

## **RECORD OF PROCEEDINGS**

### *Minutes of Meeting*

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

The Plain Township Board of Trustees met in regular session at 6:30 p.m. at the Plain Township Fire Station, 9500 Johnstown Road, New Albany, OH 43054.

Ms. Mollard called the meeting to order. Ms. Mollard led the Trustees in the Pledge of Allegiance to the flag.

Roll Call: Members Present: Kerri Mollard, and Jill Beckett-Hill. Others present: Fiscal Officer Bud Zappitelli, Administrator Ben Collins, Assistant Chief Ecleberry, Maintenance Supervisor Bob Pharris, and Finance Officer Courtney Rogers. Visitors present: Mike Durik and Deputy Upton.

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

Mr. Pharris noted that the Maintenance resolution should be M1, not F1 as stated on the agenda.

Assistant Chief Ecleberry added that we need to have a discussion regarding the ARPA grant.

### **PAYMENT OF THE BILLS**

**Ms. Mollard made a motion to pay the pending warrants in the amount of \$687,608.45.**

**Ms. Beckett-Hill seconded the motion. Vote: All Aye. (Resolution 23090601)**

### **APPROVAL OF MINUTES**

**Ms. Beckett-Hill made a motion to approve the August 16, 2023 Board of Trustees Meeting minutes as submitted. Ms. Mollard seconded the motion. Vote: All Aye (Resolution 23090602)**

### **CITY LIASON – MIKE DURIK**

Mr. Durik reported that the New Albany City Council made two proclamations. The first is declaring August as Hunger Action month and recognizing the efforts of the New Albany food pantry. Mr. Durik acknowledged that the food pantry is serving a record number of families. NAPLS Superintendent Sawyers notified the food pantry that they will have to vacate their current space within the year.

The second proclamation declares September as National Service Dog month. Canine Companions has a significant fundraising event going on through the end of September.

New Albany City Council voted to annex 24 acres from Jersey Township. This land is South of Jug Street and West of Harrison Road. Another 60 acres in the same area was also annexed. New Albany does not plan to annex any land East of Mink Road because Columbus cannot offer water. Council also authorized the City Manager to execute a contract for a 23-passenger shuttle bus that will run from 7am to 12am. City Council also authorized the City Manager to enter into a lease

agreement with the Joint Parks District to expand Swickard Woods. Two acres are going to be used to expand the Miracle League field to include a soccer field and an indoor building.

### **ADMINISTRATOR**

Mr. Collins reported that the pool closed for the season on Labor Day. There were 2700 visits closing weekend and 48,000 visits in total this summer. Memberships were even with last year. Daily visits, however, increased by 30,000 or 16%.

Aspen Energy followed up with Mr. Collins to see if there is any Township interest in considering an energy aggregation in the future. Mr. Collins would like to consider this in cooperation with the City of New Albany.

Mr. Collins would like to attend a New Albany City Council meeting to provide a Township update. He is going to request some time on the November 7th agenda.

Mr. Collins also reported that the Township is starting the insurance renewal process. Form Fire forms will be going out to all full-time employees soon.

The tenant at 45 2<sup>nd</sup> street has requested that the township replace a section of flooring because it flexes more in some areas. Mr. Pharris is working on an estimate for this work.

Mr. Collins would also like the Board to consider approving Diversity, Equity, and Inclusion training again for 2023. He would like to provide two 90-minute sessions this fall.

Ms. Mollard asked for an update on the planned columbarium and cemetery updates. Mr. Collins met with the superintendent at the Norwich Township cemetery and a consulting firm. The consulting firm recommended looking at a different location for the columbarium because the current planned location is all fill-material. The consulting firm felt that changing the location could save money and be coordinated with the scattering garden.

Ms. Beckett-Hill asked about the status of the Township newsletter. Mr. Collins reported that it will be sent to the printer by September 15<sup>th</sup> and will be circulated by October 1<sup>st</sup>. The goal is to have the newsletter out before the Fire Station open house on October 15<sup>th</sup>. The Township is coordinating with the New Albany food pantry to encourage food donations at the open house.

