

RECORD OF PROCEEDINGS



PRAIRIE TOWNSHIP BOARD OF TRUSTEES

JULY 15, 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.

Ms. Schmelzer opened the meeting 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 at the township hall, via webex and/or telephone. All other department heads and Deputy Ronk were all excused in advance from the meeting.

Approval of Minutes - July 1, 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 July 1, 2020 Regular Meeting were approved.

Franklin County Sheriff 's Office

Mr. Peters shared the report received from Deputy Ronk. Trespassing issues at the Galloway Sports Complex were discussed.

Fiscal Officer 's Report

Approval of Warrant s and Payroll

This week's warrants list detailed payments to 69 vendors totaling \$391,658.18.

Ms. Henning requested the Board's approval to pay all items on this week's warrant list totaling \$391,658.18 along with the July 10, 2020 payroll of \$225,677.67 for a total cash disbursement of \$617,335.85.

Comments/Issues: None

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

Standing Business:

Fire Department

Reallocation

Mr. Peters asked the Board to authorize the Fiscal Office to reallocate \$93,600 from 2191-220-190-0000 (Fire Fund - Salaries) to 2191-220-190-0001 (Overtime). This reallocation is necessitated by a change in how we code "Guaranteed Overtime" in the payroll system. It is not an additional or unplanned expense, just a posting change.

Comments/Issues: None

Ms. Schmelzer moved that the Board authorize the Fiscal Office to reallocate \$93,600.00 from 2191-220-190-0000 (Salaries) to 2191-220-190-0001 (Overtime) in the Fire Fund. Mr. Kennedy seconded. Roll call v otes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Disability Leave

Mr. Peters asked the Board to the use of disability leave on July 7, 10 and 13 for D.J. McKinney. He has met all of the requirements of the CBA.

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Comments/Issues: None

Ms. Schmelzer moved that the Board approve use of disability leave for D.J. McKinney on July 7, 10 and 13. Mr. Stormont seconded. The Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Speedway Agreement/Thornton 's Agreement

Mr. Peters asked the Board to authorize ending our current agreement with Speedway for fuel services. We have experienced extensive issues with this agreement regarding inappropriate late fees. I will also ask that the Board authorize entering into an agreement with Thornton's for fuel. There is no cost for the agreement and it will allow us to fuel our vehicles at any Thornton's location.

Comments/Issues: None

Ms. Schmelzer moved that the Board approve ending our current agreement with Speedway and entering into an agreement with Thornton 's for fuel, and authorize the Fire Chief to execute any necessary documents. Mr. Stormont seconded. The Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

EMS Billing - Deposits

Mr. Peters asked the Board to authorize the Fire Chief to sign an agreement with Change Health Care our current EMS billing company to allow them to facilitate electronic deposits of EMS billing funds.

Comments/Issues: None

Ms. Schmelzer moved that the Board approve an agreement with Change Health Care for electronic deposits. Mr. Kennedy seconded. The Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Video Surveillance System

Mr. Peters asked the Board to approve expenditure of up to \$15,000 to upgrade the video surveillance system at station 241. This cost is for the hardware only. All labor will be provided by Grove City through our I.S agreement. (Station 243 will be done next year).

Comments/Issues: None

Ms. Schmelzer moved that the Board approve the purchase of video surveillance equipment for Station 241 at a cost not to exceed \$15,000.00. Mr. Stormont seconded. The Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Ballistic Vests

Mr. Peters asked the Board to approve purchasing 18 new ballistic vest. The current inventory of vests are well past their warranty date and are in need of replacement. The vests will be purchased from Blue Line Innovations through a contract and pricing plan developed with City of Columbus Fire. The cost for the 18 vest will not exceed \$15,000.00.

Comments/Issues: None

Ms. Schmelzer moved that the Board approve the purchase of 18 ballistic vests from Blue Line Innovations at a cost not to exceed \$15,000.00. Mr. Kennedy seconded. The Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Mr. Peters shared the Fire Department's June Report.

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Community Center

Petty Cash Request

Mr. Peters asked the Board to authorize issuing \$5,000.00 in petty cash to the Community Center for use at the Farmer Market. This is a normal operation procedure, however, this year, we are requesting a larger amount in an effort to not run out of cash and not have to make as many requests for petty cash.

Comments/Issues: There was a discussion about the WIC program and how we get reimbursed. Mr. Pollack is responsible for handling of petty cash.

Ms. Schmelzer moved that the Board approve issuing \$5,000.00 petty cash to the Community Center for the Farmer Market and authorize the Fiscal Office to prepare a warrant on 7/16/20. Mr. Stormont seconded. The Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Mr. Peters shared the Community Center's monthly report for June.

Roads, Cemeteries, and Parks Department

Murnan Road Plans

Mr. Peters asked the Board to authorize the Service Director to sign any paperwork necessary for access and work done on township property for the purpose of a drainage project that Franklin County is overseeing for Murnan Road. The one item that we know for sure that will need signed is the CUA (Compatible Use Authorization).

Comments/Issues: None

Ms. Schmelzer moved that the Board authorize the Service Director to sign all necessary documents for the Murnan Road drainage project. Mr. Kennedy seconded. The Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Mr. Peters shared the monthly reports for the Road, Parks and Cemeteries department.

