

PRAIRIE TOWNSHIP BOARD OF TRUSTEES

23 MAPLE DRIVE

REGULAR MEETING/JUNE 11, 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, Jason Thomas and Elizabeth Anderson. (See attached list).

Ms. Keller led the Pledge of Allegiance.

Mr. Nourse moved, Ms. Keller seconded the Board approve the minutes of the regular meeting of May 28, 2003 and the special meeting of June 6, 2003 as written. Vote; Aye.

This meeting was designated as a public hearing to consider the following application:

Application: Update the Prairie Township Comprehensive Land Use Plan
Request: To Approve and Adopt Updated Comprehensive Land Use Plan

The Chairman administered the oath to persons wishing to testify.

Teresa Keller, Chairperson, presented the update of the Prairie Township Comprehensive Land Use Plan and introduced Mr. Tracy Hatmaker, A.I.C.P., Planner, Franklin County Development Department.

Mr. Tracy Hatmaker explained the plan and specifically one area of the plan which is now agricultural and low density north of W. Broad Street. This area is an environmentally sensitive area but Ms. Keller stated that she sees it as a border which serves as a protection of the Township boundaries from Columbus. Mr. Hatmaker stated that the draft Comprehensive Plan has three types of designated development areas. The area roughly east of Hellbranch Run and Hamilton Ditch is a high density, transitional area. The plan says that without sewer the area will develop up to one unit per acre or, with central sewer this area will develop at 2-4 units or more per acre. Another area to the west of Hellbranch Run and Hamilton Ditch and north of W. Broad to the Westpoint/Lake Darby area, is to develop as rural or at one unit per acre with central sewer. The remaining areas of the Township are designated as developing at the currently zoned densities, 99.9% of them being rural densities. Mr. Hatmaker stated that areas have been designated for employment and retail uses. The proposal to modify the draft plan is that the area north of W. Broad Street would be changed from one unit per acre transition zone to 2-4 units per acre extending north to the Township boundary. The Steering Committee recommended that all development be done in a way that is sensitive to water quality concerns so that the Township is positioned well so far as working with other communities in the Darby Creek watershed. Ms. Keller explained that the Steering Committee decided that in the highest density transitional zone there will be 40% open space, middle transitional zone there will be 50% open space and the rural areas there will be 60% open space. Discussion followed. Mr. Nourse stated that the environmentally sensitive district imposed in the area is something that the City of Columbus initiated because they cannot extend sanitary sewer and has nothing to do with the protection of the environment. Mr. Nourse objects strongly to Prairie Township recognizing the environmentally sensitive district declared by the City of Columbus having any validity. Ms. Keller stated that Prairie Township can be a better steward of the area than the City of Columbus. Mr. Nourse stated that Prairie Township does not have any problem that we are not dealing with. The Phillips property is turning out to be the largest wetland restoration in the midwest and the City of Columbus has nothing to do with it. Had the City attempted to work on the Phillips project we would have had condominiums in 6 years. Mr. Nourse is sensitive about using the term "ESDA" in the Township Comprehensive Plan. Mr. Nourse stated that Prairie Township is cognizant of the environmental sensitivity in the area. Mr. Nourse recommended removing the term in reference to the ESDA and the map anywhere in the Comprehensive Plan. The Board stated that the Steering Committee has done a lot of

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hard work that should be recognized. Mr. Kennedy addressed the Board and stated that areas of the Township are flooding now and the plan would reduce open space and he suggested banning development or making the developers pay for their contribution to the stormwater problem. A memo was presented by Mr. Tracy Hatmaker detailing the Comprehensive Plan revisions and these changes were reviewed by the Board. The Board thanked Mr. Tracy Hatmaker for his assistance with the Prairie Township Comprehensive Plan and Mr. Hatmaker further congratulated the Township and the Committee for successful completion of the Comprehensive Plan.

Upon motion of Mr. Nourse seconded by Mr. Wharton, it is hereby moved and seconded to approve and adopt the updated, stand-alone comprehensive land use plan entitled "Prairie Township Comprehensive Plan", as recommended for approval by the Prairie Township Zoning Commission, subject to the following modifications: (1) remove all references to the term "ESDA" and, in its place and where applicable, generally state that the Township is cognizant of the environmental sensitivity of portions of the area; and (2) incorporate those revisions reflected in the Memorandum from Tracy Hatmaker to the Board of Trustees dated June 11, 2003 (noting that the stream corridor vegetation setback is 120 - not 100- feet). Roll call vote resulted as follows: Mr. Wharton; Aye, Mr. Nourse; Aye, Ms. Keller; Aye. (Resolution #11-03).

