

RECORD OF PROCEEDINGS

Minutes of Meeting

Plain Township Board of Trustee Meeting

The Plain Township Board of Trustees met in regular session at 7:00 p.m. at the Fire Station, 9500 Johnstown Road, New Albany, OH 43054.

Mr. Ferguson called the meeting to order. Mr. Ferguson led the Trustees in the Pledge of Allegiance to the flag.

Roll Call: Members Present: Dave Ferguson, Tom Rybski and Dave Olmstead. Bud Zappitelli, Fiscal Officer, was present. Others present: Chief Rupp, Ben Collins, Battalion Chief Dudley, and Michal Armstrong. Visitors present: Kerri Mollard and Mike Durik.

ADDITIONS OR CORRECTIONS TO THE AGENDA

Mr. Olmstead requested an Executive Session before department reports.

Mr. Collins indicated that Resolutions A10, B3 and B4 needed to be added to the agenda. In addition, Resolution M1 had been updated.

APPROVAL OF MINUTES

Mr. Rybski made a motion to approve the November 16, 2021 Board of Trustees Meeting minutes. Mr. Olmstead seconded the motion. Vote: All Aye. (Resolution 21120101)

Mr. Ferguson made a motion to approve the November 22, 2021 Board of Trustees Meeting minutes. Mr. Olmstead seconded the motion. Vote: All Aye. (Resolution 21120102)

PAYMENT OF THE BILLS

Mr. Ferguson made a motion to pay the pending warrants in the amount of \$474,401.41.

Mr. Olmstead seconded the motion. Vote: All Aye. (Resolution 21120103)

CITY LIASION – MIKE DURIK

Mr. Durik indicated that a Designated Outdoor Refreshment Area (DORA) was been approved for the area from the Heit Center through Market and East of the roundabout almost to Route 605. Additionally, he indicated that the church at Harlem Road and Dublin Granville Road was approved for construction. Mr. Durik also indicated that the planned Veteran's Memorial has a preliminary design but it is still under review.

EXECUTIVE SESSION

Mr. Olmstead made a motion to adjourn into executive session at 7:10 p.m. pursuant to Ohio Revised Code 121.22 (G)(1) for appointment, employment, promotion or compensation, demotion or dismissal. Mr. Rybski seconded the motion. Vote: All Aye

Mr. Zappitelli, Mr. Collins and Chief Rupp attended the Executive Session.

Mr. Olmstead made a motion to close out of executive session at 7:48 p.m. Mr. Rybski seconded the motion. Vote: All Aye

ADMINISTRATOR

Mr. Collins indicated that the issue with Pine Meadows home sewer treatment systems is still ongoing. One home owner is being assessed fines for not repairing or replacing the system in a timely manner. Further options are being considered as all of the original systems in that area may also fail due to age in the future.

Mr. Collins updated the trustees that the roof project at the fire station has had little progress since 11/9/21. Mr. Collins stated that he had been reaching out to the company but that ACI but had not received a response to date.

Mr. Ferguson made a motion to pass Resolution 211201A1. Be it resolved, that the Plain Township Board of Trustees hereby accepts the renewal of Delta Dental insurance coverage for a twelve-month term beginning January 1, 2022 and increasing the annual dental benefit amount from \$1,500 to \$2,500 at a 3.9% increase in premium at the rates below, and to authorize the township administrator to sign any related documents.

	<u>Proposed</u>
Employee only	\$36.27
Employee + Dependent	\$69.89
Employee + 2 or More	\$132.96

Mr. Olmstead seconded the Motion. Vote: All Aye

Mr. Olmstead made a motion to pass Resolution No. 211201A2.

WHEREAS, the Board of Trustees of Plain Township (the "Board") passed Resolution No. 091216U on December 16, 2009, adopting The Plain Township Flexible Benefit Plan (the "Plan"), a "cafeteria plan" under Section 125 of the Internal Revenue Code of 1986, for the purpose of permitting full-time employees and officers of Plain Township (the "Township") to elect to receive cash or coverage for themselves and their Eligible Dependents; and

WHEREAS, on December 17, 2014, the Board adopted Resolution No. 141217A9, requiring pre-tax employee contributions for all health insurance premiums as allowed under Section 125 of the Internal Revenue Code of 1986.

