

# RECORD OF PROCEEDINGS



## PRAIRIE TOWNSHIP BOARD OF TRUSTEES

May 9, 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 May 9, 2018 at 7:00 p.m. with Trustee Doug Stormont and Trustee Cathy Schmelzer present. Tracy Hatmaker, Township Administrator, James Gant, Recreation Director, and Fire Chief Chris Snyder were also in attendance (See attached sign in sheet for a complete list of additional attendees).

Mr. Kennedy led the Pledge of Allegiance.

### Public Hearing for Sidewalk Repairs

The Board heard comments regarding the 2018 sidewalk program. The program includes properties where the Township has determined that the abutting sidewalk must be repaired as per criteria adopted by the Board of Trustees, as well as volunteer participants. A list of the involuntary properties is attached to the resolution.

Comments/Issues: A Fernhill Resident asked when sidewalks would be installed along her street. Township Administrator Tracy Hatmaker explained that this program is for repairing sidewalks, not installation of new sidewalks.

**Mr. Kennedy moved that the Board adopt Resolution 17-18. "A Resolution ordering repair of certain sidewalks and levy of special assessments". Mr. Stormont seconded. Roll call votes were as follows: Mrs. Schmelzer, Aye; Mr. Stormont, Aye; Mr. Kennedy, Aye. Motion passed.**

### Approval of Minutes - April 25, 2018 Regular Meeting Minutes

Comments/Issues: None

**Mr. Kennedy moved to approve the April 25, 2018 regular meeting minutes. Mr. Stormont seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mrs. Schmelzer, Aye. The meeting minutes for the April 25, 2018 regular meeting were approved.**

### Report from the Franklin County Sheriff's Office

Deputy Hatfield shared a summary of the crime statistics report. The speed trailer will be available in our area during the month of May.

### Fiscal Officer's Report

#### Approval of Warrants and Payroll

This week's warrants list detailed payments to 84 vendors summing \$275,451.00. Approximately 67% of this total is comprised of payment to Huntington National Bank for bond payments in the amount of \$185,762.50.

Mr. McCardle requested the Board's approval to pay all items on this week's warrant list summing \$275,451.00 along with this week's payroll of \$194,382.62 for a total cash disbursement of \$469,833.62.

Comments/Issues: None

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

### Reallocation

Mr. McCardle asked the Board to approve the reallocation of \$16,500.00 from 1000-910-910-0009 (Transfers Out) to 1000-110-360-0000 (Contracted Services). This reallocation will cover the costs of updating the security system and fire alarm at the Township Hall.

Comments/Issues: None

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

# RECORD OF PROCEEDINGS



## PRAIRIE TOWNSHIP BOARD OF TRUSTEES

May 9, 2018 - REGULAR MEETING 7 :00 PM 23 MAPLE DRIVE, COLUMBUS, OHIO 43228

### Transfer

Mr. McCardle asked the Board to approve the transfer of \$10,267.44 from General Fund line 1000-910-910-0009 (Transfers Out-OPWC) to 4406-931-0000 (Transfers In) for Beacon Hill OPWC payments.

Comments/Issues: None

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

### PNC Visa Card

Mr. McCardle asked the Board to approve adding a Visa Card to the PNC account for Connie Swisher. The Building and Zoning Department does not currently have a card and it would benefit operations of the Department by helping to facilitate the LHR citation process (filing fees) and by eliminating fuel cards that have become an administrative burden.

Comments/Issues: None

**Mr. Kennedy moved that the Board authorize a formal change request to be submitted to PNC Bank in order to have an additional Township credit card issued to Zoning Inspector, Connie Swisher, with a \$5000 credit limit and authorize the Fiscal Officer and/or the HR/Operations Coordinator to execute any necessary paperwork as necessary. Mr. Stormont seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mrs. Schmelzer , Aye. Motion passed.**

### Standing Business:

#### Fire Department

#### Resignation of Part-Time Firefighters

Chief Snyder asked the Board to accept the resignation of Josh Schaffer and Dana DePassio as part time firefighters. Both were recently hired full time by the City of Delaware.

Comments/Issues: None

**Mr. Kennedy moved that the Board accept the resignation of part-time firefighters Josh Schaffer and Dana DePassio , effective immediately. Mr. Stormont seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mrs. Schmelzer , Aye. Motion passed.**

#### Hiring of Part-Time Firefighter s

Chief Snyder asked the Board to consider the hiring of Christian McFarland and Nicholas Brown as part time firefighters effective May 10, 2018 with one-year probation.

