

RECORD OF PROCEEDINGS

Minutes of Meeting

Plain Township Board of Trustee Meeting

The Plain Township Board of Trustees met in regular session at 7:15 a.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 Dave Olmstead. Bud Zappitelli, Fiscal Officer, was present. Others present: Chief Rupp, Ben Collins, Assistant Chief Connor, Bobby Pharris, and Courtney Rogers.

ADDITIONS OR CORRECTIONS TO THE AGENDA

Mr. Ferguson requested an executive session.

Mr. Olmstead added Resolution A3 to appoint a representative to the McCoy Board.

APPROVAL OF MINUTES

Mr. Ferguson made a motion to approve the January 19, 2022 Board of Trustees Meeting minutes. Mr. Olmstead seconded the motion. Vote: All Aye. (Resolution 22021601)

Ms. Mollard made a motion to approve the February 2, 2022 Board of Trustees Meeting minutes. Mr. Olmstead seconded the motion. Vote: All Aye. (Resolution 22021602)

PAYMENT OF THE BILLS

Mr. Ferguson made a motion to pay the pending warrants in the amount of \$431,580.94.

Mr. Olmstead seconded the motion. Vote: All Aye. (Resolution 22021603)

CITY LIASION – MIKE DURIK

Mr. Durik was unable to attend.

ADMINISTRATOR

Mr. Collins indicated that the New Albany Chamber of Commerce's Leadership Class has a meet and greet scheduled for that morning at Village Hall at 8am. The class will be coming to the Fire Station later that day for a tour and review of township history and governance.

Mr. Collins reported that he and Ms. Mollard reviewed letterhead and note cards and an order will be made.

Mr. Collins reported that Founders Day is May 21st. Mr. Collins stated that he would reach out and see how we could assist with the planning this year.

Mr. Collins reported that the county engineer will assist with designing and bidding the concrete work at the fire station, but it would not go to bid until January 2023.

Mr. Collins indicated that staff is recommending SwimSafe for the pool management contract. SwimSafe operated pools for Bexley, Grandview and Grove City in 2021. Each of the communicates reported a positive experience with SwimSafe and plan to use them again. Mr. Pharris took SwimSafe on a tour of the pool mechanicals.

Mr. Olmstead made a Motion to pass Resolution 220216A1. Be it resolved, that the Plain Township Board of Trustees hereby approves a pool management contract, including opening and closing, with SwimSafe Pool Management, Inc. for the 2022 pool season, according to the bid submitted in the amount of \$189,885 out of fund 2171-610-53060 (Pool – Contracts). Be it further resolved to pay 1% of the 2022 contract price, being \$1,898.85 upon signing and to set aside \$17,089.65 for the April contract payment.

Be it further resolved, that the Plain Township Board of Trustees hereby accepts the proposal of SwimSafe Pool Management, Inc. with an option for the 2023 pool season in the amount of \$191,785 and an option for the 2024 season in the amount of \$ 193,700 - subject to the future appropriations by the Plain Township Board of Trustees for the respective years. Ms. Mollard seconded the Motion. Vote: All Aye.

Mr. Ferguson made a Motion to pass Resolution No. 220216A2. Be it resolved, that the Board of Trustees hereby approves an intergovernmental agreement with the Franklin Soil and Water Conservation District for the provision of technical and educational services for the calendar year 2022 as detailed in the attached agreement, in order to comply with the National Pollutant Discharge Elimination System permit then in effect, and authorizes the township administrator to execute this agreement for and on behalf of the Board of Trustees of Plain Township and to authorize payment to the Franklin Soil and Water Conservation District for the 2022 calendar year in the amount of \$2,060 to be paid out of fund 1000-110-53060 (General- Contractual Services). Mr. Olmstead seconded the Motion. Vote: All Aye.

Ms. Mollard made a Motion to table Resolution No. 220216A3. Be it resolved, that the Plain Township Board of Trustees hereby appoints Allison Meslow to serve as a Plain Township appointee to the McCoy Center for the Arts Board of Directors and fill a vacancy in a three-year term that began January 1, 2020. Mr. Olmstead seconded the Motion. Vote: All Aye

ZONING

Mr. Collins indicated that there was nothing new at this time.

