

RECORD OF PROCEEDINGS



PRAIRIE TOWNSHIP BOARD OF TRUSTEES

FEBRUARY 10, 2021 - REGULAR MEETING 7 :00 PM 23 MAPLE DRIVE, COLUMBUS, OHIO 43228

Due to the current COVID-19 Health Emergency, this meeting was closed to the public and livestreamed via Webex on the Township's website.

Mr. Kennedy opened the meeting and led in the Pledge of Allegiance.

Chairman Steve Kennedy, Vice Chair Doug Stormont, Trustee Cathy Schmelzer, Fiscal Officer Sherry Henning, Township Administrator Rob Peters and Recreation Director Michael Pollack were all in attendance at the Township Hall. Fire Chief Allen Scott attended remotely. All other Department Heads were excused in advance from tonight's meeting.

Approval of Minutes - January 27, 2021 Regular Meeting Minutes

Comments/Issues: None

Mr. Kennedy motioned "So Moved". Mr. Stormont seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. The meeting minutes for the January 27, 2021 Regular Meeting were approved.

Mr. Peters reviewed the online meeting protocol.

Franklin County Sheriff 's Office

Deputy Hamilton presented the bi-weekly report of the following: dispatch 511, 57 reports, 17 traffic, 57 suspicious, 20 alarm drops, 37 accidents, 29 disabled vehicles, and 12 call responds to 911.

Fiscal Officer 's Report

Approval of Warrant s and Payroll

This week's warrants list detailed payments to 74 vendors totaling \$211,311.28.

Ms. Henning requested the Board's approval to pay all items on this week's warrant list totaling \$211,311.28 along with the 2/10/21 payroll of \$225,917.36 for a total cash disbursement of \$437,228.64.

Comments/Issues: None

Ms. Kennedy motioned "so moved". Mr. Stormont seconded. The votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Mr. Kennedy inquired about how year-end is going. Year end is on track

Standing Business:

Fire Department

Request to Hire Part-Time Firefighters

Chief Scott asked the Board to approve the hiring of Jonas Proffit, Samuel Lemaster, and Austin Swaney as part-time firefighters effective February 10th, 2021. Each member will serve a one year probation.

Comments/Issues: None

Mr. Kennedy moved that the Board approve hiring Jonas Proffit, Samuel Lemaster and Austin Swaney as a part-time firefighters, effective February 10, 2021. Mr. Stormont seconded. Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Mt. Carmel Work Health Agreement

Chief Scott asked for the Board's approval to enter into an agreement with Mount Carmel Work Health to administer annual physicals to all of our full-time employees at a cost not to exceed \$25,000.00. This is consistent with the approved annual budget.

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Comments/Issues: None

Mr. Kennedy moved that the Board approve an agreement with Mount Carmel Work Health for full-time firefighter annual physicals at a cost not to exceed \$25,000.00 and authorize the Fire Chief to execute the necessary documents. Mr. Stormont seconded. Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

The Fire Department monthly report for January was presented.

January 2021 Activity Report

Total Runs	540
EMS Runs	379
Fire Runs	161
Sta. 241	459
Sta. 243	81

Community Center

Pool Reservation Policy

Mr. Pollack asked the Board to approve a Pool Reservation Policy for the Community Center pool. This policy addresses rules for the pool area, age requirements, missed reservations and cancelled reservation policies.

Comments/Issues: 10 years and up can use the pool, booked reservations. We are anticipating some relaxation on the restrictions and are hoping to open up the restrictions.

Mr. Kennedy moved that the Board approve the Pool Reservation Policy for the Community Center as submitted. Mr. Stormont seconded. Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Old Security Cameras on GovDeals

Mr. Pollack asked the Board to authorize placing old security cameras on GovDeals public auction.

Comments/Issues: Mr. Kennedy inquired about how many cameras were being sold and why we were getting rid of them. Mr. Pollack explained that there is 26 cameras being put on GovDeals for sale. The recorder was not working correctly due to lightning strikes that damaged the equipment.

