

RECORD OF PROCEEDINGS



PRAIRIE TOWNSHIP BOARD OF TRUSTEES

JANUARY 17, 2018 - 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 17, 2018 at 7:00 p.m. with Trustee Doug Stormont and Trustee Cathy Schmelzer present. Tracy Hatmaker, Township Administrator, Assistant Fire Chief Allen Scott 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 - January 3, 2018 Regular Meeting Minutes

Comments/Issues: None

Mr. Kennedy moved to approve the January 3, 2018 regular meeting minutes . Mr. Stormont seconded. The votes were as follows: Mr. Stormont , Aye; Mrs. Schmelzer , Aye; Mr. Kennedy , Aye. The meeting minutes for the January 3, 2018 regular meeting were approved.

Fiscal Officer 's Report

Approval of Warrant Payroll

This week's warrants list detailed payments to 80 vendors summing \$125,438.49. Approximately 51% of this total is comprised of payment to American Electric Power Company in the amount of \$12,039.01 for electrical services and \$52,272.79 to the City of Grove City for dispatching services.

Mr. McCardle requested the Board's approval to pay all items on this week's warrant list summing \$125,438.49 along with this week's payroll of \$308,166.13 (this includes \$78,815.07 in combined holiday time, sick time and vacation time cash-outs) for a total cash disbursement of \$433,604.62.

Comments/Issues: None

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

Reallocations

Mr. McCardle asked the Board to approve reallocating \$79,104.24 in the Fire Fund (Transfers Out) to the Contracted Services - Renovations line (2191-220-360-0017) in order to begin the construction work at Station 241. Mr. McCardle also asked the Board to reallocate \$2,000.00 from 4302-760-420-0000 to 4302-760-740-0000.

Comments/Issues: None

Mr. Kennedy moved that the Board approve reallocating \$79,104.24 from 2191-910-910-0000 (Transfers Out) to 2191-220-360-0017 (Contracted Services - Renovations) and \$2,000.00 from 4302-760-420-0000 to 4302-760-740-0000. Mr. Stormont seconded. The votes were as follows: Mr. Stormont, Aye; M rs. Schmelzer , Aye; Mr. Kennedy , Aye. Motion passed.

2017 Reallocation

Mr. McCardle asked the Board to approve the following reallocation for 2017:

From 4301-760-360-0050 in the amount of \$57,426.85 and 4301-760-730-0050 in the amount of \$20,509.11 (a total of \$77,935.96) to 4301-760-360-0000 Contracted Services

Comments/Issues: None

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

2018 Increase Appropriations

Mr. McCardle asked the Board to approve increasing revenue to \$1,332,712.45 and increasing appropriations to \$809,986.65 in the Parks Capital Fund (4301) for 2018.

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Comments/Issues: None

Mr. Kennedy moved that the Board approve increasing revenue to \$1,332,712.45 and increasing appropriations to \$809,986.65 in the Parks Capital Fund (4301) for 2018. Mr. Stormont seconded. The votes were as follows: Mr. Stormont, Aye; Mrs. Schmelzer, Aye; Mr. Kennedy, Aye. Motion passed.

Report from the Franklin County Sheriff's Office

Deputy Ronk summarized recent criminal activity in our Township over the past two weeks. He was available to take questions from those in attendance.

Standing Business:

Fire Department

Resolutions Honoring Part-Time and Full-Time Dispatchers

Chief Scott presented to the Board eight honorary resolutions recognizing the part time and full time dispatchers that were employed at the time of our transition to Grove City.

Comments/Issues: None

Mr. Kennedy moved that the Board adopt Resolutions 02-18 through 09-18 recognizing fire dispatchers Nancy Hunter, Jeannie Owens, Kim Scheiderer, Sherri Eberhard, Josh Myer, Josh Gibson, Brandie Kranz and Kevin Shop for their service. Mr. Stormont seconded. The votes were as follows: Mrs. Schmelzer, Aye; Mr. Stormont, Aye; Mr. Kennedy, Aye. Motion passed.

Fire Levy Ballot

Chief Scott asked the Board to approve a resolution to place a 3.61 Mil levy on the May 8, 2018 primary ballot.

Comments/Issues: None

Mr. Kennedy moved that the Board adopt Resolution 10-18, "A Resolution Declaring Intent to Proceed with the Election on the Question of an Additional Tax in Excess of the Ten-Mill Limitation" Mr. Stormont seconded. The votes were as follows: Mrs. Schmelzer, Aye; Mr. Stormont, Aye; Mr. Kennedy, Aye. Motion passed.

Carpet Purchase and Installation

Chief Scott asked the Board to approve the expenditure of up to \$15,000.00 to Advantage Flooring Services. This will complete the carpeting plans.

