

RECORD OF PROCEEDINGS

Minutes of Meeting

Plain Township Board of Trustee Meeting

The Plain Township Board of Trustees met in regular session at 6:30 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, Kerri Mollard, and Jill Beckett-Hill. Others present: Fiscal Officer Bud Zappitelli, Township Administrator Ben Collins, Chief Connor, Maintenance Supervisor Bob Pharris, Finance Officer Courtney Rogers. Many Firefighters and their families were in attendance as well. Visitors present: Chief Hoovler, Dan Williamson and Pete Griggs.

ELECTION OF 2023 OFFICERS

Mr. Ferguson made a motion to keep the Trustee officers the same for 2023. Ms. Beckett-Hill seconded the motion. Vote: All Aye. (Resolution 23010401)

ADDITIONS OR CORRECTIONS TO THE AGENDA

Ms. Mollard asked to move the Fire Department swearings-in to the beginning of the meeting. Mr. Collins noted that Resolutions A5 and F1 were added to the agenda.

SWEARING-IN

Firefighter Nicholas Kidd was sworn in by Ms. Mollard

Firefighter Kevin Snyder was sworn in by Ms. Beckett-Hill

Firefighter William Newton and Fire Chief Patrick Connor was sworn in by Mr. Ferguson.

PAYMENT OF THE BILLS

Mr. Ferguson made a motion to pay the pending warrants in the amount of \$207,949.22.

Ms. Beckett-Hill seconded the motion. Vote: All Aye. (Resolution 23010402)

APPROVAL OF MINUTES

Ms. Mollard made a motion to approve the December 21, 2022 Board of Trustees Meeting minutes with corrections. Ms. Beckett-Hill seconded the motion. Vote: All Aye. (Resolution 23010403)

ADMINISTRATOR

Mr. Collins reported that all employees on the township health insurance plan completed their 2023 Wellness credits and all employees have been enrolled in short-term disability coverage for 2023. The Township did not meet the 25% minimum participation for the long-term disability coverage, so that will not be offered for 2023. Mr. Collins will investigate what the cost would be to the Township to offer this as a benefit in the future. Mr. Collins recognized Captain Chris Pabst and Mary Fee as the wellness champions for 2022 and thanked them for their efforts. Mr. Collins is meeting with the engineering consultant tomorrow to inspect the pool slide tower. The steel appears to be in good shape; however, the concrete might need to be replaced. Mr. Collins reported that the Franklin County Engineer's office has engaged a consultant for work on State Route 605 and Walnut Street. They are finalizing a recommendation and would like to discuss the contribution agreements for funding purposes. Mr. Collins explained that typically, when the Township applies for state funding, the Township looks for community partners to contribute. The Township currently has \$1.8M in Roads funds that could be leveraged. Ms. Mollard inquired about Bevelhymer Road. The developer is committed to replacing the bridge and widening the road. Mr. Collins also discussed the Township appointments. The Board of Trustees will need to appoint one member to the McCoy Board, two on the Zoning commission and one on the Board of Zoning Appeals. Ms. Mollard suggested asking those residents that were interested in the open Board seat over the summer. Mr. Collins reported that this is the final year for the Township's contribution to the Hinson Amphitheater. Mr. Ferguson brought up for discussion the possibility of turning the old fire house into a Township meeting hall rather than renting it. He would like the Trustees to think about whether that makes sense.

Ms. Beckett-Hill made a Motion to pass Resolution No. 230104A1. Be it resolved: To set the 2023 mileage reimbursement rate at \$0.655 in accordance with IRS allowances and any subsequent changes thereto. Ms. Mollard seconded the Motion. Vote: All Aye.

Ms. Mollard made a Motion to pass Resolution No. 230104A2.

