

## RECORD OF PROCEEDINGS

*Minutes of Meeting*

Plain Township Board of Trustee Meeting

*Held*

Plain Township Fire Station 7:00 p.m.

The Plain Township Board of Trustees met in regular session at the Plain Township Fire Station, 9500 Johnstown Road, New Albany, Ohio.

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

Roll Call: Members Present: Mr. Ferguson, Mr. Rybski and Mr. Olmstead. Mr. Zappitelli, Fiscal Officer was present. Other people present were Ben Collins, Chief Hoovler, Cindy Powell, Kathy Sculley, Mary Fee and Bonnie Reife. Visitors in attendance: Dr. Glyde Marsh, Sarah Sculley, Rob Lowery and Debra Lowery.

### ELECTION OF OFFICERS

**Mr. Rybski nominated Mr. Ferguson for Chairman. Mr. Olmstead seconded the motion. Vote: All Aye. (Resolution 17010401)**

**Mr. Rybski made a motion to nominate Mr. Olmstead for Vice-Chair. Mr. Ferguson seconded the motion. Vote: All Aye. (Resolution 17010402)**

### ADDITIONS OR CORRECTIONS TO AGENDA

Mr. Collins added Resolution No 170104Z1 to the agenda. Mr. Collins asked the board to consider tabling Resolution No 170104A11.

### APPROVAL OF MINUTES

**Mr. Olmstead made a motion to approve the December 21, 2016 Board of Trustees Meeting minutes with one correction. Mr. Rybski seconded the motion. Vote: All Aye. (Resolution No 17010403)**

### PAYMENT OF BILLS

**Mr. Ferguson made a motion to pay the pending warrants in the amount of \$180.70. Mr. Olmstead seconded the motion. Vote: All Aye. (Resolution 17010404)**

## **ADMINISTRATOR**

Mr. Ferguson asked Mr. Collins to lead a discussion regarding the upcoming pool contract. Mr. Collins said that the staff has met and come up with some suggestions that could be added to the new contract that could improve the operations at the pool. Major concerns include the staffing shortage, the cleanliness of the aquatic center and management competence. The Township has also decided to go with a new software program for memberships and daily visitors that should alleviate some of the issues with the front desk.

## **OTARMA BOARD MEMBER ELECTION**

**Mr. Ferguson moved to vote for C. Nicholas Schwab and Marsha Funk to the OTARMA Board. Mr. Olmstead seconded the motion. Vote: All Aye. (Resolution 17010405).**

**Mr. Rybski made a motion to pass Resolution No. 170104A1. Be it resolved: To rehire the existing Plain Township employees for 2017. Mr. Olmstead seconded the motion. Vote: All Aye.**

**Mr. Rybski made a motion to pass Resolution No. 170104A2. Be it resolved, that the Plain Township Board of Trustees meetings will be conducted under Roberts Rules of Order. Mr. Olmstead seconded the motion. Vote: All Aye.**

**Mr. Olmstead made a motion to pass Resolution No. 170104A3. Be it resolved, that expenses incurred by the trustees, administrator and fiscal officer when attending state conferences and membership dues of state associations will be paid from the General Fund. Mr. Rybski seconded the motion. Vote: All Aye.**

**Mr. Olmstead made a motion to pass Resolution No. 170104A4. Be it resolved, that the Plain Township Board of Trustees hereby designates the township administrator as the board's designee for public records training in compliance with Ohio Revised Code § 109.43. Mr. Rybski seconded the motion. Vote: All Aye.**

**Mr. Olmstead made a motion to pass Resolution No. 170104A5. 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 calendar year 2017 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 2017 calendar year in the amount of \$2,100 to be paid out of 01-A-28 (General- Contractual Services). Mr. Rybski seconded the motion. Vote: All Aye.**

**Mr. Ferguson made a motion to pass Resolution No. 170104A6. Be it resolved: To set the mileage reimbursement rate at \$0.535 in accordance with IRS allowances and any subsequent changes thereto. Mr. Olmstead seconded the motion. Vote: All Aye.**

**Mr. Ferguson made a motion to pass Resolution No. 170104A7. Be it resolved, to pay CareWorksComp 5500 Glendon Court, Dublin, Ohio 43016, \$6,008.00 as a service fee for third party administration for the 2018 group rating year, and to enroll in the Ohio Township Association Worker's Compensation Group Rating program for the 2018 rating year, according to the attached agreement, to be paid out of the General Fund, line 01-A-26 (Other). Mr. Rybski seconded the motion. Vote: All Aye.**

**Mr. Rybski made a motion to pass Resolution No. 170104A8. Be It Resolved, that the Plain Township Board of Trustees hereby approves a one year extension of a contract through the Franklin County General Health District with Vector Disease Control International, LLC for 2017 Mosquito Management at a cost of \$1,902.36, to be paid from 01-B-08 (General – Twp-Other Expenses) and authorizing the township administrator to execute the contract on behalf of Plain Township. Mr. Olmstead seconded the motion. Vote: All Aye.**

