

PRAIRIE TOWNSHIP BOARD OF TRUSTEES

23 MAPLE DRIVE REGULAR MEETING/SEPTEMBER 4, 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, Captain Terry Sanders, Dave McAninch and Elizabeth Anderson. (See attached list).

Mr. Wharton led the Pledge of Allegiance.

Mr. Wharton moved, Ms. Keller seconded the Board approve the minutes of the August 21, 2002 regular meeting as written. Vote; Aye.

The Clerk presented the following items:

Mr. Nourse moved, Ms. Keller seconded the Board accept the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the Franklin County Auditor. Roll call vote resulted as follows: Mr. Wharton; Aye, Ms. Keller; Aye, Mr. Nourse; Aye.

1. The Clerk presented a notice from the Ohio Division of Liquor Control for a liquor permit to Francisco Cruz Ventura DBA Panaderia Oaxaquena, 67-71 S. Murray Hill Road. Permit class C1 and C2, permanent Number 9248482. Mr. Nourse requested a hearing and the Clerk will reply accordingly and advise the Board when the hearing date is set.
2. Beggars Night will be observed in Prairie Township on Wednesday, October 30th from 6:00 – 8:00 p.m.
3. Franklin County Township Association meeting for September 12, 2002 will be held at Hamilton Township at 7:30 p.m. The October meeting will be held on October 10 at the Franklin County Engineers building on Dublin Road at 7:30 p.m.
4. The Franklin County Board of Health is offering a flu immunization clinic for Prairie Township employees during the months of November and December 2002. The cost of the flu shots are \$20.00 each. The Health Department staff will come to Prairie Township to administer the flu vaccine.

Mr. Wharton moved, Ms. Keller seconded the Board approve the Franklin County Board of Health come to Prairie Township during November or December 2002 to administer flu shots to Township employees, excluding elected officials, at a cost of \$20.00 per shot to be paid by Prairie Township. Vote; Aye.

5. The Clerk presented a replacement certificate that was requested from Sun Life Financial for 199 shares of Sun Life Financial Services stock. The shares were acquired by Prairie Township due to the demutualization of Central Benefits in December of 2000. The clerk recommended that the Township sell the stocks at this time as this is not an efficient investment option and the Clerk will deposit the monies in the General Fund. Legal counsel advised that this is an acceptable way to handle the shares. The value of the shares on 8-30-02 was \$17.88 per share. The cost of selling the shares is a flat rate of \$15.00 plus \$.05 per share. The shares are valued at \$3,558.12 minus \$24.50, equals \$3,533.17 to be deposited to the General Fund.

Mr. Wharton moved, Mr. Nourse seconded the Board approve the Clerk sell 199 shares of Sun Life Financial Services stock for a net gain of \$3,533.17 to be deposited in the General Fund. Vote; Aye.

Mr. Nourse moved, Mr. Wharton seconded the Board approve the following appropriations. Vote; Aye.

\$50,000.00 from 1000-760-740-0000 to 1000-760-730-0000
\$100,000.00 from 1000-330-360-0000 to 1000-110-599-0000

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The Trustees received and reviewed the financial statements for the month of August 2002.

After the Trustees reviewed the pending warrant list, Ms. Keller moved, Mr. Nourse seconded the Board approve the payment of the ADP payroll in the amount of \$77,672.20 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. Prairie Township Fire responded to a second alarm fire at 540 Longhurst Dr. West on 9-3-02. Equipment was used from Franklin, Jackson, Norwich Townships and the City of Columbus which was critical in maintaining the fire. Eight units are uninhabitable due to water damage. Chief Lavelly stated that Engine 241 and Ladder 240 did a remarkable job stopping the attic fire which was heavily involved when they arrived.
2. Chief Lavelly presented a tuition reimbursement request from Lt. Kern who attended classes at Columbus State and requested the Trustees waive the 20% reduction of the reimbursement. Lt. Kern could potentially be with Prairie Township Fire Department for 12 more years. The total reimbursement will be \$494.10.

Mr. Nourse moved, Mr. Wharton seconded the Board waive the 20% reduction of the reimbursement for Lt. Kern and reimburse for the courses taken the spring quarter of 2002 at Columbus State Community College. The total reimbursement is \$494.10. Vote; Aye.

3. Chief Lavelly presented a request to purchase Fire Prevention materials from Foremost Promotions and Alert-All at a total cost of \$1,220.00 for the school visits this year.

Mr. Wharton moved, Ms. Keller seconded the Fire Department purchase Fire Prevention materials from Foremost Promotions and Alert-All at a total cost of \$1,200.00. Vote; Aye.

