

RECORD OF PROCEEDINGS



PRAIRIE TOWNSHIP BOARD OF TRUSTEES

APRIL 8, 2020 - REGULAR MEETING 7 :00 PM 23 MAPLE DRIVE, COLUMBUS, OHIO 43228

Due to the current COVID-19 Health Emergency, this meeting was closed to the public and livestreamed via Facebook.

Chairwoman Schmelzer opened the meeting and thanked those who joined the meeting via Facebook and led in the Pledge of Allegiance.

Chairwoman Cathy Schmelzer, Vice Chair Steve Kennedy, Trustee Doug Stormont, Fiscal Officer Sherry Henning and Township Administrator Rob Peters were all in attendance via telephone. All department heads and Deputy Ronk were all excused in advance from the meeting.

Approval of Minutes - March 25, 2020 Regular Meeting Minutes.

Comments/Issues: None

Ms. Schmelzer : So Moved". Mr. Kennedy seconded. The votes were as follows: Mr. Stormont , Aye: Mr. Kennedy, Aye; Ms. Schmelzer , Aye. The meeting minutes for the March 25, 2020 Regular Meeting were approved.

Fiscal Officer 's Report

Approval of Warrant s and Payroll

This week's warrants list detailed payments to 77 vendors summing \$181,019.50. Approximately 50% of this total is comprised of payments to The City of Grove City for dispatching in the amount of \$52,998.80, payment to Southeastern Equipment in the amount of \$26,549.30 for equipment and \$15,747.74 to ESO for Fire/EMS Software.

Ms. Henning requested the Board's approval to pay all items on this week's warrant list summing \$181,019.50

Comments/Issues: None

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

Liquor Permit

Ms. Henning asked the Board if they would like to request a hearing on a liquor permit application for a business located at 4875 West Broad Street (Billman's Shell).

Comments/Issues: None

Ms. Schmelzer moved that the Board not request a hearing on the advisability of issuing a liquor permit to a restaurant located at 4875 West Broad Street , Columbus, Ohio 43228. Mr. Kennedy seconded. The Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Transfer

Ms. Henning asked the Board to approve transferring \$100,000.00 from the JEDZ Fund (2903) to the Community Center Fund (2905) for operating expenses.

Comments/Issues: None

Ms. Schmelzer that the Board authorize transferring \$100,000.00 from the JEDZ Fund to the Community Center Fund . Mr. Kennedy seconded. The Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

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Standing Business:

Fire Department

Resignation of part-time firefighter

Mr. Peters asked the Board to accept the resignation of part-time firefighter Caleb Stover, effective March 31, 2020.

Comments/Issues: None

Ms. Schmelzer that the Board accept the resignation of Caleb Stover, effective March 31, 2020. Mr. Kennedy seconded. The Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Lawn Care

Mr. Peters asked the Board to approve a contract with TruGreen for lawn treatment at both fire stations. The cost of the agreement is \$1,238.64.

Comments/Issues: None

Ms. Schmelzer that the Board approve an agreement with TruGreen for lawn treatment at both fire stations at a cost of \$1,238.64, and authorize the Fire Chief to execute the agreement. Mr. Kennedy seconded. The Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Mr. Peters an update from Chief Scott on COVID-19. The Fire Department has posted an informational bulletin on the Township website concerning the signs and symptoms of COVID-19, as well as the appropriate steps to take if someone may be infected. The Township' website also has information on COVID-19 from Franklin County, State and Federal agencies.

Other than the COVID-19 information mentioned in the agenda notes, there were no significant events to report.

Community Center

No agenda items. The Center has been closed since March 13, 2020 due to the COVID-19 Health Emergency and orders issued by the Ohio Governor. Staff is currently in the process of processing refunds upon request for programs affected by the closure.

Roads, Cemeteries, and Parks Department

No agenda items.

Commercial Building and Zoning Department

Due to COVID-19 and in efforts to reduce close contact in our community, Connie has requested the Board consider adopting the following Resolutions:

1. Temporarily suspending all Transient Vendor Permits - Door to Door Solicitor and Food Trailers

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2. Allowing bars/restaurants to place one A-Frames sign 10' from the road right-way for the purpose of curbside pick-up or carry out. These type signs are already permitted in Section 1222 as a sidewalk sign this would allow the use temporarily effective immediately.

Comments/Issues: None

Ms. Schmelzer moved that the Board adopt Resolution 14-20 "A Resolution Authorizing Temporary Placement of A-Frame Signs for Restaurants". Mr. Kennedy seconded. Roll Call Vote s were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Ms. Schmelzer moved that the Board adopt Resolution 15-20 "A Resolution Authorizing t he Immediate and Temporary Suspension of Transient Vendor Permits ". Mr. Kennedy seconded. Roll Call Vote s were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed

Administration

Nuisance Cases

Comments/Issues: None.