**Ms. Beckett-Hill made a Motion to pass Resolution No. 230802A1. Be it Resolved, to pay Live With Lyfe, LLC for in person human resources training for all township employees in an amount up to \$10,000 for two training sessions, each to be provided on three consecutive days for 90 minutes each day, to be paid out of fund 1000-120-58099 (General – Other Expenses).**

**Live with Lyfe, LLC  
3637 Quickwater Rd  
Grove City, OH 43123**

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



## **ZONING**

Mr. Collins reported that complaints about overgrown weeds and grass are down. The Township is mostly receiving zoning requests for home additions, pools, and right-of-way permits.

## **ROAD/MAINTENANCE**

Mr. Pharris reported that he received a quote to trade in and purchase two new lawn mowers. Mr. Collins stated that the Township is getting more for the trade-ins than what we paid for them.

Mr. Pharris also had First Response treat the pool for carpenter ants. He has inspected the buildings at the pool and stated that there will be substantial repairs needed in the off-season.

Ms. Mollard remarked on the complimentary note that Resident Tina Love sent regarding improvements in communication with the Maintenance/Cemetery staff.

Ms. Beckett-Hill spoke with a resident who told her they have lived in 5 different townships and Plain Township is by far the best.

**Ms. Beckett-Hill made a Motion to pass Resolution No. 230802A1. Be it resolved, that the Plain Township Board of Trustees hereby approves the cost of \$4,200 to be paid to Ag-Pro Companies, Inc. of 5740 Zarley Street, New Albany, Ohio, for the trade-in and replacement of one 60 inch Z915 and one 48 inch Z915 to be replaced by comparable Z740R ZTrak commercial mowers, paid out of the following accounts:**

**General – Twp-Equipment Purchases and Replacements: \$273**

**Fire – Tools and Equipment-Fire: \$483**

**Pool – Tools and Equipment: \$1,092**

**Cemetery – Tools and Equipment: \$2,352**

**Ag-Pro Companies  
5740 Zarley Street  
New Albany, OH 43054**

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

## **FIRE DEPARTMENT**

Assistant Chief Ecleberry gave an update on the replacement of the sprinkler system. All the old pipes have been removed and installation on the new pipes started today. He also reported that the replacement of the front concrete apron has begun. Half of the apron has been dug up and drainage was put in today. The project will happen in phases to ensure the emergency vehicles can still get in and out of the bays and is expected to be completed by the end of September.

AC Ecleberry also reported that Ladder 121 is currently out for scheduled maintenance and repairs. It should be back tomorrow.

Two new full-time firefighters started this week and six interns are being on-boarded tomorrow. Chief Connor, AC Eccleberry, Ben and Dr. Zeeb conducted interviews for the EMS Coordinator position, which included 2 internal candidates. Brad Essick was chosen for his experience as a chief officer at Granville and his involvement in the community with Safety Town and CPR classes.

AC Eccleberry also reported that the rescue tools have been delivered and the department provided three days of training on them.

Community events such as New Albany High School football games, the upcoming Walking Classic and A&F Challenge are being staffed by the fire department. Safety plans are being reviewed in preparation for the events. AC Eccleberry attended the School Safety Committee last week and John Hood was appreciative. The fire department is offering seizure training for bus drivers; and Stop the Bleed and CPR training for teachers. The fire department also distributed tourniquet kits to the school district.

Battalion Chief Dudley worked on getting quotes for a new generator engineering plan. The fire department needs to replace the current original generator and would like to have a portable backup option.

AC Eccleberry also thanked the Board and Mr. Collins for all their time and effort in developing the Mission, Vision, and Values statements.