Ms. Keller concluded the public hearing and resumed the regular meeting.

The Clerk presented the following items:

1. The Clerk presented an invoice from Frank Gates to re-enroll in the annual Workers' Compensation Group Rating Program at a total cost of \$11,188.00.

Mr. Wharton moved, Ms. Keller seconded the Board approve re-enrolling in the annual Workers' Compensation Group Rating Program with Frank Gates at a total cost of \$11,188.00. Vote; Aye.

2. The annual renewal of Health Plan Alternatives COBRA contract was presented at a total cost of \$600.00 per year.

Mr. Wharton moved, Ms. Keller seconded the Board approved the annual renewal of the Health Plan Alternatives COBRA contract at a total cost of \$600.00. Vote; Aye.

3. The Clerk recommended an hourly wage increase for Donetta Brock, Clerk's Assistant effective July 23, 2003, of 5.5% with the new hourly wage of \$16.52 per hour.

Mr. Wharton moved, Ms. Keller seconded the Board approve a 5.5% hourly wage increase for Donetta Brock, Clerk's Assistant, increasing her hourly wage to \$16.52 per hour effective July 23, 2003. Vote; Aye.

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

\$25,000.00 from 2031-760-720-0000 to 2031-330-323-0000
\$15,000.00 from 2191-760-740-0000 to 2191-220-599-0000

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 \$76,942.48 and approve payment of the following bills. Vote; Aye. (See pending warrant list).

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

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1. Since the last meeting, 14 violation letters have been sent out for outdoor storage and requesting removal of basketball hoops in the right-of-way.
2. Mr. Strunk referred to a letter received from Ms. Curtiss, 56 Oxley Road, with concern regarding parking in the alley behind her property. She stated in her letter that the alley is very narrow and it is difficult for her to access her property with cars parked there. Dave McAninch, Road Superintendent, further explained the area and the difficulty that parking in the alley would cause for refuse removal and delivery of government services. Mr. Nourse explained that the same problem exists with five alleys in Lincoln Village South and requested that Franklin County survey the alleys in question and is in favor of designating all five alleys "no parking".

Mr. Nourse moved, Ms. Keller seconded the Board approve the resolution prohibiting parking on five alleys running north and south in Lincoln Village South effective July 17, 2003 as follows:

- First alley south of W. Broad Street between Oxley Road and Evergreen Terrace
- Alley between Postle Blvd. and Gladys Road that dead ends on the north and south from Palmetto Street
- Alley between Oxley Road and Fernhill Avenue that runs between Palmetto Street and the first alley south of W. Broad Street
- Alley between Fernhill Avenue and Evergreen Terrace between Palmetto Street and Mt. Royal Avenue
- Alley between Oxley Road and Postle Blvd., running from Oxley Road to Mt. Royal Avenue

Roll call vote resulted as follows: Mr. Wharton; Aye, Mr. Nourse; Aye, Ms. Keller; Aye. (Resolution 10-03).

3. Mr. Strunk presented a letter from Mr. Peterkoski, Central Ohio Scenic Rivers Manager with the Ohio Department of Natural Resources, and referred to a section in the letter as follows: "while the City of Columbus will ultimately provide centralized services within a portion of it" i.e., Prairie Township. Mr. Strunk is concerned about future rezoning requests presented to the Franklin County Development Department. Ms. Keller stated that the issues have been addressed in the Comprehensive Plan that has just been adopted by the Board of Trustees. Mr. Nourse stated that Mr. Peterkoski has been misinformed that the City of Columbus has the final say on development. Mr. Nourse would like the Board to consider a court injunction prohibiting the consideration of the 208 Plan until final action is taken.

Mr. Nourse moved, Mr. Wharton seconded the Board approve Mr. Ted Boggs; Vorys, Sater, Seymour & Pease, pursue injunctive action to prohibit any agencies of State, County or Local Government from considering the 208 Plan for planning or execution purposes as it relates to Prairie Township. Vote; Aye. Mr. Nourse will contact Mr. Boggs regarding the Boards motion to pursue this injunctive action.

