

# RECORD OF PROCEEDINGS



## PRAIRIE TOWNSHIP BOARD OF TRUSTEES

FEBRUARY 15, 2017 - 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 February 15, 2017 at 7:00 p.m., with Vice-Chairman Ron Ball and Trustee Steve Kennedy present. Tracy Hatmaker, Township Administrator, Fire Chief Chris Snyder and Assistant Fire Chief Allen Scott were also in attendance. (See attached sign in sheet for a complete list of additional attendees).

Mr. Stormont led the Pledge of Allegiance.

### Approval of Minutes - February 1, 2017 Regular Meeting Minutes

Comments/Issues: None

**Mr. Stormont moved to approve the February 1, 2017 regular meeting minutes . Mr. Ball seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mr. Ball, Aye. The meeting minutes for the February 1, 2017 regular meeting were approved.**

### Sheriff's Report

Deputy Russell spoke before the Board and summarized the January crime statistics report, along with another summary of criminal activity that occurred during the past two weeks.

### Fiscal Officers Report

#### Approval of Warrants and Payroll

This week's warrants list detailed payments to 75 vendors summing \$146,958.94. 64% of this total is comprised of payments to the Franklin County Sheriff's Office in the amount of \$67,626.97 for the monthly contract, a \$12,288.05 payment to American Electric and Power for electric services and \$14,651.55 to Brosius, Johnson & Griggs, LLC for legal services.

Mr. McCardle requested the Board's approval to pay all items on this week's warrant list summing \$146,958.94 along with this week's payroll of \$197,887.79 for a total cash disbursement of 344,846.73.

Comments/Issues: None

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

### Standing Business

#### Fire Department

##### Purchase of Fire Hoses

Chief Snyder asked the Board to approve the purchase of various sized fire hoses at a cost not to exceed \$7,550.00. Four thousand dollars of this amount is in the Capital Budget and the remaining balance will come from the 2017 Operating Budget. The exact price will be determined once Chief Snyder has received and reviewed quotes from qualified vendors.

Comments/Issues: Trustee Ball asked a follow up questions on the planned hose replacement.

**Mr. Stormont moved that the Board approve the purchase of various sized fire hoses and authorize the Fire Chief to complete the purchase at a price not to exceed \$7,550.00. Mr. Ball seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mr. Ball Aye. Motion passed.**

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### Community Center

Mr. Gant was previously excused from attending the meeting

### Part-Time Employees Pay Increase

On behalf of Mr. Gant, Mr. Hatmaker asked the Board's approval for the following part-time employees pay increases:

Name	Start Date	Position	Current Hourly Rate	Hours worked since opening	Proposed Rate
PTCC					
Lisa Jones	5/29/2015	Front Desk Attendant	\$10.00	940.41	\$10.30
Walker Hamilton	8/19/2016	Fitness Instructor	\$13.00	1549.84	\$13.39

As per the criteria approved by the Board, each of the staff listed above has worked 12 months, at least 936 hours and has received a satisfactory annual evaluation. (Criteria approved at May 11, 2016 meeting).

Comments/Issues: None

**Mr. Stormont moved that the Board approve pay increases for part-time staff at the Prairie Township Community Center, as submitted, effective February 22, 2017. Mr. Ball seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mr. Ball Aye. Motion passed.**

### Roads, Cemeteries & Parks Department

Mr. McAninch was previously excused from attending the meeting.

### Spray Foam Insulation Work

On behalf of Mr. McAninch, Mr. Hatmaker asked the Board to approve the preparation and installation of closed cell spray foam insulation at the maintenance garage at 6725 Alkire Road and authorize the Service Director to sign all of the necessary documents. The insulation would be 2 pounds of closed cell foam at an average of 3 inches thick on the inner roof deck and an average of 2 inches thick on the end wall. They would also spray white latex paint on the foam. The proposed vendor, Guaranteed Services, would complete the project at a total cost of \$12,632.00. Mr. McAninch believes we would recover this cost through lower heating bills over a 3 to 5 year period. Mr. McAninch got a second estimate of \$12,710.00, which did not include the white paint applied to the foam.

Comments/Issues: None

**Mr. Stormont moved that the Board approve installation of closed cell spray foam insulation in the maintenance garage at 6725 Alkire road by Guaranteed Services at a cost of \$12,632.00 and authorize the Service Director to sign all of the necessary documents. Mr. Ball seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mr. Ball Aye. Motion passed.**

### Fiberglass Insulation Work

Mr. Hatmaker asked the Board to approve adding R-30 blown fiberglass insulation at 6725 Alkire Road over the flat ceiling in the office and garage area and authorize the Service Director to sign all necessary documents. The vendor doing this project would be Hager Construction, LLC at a total cost of up to \$3,325.00. Mr. McAninch believes we would recover this cost through lower heating bills over a 3 to 5 year period.

Comments/Issues: None

**Mr. Stormont moved that the Board approve adding R-30 blown fiberglass insulation to 6725 Alkire Road from Hager Construction, LLC at a cost of \$3,362.00 and authorize the Service Director to sign all of the necessary documents. Mr. Ball seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mr. Ball Aye. Motion passed.**

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### 2016 ODOT Mileage Certificate

Mr. Hatmaker recommended that the Board approve the 2016 ODOT Road Mileage Certificate. This changed slightly from last year because of a corp. line adjustment on Old Hall Road. Last year it was 55.835 miles, and the new mileage is 55.875 miles.

