

PRAIRIE TOWNSHIP BOARD OF TRUSTEES

23 MAPLE DRIVE REGULAR MEETING/FEBRUARY 18, 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 and Mr. Riebel and Mr. Thomas. (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 February 4, 2004. Vote; Aye

The Clerk presented the following items:

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

1. Mr. Sabbagh requested Board updating the award of the Medfield Way Project to Miller Pavement Maintenance, Inc., and requested the Board to sign the Notice of Award.

Mr. Wharton moved, Ms. Keller seconded the Board approve and sign the Notice of Award to Miller Pavement Maintenance, Inc. Vote; Aye.

2. Mr. Sabbagh updated the Board on the 2003 Curb Ramp Improvement Project. The County Engineer is still reviewing everything. Mr., Sabbagh also requested the Boards approval for up to \$2,300.00 for the design of the ramps.

Mr. Wharton moved, Ms. Keller seconded the Board approve Feller, Finch & Associates to commence with the design of the proposed improvements for \$2,300.00. Vote; Aye.

3. The Clerk presented to the Board a transfer of stock certificate for Galloway Tavern and no hearing was requested.
4. The Local Government Officials' Conference is planned for March 17, 18 & 19, 2004 at the Convention Center at a cost of \$135.00 for two days or \$195.00 for three days. The cost includes all conference materials, continental breakfast, lunch and break refreshments and is open to Trustees and Clerks. The Clerk requested three day attendance and reimbursement for travel and parking expenses.

Mr. Wharton moved, Ms. Keller seconded the Board approve The Local Government Officials' Conference is planned for March 17, 18 & 19, 2004 at the Convention Center at a cost of \$135.00 for two days or \$195.00 for three days. The cost includes all conference materials, continental breakfast, lunch and break refreshments and is open to Trustees and Clerks. The Clerk requested three day attendance and reimbursement for travel and parking expenses.

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 \$87,526.76 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:

1. Ms. Swisher presented to the Board a list of recommended zoning updates regarding 23 Maple Drive.

Mr. Wharton requested to get plans and bids on the fencing and landscaping updates

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to 23 Maple Drive.

2. Ms. Swisher updated the Board on the zoning litigation. They are making positive progress and awaiting decisions from the Judge.
3. Ms. Swisher presented to the Board pictures of a residence on Fernhill that are violating zoning codes and the residence are ignoring all communication from the zoning department including letters from the attorneys. Ms. Swisher requested the Board approve filing a lawsuit. Ms. Swisher also requested approval of filing a lawsuit on a resident on Lennox Avenue that zoning has sent eleven (11) notifications with no response.

Mr. Wharton moved, Ms. Keller seconded the Board approve Ms. Swisher file the necessary lawsuits.

4. Ms. Swisher updated the Board that drafts are completed on the three (3) new Conservation Districts and to have copies to the Board within the next month. A discussion followed describing what a Conservation District is.

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

1. Chief Lavelly mentioned to the Board that Firefighter Donald Goldhardt's last day of service was February 16, 2004.
2. Chief Lavelly presented to the Board from 32 Ford Mercury, Inc. a quote for \$25,086.00 for the 2004 Ford Expedition. Cost of installing warning lights and radio is \$3,000.00 and \$400.00 for lettering and striping. With an estimated delivery date of thirty (30) days.

Mr. Stormont moved, Ms. Keller seconded the Board approve the purchase of a 2004 Ford Expedition from 32 Ford Mercury, Inc. in the amount of \$30,000.00.

3. Chief Lavelly requested the Board to approve the Memorandum of Understanding and Agreement contract between the Township and the Prairie Township IAFF Local No. 2985 and authorizing Mr. Wharton to sign.

Ms. Keller moved, Mr. Stormont seconded the Board approve the Memorandum of Understanding and Agreement contract between the Township and the Prairie Township IAFF Local No. 2985 and authorizing Mr. Wharton to sign. Vote; Aye.

4. Chief Lavelly updated the Board that he has scheduled testing for March 6, 2004 for Part-time firefighters. They have received about fifty applications and have narrowed it down to twenty.

Mr. Thomas, IT Coordinator, addressed the Board with the following IT matters:

1. Firehouse 241 needs a new copier and presented quotes from Danka for a Cannon copier for \$8,100.00 and McCarthy, for a Minolta copier for \$4,320.00 and requested the Board to approve the McCarthy quote for \$4,320.00 for a new copier.

Mr. Wharton moved, Mr. Stormont seconded the Board approve the purchase of a new copier from McCarthy Business Systems not to exceed \$4,500.00. Vote; Aye.

Mr. Wharton moved, Mr. Stormont seconded the Board approve the purchase of a service contract for the new copier from McCarthy Business Systems not to exceed \$25.00 plus \$0.013 per copy. Vote; Aye

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2. Mr. Thomas updated the Board on the Townships MBI billing that we are receiving the 8.5% discount since January 2004.
3. Mr. Thomas updated the Board on the GIS software, it is installed and working on two projects. 1.) Updating the Townships Zoning map and 2.) Integrating the GIS software with the current zoning database.
4. Mr. Thomas updated the Board on the computer server upgrades and that they will be installed on Friday to improve the server speed and prepare us for the upcoming NIFERS installation and to integrate the road department to the server sometime this year.

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

1. Mr. Riebel updated the Board on the sewer jetting, cleaning of catch basins and all lines are jetted around the Township Hall.
2. Mr. Riebel explained about the Dump Truck Rodeo and who all attended.