BE IT RESOLVED, effective as of the 1st pay date in January 2022, the plan is hereby maintained to reflect the Board's adoption of this Resolution:

- A. In accordance with the Board's sole and absolute discretion, pursuant to Article 5.1 and 6.1 of the Plan, to modify, alter, or amend the Plan, the Board amends the Plan to update the monthly contribution amount under Article 4, "Contributions:"**

"4.5 Employee Contribution Amounts: Beginning the first pay period in January 2017, or as soon as practicable thereafter, the Plan Administrator shall withhold from each Participant's Covered Compensation an amount equal to the following, per month paid on, towards all insurance premiums covered under Section 125 of the Internal Revenue Code of 1986, including, but not limited to, health, prescription, vision, dental, employee group term life, accident, heart attack, dependent child care reimbursement, and cancer premiums: Employee only \$___; Employee plus spouse of children \$___; Family \$___. These payments shall be made as pretax withholdings, so long as the Participant provides, in writing to the township fiscal officer, authorization for the contribution."

B. This Amendment, from and after its execution, shall be incorporated into, and here by considered to be part of the Plan, and all addenda and amendments thereto shall constitute and represent one integrated document.

C. The Board hereby ratifies, confirms, and reconfirms that all other provisions of the Plan shall remain unchanged and in full force and effect, as previously provided, and, except as provided above, this Amendment shall in no way sever, supersede, waive, limit and/or otherwise affect any rights, privileges and/or immunities afforded to employees and officers covered under the Plan, or applicable law.

IN WITNESS WHEREOF, the Board has duly executed this Amendment on or as of the day and year attested below.

Mr. Rybski seconded the Motion. Vote: All Aye.

Mr. Rybski made a motion to pass Resolution No. 211201A3. Be it resolved, that the Plain Township Board of Trustees hereby agrees to renew an agreement with Chard Snyder to administer the township Health Reimbursement Arrangement for 2022 and to authorize the township administrator to enter such an agreement.

Be it further resolved, that the Plain Township Board of Trustees approves a Health Reimbursement Arrangement for 2022 consistent with the attached, providing HRA 1 in the amount of \$6500/\$13000 to be funded by Plain Township and HRA 2 in the amount of \$1000/\$2000 may be earned with wellness dollars.

Mr. Olmstead seconded the Motion. Vote: All Aye.

Mr. Ferguson made a motion to pass Resolution No. 211201A4. Be it resolved, that the Plain Township Board of Trustees meetings will be conducted under Roberts Rules of Order. Mr. Olmstead seconded the Motion. Vote: All Aye.

Mr. Ferguson made a motion to pass Resolution No. 211201A5.

Whereas, Ohio's Cooperative Purchasing Act. (AM. Sub. H.B. No. 100) was signed into law on December 4, 1985; and

Whereas, effective March 6, 1986, Ohio's Cooperative Purchasing Act provides the opportunity for counties, townships, municipal corporations, regional transit authorities, regional airport authorities or port authorities and school districts, conservancy districts, township park districts and park districts and other authorities, to participate in contracts distributed by the state of Ohio, Department of Administrative Services, Office of Cooperative Purchasing for the purchase of supplies, services, equipment and certain materials;

Now therefore be it resolved, that the Plain Township Board of Trustees hereby agrees as follows in order to participate in the 2022 State Cooperative Purchasing Program:

Section 1. That the Plain Township Board of Trustees hereby requests authority in the name of Plain Township, to participate in state contracts which the Department of Administrative Services, Office of State Purchasing has entered into and the Office of Cooperative Purchasing has distributed for the purchase of supplies, services, equipment and certain other materials pursuant to Revised Code Section 125.04.

Section 2. That the township administrator is hereby authorized to agree in the name of Plain Township to be bound by all contract terms and conditions as the Department of Administrative Services, Office of Cooperative Purchasing prescribes. Such terms and conditions may include a reasonable annual membership fee to cover the administrative costs which the Department of Administrative Services incurs as a result of Plain Township's participation in the contract. Further, that the Plain Township Board of Trustees hereby agrees to be bound by all such terms and conditions and to not cause or assist in any way the misuse of such contracts or make contract disclosures to non-

members of the Coop for the purpose of avoiding the requirements established by ORC 125.04.

