

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 7:00 p.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, Mary Fee, BC Sponaugle, FF Chris Durst, Woody Hoffer, and Courtney Rogers. Visitors present: Deputy Ken Upton.

ADDITIONS OR CORRECTIONS TO THE AGENDA

Mr. Olmstead requested an executive session for purposes of compensation and employment at the end of the meeting. Mr. Collins noted the correction of the title of Resolution 120220F2 and potential need for an additional resolution under the Fiscal office for CARES act funds.

PAYMENT OF THE BILLS

**Mr. Olmstead made a motion to pay the pending warrants in the amount of \$457,490.97.
Mr. Rybski seconded the motion. Vote: All Aye (Resolution 20120201)**

ADMINISTRATOR

Mr. Collins indicated that the health reimbursement costs have been normalizing over the last month. The health reimbursements started the year with heavy usage and then evened out as the year went on. Mr. Collins further indicated that the Township's participation in the wellness program is up to 90%.

Further discussion ensued of the Board's 2021 meeting schedule and a cost-of-living allowance for the 2021 year.

Mr. Collins then reviewed what we have spent out the coronavirus relief fund. He then indicated that rebates from the BWC equal over \$200,000.

With regard to a request by GNG, Mr. Collins specified that GNG has applied for funds from the NA relief funds and is requesting a reduction in rent for 2021. There was further discussion regarding risks/benefits of offering a rent reduction to GNG for the 2021 year.

Mr. Collins also indicated that there was another incident with a resident in the cemetery this week and the New Albany Police were called.

Lastly, Mr. Collins indicated that tax receipts are up a small percentage with our most recent TIF distribution from New Albany.

Mr. Olmstead made a motion to table Resolution No. 201202A1 until the December 16, 2020 meeting. Mr. Rybski seconded the motion. Vote: All Aye

Mr. Olmstead made a motion to pass Resolution No. 201202A2. Be it Resolved to approve a 3% wage increase for all township employees beginning on the first pay date in 2021, being January 15, 2021. Mr. Rybski seconded the motion. Vote: All Aye

Mr. Ferguson made a motion to pass Resolution No. 201202A3.

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:

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

ZONING

Mr. Collins continues to work with the owner of 7953 Harlem Road. The township has received a few permit requests for building variances.

ROAD/MAINTENANCE

There is a security camera being installed at the end of the parking lot at Swickard Woods. To monitor the back parking lot, the Township is installing a Wifi booster. Once that is installed, the city will install the camera, and the New Albany Police will monitor the camera.

Mr. Collins indicated that rubberized compound repair is happening at the fire station due to a lip on the edge of the blacktop.

The police will be providing assistance as needed for the cemetery issue.

FIRE DEPARTMENT

Chief Rupp reported that there were 81 EMS runs and 37 Fire runs since the last Board of Trustees meeting. This is an indication that we are on track to get back to a normal run volume. We are also seeing an increase in Covid cases and exposure. Discussion regarding the Fire Department budget indicated that the priority for 2021 is saving for a replacement of Engine 122 and forecasting that to be in 2022. Additional budget items include replacing radios and other gear at the end of their projected lifespan.

Chief Rupp then discussed the 5 candidates for the open lateral position. The date of December 9th was given for meeting with the top candidates and Board members. The Fire Chief and Administrator will identify the top two candidates to be interviewed by the Board of Trustees.

Mr. Ferguson made a motion to pass Resolution No. 201202F1. Be it resolved to approve tuition reimbursement for Debbie Barnett for an amount up to \$5,250.00 for courses to be completed at the Mount Vernon Nazarene University in 2021. Debbie is completing a Bachelor of Public Administration degree. This is to be paid out of fund 1000-220-58099. (General-Fire-Other Expenses). Mr. Rybski seconded the motion. Vote: All Aye

Mr. Ferguson made a motion to pass Resolution No. 201202F2.

WHEREAS, the federal Coronavirus Aid, Relief, and Economic Security Act, Pub.L116-136, Div. A, Title V, §5001, 42 U.S.C.A. §801 (the "CARES Act") established the Coronavirus Relief Fund ("CRF" or "Fund") for making payments to States and units of local government to be used, inter alia, to cover costs that are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19); and

WHEREAS, Plain Township received an award of a portion of the Fund through the Ohio Office of Budget and Management as a result of legislation from the Ohio General Assembly and the Ohio Controlling Board allocating federal funding, House Bills 481 and 614 of the 133rd General Assembly; and

WHEREAS, the Board of Trustees previously adopted Resolution 200617A2 to be eligible to receive the distribution of its portion of the Fund from the Franklin County Coronavirus Relief Fund; and

WHEREAS, the portion of the Fund received by the Township is deposited in the Township's separate Fund 4902 – Local Coronavirus Relief Fund; and

WHEREAS, the CARES Act provides that payments from the Fund only may be used to cover costs that (i) are necessary expenditures incurred due to the public health emergency with respect to the COVID-19, (ii) were not accounted for in the budget most recently approved as of March 4, 2020 for a State or local government, and (iii) were incurred during the period between March 1, 2020 and December 30, 2020; and

WHEREAS, the Township has identified certain goods, services and expenses proposed to be paid with expenditures of Fund 4902 – Local Coronavirus Relief Fund and the Board of Trustees desires to approve such goods, services and expenditures and to authorize the payment thereof from Fund 4902 – Local Coronavirus Relief Fund.

