

PRAIRIE TOWNSHIP BOARD OF TRUSTEES

23 MAPLE DRIVE

REGULAR MEETING/MARCH 3, 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.

The Clerk presented the following items:

1. The Clerk presented an invitation to the Board from the Franklin County Board of Health the Annual Franklin County District Advisory Council Meeting Dinner on March 24, 2004. Ms. Keller, Mr. Wharton and Mr. Stormont are attending.
2. The Clerk requested the Board to approve the letter from Feller, Finch & Associates, Inc. office changing the Chairman of the Board to Mr. Joseph Wharton and changing the Clerk to Lori J. Montag.

Ms. Keller moved, Mr. Stormont seconded the Board approve the letter from Feller, Finch & Associates, Inc. office changing the Chairman of the Board to Mr. Joseph Wharton and changing the Clerk to Lori J. Montag. Vote; Aye.

3. The Clerk requested the Board to approve the Notice to Proceed on the Medfield Way Improvements Project.

Mr. Wharton moved, Ms. Keller seconded the Board approve the Notice to Proceed on the Medfield Way Improvements Project. Vote; Aye.

4. The Clerk presented to the Board a cost analysis between ADP \$9,121.08 and Paycor \$4,718.80 annual payroll processing charges. The Clerk requested the Board to approve the change from ADP to Paycor Inc. for an annual cost of \$4,718.80 and adding the Human Resources package of and additional \$600.00 and a one time set-up charge of \$650.00 totaling \$5,968.80 effective the first pay date in April 2004.

Mr. Wharton moved, Ms. Keller seconded the Board approve changing from ADP to Paycor Inc. for an annual cost of \$4,718.80 and adding the Human Resources package of and additional \$600.00 and a one time set-up charge of \$650.00 totaling \$5,968.80. Vote; Aye

Deputy Foster apologized for not attending the last meeting as he was on a call. A resident was assaulted in his own driveway and reported the Sheriff's Department apprehended the guy. The past two weeks there have been a lot of reports of suspicious cars on the overpasses of Route 70. Deputy Foster reported a lot of criminal activity behind Home Depot on Emmet Avenue.

Mr. Pitts asked whose responsibility is it to inform the Sheriff's that are on duty in Prairie Township of the Townships regulations. Examples such as curfews and basketball hoops.

Deputy Foster responded that the Sheriff's Department does not enforce the Townships regulations with the exception of curfews. Deputy Foster explained the process that the Sheriff's Department follows.

Mr. Pitts asked about dirt bikes and golf carts. Deputy Foster informed Mr. Pitts that residents can file a criminal damage report downtown.

Mr. Pitts asked if shooting BB guns are legal in residential areas. Deputy Foster said he needed to further look into the matter. That unless it happens in the presence of a officer there is not much they can do.

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Mr. Turax a Village Park resident asked if there is a regulation about Sheriff's vehicles blocking driveways. Deputy Foster explained what

Mr. Ison received his copy of the tape from his meeting with Sheriff Karnes on February 17, 2004. The tape was not readable. A discussion followed.

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

\$100.00 from 1000-760-740-0000 to 1000-110-212-0000.

\$10,100.00 from 1000-760-740-000 to 1000-110-139-0000.

Ms. Keller moved, Mr. Wharton seconded the Board approve the payment of the ADP payroll in the amount of \$94,476.82. Vote; Aye.

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

1. Chief Lavelly requested the approval of the Board to hire a full-time firefighter to replace fulltime firefighter Mark Goldhardt. He has two applications for consideration and will follow the same procedure as previous and will inform the Board of interview times.
2. Chief Lavelly presented a proposal from TG Fire and EMS Systems for the Assessment Center for the Lieutenant and Captains Promotional Testing. The Lieutenant's cost is \$8,200.00 and the Captains cost is \$4,400.00 for a total of \$12,600.00.

Mr. Wharton moved, Ms. Keller seconded the Board approve up to \$13,000.00 for the Assessment Center for the Lieutenant and Captains Promotional Testing. Vote; Aye.

3. Chief Lavelly received a letter from MBI Solutions informing him that a health insurance company is sending checks directly to the patients for services provided by the fire department. MBI Solutions provided a sample letter to send to our patients and legal counsel will review and make recommendations at a later meeting.