Comments/Issues: None

**Mr. Stormont moved that the Board approve and execute the 2016 Township Highway System Mileage Certification as submitted by the Franklin County Engineers. Mr. Ball seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mr. Ball Aye. Motion passed.**

### Building and Zoning Department

Ms. Swisher was previously excused from attending the meeting.

No items.

### Administration

#### Nuisance Cases

No items.

### First Reading of Aggressive Panhandling (Res. HR 01-17)

Mr. Hatmaker asked the Board to read a resolution into the record, by title only, prohibiting pedestrian or vehicle interference with aggressive begging with the intent to intimidate another person into giving money or other property of value in a public place. Public places may be publicly or privately owned and include shopping center parking lots, public transport, bus stop areas, sidewalks and parks. Evidence of begging includes physical contact without the person's consent, violent or threatening gestures, or approaching a vehicle located on the street and offering services without permission. Any violation of this resolution results in a civil fine. This is the required 1<sup>st</sup> reading of this limited home rule resolution. A 2<sup>nd</sup> reading and adoption will be on the March 1<sup>st</sup> agenda.

Comments/Issues: None

**Mr. Stormont read the title of Resolution HR 01-17, "A resolution prohibiting pedestrian or vehicle interference" into the record.**

### First Reading of the Do Not Knock Registry (Res. HR 02-17)

Mr. Hatmaker asked the Board to read a resolution into the record, by title only, establishing a Do Not Knock Registry. This resolution places restrictions on persons and organizations visiting residences on the registry for the purpose of peddling or soliciting goods, services, etc. Residents can register their address and receive a sticker to place visibly on their door. Any violators, after a warning for the 1<sup>st</sup> violation, will receive a civil fine and their Transient Vendor permit will be revoked. This is the required 1<sup>st</sup> reading of this limited home rule resolution. A 2<sup>nd</sup> reading and adoption will be on the March 1<sup>st</sup> agenda.

Comments/Issues: None

**Mr. Stormont read the title of Resolution HR 02-17, "A resolution establishing a Do Not Knock registry and establishing related procedures and penalties" into the record.**

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### First Reading of the Exterior Home Improvement Program (Res. HR 03-17)

Mr. Hatmaker asked the Board to read into the record, by title only, a resolution creating the Exterior Home Improvement Program (EHIP). The EHIP provides assistance to homeowners in Prairie Township who wish to make exterior improvements to the street-facing side of their homes. The EHIP grant reimburses the recipient for 50% of project costs up to \$7,500.00 and 25% reimbursement for driveway improvements of cost up to \$7,500.00. Improvements include windows, doors, painting, walkways, siding, porches, lighting, carport remodeling, fencing, landscaping, and garage remodeling. The project includes an application process, review, and up to one year completion for the project with appropriate documentation, inspection, and payment. This is the required 1<sup>st</sup> reading of this limited home rule resolution. A 2<sup>nd</sup> reading and adoption will be on the March 1<sup>st</sup> agenda.

Comments/Issues: None

**Mr. Stormont read the title of Resolution HR 03-17, "A resolution establishing a Township-wide exterior home improvement program, establishing guidelines for said program and authorizing the Township to provide funding grants to qualified home owner/occupants who participate in the program" into the record.**

### Authorization of Eviction - 110 Pasadena Avenue

Mr. Hatmaker asked the Board to authorize the eviction process for 110 Pasadena Avenue. This parcel was transferred to the Township on February 6, 2017. The following process is required for proper eviction:

- The Township will post a three day Notice to Vacate and a Notice of Termination on the front door of the residence. Only business days are counted towards the three day requirements and the day of posting is excluded. A photo must be taken of the placed posting for record of time and date. The Township may also be required to post a 30 day Notice to Terminate.
- If the occupant fails to leave the Township must file a Forcible Entry and Detainer Action with the Franklin County Municipal Court. The filing fee is \$133.00.
- A hearing can be obtained within 14 days upon filing the eviction. At the hearing the Township can obtain a Writ of Restitution (Red Tag). The fee is \$35.00. The Red Tag will be posted two business days later by the court Bailiff. The occupant then has five days to vacate the property.
- If the occupant fails to leave the Township will need to request a set-out. The fee is \$45.00. The set-out must occur after the 5 day red-tag period and before the end of the 10<sup>th</sup> day after the door was tagged. The set-out request is filed with the Bailiff and the Township must call the Bailiff's office to schedule the set-out.

Comments/Issues: None

**Mr. Stormont moved that the Board approve the eviction process for 110 Pasadena Avenue and authorize the Township Administrator to execute the process for proper eviction. Mr. Ball seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mr. Ball, Aye. Motion passed.**

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### **Old Business**

Follow up questions regarding the panhandling issue were raised from those in attendance.

### **New Business**

None

### **Public Comment**

None

### **Announcements**

None

### **Adjournment**

Meeting adjourned at 7:28 p.m.

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Chairman Doug Stormont

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Fiscal Officer Dan McCardle