

## **RECORD OF PROCEEDINGS**

### *Minutes of Meeting*

### Plain Township Board of Trustee Meeting

The Plain Township Board of Trustees met in regular session at 8:00 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 Jill Beckett-Hill. Others present: Administrator Ben Collins, Battalion Chief Sponaugle, Battalion Chief Dudley, Captain Pabst, Firefighter Zierk, Maintenance Supervisor Bobby Pharris, Administrative/Zoning Coordinator Mary Fee, and Finance Officer Courtney Rogers. Visitors Present: Mike Durik and Debra Lowery.

Fiscal Officer Bud Zappitelli was absent.

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

Mr. Ferguson asked for an executive session as item #11. He also asked to address the staff before item #4.

### **ALL STAFF MEETING**

The Board of Trustees provided an organizational update to all staff gathered at the meeting. The investigation is complete, and the Township will be taking appropriate actions including policy review and training.

### **PAYMENT OF THE BILLS**

Mr. Ferguson made a motion to pay the pending warrants in the amount of \$405,488.75.

Ms. Mollard seconded the motion. Vote: All Aye. (Resolution 23031501)

### **APPROVAL OF MINUTES**

Mr. Ferguson made a motion to approve the February 1, 2023 Board of Trustees Meeting minutes with corrections. Ms. Beckett-Hill noted that the date on page 9 of 11 should read "December 19, 2021". Ms. Beckett-Hill seconded the motion. Vote: All Aye. (Resolution 23031502)

### **CITY LIASON-MIKE DURIK**

Mr. Durik reported that the New Albany City Council met last week. Council approved the draw down from the New Albany Community Authority \$5,250,000 for development projects and economic businesses for design and legal fees. Council also approved the rezoning of 100+ acres from agricultural to business purposes and they approved the building of 16 pickleball courts at Bevelhymer Park. The expected completion date for the pickleball courts is July 2023. City Council also signed an ODOT consent to approve the widening of State Route 62. Work will begin in July 2023. Mr. Durik also reported that approximately 30 ordinances were read for the approval of easements for the widening of Mink and Green Chapel Roads. The Planning Commission approved variances for the Wendy's Restaurant on State Route 62. There was also a final plot approval for 9 lots at Alden Woods at Central College and State Route 605. Mr. Collins added that the Fire Department is working with the Alden Woods developer to hold live fire training. Mr. Collins also explained that when property is annexed into the City, it comes in at the lowest zoning designation, which is agricultural. Therefore, all annexed land gets rezoned from Agricultural to another use.

### **ADMINISTRATOR**

Mr. Collins continues to work on final costs for the slide tower repairs. The Whitewater cost estimate is \$270,000. Mr. Collins also noted that getting concrete to the work site will be difficult.

The payment schedule for SwimSafe, our pool management company, was presented. Mr. Collins reminded the Trustees that there was an adjustment to the 2022 price to account for higher wage and chemical costs.

**Ms. Beckett-Hill made a Motion to pass Resolution No. 230315A1. Whereas, the Plain Township Board of Trustees has approved a pool management contract, including opening and closing, with SwimSafe Pool Management, Inc. for the 2023 pool season, according to an addendum in the amount of \$231,288 out of fund 2171-610-53060 (Pool – Contracts).**

**Be it resolved, to set aside and pay the April pool management payment in the amount of \$32,380.32 from fund 2171-610-53060 (Pool – Contracts) according to the attached schedule.**

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

**Mr. Ferguson made a Motion to pass Resolution No. 230315A2. 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 for a three-year term ending January 1, 2025. Ms. Beckett-Hill seconded the Motion. Vote: All Aye**

**Ms. Mollard made a Motion to pass Resolution No. 230315A3. Be it resolved to increase the purchase order for the law firm of Brosius, Johnson and Griggs from \$15,000 to \$25,000 for legal services provided to the board of trustees out of fund 1000-110-53011 (General – Legal Counsel). Ms. Beckett-Hill seconded the Motion. Vote: All Aye**



**Mr. Ferguson made a Motion to pass Resolution No. 230315A4.**

**PREAMBLE**

**WHEREAS, the Plain Township Board of Trustees (the "Board") has recognized internet auction services as an appropriate means of disposing excess Township property; and**