Mr. Kennedy moved that the Board approve placing old security cameras from the Community Center on govdeals.com for public auction. Mr. Stormont seconded. Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

The Recreation Department monthly report for January was presented.

Community Center Monthly Report

Numbers as of **31-Jan-21**
percentage

Total Current Community Center Members	5,180	
Total Members that are Prairie Township Residents	1,538	29.69%
Total Members that are Non-Residents	3,642	70.31%
Total Members that are JEDD/JEDZ	109	2.10%
Total Members that are Senior Citizens	3,726	71.93%

Total Unique Senior Citizen Visits 3,537

Number of new members/renewals since last report 137

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How many memberships that expired that were not renewed	287
Retention rate percentage	97
Events or significant programs	
Virtual Fitness Programs	46
Group Fitness Classes	638
Basketball	496
Pickleball	153
Adult Basketball League	6 teams
Multi-Sport Preschool Program	6
Children's Pottery	6
Swim Lessons	191
Youth Basketball	58
Volleyball	20

Roads, Cemeteries and Parks Department

2021 Sidewalk Program Contractor

Mr. Peters asked the Board to approve Berkshire Boys Inc. for the 2021 Sidewalk Program. The cost for 4" sidewalk removed and replaced is \$36.00 per linear foot. The cost for 6" sidewalk removed and replaced is \$38.00 per linear foot. The cost for curb and gutter removed and replaced is \$45.00 per linear foot. The cost of concrete drive approach removed and replaced is \$69.00 a square yard. This year the minimum cost per address is \$1,500.00. Mr. McAninch sent an e-mail explaining the reasoning for this increase.

Comments/Issues: None

Mr. Kennedy moved that the Board approve contracting with Berkshire Boys, Inc. for the 2021 sidewalk program, and authorize the Service Director to execute all necessary paperwork. Mr. Stormont seconded. Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Finish Mowers

Mr. Peters asked the Board to approve the purchase of two 2021 Ferris 61" finish mowers for the total cost of \$26,998.00 from Hilliard Lawn and Garden and authorize the Service Director to sign all documents needed for this purchase. The two 2020 Ferris 61" finish mowers we will trade in for \$16,000.00. The difference for both mowers after the trade is \$10,998.00. This is a significant increase from last year's trade difference. The last couple of years we were able to trade for \$4,500.00. Mr. McAninch could have traded for less but the mowers would have only been 28 HP and we have been getting mowers with 37 HP, which is what these new mowers will have. There are several reasons for this increase but the main reason is our vendor was getting a greater discount that he was able to pass on to us. Mr. McAninch feels we need mowers with this horsepower mainly for the nuisance properties. We have participated in this program for approximately 18 years. Mr. McAninch believes strongly in this program as he feels it reduces down time and maintenance as well as allowing us to operate the whole year under a warranty.

Comments/Issues: None

Mr. Kennedy moved that the Board approve the purchase of two finish mowers from Hilliard Lawn and Garden at a cost of \$10,998.00 with trade in of two 2020 finish mowers and authorize the Service Director to execute all necessary paperwork. Mr. Stormont seconded. Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Mr. Peters presented the monthly report for January for the Roads, Cemeteries, and Parks Department.

- 12 Graves sold
- 13 funerals
- Chipped tree limbs at 2 addresses and Christmas Tree recycle program 32 trees for a total of 45 Christmas trees for this year's program
- 2 snow and ice events·Repair storm sewer 6455 Tamara

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- W Broad Streetscape cut down day rest of grasses in center median
- Continue repair storm tile GRSC
- Remove Holiday Banners and Wreaths W Broad Street and replace with regular banners
- Abated 8 nuisances
- Patched potholes entire township

Commercial Building and Zoning

Franklin Soil and Water Agreement

Mr. Peters asked the Board to approve an agreement between Prairie Township and the Franklin Soil and Water Conservation District for storm water plan review and inspection services. This 3 year agreement is valid until December 31, 2023. There are no changes to the new contract compared to the previous one.