WHEREAS, Ohio Revised Code § 510.707 authorizes a board of township trustees to appropriate from the township general revenue fund moneys not appropriated for any other purpose to an organization that the board determines serves a community purpose and that is exempt from federal taxation under subsection 501(a) and described in subsection 501(c)(3) of the "Internal Revenue Code of 1986," 100 Stat. 2085, 26 U.S.C. 1, as amended; and

WHEREAS, Plain Township has entered into the Second Amended and Restated Joint Operating Agreement for the New Albany Community Arts Center (hereinafter referred to as the "Operating Agreement"), which provide in Section 8.3 that each Owner shall annually deposit in the same proportion as their ownership provided in Section 3.2 the

dollar amount necessary to fund the Capital Repair and Replacement Fund of the McCoy Center for the Arts; and

WHEREAS, Section 8.3 of the Operating Agreement provides that the Capital Repairs and Replacements funding from each owner will be deposited into a separate Capital Repair and Replacement Account maintained and managed by the New Albany Community Foundation; and

WHEREAS, in accordance with Section 6.6 of the Operating Agreement, the Board of Education of the New Albany - Plain Local School District has, in cooperation and consultation with the City, the Township, the community Foundation and the Board of Directors, prepared a Five-Year Capital Repairs, Replacements, and Improvement Plan, which includes, by category, budgeting for Capital Repairs/Replacements and for Capital Additions or Improvements; and

WHEREAS, the Owners have reviewed and approved the Five-Year Capital Repairs, Replacements, and Improvement Plan as presented.

NOW, THEREFORE, BE IT RESOLVED BY THE PLAIN TOWNSHIP BOARD OF TRUSTEES, FRANKLIN COUNTY, OHIO:

Section 1. That the New Albany Community Foundation is determined to be an organization that serves a community purpose and is exempt from federal taxation under subsection 501(a) and described in subsection 501(c)(3) of the Internal Revenue Code of 1986, as amended; and

Section 2. That the funds contributed to the New Albany Community Foundation for the Capital Repairs/Replacements of the McCoy Center for the Arts will serve a community purpose; and

Section 3. That the amount of \$24,885.00 be set aside and paid to the New Albany Community Foundation from fund 1000-610-58003 (NA Comm FdnPerf.Arts-Capital Fund Donation), for the purpose of funding Plain Township's proportionate share of the McCoy Center for the Arts Capital Repairs and Replacements according to Section 8.3 of the Second Amended and Restated Joint Operating Agreement for the New Albany Community Arts Center.

Section 4. That this Board of Trustees finds and determines that all formal actions of this Board concerning this legislation were taken in an open meeting of this Board, all in compliance with Ohio law including Section 121.22 of the Ohio Revised Code.

Section 5. That this Resolution is declared to be in full force and effect from and after the earliest period allowed by law.

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

Mr. Ferguson made a Motion to pass Resolution No. 230104A3.

WHEREAS, Ohio Revised Code § 510.707 authorizes a board of township trustees to appropriate from the township general revenue fund money not appropriated for any other purpose to an organization that the board determines serves a community purpose and that is exempt from federal taxation under subsection 501(a) and described in subsection 501(c)(3) of the "Internal Revenue Code of 1986," 100 Stat. 2085, 26 U.S.C. 1, as amended; and

WHEREAS, the New Albany Community Foundation is an organization that serves a community purpose and is exempt from federal taxation under subsection 501(a) and described in subsection 501(c)(3) of the Internal Revenue Code of 1986, as amended; and

WHEREAS, the Charleen and Charles Hinson Amphitheater is proposed as a publicly owned outdoor community facility for the community performing arts to serve New Albany and Plain Township; and

WHEREAS, the New Albany Community Foundation will facilitate funding for the design and construction of the Charleen and Charles Hinson Amphitheater, and fund the project from the endowment known as the C. Charleen Hinson Fund;

NOW, THEREFORE, BE IT RESOLVED BY THE PLAIN TOWNSHIP BOARD OF TRUSTEES, FRANKLIN COUNTY, OHIO:

Section 1. That the New Albany Community Foundation is determined to be an organization that serves a community purpose and is exempt from federal taxation under subsection 501(a) and described in subsection 501(c)(3) of the Internal Revenue Code of 1986, as amended; and

Section 2. That the funds contributed to the New Albany Community Foundation for the Charleen and Charles Hinson Amphitheater will serve a community purpose; and

Section 3. That the amount of \$50,000 is approved to be paid in 2023 to the New Albany Community Foundation, for deposit into the C. Charleen Hinson Amphitheater fund, from fund 1000-610-58001 (NA Comm Fdn-Hinson Amphitheater Fund Donation) for the purpose of funding the construction and/or design of the Charleen and Charles Hinson Amphitheater.

