

PRAIRIE TOWNSHIP BOARD OF TRUSTEES

23 MAPLE DRIVE REGULAR MEETING/DECEMBER 10, 2003

The regular meeting of the Prairie Township Board of Trustees was called to order by the Chairperson, Ms. Keller, with Mr. Wharton, Mr. Nourse and Ms. Montag present. Also attending were: Chief Lavelly, Mr. Hatmaker, Ms. Swisher and Mr. McAninch and Ms. Brock (See attached list).

James Fraley and Mathew Demana from Boy Scout Troop #533 led the Pledge of Allegiance.

Mr. Nourse moved, Ms. Keller seconded the Board approve the minutes as written for the regular meeting of November 24, 2003. Vote; Aye

Deputy Foster apologized for not attending the November 24, 2003 meeting as it was his day off. In the last month, the Township has been pretty quiet as far as violence goes. They have been dealing with a lot of minor traffic problems. He said the Sheriff's department has issued written warnings for the basketball hoops that have been in the street in Village Park, and the next time they are caught, in the street, they will be confiscated. Lincoln Village North has some issues with some residents not taking their medication and causing some problems with some of the neighbors and the Sheriff's Department is dealing with them the best they can.

Mr. Ison asked Deputy Foster why there were two Sheriff's cars parked at Pizza Hut on W. Broad Street at approximately 6:00 p.m. the other night. Deputy Foster responded that they were probably taking a dinner break. Mr. Ison further discussed various crimes in the township and Ms. Keller instructed Mr. Ison to contact Sheriff Karne's office directly.

The Clerk presented the following items:

Mr. Nourse moved, Mr. Wharton seconded the Board adopt the following Temporary Appropriations for the year 2004. Roll call vote resulted as follows: Mr. Nourse, Aye, Mr. Wharton, Aye, Ms. Keller, Aye.

2004 TOWNSHIP TEMPORARY APPROPRIATION RESOLUTION

GENERAL FUND:

ADMINISTRATIVE:

1000-110-111-0000	SALARIES - TRUSTEES	30,000.00
1000-110-121-0000	SALARIES - CLERK	10,000.00
1000-110-122-0000	SALARIES - CLERK'S STAFF	15,000.00
1000-110-131-0000	SALARY - ADMINISTRATOR	20,000.00
1000-110-139-0000	SALARY - ADMINISTRATOR'S OFFICE	10,000.00
1000-110-141-0000	SALARIES - LEGAL COUNSEL	100,000.00
1000-110-211-0000	PUBLIC EMPLOYEES RETIREMENT SYSTEM	30,000.00
1000-110-213-0000	MEDICARE	2,000.00
1000-110-214-0000	VOLUNTEER FIREMEN'S DEPENDENTS FUND	200.00
1000-110-230-0000	WORKERS' COMPENSATION	50,000.00
1000-110-240-0000	UNEMPLOYMENT COMPENSATION	7,000.00
1000-110-312-0000	AUDITING SERVICES	2,000.00
1000-110-314-0000	COUNTY AUDITOR'S AND COUNTY TREASURER'S FEES	10,000.00
1000-110-315-0000	ELECTION EXPENSES	1,000.00
1000-110-330-0000	TRAVEL AND MEETING EXPENSE	2,000.00
1000-110-345-0000	ADVERTISING	500.00
1000-110-389-0000	OTHER INSURANCE	100,000.00
1000-110-410-0000	OFFICE SUPPLIES	2,000.00
1000-110-591-0000	CONTRIBUTIONS TO OTHER ORGANIZATIONS	1,000.00
1000-110-599-0000	OTHER	25,000.00

TOWNSHIP HALL:

1000-120-190-0000	SALARIES - ALL OTHER TOWNSHIP STAFF	2,000.00
1000-120-359-0000	OTHER UTILITIES	5,000.00
1000-120-420-0000	OPERATING SUPPLIES	5,000.00
1000-120-599-0000	OTHER	5,000.00

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ZONING:

