

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 and Kerri Mollard. Trustee Dave Olmstead was absent. Others present: Ben Collins, Chief Rupp, Assistant Chief Connor, Battalion Chief Kevin Sponaule, Mike Durik, Bobby Pharris, and Courtney Rogers.

APPROVAL OF MINUTES

Ms. Mollard made a motion to approve the March 2, 2022 Board of Trustees Meeting minutes. Mr. Ferguson seconded the motion. Vote: All Aye. (Resolution 22031601)

PAYMENT OF THE BILLS

Ms. Mollard made a motion to pay the pending warrants in the amount of \$530,452.56. Mr. Ferguson seconded the motion. Vote: All Aye. (Resolution 22031602)

CITY LIASION – MIKE DURIK

Mr. Durik reported that the City of New Albany spent a considerable amount of time reviewing candidates for the Planning Commission. A selection was made but the person has not yet been notified, so he couldn't share with the Board.

Mr. Durik indicated that two plot plans for Nottingham Trace were reviewed and approved.

Mr. Durik further reported that the annual grants were reviewed and approved.

Mr. Collins responded to inquiries from the Board regarding the planned pickleball courts. He indicated that he had spoken with Joe Stefanov and that Mr. Stefanov indicated that JPD would be scheduling the facilities and would hopefully be able to avoid too many activities at once. The Board was encouraged to reach out to the New Albany City Council members to express concerns regarding parking and Fire Department / EMS access.

ADMINISTRATOR

Mr. Collins indicated that membership sales are going well. The City of New Albany will be sending out an email blast next week as a reminder to residents of membership rates.

Mr. Collins reported that with regard to the Fire Department roof project, Advanced Concepts, Inc is still trying to figure out the sit panels.

Mr. Collins then indicated that there was a request from staff to reconsider providing access to the Heit Center.

Mr. Ferguson expressed his appreciation to the New Albany City Council for their help in promoting Township events on the City's social media and websites.

Lastly, Mr. Collins indicated that the City of New Albany's maintenance garage has been a great resource to the Township for mechanical repairs.

Mr. Ferguson made a Motion to pass Resolution 220316A1. Be it Resolved that in recognition of the dedication and commitment of the employees of Plain Township, the Board of Trustees hereby awards a bonus to all current employees that were employed as of November 1, 2021 in the amount of \$500 for full-time employees and \$250 for all part-time employees.

Be it Further Resolved, that the fiscal office is directed to gross up the bonus pay in order that each full-time employee receives net compensation of \$500 and each part-time employee receives net compensation of \$250. Ms. Mollard seconded the Motion. Vote: All Aye.

Ms. Mollard made a Motion to pass Resolution 220316A2. Be it resolved, that the Board of Trustees hereby amends the township personnel policy to provide paid holidays for non-emergency, part-time staff as follows.

7.2 Holiday Leave

The following eleven (11) holidays will be observed by full-time employees and part-time employees whose, regularly scheduled hours fall on one of these holidays, beginning at hire date: *New Year's Day, Martin Luther King Day, Presidents Day, Memorial Day, Juneteenth (the 19th day of June), Independence Day, Labor Day, Columbus Day (observed the day after Thanksgiving), Veterans Day, Thanksgiving Day, and Christmas Day.* All full-time employees, except firefighters, shall be paid for eight hours on each of these holidays. All part-time employees, except firefighters, shall be paid for their regularly scheduled hours that fall on the holiday.

If those holidays celebrated on a specific date fall on a Saturday or Sunday, the closest working day will be observed as the holiday (Friday or Monday). Holidays will be compensated at the employee's regular rate of pay.

Mr. Ferguson seconded the Motion. Vote: All Aye

ZONING

Mr. Collins indicated that there were two zoning variance requests pending. The first is for a manufactured home to be used as secondary residence on the property. It is unlikely that will be approved due to having two residences on one property.

The second variance request is a prospective property owner on Johnstown Road who would like to operate a doggy day care which would fall under agricultural usage. According to legal counsel, any property over 5 acres would be exempt from Township zoning.

ROAD/MAINTENANCE

Mr. Pharris reported that they have been working on the pool and attempting at keep tiles cleaned out because of storms. With regard to the pool, Mr. Pharris indicated that he had met with multiple companies regarding pool maintenance and repair and he is getting quotes.

Mr. Pharris reported that he would be taking the new mower up to a company in Defiance Ohio toward the end of the month to have the trimmer put on.