Comments/Issues: None

**Mr. Kennedy moved that the Board hire Christian McFarland and Nicholas Brown as part-time firefighters effective May 10, 2018 with a one year probation. Mr. Stormont seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mrs. Schmelzer , Aye. Motion passed.**

#### Ladder 240 Repairs

Ladder 240 has been serviced over the past two months by DM Enterprises for emergency lighting issues that had to be retrofitted to LED due to needed parts being no longer being available. There were also multiple repairs to the pump and ladder waterway. As an emergency, Chief Snyder and Mr. Hatmaker approved the repair as per Section 5.5 of the Township's Policy and Procedures Manual. Chief Snyder sought the Board's approval of the \$7,605.00 payment for the repair.

Comments/Issues: None

# RECORD OF PROCEEDINGS



## PRAIRIE TOWNSHIP BOARD OF TRUSTEES

May 9, 2018 - REGULAR MEETING 7 :00 PM 23 MAPLE DRIVE, COLUMBUS, OHIO 43228

**Mr. Kennedy moved that the Board approve lighting and other repairs to Ladder 240 at a cost of \$7,605.00 in accordance with Section 5.5 of the Township 's Policy and Procedures Manual. Mr. Stormont seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mrs. Schmelzer , Aye. Motion passed.**

Chief Snyder publicly thanked the Township residents for turning out to support the Fire Levy that passed on Tuesday, May 8. The Fire Department is committed to remaining good stewards of the township tax revenues.

### Community Center

#### Fiber Optic for GRSC Concession Stand

Mr. Gant asked the Board to approve running the fiber optic to the Galloway Road Sports Complex concession stand. The cost to place a duct, hand hole and splice the fiber is \$23,172.70. The cost includes all labor and materials needed. The work will be completed by Thayer Power and Communication. The fiber optic connection will allow the Township to make WIFI available at the facility, which will facilitate its use by teams and organizations that require an internet connection in order to manage events.

Comments/issues: None

**Mr. Kennedy moved that the Board approve running the fiber optic to the Galloway Road Sports Complex Concession Stand at a cost of \$23,172.70. Mr. Stormont seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mrs. Schmelzer , Aye. Motion passed.**

### Roads, Cemeteries, and Parks Department

#### 2018-2019 ODOT Salt Contract (Res. 18-18)

Mr. Hatmaker asked the Board to approve Resolution 18-18 authorizing winter 2018/19 salt purchases from ODOT. Mr. McAninch recommends the purchase of 200 tons of salt under this agreement. We will be required to buy at least 90% of that amount, which is 190 tons, and will be able to purchase up to 110% of that amount or 210 tons.

Comments/Issues: None

**Mr. Kennedy moved that the Board approve Resolution 18-18, "A Resolution authorizing participation in the ODOT Winter 2018/2019 contract for road salt. " Mr. Stormont seconded. Roll call votes were as follows: Mrs. Schmelzer , Aye; Mr. Stormont, Aye; Mr. Kennedy, Aye. Motion passed.**

#### Pay Request #2 for GRSC Parking Lot/Hellbranch Trail

Mr. Hatmaker asked Board to approve pay request # 2 for the Galloway Sports Complex parking lot and Hellbranch Multi-Use Trail paving to Decker Construction Company in the amount of \$45,963.21. In addition, Mr. Hatmaker asked the Board to authorize the fiscal officer to process the warrant. This pay request covers installation of a straight 18" concrete curb, a 448 asphalt concrete intermediate course of pavement and a 608 curb ramp with a detectable warning. All of this work was done in the parking lot of the complex.

Comments/Issues: None

**Mr. Kennedy moved that the Board approve pay request #2 for the Galloway Road Sports Complex parking lot and Hellbranch Multi-Use Trail project from Decker Construction Company in the amount of \$45,963.21 and authorize the Fiscal Officer to process the warrant. Mr. Stormont seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mrs. Schmelzer , Aye. Motion passed.**

#### Change Order #2 - GRSC Parking Lot/Hellbranch Trail

Mr. Hatmaker asked the board to approve change order # 2 for the Galloway Road Sports Complex Parking Lot and HellBranch Multi-Use Trail Paving project in the amount of 22,823.43. This change order

# RECORD OF PROCEEDINGS



## PRAIRIE TOWNSHIP BOARD OF TRUSTEES

May 9, 2018 - REGULAR MEETING 7 :00 PM 23 MAPLE DRIVE, COLUMBUS, OHIO 43228

is for Decker to do fine grading work on the HellBranch Multi-Use Trail in order to put a crown on the gravel, thus improving drainage.

