

RECORD OF PROCEEDINGS



PRAIRIE TOWNSHIP BOARD OF TRUSTEES

JULY 18, 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 July 18, 2018 at 7:00 p.m. with Trustee Doug Stormont and Trustee Cathy Schmelzer present. Tracy Hatmaker, Township Administrator, and James Gant, Recreation Director, were also in attendance. (See attached sign in sheet for a complete list of additional attendees).

Mr. Kennedy led the Pledge of Allegiance.

Approval of Minutes - July 3, 2018 Regular Meeting Minutes

Comments/Issues: None

Mr. Kennedy moved to approve the July 3, 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 July 3, 2018 regular meeting were approved .

Report from the Franklin County Sheriff 's Office

Deputy Upton summarized recent crime numbers over the past two weeks and gave words of advice to deter crime. Trustee Kennedy asked that a Deputy be assigned to North Greener to monitor speeding.

Fiscal Officer 's Report

Approval of Warrant s and Payroll

This week's warrants list detailed payments to 95 vendors summing \$314,695.10. Approximately 54% of this total is comprised of payments to the Franklin County Sheriff's Office in the amount of \$74,158.96 for the monthly contract and \$95,787.92 to the Franklin County Commissioners for monthly insurance premiums.

Mr. McCardle requested the Board's approval to pay all items on this week's warrant list summing \$314,695.10 along with this week's payroll of \$215,573.85 for a total cash disbursement of \$530,268.95.

Comments/Issues: None

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

Advance

Mr. McCardle asked the Board to approve advancing \$26,005.75 from the General Fund to the 2018 Sidewalk Fund. This year's program exceeded the \$100,000.00 appropriation by \$32,471.75 (we received \$7,466.00 from residents who chose to pay up front for repairs)

Comments/Issues: None

Mr. Kennedy move that the Board approve advancing \$ 26,005.75 from the General Fund to the 2018 Sidewalk Fund . Mr. Stormont seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mrs. Schmelzer , Aye. Motion passed.

Standing Business:

Fire Department

No items.

Community Center

Mollard Consulting Contract

Mr. Gant asked the Board to enter into a contract with Mollard Consulting on behalf of the Prairie Community Fund and authorize him to execute the agreement. **The Prairie CIC has given a zero interest**

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loan to the Prairie Community Fund in order for the PCF to contract with Mollard Consulting. Mollard Consulting will work with the PCF to provide coaching and consulting services that will advance its current fundraising efforts. This agreement is effective from August 1, 2018 to November 30, 2018. The total fee for the project is \$25,000.00 separated into a \$1,000.00 payment at contract signing and \$6,000.000 per month for the four months of the contract. Mr. Gant also asked the Board for permission to make payments per the contract from the Prairie Community Fund. While there are no township funds involved in this transaction, any contractual arrangements related to the PCF, as well as any movement of money out of the fund, require Board approval.

Comments/Issues: None

Mr. Kennedy moved that the Board approve a contract with Mollard Consulting for coaching and consulting services for the Prairie Community Fund, authorize payments to be made from the Prairie Community Fund and authorize the Recreation Director to sign the agreement. Mr. Stormont seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mrs. Schmelzer, Aye. Motion passed.

Mr. Gant also asked for \$7,000.00 to be paid from the Prairie Community Fund to Old American Cabinet Company for building the giving tree at the Community Center.

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.

Roads, Cemeteries, and Parks Department

Increase 2018 Sidewalk Appropriations

Mr. Hatmaker asked the Board to request that the Franklin County Budget Commission increase appropriations in the 2018 Sidewalk Fund (line item 2429-390-360-0000) by \$33,471.75. This action will appropriate the additional funds that the Fiscal Officer asked the Board to advance to the Sidewalk Fund at the beginning of the meeting. This year, the sidewalk program exceeded the original \$100,000.00 threshold because of increased voluntary participation, as well as because we had a couple of complaints from residents about dangerous sidewalks outside of our originally targeted area. This additional appropriation will cover \$1000.00 in costs for cover topsoil, seed and fertilizer used for restoration purposes, which is over and above the assessment/prepaid amounts for which residents are responsible.

Comments/Issues: None

Mr. Kennedy moved that the Board authorize sending a letter to the Franklin County Budget Commission to increase appropriations in the 2018 Sidewalk Fund by \$33,471.75. Mr. Stormont seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mrs. Schmelzer, Aye. Motion passed.

Increase Appropriations in Road District Fund

Mr. Hatmaker asked the Board to request that the Franklin County Budget Commission increase appropriations in the Road District Fund (line item 2141-330-360-0000) by \$825.00. The Board originally appropriated \$250,000.00 in this fund, but there was an \$825.00 cash balance from 2017, which will be used in this year's repaving project.

