

RECORD OF PROCEEDINGS

Minutes of Meeting

Plain Township Board of Trustee Meeting

The Plain Township Board of Trustees met in regular session by video/teleconference at 7:00 p.m.

Mr. Ferguson called the meeting to order with the Pledge of Allegiance to the flag.

Roll Call: Members Present: Dave Ferguson, Dave Olmstead and Tom Rybski. Bud Zappitelli, Fiscal Officer was present. Other people present were Ben Collins, Chief Hoovler, Assistant Chief Rupp, Cindy Powell, Bob Pharris, Mary Fee and Courtney Rogers. Visitors present: Mike Durik.

ADDITIONS OR CORRECTIONS TO THE AGENDA

Mr. Olmstead requested an executive session at the end of the meeting for purposes of employment.

APPROVAL OF MINUTES

Mr. Rybski made a motion to approve the March 18, 2020 Board of Trustees Meeting minutes as submitted. Mr. Olmstead seconded the motion. Vote: All Aye. (Resolution 20040101)

PAYMENT OF THE BILLS

Mr. Ferguson made a motion to pay the pending warrants in the amount of \$272,729.23. Mr. Olmstead seconded the motion. Vote: All Aye (Resolution 20040102)

Mr. Olmstead requested that the Fiscal Office provide details on the credit card purchases in the future.

CITY OF NEW ALBANY LIAISON -MIKE DURIK

Mike Durik reported that New Albany City Council will be meeting virtually next Tuesday. He reported that everything is working well within the city. The City of New Albany is considering declaring a State of Emergency for the city. It will give the city manager and Mayor Spalding latitude in making decisions quickly in the event of emergencies during this time. It would prevent the city from having to go to Resolutions if they need to move quickly. Staff is working at home when possible. Mr. Ferguson inquired as to whether anyone within the police department or city employees have been affected by the Covid-19 virus. Mr. Durik reported that no one within the department has been diagnosed. He believes only 3 people in New Albany have been diagnosed with coronavirus. The police department is checking staff temperatures regularly.

Mr. Durik reported that the City has postponed Founders Day and the Rose Run ribbon cutting ceremony.

ADMINISTRATOR

Mr. Collins reported the Township and Zoning staff is staying connected through virtual meetings and phone calls. Employees are staggering when they are in the office.

Mr. Collins reported that the Township is over \$200,000 for the 2019 HRA. The Township is still proceeding as if the pool is going to open this season. The pool payment to Columbus Pool Management is due May 1, 2020. The scheduled open date is May 25, 2020. Mr. Olmstead inquired about the contract with Columbus Pool Management (CPM) and the Township's obligation if the pool can't open. Mr. Collins reported that there is language that references temporary closing of no more than 150 hours and how a reimbursement would be handled. If there is a long-term closure, the contract calls for the parties to come to a negotiated agreement. CPM would start prep work but would have minimal hours worked prior to the beginning of May 2020.

Mr. Collins reported that both GNG Music and Allure Medical and Wellness Spa have requested lease deferrals for the months of April and May 2020. The addendum has been drafted to say that the tenants will still be required to make the payments by the end of the lease term. The Board of Trustees reserves the right to extend the lease term by 2 months. Mr. Collins also reported that the Franklin County Auditor and Treasurer filed with the State to extend the real estate property tax deadline by 2 months to August 20, 2020. Mr. Olmstead inquired about how the extension of the property tax deadline will affect when the Township receives the 2nd half payments.

Mrs. Powell confirmed that the Township is only deferring the rent for GNG Music and Allure and that GNG Music is still responsible for paying their portion of the utilities/ supplies.

Mr. Rybski made a motion to pass Resolution No. 200401A1. Be it resolved, to set aside and pay Columbus Pool Management, Inc., 8852 Whitney Dr., Lewis Center, OH 43035, the amount of \$34,444 from fund 2171-610-53060 (Pool – Contracts) [14-A-07] according to the attached schedule.

Remit to:

Columbus Pool Management, Inc.

4495 Keheley Drive

Marietta, GA 30066

Mr. Olmstead seconded the motion. Vote: All Aye

Mr. Olmstead made a motion to pass Resolution No. 200401A2. Be it resolved, that the Plain Township Board of Trustees hereby approves extending the 2020 pool season bonus pass offer which expired on March 31 and will now expire on April 30.