Comments/Issues: None

Mr. Stormont moved that that the Board approve change order #2 for the Galloway Road Sports Complex Parking Lot/Hellbranch Multi-Use Trail Paving project in the amount of 22,823.43 for fine grading work on the Hellbranch Multi-Use Trail by Decker Construction and authorize the Chair to sign the order. Mr. Kennedy seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mrs. Schmelzer , Aye. Motion passed.

### Building and Zoning:

No items.

### Administration

#### Nuisance Cases

No one was in attendance to speak on behalf of the properties up for consideration.

Mr. Kennedy move that the Board adopt Resolution NU-83 -18 "A Resolution declaring nuisance and ordering abatement at 4852-4904 West Broad Street ." 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-84 -18 "A Resolution declaring nuisance and ordering abatement at 240-002877 North Grener 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-85 -18 "A Resolution declaring nuisance and ordering abatement at 81 Lawrence 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-86 -18 "A Resolution declaring nuisance and ordering abatement at 130 Lawrence Avenue ." Mr. Stormont seconded. Roll call votes were as follows: Mrs. Schmelzer , Aye; Mr. Stormont, Aye; Mr. Kennedy, Aye. Motion passed.

Mr. Kennedy move that the Board adopt Resolution NU-87 -18 "A Resolution declaring nuisance and ordering abatement at 188 Lawrence 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-89 -18 "A Resolution declaring nuisance and ordering abatement at 350 Pasadena 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-90 -18 "A Resolution declaring nuisance and ordering abatement at 4594 Pasadena 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-93 -18 "A Resolution declaring nuisance and ordering abatement at 406 Carilla Lane." Mr. Stormont seconded. Roll call votes were as follows: Mrs. Schmelzer , Aye; Mr. Stormont, Aye; Mr. Kennedy, Aye. Motion passed.

Mr. Kennedy move that the Board adopt Resolution NU-96 -18 "A Resolution declaring nuisance and ordering abatement at 352 Daytona 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-99 -18 "A Resolution declaring nuisance and ordering abatement at 105 Oxley 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-100 -18 "A Resolution declaring nuisance and ordering abatement at 100 Postle Boulevard ." Mr. Stormont seconded. Roll call votes were as follows: Mrs. Schmelzer , Aye; Mr. Stormont, Aye; Mr. Kennedy, Aye. Motion passed.

# RECORD OF PROCEEDINGS



## PRAIRIE TOWNSHIP BOARD OF TRUSTEES

May 9, 2018 - REGULAR MEETING 7 :00 PM 23 MAPLE DRIVE, COLUMBUS, OHIO 43228

**Mr. Kennedy moved that the Board adopt Resolution NU-102 -18 "A Resolution declaring nuisance and ordering abatement at 6505 Tamara Avenue ." Mr. Stormont seconded. Roll call votes were as follows: Mrs. Schmelzer , Aye; Mr. Stormont, Aye; Mr. Kennedy, Aye. Motion passed.**

### Franklin County Soil and Water Agreement

Mr. Hatmaker asked the Board to approve an agreement between Prairie Township and the Franklin Soil and Water Conservation District for storm water plan review and inspection services. These services include its assistance in the enforcement of the Land Disturbance Regulations. This agreement will take effect on May 9, 2018 and expire December 31, 2020.

Comments/Issues: None

**Mr. Kennedy moved that the Board approve the agreement with the Franklin Soil and Water Conservation District for storm water plan review and inspections services and authorize the Township Administrator to execute the agreement. Mr. Stormont seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mrs. Schmelzer , Aye. Motion passed.**

### Precision 7 Heating and Cooling Agreement

This company, formerly Energy Group, has been providing quarterly inspections and occasional servicing of the Township Hall HVAC systems for several years. The base agreement for the upcoming year (beginning on the day of the agreement is approved), covering the quarterly inspections, is \$450.00. This is a continuation of the price that the Township has been paying.