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

1. Mr. Sabbagh of Feller, Finch & Associates, Inc. presented the contracts for signature on the Medfield Way Improvements Project.
2. Mr. Sabbagh announced that there will be a pre-construction meeting on March 11, 2004 at the Township Hall on the Medfield Way Project.
3. Mr. Sabbagh presented the estimates for the 2003 Curb Ramp Improvement Project. The original project was for replacement of the ramps and the immediate sidewalks around the ramps and the immediate curb and gutter around the ramps. Mr. Sabbagh recommended to include milling at the intersection and overlay back again. The overlay would increase the project. The total cost of the project is \$265,800.00 for construction. Mr. Sabbagh addressed the contingencies issues. This includes nineteen intersections and approximately eighty six curb ramps and approximately a \$45,000.00 for additional pavement. The total cost of the project is \$265,800.00, the original estimated construction cost per the grant was \$212,500.00 with a difference of \$53,300.00 our original share was \$65,988.00. With the additional milling, overlay and sidewalks the Townships share increases to \$119,288.00. Of that \$119,288.00 contingencies that may not need to be paid is approximately \$32,000.00 that reduces the Townships share to \$87,337.00. If the Board

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decides to do the additional improvements the Townships share increases by \$45,000.00. The total cost of the project including replacing of all the curb and gutter is \$164,288.00 depending on if any contingencies are used. Mr. Sabbagh is submitting the plans with the exceptions of the curb and gutter replacements and if necessary he can issue a change order to include the curb and gutter replacements at a later time. Mr. McAninch recommended to replace the curbs and gutters instead of doing it later. Mr. Sabbagh requested the Board to approve \$100,000.00 for the 2003 Cur Ramp Improvement Project.

Mr. Wharton moved, Ms. Keller seconded the Board approve up to \$100,000.00 for the 2003 Curb Ramp Improvement Project. Vote; Aye.

4. Mr. Sabbagh requested the Board to sign the Title Sheet Mylar's for the 2003 Curb Ramp Improvement Project.
5. Mr. Sabbagh suggested to the Board to advertise on March 29, 2004 and April 4, 2004 and Bid Opening on April 14, 2004 at 6:30 p.m. on the 2003 Curb Ramp Improvement Project.
6. Mr. McAninch presented to the Board a list of roads to submit to the Franklin County Engineers for a engineers estimate on the Townships 2004 Road Maintenance Contract.

Mr. Wharton moved, Ms. Keller seconded the Board approve to send a letter to the Franklin County Engineers for a engineers estimate on the Townships 2004 Road Maintenance Contract. Vote; Aye.

7. Mr. McAninch requested the Board to approve the purchase of a new 2004 International 4300 dump truck for \$79,278.00 less trade in of \$27,000.00 for a total of \$52,278.00 which includes the snow plow, spreader, strobe light system and wetting system for salt.

Mr. Wharton moved, Ms. Keller seconded the Board approve the purchase of a new 2004 International 4300 dump truck for \$79,278.00 less trade in of \$27,000.00 for a total of \$52,278.00 which includes the snow plow, spreader, strobe light system and wetting system for salt. Vote; Aye.

8. Mr. McAninch presented to the Board three proposals for a new laser, one for \$2,887.50, \$2,935.50 and \$3,508.00. Mr. McAninch requested the Board to approve the purchase of a new laser level from Blue Beam, for a Spectra Precision LL-500G with receiver, clamp, case, tripod and training for \$2,887.50.

Mr. Wharton moved, Mr. Stormont seconded the Board approve to purchase a new laser level from Blue Beam, for a Spectra Precision LL-500G with receiver, clamp, case, tripod and training for up to \$3,000.00. Vote; Aye.

9. Mr. McAninch presented to the Board two proposals for cleaning the storm sewer catch basins per the National Pollutant Discharge Elimination Phase II Permit Program (NPDES), one for \$110.00 per hour and one for \$160.00 per hours. Mr. McAninch requested the Board to approve Metropolitan at a rate of \$110.00 per hour to clean the storm sewer catch basins in Prairie Township for up to \$30,000.00 for 2004.

Mr. Wharton moved, Mr. Stormont seconded the Board approve Metropolitan at a rate of \$110.00 per hour to clean the storm sewer catch basins in Prairie Township for up to \$30,000.00 for 2004. Vote; Aye.

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10. Mr. McAninch presented to the Board a quote from Peterman's Tree Service for \$2,500.00 for the removal of the trees on the north side of the Township Hall building. Mr. McAninch presented to the Board a quote from Trudeau's Fence Company for \$6,995.00 for the fence on the north side of the Township Hall building. Mr. McAninch also recommended that the north side of the building that is not brick to be painted. He will get quotes to present to the Board at a later meeting. Mr. McAninch requested the Board to approve Peterman's Tree Service for \$2,500.00 for the removal of the trees on the north side of the Township Hall and Trudeau's Fence Company for \$6,995.00 for the fence on the north side of the Township Hall.