Commercial Building and Zoning

Mr. Peters shared the June monthly reports for the Commercial building and Zoning Department

Administration

Nuisance Cases

Ms. Schmelzer moved that the Board adopt Resolution NU- 141-20 "A Resolution declaring nuisance and ordering abatement at 219 N. Grener Avenue". Mr. Stormont 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- 142-20 "A Resolution declaring nuisance and ordering abatement at 220 Hilliard Rome Road ". Mr. Stormont 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- 143-20 "A Resolution declaring nuisance and ordering abatement at 300 Hilliard Rome Road ". Mr. Stormont seconded. Roll Call Vote s were

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as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Ms. Schmelzer moved that the Board adopt Resolution NU- 144-20 "A Resolution declaring nuisance and ordering abatement at 240-001249". Mr. Stormont 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- 145-20 "A Resolution declaring nuisance and ordering abatement at 364 Janicrest Place". Mr. Stormont 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- 146-20 "A Resolution declaring nuisance and ordering abatement at 8388 Joplin Court ". Mr. Stormont 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- 148-20 "A Resolution declaring nuisance and ordering abatement at 130 Evergreen Terrace ". Mr. Stormont 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- 149-20 "A Resolution declaring nuisance and ordering abatement at 4637 Hilton Avenue ". Mr. Stormont 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- 150-20 "A Resolution declaring nuisance and ordering abatement at 4669 Hilton Avenue ". Mr. Stormont 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- 151-20 "A Resolution declaring nuisance and ordering abatement at 4756 Hilton Avenue ". Mr. Stormont 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- 152-20 "A Resolution declaring nuisance and ordering abatement at 315 S. Murray Hill Road ". Mr. Stormont 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- 153-20 "A Resolution declaring nuisance and ordering abatement at 240-001990 - Woodlawn Avenue ". Mr. Stormont seconded. Roll Call Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Ms. Schmelzer moved that the Board adopt Resolution NU- 154-20 "A Resolution declaring nuisance and ordering abatement at 6316 Alkire Road". Mr. Stormont 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- 155-20 "A Resolution declaring nuisance and ordering abatement at 267 Galloway Road ". Mr. Stormont 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- 156-20 "A Resolution declaring nuisance and ordering abatement at 320 S. Grener Avenue". Mr. Stormont 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- 157-20 "A Resolution declaring nuisance and ordering abatement at 6624 Maple Park Drive ". Mr. Stormont seconded. Roll Call Vote s were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

2021 Budget

The final draft of the 2021 budget has been available for public review and available for public comment and the Board will be asked to approve the budget. On July 1st, the Board received proposed budget spreadsheets and a memo outlining the proposed budget. A copy of the proposed budget has been available for public review at the Fiscal Officer's office since before June 30.

Comments/Issues: There were no emails or phone called regarding the Budget

Ms. Schmelzer moved that the Board approve the proposed annual budget for the year commencing

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January 1, 2021 and submit said budget to the Franklin County Budget Commission pursuant to Ohio Revised Code Section 5705. Mr. Stormont seconded. Roll Call Vote s were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Overtime Policy Revision

A draft revision of our current overtime policy, with proposed revised was submitted for the Board's review. This policy change will make part-time staff in the Recreation Department only, not eligible for overtime until after they have worked 40 hours in a calendar week (calendar week is Monday through Sunday). Currently staff received overtime compensation after 8 hours worked in a given day, same as all other township employees, but we are finding that these recreation employees are getting overtime for working 1 or 2 long shifts in a pay period and the continued overtime will cause a hardship on the center.

(Example, we have 1 staff person who wants to work (1) 12 hour day per week, which puts him a 24 hours per pay, and 8 of those 24 hours are overtime, he does not expect to receive overtime, he really wants to be able to work the hours).

Comments/Issues: None

Ms. Schmelzer moved that the Board approve the revised overtime policy, section 2.04, as presented. Mr. Stormont seconded. The Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Insurance Holiday

Franklin County will be announcing that they will be offering an "Insurance Holiday" to all members for the month of August. This holiday means that we will only be required to pay ½ of our normal monthly premium for the month of August (Saving the township nearly \$45,000 for the month). I will ask the Board to consider passing this savings on to our employees, as the County is doing, via payroll, and only deducting ½ of the normal insurance premium contributions during August (no deduction for the August 25 pay, and ½ deduction for elected officials who are paid monthly).

Comments/Issues:

Ms. Schmelzer moved that the Board approve an "Insurance Holiday " for the August 25th pay, as presented. Mr. Stormont seconded. The Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Nuisance Assessments

Mr. Peters asked the Board to execute a "Return and Statement to County Commissioners" requesting the assessments totaling \$7,928.66 for high grass and weed abatement at (15) properties in June 2020, as well as execute a "Return and Statement to County Commissioners" requesting assessments totaling \$4,172.26 for removal of trash and debris at (3) properties in June 2020.

Comments/Issues:

Ms. Schmelzer moved that the Board execute a "Return and Statement to County Commissioners " requesting the assessment of \$ 7,928.66 for abatement of high grass and weeds at (15) properties in June 2020, as well as execute a "Return and Statement to County Commissioners " requesting the assessment of \$ 4,172.26 for removal of trash and debris at (3) properties in June 2020. Mr. Stormont seconded. The Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Meeting adjourned at 7:36 pm

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Chairwoman Cathy Schmelzer

Fiscal Officer Sherry Henning