Ms. Schmelzer moved that the Board adopt Resolution NU- 45-20 "A Resolution declaring nuisance and ordering abatement at 4875 W. Broad Street ". Mr. Kennedy seconded. Roll Call Vote s were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Ms. Schmelzer moved that the Board adopt Resolution NU- 46-20 "A Resolution declaring nuisance and ordering abatement at 6644 Cedar Court W ". Mr. Kennedy seconded. Roll Call Vote s were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

2020 Sheriff 's Contract

Mr. Peters asked the Board to approve the 2020 Police Service Agreement with the Franklin County Sheriff's Office. This agreement sets the terms for police services in the Township and is valid January 1, 2020 through December 31, 2020. The cost for 2019 was \$75,542.01 a month (\$906,504.12 a year) with not to exceed maximum of \$936, 00.00. The cost for 2020 is \$80,809.69 per month (not to exceed \$999,000.00).

Comments/Issues: None

Ms. Schmelzer moved that the Board approve the 2020 Police Services agreement with the Franklin County Sheriff 's Office. Mr. Kennedy seconded. The Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Amended cleaning services contract:

Mr. Peters asked our current cleaning company to provide an amended agreement to add additional cleaning services at the Township Hall. We currently have service once per week for a cost of \$416.00 per month. This amended agreement would provide service three times per week at a cost of \$715.00 per month.

Comments/Issues: None

Ms. Schmelzer moved that the Board approve an amended agreement with The Right Touch Services cleaning company for the Township Hall at a cost of \$715.00 per month, and authorize the Township Administrator to execute the agreement. Mr. Kennedy seconded. The Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Microsoft Exchange 365 annual renewal

Mr. Peters asked the Board to authorize renewal of Microsoft Exchange. This is an annual review for the

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townships email.

Comments/Issues: None

Ms. Schmelzer moved that the Board authorize renewal of Microsoft Exchange at a cost of \$12,304.20, and authorize the Township Administrator to execute the agreement. Mr. Kennedy seconded. The Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Old Business

Information was provided on the traffic circles. Chief Gilbert provided accident data prior to the circles and then after the circles for comparison.

New Business - None

Public Comment - None

Announcements

Mr. Peters recommended that those wanting the latest information on COVID-19 tune into the 2:00 daily press conference with Governor Dewine and staff which is live daily and can be found on YouTube.

Adjournment

Meeting adjourned at 7:17 p.m.

Chairwoman Cathy Schmelzer

Fiscal Officer Sherry Henning

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Department Reports

Fire Department March report

Total Runs	430
EMS Runs	117
Fire Runs	313
Sta. 241	366
Sta. 243	64
Automatic Aid Given	128

Community Center March Report

		percentage
Total Current Community Center Members	7,067	
Total Members that are Prairie Township Residents	2,448	34.64%
Total Members that are Non-Residents	4,619	65.36%
Total Members that are JEDD/JEDZ	196	2.77%
Total Members that are Senior Citizens	4,232	59.88%

Total Unique Senior Citizen Visits 3,479

Number of new members/renewals since last report 54

How many memberships that expired that were not renewed 427

Retention rate percentage 94.00%

Events or significant programs

Spring Swim Lessons 383

	\$729,943.
Current status of One Field Fundraising	00
State Capital Money	\$490,000.00
Giving Tree- Added \$1,000 from MJB Foundation	0
Columbus Foundation Grant Commitment	\$4,943.00
Galloway baseball Club - Doug White-Commitment over 4 years	\$25,000.00
Galloway Baseball Club - Grove City Bingo Hall - Commitment over 4 years	\$100,000.00
Trebel - Commitment over 3 years	0
anonymous donor commitment	\$80,000.00
	\$25,000
	\$5,000

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Road Department March report

- 5 Graves sold
- 4 funerals
- Installed 1 military marker
- Chipped tree limbs at 34 addresses
- Continued 2020 Catch Basin Cleaning Program worked 6 days in March
- 4 days repairing catch basins identified in 2020 Catch Basin Cleaning Program
- 3 nuisances abated
- Continued storm sewer tile job on Garden Heights worked 6 days
- 3 days removing snow fence Kuhlwein Road
- Received salt from 2019/2020 ODOT Salt contract 180 tons
- Removed Snow and Ice control equipment from trucks
- 4 days patching potholes
- 2 days mowing
- Installed 8 new wooden street signs
- Picked up trash in median and ROW of W Broad Street corridor 5 days
- 2 days replacing plants in W Broad median
- 4 days edging trees in W Broad Street corridor
- Put pre-emergent along W Broad corridor
- Cored holes in three curbs and one catch basin for drainage
- Took No Trespassing and No Fishing signs down at GRSC and installed
- Park Rules Signs
- Put fencing around all playground equipment, shelter and concession stand

Zoning and Commercial Building Department March Monthly report

Development/Informational

Meetings	5
Nuisance Inspections	18
Declared Nuisances	7
Zoning Inspections	37
Zoning Violations	21
Do Not Knock Registries	4
Contractor Registrations	1
Zoning Compliances	27
(Permits)	
Commercial Permits	1
Zoning Revenue	\$2,055.00
Commercial Building	\$931.00
Revenue	