Comments/Issues: None

**Mr. Kennedy moved that the Board approve the 2018/2019 Basic Coverage agreement with Precision 7 Heating and Cooling for HVAC services and authorize the Township Administrator to execute the necessary paperwork. Mr. Stormont seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mrs. Schmelzer , Aye. Motion passed.**

### Township Hall Security System and Fire Alarm Upgrades

Mr. Hatmaker asked the Board to approve security and fire alarm upgrades to the Township Hall with Silco Fire & Security. Upgrades include a fire rated security/fire alarm panel, new smoke detectors, motion detectors, panic buttons, and access control to all of the entrance doors. The cost for the alarm system with fire monitoring is \$6,122.00 plus the door access control at a cost of \$8,129.00, for a total cost of \$14,251.00. The cost includes removal of the old system and equipment, set-up of new equipment and customer training for staff. The alarm will be directly connected to the Grove City dispatching facility via our fiber optics network. Silco recently provided similar updates at the fire stations.

Comments/Issues: None

**Mr. Kennedy moved that the Board hire Silco Fire and Security to provide security and fire alarm upgrades for Township Hall at a cost of \$14,251.00. Mr. Stormont seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mrs. Schmelzer , Aye. Motion passed.**

### Email Migration and Outlook Upgrade

Our Grove City IT consultants' primary Township-wide objectives for this year are to make sure that all computers have licensed and up-to-date copies of Microsoft Office and ensure that our email is secure and adequately backed up. I will ask the Board to approve the purchase of Microsoft 360 software and approve the migration and licenses for our email accounts to a cloud based server, costing a total of \$31,022.00 Township wide.

Comments/Issues: None

**Mr. Kennedy moved that the Board approve the expenditure of \$13,642.00 for updated Microsoft Office software, as well as \$17,380.00 in order to migrate Township emails to the cloud and provide advanced email thread protection. Mr. Stormont seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mrs. Schmelzer , Aye. Motion passed.**



# RECORD OF PROCEEDINGS



## PRAIRIE TOWNSHIP BOARD OF TRUSTEES

May 9, 2018 - REGULAR MEETING 7 :00 PM 23 MAPLE DRIVE, COLUMBUS, OHIO 43228

### **Authorization to Submit Preliminary Application for the FEMA Hazard Mitigation Grant Program**

Mr. Hatmaker met with Jeff Young of the Franklin County EMA/HLS last week about flooding in the Tamara Avenue area. He has met the State EMA about funding for some work here. There is one house on a double lot on the south side of Tamara that has had more than one flood insurance claim and family members that recently inherited the home would like to sell it. We could purchase and demolish this home with the local share being 12.5% under the recent disaster declaration. The remaining double lot could possibly be used to help relieve flooding on the road using grading, rain gardens and, maybe, more structural features. There are also two houses on Alton Road that have filed more than one flood insurance claim that would also be eligible for consideration. If we do not get approved this time we could reapply in the future, but the local share would be 25% once the disaster declaration expires.

Comments/Issues: None

**Mr. Kennedy moved that the Board submit a preliminary application for a FEMA Hazard Mitigation Grant for possible flood relief assistance on Tamara Avenue and authorize the Township Administrator to execute any necessary documents. Mr. Stormont seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mrs. Schmelzer, Aye. Motion passed.**

### **Old Business**

A resident asked how the nuisance process works, which Trustee Kennedy explained to those in attendance.

A township resident requested that the basketball hoops be removed from the streets at 6548 Oak Park Court and 1280 Oak Park Drive.

A resident at 253 Hubbard Road asked for clarification on the Township noise resolution. Her neighbor has a dog that barks constantly and the neighbor is not cooperative.

### **New Business**

None

### **Public Comment**

A complaint was raised about the conditions of the park equipment in Carl Frye Park.

### **Announcements**

None

### **Adjournment**

Meeting adjourned at 8:10 p.m.

# RECORD OF PROCEEDINGS



## PRAIRIE TOWNSHIP BOARD OF TRUSTEES

May 9, 2018 - REGULAR MEETING 7 :00 PM 23 MAPLE DRIVE, COLUMBUS, OHIO 43228

---

Chairman Steve Kennedy

---

Fiscal Officer Dan McCardle