

PRAIRIE TOWNSHIP BOARD OF TRUSTEES

23 MAPLE DRIVE

REGULAR MEETING/APRIL 17, 2002

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

Mr. Nourse lead the Pledge of Allegiance.

Mr. Wharton moved, Ms. Keller seconded the Board dispense with the reading of the minutes of the April 3, 2002 regular meeting and the special meetings of April 11 and April 15, 2002 and approve the minutes as submitted. Vote; Aye.

Ms. Keller explained that with the additional staff that has been hired at the Township Hall, there is a need for enhancement to our existing telephone system. A representative from D&E Communications, who installed our existing system, assessed the Township's needs and presented a quotation at a total cost of \$1,630.25. The quotation was presented to Mr. Nourse, Chairman, for signature.

Ms. Keller moved, Mr. Nourse seconded the Board approve D&E Communications install three new telephones including labor and materials and enhancing the current system at a total cost of \$1,630.25. Vote; Aye.

Ms. Keller introduced Sighle Brackman as the computer consultant for the Township and explained the need in updating the Township Hall with additional computers. Ms. Brackman explained her proposal for 4 desktop computers with software (\$2,500.00 ea) to accommodate new staff and upgrade the existing computer software (\$500.00). Ms. Brackman continued to explain that the current computer system is slower than the person using it and this proposal will handle the current needs as well as the needs of the future. The total cost of four (4) computers from Dell Corporation and upgrading the current software on the existing computer is \$10,500.00.

Mr. Wharton moved, Mr. Nourse seconded the Board approve the purchase of 4 new desktop Dell Dimension 8200 Pentium 4 computers with software and software upgrade for an existing computer at the Township Hall at a total cost of \$10,500.00. Vote; Aye.

Ms. Brackman explained the color laser printer that is proposed for the Township Hall. The printer is a Hewlett Packard color laser printer that includes an auto duplexing unit and a network card allowing the Township to print newsletters and brochures in-house. The total cost for the printer is \$4,000.00.

Mr. Nourse moved, Ms. Keller seconded the Board approve the purchase of a Hewlett Packard Color LaserJet 4550DN printer with auto duplexing and network card from Hewlett Packard at a total cost of \$4,000.00. Vote; Aye.

Ms. Keller lead a discussion regarding the internet needs of the Township Hall and the similarities and differences between DSL Ameritech versus Roadrunner. The Inah Avenue firehouse currently has a contract with Roadrunner. Firefighter Kevin Brown is the computer contact for the Fire Department. A meeting between Firefighter Kevin Brown, Joe Wharton, resident Mark O'Loughlin and Sighle Brackman will be scheduled to discuss the considerations of each system and a recommendation will be brought to the Board in the near future.

The Clerk presented the following items:

Ms. Keller moved, Mr. Wharton seconded the Board appropriate the following monies: Vote; Aye

\$20,000.00 from Road & Bridge 2031-330-360-0000 to 2031-760-740-0000

1. The Clerk presented a request to attend the 2002 Center for Public Investment Management Conference to be held in Columbus on June 25, 2002. The cost for

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the conference is \$100.00. The Auditor of State requires continuing education for Township Clerks.

Mr. Wharton moved, Ms. Keller seconded the Board approve the Clerk attend the 2002 Center for Public Investment Management Conference on June 25, 2002 at a cost of \$100.00. Vote; Aye.

2. The bids for the Hilton Avenue project were opened and the apparent low bidder is Darby Creek Excavating. The bid is \$394,366.38 which is below the Franklin County Engineers estimate of \$483,800.00. Mr. Backstrom, Franklin County Engineers office, is reviewing the bid and preparing the bid tab. He has requested an Ohio Public Works certificate of compliance from Darby Creek Excavating and is meeting with Mr. Bill Harris from CDBG on Friday to review the bid. The tentative date for awarding the bid is the regular meeting of May 1, 2002.
3. Ohio Insurance Services Agency has sent preliminary renewal information on our medical/drug program with Anthem which is scheduled for renewal on June 1, 2002. The premium is increasing by 23.6%. Frank Harmon with Ohio Insurance Services is negotiating with Anthem and has requested an increase of 19%. He will advise when Anthem has responded.
4. The Clerk addressed the COBRA service renewal with Health Plan Alternatives for period 5/1/02 thru 4/30/03. The total cost is \$450.00.

Mr. Nourse moved, Ms. Keller seconded the Board approve the renewal of the COBRA service renewal with Health Plan Alternatives at a total cost of \$450.00 for period 5/1/02 thru 4/30/03. Vote; Aye.

After the Trustees viewed the pending warrant list, Ms. Keller moved, Mr. Wharton seconded the Board approve the payment of the ADP payroll in the amount of \$61,701.88 and approve payment of the following bills (See pending warrant list). Vote; Aye.

Mr. Rick Miller, Bischoff & Associates, introduced himself and has had discussion with Darby Creek Excavating and they are putting the Ohio Public Works paperwork together for Franklin County.

