

## **RECORD OF PROCEEDINGS**

### *Minutes of Meeting*

### **Plain Township Board of Trustee Meeting**

The Plain Township Board of Trustees met in regular session at 12:00 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: Fiscal Officer Bud Zappitelli, Administrator Ben Collins, Chief Connor, Assistant Chief Ecleberry, Maintenance Supervisor Bobby Pharris, and Finance Officer Courtney Rogers. Visitors present: Deputy Upton.

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

Ms. Beckett-Hill has an update in New Business. Mr. Ferguson requested an executive session to discuss demotion and dismissal.

### **PAYMENT OF THE BILLS**

**Mr. Ferguson made a motion to pay the pending warrants in the amount of \$638,496.53. Ms. Beckett-Hill seconded the motion. Vote: All Aye. (Resolution 23051701)**

Ms. Mollard inquired about the ice maker and MECC payment. Mr. Collins explained the pool's ice maker was very old and not functioning as it should. Ms. Rogers advised \$25,000 of the MECC payment was for the medical director, and the rest for dispatching services.

### **APPROVAL OF MINUTES**

**Ms. Mollard made a motion to approve the May 3, 2023 Board of Trustees Meeting minutes as submitted. Mr. Ferguson seconded the motion. Vote: All Aye. (Resolution 23051702)**

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

Mr. Durik was not in attendance.

### **FRANKLIN COUNTY SHERIFF'S OFFICE**

Deputy Upton did not have any updates.

## ADMINISTRATOR

Mr. Collins asked Deputy Upton about phone calls concerning firearm discharges. Deputy Upton referred Mr. Collins to the form he sent.

Mr. Collins met with the Franklin County Engineer's office regarding the improvements to State Route 605 and Walnut Street. The consulting firm and the city of New Albany were also present. He expects to submit the application to OPWC this fall. The County also wants to apply to the Transportation Improvement District for funding. ODOT has committed to the cost of drainage improvements which includes a 20 x 5 concrete culvert that is between 200 and 300 feet long. The cost of the project is approximately \$6 million and the Township may contribute 1-2% from its Roads Fund which currently has \$1.5 million.

Mr. Collins will meet with the Franklin County Engineer's office on Monday regarding the Clouse Road project. The Township received a \$150,000 grant and a \$50,000 loan from OPWC. Construction must begin by April 2024, so bids will be secured the first quarter of next year. Ms. Mollard asked if we are required to take the loan, and requested that the good news be shared with the Clouse Road residents. Mr. Collins is waiting for the paperwork to determine if the loan is required and advised the residents will be notified.

## ZONING

Mr. Collins reported the Franklin County Planning Commission did not have a quorum at its last meeting so they did not hear the rezoning item for Walnut Street; it will be heard at the June 14<sup>th</sup> meeting.

The Zoning Commission has a meeting scheduled for June 16<sup>th</sup> at 1:00 pm to hear the recommendations from the Franklin County Planning Commission concerning the Walnut Street rezoning. These recommendations will be brought to the Plain Township Board of Trustees at its meeting on June 21<sup>st</sup>. The Board of Trustees must schedule a public hearing within 30 days of receiving the recommendations. Ms. Mollard asked if the applicant has modified his proposal. Mr. Collins responded that some changes have been made, but it remains generally the same. Discussion ensued about the timing of upcoming meetings.

**Mr. Ferguson made a Motion to pass Resolution No. 230517Z1. WHEREAS reasonable attempts have been made to contact Isato Kamara, the record owner of Plain Township Parcel Number 220-001202 and located at 5370 Central College Road, Westerville, OH, regarding overgrown weeds and vegetation; and**

**WHEREAS the overgrown weeds and vegetation located at Plain Township Parcel Number 220-001202 and located at 5370 Central College Road, Westerville, OH constitute a nuisance that is present and ongoing;**

**THEREFOR BE IT RESOLVED that the Plain Township Board of Trustees hereby orders Isato Kamara to abate, control, or remove said overgrown weeds and vegetation that are a present and ongoing nuisance;**

**BE IT FURTHER RESOLVED** that if said overgrown weeds and vegetation are not abated, controlled, or removed, or if provision for its abatement, control or removal is not made within seven (7) days, the Plain Township Board of Trustees shall provide for the abatement, control or removal of said nuisance;

**BE IT FURTHER RESOLVED** that any expenses incurred by the Plain Township Board of Trustees in providing for the abatement, control, or removal of said nuisance shall be paid out of the township general fund from moneys not otherwise appropriated;

**BE IT FURTHER RESOLVED** that the Plain Township Board of Trustees shall make a written report to the county auditor identifying the premises and all expenses incurred in providing for the abatement, control, or removal of said nuisance. Any expenses incurred shall be entered upon the tax duplicate and become a lien upon the land from the date of entry.

Ms. Mollard seconded the Motion. Vote: All Aye

#### **ROAD/MAINTENANCE**

Mr. Pharris reported that the pool has another leak and the only way to repair it is to plug the jets located at the zero entry of the big pool. He is working on how to plug them in a safe manner. He noted the pool heater was inspected on Monday and is working well.

Mr. Pharris would like the Maintenance Department to acquire the pick-up truck that the Fire Department plans to sell. The Maintenance Department currently has two pick-up trucks and one is usually towing the trailer with the mowing equipment. After some inquiries, Mr. Ferguson said it seems like a good idea based on need.

