

RECORD OF PROCEEDINGS



PRAIRIE TOWNSHIP BOARD OF TRUSTEES

MARCH 29, 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 March 29, 2017 at 7:00 p.m., with Vice-Chairman Ron Ball and Trustee Steve Kennedy present. Tracy Hatmaker, Township Administrator, Fire Chief Chris Snyder, Assistant Fire Chief Allen Scott, James Gant, Recreation Director, and Fiscal Officer Dan McCardle 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 Ceremony

Chief Snyder performed the swearing in of Andrew Joseph as a full time firefighter effective immediately.

Approval of Minutes - March 15, 2017 Regular Meeting Minutes and March 15, 2017 Special Meeting Minutes

Comments/Issues: None

Mr. Stormont moved to approve the March 15, 2017 regular meeting minutes and March 15, 2017 special meeting minutes . Mr. Ball seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Ball, Aye; Mr. Kennedy, Aye. The meeting minutes for the March 15, 2017 regular meeting and March 15, 2017 special meeting were approved.

Sheriff's Report

Deputy Russell summarized the crime statistics that occurred over the past two weeks.

Fiscal Officers Report

Approval of Warrants and Payroll

This week's warrants list detailed payments to 80 vendors summing \$108,649.94. A large portion of this total is comprised of payments to Brosius, Johnson & Griggs, LLC in the amount of \$14,232.94 for legal services, \$13,293.74 to Rush Truck Center for fire truck repairs and \$12,632.00 to Guaranteed Services Company for insulation work.

Mr. McCardle requested the Board's approval to pay all items on this week's warrant list summing \$108,649.94 along with this week's payroll of \$193,650.38 for a total cash disbursement of \$302,300.32.

Comments/Issues: None

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

Establish Fund

Mr. McCardle asked the Board to establish Fund 4408 as the Lincoln Village Curb Ramp Fund, which will be the capital fund through which OPWC grant funds will flow. Also, because the Township issued new bonds for the community center, Mr. McCardle asked the Board to establish Fund 3101 as the general bond retirement fund.

Comments/Issues: None

Mr. Stormont moved that the Board approve establishing the Lincoln Village Curb Ramp Fund, number 4408, and a Bond Retirement Fund, number 3101. Mr. Ball seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Ball, Aye; Mr. Kennedy, Aye. Motion passed.

Transfer

RECORD OF PROCEEDINGS



PRAIRIE TOWNSHIP BOARD OF TRUSTEES

MARCH 29, 2017 - REGULAR MEETING 7 :00 PM 23 MAPLE DRIVE, COLUMBUS, OHIO 43228

Mr. McCardle asked the Board to make a transfer of \$158,105.00 to the Parks Capital fund from the General fund for the Hell Branch Trail Grant. This is the Township's 25% match portion of the project.

Comments/Issues: None

Mr. Stormont moved that the Board approve transferring \$158,105.00 to the Parks Capital fund from the General Fund for the Hell Branch Trail Grant. Mr. Ball seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mr. Ball, Aye. Motion passed.

Liquor Permit

Mr. McCardle asked the Board if they would like to request a hearing on a liquor permit application for Speedy Express Market, LLC, dba Speedy Market, 8419020, 4736 Sullivant Avenue, Columbus, OH 43228.

Comments/Issues: None

Mr. Stormont moved that the Board not request a hearing on the advisability of issuing a liquor permit to Speedy Express Market, LLC, dba Speedy Market, 8419020, 4736 Sullivant Avenue, Columbus, OH 43228. Mr. Ball seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mr. Ball, Aye. Motion passed.

Standing Business

Fire Department

Part Time Firefighters

Chief Snyder asked the Board to appoint Tyler Kohli and Tyler Hall as part time firefighters at \$11.08 per hour. These appointments will become effective March 30, 2017 with one year probation.

Comments/Issues: None

Mr. Stormont moved that the Board appoint Tyler Kohli and Tyler Hall as part time firefighters with a starting hourly rate of \$11.08, effective March 30, 2017 with one year probation. Mr. Ball seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mr. Ball, Aye. Motion passed.

Clinical Time for Ohio University Students

Chief Snyder asked the Board to authorize the Fire Chief to enter into an affiliation agreement with Ohio University to allow their Physician Assistant Students to obtain clinical time with the Fire Department.

Comments/Issues: None

Mr. Stormont moved that the Board authorize the Fire Chief to enter into an affiliation agreement with Ohio University to allow their Physician Assistant Students to obtain clinical time with the Fire Department. Mr. Ball seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Ball, Aye; Mr. Kennedy, Aye. Motion passed.

Door Upgrades

Chief Snyder has received an estimate from Boyd Door Company in the amount of \$15,850.00 for the replacement of eight 3-Phase overhead door openers and to equip ten doors with remote openers. The current openers are 30 years old and developing service issues. The Chief asked the Board's approval to move forward with this purchase.