Comments/Issues: None

Mr. Kennedy move that the Board approve an expenditure of up to \$15,000.00 to Advantage Flooring Services for carpeting plans and authorize the Fire Chief to execute the necessary documents. Mr. Stormont seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mrs. Schmelzer, Aye. Motion passed.

Station 241 Contracted Work

Chief Scott asked the Board to approve the expenditure of \$25,000.00 dollars to TRG for general contracting, plumbing, and electrical services. This will keep the project moving, but is not expected to complete the project.

Comments/Issues: None

Mr. Kennedy moved that the Board approve an expenditure of up to \$25,000.00 to TRG for general contracting, plumbing and electrical services and authorize the Fire Chief to execute the necessary documents. Mr. Stormont seconded. The votes were as follows: Mr. Stormont, Aye; Mrs. Schmelzer,

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Aye; Mr. Kennedy , Aye. Motion passed.

Community Center

Part-Time Pay Increases

Mr. Gant asked the Board to approve the following part time employee pay increases. Each of the staff listed has worked at least 12 months without an increase, worked 936 hours without receiving an increase, received a satisfactory evaluation for this period of time and the increase will not exceed the maximum pay for their pay range after receiving the increase.

| Name | Start Date | Position | Currently Hourly Rate | Hours worked since opening | proposed rate |
|---------------|------------|---------------------------|-----------------------|----------------------------|---------------|
| Amica Gardner | 4/18/2016 | Front Desk Attendant | \$11.50 | 947 | \$11.85 |
| Cheryl Nuber | 5/29/2015 | Front Desk Attendant | \$10.30 | 1840 | \$10.61 |
| | | WSI | | | \$11.33 |
| Jenna Stern | 5/29/2015 | Childcare Worker | \$8.30 | 985 | \$8.55 |
| Jacklynn Kunz | 4/6/2016 | Front Desk Attendant | \$10.00 | 1225 | \$10.30 |
| | | Fitness Attendant | \$9.50 | | \$9.79 |
| | | MOD | \$13.50 | | \$13.91 |
| | | Group Exercise Instructor | \$13.00 | | \$13.39 |

At the May 11, 2016 Board of Trustee meeting the Board approved the requirements for part time employees to receive a pay increase.

Comments/Issues: None

Mr. Kennedy moved that the Board approve pay increases for part-time staff at the Prairie Township Community Center, as submitted, effective January 24, 2018. Mr. Stormont seconded. The votes were as follows: Mr. Stormont, Aye; M rs. Schmelzer , Aye; Mr. Kennedy , Aye. Motion passed.

Hometown Heroes Banners

James asked the Board to authorize the “Military Hometown Heroes Banner Program.” The program would be a living tribute created for the community to recognize and honor Prairie Township residents who are serving, or are veterans who have served, our country in the United States Armed Forces. Each banner will be in honor of a specific Prairie Township service person and will include their name, branch of service and photo. Each banner would be displayed on a street lamp on West Broad Street, from May through August. We estimate that the cost of the banner, man power to install and remove the banners will cost the Township between \$150 and \$200. We propose charging a nominal fee of \$85 in order to recover the cost of purchasing the banner, which would be presented to the honoree/family after it has been displayed. In addition, businesses and residents may make donations to the Prairie Community Foundation in order to sponsor banners. (The Foundation would collect the money then pay for any banners for those individuals being sponsored.)

Comments/Issues: Trustees Schmelzer and Kennedy asked Mr. Gant several follow-up questions.

Mr. Kennedy moved that the Board approve starting the “Military Hometown Heroes Banner Program ” with a rate of \$ 85.00 for the cost of the banner. Mr. Stormont seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; M rs. Schmelzer, Aye. Motion passed.

Roads, Cemeteries, and Parks Department

Township Roads Street Sweeping

Mr. Hatmaker asked the Board to approve two separate street sweepings in 2018 for the township roads

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that have curbs and gutters and authorize the Service Director to sign all documents needed for these sweeps. The cost for each street sweeping is \$4,218.00 for a total of \$8,436.00. The contractor is Contract Sweepers and Equipment. This price is the same as last year's. The sweeps have been tentatively set for the week of April 2nd, which is the Monday after Easter, and the week of September 4th, which is the Tuesday after Labor Day.

Comments/Issues: None

Mr. Kennedy moved that the Board approve an agreement with Contract Sweepers and Equipment to pay \$8,436.00 for two street sweepings in 2018 and authorize the Service Director to sign all documents needed for these sweeps. Mr. Stormont seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mrs. Schmelzer, Aye. Motion passed.
West Broad Street Sweeping

Mr. Hatmaker asked the Board to approve eight street sweepings in 2018 for West Broad Street between I-270 and Rome-Hilliard Road and authorize the Service Director to sign all necessary documents. The sweeps are planned for the following dates: April 2, May 7, June 4, July 2, August 6, September 4, October 1 and November 5. The cost for each street sweeping is \$525.00, resulting in a total cost of \$4,200.00. The contractor is Contract Sweepers and Equipment. The township would provide traffic control by following the sweeper with a dump truck and our arrow board. Contract Sweepers gave us an as needed price of \$525.00 per sweep if we feel we need to sweep in between the monthly sweeps.