#### **FIRE DEPARTMENT**

Chief Connor reported that there were 32 Fire and 64 EMS runs since the last Board meeting. He further reported that Jefferson Township and the city of Westerville recently borrowed our Medic 123, and Chief Ecleberry is working on getting a chassis replacement for Medic 121.

Chief Connor advised former Chief Rupp previously applied for a first responders retention grant through the American Rescue Plan Act but, the application needed a few revisions before it was accepted. Firefighters would be eligible for a bonus up to 10% of their salaries. The Ohio Police and Fire Pension Board believes the bonuses are pensionable, but it is still being researched.

Assistant Chief Ecleberry reported that the first facilities team meeting was held. The team members include Mr. Collins, Ms. Beckett-Hill, Firefighter Reynolds and Mr. Pharris. They created a priority list to maintain the fire station; LED lighting and repairs to the wood soffit around the building are first on the list.

Chief Connor provided an update on the Strategic Plan. He advised there are errors in the report that need to be corrected. Staffing and response time are some of the subjects addressed in the report. Chief Connor would like the response time to be 4 minutes from the time of the call to the door of the person in need. We are currently higher than that and Chief Connor attributes this to dispatching. He will meet with MECC to discuss this. Chief Connor and Ms. Mollard met today to discuss the Executive Summary. Ms. Mollard advised there isn't any integration between the Strategic Plan and the Executive Summary. She stated the need for one clean document with clear objectives and priorities. Mr. Ferguson expressed concern that 47% of our calls are outside of our jurisdiction. He believes in helping fellow fire departments, but that the Township should not increase our staffing to subsidize service outside of our boundaries. Mr. Ferguson would like the city of New Albany to get involved in determining what jurisdictions will service the growth areas and who will fund it.

Mr. Ferguson initiated discussion over the Fire Department budget. He noted there was a significant increase from last year and inquired about staffing and overtime. Chief Connor advised the department is not fully staffed and overtime is used when a firefighter is sick, out on worker's comp, is out for training, or working community events. Mr. Ferguson requested a list of the community events to evaluate the funds coming in. Discussion ensued regarding the vehicles needed by the department. Mr. Ferguson thinks a schedule of the fleet and its rotation would be helpful. Mr. Ferguson advised it is not sustainable to have double digit budget increases. Mr. Zappitelli pointed out some of the expenses were one-time expenses, and Assistant Chief Ecleberry said private funding for new vehicles should be considered.

**Ms. Mollard made a Motion to pass Resolution No. 230517F1. Be it resolved to pay Green Lighting Wholesale the amount of \$7,953.51 for new LED lighting fixtures out of fund 2111-220-55020 (Fire – Buildings and Additions).**

**Green Lighting Wholesale  
950 Taylor Station Road, Suite 1  
Gahanna, Ohio 43230**

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

**Ms. Beckett-Hill made a Motion to pass Resolution No. 230517F2. Be it resolved to pay Another Option Roofing the amount of \$6,500.00 for repair and replacement of exterior fire station fascia and soffit out of fund 2111-220-55020 (Fire – Buildings and Additions).**

**Another Option Roofing, LLC  
690 Sunbury Meadows Dr.  
Sunbury, Ohio 43074**

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



### **FISCAL OFFICE**

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

**Ms. Beckett-Hill made a Motion to pass Resolution No. 230517B1. 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 \$13,250 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**

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

**Ms. Mollard made a Motion to pass Resolution No. 230517B2. 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 \$11,760.00 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. Roll Call Vote: All Aye**

### **NEW BUSINESS**

Ms. Beckett-Hill attended the McCoy stakeholders meeting where she learned the McCoy had \$30,000 in ticket receipts, they are preparing the 2024 budget, and 115 seats will receive new seat covers, She also attended the New Albany school board meeting where Mr. Tom Rubey spoke about development including the extension of Market Street this fall. Ms. Beckett-Hill invited Mr. Rubey to speak at the June 21<sup>st</sup> Board meeting and he agreed.



**EXECUTIVE SESSION**

Mr. Ferguson made a motion to adjourn into executive session at 1:40 p.m. pursuant to Ohio Revised Code 121.22 (G)(1) for discipline, demotion or dismissal. Ms. Mollard seconded the motion. Vote: All Aye

Chief Connor, Assistant Chief Ecleberry, Mr. Zappitelli and Mr. Collins attended the Executive Session.

Ms. Mollard made a motion to close out of executive session 1:55 p.m. Ms. Beckett-Hill seconded the motion. Vote: All Aye

**ACTION TAKEN:**

Mr. Ferguson made a motion to continue the employee discipline hearing date.

"Upon the advice of counsel, I make a motion to extend the deadline to schedule the ORC 505.38 hearing another 30 days, and to authorize the township administrator to schedule the hearing date."

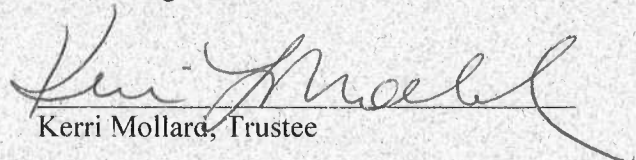
Ms. Mollard seconded the motion. Vote: All Aye.

**ADJOURNMENT**

Mr. Ferguson made a motion to adjourn the meeting at 1:56 p.m. Ms. Beckett-Hill seconded the motion. Vote: All Aye

**BOARD OF TRUSTEES:**

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David Ferguson, Trustee

  
Kerri Mollard, Trustee

  
Jill Beckett-Hill, Trustee

  
Bud Zappitelli, Fiscal Officer