Comments/Issues: This was quoted by the same vendor that has been servicing the fire house door maintenance. This vendor has consistently provided quick and reliable service for years.

Mr. Stormont moved that the Board approve the payment of \$15,850 to the Boyd Door Company for the replacement of eight 3-Phase overhead door openers and the purchase of ten remote openers. Mr. Ball seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mr. Ball, Aye. Motion passed.

RECORD OF PROCEEDINGS



PRAIRIE TOWNSHIP BOARD OF TRUSTEES

MARCH 29, 2017 - REGULAR MEETING 7 :00 PM 23 MAPLE DRIVE, COLUMBUS, OHIO 43228

Community Center

Murray Hill Shut Down

Mr. Gant asked the Board to approve shutting down Murray Hill from West Broad Street to Medfield Way on Friday, September 22, 2017 from 3pm to 11pm. This is for a 5k event which Mr. Gant plans to hold in conjunction with a block party for the community. As directed by the Board, Mr. Gant has contacted the impacted businesses for their opinions regarding this action.

Comments/Issues: None

Mr. Stormont moved that the Board approve shutting down Murray Hill from West Broad Street to Medfield Way on Friday, September 22, 2017 from 3pm to 11pm for the 5k event and block party and authorize the Recreation Director to execute the set up. 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.

2017 Sidewalk Contractor

On behalf of Mr. McAninch, Mr. Hatmaker recommended that the Board contract with Berkshire Boys, Inc. for the 2017 Sidewalk Program. The Berkshire Boys has provided a cost of \$28.00 per linear foot for removal and replacement of 4 foot-wide sidewalk. The cost for 6 foot sidewalk, removed and replaced, is \$30.00 per linear foot. The cost for curb and gutter, removed and replaced, is \$32.00 per linear foot. The cost of concrete drive approach removed and replaced is \$61.00 a square yard. The Township requested pricing from three vendors and only one responded.

Comments/Issues: None

Mr. Stormont moved that the Board approve entering into an agreement with Berkshire Boys, Inc. for the 2017 sidewalk program and authorize the Township Administrator to execute the necessary paperwork. Mr. Kennedy seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mr. Ball, Aye. Motion passed.

Galloway Sports Complex Irrigation Bid Process

Mr. Hatmaker asked the that the Board approve the advertising, bid opening and award schedule of irrigation system for the Galloway Road Sports Complex. The schedule would be as follows: first advertisement April 5, 2017, second advertisement April 12, 2017, bid opening April 21, 2017 at 9:00am at 23 Maple Drive and notice of award at the Board's regular scheduled Trustee Meeting of April 26, 2017.

Comments/Issues: None

Mr. Stormont moved that the Board approve the advertising, bid opening and award schedule of irrigation system for the Galloway Road Sports Complex as recommended by the Service Director. 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.

RECORD OF PROCEEDINGS



PRAIRIE TOWNSHIP BOARD OF TRUSTEES

MARCH 29, 2017 - REGULAR MEETING 7 :00 PM 23 MAPLE DRIVE, COLUMBUS, OHIO 43228

Zoning Specialist Step Increase

On behalf of Connie Swisher, I asked the Board to approve the step 2 increase for Alicia Boyes, effective April 1, 2017. The increase will take Alicia from \$19.59 per hour to \$20.59 per hour.

Comments/Issues: None

Mr. Stormont moved that the Board approve the step 2 increase for Alicia Boyes to \$20.59 per hour, effective April 1, 2017. Mr. Ball seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mr. Ball, Aye. Motion passed.

Seasonal Zoning Position Hiring

Mr. Hatmaker asked the Board to approve appointing Cassady Critchfield to fill the seasonal zoning position. The hourly rate for this position will be \$13.00 per hour.

Comments/Issues: None

Mr. Stormont moved that the Board approve hiring Cassady Critchfield to fill the seasonal zoning assistant position at an hourly rate of \$13.00 per hour, effective March 30, 2017. Mr. Ball seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mr. Ball, Aye. Motion passed.

Seasonal Zoning Position Hours

Mr. Hatmaker asked the Board to consider increasing the amount of hours for this position to 1000 per year from 572 hours. The work for this position has increased significantly since this position was created. Also, it is difficult to recruit and retain staff for a job that is this challenging with such a relatively small number of hours per year. Ms. Swisher believes that funding is available in the current appropriations for this increase because of decreased overtime and other factors.

Comments/Issues: None

Mr. Stormont moved that the Board authorize the Seasonal Zoning Employee hours to be increased to 1000 per year from the current level of 572. Mr. Ball seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Ball, Aye; Mr. Kennedy, Aye. Motion passed.

