

RECORD OF PROCEEDINGS

Minutes of Meeting Plain Township Board of Trustee Meeting

Held Administrative Office 7:15 a.m.

The Plain Township Board of Trustees met in regular session at the Plain Township Administrative Office, New Albany, Ohio.

Mr. Ferguson called the meeting to order with the Pledge of Allegiance to the flag.

Roll Call: Members Present Mr. Ferguson, Mr. Olmstead and Mr. Rybski. Mr. Zappitelli, Fiscal Officer, was present. Other people present were Ben Collins, Chief Hoovler, Assistant Chief Rupp, Bob Pharris and Cindy Powell.

ADDITIONS OR CORRECTIONS TO THE AGENDA

Mr. Olmstead requested an Executive Session concerning compensation if time permitted.

APPROVAL OF MINUTES

Mr. Olmstead made a motion to approve the October 3, 2018 Board of Trustees Meeting minutes as submitted. Mr. Rybski seconded the motion. Vote: Mr. Olmstead and Mr. Rybski Aye. Mr. Ferguson Abstained. (Resolution 18101701)

PAYMENT OF THE BILLS

Mr. Olmstead made a motion to pay the bills in the amount of \$344,362.25.

Mr. Rybski seconded the motion. Vote: All Aye (Resolution 18101702).

ADMINISTRATOR

Mr. Collins said that he requested an update from Whitewater on the quote, from earlier in the year, to replace the decks of the interactive area of the pool. He said the replacement costs for 2019 is around \$50,000.

There was a brief discussion concerning the VSP vision insurance renewal.

**Mr. Olmstead made a motion to pass Resolution No. 181017A1. Whereas, Ohio Revised Code 505.60 authorizes a board of township trustees to provide health insurance benefits, including eye care, to its officers and employees,
Be It Resolved, to renew the vision insurance coverage provided to Plain Township Officers and Employees through VSP and maintaining the current benefits for a two year term,**

beginning January 1, 2019 and continuing through December 31, 2020, at a rate not to exceed \$20.36 per month per covered employee.

Mr. Rybski seconded the motion. Vote: All Aye

ZONING

Mr. Collins said the Zoning Commission approved the minor modification for Johnstown Road Storage. He said in the second phase they are moving the raised center portion of the building elevation. He said the three buildings will be in line.

MAINTENANCE DEPARTMENT

Mr. Pharris said that all of the painting is done at the pool. He said they blew out the water lines on Monday so they are about done at the pool. He said we are starting on the carpet next Thursday at the Administrative Office and they should start the roof on the Maintenance building next Thursday. He said they may be starting on the Administrative building roof on Friday. He said they removed all of the shoe molding in the Administrative Office yesterday.

Mr. Ferguson made a motion to pass Resolution No. 181017M1. Be it resolved, to authorize and pay Zen Windows of 100 Bonner Street, Dayton, OH 45410, an amount up to \$2,716.00 to replace four (4) windows at 45 Second Street out of fund 01-C-07 (General – Fire-Repairs). Mr. Olmstead seconded the motion. Vote: All Aye

Mr. Ferguson made a motion to pass Resolution No. 181017M2. Be it Resolved, that the Board of Trustees hereby approves the promotion of Michael Bullard to the position of Maintenance Specialist with a pay increase of \$3.00 per hour to become effective on the next new payroll. Mr. Rybski seconded the motion. Vote: All Aye

FIRE DEPARTMENT

Chief Hoovler said that the board has the run report. Mr. Ferguson said there were a lot of behavioral runs on the report.

Chief Hoovler said that he has a resolution to approve the job descriptions. He said that he would also like them to consider the EMS Specialist job classification.

Mr. Olmstead said on the job descriptions he doesn't mind having one year tenure within Plain Township for any of the promotions from within as long as they meet the minimum requirements to be promoted. He said if we brought someone in with experience someplace else and met all of the technical requirements I would not be opposed to saying someone needed to be here for a year. He said if someone came in and met the requirements for a captain even if they were a new hire I think they would have to run up our ranks to get there if they otherwise have the technical background and the longevity. He said in the future we may have a need to hire outside for these positions and he doesn't want to limit the Townships ability under the proper circumstances to fill a position that we have from outside.

