

## **RECORD OF PROCEEDINGS**

### *Minutes of Meeting*

### Plain Township Board of Trustee Meeting

The Plain Township Board of Trustees met in a special session at 6:00 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, Kerri Mollard, and Jill Beckett-Hill. Others present: Administrator Ben Collins, Chief Connor, Assistant Chief Ecleberry, Fiscal Officer, Bud Zappitelli, several firefighters and Finance Officer Courtney Rogers. Visitors present: Mike Durik, Chief Hoovler, and Austin Gootee's family.

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

Mr. Ferguson requested to move the Fire Department report before the Administrator's report. He also requested an executive session at the end of the meeting. Ms. Mollard stated that she has new business. Mr. Collins added resolution M1 to the agenda.

Pending warrants were moved to the Fiscal Department.

### **APPROVAL OF MINUTES**

**Ms. Beckett-Hill made a motion to approve the April 12, 2023 Board of Trustees Meeting minutes. Ms. Mollard seconded the motion. Vote: All Aye. (Resolution 23042001)**

### **FIRE DEPARTMENT**

Ms. Beckett-Hill swore Austin Gootee in as a full-time Plain Township firefighter.

**Mr. Ferguson made a Motion to pass Resolution No. 230420F1. Be it resolved, to offer conditional employment as a part-time Firefighter to Charles Ellis pending the results of a background check. Ms. Beckett-Hill seconded the Motion. Vote: All Aye**

### **FISCAL OFFICE**

Mr. Collins still recommends moving forward with Kronos/UKG for the Township's payroll processing and timekeeping. He was able to negotiate a savings of \$1500 for the HR Ready component feature. Mr. Collins explained that the price is locked in for three years and then there will be a 4% increase in subsequent years. Ms. Mollard believes that switching to this

payroll software makes sense. She believes it will add benefit to all operations. Ms. Beckett-Hill thinks the efficiency that the software will provide will be key. The implementation is expected to take 120 days and the target "go live" date will be in September 2023.

**Ms. Mollard made a Motion to pass Resolution No. 230420B1. Be it Resolved, that the Board of Trustees hereby authorizes to pay Kronos SaaShr, Inc., A UKG Company, for The UKG HR Ready payroll processing platform and human resources management system including a one-time setup fee of \$12,250 and annual costs of \$21,768.00 according to the attached proposal. Be it further resolved that the Board of Trustees hereby authorizes the township administrator to execute any necessary agreements on behalf of Plain Township consistent with this resolution.**

**Kronos SaaShr, Inc., A UKG Company  
3040 Route 22 West, Suite 200  
Branchburg, NJ 08876**

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

**Mr. Ferguson made a Motion to pass Resolution No. 230420B2. Be it Resolved, that the Board of Trustees hereby authorizes to pay Kronos SaaShr, Inc., A UKG Company, for a cloud-based platform and access for the Telestaff timekeeping system including a one-time setup fee of \$10,000.00 and annual costs of \$7,200.00 according to the attached proposal. Be it further resolved that the Board of Trustees hereby authorizes the township administrator to execute any necessary agreements on behalf of Plain Township consistent with this resolution.**

**Kronos SaaShr, Inc., A UKG Company  
3040 Route 22 West, Suite 200  
Branchburg, NJ 08876**

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

#### **PAYMENT OF THE BILLS**

**Mr. Ferguson made a motion to pay the pending warrants in the amount of \$337,705.75.  
Ms. Mollard seconded the motion. Vote: All Aye. (Resolution 23042002)**

#### **ADMINISTRATOR**

**Mr. Collins reminded the Board of Trustees that the Township initiated an agreement with Prime AE to evaluate the slide tower structure. Prime AE will provide engineering services and plans to refurbish the slide tower for \$15,000. Prime AE is not recommending a complete overhaul of the slide tower. They are recommending that the Township replace the stairs and landing**



platforms. This refurbishment will take place after the 2023 pool season. This project is expected to cost approximately \$150,000. This project qualifies for the use of the ARPA funds. Whitewater Industries will be engaged to help remove the slide entries and to reinstall them post construction.

Mr. Collins also reported that the 2022 Township HRA is right in line with the 2021 HRA expense.

