

PRAIRIE TOWNSHIP BOARD OF TRUSTEES

23 MAPLE DRIVE REGULAR MEETING/OCTOBER 30, 2002

The regular meeting of the Prairie Township Board of Trustees was called to order by the Chairman, Mr. Nourse, with Ms. Keller, Mr. Wharton and Ms. Easter present. Also attending were: Chief Lavelly, Dave McAninch, Jason Thomas and Elizabeth Anderson. (See attached list).

Mr. Nourse led the Pledge of Allegiance.

Mr. Nourse moved, Ms. Keller seconded the Board approve the minutes of the regular meeting on October 16, 2002 and the special meetings on October 19, 2002 and October 24, 2002 as written. Vote; Aye.

Deputy Foster addressed the Board for public comment. A Village Park resident asked the Deputy about a noise ordinance and Ms. Anderson presented a Township ordinance. Deputy Foster stated that he can only enforce a noise ordinance that is a state law with a restriction of time. Also, Mr. Kennedy stated that there has not been an investigation of his property on Tamara Avenue which has been shot at several times. Deputy Foster stated that the detective bureau is working on this case and they prioritize these cases and will have to be contacted for further information.

Ms. Anderson discussed curfew which was addressed at previous meetings. A resolution was passed in 1988 pertaining to a curfew in Prairie Township. (Resolution 9-88). The deputy stated that in the resolution anyone under 18 years old must be off the streets by midnight until 4:30 a.m., and anyone under 13 years of age are must be in by one hour past dark until 4:30 a.m. There are exceptions for military personnel and business students. This curfew is not a state law and violators will be taken home and if necessary a mediation hearing will be scheduled. Ms. Anderson stated that the prosecutor stated that this curfew resolution is still enforceable. Mr. Nourse stated that the resolution in 1988 references ORC Section 307.71 and as of 1995 ORC Section 505.89 applies to Townships and Mr. Nourse read this section stating "whenever a Board of Township Trustees consider it necessary to adopt curfew for persons under 18 years of age in any of the unincorporated areas of the Township, the Board may adopt by resolution setting forth provisions of the curfew and providing for its enforcement in the unincorporated areas of the Township. A resolution will be passed at the next meeting. Mr. Nourse will draft a letter to Westland High School finding out what activities they have that may be impacted by a curfew.

The Clerk presented the following items:

1. The Clerk requested a motion from the Board of Trustees to transfer available funds from the Primary to the Secondary checking account (Lock Box) as received, on the 30th of the month or the first business day thereafter.

Mr. Nourse moved, Ms. Keller seconded the Board of Trustees approve the transfer of available funds from the Primary to the Secondary checking account (Lock Box) as received, on the 30th of the month or the first business day thereafter.

2. The Clerk requested a motion to amend the Certificate of Estimated Resources to increase revenue and approve the appropriation of \$25,000.00 in fund 2281 (Emergency Medical Service).

Mr. Nourse moved, Ms. Keller seconded the Board approve the amendment of the Certificate of Estimated Resources to increase revenue and approve the appropriation of \$25,000.00 in fund 2281.

3. The Clerk presented an Intergovernmental Administrative Cooperation Agreement from the Public Works Integrating Committee between MORPC and Prairie Township. The Agreement is for all projects awarded to Prairie Township during calendar years 2002 to 2005.

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Mr. Wharton moved, Ms. Keller seconded the Board approve the Chairman to sign the Intergovernmental Administrative Cooperation Agreement from the Public Works Committee between MORPC and Prairie Township. The Agreement is for all projects awarded to Prairie Township during calendar years 2002 to 2005. Vote; Aye.

4. The Clerk received a certified letter from Kohr Royer Griffith regarding appraisal of Prairie Township property on the southeast corner of Norton Road and Palmetto Street in conjunction with the improvement of Norton Road between West Broad Street and Hall Road. Mr. Nourse stated that a complete set of prints for the Norton Road project are available at the Township Hall, although changes can still be made to these prints.

Mr. Nourse moved, Mr. Wharton seconded the Board approve Ms. Anderson, Township Administrator, as the Township representative to meet with Kohr Royer Griffith to appraise the Township property on the southeast corner of Norton Road and Palmetto Street in conjunction with the Norton Road Improvement Project. Vote; Aye.

