

PRAIRIE TOWNSHIP BOARD OF TRUSTEES

23 MAPLE DRIVE

REGULAR MEETING/AUGUST 20, 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, John Holderby, Jason Thomas, Adam Reibel and Mr. Peter Griggs with Loveland & Brosius. (See attached list).

Ms. Keller led the Pledge of Allegiance.

The rezoning application 165-RZ-03 which was tabled at the regular trustee meeting on July 23, 2003 was brought before the Board as follows:

Application: 165-RZ-03  
Location: The property located at 7888 W. Broad Street and Parcel Number 240-000018, Galloway, Ohio 43119.  
Owner: G.S. LLC  
Applicant: Mr. John Kennedy, Crabbe, Brown & James LLP, 500 S. Front St., 12th Floor, Columbus, Ohio 43215  
Request: To rezone from Rural to R-6 and General Business

The Chairperson administered the oath to persons wishing to testify. Ms. Keller stated that the hearing was tabled two weeks ago because at that point there was not significant information in the text and the Trustees were not satisfied that the plans for the land were in compliance with the Comprehensive Plan. Mr. John Kennedy, representing the applicant introduced Mr. Todd Ferris, Land Planner. Mr. Ferris presented an overlay that incorporated the concerns of the Township Trustees and the Planning and Zoning Commission with the Comprehensive Plan in mind. The single family homes have been incorporated and organized around the open drainage way and the wooded areas have been preserved. Improvements have been made to the commercial section of the development along W. Broad Street with parking in the rear. Ms. Pitts expressed concern with children in the streets and recommended sidewalks on both sides of the street. Mr. Kennedy stated that sidewalks will be installed on at least one side of the street. Will the retention ponds have fountains for aeration purposes? Mr. Kennedy stated that this is a conceptual plan and the developer will comply with the Franklin County Engineers. Mr. Kennedy stated that the text requires that everyone that purchases a lot will be required to be a member of a homeowners association and the purpose of the association is to care for the retention ponds, open space and pedestrian ways. Mr. Kennedy asked about the water course that runs through the proposed development. Ms. Keller explained that there is a swale, a low area, running through the area. Mr. Todd Ferris explained that there is a required 20' rear yard setback and the width of the area where the swale is most narrow is 100', therefore there would be 140' of natural greenway. Mr. Kennedy stated that the plans will be taken back to planning and zoning and approved verifying that the changes were made. Building standards were discussed for the commercial area. Ms. Keller and Mr. Kennedy explained that this development is a compromising process. Mr. Mann asked if street lights will be installed and Mr. Kennedy explained that this will be discussed at the time of final planning.

Mr. Nourse moved, Ms. Keller seconded the Board disapprove the recommendation of the Zoning Commission and to approve the application as amended to the PR-6 and GB district in accordance with the overlay text and development plans submitted by the applicant. Roll call vote resulted as follows: Mr. Nourse; Aye, Mr. Wharton; Aye, Ms. Keller; Aye. (Resolution 13-03)

Mr. Nourse moved, Ms. Keller seconded the Board approve the minutes of the regular meeting on August 6, 2003 and the special meeting on August 12, 2003. Vote; Aye.

The Clerk presented the following items:

1. The Clerk requested a motion from the Board to advance \$60,664.99 from the General Fund to the Sidewalk Assessment fund (2408-601-0000) and increase

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revenue and appropriations in this fund as well as approval to advance monies back to the General Fund as property tax settlements are received over the 10 year assessment period. The fund will be established after approval has been received from the Franklin County Auditors Office.

Mr. Keller moved, Mr. Wharton seconded the Board approve the Clerk advance \$60,664.99 from the General Fund to the Sidewalk Assessment fund (2408-601-0000) and increase revenue and appropriations in that fund and advance monies back to the General Fund as assessment monies are received. Vote; Aye.

2. The Clerk requested a motion from the Board approving payment of unused vacation time to former employees James Strunk and Elizabeth Anderson. Mr. Strunk had 40 hours and Ms. Anderson had 56 hours of unused vacation at the end of their employment with the Township.

