

## **RECORD OF PROCEEDINGS**

### *Minutes of Meeting*

### Plain Township Board of Trustee Meeting

The Plain Township Board of Trustees met in regular session at 7:30 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, Dave Olmstead, and Kerri Mollard. Others present: Ben Collins, Bud Zappitelli, Chief Rupp, Mary Fee, Battalion Chief Sponaugle, Hans Schell, Katie Hernandez, Jeff Gastineau, Deb Lowery, Mike Durik, and Courtney Rogers.

### **ADDITIONS OR CORRECTIONS TO THE AGENDA**

Ms. Mollard requested time to discuss the pool closure on Memorial Day.

Mr. Ferguson requested an executive session at the end of the meeting for purposes of appointment.

Mr. Collins added Resolution 220601M1 to the agenda.

### **APPROVAL OF MINUTES**

**Mr. Olmstead made a motion to approve the May 18, 2022 Board of Trustees Meeting minutes. Ms. Mollard seconded the motion. Vote: All Aye. (Resolution 22060101)**

### **PAYMENT OF THE BILLS**

**Mr. Olmstead made a motion to pay the pending warrants in the amount of \$291,711.22. Ms. Mollard seconded the motion. Vote: All Aye. (Resolution 22060102)**

Mr. Olmstead asked Chief Rupp about the training expenses. Mr. Ferguson asked whether the United Healthcare payment was monthly and Ms. Mollard inquired about the Home Depot receipts with tax. Ms. Rogers confirmed that both purchases were returned and repurchased without tax.

### **CITY LIASION – MIKE DURIK**

Mr. Durik reported that New Albany City Council has not met since the last Township Board of Trustees meeting. However, since the last Board meeting, New Albany celebrated Founders Day and the first opening weekend of DORA (Designated Outdoor Refreshment Area). Mr. Durik



also reported that Joe Stefanov has a preliminary design for the proposed pickleball courts. Current plans will need the use of Township property for parking. There may be future plans to put a road in along State Route 161 to connect the Early Learning Center to State Route 605 through Swickard Woods. This would help connect the school campuses and bus routes. Mr. Ferguson is still questioning the proposed location. Mr. Durik reported that they are not looking at alternative locations for the pickleball courts.

### **ADMINISTRATOR**

Mr. Collins reported that the pool reopened today at 4pm following a Sunday 3pm closure. It was necessary to close the pool on Memorial Day because of a problem with the pool filter. Debris was limiting visibility and out of an abundance of caution, the decision was made to drain, clean, and refill the pool. Staff worked long hours in order to reopen the pool by Wednesday, June 1. Mr. Ferguson inquired as to the temperature of the water and Mr. Collins reported that it was at 81 degrees. Ms. Mollard was concerned about the lack of timely communication to the residents and members. Mr. Collins explained that the decision to close on Memorial Day happened late and Ms. Reife does not work weekends or holidays. The Township's phone system makes it difficult to change voicemail messages remotely and email messages through RecDesk have to be done onsite versus remotely. While the closure was communicated as quickly as possible, it took some time. Ms. Fee was onsite at the pool on Memorial Day communicating the closure to members that showed up. Going forward, the Township will work to better communicate such closures. Mr. Ferguson asked if the Township could use "Code Red" to communicate future closures.

**Mr. Ferguson made a Motion to pass Resolution 220601A1. Whereas, the Plain Township Board of Trustees has approved 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 resolved, to set aside and pay the July 2022 pool management payment in the amount of \$37,977.00 from fund 2171-610-53060 (Pool – Contracts) according to the attached schedule. Mr. Olmstead seconded the Motion. Vote: All Aye.**

**Ms. Mollard made a Motion to pass Resolution 220601A2. Be it resolved, to pay Sedgwick, Inc., PO Box 89456, Cleveland, Ohio 44101, \$6,825.00 as a service fee for third party administration for the group rating period beginning January 1, 2023, and enroll Plain Township in the BWC Group Retrospective Rating Program through the Ohio Township Association Retro Group for the 2023 rating year according to the attached agreement, to be paid out of the General Fund, line 1000-110-58099 (General – Other). Mr. Olmstead seconded the Motion. Vote: All Aye.**



Mr. Collins explained that the Township has been in the best group rating through the Ohio Township Association for the past several years. The Township is being moved to the Retrospective Group Rating. The premium will increase, but the Township will be eligible for a rebate that could bring the Township back to even. Mr. Collins expects the Township to be in Group Retro for multiple years because of claims experience.

### **ZONING**

Mr. Collins reported that there was one Variance application for a home on Bevelhymer Road.

### **ROAD/MAINTENANCE**

Mr. Collins reported that the Township staff has been working very hard to maintain the Township property and get the pool ready to open for the summer season. Dave Thatcher, Michael Bullard, and Mary Fee have been very flexible with the hours they have been working. The Board also thanked the City of New Albany for helping the township Maintenance Department.

Mr. Ferguson asked if the Township should consider bringing on another fulltime employee or contract with a landscaping business. He also asked if the Township could partner with the City of New Albany to contract out some work such as plowing township roads. Mr. Collins reported that the response from the county engineer and City of New Albany was that their trucks/plows are too large for township roads.