Mr. Ison asked about the standing water in Little Farms and recommended to cut the roads down, add curbs and gutters to improve the standing water situation in Little Farms.

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

1. Mr. Hatmaker requested the Board to adopt the Resolution Accepting Policies for Good Housekeeping and Pollution Prevention for the National Pollutant Discharge Elimination System Phase II Permit Program.

Ms. Keller moved, Mr. Wharton seconded the Board adopt the Resolution Accepting Policies for Good Housekeeping and Pollution Prevention for the National Pollutant Discharge Elimination System Phase II Permit Program. Roll call resulted as follows: Ms. Keller; Aye, Mr. Stormont; Aye, Mr. Wharton; Aye. (Resolution No.03-04)

2. Mr. Hatmaker requested the Board to adopt the Resolution of Necessity for Streetlighting in the Norton Crossing Subdivision in Prairie Township, Franklin County, Ohio.

Mr. Wharton moved, Ms. Keller seconded the Board to adopt the Resolution of Necessity for Streetlighting in the Norton Crossing Subdivision in Prairie Township, Franklin County, Ohio. Roll call resulted as follows: Ms. Keller; Aye, Mr. Stormont; Aye, Mr. Wharton; Aye.

3. Mr. Hatmaker requested the Board to adopt the Resolution of the Clerk to do the Assessment of the Norton Crossing Subdivision lighting district.

Ms. Keller moved, Mr. Wharton seconded the Board adopt the Resolution of the Clerk to do the Assessment of the Norton Crossing Subdivision lighting district. Roll call resulted as follows: Ms. Keller; Aye, Mr. Stormont; Aye, Mr. Wharton; Aye.

4. Mr. Hatmaker updated the Board on the schedule for the Drug-Free Work Place training for the Township employees. It has been rescheduled to February 26, 2004 and March 2 & 3, 2004.
5. Mr. Hatmaker requested the Board to adopt a modification to the Resolution Establishing and Adopting a Township Employment Manual that vacations are retro active from January 1, 2004.

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Mr. Wharton moved, Ms. Keller seconded the Board adopt a modification to the Resolution Establishing and Adopting a Township Employment Manual that vacations are retro active from January 1, 2004. Vote; Aye.

6. Mr. Hatmaker requested the Board to adopt a modification to the Resolution Establishing and Adopting a Township Employment Manual that raises start in July instead of what the policy manual states which is January 1, 2004 just for year 2004.

Mr. Wharton moved, Ms. Keller seconded the Board adopt a modification to the Resolution Establishing and Adopting a Township Employment Manual that raises start in July instead of what the policy manual states which is January 1, 2004 just for year 2004. Vote; Aye.

7. Mr. Hatmaker mentioned to the Board a resident requested a handicapped be designated in front of their residence and the Law Director is researching the matter. It is Mr. Hatmaker's and Mr. McAninch's recommendation that there be set guidelines for such request.
8. Mr. Hatmaker requested the Board to adopt a modification to the Resolution Establishing and Adopting a Township Employment Manual that bereavement leave is for immediately family and the Board accept the request for bereavement leave for a firefighter who had and Uncle pass away.

Mr. Wharton moved, Ms. Keller seconded the Board accept the request for bereavement leave for a firefighter who had and Uncle pass away.

9. Mr. Hatmaker updated the Board on the search for a Fire Chief. Mr. Hatmaker requested the Board to approve the Chief selection process assessment center.

Mr. Wharton moved, Ms. Keller seconded the Board approve the Chief selection process assessment center at the Township Hall at a cost of \$5,500.00 Vote; Aye.

10. Mr. Hatmaker updated the Board on the search for the Senior Center Director and has received a couple of very qualified resumes and will continue to keep the Board updated to set up interviews.
11. Mr. Hatmaker received a phone call from Mr. Shockley from Franklin County Engineers office and started videoing the sewer lines on Lennox Avenue and found a section of collapsed sewer around the address of 240-250 Lennox and plan to repair it on Friday.

Mr. Holderby asked what is the proper chain of command for employees of the Township to address issues as a resident of the Township. A discussion followed.

Mr. Gary Leasure of Westland Area Business Association (WABA) thanked the Board for their support on the July 4th celebration parade. He also invited the Board to the Oakhurst Golf Course on March 13, 2004 for their scholarship fundraiser. A discussion followed regarding the logistics of the July 4th parade.

Mr. Wharton moved, Ms. Keller seconded the Board to support WABA for the July 4th parade in Prairie Township.

Mr. Ison updated the Board on his meeting with the Sheriff's Department regarding his concerns of the level of service in the Township. A discussion followed.

Mr. Holderby requested the Board to speak with the Sheriff's Department and request a bigger presence on South Greener Avenue. Mr. Wharton would personally make a

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call to the Sheriff's Department.

Ms. Wendy Buckey is a Village Park resident and expressed her concerns about the lack of service and support from the Sheriff's Department. She also announced that City Council was having a meeting regarding annexation and if a Board member was going to attend. Mr. Wharton and Ms. Keller said they would both be there. She also expressed her concerns about property being annexed to Columbus all around Village Park and water running off to Village Park residence property owners and what is Prairie Township doing to support the residents. A discussion followed.

There being no further business to come before the Board, the meeting was adjourned at 9:25 p.m.

Chairperson

Clerk