Mr. John Holderby, Acting Zoning Inspector, addressed the Board with the following Zoning Department matters:

1. Mr. Holderby reported that the dumpsters will be dropped off Friday, April 19<sup>th</sup> between the hours of 10:00 - 11:00 a.m. for the spring cleanup and will remain in place until April 29, 2002.
2. Ms. Barbara Swain submitted her resignation from the Board of Zoning Appeals to be effective with the June meeting or until the position is filled, whichever comes first.

Mr. Wharton moved, Ms. Keller seconded the Board accept the resignation of Ms. Barbara Swain from the Board of Zoning Appeals effective with the June meeting or until the position is filled, whichever comes first. Ms. Swain's term is to expire December 31, 2005. Vote; Aye.

3. Ms. Elizabeth Anderson, Assistant Zoning Inspector, requested permission from the Board of Trustees to attend a Land Use seminar to be held in Columbus on April 30, 2002 at a total cost of \$239.00.

Mr. Wharton moved, Ms. Keller seconded the Board approve Ms. Elizabeth Anderson attend the Land Use Seminar which will address issues on comprehensive planning, annexation issues, basic land use law and environmental concerns. The Seminar will be

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held in Columbus on April 30, 2002 at a total cost of \$239.00. Vote; Aye.

4. Ms. Anderson advised the Board that the Franklin County Development Department has hired Tracy Hatmaker as a Planner to work with Rene Esses in the Development Department. Mr. Hatmaker has 14 years of experience as a planner working for jurisdictions in rural, suburban and urban areas. Rene Esses will continue to be the primary contact for Prairie Township in the Franklin County Development Department.
5. Elizabeth Anderson addressed the Board regarding a concern for the need for a digital camera for the Zoning Department. This camera would be helpful for enforcement issues as well as for variances. The approximate price is \$350.00. Digital pictures are legal as evidence in court with the option of dating the pictures. The Road Department would also have a need for a digital camera. Mr. Nourse requested that Ms. Anderson get comparative estimates and contact Franklin County regarding the possibility of a group purchase.

Mr. Nourse stated that he will welcome letters of interest for a position on the Board of Zoning Appeals to replace Ms. Barbara Swain.

Chief Lavelly appeared before the Board with the following Fire Department matters:

1. The FEMA grant letters of support on the tanker/engine combination have been received from Norwich Township, Washington Township, West Jefferson, Pleasant Township and Jerome Township. The total number of applications submitted was 19,500. Of these applications 17,000 came from the category Prairie Township fits in. Prairie Township hopes to share in the total award of \$1.9 million.
2. Chief Lavelly addressed the request to change the mutual aid agreement from the April 3, 2002 meeting. Mr. Nourse stated that the mutual aid agreement response plan for the State of Ohio is still under review.
3. Chief Lavelly stated the bid for the Thermal Imaging Camera has been approved by the Franklin County Prosecutors Office and would like to proceed with the purchase from Sutphen Fire Equipment Company at the total cost of \$17,540.00.

Mr. Wharton moved, Ms. Keller seconded the Board approve the purchase, as per the specifications and bid form approved by the prosecutors office, of a Thermal Imaging Camera from Sutphen Fire Equipment Company at a total cost of \$17,540.00. Vote; Aye.

4. At the April 4<sup>th</sup> Officers Meeting, a list of items and justification for the 2003 budget were discussed. A digital camera was one of the items requested to be used for training and evidence collection. Ms. Liz Anderson will investigate the cost for additional cameras for the Fire Department.
5. Chief Lavelly reported that the Prairie Township Fire Department will start hydrant flushing May 6<sup>th</sup> and Ohio American Water will do all the hydrant flushing in the Lake Darby area beginning May 21, 2002.

Mr. Nourse commented on the Fire Department uniform and as it is addressed in the procedures book. Mr. Nourse requested that the ornamentation on the dress uniform and hat in Prairie Township, as in Central Ohio, be very uniform in dress.

Dave McAninch, Road Superintendent, appeared before the Board with the following Road/Cemetery department matters:

1. Dave McAninch requested vacation for Monday, April 22, 2002.

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Mr. Wharton moved, Ms. Keller seconded the Board approve the vacation request of Dave McAninch, Road Superintendent, for Monday, April 22, 2002. Vote; Aye.

2. The Road Superintendent presented an application for an excavation permit on Inah Avenue from Lutheran Social Services. The request is for two entrance/exit points on Inah Avenue. Mr. Nourse recommended no permit be issued at this time. The City of Columbus owns the property and has refused to allow Lutheran Social Services to put entrance/exit points onto City streets. Mr. Nourse does not want to allow Prairie to get into a situation where Prairie Township is picking up the slack for the City of Columbus in a construction mode. Mr. Nourse read a draft resolution for informational purposes only stating the Prairie Township Board of Trustees will allow a single entrance/exit point from any development not in Prairie Township on to a Township road and intend to pursue administrative or legal sanctions if Township property or residents are at risk due to development or expansion activities. Mr. Nourse further stated that this should have been addressed year ago. A resolution will be available for signature at the May 1, 2002 meeting. An agreement, for construction purposes only, has been that the entry/exit point will be off of Sullivant Avenue.

