

## **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 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. Others present: Administrator Ben Collins, Chief Connor, Assistant Chief Ecleberry, Battalion Chief Pabst, Maintenance Supervisor Bob Pharris and Finance Officer Courtney Rogers. Visitors present: Mike Durik and Deb Lowery

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

None.

### **PAYMENT OF THE BILLS**

**Mr. Ferguson made a motion to pay the pending warrants in the amount of \$461,716.09.**

**Ms. Mollard seconded the motion. Vote: All Aye. (Resolution 23101801)**

### **APPROVAL OF MINUTES**

**Ms. Mollard made a motion to approve the October 4, 2023 Board of Trustees Meeting minutes as submitted. Mr. Ferguson seconded the motion. Vote: All Aye (Resolution 23101802)**

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

Mr. Durik reported that the Parks and Trails Advisory Board met to discuss the new EPCON development on Beech Road and Jug Street. Their conversation was in regard to the amount of green space and the placement of the units. The City Council approved an ordinance to approve water lines, sanitary, sewer, and storm water improvements in the Pulte development. Council also had a couple of conservation easements. There were zoning changes on the property west of Harrison Road and south of Jug Street. City Council also had first readings for two condominium type data centers that will have a 15-year abatement.

New Albany City Council declared October Hindu Heritage month. New Albany will hold a Diwali event on November 11<sup>th</sup> from 4pm-6pm at Rose Run Park. Dancing, food, and fireworks are planned.

Mr. Ferguson asked if there was any discussion surrounding the access to sewer and water for the new Recreation Center. Mr. Durik reported that the only discussion regarding the Recreation Center was that they are getting close on the final design and engineering.

**FRANKLIN COUNTY SHERIFF'S OFFICE**

Deputy Upton was not in attendance.

**ADMINISTRATOR**

Mr. Collins noted that the planned EPCON development that Mr. Durik spoke of earlier is expected to be 151 units. Mr. Collins said that it borders unincorporated areas of Plain Township and there are some residents who are very interested in the project.

The McCoy Board of Directors meeting is tomorrow morning. The City of New Albany wants to discuss their selection process for board appointments.

Mr. Collins worked with legal counsel on the bid for the slide tower renovation. The Township's preferred provider, Whitewater, informed the Township that they would not be able to complete the work until July of 2024. Mr. Collins has a meeting with Prime Engineering to investigate alternatives.

The 2024 OTARAMA renewal is on the agenda and Mr. Collins reported that Ms. Beckett-Hill had inquired about how OTARMA comes up with the valuations. Mr. Collins said that the market valuations are based primarily on auditor's values. The Township has replacement cost coverage for all structures. Mr. Collins believes the higher increase is based on increased property values and additional equipment.

The Township has previously received \$202,000 as part of the ARPA Local Fiscal Recovery Funds. It was discussed that the money could be used for the slide tower renovation or any general government expenditure. Ms. Rogers believes that the project(s) must be identified by the end of 2024 and the money spent by the end of 2026 but she is going to confirm that.

**Mr. Ferguson made a Motion to pass Resolution No. 231018A1. Be it resolved, to renew coverage and to pay the Ohio Township Association Risk Management Authority (OTARMA) \$52,707.00 for Property and Liability Insurance coverage for the period of November 8, 2023 to November 8, 2024 from the following funds:**

<b>1000-110-53081 (General-Insurance-Building/ Equipment)</b>	<b>\$9,927.51</b>
<b>2111-220-53081 (Fire-Insurance-Building/ Equipment)</b>	<b>\$34,960.91</b>
<b>2141-330-53081 (Roads-Insurance-Building/ Equipment)</b>	<b>\$4,264.01</b>
<b>2171-610-53081 (Pool-Insurance-Building/ Equipment)</b>	<b>\$3,305.11</b>
<b>2041-410-53081 (Cemetery- Insurance-Building/ Equipment)</b>	<b><u>\$249.46</u></b>
	<b>\$52,707.00</b>

Ms. Mollard seconded the Motion. Vote: All Aye

**ZONING**



Mr. Collins reported that the rezoning of 6202 and 6204 Walnut Street cannot be placed for referendum on the upcoming November ballot. By statute, anyone aggrieved by the rezoning has the statutory right to file for a referendum. This requires a collection of 15% of the signatures of the unincorporated electors at the last gubernatorial election. A referendum request filed within 45 days of the next general election cannot be placed on the ballot at that election.

### **ROAD/MAINTENANCE**

Mr. Pharris provided an estimate of \$10,000 to replace the flooring in the rental unit at 45 2<sup>nd</sup> Street, the bulk of which is labor costs. Mr. Collins welcomed the trustees to visit the space to see the floor for themselves. Mr. Pharris reported that he took delivery of one of the mowers today.

Mr. Ferguson asked for clarity on the proposed pay rates of the maintenance staff. He did not think it was equitable to move the two newest employees to the same rate as an employee who has been with the Township for many years. Mr. Collins noted that Mr. Bullard has just completed his 9<sup>th</sup> year with Plain Township and explained that since it is a small department, two levels of supervision were unnecessary. Mr. Collins recommended naming Mr. Bullard the senior maintenance specialist to be in charge in the absence of the maintenance superintendent and to grant him a pay adjustment of 8% over the maintenance specialist rate.