Mr. Olmstead said on the EMS Specialist he isn't sure with our staffing levels that he is ready to create three new positions. Chief Hoovler said it is only two new positions. Mr. Olmstead said that he wants to look at what the overall need is and timing for two new positions. He said if we create two new positions or any new positions whose time is it freeing up. He said that he knows that Battalion Chief Brown is the EMS Coordinator. Chief Hoovler said that Battalion Chief Brown is who was proposing it. Mr. Olmstead said that he is not opposed to the position and is not opposed potentially to adding somebody. He said that he knows that Battalion Chief Brown is swamped with paperwork and EMS requirements but that is more of a longer term discussion.

Mr. Rybski asked Mr. Olmstead, as it relates to the number of years being with the Plain Township Fire Department, if he was proposing that under the Fire Captain that we reduce it to one year. Mr. Olmstead said yes, to any of them. There was discussion about the ranks, the number of years required and the possibility of not having firefighters that want to move up to the next rank. Chief Hoovler said that is completely out of the norm and if that situation occurs you can always make an exception. He said that he feels these need to be the guidelines. He said that he doesn't know of any department that hires lieutenants and captains from the outside. Assistant Chief Rupp said he doesn't know of any. Chief Hoovler said there isn't any, they generally come through the ranks. Mr. Olmstead said that he understands that we have a difference of opinion on this.

Chief Hoovler asked why can't we adopt this the way it is and if there is some time in the future that something like what you are fearing happens then we can make an exception then.

Mr. Olmstead said specifically we have hired some experienced people recently who either now or in the future could meet the requirements for one of these other positions. He said the requirement that I think should be omitted or modified is that you have to be in the Plain Township Fire Department for that number of years. He said that he is fine with saying you have to be a Plain Township firefighter for one year, meet the technical requirements and be a lieutenant for three years or a captain for however many years. He said he is uncomfortable with requiring that you are a Plain Township firefighter for three years to be a captain and things like that.

Mr. Rybski said that he would want to promote from within because we have a lot of talent in the department. He said that he would like to have the flexibility if they have to fill the position to be able to reach out far to get the talent needed if we don't have it in-house.

Mr. Ferguson said he categorically agrees that we always try to promote within and that would be something that we continue. He said that he doesn't like a job description that basically says you have to be a Plain Township officer or firefighter for so many years. He said that he doesn't like that restriction. Chief Hoovler said that Mr. Ferguson's son is in the military. Mr. Ferguson said right. Chief Hoovler said would you bring someone in from the Air Force to become a lieutenant in the Army. Mr. Ferguson said that he doesn't know if they have the qualifications or not but I understand the analogy. Mr. Ferguson said what about the Chief. Chief Hoovler said the Chief and Battalion Chief is a different situation they are managing the work and they are not doing the work. He said to learn the work you need to be there for a designated period of time that is longer than a year.

Mr. Ferguson said to get back to our analogy is the way that I look at it is that a police officer or firefighter there are certain qualifications that they have to have which allows them to be certified in the different skill sets. He said those skill sets should hopefully be in place at all fire

departments. If they don't have the certification or skill sets that we require we either get them the training or they are not qualified. He said it is kind of like a pilot. A pilot goes and flies for an airline, they have seniority which is important in the promotional process but they have to have certain ratings, qualifications and certifications. He said that he doesn't think it has been an issue that he can ever remember because we have always had qualified people. Chief Hoovler said that we have always had these requirements. Mr. Ferguson said that he is not disputing that but the job descriptions in today's environment it seems very constraining that somebody has to be in the department for so many years before they can be promoted.

Assistant Chief Rupp said that the provision is in the employee handbook that if we don't have eligible candidates that the board could go outside for people. He said maybe that language that is in the employee handbook will be language that we could move into the job description or similar type of language.

Mr. Ferguson asked Chief Hoovler if there was a big concern and what does this do if we change it. He asked if people will feel threatened. Chief Hoovler said I don't know if they feel threatened or not but it is way out of the norm for the fire service. He said that he doesn't know of anyone who does it. Mr. Olmstead asked what the worst case was if we say someone has to be a Plain Township firefighter for one year before you can apply for a promotion. He said that it provides people that we hire in that meet the technical requirements the ability to apply for promotion if they have the skills. He said that they have to get through the same process. He said that he whole heartedly agrees that we promote from within and he is not looking to go outside and hire people in where we have qualified people internally. He said that he is also looking at the career path for people that might come in that is qualified but can't apply for promotion because they haven't been here at the department for three years.