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees of Plain Township, Franklin County, Ohio:

1. That the Board of Trustees hereby approves payment to United Refrigeration Services, Inc, 2832 Fisher Road, Columbus, Ohio 43204, in an amount up to \$7,747.66 to install air purification units on HVAC systems at township facilities to reduce the risk of COVID-19 for township staff associated with the public health emergency declared by Governor Mike DeWine on March 14, 2020, and that these expenses were not accounted for in the Township budget most recently approved as of March 4, 2020, and were or will be incurred during the period between March 1, 2020 and December 30, 2020.

2. That the goods, services and expenses described herein are authorized and approved.
3. Subject to the other provisions of this Resolution, the use of Township Fund 4902 – Local Coronavirus Relief Fund for the approved expenditures is authorized and approved, such funds thereby being obligated and the expense incurred.
4. Payments from Township Fund 4902 – Local Coronavirus Relief Fund may only be used to cover the approved goods, services and expenses set forth herein, the delivery or performance of which must occur or be contracted to occur during the period that begins on March 1 and ends on December 30, 2020 (the "incurred costs").
5. Payments from Township Fund 4902 – Local Coronavirus Relief Fund for incurred costs must occur by February 1, 2021.
6. Township Fund 4902 – Local Coronavirus Relief Fund may be held open during the period beginning December 31, 2020 and ending February 1, 2021 for payment of approved incurred costs, account reconciliation and other similar purposes.
7. That it is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were adopted in an open meeting of this Board and that all deliberations of this Board that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Revised Code of Ohio.

Mr. Olmstead seconded the motion. Vote: All Aye

Mr. Olmstead made a motion to pass Resolution No. 201202F3.

WHEREAS, the federal Coronavirus Aid, Relief, and Economic Security Act, Pub.L116-136, Div. A, Title V, §5001, 42 U.S.C.A. §801 (the "CARES Act") established the Coronavirus Relief Fund ("CRF" or "Fund") for making payments to States and units of local government to be used, inter alia, to cover costs that are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19); and

WHEREAS, Plain Township received an award of a portion of the Fund through the Ohio Office of Budget and Management as a result of legislation from the Ohio General Assembly and the Ohio Controlling Board allocating federal funding, House Bills 481 and 614 of the 133rd General Assembly; and

WHEREAS, the Board of Trustees previously adopted Resolution 200617A2 to be eligible to receive the distribution of its portion of the Fund from the Franklin County Coronavirus Relief Fund; and

WHEREAS, the portion of the Fund received by the Township is deposited in the Township's separate Fund 4902 – Local Coronavirus Relief Fund; and

WHEREAS, the CARES Act provides that payments from the Fund only may be used to cover costs that (i) are necessary expenditures incurred due to the public health emergency with respect to the COVID-19, (ii) were not accounted for in the budget most recently approved as of March 4, 2020 for a State or local government, and (iii) were incurred during the period between March 1, 2020 and December 30, 2020; and

WHEREAS, the Township has identified certain goods, services and expenses proposed to be paid with expenditures of Fund 4902 – Local Coronavirus Relief Fund and the Board of Trustees desires to approve such goods, services and expenditures and to authorize the payment thereof from Fund 4902 – Local Coronavirus Relief Fund.

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees of Plain Township, Franklin County, Ohio:

- 1. That the Board of Trustees hereby approves payment to Big Ass Fans, Inc, 2348 Innovation Drive Lexington, KY 40511, an amount up to \$17,588.80 to install an air circulation fan and ion purification system in the apparatus bay at the Fire Station to reduce the risk of COVID-19 for township staff associated with the public health emergency declared by Governor Mike DeWine on March 14, and that these expenses were not accounted for in the Township budget most recently approved as of March 4, 2020, and were or will be incurred during the period between March 1, 2020 and December 30, 2020.**
- 2. That the goods, services and expenses described herein are authorized and approved.**
- 3. Subject to the other provisions of this Resolution, the use of Township Fund 4902 – Local Coronavirus Relief Fund for the approved expenditures is authorized and approved, such funds thereby being obligated and the expense incurred.**
- 4. Payments from Township Fund 4902 – Local Coronavirus Relief Fund may only be used to cover the approved goods, services and expenses set forth herein, the delivery or performance of which must occur or be contracted to occur during the period that begins on March 1 and ends on December 30, 2020 (the "incurred costs").**
- 5. Payments from Township Fund 4902 – Local Coronavirus Relief Fund for incurred costs must occur by February 1, 2021.**
- 6. Township Fund 4902 – Local Coronavirus Relief Fund may be held open during the period beginning December 31, 2020 and ending February 1, 2021 for payment of approved incurred costs, account reconciliation and other similar purposes.**

7. That it is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were adopted in an open meeting of this Board and that all deliberations of this Board that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Revised Code of Ohio.