**Ms. Beckett-Hill made a Motion to pass Resolution No. 230420A1. Be it Resolved, that the Board of Trustees hereby authorizes to pay Prime AE Group, Inc. for engineering services to prepare engineering plans and required drawings, assist with public bidding, and provide construction administration among other services for the Plain Township Aquatic Center slide tower renovation, up to an amount of \$15,000.00 to be paid out of 1000-120-58099 (General-Twp-Other Expenses) according to the attached proposal. Be it further resolved that the Board of Trustees hereby authorizes the township administrator to execute an agreement on behalf of Plain Township consistent with this resolution.**

**Prime AE Group, Inc.  
8415 Pulsar Place, Suite 300  
Columbus, Ohio 43240**

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

#### **ROAD/MAINTENANCE**

Mr. Collins presented a resolution to replace the bathroom partitions at the pool. He reported that the appearance of the bathrooms is always a big item on the end-of-season surveys for the pool. The stall partitions are 20-year-old stainless steel and have not held up well in the elements.

**Ms. Mollard made a Motion to pass Resolution No. 230420M1. Be it Resolved, to pay Rep Source LLC up to \$ 15,085 to supply all labor, equipment, and materials to install new restroom partitions at the Plain Township pool, to be paid out of fund 1000-120-58099 (General – Twp Other Expenses).**

**Rep Source LLC  
107 Cypress Street SW  
Reynoldsburg, Ohio 43068**

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

## **ZONING**

Mr. Collins reported that he would be forwarding an application that was heard by the Rocky Fork Blacklick Accord to the Board. The application is to rezone 65 acres at the edge of the county on Jug Street to Planned Residential. It is for an age-restricted, 151-unit development. The units will be detached single-family as well as "lane homes." This land was recently annexed into the City of New Albany.

The Board of Zoning had the first public hearing on the rezoning application for 6202 Walnut Street. There was a sizeable resident turnout at this meeting. The application will come to the Board of Trustees in May for consideration.

## **NEW BUSINESS**

Ms. Mollard reported that she and Ms. Beckett-Hill will be on a panel for the New Albany Chamber of Commerce. They are highlighting the five female elected officials of New Albany on May 9<sup>th</sup>.

## **CITIZENS COMMENTS**

Chief Hoovler thanked the Board, and especially Ms. Beckett-Hill, for all the updates that were made to the Fire Station. He complimented the work.

## **EXECUTIVE SESSION**

**Mr. Ferguson made a motion to adjourn into executive session at 6:20 p.m. pursuant to Ohio Revised Code 121.22 (G)(1) for personnel. Ms. Mollard seconded the motion. Vote: All Aye**

**Mr. Ferguson made a motion to close out of executive session at 6:32 p.m. Ms. Mollard seconded the motion. Vote: All Aye**

Mr. Ferguson discussed Board conflicts with future meeting dates. Mr. Ferguson requested that the May 3<sup>rd</sup> meeting be moved to May 2<sup>nd</sup>. Ms. Beckett-Hill will be out of town May 19<sup>th</sup> through June 5<sup>th</sup>. However, these dates should not impact any regular meetings.

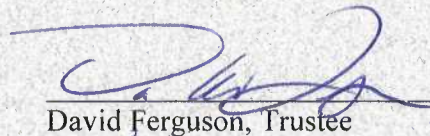
Mr. Collins reported that the rezoning hearing will be coming to the Board of Trustees in May. The Zoning Commission will have their hearing on May 11<sup>th</sup> and Mr. Collins must allow 10 days for public notice before the Board of Trustees can hear it. Mr. Collins would prefer to have all three Board members at that meeting. It was discussed that the hearing would be held at the June 7<sup>th</sup> Board meeting.



**ADJOURNMENT**

Mr. Ferguson made a motion to adjourn the meeting at 6:36 p.m. Ms. Beckett-Hill seconded the motion. Vote: All Aye

**BOARD OF TRUSTEES:**



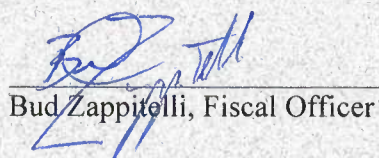
David Ferguson, Trustee



Kerri Mollard, Trustee



Jill Beckett-Hill, Trustee



Bud Zappitelli, Fiscal Officer