

PRAIRIE TOWNSHIP BOARD OF TRUSTEES

23 MAPLE DRIVE REGULAR MEETING/FEBRUARY 5, 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. Easter present. Also attending were: Chief Lavelly, Dave McAninch, Jim Strunk and Elizabeth Anderson. (See attached list).

Ms. Keller led the Pledge of Allegiance.

Mr. Nourse moved, Ms. Keller seconded the Board dispense with the reading of the minutes of the regular meeting of January 22, 2003 and the special meeting of January 24, 2003 and approve them as written. Vote; Aye.

Deputy Foster addressed the Board and stated that in the rural areas of the Township, there have been break-ins through the back doors during the day on weekdays and on Sunday mornings. Residents are reminded to look out for their neighbors and for anything suspicious.

The Clerk presented the following items:

1. The Franklin County Township Association will hold their next meeting at the Franklin County Landfill Office, 4239 London-Groveport Road on February 13, 2003 at 6:30 p.m. The speaker for this meeting will be Mike Long from SWACO.
2. A tornado & severe weather spotter training seminar, hosted by the Franklin County Emergency Management Agency, will be held at the Norwich Township Fire Dept. on February 15, 2003 from 9:00 a.m. – 12:00 p.m.
3. The Clerk reported that Mr. Jim Kennedy, 6482 Tamara Avenue, has sent a letter to the Township requesting his appointment to the Phillips Restoration advisory committee. Mr. Nourse stated that he feels uncomfortable with Prairie Township owning property with an outside agency (TNC) overseeing the direction or maintenance of the Phillips property. A committee is being formed and approval of members will take place at the first meeting. Mr. Nourse stated that this is the first restoration project in Central Ohio and this will be very much in public view and he does not want Township residents to be cut out of the restoration project.

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

\$35,000.00 from 1000-210-370-0000 to 1000-110-230-0000
\$ 2,000.00 from 1000-210-370-0000 to 1000-110-211-0000

4. A financial audit has been successfully completed for the years ending December 31, 2001 and December 31, 2002 and a final copy of the Independent Accountants' Report will be forthcoming. The Clerk thanked Donetta Brock, with the Clerk's office, for her assistance with the audit.
5. The Clerk requested a motion from the Board to invest \$300,000.00 in the Fifth Third Sweep Account as the property tax advance has been received.

Mr. Wharton moved, Mr. Nourse seconded the Board approve the Clerk invest and transfer \$300,000.00 from the checking account to the Fifth Third Sweep Savings Account. Vote; Aye.

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 \$76,829.76 and approve payment of the following bills. Vote; Aye. (See pending warrant list).

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

1. Chief Lavelly presented a memo explaining the Prairie Township Fire Department's ability to handle a large commercial fire, which the Board requested at the last meeting. Discussion following and staffing was mentioned by Chief Lavelly as the biggest problem. Immediately, 3 additional full time firefighters/paramedics are needed for minimum staffing which would be one additional person on each unit. Additional equipment needed for a commercial fire is one more engine and ladder and an additional station to house the equipment. Part-time firefighters are usually available to "fill-in" and if they are not, overtime will be necessary. Mr. Nourse explained that this may be the time to run numbers and look at hiring three additional firefighters/paramedics. Chief Lavelly stated that when a full-time opening is available the current part-timers are considered first. The Board of Trustees requested Donetta Brock, Clerk's Assistant, compile the numbers including benefits to present to the Board showing the cost in hiring three additional firefighters/paramedics.
2. The Fire Department is in need of replacing turn-out gear and helmets for the firemen. The manufacturer of the turn-out gear is Morning Pride and the vendor is Fire Safety. Chief Lavelly requested the purchase of 6 sets of turn-out gear from Fire Safety at a total cost of \$9,960.00. Mr. Nourse would like Chief Lavelly to check into pricing, of the identical item, from different vendors for future purchases.

Ms. Keller moved, Mr. Nourse seconded the Board approve the Fire Department purchase six sets of turn-out gear from Fire Safety at a total cost of \$9,960.00. Vote; Aye.