Mr. Collins indicated that Mr. Pharris also received a quote to update the Township office to gas heat since the heat in the office is poor and employees are using space heaters.

FIRE DEPARTMENT

Chief Rupp indicated that there has been 28 Fire and 65 EMS runs since the last meeting.

Chief Rupp detailed the increasing maintenance costs on the current engine truck. He indicated that there is a 24-month lead time and that he would be presenting cost analysis and possible financing options available in the near future.

Chief Rupp reported that the injured firefighter will hopefully be able to return to light duty in another month. In order to have him engaged, Chief Rupp plans to put him in a training role where he can instruct other firefighters but not physically be participating in the training himself.

Chief Rupp indicated that they are compiling the Mayday report and video. The Fire department is reviewing all of the training records and plans for Mayday training, and will continue to do so.

Ms. Mollard made a Motion to pass Resolution No. 220316F1. Be it resolved to approve out of state travel for two Plain Township Firefighters to attend the County Fire Tactics, Command Officer Boot Camp, in an amount not to exceed \$3,000.00 for conference expenses including registration fees, meals, lodging, long distant travel. The program will be held in Pensacola, Florida on May 10th-12th, 2022. To be paid out of fund 2111-220-58018 (Fire District-Other Expenses-Training). Mr. Ferguson seconded the Motion. Vote: All Aye.

FISCAL OFFICE

Mr. Ferguson made a Motion to pass Resolution No. 220316B1.

BE IT RESOLVED by the Township Board of Trustees (hereinafter the "Board") that, pursuant to ORC Section 503.55, the Township Administrative Office, Township Fiscal Office, Township Aquatic Center and Township Fire Department are hereby authorized to accept payments through the use of credit cards; debit cards; charge cards; pre-paid or stored value cards, or any other device or method for making an electronic payment or transfer of funds for all fees, costs, assessments, fines, penalties, payments or any other expenses owed or otherwise paid to the Township Aquatic Center, Township Administrative Office, Township Fiscal Officer and Township Fire Department as described in this resolution.

BE IT FURTHER RESOLVED, pursuant to ORC Section 503.55(E), that there will be a 3% convenience fee imposed upon a person making a payment through a financial transaction device or any online payment of a township expense regardless of the total transaction amount, pursuant to this Resolution. The payment of the convenience fee shall be considered voluntary and is not refundable.

BE IT FURTHER RESOLVED, pursuant to ORC Section 503.55(G), that if a person makes a payment by a financial transaction device and the payment is returned or dishonored for any reason, the person is liable to the Township for payment of a penalty of twenty dollars (\$20.00), in addition to any other available civil or criminal remedies provided by law.

BE IT FURTHER RESOLVED, that the Township fiscal officer is hereby designated as an administrative agent to solicit proposals within the guidelines established by this Resolution and in compliance with ORC Section 503.55.

BE IT FURTHER RESOLVED, that a copy of this Resolution shall be posted in the Township Administrative Office, the Township Fiscal Office, the Township Aquatic Center and the Township Fire Department.

BE IT FURTHER RESOLVED, that the Township Administrative Office, the Township Fiscal Office, the Township Aquatic Center, and the Township Fire Department may use only the financial institutions, issuers of financial transaction devices, and the processors of financial transaction devices with which the Board contracts, and each such office is subject to the terms of those contracts.

BE IT FURTHER RESOLVED, that all formal actions of the Board concerning and relating to the passage of this Resolution were taken in open meetings of this Board, and that all deliberations of this Board that resulted in formal actions were taken in meetings open to the public, in compliance with all legal requirements, including, but not limited to, ORC Section 121.22.

This Resolution shall take effect at the earliest time allowed by law.

Ms. Mollard seconded the Motion. Vote: All Aye

OLD/NEW BUSINESS

Ms. Mollard indicated that she will be traveling the first week in July.

Mr. Collins reported that the current pending Workers' Compensation claim has exhausted the approved paid injury leave and it will be up to the Board to decide further action.


Chief Connor reported that Fitch & Associates will be here March 31st and April 1st and a possible Zoom meeting following those.

ADJOURNMENT

Mr. Ferguson made a motion to adjourn the meeting at 8:00 a.m. Ms. Mollard seconded the motion. Vote: All Aye

BOARD OF TRUSTEES:


David Ferguson, Trustee

Dave Olmstead, Trustee

Kerri Mollard, Trustee


Bud Zapputelli, Fiscal Officer