Assistant Chief Rupp said that he feels like the Chief does. He said there needs to be a time period and in one year he doesn't feel like that is a sufficient time period for somebody to learn everything that they need to learn about the community, the water system, the mutual aid departments and everything that they need to know in order to function effectively as a company officer. He said originally they had five years in there and we backed it down to three years because of just the things that you are considering. He said that he thinks that within that year and every third day within that year is where they gain the experience that we are talking about as a firefighter to understand the community, the communities around us and the relationships that we have with the other departments. He said that he just doesn't think that a year is sufficient.

Chief Hoovler said that the City of New Albany went outside to hire a police sergeant and they have resigned already. He said there is very little loyalty when you hire those people like that. He said that they haven't been there and they haven't paid their dues. He said they are either using it for a stepping stone to something bigger or they can't get promoted where they are at.

Mr. Ferguson said that his point was well taken but I think we have had individuals that looked at captain opportunities and other leadership opportunities at other fire houses. He said that he doesn't think they are any less loyal to us. He said he thinks they are looking for progression and an opportunity. Chief Hoovler said they have looked at a Chief's job they have not looked at another captain's job because there has not been anybody that has advertised for a captain.

**Mr. Olmstead made a motion to table Resolution No. 181017F1 until the next meeting.
Mr. Rybski seconded the motion. Vote: All Aye**

Chief Hoovler said with the hiring of the extra person it gives us some scheduling flexibility. He said that he is considering moving away a little bit from the four 12 hour shifts and putting the four people that we currently have as peak time staffers on a 24 hour Monday and Thursday shift and a Tuesday and Friday shift. Mr. Olmstead said that he wants to have a discussion about that and we can do that at the next meeting. Chief Hoovler said it will not change our ability to have numbers during the day. He said it will be the same.

Mr. Ferguson asked for Mr. Collins to look at a special meeting to carve out time to work on this and also look at staffing and the incremental staff we have added over the last so many years. He said he would like to know where we were before peak staffing, here is where we are with peak staffing and then whatever you are proposing.

The Board of Trustees moved the November 7, 2018 meeting to November 14, 2018.

FISCAL OFFICE

The September 2018 End of Month Reports and Bank Reconciliation were presented to the board.

Mr. Rybski made a motion to pass Resolution No. 181017B1. Be it Resolved: To transfer \$114,224.65 from the General Fund Transfer-out line (01-A-27) to the General Bond Retirement - Pool Fund Transfers-in line (15-CA).

And be it resolved: To pay Chase for the General Bond Retirement-Pool in the amount of \$100,000.00 out of Fund 15-A-01C (General Fund Retirement-Pool-Principal Pool) and \$14,224.65 out of Fund 15-A-04C (General Fund Retirement-Pool-Interest).

Mr. Olmstead seconded the motion. Roll Call Vote: All Aye

NEW BUSINESS

Mr. Olmstead said that the McCoy Center board had a retreat and they are thinking about what they do and how they do it. He said that they have some thoughts that they are going to present them at the Stakeholders meeting tomorrow.

NEW ALBANY PARKS AND RECREATION

Mr. Brian Smith gave an update on New Albany Parks and Recreation. He said that they passed their operating levy replacement in 2016 with funds starting in 2017. He said they have moved forward with large scale maintenance project and some small capital so they feel good on that front. He said their travel soccer contract and tennis contract is coming up soon so they will see what happens with those because it could change the budget a little bit.

Mr. Ferguson asked about the tennis dome and if the neighborhood is good with that or if they complain a lot. Mr. Smith said the dome is fine and they get a small number of complaints about usability and public use.

Mr. Smith said as far as our leagues go most of our leagues are static. He said kids are in it forever and it continues to boom. Mr. Ferguson said that the park looks great and that they have done a great job with it.

Mr. Ferguson asked if there was any discussion on a possible field house because indoor practice facilities have been really lacking. He asked if there have ever been any conversations for the parks to have a field house. Mr. Smith said there are future possibilities of that. He said they are looking at funding and what the community needs are. Mr. Olmstead asked how many years the bonds were for. Mr. Smith said 20 years.


ADJOURNMENT

Mr. Ferguson made a motion to adjourn the meeting at 7:46 a.m. Mr. Olmstead seconded the motion. Vote: All Aye

BOARD OF TRUSTEES:


David Ferguson, Trustee


Dave Olmstead, Trustee


Thomas Rybski, Trustee


Bud Zappitelli, Fiscal Officer