Comments/Issues: None

Mr. Kennedy moved that the Board approve an agreement with Contract Sweepers and Equipment in the amount of \$4,200.00 for eight monthly street sweepings on West Broad Street in 2018 and authorize the Service Director to sign all documents related to this agreement. Mr. Stormont seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mrs. Schmelzer, Aye. Motion passed.

Storm Sewer Cleaning

Mr. Hatmaker asked the Board to approve up to \$17,500 for 2018 catch basin preventive maintenance cleaning and authorize the Service Director to execute an agreement with Metropolitan Environmental Services establishing hourly rates and for completion of the work. This will be scheduled as soon as the weather permits, more than likely in early spring. The \$17,500 is only an estimate of the cost and time it will take to clean all of the storm sewer catch basins. Last year we spent just under \$12,000, but there are a number of unknowns that we could have to deal with. The 2018 rates represent a 3% increase over the 2017 rates.

Comments/Issues: None

Mr. Kennedy moved that the Board authorize expenditure of \$17,500.00 for the 2018 catch basin preventative maintenance cleaning program, approve a contract with Metropolitan Environmental Services for these services and authorize the Service Director to sign the contract. Mr. Stormont seconded. The votes were as follows: Mr. Stormont, Aye; Mrs. Schmelzer, Aye; Mr. Kennedy Aye. Motion passed.

Finish Mowers

Mr. Hatmaker asked the Board to approve the purchase of two 2018 Ferris F210ZBVE2861 61" finish mowers for the total cost of \$19,222.00, from Hilliard Lawn and Garden and authorize the Service Director to sign all documents needed for this purchase. The two 2017 Snapper S200XT 61" finish mowers we will trade in for \$15,222.00. The difference for both mowers after the trade is \$4,000.00. This is the net same cost as last year. We have participated in this program for approximately 15 years. This program reduces lost time for maintenance and allows us to continually operate under a warranty.

Comments/Issues: None

Mr. Kennedy moved that the Board approve the purchase of two 2018 Ferris F210ZBVE2861 61" finish mowers and the trade in of the 2017 models, at a net cost of \$4,000, from Hilliard Lawn and Garden and authorize the Service Director to sign all documents needed for this purchase. Mr. Stormont seconded. The votes were as follows: Mr. Stormont, Aye; Mrs. Schmelzer, Aye; Mr. Kennedy, Aye. Motion passed.

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Approval to Advertise

Mr. Hatmaker asked the Board to approve advertising to sell our 2014 International 7400 Dump Truck through the Ohio Township News Magazine. The cost to advertise in the magazine is \$20. The proceeds for this sale will go toward the down payment of the 2019 Freightliner 108SD Dump Truck. The truck will be advertised for a price of \$80,000, which we feel confident that we can get that for this vehicle. Dave has been in contact with some Townships that have purchased trucks from us in the past and he is waiting on some of them to get back to him.

Comments/Issues: None

Mr. Kennedy moved that the Board approve advertising a 2014 International 7400 Dump Truck in the Ohio Township News Magazine at a cost of \$20 . Mr. Stormont seconded. The votes were as follows: Mr. Stormont, Aye; Mrs. Schmelzer , Aye; Mr. Kennedy , Aye. Motion passed.

Dump Truck Purchase

Mr. Hatmaker asked the Board to approve the purchase of a 2019 Freightliner 108SD Dump truck and authorize the Service Director to sign all documents necessary for completion of the purchase. The purchase price for the cab, chassis dump body, hydraulics, plow, wetting system, spreader and lighting system is \$140,131. The truck will be purchased through the State of Ohio CO-OP program and will be financed through a governmental muni-lease program through Kansas State Bank. There will be an initial down payment \$80,000 and then two yearly payments of \$31,548.12 each (totaling \$63,096.24). Of this amount, \$2,965.24 is interest and \$60,131 is principal. The first yearly payment will be due one year after the contract documents are signed.

Comments/Issues: None

Mr. Kennedy moved that the Board approve the purchase of a 2019 Freightliner 108SD Dump Truck at a cost of \$140,131.00 , authorize an agreement to finance \$63,096.24 of the purchase through Kansas State Bank and authorize the Service Director to sign all necessary documents related to this purchase and financing . Mr. Stormont seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mrs. Schmelzer, Aye. Motion passed.