Comments/Issues: None

Mr. Kennedy moved that the Board approve the agreement with the Franklin Soil and Water Conservation District for storm water plan review and inspections services and authorize the Township Administrator to execute the agreement. Mr. Stormont seconded. Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Toole & Associates Contract

Mr. Peters asked the Board to approve a one-year contract with Toole & Associates for Commercial Building Permit Services. The rates are the same as last year's agreement.

Comments/Issues: None

Mr. Kennedy moved that the Board approve a new contract with Toole & Associates and authorize the Township Administrator to execute the agreement. Mr. Stormont seconded. Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Zoning Commission Alternate

Mr. Peters asked the Board to appoint an alternate to a Zoning Commission vacant, unexpired term. A letter of interest was received from Alec Milam.

Comments/Issues: None

Mr. Kennedy moved that the Board appoint Alec Milam as an alternate on the Zoning Commission board to fill a vacant, unexpired term ending December 31, 2021. Mr. Stormont seconded. Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

BZA Board Appointments

Mr. Peters asked the Board to appoint two applicants to the Board of Zoning Appeals vacant, unexpired terms. Bill Gallauer's last meeting was on February 9th. Letters of interest were received from Alec Milam, Mike McKay, Becky Firm, Jennifer Flower, and Lori Moore.

Comments/Issues: Doug Falke and Chrissie Grossholz are the current BZA alternates. Ms. Schmelzer requested based on the date people submitted their letters of interest to move Chrissie Grossholz and Mike McKay to the BZA Board and to request Lori Moore become an alternate.

Mr. Kennedy moved that the Board appoint Mike McKay to fill an unexpired term on the BZA through December 31, 2021 and Chrissie Grossholz to the second unexpired term on the BZA through December 31, 2024 and also appoint Lori Moore as a BZA alternate. Mr. Stormont seconded. Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Mr. Peters presented the monthly report for January for the Zoning Department.

Zoning Monthly Report - January 2021

Development/Informational Meetings

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Nuisance Inspections	86
Declared Nuisances	8
Zoning Inspections	83
Zoning Violations	14
Do Not Knock Registries	5
Contractor Registrations	13
Zoning Compliances (Permits)	10
MS4 Land Disturbance Permits	2
Open Space Permit (Hunting)	1
Commercial Permits	2
Variance Applications	4
Rezoning Applications	2
Zoning Revenue	\$2,491.00
Commercial Building Revenue	\$31,137.83

Administration

Nuisance Cases - None

Quotes for FEMA Grant Houses Demolition

Mr. Peters asked the Board to approve soliciting quotes for the demolition of the 5 homes in the FEMA Mitigation Grant area. It has been determined that the estimated cost does not require a formal bid process. This was reviewed with the Ohio EMA representative and sent to the Law Director for review.

Comments/Issues: None

Mr. Kennedy moved that the Board authorize the Township Administrator to solicit quotes for the demolition of the 5 homes in the FEMA Mitigation Grant project. Mr. Stormont seconded. Votes were as follows: Mr. Stormont, Aye; Mr. Kennedy, Aye; Ms. Schmelzer, Aye. Motion passed.

Old Business

Concession Stand Discussion

Mr. Peters inquired about options as it pertains to the RFP that was posted. The options are Doug White from Galloway Baseball Association has interest in the concession stand contract, amend the current RFP, or bring more information back to the Board.

Mr. Kennedy: Recommends taking the RFP down and Ms. Schmelzer and Mr. Stormont agree.
Mr. Pollack recommends having someone else manage the concession stand based on research from other similar parks.

Mr. Peters is advocating in favor of Mr. White to provide the services based on their relationship with the ball programs in the area, with the equipment and means, and is very interested in providing this service.

Next steps: Mr. Peters, Mr. Pollack, and Mr. White will all work together to bring more information to the Trustees. No requirement by the township to provide an RFP and therefore the RFP will be removed until further information is provided to the Trustees.

Mr. Peters stated One Field is working on the turning lane and road project to be completed by next winter 2021.

New Business

None

Public Comment

None

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Announcements

None

Meeting adjourned at 7:40 pm

Chairman Steve Kennedy

Fiscal Officer Sherry Henning