

PRAIRIE TOWNSHIP BOARD OF TRUSTEES

23 MAPLE DRIVE REGULAR MEETING/FEBRUARY 4, 2004

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

Mr. Wharton led the Pledge of Allegiance.

Mr. Wharton moved, Ms. Keller seconded the Board approve the minutes as written for the regular meeting of January 21, 2004. Vote; Aye

Sheriff Deputy Foster addressed the Board with the following matters:

There were people taken in with warrants against them. Also, there was fire on Gali Court the Sheriff's Department assisted with. The Sheriff's Dept. also responded to a near fire on Murray Hill.

The Sheriff was questioned regarding a fatal shooting on Hall Rd. The shooting was in the City of Columbus. Mr. Pitts questioned why there were several sheriff cars at Village Park at the same time last Friday or Saturday night. Deputy Foster was not aware of the call but he will inquire about the incident and stop by Mr. Pitts home to inform him. Mr. Ison informed everyone his meeting with Sheriff Karnes was rescheduled to February 17, 2004.

The Clerk presented the following items:

1. The Clerk presented an invoice from Feller, Finch & Associates, Inc. for \$3,395.74 for services from 12/1/2003 to 12/28/2003 pertaining to the 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.

Ms. Keller moved, and Mr. Wharton seconded the Board approve the Chairman to sign and Franklin County to pay the invoice from Feller, Finch & Associates, Inc. in the amount of \$3,3395.74 for services pertaining to the Medfield Way improvements. Vote; Aye

2. The Clerk presented an invoice from Feller, Finch & Associates, Inc. for \$3,000.00 for services from 12/1/2003 to 12/28/2003 pertaining to the 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.

Ms. Keller moved, and Mr. Wharton seconded the Board approve the Chairman to sign and Franklin County to pay the invoice from Feller, Finch & Associates, Inc. in the amount of \$3,000.00 for services pertaining to the 2003 Curb Ramps Improvements. Vote; Aye

The Clerk reminded the Board of the Local Government Officials Conference and the deadline is March 5, 2004 for registration.

The Clerk informed the Board that the Township has received information on a request for a liquor permit transfer for My Place Lounge W. Broad Street. The Board requested no hearing.

3. The Clerk presented a Township Highway System Mileage Certificate which certifies 55.2 county mileage in Prairie Township.

Ms. Keller asked Mr. McAninch if it was an accurate count. Mr. McAninch confirmed. Mr. Wharton stated there was 55.2 miles within the Township.

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Mr. Wharton moved, Ms. Keller seconded the Board sign off on the Township Highway System Mileage Certificate which certifies how much county mileage there is in Prairie Township. Vote; Aye

4. The Clerk presented to the Board Mr. Stormont's Bond and Certificate of Election and to accept them.

Mr. Wharton moved, Ms. Keller seconded that the Board accepted Mr. Stormonts Bond and Certificate of Election. Vote; Aye

Mr. Ison questioned the document, Mr. Wharton explained the Board pays for the bond.

5. The Clerk requested permission from the Board to reduce the Fifth Third Sweep account by \$300,000.00 to meet expenses.

Mr. Wharton moved, Ms. Keller seconded the Board approved reducing the Fifth Third sweep account by \$300,000.00 to meet expenses. Vote; Aye

After reviewing the pending warrant list, Ms. Keller moved, and Mr. Stormont seconded the Board approve the pending warrant list and the payment of the ADP payroll in the amount of \$96,008.59 and approve payment for the following bills. Vote; Aye (see pending warrant list)

Mr. Ison followed up on his written request for the 2003 legal expenditures. The Board informed him he would receive them in a reasonable amount of time.

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

1. With the severe weather we have received lately the Road Dept. has been kept busy with snow removed and they have also had several funerals in the last two weeks. Mr. Wharton commended the Road Dept. on quick removal of the snow during the bad weather.

Mr. Ison questioned how the road repair lists for the year is determined. Mr. McAninch explained how the list is prioritized.

Mr. Ashcraft asked about getting a four way stop at Beacon Hill and Old Village. Mr. McAninch explained the Township has requested on three different occasions Franklin County Engineer do a traffic study. The Engineer's have confirmed that intersection does not warrant a four way stop. A discussion followed. Mr. McAninch suggested the Township send another letter requesting a traffic study for both the Beacon Hill and Old Village and the Beacon Hill and Rome Hilliard intersections. Ms. Keller moved, and Mr. Wharton seconded to send letter.

Mr. Elie Sabbagh Feller Finch & Associates addressed the Board with the following matters:

1. Franklin County has requested submittals for the start of the Palmetto Street project including the budgetary items. A draft letter including the budget has been drafted for the Board which is all part of the funding of the grant. Mr. Wharton requested that Mr. Sabbagh explain the grant to the residents including the project and it's funding. Mr. Sabbagh stated that \$885,000.00 in grants \$379,000.00 in loans at 0% for twenty years was approved to do road widening, curb, gutter and intersection improvements to Palmetto St. from Norton Rd. to Redmund Rd. Additionally Mr. McAninch obtained the easements required from the resident who owns one of the buildings.

Ms. Keller moved, and Mr. Wharton seconded for the Board to sign the letters to Franklin County. Vote; Aye

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2. The Townships curb ramp improvements are very close to completion. A copy was sent to Mr. McAninch and a copy was sent to the Franklin County Engineers on January 23, 2004. Several issues will have to be addressed at the next Trustee's meeting regarding doing entire intersections versus only what's necessary and possibly adding one curb ramp and the cost for this work. If the information can be provided at the next meeting bid dates could be set.