AC Eccleberry also discussed the ARPA grant for 1<sup>st</sup> responders. Plain Township is 1 of only 3 fire departments in Franklin County that was awarded this grant. The Fire department and Mr. Collins are trying to sort out whether this bonus will or should be pensionable. Ohio Police and Fire states that it is pensionable income. However, the Ohio Emergency Management Association expected that these grant distributions would not be pensionable. Mr. Collins has reached out to the prosecutor's office and the OTA to get some clarification.

AC Eccleberry also discussed the transition to UKG Ready for payroll and timekeeping. He stated that he had a conversation with Battalion Chief Sponaugle and they have concerns with the product and implementation, as well as the amount of time it is requiring of the staff.

**Ms. Beckett-Hill made a Motion to pass Resolution No. 230906F1. Be it Resolved, that the Board of Trustees hereby rescinds prior resolution 220720F2 authorizing a purchase agreement with Horton Emergency Vehicle Company. Ms. Mollard seconded the Motion. Vote: All Aye.**

**Ms. Beckett-Hill made a Motion to pass Resolution No. 230902F2.**

**WHEREAS, the Plain Township Fire Department is in need of a new fire apparatus, specifically, an emergency medical transport vehicle; and**

**WHEREAS, the Board of Trustees (the "Board") of Plain Township, Franklin County, Ohio, (the "Township") may, pursuant to the provisions of Ohio Revised Code 505.37, purchase any fire apparatus that seems advisable to the Board; and**

**WHEREAS, the Township is a member of the Ohio Department of Administrative Services Cooperative Purchasing Program ("ODAS"); and**



**WHEREAS, the Board desires to accept a proposal, dated August 29, 2023, whereby the Township will agree to purchase a Horton Emergency Medical Transport Vehicle from Horton Emergency Vehicle Company, with a Ford F-550 4x4 chassis provided by Plain Township, consistent with the provisions of ODAS Ohio State Term Schedule Contract No. 800330, and attached hereto as Exhibit A and incorporated herein by this reference (the "Agreement"); and**

**WHEREAS, the financial obligations of the Township outlined in the Agreement will not be due and owing this calendar year, and will not be appropriated for the purpose of fulfilling the Township's obligations under the provisions of the Agreement until next calendar year; and**

**WHEREAS, the purchase of the new fire apparatus, specifically, an emergency medical transport vehicle, is advisable to the Board; and it is in the best interest of the Township and its residents to enter into the Agreement and purchase an emergency medical transport vehicle pursuant to the provisions of the Agreement.**

#### **RESOLUTION**

**NOW THEREFORE, be it resolved by the Board of Trustees of Plain Township, Franklin County Ohio, that the following Resolution be, and hereby is, adopted:**

**RESOLVED, that the Board hereby approves and accepts the proposal to purchase a Horton Emergency Medical Vehicle attached hereto as Exhibit A and incorporated herein by this reference ("Agreement").**

**RESOLVED, that the Board hereby authorizes, empowers and appoints Ben Collins, Plain Township Administrator, on behalf of the Board and the Township, to accept and execute the Agreement and such other necessary documents associated with the purchase of the desired emergency medical transport vehicle, and take such actions as the Township Administrator may deem necessary or desirable in fulfilling the obligations of the Board and Township under the terms of the purchase proposal.**

**RESOLVED, the agreed purchase price is \$299,986.25, however, the financial obligations of the Township in accepting and executing the Agreement are expressly subject to future resolutions of the Board appropriating and authorizing the expenditure of such funds as are necessary to meet the Township's financial obligations. Those obligations are also subject to the certification of the Township Fiscal Officer under Section 5705.41 of the Ohio Revised Code.**

**RESOLVED, that the specifications of the emergency medical transport vehicle are subject to review by the Franklin County Prosecutor pursuant to section 505.37 of the Ohio Revised Code.**

**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, Section 121.22 of the Ohio Revised Code.**

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

**Ms. Mollard made a Motion to pass Resolution No. 230902F3. Be it resolved to appoint Firefighter Brad Essick to the 40-hour position of EMS Coordinator at the base pay rate of \$45.95 per hour, effective for the pay period beginning September 2, 2023. Ms. Beckett-Hill seconded the Motion. Vote: All Aye.**