3. Chief Lavelly stated that 34 chairs in the training room need to be replaced at Station 241. Chief Lavelly recommended a stackable chair from Continental furniture that is guaranteed for 12 years at a cost of \$66.55 each on state bid. Mr. Wharton asked how many total chairs are in the training room and he requested that all of the chairs in the room be replaced. The room currently can accommodate 50 chairs without tables.

Mr. Wharton moved, Ms. Keller seconded the Board approve the purchase of 50 chairs from Continental Furniture on state bid at a cost of \$66.55 each not to exceed \$3,500.00. Vote; Aye.

Mr. Nourse moved, Mr. Wharton seconded the Board declare 34 old folding chairs in the training room at Station 241 to have no value and to be destroyed. Vote; Aye.

4. Chief Lavelly stated that the technology committee has made a recommendation to upgrade fire department computers to be compatible with the new EMS computers. Elizabeth Anderson, Township Administrator, will address the computers with her business.

Mr. Nourse asked Chief Lavelly where the Policy & Procedures book stands after review by the union. Chief Lavelly will report back to the Board of Trustees at the next meeting about the status of the Policy & Procedures Book.

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

1. Dave McAninch introduced Elie Sabbagh; Feller, Finch & Associates, to discuss a draft resolution to restrict the parking of vehicles along Township streets of widths less than 27 feet. Ms. Sabbagh, in conjunction with the Road Department and Fire Department as well as a review of the Ohio Uniform Traffic Control Devices Manual, has compiled the draft resolution. The

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resolution states that on streets less than 18' wide there will be no parking, 18-25' parking permitted on one side, more than 25' parking permitted on both sides of the streets granted that the Township designate where no parking is allowed. Mr. Sabbagh recommended that the draft resolution is reviewed by Township legal counsel. Mr. Nourse suggested that Prairie Township form a "Traffic Regulations Committee" to be composed of the following: An engineer to represent the Township, Township Legal Counsel, Franklin County Engineer, a realty representative, a developer representative and Ohio Department of Transportation as well as Township personnel to address access regulations, the traffic code, parking and no parking and oddities such as eyebrows and cul-de-sacs.

Ms. Keller moved, Mr. Nourse seconded the Board approve the formation of a Traffic Regulations Committee to address regulations, the traffic code, parking and no parking and oddities such as eyebrows and cul-de-sacs. Vote; Aye.

2. Mr. Sabbagh addressed the OPWC projects that have been recommended for award as part of this year's funding recommendations to the State. The two projects are: 2003 Curb Ramp Improvements and Medfield Way Improvements. Mr. Sabbagh composed a draft letter to be sent to the Franklin County Engineer's Office requesting the Franklin County Engineer authorize Feller, Finch & Associates to commence with the design of the proposed improvements so construction may begin at the earliest possible date. Engineering budgets for the projects will be attached to the letters.

Mr. Nourse moved, Ms. Keller seconded the Board approve sending a letter to the Franklin County Engineer requesting that they authorize Feller, Finch & Associates to commence with the design of the proposed improvements to Medfield Way and the 2003 Curb Ramp Improvements. Roll call vote resulted as follows: Mr. Nourse; Aye, Mr. Wharton; Aye, Ms. Keller; Aye.

3. Mr. Sabbagh discussed his proposal for the Rome Heights Street & Drainage Improvements Study. The study will be done in the area of the Allric Meadows proposed subdivision. The final plans will be completed by M/I Homes in the next few weeks and the plan shows where the development fronts the street, M/I will install curb, gutter and sidewalk. Mr. Sabbagh asked for the Board's assistance with M/I, Mr. Dave Tyndall, with his cooperation in finalizing the plans. The schedule to complete the work will be 75 days from the date the authorization is received.

Mr. Nourse moved, Ms. Keller seconded the Board accept the proposal from Feller, Finch & Associates to conduct a Rome Heights Street & Drainage Improvements Study at a total cost of \$14,400.00. Roll call vote resulted as follows: Mr. Nourse; Aye, Mr. Wharton; Aye, Ms. Keller; Aye.

4. Mr. Sabbagh stated that he has completed the storm index map and will verify the map in the field prior to the end of February.