Mr. Rybski seconded the motion. Vote: All Aye

Mr. Rybski made a motion to table Resolution No. 201202F4 until the December 16, 2020 meeting. Mr. Olmstead seconded the motion. Vote: All Aye

FISCAL OFFICE

Mr. Collins indicated that CARES Act funds can be used for compensation of Township employees.

Mr. Ferguson made a motion to pass Resolution No. 201202B1.

PLAIN TOWNSHIP BOARD OF TRUSTEES
FRANKLIN COUNTY, OHIO
RESOLUTION NO. 201202B1

A RESOLUTION TO APPROVE TEMPORARY APPROPRIATIONS FOR 2021

The Board of Trustees of Plain Township, Franklin County, Ohio, met in Regular session on the 2nd day of December 2020, 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	\$1,677,238.00	
	Personal Services	\$994,425.40
	Other Expenses	\$682,812.60
SPECIAL REVENUE FUNDS		
10 FIRE DISTRICT FUND	\$8,409,078.75	
	Personal Services	\$6,987,728.75
	Other Expenses	\$1,421,350.00
11 ROAD DISTRICT FUND	\$261,740.00	
	Personal Services	\$159,140.00
	Other Expenses	\$102,600.00
2 MOTOR VEHICLE LICENSE TAX FUND	\$15,000.00	
	Personal Services	\$2,000.00
	Other Expenses	\$13,000.00
3 GASOLINE TAX FUND	\$405,000.00	
	Personal Services	\$0.00
	Other Expenses	\$405,000.00
5 CEMETERY FUND	\$118,350.00	
	Personal Services	\$80,600.00
	Other Expenses	\$37,750.00
23 PERMISSIVE MOTOR VEHICLE TAX	\$140,000.00	
	Personal Services	\$20,000.00
	Other Expenses	\$120,000.00
14 POOL FUND	\$447,700.00	
	Personal Services	\$74,400.00
	Other Expenses	\$373,300.00
28 EMS FUND	\$429,000.00	
	Personal Services	\$240,000.00
	Other Expenses	\$189,000.00
FUND TOTAL	\$10,225,868.75	
DEBT SERVICE FUND		
16C POOL BOND RETIREMENT FUND	\$127,436.00	
CAPITAL PROJECTS FUND		
21 CAPITAL IMPROVEMENT FIRE	\$0.00	
21C CAPITAL IMPROVEMENT POOL	\$0.00	
FUND TOTAL	\$0.00	
FIDUCIARY FUND		
17A TRUST FUND-ULRY	\$0.00	
17B TRUST FUND-MAUSOLEUM	\$0.00	
FUND TOTAL	\$0.00	
GRAND TOTAL OF ALL FUNDS	\$12,030,542.75	

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

David Ferguson _____
David Olmstead _____
Thomas Rybski _____

Adopted December 2, 2020

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 2nd day of December, 2020.

Bud Zappitelli, Plain Township Fiscal Officer

Mr. Olmstead seconded the motion. Vote: All Aye

Mr. Ferguson made a motion to pass Resolution No. 201202B2. Be it Resolved, to move \$10,000 from the Road District Appropriations – Other Expenses accounts to the Road District Appropriations – Personal Services accounts. Mr. Rybski seconded the motion. Vote: All Aye

Mr. Olmstead made a motion to pass Resolution No. 201202B3.

Whereas, Plain Township passed Resolution 200617A2 to establish the Local Coronavirus Relief Fund and to accept funds from H.B. 481 for expenditures due to the Covid-19 public health emergency; and

Whereas, Plain Township's share of the fourth distribution which is part of the H.B. 614 funds distributed through Franklin County is \$8,372.41.

Be it Resolved to certify an increase in receipts and appropriations in the Local Coronavirus Relief Fund (4902-000-00000) - Receipts by \$8,372.41 and Appropriations – Personal Expenses by \$8,372.41

Mr. Rybski seconded the motion. Vote: All Aye

EXECUTIVE SESSION

Mr. Ferguson made a motion to adjourn into executive session at 8:15 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. Roll Call Vote: All Aye

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

Mr. Ferguson made a motion to close out of executive 9:15 p.m. Mr. Rybski seconded the motion. Roll Call Vote: All Aye

ACTION TAKEN:

Approved Resolution 201202A2. See under Administrator Report.

ADJOURNMENT

Mr. Ferguson made a motion to adjourn the meeting at 9:16 p.m. Mr. Rybski seconded the motion. Vote: All Aye

BOARD OF TRUSTEES:

DocuSigned by:
Bud Zappitelli
CBE881AE59A146F
Bud Zappitelli, Fiscal Officer

DocuSigned by:
David Ferguson
89290D5582964E7
David Ferguson, Trustee

DocuSigned by:
Dave Olmstead
AE95D8991FAD74E
Dave Olmstead, Trustee

DocuSigned by:
Tom Rybski
7898524A8E45455
Thomas Rybski, Trustee