1000-130-150-0000	COMPENSATION BOARD AND COMMISSION MEMBERS	500.00
1000-130-190-0000	SALARIES - ALL OTHER TWSHP STAFF	25,000.00
1000-130-410-0000	OFFICE SUPPLIES	1,000.00
1000-130-599-0000	OTHER	2,000.00

POLICE PROTECTION:

1000-210-370-0000	CONTRACT FOR SHERIFF	100,000.00
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FIRE PROTECTION:

1000-220-490-00000	OTHER SUPPLIES	1,000.00
1000-220-599-00000	OTHER	1,000.00

LIGHTING:

1000-310-360-0000	CONTRACTED SERVICES	500.00
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HIGHWAYS:

1000-330-360-0000	CONTRACTED SERVICES	600,000.00
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HEALTH:

1000-420-370-0000	BOARD OF HEALTH	50,000.00
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PARKS:

1000-610-420-0000	OPERATING SUPPLIES	500.00
1000-610-599-0000	OTHER	500.00

CAPITAL OUTLAY:

1000-760-321-0000	RENTS AND LEASES	10,000.00
1000-760-710-0000	LAND	50,000.00
1000-760-720-0000	BUILDINGS	50,000.00
1000-760-730-0000	IMPROVEMENT OF SITES	50,000.00
1000-760-740-0000	MACHINERY, EQUIPMENT AND FURNITURE	50,000.00

OTHER:

1000-910-910-0000	OPERATING TRANSFERS OUT	50,000.00
1000-920-920-0000	ADVANCES OUT	100,000.00
1000-930-930-0000	CONTINGENCIES	50,000.00

TOTAL GENERAL FUND APPROPRIATIONS 1,626,700.00

MOTOR VEHICLE LICENSE TAX:

2011-330-190-0000	SALARIES	41,000.00
2011-330-213-0000	MEDICARE	650.00

TOTAL MOTOR VEHICLE LICENSE TAX FUND 41,650.00

GASOLINE TAX FUND:

2021-330-190-0000	SALARIES	55,000.00
2021-330-213-0000	MEDICARE	800.00
2021-330-360-0000	CONTRACTED SERVICES	-0-

TOTAL GASOLINE TAX FUND 55,800.00

ROAD AND BRIDGE FUND:

2031-330-190-0000	SALARIES	50,000.00
2031-330-213-0000	MEDICARE	725.00
2031-330-323-0000	REPAIRS AND MAINTENANCE	15,000.00
2031-330-359-0000	OTHER UTILITIES	2,000.00
2031-330-360-0000	CONTRACTED SERVICES	500.00

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2031-330-420-0000	OPERATING SUPPLIES	10,000.00
2031-330-490-0000	OTHER SUPPLIES	10,000.00
2031-330-599-0000	OTHER	10,000.00
2031-760-720-0000	BUILDINGS	40,000.00
2031-760-740-0000	MACHINERY, EQUIPMENT AND FURNITURE	50,000.00

TOTAL ROAD AND BRIDGE FUND 188,225.00

CEMETERY FUND:

2041-410-190-0000	SALARIES	50,000.00
2041-410-213-0000	MEDICARE	725.00
2041-410-323-0000	REPAIRS AND MAINTENANCE	5,000.00
2041-410-360-0000	CONTRACTED SERVICES	5,000.00
2041-410-420-0000	OPERATING SUPPLIES	5,000.00
2041-410-599-0000	OTHER	5,000.00
2041-760-730-0000	IMPROVEMENT OF SITES	10,000.00
2041-760-740-0000	MACHINERY, EQUIPMENT AND FURNITURE	10,000.00

TOTAL CEMETERY FUND 90,725.00

SPECIAL LEVY FIRE:

2191-220-190-0000	SALARIES	2,000,000.00
2191-220-212-0000	SOCIAL SECURITY	5,000.00
2191-220-213-0000	MEDICARE	10,000.00
2191-220-215-0000	POLICE & FIREMEN'S DISABILITY AND PENSION FUND	100,000.00
2191-220-323-0000	REPAIRS AND MAINTENANCE	35,000.00
2191-220-359-0000	OTHER UTILITIES	40,000.00
2191-220-360-0000	CONTACTED SERVICES	10,000.00
2191-220-389-0000	OTHER INSURANCE	100,000.00
2191-220-420-0000	OPERATING SUPPLIES	100,000.00
2191-220-599-0000	OTHER	10,000.00
2191-760-720-0000	BUILDINGS	35,000.00
2191-760-740-0000	MACHINERY, EQUIPMENT AND FURNITURE	50,000.00