Mr. George Nunamaker asked the Board for clarification as to where the sidewalks are being installed during the Allric Meadows development. Mr. Nourse explained that the future street work in the Township has been prioritized in the form of a study that is available for reference at the Township hall. Mr. Sabbagh explained that the study is a tool when future funding is applied for from the Ohio Public Works Commission.

Mr. Nourse stated that the Tamara Avenue ditch petition plans are being reviewed by the Franklin County Engineers. The City of Columbus plans on preparing a study and assess everyone their portion of the repair although the City itself will not have any monies available. The Franklin County Engineers are reviewing their plans with the intent to replace the pipe under Tamara Avenue turning west at the property line

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of the City of Columbus and a Tamara Ave. resident's property and run into the existing or replaced structure at Clover Groff. Mr. Nourse stated that he will update the situation at the next meeting. Mr. Nourse, after discussion with Gary Palatis, Franklin County Engineer, stated that there has been difficulty accessing the last hanging pipe at Lake Darby.

Mr. Nourse stated that when Hall Road was widened to accommodate the turn lanes, on Galloway Road, the residents east of Galloway Road on the north side of Hall Road have driveways that are eroding due to lack of fill when the work was done. Franklin County will repair the work and Mr. Nourse asked Dave McAninch, Road Superintendent to oversee the repair.

Mr. Jim Strunk, Zoning Inspector, addressed the Board with the following Zoning Department matters:

1. The Tad Hay appeal has been denied and Township Legal Counsel is working to get the stay lifted for the Township to proceed with mitigation action regarding the illegal trucks and flooding and drainage issues on the property.
2. Township Legal Counsel, Mr. Stan Smith, informed the Zoning Inspector that the 8604 Edgewater case will be presented in the Franklin County Environmental Court on February 10, 2003 at 9:00 a.m. The resident of the property is conducting an illegal delivery service in a residential area and parking business trucks and mini-vans on the property.
3. Mr. Strunk met with Mr. Adumpse, a planner with the Franklin County Development Department, to review the new zoning map they are creating for Prairie Township. Additional land use categories were suggested and will be added to the map legend. A draft of the digitized map has been forward to Prairie Township via e-mail for editing and reference via computer. Mr. Nourse stated that the only official map of the Township is in the Zoning meeting room and is signed by the Chairman of the Board of Trustees and the Clerk.
4. The Board of Zoning Appeals will hear an application for a conditional use permit for a home occupation on February 11, 2003. The applicant wants to sell firearms from the residence at 2744 Kunz Road.
5. The Zoning Inspector has collected zoning violation information with regard to the liquor permit request at 71 S. Murray Hill. The hearing will be held on Monday, February 10th at 3:00 p.m.

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

1. Ms. Anderson held a department head meeting on Monday and discussed forms of communication to include weekly updates and advance notice of agenda items.
2. The Administrator reported that as a result of a technology meeting held on January 24, 2003, a discussion was held between the department heads and the Township's outside computer consultant, Sighle Brackman; Integrisoft. Mr. Jason Thomas has taken an inventory of the equipment in each department and the future needs of each department and will compile a report by Friday, February 7, 2003.
3. Ms. Anderson referred to the Fire Department's request for three additional desktop computers and a router in order to use the new EMS equipment and upgrade the abilities of the department. The computers will be located at the Inah Avenue firehouse in the Dispatchers area and the Lieutenant's area and at

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the Hubbard Road firehouse. The total cost of the three computers will not exceed \$7,200.00 from Dell on State Contract #533195-2.

Mr. Wharton moved, Mr. Nourse seconded the Board approve the purchase of three computers from Dell for the Fire Department on the State Contract #533195-2 at a cost not to exceed \$7,200.00. Vote; Aye.

Mr. Wharton recommended moving the Township inventory to a bar code system in the future.

4. Ms. Anderson reported that a draft employee manual has been submitted and is being reviewed by the Trustees.

Mr. Jim Kennedy, Hellbranch Residents Association Vice-President, informed the Board that the Darby Creek Association will hold a Board of Zoning Appeals hearing on February 18, 2003 at 1:00 p.m. at 373 S. High Street, regarding a field permit request in the 100 year floodplain north of the Homewood property.

There being no further business to come before the Board, the meeting was adjourned at 8:59 p.m.

Chairman

Clerk