**Ms. Mollard made a Motion to pass Resolution No. 231018M1. Be it Resolved to promote Doug Hollis and Corey Flieg to the position of Maintenance Specialist with a base pay rate of \$28.00 per hour effective on the pay period beginning October 28, 2023.**

**Be it Resolved to name Michael Bullard as Senior Maintenance Specialist, to serve as the in-charge Maintenance Specialist in the absence of the Maintenance Superintendent, with a base pay rate of \$30.24 per hour effective on the pay period beginning October 28, 2023.**

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

### **FIRE DEPARTMENT**

Chief Connor reported that the Open House was a success. He would like to develop a committee for next year and include more activities for the kids.

Chief Connor explained that the fire station is changing over to Apple products for the new CAD system through Tyler Technologies and the resolution on the agenda is to pay for the installation of the iPad docking stations in the vehicles. The transition to the new CAD system is scheduled for February 2024. All the fire departments around Plain Township are moving to Tyler Technologies, and this will eliminate delays in dispatching.

Chief Connor proceeded to discuss the need to increase the resolution for the concrete work. He explained that the first 30 feet were not included in the original estimate and he believes it makes sense to have it all replaced at the same time since it is 25 year old concrete.

Chief Connor also discussed the ARPA grant for First Responders. The new language in the grant allows for the pension to be paid out of the bonus. The Board will need to determine whether the Township is going to cover all the pension (\$1450), just the employer portion (\$960), or none of the pension. Mr. Ferguson is in favor of the firefighters getting this grant but is not comfortable having the Township pay the pension amount. He believes the pension contribution should be funded by the grant itself. Mr. Ferguson asked if the firefighters would receive the pension withholding at retirement. Chief Ecleberry explained that the pension is calculated by using 3 or 5 years of your average wages. The contributions do not go into individual retirement accounts. Ms. Mollard thinks the employees should share a portion of the pension cost. She is in favor of the employer and employee each paying their share of the pension. Chief Connor would like to have Ms. Beckett-Hill's input on this matter.

Chief Connor would like to schedule a time to discuss the Mission, Vision, and Values, as well as the Strategic Plan with the Trustees. He would like some direction in where he should focus his efforts.

**Mr. Ferguson made a Motion to pass Resolution No. 231018F1. Be it Resolved, that the Board of Trustees hereby authorizes to pay Parr Public Safety Equipment for iPad docking stations and installation in emergency vehicles for transition to Tyler Computer Aided Dispatching with iPads, in an amount up to \$8,691.60 to be paid out of fund 2111-220-53057 (Fire – Utilities-Information Technology).**

**Parr Public Safety Equipment  
6106 Bausch Road  
Galloway, Ohio 4319**

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

**Ms. Mollard made a Motion to pass Resolution No. 231018F2. Be it Resolved, that the Board of Trustees hereby approves an increase in the purchase order to Newcomer Concrete Services, Ins. by \$22,000 for a second increase in the concrete work to replace the concrete aprons and driveway at the Plain Township Fire Station, that was not included in the intergovernmental agreement with the Franklin County Engineer, 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.**

**Newcomer Concrete Services, Inc.  
646 Townline Road 151  
Norwalk, Ohio 44857**

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



**Ms. Mollard motioned to table Resolution 231018F3 until the next scheduled meeting on November 1, 2023. Mr. Ferguson seconded the Motion.**

**FISCAL OFFICE**

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

Ms. Rogers updated the Board on our services with ADP. She explained that she is looking into products that the Township may not be utilizing as well as new products that will make the payroll process more streamlined. The fire department is interested in using, Slate, the scheduling software that ImageTrend provides. Ms. Rogers does not think it makes sense to continue with UKG if the fire department does not want to use the UKG Telestaff software. Mr. Ferguson wants to understand if the Township can get out of the UKG contract and if the Township needs to consult legal counsel. He would also like to understand what other departments are using. Ms. Rogers stated that she reached out to a couple of similar size townships and most of their payroll processes are manual as well. She will be following up with ADP on customized reporting and a template for uploading hours to the ADP payroll batches.

**Mr. Ferguson made a Motion to pass Resolution No. 231018B1. Be it resolved: to appropriate \$150,000 of funds certified but not yet appropriated to Fund 1000-120-58099 (Twp – Other Expenses) in anticipation of the slide tower renovation bid award.**

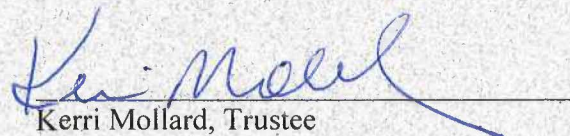
**Ms. Mollard seconded the Motion. Vote: All Aye**

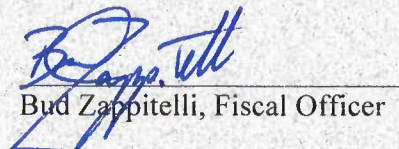
**ADJOURNMENT**

**Mr. Ferguson made a motion to adjourn the meeting at 7:31 p.m. Ms. Mollard seconded the motion. Vote: All Aye**

**BOARD OF TRUSTEES:**

  
David Ferguson, Trustee

  
Kerri Mollard, Trustee

  
Bud Zappitelli, Fiscal Officer

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Jill Beckett-Hill, Trustee