4. The Fire Department has received the thermal imaging camera that was ordered from Sutphen Fire Equipment Company and it is in service. Chief reported that the camera was very helpful in fighting the fire on Longhurst Drive. The Clerk requested the serial number of the camera for inventory and insurance purposes.

Ms. Elizabeth Anderson, Zoning Inspector addressed the Board with the following Zoning Department issues:

1. Ms. Anderson stated that the Clerk's office will no longer accept written noxious weed complaints in September, per Township policy. Any noxious weed issues, at this time of the year, will be directed to the Zoning Department.
2. The Zoning Inspector reported that the August meeting of the Township Comprehensive Plan Steering Committee was cancelled at the request of Renee Estes with the Franklin County Development Department. Two meetings of the Steering Committee are planned for September, the 17th and 24th. The Board of Zoning Appeals will be meeting on September 10th at 7:30 p.m and the properties to be discussed are 444 Redmond, in regard to an RV setback and 6387 Tamara Avenue, in regard to weeds, junk and debris. All residents are invited to voice their concerns.

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3. Ms. Anderson stated that the Zoning Department received a call from a property owner on S. Murray Hill Road regarding a grand opening party at a bakery on 63 S. Murray Hill Road. A permit for the party had been issued by the Zoning Department from 4:00 – 6:00 p.m. in the evening, which is allowed under the zoning code. The complaint was received regarding loud music, excessive parking and open alcoholic beverages. The Zoning Department is not aware of a provider in the area with a permit for alcohol. The Fire Department, Sheriff and “Six on Your Side” were contacted. The records and call reports have been requested from the Franklin County Sheriff. In viewing the video tape, the Zoning Inspector stated it appeared that the music was loud with large speakers, the crowd was small and the parking lot was rather empty. The people were gathered by the store front and there is a limited occupancy permit for the other two buildings adjacent to the bakery. The owners have been notified of the complaints which will be taken into consideration when future permits are requested.

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

1. Mr. McAninch stated that the Sanitary Engineers suggested the Township use a chain across the alley with reflective signs and a lock to permit traffic from driving down the alley between Postle and Gladys. This would allow the Sanitary Engineers access to the manhole. The lock will be supplied by the Sanitary Engineer and a key will be given to the Road Department and the Fire Department. The property owner stated that this is acceptable. Mr. Nourse requested that the Road Superintendent keep a record of the expense incurred and installation time.

Mr. Nourse moved, Ms. Keller seconded the Board approve the installation of two posts, chain with reflective signs and a lock to be installed in the alley between Postle and Gladys. Keys to the lock will be given to the Road Department and Fire Department. Vote; Aye.

2. The Road Superintendent informed the Board, as requested, of the price for an SDR 35 cap; the 10” cap is \$45.00 and the 12” cap is \$61.45. The caps are standard in stock items.
3. The Road Superintendent presented a bill for \$166.23 from a resident at 4916 Malden Way where a sprinkler system was damaged during excavation of the curb in the right-of-way. The sprinkler system has been replaced by the resident. Mr. Nourse asked that the Road Superintendent contact the contractor working on the roads and advise them when they are working in the right-of-way it is expected that they restore things to the original condition. Dave McAninch will report back to the Board next meeting.
4. A resident of the Township, who owns graves in the Galloway cemetery, contacted the Road Superintendent for the price for disinterment. The Road Superintendent recommended the charge of double the Saturday opening & closing cost for residents and non-residents at the time of disinterment. In this case, the cost would be \$800.00.

Mr. Nourse moved, Mr. Wharton seconded the Board approve the establishment of a disinterment fee of double the Saturday opening & closing cost for resident and non-resident at the time of disinterment. At the present time, the fee for disinterment would be \$800.00 for resident and \$1150.00 for non-resident. Roll call vote resulted as follows: Mr. Wharton; Aye, Ms. Keller; Aye, Mr. Nourse; Aye.