5. Change Order No. 2 was presented by the Clerk for the Hilton Avenue Road Improvement Project in the amount of \$9,306.49. The new Contract Price due to this change order is \$412,446.33. Mr. Rick Miller addressed the Board and explained the change order in detail and stated that with this change order we are asking the contractor to warrant the project materials and workmanship for a period of one year based on the substantial completion certification date which is 10-31-02. A Certificate of Substantial Completion was presented to the Board for the Chairman to sign stating that the project is complete for the most part with a tentative list of 5 items yet to be completed. Mr. Miller and the Franklin County Engineers suggest that the Township retain \$5,000.00 until April, 2003 until the turf in the area is reestablished. The project will remain open until the retainage is paid and a final completion request will be done at that time.

Mr. Nourse moved, Mr. Wharton seconded the Board approve Change Order No. 2 on the Hilton Avenue project in the amount of \$9,306.49. Roll call vote resulted as follows: Mr. Wharton; Aye, Ms. Keller; Aye, Mr. Nourse; Aye.

Mr. Nourse moved, Mr. Wharton seconded the Board approve the Chairman to sign the Certificate of Substantial Completion dated 10-31-02, with a one year warranty on project materials and workmanship for a period of one year. Vote; Aye.

Ms. Keller moved, Mr. Wharton seconded the Board approve the following supplemental appropriations. Vote; Aye.

\$10,500.00 from 1000-760-740-0000 to 1000-110-131-0000
\$ 140.00 from 1000-760-740-0000 to 1000-110-213-0000
\$ 1,310.00 from 1000-760-740-0000 to 1000-110-211-0000
\$ 5,000.00 from 1000-330-360-0000 to 1000-110-122-0000
\$50,000.00 from 1000-330-360-0000 to 1000-110-141-0000
\$ 4,000.00 from 2231-760-740-0000 to 2231-330-160-0000

After the Trustees reviewed the pending warrant list, Ms. Keller moved, Mr. Wharton seconded the Board approve the payment of the ADP payroll in the amount of \$71,290.14 and approve payment of the following bills. Vote; Aye. (See pending warrant list).

Chief Lavelly addressed the Board with the following Fire Department matters:

1. Chief Lavelly stated that a computer software system has been introduced for the state mandated EMS reporting system. Washington and Norwich Townships have gone with a company called Clayton IDS and software has

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been developed for the reporting system. A finished product is available and was presented to the Board. Chief Lavelly introduced Mr. Jim Evans; Clayton IDS and Mr. Jack McCoy; EMS Coordinator for Washington Township. Chief Lavelly proposes the purchase of three (3) units; one in each Medic Truck and one in Engine 241 that takes EMS runs. An extra docking station will be in the extra Medic and printers will be in each truck to print out the report. There is a three year warranty on the computers. Clayton IDS is an approved State Term provider, our Schedule # is 533121-0, valid until June 2004. The total cost is \$21,304.00.

Mr. Nourse moved, Mr. Wharton seconded the Board approve the purchase of three (3) Mobil EMS Field Data Collection Systems (Quotation # 1062-10-02) State Term Provider, Schedule # 533121-0, at a total cost of \$21,304.00. Vote; Aye.

2. Mr. Nourse stated that the 3rd revision of the Fire Department Policy & Procedures Manual is being reviewed by the Trustees and will be returned to Chief Lavelly by Friday, November 1, 2002.

Dave McAninch addressed the Board with the following Road/Cemetery Department matters:

1. Dave McAninch requested changing the employment status of a Road Department employee from part-time status to full-time status. The Road Superintendent recommended the employee for full-time employment based on five years experience as a part-time employee, a commercial drivers license and excellent attendance record. Mr. Nourse stated that the extra work load with mowing for the past season has been absorbed by the Road Department without additional staffing. What is the additional work that would necessitate a full time employee? Dave McAninch will prepare a report detailing the need for the additional staffing and justifying the additional cost for payroll and insurance and present to the Board at the next meeting.
2. The Road Superintendent presented pricing for Miracle Timbers and fibar protective material in Carl Frye Park and Lakota Park from Anderson Recreational Design at a total cost of \$14,736.00. Mr. Nourse requested that David McAninch insure that the pricing will be the same in the spring of 2003. Trash receptacles will be purchased for the Lake Darby parks in the spring of 2003, temporary barrels are being used at this time.