Mr. Wharton moved, Ms. Keller seconded the Board approve the payment of 40 hours of unused vacation to Mr. James Strunk at the rate of pay at the end of his employment with Prairie Township and 56 hours of unused vacation to Ms. Elizabeth Anderson at the rate of pay at the end of her employment with Prairie Township. Vote; Aye.

3. The next Franklin County Township Association meeting will be held on September 11th at 7:00 p.m. at the Fryer Park School House, 4185 Orders Road, Grove City.
4. The Clerk presented an invoice from Feller, Finch & Associates for \$2,357.25 for services pertaining to the 2003 Curb Ramp 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. Wharton moved, Mr. Nourse seconded the Board approve the Chairman to sign and Franklin County to pay the invoice from Feller, Finch & Associates in the amount of \$2,357.25. Vote; Aye.

5. The Clerk presented an invoice from Feller, Finch & Associates for \$5,986.00 for services pertaining to the Medfield Way Improvements project 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. Wharton moved, Mr. Nourse seconded the Board approve the Chairman to sign and Franklin County to pay the invoice from Feller, Finch & Associates in the amount of \$5,986.00. 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 \$85,709.69 and approve payment of the following bills. Vote; Aye. (See pending warrant list).

Mr. Nourse stated that a letter has been received from Mr. Robert Montgomery, Franklin County Recorder, stating that effective August 1, 2003 all fees collected by Ohio's 88 County Recorders will be 100% higher than prior to August 1, 2003, including those fees collected in the Franklin County Recorder's Office. The letter will be made available at the Clerk's office for review.

Mr. John Holderby, representing the Zoning Department, presented the following Zoning Department matters:

1. Mr. Holderby stated there has been a problem with illegal parking and sidewalks are being blocked in the developments. If this appears to be a problem in your neighborhood, call the Township Zoning Department.

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2. The Zoning Department is picking up 400-500 illegal signs each week, including "for sale" and "yard sale" signs. Mr. Holderby asked residents to remove these signs if they see them in their neighborhood or call the Zoning Office. Mr. Nourse said that illegal yard sales are sales that are being held every weekend.

Mr. Jason Thomas, IT Coordinator, addressed the Board with the following Computer IT related issues:

1. Mr. Thomas asked the Board for permission to schedule computer training classes at Ohio State University for employees at a rate of \$135.00 per one day class. The classes will be made available to all employees. Mr. Nourse would like to table this topic and stated that these are non-credit classes, which are offered to the general public. Mr. Nourse will explore the option of giving the classes to the Township as a whole. Mr. Nourse will contact Mr. Herb Asher, OSU professor, and inquire about the possibility of group training.
2. The consultant report (for consultants Sighle Brackman and Todd Jenkins) was presented by Mr. Thomas including current invoices for the past 1 and 1/2 months.
3. Computer updates:
  - EMS/MBI billing: software problem with the transport field. Local P/C's updated and a test run will be sent to MBI on August 21, 2003. The charges from MBI will be dropped to 8.5% soon.
  - Blaster Worm: No problems reported and a review of the security now in place was given by Mr. Thomas.
  - Laptops for Trustees have been ordered and two outlet surge protectors have been purchased to carry in the nylon cases as well as an external keypad.
  - Generator bids are continuing to come in. A proposal will be presented at the next meeting.
  - Newsletter articles are coming in and the editing will begin next week. Distribution was discussed and Mr. Nourse will review the process with Mr. Thomas.
  - Mr. McAninch is using his handheld computer device frequently. The handheld computer does not communicate well with the desktop PC and Mr. Thomas is investigating. Mr. Wharton explained the advantage to carrying the information with him on the handheld computer.
  - The software program to track fire runs (NIFIRS) is being introduced by Clayton IDS which is similar to the EMS tracking system currently being used.

Mr. Wharton presented a revenue sheet, distributed by the Clerk, detailing the EMS revenue received thru July, 2003 which is \$235,280.63.

- Mr. Thomas stated that the City of Columbus is currently going to send text messages via the Nextel phone to the Fire Stations when three or more hospitals are diverting patients to other hospitals.
- The website is expected to be running by September 17, 2003.