TOTAL SPECIAL LEVY FIRE FUND 2,495,000.00

PERMISSIVE MOTOR VEHICLE LICENSE FUND:

2231-330-190-0000	SALARIES	100,000.00
2231-330-213-0000	MEDICARE	1,000.00
2231-330-360-0000	CONTRACTED SERVICES	1,000.00
2231-330-420-0000	OPERATING SUPPLIES	1,000.00
2231-760-740-0000	MACHINERY, EQUIPMENT AND FURNITURE	50,000.00

TOTAL PERMISSIVE MOTOR VEHICLE LICENSE FUND 153,000.00

AMBULANCE AND EMERGENCY MEDICAL FUND:

2281-230-323-0000	REPAIRS AND MAINTENANCE	15,000.00
2281-230-359-0000	OTHER UTILITIES	10,000.00
2281-230-360-0000	CONTRACTED SERVICES	30,000.00
2281-230-420-0000	OPERATING SUPPLIES	15,000.00
2281-230-599-0000	OTHER - OTHER EXPENSES	5,000.00
2281-760-740-0000	MACHINERY, EQUIPMENT AND FURNITURE	30,000.00

TOTAL AMBULANCE AND EMERGENCY MEDICAL FUND 105,000.00

LIGHTING ASSESSMENT FUNDS:

2401-310-360-0000	CONTRACTED SERVICES	5,000.00
2402-310-360-0000	CONTRACTED SERVICES	20,000.00
2403-310-360-0000	CONTRACTED SERVICES	5,000.00
2404-310-360-0000	CONTRACTED SERVICES	3,000.00
2405-310-360-0000	CONTRACTED SERVICES	3,000.00
2406-310-360-0000	CONTRACTED SERVICES	3,000.00
2407-310-360-0000	CONTRACTED SERVICES	2,500.00

TOTAL LIGHTING ASSESSMENT FUND 41,500.00

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WESTPOINT STREET LIGHTING DISTRICT:

2901-310-360-0000	CONTRACTED SERVICES	6,000.00
TOTAL WESTPOINT STREET LIGHTING DISTRICT		6,000.00

HILTON AVENUE ROAD IMPROVEMENTS:

4401-760-360-0000	CONTRACTED SERVICES	5,000.00
TOTAL HILTON AVENUE ROAD IMPROVEMENTS		5,000.00

OPWC MEDFIELD WAY PROJECT:

4403-760-360-0000	CONTRACTED SERVICES	615,400.00
TOTAL OPWC MEDFIELD WAY PROJECT		615,400.00

OPWC HANDICAP RAMPS:

4404-760-360-0000	CONTRACTED SERVICES	253,800.00
TOTAL OPWC HANDICAP RAMPS		253,800.00

CEMETERY BEQUEST FUND #2:

7001-410-360-0000	CONTRACTED SERVICES	50.00
TOTAL CEMETERY BEQUEST FUND #2		50.00

CEMETERY BEQUEST FUND:

8001-410-360-0000	CONTRACTED SERVICES	20.60
TOTAL CEMETERY BEQUEST FUND		20.60

DEVELOPER'S ESCROW FUND:

9001-710-599-0000	OTHER	19,352.00
TOTAL DEVELOPER'S ESCROW FUND		19,352.00

ROAD CUT PERMITS:

9002-710-599-0000	OTHER	2,500.00
TOTAL ROAD CUT PERMITS		2,500.00

RECAPITULATION OF FUNDS:

GENERAL FUND	1,626,700.00
MOTOR VEHICLE LICENSE TAX	41,650.00
GASOLINE TAX FUND	55,800.00
ROAD AND BRIDGE FUND	188,225.00
CEMETERY FUND	90,725.00
SPECIAL LEVY FIRE FUND	2,495,000.00
PERMISSIVE MOTOR VEHICLE LICENSE FUND	153,000.00
AMBULANCE & EMERGENCY MEDICAL FUND	105,000.00
LIGHTING ASSESSMENTS FUND	41,500.00
WESTPOINT STREET LIGHTING DISTRICT	6,000.00
HILTON AVENUE ROAD IMPROVEMENTS	5,000.00
OPWC MEDFIELD WAY PROJECT	615,400.00
OPWC HANDICAP RAMPS	253,800.00
CEMETERY BEQUEST FUND # 2	50.00
CEMETERY BEQUEST FUND	20.60
DEVELOPER'S ESCROW	19,352.00
ROAD CUT PERMITS	2,500.00

GRAND TOTAL OF ALL FUNDS 5,699,722.60

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1. The Clerk presented an invoice from Feller, Finch & Associates, Inc. for \$2,732.25 for services from 9/29/2003 to 11/2/2003 pertaining to 2003 Curb Ramps Improvements, which will be paid by Franklin County upon approval of Prairie Township. The Chairman's signature on the invoice is approval for Franklin County to pay.

Mr. Nourse moved, Ms. Keller seconded the Board approve the Chairman to sign and Franklin County to pay the invoice from Feller, Finch & Associates, Inc. in the amount of \$2,732.25 for services pertaining to the 2003 Curb Ramps Improvements. Vote, Aye.

2. The Clerk presented an invoice from Feller, Finch & Associates, Inc. for \$10,281.76 for services from 9/29/2003 to 11/2/2003 pertaining to Medfield Way Improvements, which will be paid by Franklin County upon approval of Prairie Township. The Chairman's signature on the invoice is approval for Franklin County to pay

Mr. Nourse moved, Ms. Keller seconded the Board approve the Chairman to sign and Franklin County to pay the invoice from Feller, Finch & Associates, Inc. in the amount of \$10,281.76 for services pertaining to the Medfield Way Improvements. Vote, Aye.

3. The Clerk presented a Notice to the Board of Trustees of filing of the street lighting petition in the unincorporated district of Norton Crossing Subdivision.

Mr. Nourse moved, Ms. Keller seconded the Board accept the Notice to the Board of Trustees of filing of the street lighting petition in the unincorporated districts of Norton Crossing Subdivision. Vote, Aye

4. The Clerk presented a notice from the Ohio Division of Liquor Control for a liquor permit transfer from 5460 W. Broad Inc. to SHIVJI Inc DBA Rome Hilliard Market. The Clerk asked the Board if they would like to request a hearing. No hearing requested.

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

\$30,000.00 from 1000-210-370-0000 to 1000-110-141-0000.
\$10,000.00 from 2191-220-323-0000 to 2191-220-215-0000.
\$11,000.00 from 2191-220-359-0000 to 2191-220-215-0000.
\$40,000.00 from 2191-220-389-0000 to 2191-220-190-0000.

5. The Clerk requested a motion from the Board to request, from the Franklin County Auditor, an increase in appropriations for fund 2191 in the amount of \$200,000.00 to meet expenses.

Ms. Keller moved, Mr. Wharton seconded the Clerk request, from the Franklin County Auditor, an increase in appropriations for fund 2191 in the amount of \$200,000.00 to meet expenses. Vote; Aye.

The Trustees received and reviewed the financial statements for the month of November, 2003.

After the Trustees reviewed the pending warrant list, Mr. Wharton moved, Ms. Keller seconded the Board approve the payment of the ADP payroll in the amount of \$116,902.43 and approve payment of the following bills. Vote; Aye. (See pending warrant list).

Ms. Connie Swisher, Zoning Inspector, addressed the Board with the following Zoning Department matters:

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1. Ms. Swisher gave an update on the Post Oaks Project, subdivision of sixteen lots on Bausch Rd. The drainage has been approved. Ms. Swisher is waiting on NIFP permit from Franklin County Development Department before construction plans are signed off on.

Mr. Ison discussed issues regarding the Board of Zoning Appeals meeting and Ms. Keller said the Board of Trustees will not address these issues and to bring this up the BZA.