Section 4. That this Board of Trustees finds and determines that all formal actions of this Board concerning this legislation were taken in an open meeting of this Board, all in compliance with Ohio law including Section 121.22 of the Ohio Revised Code.

Section 5. That this Resolution is declared to be in full force and effect from and after the earliest period allowed by law.

Ms. Beckett-Hill seconded the Motion. Vote: All Aye.

Ms. Beckett-Hill made a Motion to pass Resolution No. 230104A4. Be it Resolved: To transfer \$20,000 from Fund 1000 General Fund Transfer-out line (1000-110- 59010) to Fund 2171 Pool Fund Transfers-in line (2171-000-49031). Ms. Mollard seconded the Motion. Vote: All Aye.

Ms. Mollard made a Motion to pass Resolution No. 230104A5.

WHEREAS, Ohio Revised Code Section 505.603(B) authorizes a township to offer a health and wellness benefit program through which the township provides a benefit or incentive to township officers, employees, and their immediate dependents to maintain a healthy lifestyle, including, but not limited to, programs to encourage healthy eating and nutrition, exercise and physical activity, weight control or the elimination of obesity, and cessation of smoking or alcohol use; and

WHEREAS, the Plain Township Board of Trustees seeks to provide a wellness program to its township officers, employees and their spouses to encourage among other things healthy eating, nutrition, exercise, and physical activity;

NOW THEREFORE, BE IT RESOVED, that the Plain Township Board of Trustees hereby approves a supplemental Wellness Program with The Ohio State University Wexner Medical Center's Health and Fitness Center, to fund employee visits to the Health and Fitness Center at the rate of \$10 per visit in an amount not to exceed \$5,000 on an annual basis.

Ms. Beckett-Hill seconded the Motion. Vote: All Aye.

ZONING

Mr. Collins expects a zoning application to come through for the old Eastern Oil site later this year. Ms. Mollard inquired as to the process of notifying neighbors. Mr. Collins reported that the Township will notify neighbors within 200 feet of the property with a mailed letter. There will also be a public notice in the paper and it will be posted on the Township website.

ROAD/MAINTENANCE

Mr. Pharris reported the maintenance staff was busy with the snow and ice that the Township experienced a week ago. Mr. Pharris thanked New Albany for helping to pull him out of a ditch while he was out plowing. Mr. Pharris also reported that the maintenance staff is making progress on the office renovations.

Mr. Ferguson inquired about the status of the fire station renovations. Ms. Beckett-Hill updated the Board on the flooring choices. After the flooring has been replaced, the next phase will be the bathrooms. Furniture for the Fire Chief's office has also been ordered.

Mr. Ferguson made a Motion to pass Resolution No. 230104M1. Be it resolved, to pay TruGreen Commercial Services of 461 Enterprise Drive, Lewis center, Ohio 43035 up to \$8,507.39 for lawn treatment and fertilization for 2023 to include services for the following facilities:

Maplewood Cemetery: \$5,977.12 (2041-410-58099) Cemetery-Other Expenses

Fire Station: \$1,590.97 (2111-220-58099) Fire District-Other Expenses-Misc

Aquatic Center: \$939.30 (2171-610-58099 Pool-Other Expenses

TruGreen Commercial Services

461 Enterprise Drive

Lewis Center, Ohio 43035

Ms. Beckett-Hill seconded the Motion. Vote: All Aye.

FIRE DEPARTMENT

There have been 154 Fire and EMS runs since the last meeting.