Deputy Foster, addressed the Board and stated that there have been several auto accidents and one fatal motorcycle accident in the area over the last couple of weeks. Mr. Jim Kennedy stated that there was an armed robbery at Steve's Drive Thru last week and asked the Deputy to patrol the area around closing time. Adam Riebel, Assistant Road Superintendent, informed the deputy that there has been vandalism in the Galloway Cemetery recently since the road has been closed and traffic is

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restricted. A police report has been filed and the Clerk has contacted the Township insurance company.

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

1. The test was held for part-time firemen and 12 applicants were approved to take the test, 9 applicants actually attended and 7 firemen passed the test. Chief Lavelly requested permission to proceed with the agility test and background review for the 7 applicants that passed. The Board gave approval to proceed with the agility test and background review. Mr. Wharton would like to advertise in the newspaper when recruiting the next group of part-time firemen. Mr. Kennedy asked about the requirements when hiring a part-time fireman at Prairie Township. Chief Lavelly stated that a 36 hour firefighting card and EMT card is required and a paramedic and 240 hour card is preferred. Mr. Nourse asked Chief Lavelly to investigate the installation of a repeater system in a one or two tier basement of new commercial buildings to enable the firemen to talk to each other. Mr. Nourse would like to know the mode and model that the Fire Department would prefer.

Adam Riebel, Assistant Road Superintendent, addressed the Board with the following Road Department matters:

1. Pictures were presented displaying the recent damage in Galloway cemetery. The Clerk explained that the pictures and police report have been forwarded to the insurance company and Mr. McAninch will contact a monument company in the area to secure an estimate of the damage. Mr. Nourse would like to offer a reward for the arrest and conviction of vandals. Mr. Peter Griggs, Township legal counsel, will advise the Board if the Township has the authority to offer an award.

Mr. Nourse stated that the senior center lease is being reviewed by legal counsel and changes will be made and it will be presented at the next meeting.

Mr. Elie Sabbagh, Feller, Finch & Associates, addressed the Board with an update on the Palmetto Road Widening application. A public hearing was held earlier today from 6:00 - 7:00 p.m. at the Township Hall as a requirement for the Palmetto application. The project will be from Norton Road to Redmond Road on Palmetto Street. The project will be approximately 2,600 feet of road reconstruction and will take Palmetto Street from an average of 21 feet wide to 27 feet wide and will install sidewalks, curbs, gutters and replace the inlets along the street. The total cost of the project is \$1,264,400.00 of which an Ohio Public Works Commission grant is being requested for \$885,080.00 and the Township will obtain a zero percent interest, 20 year loan of \$379,320.00 which can be paid off early without a penalty. The purpose of the loan is to be competitive and score more points to secure the monies. The application will go through 2 programs either the SCIP (State Capital Improvement Program) which could be a loan and a grant, or the LTIP (Local Transportation Improvements Program) where Prairie Township would have to come up with the 30%, no loans are offered in this program, and the \$885,080.00 would be offered as a grant. Mr. Sabbagh met with Wilma Yoder with MORPC and the project scored 209 points in the SCIP program and 150 in the LTIP program and there is a \$400,000.00 "set aside" for Townships this year. In order to complete the submission, several forms are to be completed including authorizing legislation, the application and two support letters. Upon completion of the application, a copy will be sent to the Clerk for the files.

Mr. Nourse moved, Mr. Wharton seconded the Board authorize the Chairperson to sign the authorizing legislation authorizing the Chairperson to seek financial assistance from the SCIP/LTIP for funding of various capital infrastructure improvement project. Vote; Aye.

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Mr. Wharton moved, Mr. Nourse seconded the Board authorize the Chairperson to sign the application submission checklist to be included with the application. Vote; Aye.

Mr. Wharton moved, Mr. Nourse seconded the Board authorize the Chairperson to sign the application for financial assistance. Vote; Aye.

Two letters were presented for the Clerk and Chairperson to sign stating that Prairie Township is in desperate need of assistance with our proposed Palmetto Street Improvements Project. Letters of support have also been requested from the Fire Department, Station 241, on Inah Avenue and Prairie Norton School. Pictures will be taken in support of this project when school is in session. Mr. Wharton and Ms. Keller appreciate the efforts of Mr. Sabbagh on behalf of the Township in an attempt to secure State monies for these projects.