**Ms. Mollard made a Motion to pass Resolution No. 230902F4. Be it Resolved, that the Board of Trustees hereby authorizes to pay Kramer Engineers, Inc. for engineering consulting services to design a replacement backup generator system at the Plain Township Fire Station including electrical, plumbing, drawings and concrete specifications, for an amount up to \$7,125.00 to be paid out of fund 2111-220-55020 (Fire – Buildings and Additions). 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.**

**Kramer Engineers  
394 Oak Street  
Columbus, Ohio**

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

**Ms. Mollard made a Motion to pass Resolution No. 230902F5.**

**Be it Resolved, that the Board of Trustees hereby adopts the following Mission, Vision, and Values statements on behalf of the Plain Township Fire Department.**

**Mission**

**Together, we save lives through education, engagement, and emergency services.**

**Vision**

**A community that is informed, connected, and safe.**

**Values**

**Courage - We do not hesitate in our response, and we fulfill our oath with passion and pride.**

**Integrity - We operate with honesty and transparency.**

**Compassion - We care for those in distress as we respond to their emergency needs.**

**Equity - We ensure every employee has access to learning and development, and that everyone receives the same level of service.**

**Professionalism - We adhere to the highest standards in the industry, train diligently, and work effectively to achieve the best outcomes.**

**Connectedness - We celebrate and engage our community at events, in the schools, and throughout neighborhoods.**

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

**Ms. Mollard would like to make sure this is added to the newsletter and social media.**



**FISCAL OFFICE**

**Ms. Beckett-Hill made a Motion to pass Resolution No. 230902B1.**

*Resolution 230906 B1*

**RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE  
BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES  
AND CERTIFYING THEM TO THE COUNTY AUDITOR**

(BOARD OF TOWNSHIP TRUSTEES)  
OHIO REVISED CODE, SECTIONS 5705.34, 5705.35

The Board of Trustees of PLAIN Township, Franklin County

Ohio, met in Regular session on the 6<sup>th</sup> day of September  
(Regular or Special)

2023, at the office of Plain Township with the following members:

Fire Station  
present:

Trustee - Dave Ferguson

Trustee - Kerri Mollard

Trustee - Jill Beckett-Hill

Ms Beckett-Hill moved the adoption of the following Resolution:

RESOLVED, By the Board of Trustees of PLAIN Township,

Franklin County, Ohio, in accordance with the provisions of law has previously

adopted a Tax Budget for the next succeeding fiscal year commencing January 1, 2024; and

WHEREAS, The Budget Commission of Franklin County, Ohio, has certified its  
action thereon to this Board together with an estimate by the County Auditor of the rate of  
each tax necessary to be levied by this Board, and what part thereof is without, and what  
part within, the ten mill tax limitation; therefore, be it

RESOLVED, By the Board of Trustees of PLAIN Township,

Franklin County, Ohio, that the amounts and rates, as determined by the Budget

Commission in its certification, be and the same are hereby accepted: and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said Township

the rate of each tax necessary to be levied within and without the ten mill limitation for tax year

2023 (collection year 2024) as follows:

SCHEDULE A

SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY THE  
BUDGET COMMISSION, AND COUNTY AUDITOR'S ESTIMATED TAX RATES

FUND	Amount to be Derived from Levies Outside 10 Mill Limitation	Amount Approved by Budget Commission Inside 10 Mill Limitation	County Auditor's Estimate of Full Tax Rate to Be Levied	
			Inside 10 Mill Limit	Outside 10 Mill Limit
General Fund		\$1,049,310.18	1.20	
Road & Bridge Fund				
Cemetery Fund				
Police Fund				
Fire Fund	6,545,974.94			12.10
Road District Fund		279,704.72	1.95	
General (Note) Bond Retirement				
TOTAL	\$6,545,974.94	\$1,329,014.90	3.15	12.10

and be it further

RESOLVED, That the Clerk of this Board be and is hereby directed to certify a copy of  
this Resolution to the County Auditor of said County.