Mr. Wharton moved, Ms. Keller seconded the Board approve Peterman's Tree Service for \$2,500.00 for the removal of the trees on the north side of the Township Hall and Trudeau's Fence Company for \$6,995.00 for the fence on the north side of the Township Hall total not to exceed 10,000.00. Vote; Aye.

Mr. Secior asked how much of the work being done is actually on the Township Hall's property.

Mr. McAninch explained that he has received a right of way letter signed by the property owners to proceed.

11. Mr. McAninch requested the Board to approve to send a letter to the residents of Prairie Township offering to replace their sidewalks as a sidewalk assessment over ten years at zero interest or full payment up front. Mr. McAninch stated an announcement would be printed in the Messenger, This Week, Newsletter, posted on the website and a mass mailing to all the residents.

Mr. Wharton moved, Ms. Keller seconded the Board approve to send a letter to the residents of Prairie Township offering to replace their sidewalks as a sidewalk assessment over ten years at zero interest or full payment up front. Vote; Aye.

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

1. Ms. Swisher announced to the Board that Hulda Moffitt resigned from the Zoning Commission Board. A recent member has an injury and not sure how long she will not be able to attend meeting. Ms. Swisher requested the Board to approve to place an advertisement in the newspaper for new Board members.

Mr. Wharton moved, Mr. Stormont seconded the Board approve to place an advertisement in the newspaper for new Board members not to exceed \$100.00. Vote; Aye.

2. Ms. Swisher updated the Board on court cases. The appeal went well and awaiting the judgment from the judge and the other court cases are progressing along.
3. Ms. Swisher announced to the Board the 2004 Spring Clean-Up is scheduled for May 7, 2004. Dumpsters for trash and tires and will dropped off at 23 Maple Drive and 6725 Alkire Road and anticipate the dumpsters to be picked up around May 15, 2004. Also, there will be a recycling bin at 23 Maple Drive where residents can drop off used computer ink cartridges for recycling as part of Keep Franklin County Beautiful Program.

Mr. Pitts asked what is the process for removing the basketball hoops that are in the Townships right of ways. Ms. Swisher explained that notification is given to residents to remove them, and then the basketball hoops are tagged then removed.

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Mr. Ison suggested to the Board to invest in placing basketball courts in the Townships parks for the kids. A discussion followed.

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

1. Mr. Hatmaker updated the Board that Drug-Free Work Place training is completed for full-time and he has started with the part-time employees. Testing will start in the second quarter.
2. Mr. Hatmaker updated the Board on the replacement of the Fire Chief and plan on having his replacement hired by March 17, 2004.
3. Mr. Hatmaker updated the Board on the permanent appropriations and plans to have them finalized by the next meeting.
4. Mr. Hatmaker requested the Board to approve the purchase of a new Dell computer up to \$2,500.00.

Mr. Wharton moved, Ms. Keller seconded the Board approve the purchase of a new Dell computer up to \$2,500.00. Vote; Aye.

Old Business:

Mr. Ison made comments about the zoning department being a police department and with an employee going to be out of the office on medical leave suggested the administrator fill in the zoning department. Mr. Hatmaker explained what process the Township is going to following while a couple of employees are out on medical leave.

Mr. Wharton announced that the Township is continuing forward of offering waste management township wide.

Mr. Secior presented to the Board a list of residents that are thankful for all the efforts regarding the Senior Center. Mr. Secior also asked what the status of the Senior Center. Mr. Hatmaker explained the plan is to open the Senior Center sometime in April.

New Business:

Mr. Steve Kennedy asked the Board how many locations are in the Township. Mr. Wharton responded there are four buildings, two firehouses, road department and the Township Hall. Mr. Kennedy asked why the phone is \$3,500.00 per month. Ms. Montag responded included in the SBC bills are the T1 lines for the fire department, road department and the Township Hall. Also, the 911 line for the fire department and this entry also included two months of billing. Mr. Kennedy also ask how can we justify paying \$1,000.00 for T1 lines that the Township doesn't have enough data to justify T1 lines. Ms. Keller responded that the computer consultants recommended T1 lines for the computer system and applications that we have. Ms. Keller also stated the Board is currently reviewing a couple of proposals regarding the computer system.

Mr. Steve Kennedy commented that he likes the open forum of the Trustee's Meetings however, he would like to the Board to explore a time limit for residents to comment. A discussion followed about time limits on residents comments in the meetings.

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There being no further business to come before the Board, the meeting was adjourned at 9:15 p.m.

Chairperson

Clerk