**WHEREAS, Ohio Revised Code Section 505.10 permits a board of township trustees to sell personal property, including motor vehicles, road machinery, equipment, tools, or supplies which is not needed for public use, is obsolete or unfit for the use for which it was required; and**

**WHEREAS, the Board has determined that an Internet auction is a cost-effective method for disposing of such items and to be in the best interest of the residents of the Township.**

**RESOLUTION**

**NOW THEREFORE, BE IT RESOLVED by the board of Trustees of Plain Township, Franklin County, Ohio, that the following Resolution be and is hereby adopted:**

- 1. Pursuant to Ohio Revised Code 505.10(D), the Board of Trustees of Plain Township (the "Board") hereby expresses its intent to sell personal property, including motor vehicles, road machinery, equipment, tools, or supplies which is not needed for public use, is obsolete or unfit for the use for which it was acquired by internet auction; and**
- 2. Items to be disposed of shall be inventoried, listed by department, and include the pertinent information (i.e. year, make, mileage or use) and presented to the Board. The Board shall recognize by formal vote the list of items to be disposed of, an established minimum price for each item, method of payment and any other terms and conditions of each sale, including requirements for pick-up or delivery.**
- 3. The Board hereby designates the Township Administrator as the official point of contact for all Internet auctions. This person will establish the minimum price and other conditions of sale including pick-up, sales tax, method of payment and fees. This person shall be responsible for ensuring that all items have been settled for and the appropriate paperwork is complete, releasing the Township of any ownership and liability.**
- 4. The Township hereby contracts with GovDeals, Inc. to serve as a representative of the Township and conduct auctions on behalf of the Township and all property will be available to the public on [www.govdeals.com](http://www.govdeals.com) website for a minimum of ten (10) days, including Saturdays, Sundays and legal holidays as required in Section 505.10(D) of the Ohio Revised Code;**

5. No items shall be transferred to a successful bidder until such time as guaranteed payment has been received in full.

6. Revenue collected from the sale of items by Internet auction shall be deposited into the General Fund of the Township or the Trustees may transfer and appropriate the revenue to the specific fund where the items sold were derived.

7. It is hereby found and determined that all formal actions of the Board concerning and relating to the passage of the resolution were taken in an open meeting of the Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action took place in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

8. This resolution shall be full force and effect immediately upon its adoption.

Ms. Mollard seconded the Motion. Vote: All Aye

### **ZONING**

Mr. Collins reported that the Board of Zoning Appeals continues to be busy. Ms. Fee attended a hearing last night regarding an on-site dog grooming business at 7564 New Albany Condit Road. The variance was approved with eight conditions, such as the size of the structure, location of the trailer, and hours of operation.

### **ROAD/MAINTENANCE**

Mr. Pharris reported that the maintenance breakroom is almost finished. The maintenance staff will start to pull the grave blankets, wreaths, and winter decorations soon. The Boy Scouts have offered to help pick up the wreaths this Saturday.

Ms. Beckett-Hill made a Motion to pass Resolution No, 230315M1. Be it Resolved, to pay Aqua-Seal, LLC, \$6,680 to supply all labor, equipment, and materials to replace existing safety surface mats in the interactive pool area, to be paid out of fund 2171-610-58023 (Pool – Repairs).

Aqua Seal, LLC  
7681 Tim Avenue  
North Canton, Ohio 44720

Mr. Ferguson seconded the Motion. Vote: All Aye



**Mr. Ferguson made a Motion to pass Resolution No. 230315M2. Be it resolved pay to pay Jason Piper to pour footers at Maplewood Cemetery up to \$10,000.00 out of fund 2041-410-58099 (Cemetery-Other Expenses). Ms. Beckett-Hill seconded the Motion. Vote: All Aye**

**Ms. Mollard made a Motion to pass Resolution No. 230315M3. Be it resolved, that the Plain Township Board of Trustees hereby approves purchasing one 36" ExMark UltraCut Series 3 commercial mower for \$8,724 from Buckeye Power Sales, out of the following accounts:**

<b>1000-120-54030</b>	<b>General – Twp-Equipment Purchases: \$436.20</b>
<b>2111-220-54030</b>	<b>Fire – Tools and Equipment-Fire: \$1,744.80</b>
<b>2171-610-54030</b>	<b>Pool – Tools and Equipment: \$1,744.80</b>
<b>2041-410-54040</b>	<b>Cemetery – Tools and Equipment: \$4,798.20</b>