Elizabeth Anderson, Township Administrator, addressed the Board with the following Zoning Department matters:

1. Ms. Anderson stated that the new Zoning Inspector, James Strunk, will begin employment on Monday, November 4, 2002.
2. Jason Thomas, Zoning Clerk, was introduced to discuss his findings on the Alton Grange Cemetery in the town of Alton, owned by Prairie Township for burial purposes. Mr. Thomas stated that due to the nature of the businesses of abutting property owners the cemetery has often had vehicles and other property placed within the cemetery and upon grave sights. The suggestion was made for the Township to install a chain link fence around the parameters of the cemetery, which affords better protection and is consistent with the other cemeteries. Dave McAninch stated that a request has been made that Dave Pearson with Franklin County survey the cemetery and Prairie Township is waiting for his response. Mr. Nourse stated that the Township may want to contact, in the future, a person who works with New Rome who is a historian and does part-time work for the Ohio Historical Society researching cemeteries of this kind. Mr. McAninch stated that in the past he spoke with Joe Testa regarding revitalizing cemeteries and "Operation

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Flag". Mr. Testa has revitalized and researched Clover Cemetery for Prairie Township and he may be interested in adopting Alton Grange Cemetery also. Dave McAninch will install caution tape as a barrier around the cemetery temporarily until the survey work is completed.

Ms. Elizabeth Anderson, Township Administrator, addressed the Board with the following administrative issues:

1. Ms. Anderson stated that it has been determined that there will not be a dumpster placed at the Township Hall at this time.
2. The ongoing inventory that is being done in the west garage was discussed and Ms. Anderson is continuing to identify items and will discuss the upcoming auction at a November meeting.
3. Stacey Blankenship, Township Intern, is a senior at Grove City High School taking business classes, and has started on October 28, 2002. Mr. Nourse stated that potentially there may be a summer hire program in Prairie Township for 14, 15 and 16 year olds.
4. Ms. Anderson requested the renewal of the Westland Area Business Association annual dues at a total cost of \$100.00 for a corporate membership.

Mr. Wharton moved, Ms. Keller seconded the Board approve the annual renewal of the Westland Area Business Association corporate membership at a total cost of \$100.00. Vote; Aye.

5. Ms. Anderson introduced an OSHA form to be completed in the event of a work-related injury or illness in the Township. Ms. Anderson will contact Mr. George Kuntz; Bureau of Workers Compensation, regarding the state reporting requirements.

Mr. Nourse stated that over the years the Township has had an increasing problem with raccoons and possums living in the sewers and roaming the Township. Mr. Nourse continued, where animals become an increasing problem, the State Health Department has noted the increase of infestation with rabies that trapping them and releasing in the wild is prohibited in the State of Ohio. These animals have to be trapped and destroyed. Mr. Dirk Shearer, The Wildlife Control Co., Inc., addressed the Board regarding animal trapping in public areas of the Township. Mr. Shearer explained the harms and dangers of wild animals. Mr. Nourse recommended 10 traps as follows: 2 traps in Lincoln Village North, 2 in Lincoln Village South, 2 in Village Park, 2 in the Westpoint area and 2 in Lake Darby. These traps are to be in place for one week and checked daily. The State of Ohio would be involved if rabies is detected in Franklin County. The cost to implement this program is \$89.00 to place each trap at the desired sites and \$59.00 for the disposal of each animal. Mr. Holderby will be the Township contact and will evaluate sites with Mr. Shearer and the traps will be checked daily by 8:00 a.m.

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Mr. Nourse moved, Ms. Keller seconded the Board approve Mr. Shearer, The Wildlife Control Co., install ten traps in public, unpopulated areas of the Township for a two week period at a cost not to exceed \$1,500.00. Vote; Aye.

There being no further business to come before the Board, the meeting was adjourned at 9:10 p.m.

Chairman

Clerk