Chief Connor reported that 2022 was the busiest year in Plain Township history. The Community Stakeholders meeting for the Strategic Plan is scheduled for January 18, 2023. Chief Connor thanked Ms. Mollard for her help with the Stakeholders meeting. The Fire Department is holding the promotion written exam tomorrow for the Lieutenant and Captain positions. Eight candidates will be sitting for the exam. The assessment exam for Ohio Fire Chiefs will be on January 18th at the Discover building. They will be assessed on 8 categories. Chief Connor and Mr. Collins are working on a job description for the open Assistant Chief position. Chief Connor would like that position posted soon. In the past, the Township utilized an HR consultant to receive, review, and rank candidate resumes. Mr. Collins reported that the job will be posted in multiple locations. The Board of Trustees approved Mr. Collins to review resumes rather than using an HR consultant. Mr. Collins hopes to have interviews in February with a decision by March 2023. Ms. Mollard wants to make sure that the tone of the job description is different than the one previously used when Chief Connor was hired.

Ms. Mollard reported that the press release announcing the swearing-in and promotion of Chief Connor will be distributed tomorrow. Ms. Mollard also reported that the Township has received 52 RSVPs for the Stakeholders meeting. Ms. Mollard requested that the Trustees and Mr. Zappitelli reach out to their contacts to increase the in-person attendance. Fitch and Associates is facilitating the meeting. Mr. Ferguson requested to see the survey before it is distributed to the public. Ms. Beckett-Hill requested an updated list of who has RSVP'd and who has already been contacted.

Since there is a conflict with the next regularly scheduled Board Meeting and the Stakeholders meeting, it was decided to move the time of the Board meeting to 7:15am on January 18, 2023.

Chief Hoovler congratulated Chief Connor on his promotion. He also congratulated the new firefighters.

Ms. Beckett-Hill made a Motion to pass Resolution No. 230104F1. Be it resolved to increase the annual vacation accrual from four to five weeks per year for Fire Chief Patrick Connor beginning in January 2023. Mr. Ferguson seconded the Motion. Vote: All Aye.

FISCAL OFFICE

The credit card statements were presented. Mr. Ferguson asked about the controls in place for the multiple Amazon purchases. Ms. Rogers explained that most of those charges are for the Fire Department and that Chief Connor approves all the receipts.

Mr. Zappitelli reported that the Fiscal Department has been busy closing out year-end and opening 2023 in the accounting system.

OLD BUSINESS

Ms. Beckett-Hill asked about the new Township website and if it has gone live. Mr. Collins reported that it is not live yet. Ms. Beckett-Hill stated that some of the information was jumbled when she was reviewing the information from her desktop computer while using the Safari browser. Mr. Collins reported that the Township is still learning how to update the content. Mr. Collins hopes to go live with the new website very soon.

Ms. Mollard discussed the Township's plan for quarterly or annual communications. Ms. Mollard plans to circle back with Mr. Collins on how to proceed. Mr. Ferguson asked if the Township has an email database. He would like the Township to reach out to the City of New Albany to see if New Albany would be willing to share theirs.

Ms. Beckett-Hill recommends sending the first newsletter as a mailer and within the newsletter, inform the residents that the Township will be moving to an electronic newsletter in the future so that the residents can sign up to receive it.

EXECUTIVE SESSION

Mr. Ferguson made a motion to adjourn into executive session at 7:33 p.m. pursuant to Ohio Revised Code 121.22 (G)(1) for employment and discipline. Ms. Mollard seconded the motion. Vote: All Aye


Mr. Zappitelli, Chief Connor, Mr. Collins, Dan Williamson, and Pete Griggs attended the Executive Session.

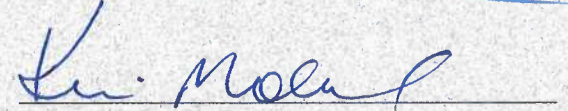
Mr. Ferguson made a motion to close out of executive session at 9:07 p.m. Ms. Mollard seconded the motion. Vote: All Aye

ADJOURNMENT

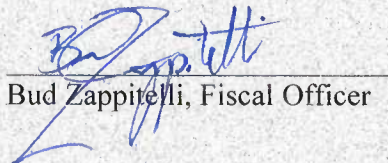
Ms. Mollard made a motion to adjourn the meeting at 9:07 p.m. Ms. Beckett-Hill seconded the motion. Vote: All Aye

BOARD OF TRUSTEES:


David Ferguson, Trustee


Kerri Mollard, Trustee


Jill Beckett-Hill, Trustee


Bud Zappirelli, Fiscal Officer