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

1. The Zoning Office has been very busy with daily matters and with one employee still off on sick leave the inspectors along with Donetta assisting are doing their best to keep the office functioning.

Mr. Ison questioned the screening of the Township Hall. Mr. Wharton informed the residents that he requested the Zoning Office make a list of issues regarding the Township Hall and what would be required to bring 23 Maple Dr. compliant with current Zoning regulations. Ms. Swisher stated a list would be provided to the Board by the next meeting although a re-zoning of the property would be required.

Chief Lavelly, addressed the Board with the following matters;

1. Engine 241 was involved in an accident on January 28, 2004. Minor damage to the engine more moderate damage to the car. The driver of the vehicle was taken in to be checked out there did not appear to be any injuries to him. The engine did not have any structural damage at all.
2. Chief Lavelly requested the Board replace the Chief's vehicle. It currently has 126,000 miles on it and is burning a lot of oil. Mr. Wharton requested the Chief present information on an Expedition at the next meeting.
3. Chief Lavelly stated the Fire Dept. has had discussions with the Union on the promotional tests. A memorandum of understanding is required for a slight adjustment in the Union contract. Mr. Wharton suggested the Board of Trustee's review the changes before making a motion.

Mr. Rust expressed concerns regarding pending charges on a part time firefighter. A discussion followed.

Tracy Hatmaker, Township Administrator addressed the Board with the following matters;

1. The EPA's NPDES Phase II Good Housekeeping Policy (National Flutant Discharge Elimination System). Townships joined with the County in an attempt to come up with steps they would take to meet new standards for storm water and/or surface water runoff. A draft policy of good housekeeping policies has been circulated and presented to all Townships for passage. A 20% increase in cost would be required in order to clean storm sewers as per the policy. Mr. Hatmaker recommended the Board keep all the information although he would like to do some additional research before the Townships makes any decision. A discussion followed.
2. Mr. Hatmaker requested the approval of Resolution 03-04 establishing and adopting the new Employee's Policies and Procedures Manual to establish a set list of policies on work rules, leave, conduct, vacation hours compensation etc. Vote; Aye

Mr. Wharton moved, and Ms. Keller seconded the Board approve Resolution 03-04 establishing and adopting the new Employee's Policies and Procedures Manual to

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establish a set list of policies on work rules, leave, conduct, vacation hours compensation etc. Vote; Aye

3. The Bureau of Workers Compensation provides a drug free workplace program for entities giving them a 15% discount off of premiums. A written policy, employee education and supervisor training are required to qualify for the program. Mr. Hatmaker requested the Board to adopt the Prairie Township Drug Free Workplace Program. A discussion followed. Employee education is scheduled for the last week in February

Ms. Keller moved, and Mr. Stormont seconded the Board adopt the Prairie Township Drug Free Workplace Program. Vote; Aye

4. The Norton Crossing Lighting District process is proceeding. AEP is preparing a lease for nineteen cobra street lights. The assessment estimate works out to \$1.66 per month per lot. Once it is finalized the Township can certify it to Franklin County.

Mr. Wharton moved, Ms. Keller seconded adopting the Norton Crossing Lighting District Resolution. (Resolution No.) Vote; Aye

5. The Township has received the resignation of Chief Lavelly effective April 1, 2004. A search committee has been established and will consist of Chief Lavelly, Mr. Tom Parr, Chief Larson, Tracy Hatmaker and Teresa Keller. Mr. Hatmaker requested the Board for approval to place an ad for the position of Prairie Township Fire Chief.

Mr. Wharton moved, Ms. Keller seconded the Board approve to place an ad for the position of Prairie Township Fire Chief. Vote; Aye

6. The Web site has been up and working for five or six days.
www.prairietownship.org
7. The Fire Dept. will be hosting next months WABA meeting at station 241. Along with the information the fire department will provide to the group, Mr. Hatmaker suggested having a representative from ODOT present to discuss the upcoming improvements to West Broad Street.

Old Business;

Mr. Ison addressed the Board about locating existing Township field and drain tiles and gave a brief review of his discussions with Jennifer Fish with The Nature Conservancy, the City of Columbus developments which tie into surrounding property storm tiles and his discussions with Brady Koehler Franklin County Engineers.

New Business;

Mr. Ison suggested the Board extend the time for residents to speak from three minutes to six minutes.

Mr. Kennedy asked about a status of the new Prairie Township Senior Center, projected budget and how the Center will operate. Ms. Keller explained the process and where the Township is in the start of the project. The space is being renovated and should cost \$500,000.00 over a three year period. A discussion followed.

Mr. Ashcraft addressed the Board regarding safety issues with the July 4th 2004 parade route along W. Broad Street. A discussion followed. Mr. Wharton suggested all concerns should be forwarded to ODOT.

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Public Comment;

Mr. Pitts addressed the Board with concerns of the issue regarding the part time firefighter brought before the Board this evening.

Mr. Ison questioned the Board's decision to fire an employee and reinstate the same employee in January. A discussion followed.

Mr. Huber questioned the Board about alternative work with regard to the part time firefighter. A discussion followed.

There being no further business to come before the Board, the meeting was adjourned at 9:02 p.m.

Chairperson

Clerk