Pay Request #2 - Concession Stand

Mr. Hatmaker asked the Board to approve Pay Request #2 for the Galloway Road Sports Complex Concession Stand to LeVeck Commercial Construction & Development in the amount of \$65,623.60. This pay request is for Concrete Material and Labor, Structural Steel Material, Rough Carpentry Material, Roof Truss Material, Doors and Hardware Material, Electrical Material and Labor, Earthwork Material and Labor, Asphalt Material and Labor, Project Management, Temporary Facilities and General Conditions.

Comments/Issues: None

Mr. Kennedy moved that the Board approve Pay Request #2 from LeVek Commercial Construction & Development at a cost of \$65,623.60. Mr. Stormont seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mrs. Schmelzer, Aye. Motion passed.

OPWC Lincoln Village Curb Ramp Process

Mr. Hatmaker asked the Board to approve the advertising, bid opening and award schedule for the OPWC Lincoln Village Curb Ramp Replacement Project. The schedule would be as follows: First advertisement January 24, 2018, second advertisement January 31, 2018, Bid opening February 8, 2018 at 9:00am at 23 Maple Drive and Notice of Award at the Board's regular scheduled Trustee Meeting of February 28, 2018.

Comments/Issues: None

Mr. Kennedy moved that the Board approve the advertising, bid opening and award schedule for the OPWC Lincoln Village Curb Ramp as recommended by the Service Director. Mr. Stormont seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mrs. Schmelzer, Aye. Motion passed.

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Building and Zoning:

Medical Marijuana Cultivation (Res. 11-18)

Mr. Hatmaker asked the Board to approve Resolution 11-18, which prohibits medical marijuana cultivation, dispensing, and processing in the Township. Last year the Board approved a moratorium that was valid for one year. The township law director, Pete Griggs of Brosius, Johnson and Griggs, recommends this course of action as being the safest approach. While the prohibition prevents medical marijuana cultivation, dispensing, and processing for now, the Board can always chose to reverse the legislation in the future if it sees fit to do so.

Comments/Issues: Longtime resident Neil Distlehurst spoke out against the need for this resolution because it is being regulated by the state.

Mr. Kennedy moved that the Board adopt Resolution 11-18, "A Resolution prohibiting medical marijuana cultivation, dispensing, and processing pursuant to section 3796.29 of the Ohio Revised Code." Mr. Stormont seconded. The votes were as follows: Mrs. Schmelzer, Aye; Mr. Stormont, Aye; Mr. Kennedy, Aye. Motion passed.

Administration

Nuisance Cases

Mr. Kennedy move that the Board adopt Resolution NU-03-18 "A Resolution declaring nuisance and ordering abatement at 345 Buena Vista Avenue. " Mr. Stormont seconded. Roll call votes were as follows: Mrs. Schmelzer, Aye; Mr. Stormont, Aye; Mr. Kennedy, Aye. Motion passed.

Mr. Kennedy moved that the Board adopt Resolution NU-05-18 "A Resolution declaring nuisance and ordering abatement at 159 Gladys Road. " Mr. Stormont seconded. Roll call votes were as follows: Mrs. Schmelzer, Aye; Mr. Stormont, Aye; Mr. Kennedy, Aye. Motion passed.

Mr. Kennedy moved that the Board adopt Resolution NU-06-18 "A Resolution declaring nuisance and ordering abatement at 4637 Hilton Avenue. " Mr. Stormont seconded. Roll call votes were as follows: Mrs. Schmelzer, Aye; Mr. Stormont, Aye; Mr. Kennedy, Aye. Motion passed.

Mr. Kennedy moved that the Board adopt Resolution NU-07-18 "A Resolution declaring nuisance and ordering abatement at 4739 Hilton Avenue. " Mr. Stormont seconded. Roll call votes were as follows: Mrs. Schmelzer, Aye; Mr. Stormont, Aye; Mr. Kennedy, Aye. Motion passed.

Mr. Kennedy moved that the Board adopt Resolution NU-09-18 "A Resolution declaring nuisance and ordering abatement at 6622 Cedar Court. " Mr. Stormont seconded. Roll call votes were as follows: Mrs. Schmelzer, Aye; Mr. Stormont, Aye; Mr. Kennedy, Aye. Motion passed.

Old Business

None

New Business

None

Public Comment

None

Announcements

Trustee Kennedy announced that an open house honoring our Prairie Township Dispatchers will be at the Fire Department, 123 Inah Avenue, on January 24th from 6:30 p.m. to 8:00 p.m. All are welcomed to attend and show your appreciation for their past service.

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Adjournment

Meeting adjourned at 7:40 p.m.

Chairman Steve Kennedy

Fiscal Officer Dan McCardle