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5. The second hanging pipe in Lake Darby was discussed. Dave McAninch met with Franklin County, Brady Koehler; Franklin Soil and Water and Tim Richardson; The Nature Conservancy, regarding concerns with the route of entry the Trustees chose last meeting. Discussion was held about options and Franklin County will get back to the Road Superintendent. The second pipe actually dumps on to Davis' property and is within 1,000 feet of Darby Creek. Dave McAninch will report the response from the Franklin County Engineers at the next meeting. Dave McAninch has been requested by Franklin County to wait on the right of entries until a decision is made on both pipes. Mr. Nourse stated that if there is a problem or delay, we may wait to make the repair until next year and it may be appropriate to approach Davis for some of the money for the repair.
6. The Road Superintendent presented a price of \$5,300.00 from Shelly & Sands for the replacement of the coffin drain at Annhurst and N. Murray Hill Roads. The Road Superintendent felt that this price was high and he will get another price from the Franklin County Engineers.
7. The storm sewer on Old Village Road was discussed regarding a resident at 410 Old Village that experienced flooding during the last storm event. Franklin County ran a camera in the sewer pipe and there was gravel and small rock dams throughout the tile. There were three sections of pipe with a crack on the top and bottom, no breach was visible and all-in-all the pipe was in pretty good shape. This line has never been jetted during the routine work each year. Mr. Nourse asked with question, "the concern is if we only have a few minor gravel dams, nothing of any significance, what caused such a massive water backup?" The suggestion was made by the Board to contract with Elie Sabbagh; Feller, Finch & Associates to run a preliminary review of the sewer line from the Nationwide property at West Broad Street to 418 Old Village Road and determine whether there is a design error causing the backup. Mr. Nourse also requested the Franklin County Engineers schematics, from their review of the pipe, to give Elie Sabbagh something to work with.

Ms. Keller moved, Mr. Wharton seconded the Board approve Feller Finch & Associates conduct a preliminary review of the sewer line, after the camera has not detected a blockage, from the Nationwide property at West Broad Street north to 418 Old Village Road and determine whether there is a design error in the system. Vote; Aye.

Mr. Nourse moved, Mr. Wharton seconded the Board approve Peterman Tree & Lawn Service at a total cost of \$225.00 to remove the bushes and grind the stumps at 286 Kellybrook Place. The bushes will interfere with the installation of the fence and sidewalk in the park. Vote; Aye.

8. A contract from the City of Columbus was presented to the Board for snow and ice removal for the 2002-2003 season on 1.40 lane miles of Johnson Road and 2.86 lane miles on Doherty Road. Last year there was no removal contract. The City of Columbus will pay Prairie Township \$3,745.61 at the end of the season. Mr. Nourse would like to add to the contract that the rate will be adjusted per Franklin County's determination at the end of the season and rebilled accordingly, which has been the standard procedure. Ms. Diana Clonch is the contact with the City of Columbus.

Mr. Wharton moved, Mr. Nourse seconded the Board approve entering into a contract with the City of Columbus for snow and ice removal on Johnson and Doherty Roads for the 2002-2003 season at a total cost of \$3,745.61. Vote; Aye.

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9. An excavation permit was received by the Road Department for the work in the right of way on Inah Avenue. Dave McAninch expressed concern with the application as the revised drawing was not submitted with one entrance from Inah Avenue and two entrances are staked out on the property which was done prior to the denial of the second access. There is also a concern with the access being to close to Sullivant Avenue. If Sullivant Avenue is to be widened, it will be even closer. It has been 3 or 4 years since the ditch has been cleaned out and when they set the pipe, is it going to flow properly without cleaning the remainder of the ditch? Mr. Nourse confirmed with Mr. Hymer that when this was presented to the Westland Area Commission, the property owner agreed to do anything and everything necessary to the intersection of Sullivant and Inah Avenue, to the satisfaction of the Westland Area Commission. Dave McAninch will instruct the Clerk to send a letter to the owner listing the concerns of the Board of Trustees prior to the accepting the permit.

10. The Road Superintendent presented a price from the Franklin County Engineers on the Tamara Avenue storm sewer project (ditch petition). The total price of the job including a 10% contingency is \$39,787.72. This is only an estimate and the actual price of the job may change. Prairie Township has 600 feet of pipe and the City of Columbus has 580 feet of pipe (NOTE: The City section of pipe is the outlet for this job and is needed for the job to work). Mr. Nourse stated that when the ditch petition was initiated, Brady Koehler had the City of Columbus on Board with this project, has the City of Columbus now withdrawn? Dave McAninch was not aware of the City of Columbus withdrawing from the project. Mr. Wharton spoke with Gary Palatas, Franklin County Engineers, regarding the project and Mr. Palatas stated that the land adjacent to Tamara Avenue is City Parks & Recreation land and he did not feel that the City of Columbus is going to come up with their part of the money to cover the project. Mr. Nourse will contact Brady Koehler and remind him of the Ohio ditch law that requires the City of Columbus to “make good” on repairing this line. The issue has been tabled and no decision has been made at this time and will be discussed at the next meeting when the details are clear.

11. The stormwater problem on Rome Hilliard Road is still being investigated and a report will be available as soon as possible.

Mr. Wharton reported that a market development pre-proposal has been submitted for grant money for the rubberized surface in the parks. Prairie Township is eligible for \$25,000.00 and the Township will be notified in January 2003 if we qualify for the money. We are requesting 50% funding for the project. After approval of the grant, in-kind contributions can be tracked. The rubberized walking path will be installed on the perimeter of the parks with the equipment installed inside the perimeter just off of the sidewalk. This topic will be discussed at the next meeting.

