

RECORD OF PROCEEDINGS

Minutes of Meeting Plain Township Board of Trustee Meeting
Held Administrative Office 7:00 a.m.

The Plain Township Board of Trustees met in regular session by teleconference.

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, and Courtney Rogers. Visitors present: Mike Durik.

ADDITIONS OR CORRECTIONS TO THE AGENDA

None

APPROVAL OF MINUTES

Mr. Rybski made a motion to approve the March 4, 2020 Board of Trustees Meeting minutes as submitted. Mr. Olmstead seconded the motion. Vote: All Aye. (Resolution 20031801)

PAYMENT OF THE BILLS

Mr. Olmstead made a motion to pay the pending warrants in the amount of \$324,393.11. Mr. Rybski seconded the motion. Vote: All Aye (Resolution 20031802)

CITY OF NEW ALBANY LIAISON -MIKE DURIK

Mike Durik reported that New Albany City Council met virtually last night. The Council decided to only meet once in April, on April 1, 2020 and once in the third week of May. Mount Carmel Health is going to have a testing center behind the New Albany Surgical Center beginning today, March 18, 2020. The New Albany Police Department is coordinating with Mount Carmel. People will need identification and a written doctor's prescription to be tested. Mr. Ferguson asked how many people they are expecting to have at the testing site today. Chief Hoovler reported that the mobile testing in Licking County had 35 people that had scripts and were tested. Chief Rupp had a conference call with Mount Carmel Health, Mount Carmel Security and New Albany Police Department yesterday to address what the procedures would be if someone came to the testing site very sick with all of the common symptoms of Covid-19. Mount Carmel is providing the Police Department with Personal Protective Equipment (PPE). Mount Carmel is also testing at two other locations so it should alleviate the number of people that will show up at the New Albany testing site. The Founders Day Event in May could be postponed. A decision will be made in the next couple of weeks. The New Albany Police Department is at full staff.

ADMINISTRATOR

Mr. Collins reported that there are regular public health meetings updating local officials including Townships. Franklin County Board of Commissioners is having a daily morning update at 9 am. Mr. Collins has been having regular meetings with the Chiefs to review practices and protocols to keep everyone safe.

The Township is still looking forward to a pool season. CDC information indicates that the Coronavirus does not survive chlorinated water. The Township will have to wait on more direction regarding outdoor gatherings. Memberships are currently well ahead of last year. Mr. Ferguson commended the state, townships, and cities on their communications. Mr. Olmstead agreed and appreciates everything the Township has been done internally. Mr. Olmstead wants to make sure the information that the Township is sending out has been properly vetted. Mr. Collins is concerned about the lag-time of information from the CDC as the Coronavirus becomes more community based. Chief Rupp reported that Ohio is getting very high reviews on the actions that Governor DeWine and Dr. Acton are taking. Mr. Olmstead inquired as to who has the authority to send out information to the community. Chief Rupp said that Mr. Collins is responsible for updating the Township Website and there are three firefighters. Battalion Chief Sponaugle, Battalion Chief Ecleberry and Firefighter Dan Gilmore that can update the Plain Township Fire Department Facebook page.

Mr. Zappitelli stated that he and Mrs. Powell had inquired with the County Prosecutor about holding the Board of Trustees meetings virtually. The Prosecutor's opinion is that online meetings would not constitute a valid meeting. Mr. Collins said that the State Attorney General issued an advisory letter regarding this matter and feels like the Township is in a good place. There has been no legislative action. Mr. Rybski stated that the Township should provide a written record of the meeting to the Attorney General for him to concur that it was a legitimate meeting. Mr. Collins stated that Townships do not have a direct line to request an opinion from the Attorney General and that the Township has to go through the Prosecutor's office. Mr. Olmstead is comfortable with the way the Township is proceeding with the Board of Trustees meetings given the circumstances. Mr. Zappitelli needs to be sworn in by the end of March. All meeting documents will be left at the front desk for the Trustees and Fiscal Officer to sign.