**Ms. Mollard made a Motion to pass Resolution 220601M1. Be it resolved, that the Plain Township Board of Trustees hereby authorizes the Plain Township Maintenance Superintendent to hire up to four summer seasonal maintenance employees, at up to \$18.00 per hour and not to exceed 1500 hours per employee for 2022, to work April 1 to December 1 as needed. Mr. Olmstead seconded the Motion. Vote: All Aye.**

### **FIRE DEPARTMENT**

Chief Rupp indicated that there has been 48 Fire and 87 EMS runs since the last meeting.

The Fire Department continues to see record numbers in their runs.

The Fire department participated in New Albany's Founders Day. Many people went through the Safety Trailer.

Chief Rupp reported that Assistant Chief Connor has been working with Fitch and Associates on the Strategic Plan. Chief Connor is gathering all the information for the Initial Data Request such as 3 years of finances, EMS Billing, Run data, etc. He is approximately 90% complete. Jennifer Stafford at Change Healthcare has been great at helping gather this information



Trustee Olmstead has noticed and commented on the lower maintenance costs of the Township's Fire vehicles. Chief Rupp attributes it to the Ladder truck being only 2 years old.

Mr. Ferguson inquired about the status of the new EMS vehicle. Chief Rupp stated that there is still a shortage of chassis and computer chips.

**Mr. Olmstead made a Motion to pass Resolution No. 220601F1. Be it resolved to pay Coughlin Chevrolet of Pataskala \$34,459 to replace the fire marshal vehicle with a 2022 Chevy Colorado 4WD Crew Cab LT work truck out of fund 4910-220-55000 (Capital Equipment-Fire – Fire Equipment). The price includes a 12% dealer discount.**

**Coughlin Chevrolet of Pataskala  
9000 E. Broad Street  
Pataskala, OH 43062**

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

**Ms. Mollard made a Motion to pass Resolution No. 220601F2. Be it resolved to pay the MECC Regional Council of Governments \$25,000 for 2022 EMS Medical Director share, out of fund 2281-230-58099. (EMS-EMS-Other)**

**Nancy White  
MECC Regional Council of Governments  
155 Olde Ridenour Road  
Gahanna, OH 43230**

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

**Mr. Ferguson made a Motion to pass Resolution No. 220601F3.**

**Whereas, Plain Township has accepted a 2018 Assistance to Firefighters Grant for a Fire Alarm System. The award check from FEMA in the amount up to \$42,857.14 for the purchase and installation of the Fire Alarm System and Plain Township's responsible portion in the amount up to \$2,142.86 for a total of up to \$45,000 will be receipted into Fund 4901 – FEMA Grant; and**

**Whereas, Plain Township certified and transferred \$1,553.22 from Fund 2111-220-59010 (Fire-Transfers-Out) to Fund 4901 – FEMA Grant 4901-000-45019 (FEMA - Grant – FEMA – Grant) in 2021.**

**Be it Resolved: To certify and transfer the balance of \$589.64 from Fund 2111-220-59010 (Fire-Transfers-Out) to Fund 4901 – FEMA Grant 4901-000-45019 (FEMA - Grant – FEMA – Grant).**

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



### **FISCAL OFFICE**

**Mr. Ferguson made a Motion to pass Resolution No. 220601B1. Be it Resolved: That the Plain Township Board of Trustees request all available inside millage for the unincorporated part of the Township and allocate it to our Road District Fund (2141-000-00000). The funds will be used for necessary road improvements.**

**Mr. Olmstead seconded the Motion. Roll Call Vote: All Aye.**

### **OLD BUSINESS**

Mr. Olmstead reminded the Board that he will not be at the June 15, 2022 meeting.

Mr. Ferguson stated that he and Ms. Mollard will be convening an executive session to discuss the process of appointing a new Trustee.

Ms. Mollard confirmed that she will be able to make the July 6, 2022 meeting and that it is not necessary to change the date.

Ms. Mollard asked Mr. Collins on timing for the Clouse Road improvements. Franklin County Engineer would like to schedule a meeting with one of the Trustees. He was hesitant to commit to starting construction this year. He would like to complete the design and allow time for the Township to apply for the OPWC grant.

### **EXECUTIVE SESSION**

**Mr. Ferguson made a motion to adjourn into executive session at 8:19 p.m. pursuant to Ohio Revised Code 121.22 (G)(1) for appointment, employment, promotion or compensation, demotion or dismissal. Ms. Mollard seconded the motion. Vote: Mr. Ferguson and Ms. Mollard: Aye. Mr. Olmstead did not attend the executive session and left the Board Meeting.**

**Mr. Zappitelli attended the Executive Session.**


**Mr. Ferguson made a motion to close out of executive session at 9:11 p.m. Ms. Mollard seconded the motion. Vote: All Aye**

### **ADJOURNMENT**

**Mr. Ferguson made a motion to adjourn the meeting at 9:12 p.m. Ms. Mollard seconded the motion. Vote: All Aye**



**BOARD OF TRUSTEES:**

  
David Ferguson, Trustee

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Dave Olmstead, Trustee

  
Kerri Mollard, Trustee  
Bud Zappitelli, Fiscal Officer