Section 3. That the township administrator is hereby authorized to agree in the name of Plain Township to directly pay the vendor, under each such state contract in which it participates for items it receives pursuant to the contract, and the Plain Township Board of Trustees does hereby agree to directly pay the vendor.

Mr. Olmstead seconded the Motion. Vote: All Aye.

Mr. Ferguson made a motion to pass Resolution No. 211201A6. Be it resolved, that expenses incurred for 2022 by the trustees, administrator and fiscal officer when attending state conferences and membership dues of state associations will be paid from the General Fund. Mr. Olmstead seconded the Motion. Vote: All Aye.

Mr. Olmstead made a motion to pass Resolution No. 211201A7. Be it resolved: Regular Board of Trustees meetings for 2022 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. 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 4, 2022 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 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. 211201A8. Be it Resolved to approve a 3% wage increase for all township employees beginning on the first pay date in 2022, except the maintenance staff. Mr. Rybski seconded the Motion. Vote: All Aye.

Mr. Rybski made a motion to pass Resolution No. 211201A9.

Whereas, the Ohio General Assembly passed the state budget bill known as House Bill 110, effective September 30, 2021; and

Whereas, House Bill 110 included the addition of a statutory township holiday known as Juneteenth, identified in Ohio Revised Code 511.10 and 1.14, to be observed on the 19th day of June;

Therefore, be it resolved, that the Board of Trustees hereby amends the township personnel policy to add Juneteenth to be observed on the 19th day of June of each year in accordance with the personnel policy on township holidays.

7.2 Holiday Leave

The following eleven (11) holidays will be observed by full-time employees and part-time employees whose, regularly scheduled hours fall on one of these holidays, beginning at hire date: *New Year's Day, Martin Luther King Day, Presidents Day, Memorial Day, Juneteenth (the 19th day of June), Independence Day, Labor Day, Columbus Day (observed the day after Thanksgiving), Veterans Day, Thanksgiving Day, and Christmas Day.* All full-time employees, except firefighters, shall be paid for eight hours on each of these holidays. If those holidays celebrated on a specific date fall on a Saturday or Sunday, the closest working day will be observed as the holiday (Friday or Monday). Holidays will be compensated at the employee's regular rate of pay.

Full-time firefighters working twenty-four (24) hour shifts will receive holiday leave pay (~~144~~152 hours or the prorated portion of the holidays depending upon the date the employee was hired fulltime) as designated by the Fire Chief, to be paid in the last pay period of November prior to Thanksgiving to eligible firefighters. Full-time firefighters working peak-time twelve (12) hour shifts will receive holiday leave pay (~~144~~152 hours or the prorated portion of the holidays depending upon the date the employee was hired full-time) as designated by the Fire Chief, to be paid in the last pay period of November prior to Thanksgiving to eligible firefighters, and four (4) observed township holidays to be assigned by lottery or otherwise assigned by the Fire Chief. All other fulltime employees will be paid for their holiday during the pay period in which it occurs.

Mr. Olmstead seconded the Motion. Vote: All Aye.

Mr. Olmstead made a motion to pass Resolution No. 211201A10. Be it Resolved to approve a \$1.50 per hour wage increase for township maintenance staff beginning on the first pay date in 2022. Mr. Ferguson seconded the Motion. Vote: All Aye.

ZONING

Mr. Collins indicated that there was nothing to report at this time, but did state that the Township is still looking for an additional Board member for the Zoning Commission and the Board of Zoning Appeals.

Mr. Ferguson made a motion to pass Resolution No. 211201Z1. Be it resolved, that the Plain Township Board of Trustees hereby re-appoints Val Jorgensen, a resident of the

unincorporated territory of Plain Township, to serve as a member of the Board of Zoning Appeals for a five-year term expiring December 31, 2026. Mr. Olmstead seconded the Motion. Vote: All Aye.