4. The Zoning Inspector reported on pending court case on the Galloway Mill and discussed possible reuse of the property and cleanup of the exterior with the owner and legal counsel. Legal counsel is drawing up an agreement for the owner to remove all trucks from the property by July 2, 2003. The property at 424 N. Grener has been ordered to remove junk vehicles and outdoor storage by June 16, 2003. The Tad Hay case will be heard by Judge Schneider on June 26, 2003 and Mr. Nourse, Mr. Holderby and Mr. Strunk have been requested to attend.
5. Mr. Strunk referred to two recreation grant programs, Ohio Nature Works Program and Federal Land and Water Conservation and discussed deadlines. The grants will be for all new facilities. Mr. Wharton would like to review the information. Mr. Nourse stated that signage problems need to be cleaned up and basketball hoops that are in the right-of-way are zoning issues that

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need to be addressed before Mr. Strunk works on grants and "fluff", I have asked you privately and now I am asking you publicly, get it done!

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

1. The annual fish fry is scheduled for Friday and Saturday, June 27th and 28th and flyers were distributed.

Mr. Nourse moved, Ms. Keller seconded the Board approved "No Parking" on Palmetto for June 27th and June 28th. Vote; Aye.

Mr. Wharton moved, Ms. Keller seconded, the Board approved closing Inah Ave. in front of the Fire Station on Friday, June 27th from 4:00 - 10:00 p.m. for the car show. Vote; Aye.

2. Chief Lavelly informed the Board that a grant for \$2,520.54 from the State of Ohio EMS Division has been received to purchase Personal Protective Equipment for protection against chemical and biological agents. The equipment must be purchased from "Defense Technology Federal Laboratories".

Mr. Wharton moved, Ms. Keller seconded the Board approve the purchase of 9 (nine) Millennium Response Kits for the Fire Department which consist of coveralls, booties, gloves and duffel bags at a total cost of \$2,520.54 from Defense Technology Federal Laboratories. Vote; Aye.

3. The Fire Department has successfully received training from Clayton IDS on the EMS handheld computers.

Mr. Nourse discussed updating the training system and confirmed that the Fire Department is currently in the process of adjusting the training.

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

1. One round of fogging for mosquitos has been completed as complaints have been received throughout the Township.
2. Work on the Tamara Avenue project is scheduled to start July 7, 2003 with the Franklin County Engineers and the property south of the development will be included in the job. Work agreements have been distributed to the homeowners.
3. Bids for the 2003 Road Improvement project will be opened on June 19th at 2:00 p.m. at the Township Hall and will be reviewed by the Franklin County Engineers and Mr. Bill Harris with the Community Development Block Grant Program.
4. The 2003 Summer Work Program is off to a good start and the Road Superintendent stated that he feels Mr. Rood will be an asset to the program.

Two ladies who are Township residents expressed concern with the lot at the corner of Inah Avenue and Palmetto which has not been mowed and the grass is overgrown. The Clerk stated that the noxious weed complaint system is complaint driven and she will request that the Zoning Field Inspector take a picture of the property and investigate.

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

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1. The orientation program was reviewed for the 2003 Summer Work Program that started today and discussion followed. Dave McAninch stated that the program will provide the manpower allowing the Township to complete projects that normally would not get done.
2. The Township Administrator introduced Mr. Jason Thomas who gave the Board of Trustees an update on the Information Technology (IT) situation in the Township. Mr. Thomas stated that during the last three months a wide area network has been set up within the Township, security has been enhanced and a backup system has been put in place. The Clayton IDS software has been installed and the Fire Department has been trained. Mr. Thomas stated that Trustee Wharton was informed that the project was going over budget and was instructed to continue at that time. Mr. Thomas requested the Board approve \$5,000.00 to complete the project, making the total for the project \$30,000.00. Chief Lavelly stated that when the EMS reporting is being done electronically, the Township will enjoy a 2% reduction in fees from MBI Solutions, Inc. Jason Thomas stated that at the next meeting he would like to request a new computer, fax/scanner/copier and a Dell handheld. The website is expected to be completed by the end of July.

Mr. Wharton moved, Mr. Nourse seconded the Board approve an additional \$5,000.00 for the Information Technology project. The total cost of the project is not to exceed \$30,000.00. Vote; Aye.

Mr. Wharton commended Mr. Thomas for meeting the deadline for completion of the project of this size. Mr. Wharton further explained that this is the backbone network in the Township for the next 20 years.

