

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

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

Visitors present: Mike Durik

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

None.

### **APPROVAL OF MINUTES**

**Mr. Olmstead made a motion to approve the July 14, 2020 Special Board of Trustees Meeting minutes as submitted. Mr. Rybski seconded the motion. Vote: All Aye. (Resolution 20081901)**

### **PAYMENT OF THE BILLS**

**Mr. Ferguson made a motion to pay the pending warrants in the amount of \$365,492.84. Mr. Rybski seconded the motion. Vote: All Aye (Resolution 20081902)**

### **CITY OF NEW ALBANY LIAISON -MIKE DURIK**

Mr. Durik reported that New Albany City Council met last night. They had a first reading of a zoning change for 19 acres of land north of 161 and west of Kitzmiller Road for a motor enclave. It is an auto garage campus. There is no date yet on when they would start construction. On the 100 acres of land for Amazon, a \$250 Million expenditure was approved. \$125M is for the construction of a 700,000 sq. ft. building. It will provide an estimated 1000 jobs by 2024 with \$31 Million in annual payroll. They are expected to start construction in September. New Albany City Council is still working on the interchange at State Route 161 and State Route 62. They are planning to put a leisure trail under the expressway. The leisure trail on Harlem Road, south of Dublin-Granville Road, is underway. In 2021, Mayor's Court will be held in Gahanna. It will be easier and more cost-effective. Mr. Durik also reported that there is a protest rally taking place this Sunday for people against pedophiles and child trafficking. New Albany only has 7 active Covid-19 cases.

## ADMINISTRATOR

Mr. Collins reported that the Township's HRA reimbursements are steady, the year-to-date has been flattening out. Mr. Collins reported that Governor DeWine announced that school athletics and extracurricular activities could take place for fall sports.

Mr. Collins said that the Township received extra masks for employees and officials from Workers Compensation.

Mr. Collins verified that the prevailing wage threshold for the parking lot work at the Fire Station is \$75,000. He recommends phasing in that work and doing it over time.

Mr. Collins reported that he received the estimate on the granite columbarium at Maplewood Cemetery. The estimate is \$75,400 which is a 30% increase from the estimate the Township got in 2016 mostly due to tariffs.

Mr. Collins continues to investigate employee manuals and benefits. Vacation leave seems to be easiest opportunity to gain some efficiency for the fiscal office. Mr. Olmstead requested that we have a clause in place to be able to take back time that was paid but not yet earned in the event of employee separation.

Mr. Collins also benchmarked FMLA leave. Most communities require that paid leave be utilized before any unpaid portion of FMLA. This is currently the practice of Plain Township and Mr. Collins does not recommend any changes to the FMLA policy.

Mr. Ferguson inquired about the tax receipts that the Fiscal Office has shared with the Board of Trustees. Mr. Collins reported that the Fiscal Office had submitted advance payments for a number of weeks. The County Treasurer had reported at the end of July 2020 that their receipts were running about 10% behind 2019. Currently, the General Fund is about 13% behind, Fire is 15%. There will be a final distribution in late September 2020.

Mr. Ferguson would like the Fiscal Office to keep the board updated on whether they expect a shortfall or just late payments. He also requested to know what specific actions regarding the 2020 budget the Fiscal Office plans to make if there is a major shortfall.

**Mr. Olmstead made a motion to pass Resolution No. 200819A1.**

**Whereas, Ohio Revised Code § 505.11 authorizes a township Board of Trustees to lease real property upon whatever terms are agreed to by the Board of Trustees and a lessor; and**

**Whereas, the Plain Township Board of Trustees has previously agreed to terms for the lease of 45 Second Street to the Gregory Nathan Gould Co., LLC; and**

**Whereas, on March 14, 2020 Governor Mike DeWine declared a state of emergency for the entire State of Ohio due to the COVID-19 pandemic; and**

**Whereas, on March 22, 2020 the Ohio Department of Health issued an order that all persons stay at home unless engaged in essential work or activity effective on March 24, 2020; and**