Mr. Ferguson made a motion to pass Resolution No. 211201Z2. Be it resolved, that the Plain Township Board of Trustees hereby re-appoints Tom Byerly, a resident of the unincorporated territory of Plain Township, to serve as a member of the Zoning Commission for a five-year term expiring December 31, 2026. Mr. Rybski seconded the Motion. Vote: All Aye.

Mr. Rybski made a motion to pass Resolution No. 211201Z3. Be it resolved, that the Plain Township Board of Trustees hereby re-appoints Sara Rastegar, a resident of the unincorporated territory of Plain Township, to serve as an alternate on the Board of Zoning Appeals for a term ending on December 31, 2022. Mr. Olmstead seconded the Motion. Vote: All Aye.

ROAD/MAINTENANCE

Mr. Collins indicated that the water supply line at the pool has been repaired but that OTARMA has denied the claim. Mr. Collins stated that he was awaiting the letter stating the reason for their denial.

Mr. Olmstead indicated that the City of New Albany is working with the Township to try to find a resolution regarding the situation at the cemetery. The Board discussed that there may need to be updated rules for the cemetery so that the resident in question could be cited for blocking traffic.

Mr. Olmstead made a motion to pass Resolution No. 211201M1. Be it Resolved, to set aside and authorize payment to the City of New Albany up to \$12,000 for 2022 Road Salt purchases out of fund 2141-330-54090 (Road District – Material). Mr. Ferguson seconded the Motion. Vote: All Aye.

FIRE DEPARTMENT

Chief Rupp indicated that there have been 34 Fire and 96 EMS runs since the last meeting. He stated that the Fire Department will likely end the year somewhere between 2550-2600 runs for the year, which is close to the total runs in 2020.

Chief Rupp indicated Engine 121 is out of service for a water pump failure. In addition, it is in need of brake shoes, but they are currently out of stock permanently.

Mr. Olmstead made a Motion to pass Resolution No. 211201F1. Be it resolved to pay Pierceton Peddler L.L.C \$17,041.50 for the inspection of water damage, restoration, repairs, and the replacement of the listed mechanical equipment on the 2007 Fire Safety Trailer, to be paid out of fund 2111-220-58024 (Fire–Repair-Non-Routine). Mr. Rybski seconded the Motion. Vote: All Aye.

FISCAL OFFICE

Mr. Olmstead made a Motion to pass Resolution No. 211201B1. Be it Resolved, to increase Fund 2171-000-42011 Pool–Membership receipts by \$50,000 and to increase Fund 2171-000-42012 Pool–Daily Gate by \$40,000. And Be it Resolved, to increase Fund 2141-000-41001 Roads–General Property Tax receipts by \$56,000 and to increase Fund 2141-000-41035 Roads–Rollback and Homestead by \$2,000.00. Mr. Ferguson seconded the Motion. Vote: All Aye.

Mr. Rybski made a Motion to pass Resolution No. 211201B2. Be it Resolved, to reduce Fund 2281-000-42002 EMS–Lockbox receipts by \$15,000. Mr. Olmstead seconded the Motion. Vote: All Aye.

Mr. Olmstead made a Motion to pass Resolution No. 211201B3. Be it Resolved, to increase 2022 cash balances in Fund 2171 - POOL by \$90,000; And Be it Resolved, to increase 2022 cash balances in Fund 2141 - ROADS by \$58,000. Mr. Rybski seconded the Motion. Vote: All Aye.

Mr. Ferguson made a Motion to pass Resolution No. 211201B4. Be it Resolved: To accept the attached 2022 Tax Budget and submit it to the Franklin County Auditor’s Office.

