

Approval of Warrant Payroll

This week's warrants list detailed payments to 56 vendors summing \$122,715.98. Approximately 58% of this total is comprised of payment to the Franklin County Sheriff's Office in the amount of \$71,176.91 for the monthly contract.

Mr. McCardle requested the Board's approval to pay all items on this week's warrant list summing \$122,715.98 along with this week's payroll of \$213,308.65 (which includes \$14,059.61 in sick time cash outs for the dispatchers) for a total cash disbursement of \$336,024.63.

Comments/Issues: None

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

Transfer of Money

Mr. McCardle asked that the Board authorize him to make the following transfers

\$25,317.92 from the General Fund - Transfers Out OPWC (1000-910-910-0009) to Inah Avenue - Transfers In (4401-931-0000)

\$16,637.54 from the General Fund - Transfers Out OPWC (1000-910-910-0009) to South Greener Phase I - Transfers In (4402-931-0000)

\$6,463.96 from the General Fund Transfers Out OPWC (1000-910-910-0009) to South Greener Phase II - Transfers In (4404-931-0000)

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\$15,977.68 from the General Fund -Transfers Out OPWC (1000-910-910-0009) to Palmetto Street - Transfers In (4405-931-000)

\$18,542.82 from the General Fund -Transfers Out OPWC (1000-910-910-0009) to Woodlawn Avenue - Transfers In (4407-931-0000)

\$267,000.00 from the General Fund - Transfers Out (1000-910-910-0000) to Road District Fund - Transfers In (2141-931-000)

\$100,000.00 from the JEDD Fund - Transfers Out (2904-910-910-0000) to the Community Center Operating Expenses Fund (2905-931-000)

\$300,000.00 from the General Fund - Transfers Out (1000-910-910-0010) to the Park Improvements Operating Expenses Fund (4301-931-0000)

\$48,000.00 from the General Fund - Transfers Out (1000-910-910) to the West Broad Street Fund (4302-931-0000)

\$49,856.68 from the JEDD Fund - Transfers Out (2904-910-910) to the West Broad Street Fund (4302-931-0000)

Comments/Issues: None

Mr. Kennedy moved that the Board authorize the Fiscal Officer to make the fund transfers as presented. Mr. Stormont seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Advances

Mr. McCardle asked that the Board authorize him to make the following advance:

\$403,992.98 from the General Fund to the Parks Capital Fund for the remaining 2017 grant.

Comments/Issues: None

Mr. Kennedy moved that the Board authorize the Fiscal Officer to make the requested advance as presented.

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

Standing Business:

Fire Department

Medic Repairs

Medic 243 was damaged by a gate at Target Distribution Center in West Jefferson this past summer causing damage that was estimated by Horton Emergency Vehicles in the amount of \$10,229.48. We have received a payment from Target's insurance company for this amount. Repairs are scheduled to begin next Monday. Chief Snyder asked the Board to approve the request for this repair in the amount of \$10,229.48.

Comments/Issues: None

Mr. Kennedy moved that the Board approve repairs to Medic 243 at a cost of \$10,229.48. Mr. Stormont seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Community Center

No items.

Roads, Cemeteries, and Parks Department

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Pickup Truck Purchase

Mr. Hatmaker asked the Board to approve the purchase of a new 2018 F-250 Super Cab XL with a gas motor. The cost of the truck under the City of Columbus contract is \$30,167.00. The vendor for this purchase is Byers Ford. We will be trading in our 2011 F250 Super cab XL for \$11,750.00. The purchase price after the trade will be \$18,417.00. This will keep our pick-up truck fleet to three trucks a 2014, 2016 and 2018. Mr. McAninch's plan going forward is to purchase a new truck every two years and trade the truck that is six years old for that truck. He believes this will still allow the Township to receive good value for our vehicles we trade in and keep our maintenance cost down.

Comments/Issues: None

Mr. Kennedy moved that the Board approve the purchase of a new 2018 F-250 Super Cab EX from Byers Ford at a cost of \$18,417.00 after the trade in of a 2011 Super Cab XL. Mr. Stormont seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Abstained. Motion passed.

Tractor Purchase

Mr. Hatmaker asked the Board to approve the trade of our 2017 John Deere 5083E for a 2018 John Deere 5085E the trade difference is \$4,599.20. Last year the trade difference was \$6,007.64 so we have a decrease for 2018 of \$1,408.44. This is the governmental contract that the township has participated in since 2002. Dave believes strongly in this program. This program is through JD Equipment Inc.

Comments/Issues: None

Mr. Kennedy moved that the Board approve the trade of a 2017 John Deere 5083E for a 2018 John Deere 5085E at a cost of \$4,599.20, and authorize the 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.

Building and Zoning Department

No items.

Administration

Nuisance Cases

There were no nuisance cases for consideration at the meeting.

Albert Hill of 377 Pasadena Avenue spoke before the Board regarding flooding of his property. Trustee Kennedy explained that the Township will look into this issue further and will get back with him.

On-Line Internet Auction (Res. 01-18)

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. Kennedy moved that the Board adopt Resolution 01-18, "A Resolution Declaring Intent to Conduct Internet Auctions for the Sale of Unneeded, Obsolete or Unfit Personal Property, Including Motor Vehicles, Of Prairie Township for the Calendar Year 2018." Mr. Stormont seconded. The votes were as follows: Ms. Schmelzer, Aye; Mr. Stormont; Aye; Mr. Kennedy, Aye. Motion passed.

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MORPC Membership

Mr. Hatmaker asked the Board to approve payment of \$9,318.45 to the Mid-Ohio Regional Planning Commission for 2018 membership dues.

Comments/Issues: None

Mr. Kennedy moved that the Board approve payment of \$9,318.45 to the Mid-Ohio Regional Planning Commission for 2018 membership dues. Mr. Stormont seconded. The votes were as follows: Mr. Stormont, Aye; Ms. Schmelzer, Aye; Mr. Kennedy, Aye. Motion passed.

Old Business

None

New Business

Chad Rauscher, a Township resident at 125 Lennox Avenue, spoke before the Board. He shared that after purchasing his property he thought he had paid outstanding Township Assessments. He learned that a \$522.00 assessment was assigned to his property taxes for a May cleanup. Chairman Kennedy explained how the process works and the history of the nuisance program. Vice-Chair Stormont abstained from discussion of this topic.

Public Comment

None

Announcements

None

Adjournment

Meeting adjourned at 8:15 p.m.

Chairman Steve Kennedy

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Fiscal Officer Dan McCardle