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

1. Chief Lavelly announced the passing of part-time Firefighter James Dyer.

Mr. Kennedy asked Chief Lavelly if the Fire Department was called to the fire where three people died. Chief Lavelly said they were not called out on that fire.

Mr. Dave McAninch, Road Superintendent, addressed the Board with the following Road Department matters.

1. Mr. McAninch requested the Board to return the retaining fee of \$5,000.00 to Darby Creek Excavating for the Hilton Ave. Road Improvements.

Mr. Wharton moved, Ms. Keller seconded the Board approved to return the retaining fee of \$5,000.00 to Darby Creek Excavating for the Hilton Ave. Road Improvements and for the Clerk to transfer \$5,000.00 plus interest from the general fund to the Hilton Ave. Road Improvement fund. Vote; Aye.

2. Mr. McAninch updated the Board on the Vermin Control program and will have the final numbers at the next meeting.

Mr. Ison asked if the hole at the intersection of Tamara and Elnora was going to be filled. Mr. McAninch said it would be filled but did not know exactly when.

Mr. Tracy Hatmaker, Administrator, addressed the Board with the following Administrative matters:

1. Mr. Hatmaker requested a motioned from the Board to waive the requirement for the 30 days notice to terminate Donald Brosius, Law Director.

Mr. Wharton moved, Ms. Keller seconded the Board approve to waive the requirement for the 30 days notice to terminate Don Brosius as Law Director. Vote; Aye.

2. Mr. Hatmaker requested a motioned from the Board to accept the resignation of Donald Brosius, Law Director, effective December 20, 2003.

Ms. Keller moved, Mr. Wharton seconded the Board to accept the resignation of Donald Brosius, Law Director, effective December 20, 2003. Vote; Aye.

3. Mr. Hatmaker presented a Law Director Agreement and corresponding Resolution appointing Mr. Peter Griggs; Loveland & Brosius, on a part-time basis as an independent contractor for a period commencing December 20, 2003 pursuant to ORC Sec 504.15. Peter Griggs shall be compensated for such services up to ten hours per month at a rate of \$1,400.00. Services in excess of ten hours per month shall be paid monthly at a customary hourly rate not to exceed \$165.00 per hour plus expenses.

Ms. Keller moved, Mr. Wharton seconded the Board approve the appointment of Mr. Peter Griggs as Law Director of Prairie Township and approval of the Law Director

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Agreement, to serve on a part-time basis as an independent contractor commencing December 20, 2003. Roll call vote resulted as follows: Mr. Nourse; Aye, Mr. Wharton; Aye, Ms. Keller; Aye.

Ms. Keller moved, Mr. Wharton seconded the Board hire Mr. Peter Griggs; Loveland & Brosius, as Law Director of Prairie Township pursuant to ORC Sec. 504.15 effective December 20, 2003 and shall be compensated at a rate of \$1,400.00 per month for up to ten hours and \$165.00 per hour in excess of ten hours per month plus expenses. The Resolution is hereby declared an emergency (Resolution 35-03). Roll call vote resulted as follows: Mr. Nourse; Aye, Mr. Wharton; Aye, Ms. Keller; Aye.

4. Mr. Hatmaker notified the Board that the Attorney General's office has filed a complaint against the town of New Rome on December 5, 2003, and he will keep the Board updated as information comes in.
5. Mr. Hatmaker requested vacation leave for December 23, 24 and 25, 2003. The vacation request was approved by the Board.

Mr. Ison discussed several issues regarding the BZA and Ms. Keller instructed Mr. Ison to address the issues with the BZA Board. Mr. Ison requested the Agenda be changed when the new trustee comes into office.

Ms. Keller made the following announcements:

1. There is a public meeting on the Broad Street Safety Improvements on Wednesday, December 17, 2003 at Norton Middle School Cafeteria at 4:00 p.m.
2. The next Board of Trustee's meeting is Monday, December 22, 2003 at 7:00 p.m.

There being no further business to come before the Board, the meeting was adjourned at 7:58 p.m.

Chairperson

Clerk