

## **RECORD OF PROCEEDINGS**

### *Minutes of Meeting*

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

The Plain Township Board of Trustees met in regular session at 8:00 a.m. at the 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: Assistant Chief Ecleberry, Battalion Chief Dudley, Admin and Zoning Coordinator Mary Fee, Maintenance Supervisor Bob Pharris, and Finance Officer Courtney Rogers. Visitors present: Kirsten and Noah Blum.

Chief Connor arrived at 8:02 a.m.

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

Ms. Beckett-Hill has some new business to report on and would like to discuss the upcoming calendar.

### **PAYMENT OF THE BILLS**

**Ms. Beckett-Hill made a motion to pay the pending warrants in the amount of \$519,846.39.**

**Ms. Mollard seconded the motion. Vote: All Aye. (Resolution 24012401)**

Ms. Mollard inquired about the Howell Rescue Systems tools that were purchased. Chief Ecleberry explained that they are mounting brackets for the hydraulic tools.

### **APPROVAL OF MINUTES**

**Ms. Mollard made a motion to approve the December 4, 2023 Board of Trustees Special Meeting minutes. Ms. Beckett-Hill seconded the motion. Vote: All Aye. (Resolution 24012402)**

**Ms. Mollard made a motion to approve the January 10, 2024 Board of Trustees Meeting minutes. Ms. Beckett-Hill seconded the motion. Vote: All Aye. (Resolution 24012403)**

### **CITIZENS COMMENTS**

Resident Noah Blum was in attendance because he is applying for the Ohio Township Association college scholarship.

## **ADMINISTRATOR**

Ms. Fee reported that the Township had six variances and one zoning change during 2023. Ms. Mollard shared that she is interested in talking to the New Albany Company about acquiring land north of the cemetery in order to design and build a larger memorial garden. Ms. Beckett-Hill thinks the Township should get community feedback through a survey once the Township gets the cemetery plans back. Mr. Pharris suggested looking at the land across the street from the cemetery. Ms. Fee reminded the Board that the City of New Albany has a Cemetery Restoration Advisory Board that the Township could collaborate with.

**Ms. Beckett-Hill made a Motion to pass Resolution No. 240124A1.**

## **PREAMBLE**

**WHEREAS, the Plain Township Board of Trustees (the "Board") has recognized internet auction services as an appropriate means of disposing of excess Township property; and**

**WHEREAS, Ohio Revised Code Section 505.10 permits a board of township trustees to sell personal property, including motor vehicles, road machinery, equipment, tools, or supplies which is not needed for public use, is obsolete or unfit for the use for which it was required; and**

**WHEREAS, the Board has determined that an Internet auction is a cost-effective method for disposing of such items and to be in the best interest of the residents of the Township.**

## **RESOLUTION**

**NOW THEREFORE, BE IT RESOLVED by the board of Trustees of Plain Township, Franklin County, Ohio, that the following Resolution be and is hereby adopted:**

- 1. Pursuant to Ohio Revised Code 505.10(D), the Board of Trustees of Plain Township (the "Board") hereby expresses its intent to sell personal property, including motor vehicles, road machinery, equipment, tools, or supplies which is not needed for public use, is obsolete or unfit for the use for which it was acquired by internet auction; and**
- 2. Items to be disposed of shall be inventoried, listed by department, and include the pertinent information (i.e. year, make, mileage or use) and presented to the Board. The Board shall recognize by formal vote the list of items to be disposed of, an established minimum price for each item, method of payment and any other terms and conditions of each sale, including requirements for pick-up or delivery.**
- 3. The Board hereby designates the Township Administrator as the official point of contact for all Internet auctions. This person will establish the minimum price and other conditions**



of sale including pick-up, sales tax, method of payment and fees. This person shall be responsible for ensuring that all items have been settled for and the appropriate paperwork is complete, releasing the Township of any ownership and liability.

