

## RECORD OF PROCEEDINGS

*Minutes of Meeting*

Plain Township Board of Trustee Meeting

The Plain Township Board of Trustees met in regular session by video/teleconference at 7:15 a.m.

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

Roll Call: Members Present: Dave Olmstead and Tom Rybski. Dave Ferguson was absent. Bud Zappitelli, Fiscal Officer was present. Other people present were Ben Collins, Chief Rupp, Bob Pharris, Mary Fee and Courtney Rogers. Visitors present: Mike Durik

### **ADDITIONS OR CORRECTIONS TO THE AGENDA**

Mr. Collins advised that there was a revision to Resolution 201216B1

### **APPROVAL OF MINUTES**

**Mr. Rybski made a motion to approve the November 18, 2020 Board of Trustees Meeting minutes as submitted. Mr. Olmstead seconded the motion. Vote: All Aye. (Resolution 20121601)**

**Mr. Rybski made a motion to approve the December 2, 2020 Board of Trustees Meeting minutes as submitted. Mr. Olmstead seconded the motion. Vote: All Aye. (Resolution 20121602)**

**Mr. Rybski made a motion to approve the December 7, 2020 Board of Trustees Meeting minutes as submitted. Mr. Olmstead seconded the motion. Vote: All Aye. (Resolution 20121603)**

**Mr. Rybski made a motion to approve the December 9, 2020 Board of Trustees Meeting minutes as submitted. Mr. Olmstead seconded the motion. Vote: All Aye. (Resolution 20121604)**

### **PAYMENT OF THE BILLS**

**Mr. Olmstead made a motion to pay the pending warrants in the amount of \$339,339.79.**

**Mr. Rybski seconded the motion. Vote: All Aye (Resolution 20121605)**

### **CITY LIASON-MIKE DURIK**

Mr. Durik reported that the City of New Albany had renewed contracts for 2021 and recognized the New Albany girls golf team who are 3x state champions. Also, New Albany recently met with Parks and Trails regarding Rose Run 2, which is to include a Veterans memorial and a First Responders memorial. Additionally, they renewed Joe Stefanov's contract for another year.

Lastly, there was a recommendation for a Santa parade, similar to the July 4<sup>th</sup> roving parade, that is moving forward this coming weekend.

### **ADMINISTRATOR**

Mr. Collins reported that the New Albany Inclusion, Diversity and Equity Advisory Committee met for the first time in the previous week. At least 90% employees continue to participate in the Wellness program. The 2021 meeting schedule has been revised as requested. Additionally, we are looking at moving the remaining CARES Act funding so we can use it for personnel expenses during the emergency period.

Concerns were expressed regarding a resident that continues to be an issue at the cemetery. New Albany Police has been asked to assist in issues with her. The resident continues to obstruct funerals, fuel delivery, etc. New Albany Police are to advise her of what will happen the next time she obstructs anything or refuses to move her vehicle.

Further, discussion ensued regarding a current tenant. The tenant has expressed that he does not feel that he is in a position to pay up his deferred rent at this time. In discussing this situation with legal counsel, there is the option of sending a letter indicating that rent is late and then thirty days later terminating the lease. Rent is currently set to increase January 2021 to \$2,900. Anticipation is that bankruptcy for this tenant will be proceeding. Furthermore, taxes have not yet been paid and are also due January 2021. Mr. Rybski suggested that we move forward on terminating the lease if no effort will be made by tenant.

**Mr. Olmstead made a motion to pass Resolution No. 201216A1. Be it resolved: Regular Board of Trustees meetings for 2021 will be held the first Wednesday of each month at 7:00 p.m. and the third Wednesday of each month at 7:15 a.m. except for the months of May, June and July when the first meeting of the month will be held on the first Tuesday of the month at 7:00 pm. The Board of Trustees may hold its meetings virtually as allowed by House Bill 404 and will indicate in the agenda when meetings will be held virtually. In person meetings will be held at the Plain Township fire station located at 9500 Johnstown Road, New Albany, Ohio 43054 unless otherwise noted.**