Mr. Olmstead made a motion to pass Resolution No. 200318A1. Be it resolved, to pay CareWorksComp 5500 Glendon Court, Dublin, Ohio 43016, \$6,188.00 as a service fee for third party administration for the 2021 group rating program renewal, and to enroll in the Ohio Township Association Worker's Compensation Group Rating program for the 2021 rating year, according to the attached agreement, to be paid out of the General Fund, line 01-A-26 (Other). Mr. Rybski seconded the motion. Vote: All Aye

ZONING

Mr. Collins reported that they are continuing to work with the Babbitt Road owners on their agritourism operation. Mr. Olmstead sent an email yesterday that recapped his conversation with Mr. Doran.

Mr. Ferguson reported that he received a call from a resident that is trying to get a zoning permit. Mr. Collins stated that they need to call or email the office and it will be handled.

MAINTENANCE

Mr. Pharris said that the maintenance department is still working. They have designated a vehicle for each employee to avoid cross-contamination. The Township has two scheduled funerals this week. Mr. Pharris is meeting with concrete contractors for the Fire Department. He is waiting to get prices back from a few contractors before presenting to the Board.

FIRE DEPARTMENT

Chief Hoovler said there were 106 fire and EMS runs since the last Board of Trustees meeting. The Fire Department is at full staff. They continue to check with the CDC and the Department of Health on the proper protocols. The Fire Department was fortunate that they had a supply of N95 masks. The Fire Department falls under the same guidelines as the public in regards to testing for Covid-19. The Department is monitoring the temperature of the firefighters daily. Mr. Rybski inquired about the protocol if a firefighter does test positive. Chief Hoovler said that the firefighter would have to be quarantined and they would have to see what exposure the individual had to the other firefighters and the public. Mr. Olmstead asked if the Morse Road Fire Station set the standard for care. Chief Rupp stated that of the 31 firefighters quarantined, 28 were returned to duty.

Mr. Ferguson made a motion to pass Resolution No. 200318F1. Be it resolved to pay the MECC Regional Council of Governments \$25,000 for 2020 EMS Medical Director share, out of fund 28-A-05A. (EMS-EMS-Other)

Mr. Olmstead seconded the motion. Vote: All Aye

Mr. Rybski made a motion to pass Resolution No. 200318F2. Be it Resolved, that the following township vehicle is declared unneeded, obsolete or unfit for township use and is to be disposed of by internet auction:

Item Description

Lot 1: 2003 International Horton medic	\$2,500 Opening Bid
	\$4,000 Reserve

Mr. Olmstead seconded the motion. Vote: All Aye

FISCAL OFFICE

Mrs. Powell reported that the Fiscal office was able to identify the variances in the data after it was migrated to the VIP software and all is good with the Live VIP system. The fiscal office has launched the new software and we have started to enter payment requests, receipts and transactions from earlier in the month. There was conversation surrounding the Township's need for additional hours for Mrs. Rousseau. Mrs. Powell indicated that her knowledge of the system and the Township has been invaluable for setting up workflows and training documents. Mr. Rybski asked about whether Mrs. Rousseau is offering a service that Software Solutions was

contracted to provide. Mrs. Powell said that she has asked Software Solutions to provide the agreed upon onsite training when the Township rolls out the software to the rest of the departments in lieu of being onsite with fiscal office staff for the software launch.

Mr. Olmstead made a motion to pass Resolution No. 200318B1. Be it resolved: to hire Rebecca Rousseau as part-time accounting assistant for the Plain Township Fiscal Office at the rate of \$45.00 per hour for an additional 60 hours to assist with the VIP Software Conversion. Mr. Rybski seconded the motion. Vote: All Aye

OLD BUSINESS

Mr. Olmstead reported that the McCoy series has been postponed their final event with Michael Phelps until next year.

Chief Hoovler reported that the roof is being redone by Allied Roofing. Campbellsville is going to remove and reinstall the cupola. The cost is being paid by Allied Roofing. CertainTeed is covering the cost of the reroofing.

Chief Rupp inquired about the Stafford Act being invoked by the President. Reimbursement is 75% from the Federal Government and 12.5%-13% from the State. Chief Rupp asked if the Trustees wanted to consider declaring an emergency within the Township. He said it may help us with fund reimbursement. He spoke with Chief Hoovler yesterday about establishing an emergency fund for Covid-19 to pay for supplies. Mr. Olmstead sked Chief Rupp to work with Mr. Collins.

ADJOURNMENT

Mr. Ferguson made a motion to adjourn the meeting at 8:12 a.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