

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 7:04 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 Hoovler, Assistant Chief Rupp, Cindy Powell, Bob Pharris, Mary Fee, Bonnie Reife and Courtney Rogers.

Visitors present: Mike Durik.

ADDITIONS OR CORRECTIONS TO THE AGENDA

Mr. Olmstead requested two executive sessions. He asked to do the first after Mr. Durik's report on the City of New Albany for the purposes of employment and discipline. The second was requested at the end of the meeting for purposes of hiring for the Fire Chief position.

APPROVAL OF MINUTES

Mr. Ferguson made a motion to approve the April 15, 2020 Board of Trustees Meeting minutes as submitted. Mr. Rybski seconded the motion. Vote: All Aye. (Resolution 20050601)

PAYMENT OF THE BILLS

Mr. Ferguson made a motion to pay the pending warrants in the amount of \$366,210.90. Mr. Rybski seconded the motion. Vote: All Aye (Resolution 20050602)

There was discussion about moving to ACH payments versus sending physical checks to vendors. The Fiscal Office has been investigating online bill pay instead of processing checks.

CITY OF NEW ALBANY LIAISON -MIKE DURIK

Mike Durik reported that there was a lot of discussion about the July 4th festivities and whether the city was going to move forward with the Fireworks, parade, and the festival. Labor Day was mentioned as a possible date for rescheduled fireworks. A decision will be made at the next City Council meeting. City Hall is staying closed to the public. There is an architectural review committee meeting scheduled for May 11, 2020 to review a modified new design for the amphitheater.

Mr. Ferguson inquired as to whether all the city meetings are still being held virtually and when they plan to start face-to-face meetings again. Mr. Durik reported that the meetings have been a mix of dial-in and face-to-face.

Mr. Durik reported that Rose Run has been busy with the nice weather. There is still some work that needs to be completed.

Mr. Ferguson inquired about whether the City of New Albany has kept full staffing. Mr. Durik said that they have kept a full staff and have not had any illness. Their biggest challenge is keeping up with all of the calls about people not social-distancing.

EXECUTIVE SESSION

Mr. Ferguson made a motion to adjourn into executive session at 7:28 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, Chief Hoovler, Assistant Chief Rupp, and Battalion Chief Brown also attended the Executive Session.

Mr. Ferguson made a motion to close out of executive 8:33 p.m. Mr. Rybski seconded the motion. Roll Call Vote: All Aye

ADMINISTRATOR

Mr. Collins reported that the 2019 HRA run out claims have subsided. He expects the final amount to be right around \$210,000. There was a conference call earlier in the day with other Franklin County Townships about the Treasurer and State Auditor's offices request to delay the tax deadline. There are a lot of Townships that lack the reserves for a 45-day extension. There is a scheduled call on May 8th with the Treasurer and State Auditor to clarify how soon they can make a distribution.

More pools have announced their closures for the 2020 season. Mr. Collins is having regular conversations with Columbus Pool Management. The Township can delay the opening of the pool. Mr. Collins believes that it is less likely that the Township will have enough revenue to justify opening the pool. The Township is currently at 200 purchased memberships. Mr. Collins estimates the loss would be \$180,000 based on a delayed July 1, 2020 opening. Mr. Ferguson inquired about the scheduled May 1st payment to Columbus Pool Management. He suggested we hold the scheduled payment until we have a decision on whether the pool will be opening. Mr. Olmstead suggested that the Township not accept any more membership and stop all work at the pool until a decision has been made. Mr. Collins reported that the Township needs about three weeks to prepare the pool to open.

Mr. Ferguson made a motion to pass Resolution No. 200506A1. Be it resolved, that the Board of Trustees hereby authorizes the Township Administrator, Ben Collins, to sign all documents and in all ways act as the authorized agent relative to the Public Assistance Grant Program for FEMA-DR-4507-OH.

Mr. Olmstead seconded the motion. Vote: All Aye

Mr. Ferguson made a motion to pass Resolution No. 200506A2. Be it resolved, that the Board of Trustees hereby approves the use of electronic signatures during the state of

emergency declared by the Governor of Ohio, beginning on March 21, 2020 and continuing until said state of emergency is terminated, for the following Board approved documents and official acts of the Board of Trustees.

Board Resolutions

Meeting Minutes

Pending Warrants

Credit Card Transaction Reports

Bank Reconciliation Reports

End of Month Reports

Mr. Rybski seconded the motion. Vote: All Aye

Mr. Olmstead inquired about the cost of a DocuSign account. Mrs. Fee reported that a personal account is \$10/month but it will not be tax-free. A government account is more expensive and does not make financial sense. Mr. Ferguson asked if electronic signatures will be standard operating procedures going forward. Mr. Collins said that the use of electronic signatures is tied to the State of Emergency and orders from the Department of Health.

Mr. Olmstead made a motion to table Resolution No. 200506A3.