4. The Township hereby contracts with GovDeals, Inc. to serve as a representative of the Township and conduct auctions on behalf of the Township and all property will be available to the public on [www.govdeals.com](http://www.govdeals.com) website for a minimum of ten (10) days, including Saturdays, Sundays and legal holidays as required in Section 505.10(D) of the Ohio Revised Code;

5. No items shall be transferred to a successful bidder until such time as guaranteed payment has been received in full.

6. Revenue collected from the sale of items by Internet auction shall be deposited into the General Fund of the Township or the Trustees may transfer and appropriate the revenue to the specific fund where the items sold were derived.

7. It is hereby found and determined that all formal actions of the Board concerning and relating to the passage of the resolution were taken in an open meeting of the Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action took place in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

8. This resolution shall be in full force and effect immediately upon its adoption.

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

### ZONING

Ms. Fee reported that there were no new variance applications. There is a hearing next month for a pool cover and an accessory structure. Ms. Fee also stated that she has been getting more questions about changing the zoning for lot sizes in the Township. Currently, lots with a Rural zoning must be 2.5 acres and have 200' of frontage.

### ROAD/MAINTENANCE

Mr. Pharris reported that the maintenance staff has been busy clearing the roads of snow and ice. He reached out to the Franklin County Engineer to see what product is safest to use on the new concrete at the Fire Station. Magnesium Chloride was suggested. The Maintenance staff has also been repairing the rotunda at the Fire Station. There was no change in Township Road mileage from 2022 to 2023.

Ms. Beckett-Hill made a Motion to pass Resolution No. 240124M1. Be it resolved, that the Plain Township Board of Trustees hereby authorizes the Plain Township Maintenance Superintendent to hire up to two summer seasonal maintenance employees, at up to \$

**18.00 per hour and not to exceed 1500 hours per employee for 2024, to work April 1 to December 1 as needed. Ms. Mollard seconded the Motion. Vote: All Aye.**

Mr. Pharris mentioned that he might have a candidate that would be interested in part-time work for \$20/hour. He believes that hiring this one person would eliminate the need for a second part-time seasonal employee.

### **FIRE DEPARTMENT**

Chief Connor reported that the Fire Department is working on finalizing the 2023 statistical information. The Department is also working with ImageTrend on the conversion. The Fire Department has meetings with ImageTrend every Friday, and Chief Connor is happy with the progress so far.

The Fire Marshall job posting with end on January 31<sup>st</sup>. Mr. Collins has received three external applicants, but Chief Connor expects to receive more. No internal candidates have applied. Chief Connor also discussed the MECC Mission Critical Partners study. Chief Connor was concerned that it was not a comprehensive report because there was no benchmarking. He plans to meet with the Executive Leadership Partners to select a fee schedule.

Chief Connor also reported that overtime in the second half of 2023 was reduced. He believes that was achieved by increasing our part-time firefighters. He noted that by increasing the part-time staff numbers, it increased other areas of the budget, such as uniforms. Chief Connor believes that the fire department can slow down on lateral hires by hiring the part-time firefighters that have been trained at Plain Township.

The generator project was also discussed. Chief Connor would like to purchase the generator locally so that future repairs will not be delayed. Mr. Collins would like to purchase the generator ahead of time since there is an 8–9-month lead time for the item. Battalion Chief Dudley is handling and coordinating this project.

Assistant Chief Ecleberry reported that the ice machine has been out of service for several months. Lieutenant Reynolds is getting estimates to repair the machine and to purchase a new one. AC Ecleberry also explained that the staff is in the process of repurposing office space and will be looking for storage options. Debbie Barnett will be listing items that are not being used on GovDeals. Ms. Mollard asked about the future bathroom renovations. That project has been put on hold for 2024. Ms. Beckett-Hill stated that they are focusing on updating certain spaces and trying to maximize underutilized areas. She is hoping to have a plan in a couple of weeks. The Fire Department thanked the Maintenance staff for all the repairs that they are completing at the Fire Station.