Mr. Sabbagh stated that the Medfield Road and the 2003 Curb Ramps intersection surveys are being completed by the end of this week.

Mr. Nourse asked that the Franklin County Engineers office run a camera through the storm sewer between Deerfield Road back to Lawrence Avenue or Lennox Avenue. There are several illegal taps that have been identified in the area and the Franklin County Board of Health will investigate. Mr. Nourse asked Adam Reibel to contact the Board of Health and determine the result of the investigation.

Ms. Keller stated that 2003 Environmental Regulations report has been received from the Franklin County Board of Health and it is a good resource and can be accessed on the web or it will be available at the Township Hall.

Several residents expressed concern with the proposal to contract the entire Township for trash service. Mr. Wharton stated that the idea has been received by approximately 80% of the residents. A citizens committee will be formed and Mr. Wharton invited residents in favor and opposed to the Township wide trash collection service step forward and be a part of this committee. Mr. Nourse asked legal counsel if the Township can regulate the days of the week that multiple trash hauling companies can operate on Township roads and legal counsel advised that the Township does not have that power. No decisions have been made by the Board at this time. Ms. Offensend stated that this is an example of what is happening in the entire country, the small businesses are being eliminated by the larger companies. Mr. Wharton stated that the small contractor may be the lowest and best bidder on the contract. Mr. John Mann stated that "if it is not broken, don't fix it".

Mr. Wharton stated that he attended a meeting yesterday with Ohio American Water, special Township Legal Counsel and the Ohio EPA. This was a planning meeting to discuss a future master plan for sewer and water in the entire Township and future development in accordance with the Township Comprehensive Plan.

Mr. Nourse moved, Mr. Wharton seconded the Board take a recess at 8:50 p.m.

The regular meeting resumed at 9:10 p.m.

Ms. Keller moved, Mr. Nourse seconded the Board adjourn into executive session at 9:10 p.m. to discuss Township personnel issues. Roll call vote resulted as follows: Mr. Wharton; Aye, Mr. Wharton; Aye, Ms. Keller; Aye.

The regular meeting resumed at 9:40 p.m.

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Ms. Keller, Chairperson, set a special meeting of the Board of Trustees for Friday, August, 22, 2003 at 6:30 p.m., at the Township Hall, 23 Maple Drive, Columbus, for the purpose of discussing Township personnel issues.

There being no further business to come before the Board, the meeting was adjourned at 9:42 p.m.

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Chairperson

\_\_\_\_\_  
Clerk

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23 MAPLE DRIVE            SPECIAL MEETING/AUGUST 22, 2003

The special meeting, which was posted in three places in the Township, was called to order at 6:30 p.m. by Chairperson, Ms. Keller with Mr. Wharton, Mr. Nourse and Ms. Easter present.

Ms. Keller moved, Mr. Nourse seconded the Board adjourn into Executive Session at 6:35 p.m. for the purpose of discussing personnel matters and hiring of personnel. Roll call vote resulted as follows: Mr. Nourse; Aye, Mr. Wharton; Aye, Ms. Keller; Aye.

The special meeting resumed at 7:25 p.m.

Mr. Keller moved, Mr. Wharton seconded the Board approve hiring Connie Swisher as Zoning Inspector effective September 8, 2003 at a rate of \$22.84 per hour or \$47,500.00 per year with pension pickup, paid medical and dental benefits and 4 weeks vacation. Her comp time will accumulate if so desired and when her presence is requested at a Trustee meeting or she is called out for another zoning matter a minimum of 2 hours compensation will be paid. Ms. Swisher will return to Prairie Township with 12 1/2 years of service and vacation has been pre-approved for October 9th & 10th, 2003. Roll call vote resulted as follows: Mr. Nourse; Aye, Mr. Wharton; Aye, Ms. Keller; Aye.

Ms. Keller moved, Mr. Nourse seconded the Board adjourn into executive session for the purpose of discussing personnel matters. Roll call vote resulted as follows: Mr. Nourse; Aye, Mr. Wharton; Aye, Ms. Keller; Aye.

The special meeting resumed at 9:40 p.m.

There being no further business to come before the Board, the meeting was adjourned at 9:42 p.m.

\_\_\_\_\_  
Chairperson

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Clerk