

**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, 45 Second Street, New Albany, Ohio.

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

Roll Call: Members Present: Dave Ferguson and Tom Rybski. Dave Olmstead was absent. Bud Zappitelli, Fiscal Officer, was present. Other people present were Ben Collins, Chief Hoovler, Bob Pharris and Cindy Powell.

**ADDITIONS OR CORRECTIONS TO THE AGENDA**

Mr. Zappitelli requested an executive session at the end of the meeting for the purpose of appointment, employment, promotion or compensation, demotion or dismissal (Ohio Revised Code 121.22 (G)(1)).

**APPROVAL OF MINUTES**

**Mr. Rybski made a motion to approve the August 7, 2019 Board of Trustees Meeting minutes as submitted. Mr. Ferguson seconded the motion.**

**Vote: All Aye. (Resolution 19082101)**

**PAYMENT OF THE BILLS**

**Mr. Ferguson made a motion to pay the pending warrants in the amount of \$306,763.44.**

**Mr. Rybski seconded the motion. Vote: All Aye (Resolution 19082102)**

**ADMINISTRATOR**

Mr. Collins reported that pool receipts are at \$368,000 for the year. We are up \$38,000 from last year and close to our best year (2012). All revenue is in from swim lessons. We also received the concessions commission check for the 1<sup>st</sup> half of the summer.

Mr. Collins attended the United Healthcare meeting, where they discussed their 2020 plan design offerings. They are trying to incentivize behavior for their members through activity trackers, etc. Mr. Collins talked to Brian Gatch, a consultant for the Central Ohio Healthcare Consortium. They are going to meet regarding the timeline to apply for the Consortium. The Township plans to do Form Fire this year. The plan will be sent out to employees the beginning of September. Employees will have a month to complete it and request it to be turned in October 1<sup>st</sup>. HRA utilization is continuing on pace. It's a little higher than last year because of employee headcount and the Township absorbed a little more with copays.

## ROADS

Mr. Collins reported that there is a new roundabout planned for Harlem Road and Walnut Street. There is a development planned west of that intersection. It will include 750 units of mixed single-family homes, condos, and apartments. Currently there is no plan for a roundabout at State Route 605 and Walnut Street. However the Chief Deputy Engineer for the county has talked with ODOT officials and they are willing to have a conversation about it. It's a county road crossing a state road. The state has jurisdiction over the intersection. The city has annexed property on the southwest corner but does not have any jurisdiction over the right of way. Mr. Collins thinks that if all 4 partners apply for funding, it will get funded, either through OPWC or Safety Funding.

Chief Hoovler reported that Johnstown is widening a section of State Route 62 from Oregon Street past the Duke Station. They are adding a turn lane in the center. Mr. Collins reported that there is another roundabout planned in Jefferson Township at Clark State and State Route 605.

## MAINTENANCE

Mr. Pharris reported that the county has started on the Bevelhymer Road repairs. They are doing full depth repairs along the worst of the edges and berms. Mr. Ferguson received a call from Rick Weiland concerning a road ditch that the state is cleaning out. He's concerned about the trees that are leaning on the lines. The Township has no responsibility or jurisdiction. The county fixed the 8 inch tile crossover at Walnut Street and Bevelhymer Road. The Township replaced and repaired the catch basin at Albany View. Mr. Collins reported that the petition ditch that the county fixed at Holcher's property did function properly during a heavy rainfall.

Mr. Collins discussed the need to replace the 22 year old John Deere backhoe. Mr. Pharris received a quote from Southeast Equipment for a Case backhoe for \$80,000 and will look at other models.

## FIRE DEPARTMENT

Chief Hoovler said there were 104 fire and EMS runs since the last Board of Trustees meeting.

**Mr. Rybski made a motion to pass Resolution No. 190821F1. Be it resolved to promote Firefighter Paramedic Jason Moore to Lieutenant. Pay will be increased to \$31.95 per hour starting August 24, 2019. Mr. Ferguson seconded the motion. Vote: All Aye**

**Mr. Ferguson made a motion to pass Resolution No. 190821F2. Be it resolved to promote Firefighter Paramedic Chris Pabst to Captain. Pay will be increased to \$35.88 per hour starting August 24, 2019. Mr. Rybski seconded the motion. Vote: All Aye**

The swearing in ceremony will be at the Firehouse on August 21, 2019 at 7:00pm. There will be a cookout prior to the swearing in at 5:30pm. Mr. Rybski will be in attendance to perform the swearing in.

**FISCAL OFFICE**

The Fiscal Office presented the July 2019 Bank Reconciliation and End of Month Reports.

Mrs. Powell reported that we received the second half of the property tax distribution. There is an increase in receipts over 2018 of \$278,154.90. The largest portion of the increase was for the Fire Department with \$239,062.67. They also projected an increase of \$5,851.54 for Homestead and Rollback for General, Fire and Roads funds.

Mrs. Powell said that she and Mr. Collins reviewed the Home Depot account cards and purchasing. They both agree that the Fire Department cards should have employee names on the cards. The board concurred.

Mrs. Powell gave an update on the 2017 and 2018 audit. It should be completed in 1-2 months.

Mrs. Powell also gave an update on the VIP Software conversion. The Fiscal Office has extracted data from the existing accounting system for 2017, 2018 and through July of 2019. VIP is currently working on a software schedule with milestones. We are still hoping to have the system up and operating by January 1, 2020.

**EXECUTIVE SESSION**

**Mr. Rybski made a motion to adjourn into executive session at 7:58 a.m. pursuant to Ohio Revised Code 121.22 (G)(1) for appointment, employment, promotion or compensation, demotion or dismissal. Mr. Ferguson seconded the motion. Roll Call Vote: All Aye**

**Mr. Zappitelli, Mr. Collins and Cindy Powell also attended the Executive Session.**

**Mr. Ferguson made a motion to close out of executive session at 8:49 a.m. Mr. Rybski seconded the motion. Roll Call Vote: All Aye**


**ADJOURNMENT**

**Mr. Ferguson made a motion to adjourn the meeting at 8:49 a.m. Mr. Rybski seconded the motion. Vote: All Aye**

**BOARD OF TRUSTEES:**

  
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David Ferguson, Trustee

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Dave Olmstead, Trustee

  
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Thomas Rybski, Trustee

  
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Bud Zappitelli, Fiscal Officer