Mr. Nourse moved, Ms. Keller seconded the Board approve delaying the excavation permit from Lutheran Social Services until a resolution is adopted to deal with the total impact on the Township. Vote; Aye.

3. The Road Superintendent stated that the preliminary estimate for the 2002 road work has been received from Franklin County in the amount of \$866,641.98. The roads that are included in the 2002 road work are as follows: Blue Lake Avenue, Blue Lake Circle, Dovercrest & Janicrest, Powdermill Lane, Topsfield, Malden Way, Danhurst, Bunker Avenue, Taft Avenue, Alton Cemetery and the following intersections meeting ADA compliance: Redmond @ Hiler, Hiler @ Redmond, Redmond @ Palmetto, Hiler @ Owens, Lombard @ Frost, Palmetto @ Stiles, Redmond @ Frost, Daytona @ Frost, Daytona @ Celina, Hafey @ Celina, Henley @ Darien.

Mr. Nourse moved, Mr. Wharton seconded the Board approve the preliminary Engineers estimate for the 2002 road work of \$866,641.98 and approve the Franklin County Engineers prepare the plans to go out to bid. Roll call vote resulted as follows: Mr. Wharton; Aye, Ms. Keller; Aye, Mr. Nourse; Aye.

4. Dave McAninch addressed the Board regarding the possibility of the Road Department employees wearing shorts in the summer months. Cintas Uniform Rental quoted an additional fee of \$2.00 per week for supplying but not laundering shorts. Mr. Nourse addressed concerns in the construction industry of wearing shorts while doing particular jobs. Mr. Nourse asked that the Road Superintendent identify the summer jobs that would be appropriate and inappropriate to wear shorts. Local government is subject to OSHA standards. Mr. George Kunz, our local compliance officer with the Bureau of Workers Compensation, will be contacted for his opinion. This will be addressed at the May 1, 2002 meeting.
5. Sidewalk repair criteria was discussed and a suggestion was made by Mr. Nourse to adopt the City of Columbus building code of March, 2001 to include standard drawings and constructions standards. The sidewalk criteria will be discussed at the May 1, 2002 meeting.
6. The Franklin County Engineers ran a camera to inspect the tile at 8465 Blue Lake Circle and no obstructions or restrictions were found. The Road Superintendent stated that the system was maxed out with a large amount of rain in a short period of time.
7. The Road Superintendent reported that a drain has been installed along the

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sidewalk between Carilla & Weymouth and tied into the under drain. The Road Department has applied topsoil and seeded the area.

8. Dave McAninch stated that he has a meeting scheduled with the Franklin County Board of Health at 12:30 on 4-18-02 to identify areas as breeding areas for mosquitoes in the Township. The Board of Health will send a letter back to the Township identifying areas that present a public health threat for the spread of the "West Nile Virus". If any areas need to be drained, the Township has permission to work in coordination with the Franklin County Engineers. The mosquito spraying schedule in the Township is complaint driven. If Prairie Township were a "home rule" township, we would act as a municipality and would give Prairie Township the opportunity to have a release signed giving permission to larvicide on private property. Dave McAninch stated that the upcoming newsletter will give tips to eliminate mosquitoes.

Mr. Nourse moved, Mr. Wharton seconded the Board approve the 505.707 funding request and make available to Township elements to make requests. Vote; Aye.

Mr. Nourse stated that he has been informed by Franklin County that the traffic light will be installed at Hall & Galloway Roads by the fall of 2002.

Mr. Nourse advised the residents on Tamara Avenue that the survey by the Franklin County Engineers is scheduled for April 30, 2002 in an effort to fix the tile and drainage problem in the area.

Ms. Keller read a statement of intent among Nature Conservancy, The Department of Natural Resources and Prairie Township to acquire the Phillips property (224.27 acres) for a fair market value price of \$600,000.00. The property will then be sold by The Nature Conservancy to Prairie Township and the Township has pledged \$160,000.00 for this acquisition. This purchase is subject to the WRP easement and restriction of use of the Property to Clean Ohio Conservation Fund grant purposes.

Mr. Nourse added that by Prairie Township purchasing this property, it effectively stops the annexation of 224.27 acres of Township property by the City of Columbus. It is the demonstrated policy of the City of Columbus to purchase the property and then annex the property by a simple vote. Prairie Township is controlling a wetland area that, as development continues, will be a key to storm water management.

Mr. Nourse moved, Ms. Keller seconded the Board approve the Chairman sign and execute the letter of intent on behalf of the Prairie Township Board of Trustees. Roll call vote resulted as follows: Mr. Wharton; Aye, Ms. Keller; Aye, Mr. Nourse; Aye.

There being no further business to come before the Board, the meeting was adjourned at 8:48 p.m.

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Chairman

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Clerk

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