Renew before 3/31 4/30 and receive a guest pass with 20 visits. Renew after 3/31 4/30 but before 4/30 and receive a guest pass with 15 visits.

New membership join by 3/31 4/30 receive 15 visits, after 4/30 3/31 but before 4/30 and receive 10 visits

Mr. Rybski seconded the motion. Vote: All Aye

Mr. Rybski made a motion to pass Resolution No. 200401A3.

Whereas, Ohio Revised Code § 505.11 authorizes a township Board of Trustees to lease real property upon whatever terms are agreed to by the Board of Trustees and a lessor; and

Whereas, the Plain Township Board of Trustees has previously agreed to terms for the lease of 39 Second Street to Allure Medical and Wellness Spa, LLC; and

Whereas, on March 14, 2020 Governor Mike DeWine declared a state of emergency for the entire State of Ohio due to the COVID-19 pandemic; and

Whereas, on March 19, 2020 the Ohio Department of Health issued an order that all business operations must cease immediately for day spas, massage therapy and similar businesses; and

Whereas, since March 19, 2020 Allure Medical and Wellness Spa, LLC has been unable to operate its business located at 39 Second Street, and such closure is ongoing for an undetermined period of time during the current state of emergency;

Therefore, Be it Resolved, that the Plain Township Board of Trustees hereby approves a lease payment deferral for the months of April and May, with lease payments to resume for June 2020, and the deferred lease payments for the months of April and May to be due by the end of the last lease term. At its election, the Board of Trustees may extend the lease term by two months.

Mr. Olmstead seconded the motion. Vote: All Aye

Mr. Olmstead made a motion to pass Resolution No. 200401A4. Whereas, Ohio Revised Code § 505.11 authorizes a township Board of Trustees to lease real property upon whatever terms are agreed to by the Board of Trustees and a lessor; and

Whereas, the Plain Township Board of Trustees has previously agreed to terms for the lease of 45 Second Street to the Gregory Nathan Gould Co., LLC; and

Whereas, on March 14, 2020 Governor Mike DeWine declared a state of emergency for the entire State of Ohio due to the COVID-19 pandemic; and

Whereas, on March 22, 2020 the Ohio Department of Health issued an order that all persons stay at home unless engaged in essential work or activity effective on March 24, 2020; and

Whereas, since March 24, 2020 the Gregory Nathan Gould Co., LLC has been unable to operate its business located at 45 Second Street, and has not occupied the premises since March 16, 2020 and such closure is ongoing for an undetermined period of time during the current state of emergency;

Therefore, Be it Resolved, that the Plain Township Board of Trustees hereby approves a lease payment deferral for the months of April and May, with lease payments to resume for June 2020, and the deferred lease payments for the months of April and May to be due by the end of the last lease term. At its election, the Board of Trustees may extend the lease term by two months.

Mr. Rybski seconded the motion. Vote: All Aye

ZONING

Mr. Collins reported that the Township has had a few zoning requests. Mrs. Fee has been working with the applicants to process the forms in a timely manner. Mr. Collins reported that there is a Zoning Hearing scheduled for later this month. They will use a virtual platform for the zoning hearing. The hearing is for a small variance of 18 sq ft on an accessory structure on Walnut Street. Mrs. Fee reported that everyone that she has been working with has been very flexible.

MAINTENANCE

Mr. Pharris reported that the Maintenance Department has been preparing the pool for opening day. CPM is scheduled to start on April 20, 2020. The Maintenance Department is trying to limit the trips they are making to Home Depot. The hot water tank needed to be replaced. Mr. Olmstead inquired about all the rain we've had recently and how the roads in the Township have been fairing with flooding. Mr. Pharris reported that there was minimal flooding on Clouse Road. He reported that the creek backed up on Walnut Road and washed a little of the berm away. The Maintenance Department fixed it. There was a foot and a half of water on Pine Meadows. The sewer system was overwhelmed by the amount of rain in such a short period of time.

Mr. Ferguson inquired about funerals. Mr. Pharris reported that the Township has had one funeral but the funeral home did not let the family come to the cemetery. Most funeral homes are limiting funerals to immediate family, no more than 10 people and they are holding the services outside. Mrs. Fee reported that she has received a few calls regarding purchasing lots pre-need. She has also received a couple of calls from people who have had family members pass away but that they are going to wait until a later date to hold the funeral.