**Buckeye Power Sales  
6850 Commercial Court Drive  
Blacklick, Ohio 43004**

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

### **FIRE DEPARTMENT**

Battalion Chief Spornagle reported that there were 33 Fire and 66 EMS runs since the last Board meeting. He highlighted a couple of the more serious runs; there was an auto extrication, an antifreeze spill at a hospital where the EPA had to be called, and a working fire in Columbus. Ms. Mollard updated the Board on a call that she, Mr. Collins, and Chief Connor had with Fitch and Associates. She said it was a productive call and that the draft report should be coming soon. Mr. Collins reported that the Township has paid \$20,000 of the \$50,000 contracted cost to date. Ms. Mollard added that Fitch and Associates would analyze the open-ended response questions.

Ms. Beckett-Hill updated the Board on the progress of the Fire Station renovations. The carpet and flooring have been installed and the painting is mostly complete. There are some finishing touches, such as caulking and strips, that still need to be completed.

**Mr. Ferguson made a Motion to pass Resolution No. 230315F1. Be it resolved to pay The Fire House Company the amount of \$7,110 for the purchase of 18 fire helmets out of fund 4910-220-55000 (Capital Equipment-Fire – Fire Equipment).**

**The Fire House  
125 E. Church Street  
PO Box 666  
Newark, Ohio 43055**

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

**FISCAL OFFICE**

The February 2023 Bank Reconciliation and Month End reports were presented.

Ms. Rogers reported that things are moving forward with switching our payroll system to UKG. It will be a more comprehensive system than what the Township is currently getting from ADP. The UKG system should provide more efficiency. There is a 4-month build-out timeline.

Mr. Ferguson asked if there are any limitations on spending the approximately \$202,000 Coronavirus Local Fiscal Recovery Funds. Ms. Rogers explained that she believes the funds must be spent by 2026. Mr. Collins added that the funds can be used for "revenue replacement." Mr. Collins explained that the area of largest loss of revenue for the Township was at the pool. He would like to direct some of the money to the pool slide tower repairs.

**Mr. Ferguson made a Motion to pass Resolution No. 230315B1. Be it Resolved: To authorize the Plain Township Fiscal Officer to enter into a contract with Julian & Grube, Inc for a one-year engagement at \$2,400 out of Fund 1000-110-53060 (General – Contractual Services) to compile our financial statements on the cash-basis of accounting for the year ending 2022. The Township's financial statements will be prepared in a format that substantially conforms to the reporting model prescribed by Governmental Accounting Standards Board Statement No. 34. "Basic Financial Statement – and Management's Discussion and Analysis – for State and Local Governments" (GASB No. 34).**

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

**NEW BUSINESS**

Ms. Mollard attended the monthly New Albany Parks and Recreation meeting, and she reported that the Parks Department is in the process of selling bonds for the new Recreation Center and are choosing an investment firm. The Parks and Recreation Department is also adding more staff. There was also great turnout for Spring registrations. Ms. Mollard shared with the Parks Department that Plain Township now has an EMS Coordinator who would be happy to do CPR training with coaches and volunteers.

**EXECUTIVE SESSION**

**Mr. Ferguson made a motion to adjourn into executive session at 8:39 a.m. pursuant to Ohio Revised Code 121.22 (G)(1) for employment and promotion. Ms. Beckett-Hill seconded the motion. Vote: All Aye**

**Mr. Collins joined the Executive Session at 9:14 a.m.  
Mr. Collins left the Executive session at 9:30 a.m.**

**Mr. Ferguson made a motion to close out of executive session 9:31 a.m. Ms. Mollard seconded the motion. Vote: All Aye**

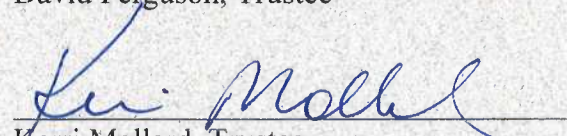


**ADJOURNMENT**

Mr. Ferguson made a motion to adjourn the meeting at 9:32 a.m. Ms. Beckett-Hill seconded the motion. Vote: All Aye

**BOARD OF TRUSTEES:**

  
David Ferguson, Trustee

  
Kerri Mollard, Trustee

  
Jill Beckett-Hill, Trustee

  
Bud Zappitelli, Fiscal Officer