Ms. Mollard seconded the Resolution and the roll being

called upon its adoption the vote resulted as follows:

Ken Muen  
Jill Buckett-Hill

Yes  
Yes

Adopted the 6th day of September 2023.

[Signature]  
Facial Officer of the Board of Township Trustees of

PLAIN

Township

Franklin County, Ohio.



CERTIFICATE OF COPY  
ORIGINAL ON FILE

The State of Ohio, Franklin County, ss.

I, Eugene Zappitelli III Clerk of the Board of Trustees of

PLAIN Township, in said County, and in whose custody the Files

and Records of said Board are required by the Laws of State of Ohio to be kept, do hereby

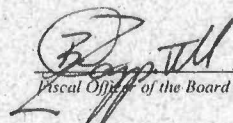
certify that the foregoing is taken and copied from the original minutes of

Plain Township - Franklin County

now on file with said Board, that the foregoing has been compared by me with said original

document, and that the same is a true and correct copy thereof.

WITNESS my signature, this 6<sup>th</sup> day of September, 2023.

  
Fiscal Officer of the Board of Township Trustees of  
PLAIN Township

Franklin County, Ohio.

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

**Ms. Beckett-Hill made a Motion to pass Resolution No. 230902B2. Be it Resolved: To transfer \$120,213.25 from 1000-110-59010 (General - Transfers-Out) to 3101-000-49031 (General Bond Retirement - Pool - Transfers-In).**

**And be it resolved: To pay Chase a total of \$120,213.25 for the General Bond Retirement-Pool payment. To be paid in the amount of \$112,000 out of 3101-610-56010 (General Bond Retirement-Pool-Principal Pool) and \$8,213.25 out of 3101-610-56030 (General Bond Retirement-Pool-Interest).**

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

**Ms. Mollard made a motion to accept the Ohio Emergency Management First Responders grant. This acceptance is pursuant to further conversation on the pension liability.**

**Ms. Beckett-Hill seconded the Motion. Vote: All Aye (Resolution 23090603)**

There was additional conversation regarding the payroll system conversion to UKG Ready. Mr. Zappitelli expressed his disappointment with the conversion process and the amount of time that has been required of Township staff. Ms. Rogers explained that she has been on 3-4 calls per week since June 6<sup>th</sup>. The third-party team is not extracting any data from the current payroll system for this conversion. Ms. Rogers also expressed concern about meeting their timeline for a Go Live date.

#### **NEW BUSINESS**

Ms. Mollard explained that she will not be able to make it to the Joint Parks District meeting this month. This will be the third month of missed meetings but Ms. Mollard will follow up with Dave Wharton when she returns.

Ms. Beckett-Hill would like to present a Township update to the school board and Joint Parks District, in addition to New Albany City Council.

#### **OLD BUSINESS**

Ms. Mollard also discussed the proposed change in meeting time for the second meeting of the month. She proposed sticking with the noon time and committing to keeping it to 90 minutes. She would like this discussed at the next Board meeting and to have her preference shared.

Ms. Mollard also asked for updated on SwimSafe now that the pool is closed for the season. Mr. Collins explained that swim lessons were up this year.

Ms. Mollard also inquired about a celebration for Lt. Powell. That date is still TBD.

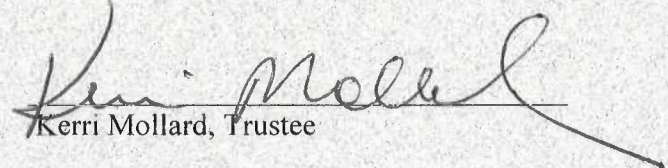


ADJOURNMENT

Ms. Mollard made a motion to adjourn the meeting at 7:43 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