ROAD/MAINTENANCE

Mr. Pharris reported that he has contacted multiple companies to obtain prices for new mowers but that they are difficult to find due to current supply issues. After discussion, Mr. Olmstead suggested that the Board pass a Resolution to authorize Mr. Pharris to take advantage of a deal if he found one.

Mr. Olmstead made a Motion to pass Resolution No. 220216M1. Be it resolved, that the Plain Township Board of Trustees hereby authorizes the Plain Township Maintenance Superintendent to purchase an ExMark mower for \$8,177. Ms. Mollard seconded the Motion. Vote: All Aye.

FIRE DEPARTMENT

Chief Rupp indicated that there has been 25 Fire and 63 EMS runs since the last meeting.

Chief Rupp indicated that there is a pending Resolution for a contract with PSee Solutions to replace Keytel's services.

Chief Rupp also indicated that Ms. Mollard had sent a link that is studying stress in first responders. Chief Rupp had followed up with Dr. Yeager who would like to create a program or process to look at stress levels in the department. The program will be entirely voluntary.

Mr. Olmstead made a Motion to pass Resolution No. 220216F1. Be it resolved, that the Plain Township Board of Trustees hereby approves a service agreement with PSee Solutions to provide Internet Technology and Network Management services for the Plain Township Fire Department for the amount of \$1,510 per month. This is a twelve-month agreement that includes:

- 1. Remote Management of 13 Workstations (N-Able)**
- 2. Semi-Annual PC maintenance**

3. Managed Anti-Virus included for all workstations
 4. Patch Management and anti-virus for 9 emergency vehicles
 5. Unlimited SharePoint Data Backup
 6. Office 365 management for all subscribers
 7. Firewall Management
 8. SharePoint Management
 9. Leased Firewall with 3 Year replacement plan and active subscriptions
- Office 365 licensing subscriptions are not included in this price

Be it further resolved, to authorize the Township Administrator to execute a service agreement on agreement on behalf of the Board of Trustees.

Be it further resolved, to set aside and pay PSee Solutions a total of \$18,120 for the 12-month Service Agreement out of line 2111-220-53057 (Utilities-Information Technology).

Ms. Mollard seconded the Motion. Vote: All Aye.

FISCAL OFFICE

January 2022 bank reconciliation and month end reports were presented.

Ms. Mollard made a Motion to pass Resolution No. 220216B1.

WHEREAS, Plain Township, Franklin County, Ohio has received a distribution of monies (the "ARPA Funds") from the American Rescue Plan Act of 2021 ("ARPA" or the "Act") in the amount of \$100,822.90; and

WHEREAS, Congress passed the Act effective March 11, 2021; and

WHEREAS, Section 603 created the Coronavirus Local Fiscal Recovery Fund which, among other things, appropriated money to cities, nonentitlement units of local government, and counties to mitigate the fiscal effects stemming from the public health emergency with respect to the Coronavirus Disease (Covid-19); and

WHEREAS, Section 603(c) generally provides that:

(1) USE OF FUNDS. Subject to paragraph (2), and except as provided in paragraphs (3) and (4), a metropolitan city, nonentitlement unit of local government, or county shall only use the funds provided under a payment made under this section to cover costs incurred by the metropolitan city, nonentitlement unit of local government, or county, by December 31, 2024 -

(A) to respond to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19) or its negative economic impacts,

including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;

(B) to respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers of the metropolitan city, nonentitlement unit of local government, or county that are performing such essential work, or by providing grants to eligible employers that have eligible workers who perform essential work;

(C) for the provision of government services to the extent of the reduction in revenue of such metropolitan city, nonentitlement unit of local government, or county due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year of the metropolitan city, nonentitlement unit of local government, or county prior to the emergency; or

(D) to make necessary investments in water, sewer, or broadband infrastructure.