3. Mr. Thomas requested the Board establish Mr. Todd Jenkins; Integrated Network Design, as a direct vendor to the Township as he has been contracting thru Ms. Sighle Brackman up to this point and his work has been satisfactory. Mr. Jenkins will bill at a rate of \$75.00 per hour on an "as-needed" basis for level 3 technical network support such as a catastrophic disaster. Mr. Thomas will address routine issues and after July of this year, the Township's reliance on contractors will be minimal.

Mr. Wharton moved the Board contract with Mr. Todd Jenkins for level three technical network support at a rate of \$75.00 per hour. Mr. Nourse asked Mr. Thomas to secure a contract with Mr. Jenkins prior to establishing him as a Township vendor. Mr. Wharton rescinded the motion.

Mr. Wharton moved, Ms. Keller seconded the Board approve the purchase of a security electronic temperature sensor for the server room in the Township Hall from SDG Security Systems Inc. at a total cost of \$150.00 for the hardware and labor. Vote; Aye.

4. Mr. Thomas discussed the possibility of purchasing a portable 1,500 watt generator for the server in the Township Hall at a cost of approximately \$5,000 to \$6,000. This generator is made by Honda and a recommendation will be made at the next meeting.
5. Ms. Anderson discussed the IT Coordinator position and recommended the promotion of Mr. Thomas to the position effective immediately at a rate of \$15.00 per hour. The Township Administrator further explained that the IT Coordinator position would be an on-call position, available 24 hours/7days a week doing technical support. The IT Coordinator will have a Nextel flip phone, \$37.59 with the monthly cost of \$55.00 and will be reporting to the Administrator and based in the Township Hall. When travel is required out of the Township Hall, reimbursement will be at \$.34 per mile using his personal

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vehicle. Mr. Nourse requested Mr. Thomas maintain insurance on the vehicle and provide proof of insurance to the Clerk. The hours for the position will be from 8:30 a.m. to 4:30 p.m. Monday thru Friday. Mr. Thomas presented his job description. Mr. Nourse asked for clarification on his job description as follows: Item 1: detailed with bullet statements explaining Level 1 and Level 2 troubleshooting, Item 3: outside IT vendors are likely to change and to delineate the vendors is inappropriate, Item 4: recycling toner cartridges with vendors in general and qualifications further explained.

Mr. Wharton moved, Mr. Nourse seconded the Board approve the promotion of Mr. Jason Thomas to the Prairie Township IT Coordinator position effective June 11, 2003 at a rate of \$15.00 per hour on an on-call basis (24 hours/7 days a week), and will be provided with a Nextel flip phone at \$37.59 with a monthly cost of \$55.00 per month. Mr. Thomas will be based in the Township Hall and will report directly to the Township Administrator. Travel will be reimbursed at \$.34 per mile in his personal vehicle. The hours for the position will be 8:30 a.m. - 4:30 p.m. Roll call vote resulted as follows: Mr. Wharton; Aye, Mr. Nourse; Aye, Ms. Keller; Aye.

Mr. Wharton moved, Ms. Keller seconded that the job description for the IT Coordinator be approved pending the clarifications Trustee Nourse mentioned previously. Vote; Aye.

6. Ms. Anderson recommended the Board approve entering into a contract with WorkHealth for the transitional work program in the Township.

Mr. Wharton moved, Ms. Keller seconded the Board approve entering into a contract with WorkHealth for the transitional work program at no cost to the Township and approve Ms. Keller sign as Chairperson. Vote; Aye.

7. The Township Administrator presented a drawing prepared by Mr. Strunk for a wrap-around work station in the lobby of the Township Hall. Mr. Nourse would like to secure an estimate for material needed for the project.

Ms. Keller discussed the outstanding credit with the Franklin County Sheriff's Department and explored the possibility of adding an additional deputy and patrol car dedicated to the Township from 3:00 - 11:00 p.m. on Tuesday thru Saturday evenings increasing the total contract cost to \$208,037.54 leaving an unused credit of \$72,754.24.

Mr. Kennedy would like the Board of Trustees to entertain the idea of hiring a private investigator for the Township to solve crimes. Mr. Nourse stated that absent a police department, Prairie Township is not empowered to do that. Ms. Keller explained that the Franklin County Sheriff provides an investigative unit with the contract.

Mr. Wharton moved, Mr. Nourse seconded the Board approve the revised Franklin County Sheriff's contract at a total cost of \$208,037.54 per year, \$17,336.46 per month for the remainder of 2003.

There being no further business to come before the Board, the meeting was adjourned at 9:50 p.m.

Chairperson

Clerk