**Whereas, the Responsible Restart Ohio Operating Requirements state specific limits for business operations that directly impact the onsite operations of GNG Music operated by the tenant at 45 Second Street and tenant Gregory Nathan Gould Co. LLC previously requested a 25% reduction in the monthly rent for a period of three months; and**

**Whereas, the Board of Trustees previously approved a 25% reduction in rent for tenant Gregory Nathan Gould Co. LLC, the tenant has now requested a further reduction in rent for the month of August for a total reduction of 50%;**

**Therefore, Be it Resolved, that the Plain Township Board of Trustees hereby approves a reduction in the monthly rent for 45 Second Street for August 2020 in the total amount of 50%.**

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

**Mr. Rybski made a motion to pass Resolution No. 200819A2.**

**Whereas, Ohio Revised Code § 505.11 authorizes a township Board of Trustees to lease real property upon whatever terms are agreed to by the Board of Trustees and a lessor; and**

**Whereas, the Plain Township Board of Trustees has previously agreed to terms for the lease of 45 Second Street to the Gregory Nathan Gould Co., LLC; and**

**Whereas, on March 14, 2020 Governor Mike DeWine declared a state of emergency for the entire State of Ohio due to the COVID-19 pandemic; and**

**Whereas, on March 22, 2020 the Ohio Department of Health issued an order that all persons stay at home unless engaged in essential work or activity effective on March 24, 2020; and**

**Whereas, beginning March 24, 2020 the Gregory Nathan Gould Co., LLC was unable to operate its business located at 45 Second Street for a period of time; and**

**Whereas, due to the ongoing COVID-19 public health emergency, tenant Gregory Nathan Gould Co., LLC is unable to fully utilize the leased premises and has requested a rent deferral for the months of September and October;**

**Therefore, Be it Resolved, that the Plain Township Board of Trustees hereby approves deferring 50% of the monthly rent for the months of September and October 2020, with lease payments to resume for November 2020, and the deferred lease payments in the amount of \$1,400 for the months of September and October are due by the end of the last lease term. At its election, the Board of Trustees may extend the lease term by two months.**

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

## **ZONING**

Mr. Collins said there is a public hearing tonight regarding the Big Walnut sewer trunk extension. Some residents received notice from the City of Columbus regarding the project and meeting. Currently the trunk is half a mile south of Walnut Street on Harlem Road. The plan is to extend it past the county line in order to open the development corridor to Delaware County. Mr. Collins does not believe it will have much impact on Harlem Road residents.

Mr. Olmstead mentioned that he heard that the City of Columbus might be changing their policy on connection to water and sewer to selectively remove the annexation requirement. Mr. Collins said Columbus plans to gain territory through future annexation in this area.

Mr. Collins also reported that House Bill 165 gained quite a bit of traction. This bill would withhold state funding from municipalities if they surcharge for water and sewer services to non-

municipal customers. The Bill does not include the prohibition against annexation. Mr. Collins said that the Township continues to work on the dump truck activity on Walnut Street. The owner of the property has approved leases for individuals to utilize the property. A property on Lee Road annexed in Columbus to split off a lot.

### **ROAD/MAINTENANCE**

Mr. Pharris reported that while the Roads/Maintenance department was repairing a catch basin, they discovered that it was built on top of a clay tile which had collapsed. Upon further investigation, the clay tile going under Bevelhymer Road is completely collapsed. They will need to replace the tile under the road.

Mr. Ferguson inquired as to whether Plain Township or Franklin County would be doing the work. Mr. Pharris said Plain Township will do the work. The City of New Albany will loan any barricades needed for the road closure. Mr. Olmstead suggested that a letter be sent to residents that will be affected by the work. Mr. Pharris expects that it will take a day or two to repair. Mr. Rybski suggested getting the opinion of the Franklin County of Engineers office for the backfill to avoid settling.

Mr. Pharris reported that the Maintenance department still has some painting to finish at the pool.