Comments/Issues: None

Mr. Kennedy moved that the Board authorize sending a letter to the Franklin County Budget Commission to increase appropriations in the Road District Fund by \$825.00. Mr. Stormont seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mrs. Schmelzer, Aye. Motion passed.

Change Order - Off-Site Trail

Mr. Hatmaker recommended that the Board approve change order number 2 for the HellBranch Multi-Use off-site Trail in the amount of \$2,292.79. This change order is because actual asphalt and concrete project

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quantities exceed the approved contract amounts. There was also deductions for non-performed items included in this change order.

Comments/Issues: None

Mr. Stormont moved that the Board approved Change Order #2 for the HellBranch Multi-use off site trail in the amount of \$2,292.79 and authorize the Chair to sign the change order. Mr. Kennedy seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mrs. Schmelzer , Aye. Motion passed.

Pay Request - Off-Site Trail

Mr. Hatmaker asked the Board to approve pay request number 1, totaling \$76,015.51, for the Hellbranch Multi-Use off-site Trail project. This amount is 75% reimbursable through the Hellbranch Trail Grant from ODNR. This pay request is for clearing and grubbing, excavation, subgrade compaction, aggregate base, surface asphalt, intermediate asphalt, concrete, detectable warning, water, mobilization, topsoil, silt fence, construction entrance, concrete washout and inlet protection.

Comments/Issues: None

Mr. Kennedy moved that the Board approve pay request #1 for the HellBranch , multi-use off-site trail, totaling \$76,015.51, to Janco and authorize the Fiscal Officer to prepare a warrant. Mr. Stormont seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mrs. Schmelzer , Aye. Motion passed.

OPWC Lincoln Village Curb Ramp Change Order #1

Mr. Hatmaker asked the Board to approve change order number 1, at a cost of \$1,650.00, for the Ohio Public Works Commission-funded Lincoln Village Curb Ramp Improvement project. This change order is for storm sewer inlets adjusted to grade.

Comments/Issues: None

Mr. Stormont moved that the Board approve Change Order #1, at a cost of \$1,650.00, for the Lincoln Village Curb Ramp Improvement Project, and authorize the Chair to sign the change order. Mr. Kennedy seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Mrs. Schmelzer , Aye. Motion passed.

OPWC Lincoln Village Curb Ramp Disbursement #6

Mr. Hatmaker asked the Board to approve pay application number 1, totaling \$99,866.37, for the Ohio Public Works Commission-funded Lincoln Village Curb Ramp Improvement project. OPWC pays 100% of this amount, but the Board needs to approve the payment. This is the sixth disbursement for this project and the first to Strawser Construction. The previous five were to Stantec for engineering and planning.

Comments/Issues: None

Mr. Stormont moved that the Board approve the Lincoln Village Curb Ramp Improvements Disbursement Request #6 in the amount of \$99,866.37 and authorize the Chair to execute the necessary documents . 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.

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Mr. Kennedy move that the Board adopt Resolution NU-213 -18 "A Resolution declaring nuisance and ordering abatement at 5108-5110 Beacon Hill Road ." 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-217 -18 "A Resolution declaring nuisance and ordering abatement at 324 Old Village Road ." 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-218 -18 "A Resolution declaring nuisance and ordering abatement at 367 Weymouth 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-219 -18 "A Resolution declaring nuisance and ordering abatement at 8567 Renaa 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-220 -18 "A Resolution declaring nuisance and ordering abatement at 4949 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 move that the Board adopt Resolution NU-222 -18 "A Resolution declaring nuisance and ordering abatement at 117 Darien 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-223 -18 "A Resolution declaring nuisance and ordering abatement at 240-002300 Evergreen Terrace ." 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-224 -18 "A Resolution declaring nuisance and ordering abatement at 240-002301 Evergreen Terrace ." 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-225 -18 "A Resolution declaring nuisance and ordering abatement at 240-002302 Evergreen Terrace ." 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-226 -18 "A Resolution declaring nuisance and ordering abatement at 240-002303 Evergreen Terrace ." 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-230 -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 move that the Board adopt Resolution NU-231 -18 "A Resolution declaring nuisance and ordering abatement at 6280 Bausch Road ." 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-232 -18 "A Resolution declaring nuisance and ordering abatement at 6575 Birch Park Drive ." 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-233 -18 "A Resolution declaring nuisance and ordering abatement at 6615 Cedar Court ." Mr. Stormont seconded. Roll call votes were as follows: Mrs. Schmelzer , Aye; Mr. Stormont, Aye; Mr. Kennedy, Aye. Motion passed.