**Mr. Ferguson made a motion to pass Resolution No. 170104A9. Be it resolved, to pay CoxMedia Group up to \$4,500.00 for the printing, folding, bundling, post office delivery and bulk mailing of the 2017 Aquatic Center rate sheet, to be paid from account 14-A-08 (Pool-Other). Mr. Olmstead seconded the motion. Vote: All Aye.**

**Mr. Olmstead made a motion to pass Resolution No. 170104A10. Be it resolved, to approve an agreement with Gordon Flesch, Inc., 5655 Venture Dr, Dublin, OH 43017, for the lease and maintenance of a Canon C3330i color copier, off of state term schedule number 800088, and authorizing the township administrator to execute the contract on behalf of Plain Township. 1) An agreement for a 60-month lease for a Canon C3330i Copier with a \$1 buyout option, at a base lease rate of \$134.68 a month, to be paid out of fund 01-A-28 (General – Contractual Services). 2) A continuing maintenance agreement with Gordon Flesch to include all toner, labor, parts, travel, cleaning and repairs at the rate of \$.00810 for black and white images and \$0.041 for color images, to be paid out of 01-B-05 (General – Twp-Supplies and Materials). Mr. Ferguson seconded the motion. Vote: All Aye.**

There was a short discussion regarding Resolution No. 170104A11 about designating a smoking area at the pool.

**Mr. Ferguson made a motion to table Resolution No. 170104A11. Mr. Olmstead seconded the motion. Vote: All Aye.**

### **ZONING**

**Mr. Rybski made a motion to pass Resolution No. 170104Z1. Be it resolved, that the Plain Township Board of Trustees hereby re-appoints Val Jorgensen, a resident of the unincorporated territory of Plain Township, to serve as a member of the Board of Zoning Appeals for a five year term and expiring December 31, 2021. Mr. Olmstead seconded the motion. Vote: All Aye.**

## ROADS AND MAINTENANCE

Mr. Collins reported the pool winter water level had to be refilled due to the hydrostat popping and some leaking caulk. Mr. Pharris has cleaned the hydrostat and there are plans to replace the caulk in the spring.

## FIRE DEPARTMENT

Chief Hoovler said there have been 108 Fire and EMS runs since the last Trustee Meeting. He said our runs are up about 5.1% from last year. The increase is mostly due to medic runs. Chief Hoovler reported that E121 had oil leaking into the antifreeze and it is at Flora's being repaired. He said the ladder is rusting and they try to hose it off after every run to remove the road salt. Mr. Collins reported that the fire department has permission to use the City of New Albany's truck wash. Chief Hoovler said the hydraulic generator on E122 was smoking so it was taken out of service. Captain Dudley is looking into the repair. Chief Hoovler mentioned that there is a preconstruction meeting scheduled for the new medic which should be delivered in April. Chief Hoovler also reported that they have implemented a change in policy and there will no longer be Kelly Days on Wednesdays to help with peak time staffing.

**Mr. Ferguson made a motion to pass Resolution No 170104F1 which was tabled at the 12/7/16 meeting. Whereas, the Plain Township Board of Trustees has competitively bid a public improvement identified as the Plain Township Fire Station 121 Kitchen Renovation Project in accordance with the Ohio Revised Code; and Whereas, after tabulating the bids, including the base bids and alternate bids, the apparent low bidder on the base bid and the total of the base bid and the first alternate is 2K General Company, Inc.; and Whereas, there appear to be no mathematical errors and 2K General Company, Inc. is found to be a reputable company and determined to be the lowest and best bidder; and Now Therefore, Be it resolved, that the Plain Township Board of Trustees hereby awards the construction contract for the Plain Township Fire Station 121 Kitchen Renovation Project to 2K General Company, Inc., the lowest and best bidder with a bid of \$168,980.00 on the base bid and \$1,060.00 on alternate bid H-1. Be it Further Resolved to authorize the township administrator to execute the Notice of Award and all necessary contract documents on behalf of the Plain Township Board of Trustees. Mr. Olmstead seconded the motion. Vote: All Aye.**

## CITY LIAISON-DR. MARSH

Dr. Marsh gave a city council update. He said the City has purchased a new maintenance truck.

## FISCAL OFFICE

Mr. Zappitelli requested a special bill pay meeting to be held on Wednesday, January 11<sup>th</sup> at 7:15 a.m. The trustees agreed to the morning meeting.

**NEW BUSINESS**

Mr. Ferguson requested that staff make a list of key priorities for 2017.

Mr. Olmstead said the McCoy is now meeting quarterly.

Chief Hoovler said that the Governor has signed a bill into law today allowing firefighters to file for Workers Compensation for fire related cancers.

**ADJOURNMENT**

**Mr. Ferguson made a motion to adjourn the meeting at 8:39 p.m. Mr. Rybski seconded the motion. Vote: All Aye**

**BOARD OF TRUSTEES:**

  
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David Ferguson, Trustee

  
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Dave Olmstead, Trustee

  
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Thomas Rybski, Trustee

  
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Bud Zappitelli, Fiscal Officer