### **FIRE DEPARTMENT**

Chief Hoovler said there were 95 fire and EMS runs since the last Board of Trustees meeting. Chief Rupp reported that Medic 121 is still experiencing vibration. Three other medics are experiencing the same issue and they believe it is an issue with the chassis. Monroe Township's medic is having their rear brakes replaced and potentially a half axle replaced. Once the work is complete and the vehicle is tested, it will give Plain Township some idea if that is the problem. Plain Township's medic remains in service.

Mr. Ferguson asked what Dodge is saying about the problem. Chief Rupp reported that Dodge isn't saying anything at this point. They are currently working with the dealership. There has not been a recall.

Chief Rupp reported that the Fire Department has moved forward with the fitness program. They have received mats and spaced out the equipment to keep social distance. Lieutenant Moore built shelving in order to rearrange equipment in the mezzanine.

The mask policy is going well. The biggest infraction seems to be gathering around the kitchen for morning coffee. As a deterrent, the Fire Department is moving the chairs out of the kitchen so they cannot sit down and talk.

Chief Rupp has been working with Mr. Collins on the Assistant Chief's job description. Chief Rupp also submitted a lateral transfer policy for the employee handbook.

Mr. Ferguson inquired as to the status of updated job descriptions. Chief Rupp said that he is currently working on the Battalion Chief and Captain's job descriptions.

## FISCAL OFFICE

The July 2020 Bank Reconciliation and End of Month Reports were presented.

Mr. Olmstead inquired as to the authorized users on the credit cards. He was asking about an Emergency versus regular operations use limits. Mr. Olmstead thought that some of the transaction limits were high. Mr. Olmstead also inquired as to why Firefighter Houseberg is an authorized user. Chief Rupp did not know, it was before his time. Mrs. Powell indicated that the Fire Department wanted users on different unit days. Mr. Olmstead also shared concern over the generic Home Depot card for the Fire Department. He would like to see specific names on the cards. Mr. Olmstead would like to revisit the credit card policy in the future.

Mrs. Powell reported that the Franklin County Budget Commission met on August 3, 2020 and they approved Plain Township's 2021 inside millage request for Roads based on our tax budget.

**Mr. Ferguson made a motion to pass Resolution No. 200819B1. Be it resolved, to amend Exhibits A and C of the Plain Township Credit Card Account Policy first adopted on January 23, 2019 in order to remove the card for John Hoovler.**

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

## OLD BUSINESS

Mr. Olmstead wanted to clarify his remarks from the end of the Special Meeting regarding the Township's compensation policies. He felt that his remark regarding a bargaining committee came off as curt and it was not his intent. Mr. Olmstead has great respect for the IAFF. He was trying to say that the Township's organizational structure has the Fire Department reporting to Chief Rupp, Chief Rupp reporting to Mr. Collins and Mr. Collins reporting to the Board of Trustees.

## NEW BUSINESS

Mr. Olmstead reported that he received a call from Andy Borg from Hilliar Township. He lived in Plain Township from 1995-2001. He was very complimentary about the level of cooperation between Plain Township and the City of New Albany and was asking how we've been able to accomplish that. He is looking for the same cooperation between his own Township and Centerburg. Mr. Olmstead said he felt like it was a great compliment to the Township. Mr. Rybski indicated that he also spoke with Mr. Borg and he shared the same.

Mr. Ferguson reported that the New Albany Foundation's Remarkable Evening will be virtual and that those participating will receive a meal from the New Albany Country Club. The Jefferson Series is cancelled or may be virtual. The new Amphitheater is about to break ground. There was discussion on how the Foundation can continue to hold these events.

Chief Rupp reported that the attempted repair on Monroe Township's medic did not work. The next step by the dealership is to contact the engineers at RAM and continue to look for a correction.

Chief Rupp also reported that the current bids on Medic 123 on Govdeals.com has met the \$4,000 reserve.

**ADJOURNMENT**

**Mr. Ferguson made a motion to adjourn the meeting at 8:20 a.m. Mr. Rybski seconded the motion. Vote: All Aye**

**BOARD OF TRUSTEES:**

DocuSigned by:

*Dave Ferguson*

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David Ferguson, Trustee

DocuSigned by:

*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