Liability Insurance Renewal

Mr. Hatmaker presented a proposal from OTARMA for property and liability insurance coverage for an annual cost of \$61,207.00. This cost represents an increase compared to last year's costs of \$56,617.00. This 8% increase includes insurance for additional vehicles, increased operating expenses (higher by \$2 million, to a large degree because of work on the sports complex), and a \$390,000.00 increase in property coverage (primarily the result of changing some coverages from "current value" to "replacement value").

Comments/Issues: None

Mr. Kennedy moved that the Board enter into an agreement with OTARMA for property and liability insurance for August 7, 2018 through August 7, 2019 at a total premium of \$61,207.00 and authorize

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the Township Administrator to execute all necessary documents . Mr. Stormont seconded. The votes were as follows: Mr. Stormont, Aye; Ms. Schmelzer, Aye; Mr. Kennedy , Aye. Motion passed.

Township Administrator Search Proposal

Mr. Hatmaker recommended that the Board hire The Novak Consulting Group to conduct the executive search for the Township Administrator position. Administration sought proposals from four firms, receiving responses from two of those firms, including Novak. Novak is an Ohio-based firm that has worked extensively in Central Ohio and has experience in township administrator searches. Novak is currently working with Jackson Township on an administrator search. Novak will assist the Township by developing a profile for the position and by conducting recruitment and screening for the position. Recruitment and selection will involve outreach to identified candidates, advertising, phone and email contacts and assisting in interviews and selecting the candidate. The entire process will take about 3 months to complete. The fixed fee for the Township Administrator recruitment is \$21,500.00, with additional costs for advertising, background checks for top finalists and travel expenses up to \$5,000.00
Comments/Issues: none

Mr. Kennedy moved that the Board approve hiring The Novak Consulting Group to conduct the search for the Township Administrator position at a cost of \$21,500.00 with additional expenses not to exceed \$5,000.00 and authorize the Township Administrator to sign the necessary documents . Mr. Stormont seconded. The votes were as follows: Mr. Stormont, Aye; Ms. Schmelzer, Aye; Mr. Kennedy , Aye. Motion passed.

I-270/West Broad Agreements

MS Consultants has determined that they cannot sign Franklin County's standard grant agreement for HUD/CDBG funds because they have conflicts with various clauses. MS says that the problem is that the agreement is meant to be between the County and a local jurisdiction/non-profit not between the County and a consultant/contractor. The solution to get us moving on this project is for the County money to come through Prairie Township. To do this, we need to change the participation agreement to acknowledge that the County grant money will come through the Township, execute the grant agreement with the County and then sign a revised agreement with MS covering the entire scope of work. Pete has reviewed and approved the County agreement and the revised MS agreement. He is drafting the participation agreement revision. Mr. Hatmaker asked the Board to approve moving forward with these three documents and to authorize him to sign them.

Comments/Issues: None

Mr. Kennedy moved that the Board approve:

1. Second Amendment to the I-270/West Broad Street Interchange Landscape Improvement Planning and Design Participation Agreement; and
2. MS Consultant Agreement for the I-270/West Broad Street Interchange Enhancement Project Proposal for Professional Services, which Agreement supersedes and replaces with previous MS proposal; and
3. The Funding Agreement between the Franklin County Commissioners and Prairie Township for the I-270/West Broad Street Interchange Enhancement Project Phase 1

, subject to legal counsel review and approval together with such changes and modifications thereto not inconsistent with this motion and not adverse to the Township and which shall also be approved by the Township Administrator, Tracy Hatmaker; and to authorize, empower, and appoint Tracy Hatmaker to execute the above-mentioned Agreements for and on behalf of the Prairie Township Board of Trustees, provided that the approval of those changes or modifications by Tracy Hatmaker, and the character of those changes and modifications as not being inconsistent with this motion or adverse to the Township, shall be evidenced conclusively by Township Administrator Tracy Hatmaker's execution of such Agreements. Mr. Stormont seconded. The votes were as follows: Mr. Stormont, Aye; Ms. Schmelzer, Aye; Mr. Kennedy , Aye. Motion passed.

Old Business

None

New Business

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None

Public Comment

Questions were raised with Deputy Upton regarding groundhogs along the properties on Mix Avenue and what the best option is to get the issue under control.

Announcements

The "Reading with a Firefighter" program began July 18th at 7 pm at Station 241 located at 123 Inah Ave. This program runs for four weeks, 7/18, 7/26, 7/31 and 8/8.

Adjournment

Meeting adjourned at 7:40 p.m.

Chairman Steve Kennedy

Fiscal Officer Dan McCardle