The Board will be discussing the Strategic Plan at the next regular meeting. Ms. Beckett-Hill proposed that the Township plan out the year and schedule topics for discussion at each of the upcoming meetings.

**Ms. Beckett-Hill made a Motion to pass Resolution No. 240124F1. Be it resolved, to pay The Fire House company up to \$20,000 for the purchase of station uniforms out of fund 2111-220-54022 (Fire – Supplies-Uniforms).**

**The Fire House**



125 E. Church Street  
PO Box 666  
Newark, Ohio 43055

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

Ms. Mollard made a Motion to pass Resolution No. 240124F2. Be it resolved to pay Phoenix Safety Outfitters up to \$44,000.00 for turnout gear out of fund 4910-220-55000 (Capital Equipment-Fire – Fire Equipment). Ms. Beckett-Hill seconded the Motion. Vote: All Aye.

Ms. Mollard made a Motion to pass Resolution No. 240124F3. Be it Resolved, that the Board of Trustees hereby authorizes to pay Buckeye Power Sales for the purchase of a Kohler KG 150 generator, miscellaneous products, and freight to replace the backup generator system at the Plain Township Fire Station not to exceed \$57,300.00 to be paid out of fund 2111-220-55020 (Fire – Buildings and Additions).

Buckeye Power Sales  
P.O. Box 489  
Blacklick, OH 43004-0489

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

#### **FISCAL OFFICE**

The December 2023 Bank Reconciliation and Month-End Reports were presented.

Ms. Mollard stated that during the next audit cycle, she does not want the Township to waive the meeting with the auditors.

Ms. Mollard inquired about the year-to-date revenue coming in higher than budgeted. This is because the Township historically is very conservative with the Revenue Budget. It was noted that the Township operated at a deficit in 2023 of \$783,000.

Ms. Mollard made a Motion to pass Resolution No. 240124B1. Be it Resolved: To authorize the Plain Township Fiscal Officer to enter into a contract with Julian & Grube, Inc for a two-year engagement at \$2,600 per year out of Fund 1000-110-53060 (General – Contractual Services) to compile our financial statements on the cash-basis of accounting for the years ending 2023 and 2024. The Township's financial statements will be prepared in a format that substantially conforms to the reporting model prescribed by Governmental Accounting Standards Board Statement No. 34. “Basic Financial Statement – and Management’s Discussion and Analysis – for State and Local Governments” (GASB No. 34). Ms. Beckett-Hill seconded the Motion. Vote: All Aye.



**Ms. Beckett-Hill made a Motion to pass Resolution No. 240124B2. Be it Resolved, to increase Fund 2903-000-45019 OneOhio Opioid Settlement Fund receipts by \$150.96. Ms. Mollard seconded the Motion. Vote: All Aye.**

**OLD BUSINESS**

Ms. Mollard reported that Craig Mohre, from the New Albany Community Foundation, would like Mr. Ferguson to come to the next meeting to recognize his years of service. Ms. Mollard will then start attending the quarterly meetings.

Ms. Mollard also had a conversation with Columbus City Council member Nick Bankston where she voiced her concerns regarding the Thrive development planned at New Albany Road and Walton Parkway.

Ms. Beckett-Hill attended the NAPLS School Board meeting on Monday. They presented a 10-year growth plan. Ms. Beckett-Hill thinks it is important that the Township reviews the plan as the Township continues to discuss the Land Use plan and Strategic Plan. The Township Trustees will present to the school board on February 26, 2024, at 5:30pm.

Ms. Beckett-Hill will be out of town on the first Wednesday in March. Ms. Mollard will be out of town for the first meeting in August.


**ADJOURNMENT**

**Ms. Mollard made a motion to adjourn the meeting at 8:45 p.m. Ms. Beckett-Hill seconded the motion. Vote: All Aye**

**BOARD OF TRUSTEES:**

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David Ferguson, Trustee

  
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Kerri Mollard, Trustee

  
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Jill Beckett-Hill, Trustee

  
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Bud Zappitelli, Fiscal Officer