Administration

Nuisance Cases

No items.

2017 Permanent Appropriations

Mr. Hatmaker presented the 2017 permanent appropriations for adoption.

Comments/Issues: 10.9 million in Budget and 2 million in Capital Investments

Mr. Stormont moved that the Board approve the 2017 permanent appropriations as presented and authorize the Township Administrator to file with the County Auditor. Mr. Kennedy seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Ball, Aye; Mr. Kennedy, Aye. Motion passed.

2017 Sidewalk Program

Mr. Hatmaker asked the Board to adopt a resolution declaring its intent to proceed with this year's sidewalk program, setting a public hearing for the program and approving advertisement of the hearing. The public hearing will be held at 7:00 p.m. on April 26, 2017. Owners of the properties where these sidewalks are located will receive a registered letter before the public hearing.

Comments/Issues: None

Mr. Stormont moved that the Board adopt Resolution 08-17 "A Resolution declaring intent to repair

RECORD OF PROCEEDINGS



PRAIRIE TOWNSHIP BOARD OF TRUSTEES

MARCH 29, 2017 - REGULAR MEETING 7 :00 PM 23 MAPLE DRIVE, COLUMBUS, OHIO 43228

certain sidewalks and levy special assessments, to set a public hearing at which the Board will hear comments about said repairs and to authorize advertisement of the public hearing. " Mr. Ball seconded. The votes were as follows: Mr. Kennedy, Aye; Mr. Ball, Aye; Mr. Stormont, Aye. Motion passed.

GIS Grant

Mr. Hatmaker asked the Board to approve the final paperwork for the Local Government Innovations Fund (LGIF) grant that Prairie Township received for working with MORPC to prepare materials intended to assist small jurisdictions that are interested in exploring and possibly implementing a geographic information system (GIS). MORPC provided \$30,000 in in-kind services toward the grant and has invoiced the Township, as the grant recipient, for \$10,000 of additional work. The Township will pay MORPC with grant funds received from LGIF once this paperwork is processed. The materials prepared consist of a data catalogue including data that is currently available for area jurisdictions to use in setting up a GIS database, as well as a guide outlining the process through which a small jurisdiction could go from considering GIS to implementing GIS. The paperwork being presented at this meeting includes the Grant Closeout Report, a Grant Progress Report and a Grant Payment Request.

Comments/Issues: None

Mr. Stormont moved that the Board approve Local Government Innovations Fund paperwork, including the Grant Closeout Report, the Grant Progress Report and a Grant Payment Request, for the GIS Primer/Data Catalogue project completed in partnership with the Mid-Ohio Regional Planning Commission and authorize the Township Administrator to execute the documents. Mr. Ball seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mr. Ball, Aye. Motion passed.

Junk Vehicle Service Agreement

Mr. Hatmaker asked the Board to approve an agreement with Parsons Auto Parts, LLC for contracted services for the removal and disposal of junk vehicles. The contractor agrees to remove any such vehicle, as directed by the Township, and store them without cost to the Township. This agreement is in compliance with the requirements of Ohio Revised Code junk vehicle statutes. I will ask the Chairman to sign the necessary documents.

Comments/Issues:

Mr. Ball moved that the Board enter into an agreement with Parsons Auto Parts, LLC for the removal and disposal of junk vehicles as directed by the Township and authorize the Chairman to sign the necessary documents. Mr. Kennedy seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mr. Ball, Aye. Motion passed.

Fiscal Officer Designee - Home Rule Citations

Mr. Hatmaker stated for the record.

The Ohio Revised Code provides a role for the township fiscal officer to receive citation copies and possible challenges as part of the overall citation processing. As a practical matter, we need for a Township staff member to be designated to perform these duties. For the record, Mr. Hatmaker assigned Randi Good, the HR/Operations Coordinator, to act on the Fiscal Officer's behalf. Mr. Hatmaker will do so in the absence of the HR/Operations Coordinator.

No Action Requested.

Old Business

RECORD OF PROCEEDINGS



PRAIRIE TOWNSHIP BOARD OF TRUSTEES

MARCH 29, 2017 - REGULAR MEETING 7 :00 PM 23 MAPLE DRIVE, COLUMBUS, OHIO 43228

John Mackey asked about the status of the property located at 110 Pasadena Avenue.\

New Business

Bob Voss spoke publicly about a recent local newspaper write up for the Mix Avenue neighborhood.

Public Comment

None

Announcements

There will be an Easter egg hunt on April 8, 2017 at 1 p.m. in Carl Frye Park.

A block part will be held on April 22, 2017 at the Doctors Hospital parking lot promoting bike safety, health and safety promotions.

Adjournment

Meeting adjourned at 7:50 p.m.

Chairman Doug Stormont

Fiscal Officer Dan McCardle