FIRE DEPARTMENT

Chief Hoovler said there were 92 fire and EMS runs since the last Board of Trustees meeting. The Fire department had more fire runs than EMS runs. EMS runs are down approximately 30 runs through March 2020. He believes it is because of the Work from Home mandate; employers are closed and there are less people to take care of.

Mr. Ferguson inquired about the Fire Department staff. Chief Hoovler gave a brief report on any firefighters that were tested for COVID-19 and their work status.

Mr. Ferguson inquired about the current state of hospitals in Franklin County. Chief Hoovler reported that the Mt. Carmel Healthcare system hospital population was down because they are not doing elective surgeries. Emergency Room visits are down. Chief Rupp has been participating in the Central Ohio Trauma Society (COTS). He reported that there are 600+ available beds in the 31 central Ohio hospitals. He reported that in the Mt. Carmel system, the New Albany Surgical Hospital will be used for the potential surge of Covid-19 patients. Chief Rupp also gave the overlapping run report. Total runs YTD is 662. The New Albany Fire department has been directed to prepare for a potential 40% reduction in workforce as firefighters get sick. Therefore, the fire department has been talking about the elimination of

time off, elimination of Kelly days, and modified shifts. Of the 208 runs in March, 53 overlapped. Mr. Olmstead wants to make sure that the Plain Township residents are being taken care of. Chief Rupp reported that they took Medic 123 out of service to mutual aid so that it is available to only the Township residents. Chief Hoovler reported that the Fire Department set up station 122 in the New Albany Plain Local Schools bus depot. All costs associated with setting up the station should be reimbursable under the Stafford Act.

Mr. Ferguson asked about our supplies. Chief Rupp said they are working with EOC for requests. He said they are forecasting their need and staying ahead of it.

Chief Hoovler said the repair of the roof has been put on hold indefinitely until the quarantine is lifted.

Chief Hoovler reported that Heritage plans to deliver the Engine in 7-10 days. The new Medic is scheduled to be delivered April 23, 2020.

Chief Hoovler also reported that the Fire Department is working with the City of New Albany's Public Information Officer on informational videos for their website.

Mr. Ferguson said that Mr. Collins is our point person on sick leave policies throughout the coronavirus situation. He is getting up to speed on the Families First Coronavirus Relief Response act. A notice will be sent out to the staff. There will not be any changes at this time.

FISCAL OFFICE

Mr. Olmstead's requested more credit card purchase details going forward. Mr. Olmstead is looking for unidentifiable purchases, i.e. Amazon.

Mrs. Powell reported that the Fiscal Office has been working remotely when possible and staff is ready to do the first month end in the new VIP Software. Mrs. Powell reported that Mrs. Hatfield's last day was March 31, 2020 and that she was a great asset in the fiscal office. Michal Armstrong has assumed Sally's responsibilities and her training is ongoing.

OLD BUSINESS

Mr. Olmstead reported that he virtually attended the Franklin County Board of Health Advisory Committee meeting. The only item of business was a reappointment of an expiring term board member.

Mr. Rybski has been working with Mr. Collins on drain issues along Wilbur Road and State Route 62.

Chief Hoovler is concerned about retiring during the Coronavirus crisis. If the Board of Trustees is receptive, he is considering postponing his retirement until the crisis is over.

EXECUTIVE SESSION

**Mr. Ferguson made a motion to adjourn into executive session at 8:18 p.m. pursuant to Ohio Revised Code 121.22 (G)(1) for appointment, employment, promotion or compensation, demotion or dismissal. Mr. Olmstead seconded the motion.
Roll Call Vote: All Aye**

Mr. Zappitelli and Mr. Collins also attended the Executive Session.

Mr. Ferguson made a motion to close out of executive 9:40 p.m. Mr. Olmstead seconded the motion. Roll Call Vote: All Aye

ADJOURNMENT

Mr. Olmstead made a motion to adjourn the meeting at 9:41 p.m. Mr. Rybski seconded the motion. Vote: All Aye


BOARD OF TRUSTEES:



David Ferguson, Trustee



Dave Olmstead, Trustee



Thomas Rybski, Trustee



Bud Zappitelli, Fiscal Officer