**The organizational meeting of the Plain Township Board of Trustees will be held on January 6, 2021 at 7:00 p.m.**

**Notice of special meetings will be posted at least 24 hours in advance on the township's website at [www.plaintownship.org](http://www.plaintownship.org) and at the township office at 45 Second Street, notifying the public of the time, place and purpose of the special meeting. The media will be notified of special meetings via email, telephone or fax – as requested. Notice of emergency meetings will be posted on the township website as soon as possible and notice will be sent via email to local media and any persons who have requested notice.**

**Mr. Rybski seconded the motion. Vote: All Aye**

**Mr. Olmstead made a motion to pass Resolution No. 201216A2 Be it resolved, that the Board of Trustees hereby approves an intergovernmental agreement with the Franklin Soil and Water Conservation District for the provision of technical and educational services for the calendar year 2021 as detailed in the attached agreement, in order to comply with the National Pollutant Discharge Elimination System permit then in effect, and authorizes the township administrator to execute this agreement for and on behalf of the Board of Trustees of Plain Township and to authorize payment to the Franklin Soil and Water Conservation District for the 2021 calendar year in the amount of \$2,060 to be paid out of fund 1000-110-53060 (General- Contractual Services).**

**Mr. Rybski seconded the motion. Vote: All Aye**

### **ZONING**

Mr. Collins reported that there had been a couple of variance applications but otherwise zoning has been fairly quiet.

### **ROAD/ MAINTENANCE**

Mr. Pharris reported that since the last meeting, we have had seven funerals and have had to pick up roadkill a couple times. Englefield Oil is now open and is more conducive to getting trucks in for fuel. Additionally, we now have Wi-Fi at the pool.

### **FIRE DEPARTMENT**

Chief Rupp said there were 105 fire and EMS runs since the last Board of Trustees meeting. Chief Rupp reported that members had responded to a building collapse in Adams County. Additionally, one of the Assisted Living facilities is opening a COVID ward. The Fire Department has submitted a comparison fuel costs between Mansfield and Englefield and the cost savings appears to be substantial.

Our newest firefighter, Joe Petticrew will be starting January 3, 2021. We are also looking to fill the part-time position left open by Mr. Petticrew's hire. The other candidates interviewed for the full-time position are being considered to fill that part-time spot.

Recognitions will be done January 21, 2021.

**Mr. Olmstead made a motion to pass Resolution No. 201216F1. Be it resolved to elect Trustee Dave Olmstead and Trustee Tom Rybski to serve one year on the Volunteer Firefighters' Dependents Fund as board members. Trustee Dave Olmstead to serve as chairman. Also, to elect Bob Albright to serve as a citizen's representative. Chief Jack**

**Rupp and Battalion Chief Sponaugle to serve as board members from the fire department. Chief Rupp to serve as secretary. Mr. Rybksi seconded the motion. Vote: All Aye**

**FISCAL OFFICE**

Mr. Zappitelli recognized Courtney Rogers' hard work in the fiscal office while interviews are continuing for the position left by Cindy Powell. Final recommendations will be made within the week for the position. The November 2020 Bank Reconciliation and End of Month Reports were presented.

**Mr. Olmstead made a motion to pass Resolution No. 201216B1. Be it Resolved, to move \$20,057.33 from the Local Coronavirus Relief Fund Appropriations – Covid-19 Expenses account to the Local Coronavirus Relief Fund Appropriations – Covid-19 - Salaries accounts and to authorize use of the remaining balance of the Local Coronavirus Relief Funds to be expended for payroll expenses for firefighter personnel during the period March 1 through December 30, 2020. Mr. Rybski seconded the motion. Vote: All Aye**

**TRUSTEE**

Mr. Olmstead attended the New Albany Community Foundation virtual meeting and it was a remarkable evening of accomplishments and recognitions.

**ADJOURNMENT**

**Mr. Rybski made a motion to adjourn the meeting at 7:55 a.m. Mr. Olmstead seconded the motion. Vote: All Aye**

**BOARD OF TRUSTEES:**

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David Ferguson, Trustee

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*Dave Olmstead*

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Dave Olmstead, Trustee

DocuSigned by:  
*Tom Rybski*

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Thomas Rybski, Trustee

DocuSigned by:  
*Bud Zappitelli*

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Bud Zappitelli, Fiscal Officer