Mr. Jim Chew, Glenford Village Condominium Association, addressed the Board and stated that 47 “no parking” signs have been removed and are requesting the Board of Trustees rescind the Resolution establishing fire lanes on the Glenford Village property as he does not feel that they are effective. Private condominium security patrols the grounds nightly, all year long, parking is controlled and security is very concerned about emergency access to the facilities. Mr. Chew stated that the curbs are painted yellow and it is stated in the Condominium By-Laws and the Rules that there is “no parking” in these areas. Discussion followed and Captain Terry Sanders explained the history of the problems that have occurred and stated that during recent inspections, there have been cars repeatedly parked in the “no parking” areas. The requirement is that there must be a 7’ sign every 200’. The sign is enforceable, the lines mean nothing to the deputy when enforcing. Mr. Nourse is reluctant to rescind the resolution with the concern for public safety and is concerned exclusively about protecting the Township civilly and practically.

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Mr. Nourse moved, Ms. Keller seconded the Board approve the re-installation of 47 “no parking” signs in the Glenford Village Condominium parking area, per Resolution No 5-81. Vote; Aye.

Mr. Nourse addressed the creation of a Township Administrator position. Mr. Nourse stated that there are several administrative areas that have not been addressed. The Board is at a point, with the dynamics going on in the Township and without going into detail on the specifics, a developer called today asking about commercial development on W. Broad Street with single family up-scale homes at the back of their lot. Development has been approved at Owen Street and Inah Avenue last meeting and there is more proposed development elsewhere in the Township. The Board is task saturated with elements that they ought to be dealing with and the Administrator will deal with personnel issues. The Administrator position falls under ORC Section 505.031 stating that the Board of Township Trustees may appoint the Township Administrator who shall be the administrative head of the Township under the direction and supervision of the Board. This individual will not become another layer of bureaucracy between the Trustees and the residents. When it comes to the day to day administrative matters of the Township, the Administrator is the contact point and issues will be brought to the Board if necessary. Mr. Nourse read the resolution creating the Township Administrator position (Resolution No. 16-02). Mr. Nourse is recommending the minimum of a Bachelors Degree in Government, Administration, Political Science, Management, Public Administration or related area and five years experience in government in a supervisory position. This requirement shall allow for an applicant with a Masters Degree or Professional Degree and less experience or someone with no degree and at least 10 years experience as a department head in state, county or township government. The Administrator shall show a desire to work with people in the Township. Proven ability as a manager or department head in government are preferable, not excluding someone with a demonstrated track record in the private sector. Salary range is between \$40,000.00 to \$65,000.00 per year based on a 40 hour full time, salaried work week, plus benefits with the option of a car for travel within the Township. The final job description will be reviewed by legal counsel. A resident expressed concern with the salary range and feels that this may discourage very qualified candidates. Taking the comment into consideration, Mr. Nourse stated that salary requirements will be requested.

Mr. Nourse moved, Ms. Keller seconded the Board approve the creation of a Township Administrator position in Prairie Township effective 9/4/02. Roll call vote resulted as follows: Mr. Wharton; Aye, Ms. Keller; Aye, Mr. Nourse; Aye.

Mr. Hymer stated that the zoning meeting on the property located west of Galloway Road has been postponed. Single family condos are planned with 40’ frontage lots and unattached garages. Some houses will be as small as 900 square feet, with 22’ wide streets. Mr. Hymer urged everyone to contact Mr. Don Beir with Trade & Development and express their opposition to this type of development. Mr. Hymer stated that this is development that we don’t need, it will be the “slum of tomorrow”.

A resident on S. Murray Hill expressed concern to the Board with parallel parking on the eyebrow in front of her property and the elimination of parking space for visitors to her residence. Mr. Nourse stated that as a Home Rule Township the power exists to regulate parking and a township wide policy is being reviewed and will be established in the near future.

A resident at 355 S. Murray Hill Road stated that when the road work was done in 2000 the water shut off valve was buried and was asking for assistance from the Township to locate that water valve between the sidewalk and curb at 355 S. Murray Hill Road. Dave McAninch will assist the resident in locating the water valve.

Mr. Ison stated that he would like to read portions of the Declaration of Independence rather than the Pledge of Allegiance before each meeting. This will be taken into

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consideration by the Board of Trustees. Mr. Ison also requested that maps be placed on the walls of the meeting room showing Prairie Township in the past and where we are now.

There being no further business to come before the Board, the meeting was adjourned at 9:08 p.m.

Chairman

Clerk