**PLAIN TOWNSHIP BOARD OF TRUSTEES
FRANKLIN COUNTY, OHIO
RESOLUTION NO. 211201B4**

A RESOLUTION TO APPROVE TEMPORARY APPROPRIATIONS FOR 2022

The Board of Trustees of Plain Township, Franklin County, Ohio, met in Regular session on the 1st day of December 2021, at the Plain Township Fire Station with the following members present:

David Ferguson
David Olmstead
Thomas Rybski

_____ moved the adoption of the following Resolution: BE IT RESOLVED by the Board of Trustees of Plain Township, Franklin County, Ohio, that to provide for the current expenses and other expenditures of said Board of Trustees, during the fiscal year, ending December 31st, 2021, the following sums be and the same are hereby set aside and appropriated for the several purposes for which expenditures are to be made for and during said fiscal year, as follows, viz: That there be appropriated from the VARIOUS FUNDS:

RECAPITULATION OF FUNDS			
1 GENERAL FUND		\$1,612,823.67	
	Personal Services		\$1,040,023.67
	Other Expenses		\$572,800.00
SPECIAL REVENUE FUNDS			
10 FIRE DISTRICT FUND		\$8,778,372.69	
	Personal Services		\$7,125,232.69
	Other Expenses		\$1,653,140.00
11 ROAD DISTRICT FUND		\$282,788.40	
	Personal Services		\$199,588.40
	Other Expenses		\$83,200.00
2 MOTOR VEHICLE LICENSE TAX FUND		\$15,000.00	
	Personal Services		\$2,000.00
	Other Expenses		\$13,000.00
3 GASOLINE TAX FUND		\$400,000.00	
	Personal Services		\$0.00
	Other Expenses		\$400,000.00
5 CEMETERY FUND		\$129,186.00	
	Personal Services		\$85,436.00
	Other Expenses		\$43,750.00
23 PERMISSIVE MOTOR VEHICLE TAX		\$140,000.00	
	Personal Services		\$20,000.00
	Other Expenses		\$120,000.00
14 POOL FUND		\$452,200.00	
	Personal Services		\$74,400.00
	Other Expenses		\$377,800.00
28 EMS FUND		\$449,000.00	
	Personal Services		\$240,000.00
	Other Expenses		\$209,000.00
FUND TOTAL		\$10,646,547.09	
DEBT SERVICE FUND			
15C POOL BOND RETIREMENT FUND		\$127,966.20	
CAPITAL PROJECTS FUND			
21 CAPITAL IMPROVEMENT FIRE		\$40,000.00	
21C CAPITAL IMPROVEMENT POOL		\$0.00	
FUND TOTAL		\$40,000.00	
FIDUCIARY FUND			
17A TRUST FUND-JLRY		\$0.00	
17B TRUST FUND-MAUSOLEUM		\$0.00	
FUND TOTAL		\$0.00	
GRAND TOTAL OF ALL FUNDS		\$12,427,336.96	

_____ seconded the Resolution and the roll being called upon its adoption the vote resulted as follows:

David Ferguson _____
David Olmstead _____
Thomas Rybski _____

Adopted December 1, 2021 _____
Fiscal Officer, Board of Township Trustees

THE STATE OF OHIO, FRANKLIN COUNTY, ss:
I, Bud Zappitelli, Fiscal Officer of the Board of Trustees of Plain Township, Franklin County, Ohio, and in whose custody the Files, Journals and Records of said Board are required by the Laws of the State of Ohio to be kept, do hereby certify that the foregoing Annual Temporary Appropriation Resolution is taken and copied from the original Resolution now on file with said Board, that the foregoing Resolution has been compared by me with the said original and that the same is a true and correct copy thereof.

WITNESS my signature, this 1st day of December, 2021.

Bud Zappitelli, Plain Township Fiscal Officer

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

OLD/NEW BUSINESS

None.

ADJOURNMENT

Mr. Ferguson made a motion to adjourn the meeting at 8:39 p.m. Mr. Olmstead seconded the motion. Vote: All Aye

RECONVENE

Mr. Olmstead made a Motion to reconvene the meeting at 8:46 p.m. Mr. Ferguson seconded the motion.

The Board approved Resolution 211201A10, noted above in the Administrator section.

ADJOURNMENT

Mr. Olmstead made a motion to adjourn the meeting at 8:47 p.m. Mr. Ferguson seconded the motion. Vote: All Aye


BOARD OF TRUSTEES:



David Ferguson, Trustee



Dave Olmstead, Trustee



Thomas Rybski, Trustee



Bud Zappitelli, Fiscal Officer