Mr. Rybski seconded the motion. Vote: All Aye

ZONING

No action was requested. Mr. Collins reported that there have been numerous complaints about 6204 Walnut Street. Next step would be to submit a request for action from the Prosecutor's office.

MAINTENANCE

Mr. Pharris requested clarity on whether to continue projects at the pool that have already been started. Mr. Collins suggested he and Mr. Pharris speak offline regarding those projects. Mr. Pharris reported that the parking signs at the cemetery have been installed.

Mr. Ferguson made a motion to pass Resolution No. 200506M1. Be it resolved to authorize and pay Jason Piper to pour footers at Maplewood Cemetery up to \$10,000.00 out of fund 2041-410-58099 (Cemetery – Other Expenses).

Mr. Olmstead seconded the motion. Vote: All Aye

FIRE DEPARTMENT

Chief Hoovler said there were 106 fire and EMS runs since the last Board of Trustees meeting. He said that EMS runs are down and fire runs are normal. Chief Hoovler reported that the roof is scheduled to be replaced starting May 11, 2020. He hopes to have the project completed by May 14, 2020.

Chief Hoovler discussed how long the Fire Department plans to use Station 2. Bus drivers and a mechanic are preparing busses for the summer inspection. Mr. Olmstead agrees that it could be counter-productive to continue to use Station 2 if other people are in the building and potentially exposing the firefighters. Chief Rupp was a part of the school safety meeting where it was discussed that they have 15 busses that require work prior to the inspections. There was discussion about how many students can be on a bus in the fall with social distancing requirements. Currently the district would be limited to 15 children on a bus.

Mr. Olmstead inquired about the repairs on Engine 122. Chief Hoovler said that the repairs are being done by the Fire Department in house. Mr. Olmstead would like Ben involved in future discussions of repairing Engine 122. Mr. Ferguson said that there's an issue of Liability and Risk.

Mr. Ferguson made a motion to pass Resolution No. 200506F1. Be it resolved pay Phoenix Safety Outfitters, up to \$ 20,000.00 for turnout gear out of fund 4910-220-55000 (Capital Equipment-Fire – Fire Equipment). Mr. Rybski seconded the motion. Vote: All Aye

FISCAL OFFICE

Mrs. Powell inquired about Senate bill 310. In reading that bill, those monies must be allocated into a specific fund. The original CARES Act distribution was receipted into the EMS lockbox. That money was from Health and Human Services and the EMS lockbox was the appropriate account for those monies to be receipted into. The Fiscal Office will need to create two funds for the Public Assistance fund distribution and the CARES act distribution based on Senate Bill 310. Mrs. Powell requested that Resolution 200506B2 be changed to allow for a second fund to be created.

Mr. Ferguson made a motion to pass Resolution No. 200506B1. Be it Resolved: To transfer \$11,906.30 from the General Fund Transfer-Out line (1000-110-59010) to the General Bond Retirement - Pool Fund Transfer-In line (3101-000-49031).

And be it resolved: To pay Chase for the Pool Bond Payment in the amount of \$11,906.30 out of General Bond Retirement-Pool-Interest (3101-610-56030).

Mr. Olmstead seconded the motion. Vote: All Aye

Mr. Rybski made a motion to pass Resolution No. 200506B2. Be it Resolved: To authorize the fiscal officer to create a new FEMA Grant Fund for the FEMA – Public Assistance Grant and a new fund for the Cares Act (SB 310) if necessary. Mr. Olmstead seconded the motion. Vote: All Aye

Mr. Ferguson made a motion to table Resolution No. 200506B3.

Mr. Olmstead seconded the motion. Vote: All Aye

OLD BUSINESS

Mr. Olmstead reported that CAPA advised the McCoy Center stakeholders that they applied for the Paycheck Protection Program. They were successful in receiving \$27,653 for payroll assistance for those that work at the McCoy Center.

EXECUTIVE SESSION

Mr. Olmstead made a motion to adjourn into executive session at 9:23 p.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 and Mr. Collins also attended the Executive Session.

Mr. Ferguson made a motion to close out of executive 9:59 p.m. Mr. Olmstead seconded the motion. Roll Call Vote: All Aye

ADJOURNMENT

Mr. Olmstead made a motion to adjourn the meeting at 9:59 p.m. Mr. Rybski seconded the motion. Vote: All Aye

BOARD OF TRUSTEES:

David Ferguson, Trustee

Dave Olmstead, Trustee

Thomas Rybski, Trustee

Bud Zappitelli, Fiscal Officer

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BOARD OF TRUSTEES:

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David Ferguson
David Ferguson, Trustee

DocuSigned by:
Dave Olmstead
Dave Olmstead, Trustee

DocuSigned by:
Tom Rybski
Thomas Rybski, Trustee

DocuSigned by:
Bud Zappitelli
Bud Zappitelli, Fiscal Officer