WHEREAS, Department of Treasury Final Rule, published on January 6, 2022, and effective April 1, 2022, provides in part that:

Treasury presumes that up to \$10 million in revenue has been lost due to the public health emergency and recipients are permitted to use that amount (not to exceed the award amount) to fund “government services.” [The “standard allowance”].

WHEREAS, the Rule further observes that:

The standard allowance provides an estimate of revenue loss that is based on an extensive analysis of average revenue loss across states and localities, and offers a simple, convenient way to determine revenue loss particularly for Coronavirus State and Local Fiscal Recovery Fund’s smallest recipients. This change is intended to promote administrative efficiency and simplify revenue loss calculation for smaller recipients.

WHEREAS, the Rule further clarifies that recipients can use:

SLFRF funds on government services up to the revenue loss amount, whether that be the standard allowance amount or the amount calculated using the [Final Rule four-step process]. Government services generally include any service traditionally provided by a government, unless treasury has stated otherwise.

WHEREAS, some common examples of “government services” expressly recognized by Treasury are as follows:

- Road building and maintenance, and other infrastructure
- Health services
- General government administration, staff, and administrative facilities
- Environmental remediation
- Provision of police, fire, and other public safety services (including purchase of fire trucks and police vehicles)
- Maintenance or pay-go funded building infrastructure
- Modernization of cybersecurity, including hardware, software, and protection of critical infrastructure

WHEREAS, "Government services is [deemed by Treasury] the most flexible eligible use category under the SLFRF program, and funds are subject to streamlined reporting and compliance requirements;" and

WHEREAS, funds utilized pursuant to the standard revenue loss allowance continue to have certain restrictions, including:

- Deposit into pension funds
- Satisfaction of settlements or judgments
- Contributions to financial reserves or "rainy day" funds

WHEREAS, the Final Rule states that recipients must elect either the standard allowance or calculate revenue loss pursuant to the 4-step process and recipients may not use both methods; and

WHEREAS, the Board of Trustees seeks to adopt the standard allowance as serving in the best interest of the Township.

NOW THEREFORE, it is hereby RESOLVED by the Board of Trustees that:

1. The Board of Trustees elects to use the standard allowance and its presumption of revenue loss due to the public health emergency and to use the amount authorized herein to fund government services.

BE IT FURTHER RESOLVED: that it is hereby found and determined that all formal actions of this Board of Trustees concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Board of Trustees, and that all deliberations of the Board of Trustees and any of its committees that resulted in such formal action, were in a meeting open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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

Mr. Ferguson made a Motion to pass Resolution No. 220216B2. Be it Resolved, to increase Fund 4901-000-45019 FEMA - Grant receipts by \$12,382.28. Ms. Mollard seconded the Motion. Vote: All Aye.

OLD/NEW BUSINESS

Ms. Mollard thanked the Fire Department for allowing the holiday light recycling to be collected at the fire station. Over 500 pounds of holiday lights were collected. Additionally, Ms. Mollard indicated that she will be on vacation July 5th.

Mr. Olmstead indicated that he will be on vacation during the March 16th and June 15th meetings.

Additionally, Ms. Mollard indicated that she has been on the New Albany Board of Zoning Appeals for a while but is stepping down since she is an elected official for Plain Township.

EXECUTIVE SESSION


Mr. Ferguson made a motion to adjourn into executive session at 7:45 a.m. pursuant to Ohio Revised Code 121.22 (G)(1) for appointment, employment, promotion or compensation, demotion or dismissal. Mr. Olmstead seconded the motion. Vote: All Aye

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

Mr. Olmstead made a motion to close out of executive session at 7:57 a.m. Mr. Ferguson seconded the motion. Vote: All Aye

ADJOURNMENT

Mr. Olmstead made a motion to adjourn the meeting at 7:57 a.m. Mr. Ferguson seconded the motion. Vote: All Aye

BOARD OF TRUSTEES:
David Ferguson, Trustee
Dave Olmstead, Trustee
Kerri Mollard, Trustee
Bud Zappitelli, Fiscal Officer