

RECORD OF PROCEEDINGS

Minutes of Meeting

Plain Township Board of Trustee Meeting

The Plain Township Board of Trustees met in regular session at 7:17 a.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, Kerri Mollard and Jill Beckett-Hill. Others present: Fiscal Officer Bud Zappitelli, Ben Collins, Assistant Chief Connor, Bobby Pharris, Battalion Chief Sponaugle, Mary Fee, Mike Durik and Courtney Rogers.

ADDITIONS OR CORRECTIONS TO THE AGENDA

Ms. Mollard has new business.

Mr. Zappitelli asked for a special bill pay meeting on December 30, 2022. Ms. Mollard is available but Mr. Ferguson and Ms. Beckett-Hill currently have plans to be out of town. Courtney Rogers will look into other options for getting bills paid by the end of the year.

APPROVAL OF MINUTES

Mr. Ferguson made a motion to approve the November 2, 2022 Board of Trustees Meeting minutes. Ms. Mollard seconded the motion. Vote: All Aye. (Resolution 22111601)

Ms. Mollard made a motion to approve the November 4, 2022 Board of Trustees Special Meeting minutes. Ms. Beckett-Hill seconded the motion. Vote: All Aye. (Resolution 22111602)

Ms. Beckett-Hil made a motion to approve the November 7, 2022 Board of Trustees Special Meeting minutes. Ms. Mollard seconded the motion. Vote: All Aye. (Resolution 22111603)

PAYMENT OF THE BILLS

Mr. Ferguson made a motion to pay the pending warrants in the amount of \$326,161.20. Ms. Beckett-Hill seconded the motion. Vote: All Aye. (Resolution 22111604)

Ms. Beckett-Hill asked whether the BP payment for \$5,000 is for the truck repair. Ms. Rogers informed her that it is not, that it is for the gas and diesel use.

Mr. Ferguson asked about the Chapman payment. Mr. Collins stated that it is for the drainage repairs at the cemetery.

CITY LIAISON – MIKE DURIK

Mr. Durik reported that New Albany City Council had a very long meeting last night. Council approved zoning and annexations on 18 acres off Clover Valley Road and Jug Street. There was a 1st reading on the Hamlet at Sugar Run. There were presentations by the city, traffic engineer, and legal counsel. Since it was a 1st meeting, residents could not participate. Residents will be able to speak at the 2nd session. The development meets the standards for a Hamlet that were previously approved. It is scheduled for a 2nd reading and vote on December 16, 2022.

New Albany City Council also approved a motion to fund up to half of the wreaths for veterans at Maplewood Cemetery through the Wreaths Across America program. Ms. Mollard and Ms. Beckett-Hill have both sponsored wreaths and have promoted it on social media.

ADMINISTRATOR

Mr. Collins presented a resolution for the Township to offer short-term disability coverage to all regular full-time employees. Mr. Collins would like to offer the tax-free benefit. This would mean that the employee would not pay income tax on the benefit. There was some discussion surrounding offering short-term disabilities to part-time employees but Chief Connor said that it would be uncommon to offer this benefit to part-time firefighters.

Ms. Mollard made a Motion to pass Resolution No. 221116A1. Be it resolved, to approve disability coverage insurance with The Standard for Plain Township full-time employees beginning January 1, 2023 through December 31, 2023, to include short-term disability coverage with a tax-free benefit according to the rates indicated herein, to be paid 100% by Plain Township on behalf of full-time employees, and approving a long-term disability plan through The Standard to be paid 100% by the employee as a tax-free benefit.

Monthly Short Term Disability Rate Per \$10 of Weekly Benefit	The Standard	
	Taxable Benefit ¹	Tax-Free Benefit
Covered Volume	\$69,306	\$69,306
Rate Per \$10 of Weekly Benefit	\$0.240	\$0.260
Monthly Total	\$1,663	\$1,802
Annual Total	\$19,960	\$21,623
Annual \$ Difference		\$1,663
Annual % Difference		8.3%
Rate Guarantee	3 years	3 years

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

Mr. Collins reported that the resolution that the Trustees just approved would offer long-term disability as an optional benefit to all regular full-time employees. This would be paid for by the

employee. There are 2 options available based on retirement age. Mr. Collins recommends option 3 because of the retirement age. This would be a payroll deduction.

Mr. Collins reported that the website is coming along. He and Mary Fee are meeting with the website developer twice a week. The project is on target to go live by the end of the year.

Mr. Collins reported that the Township has additional all-staff anti-sexual harassment training scheduled for November 28th through the 30th.

Mr. Collins also mentioned that the City of New Albany might be making changes to the planned pickleball courts. Mr. Durik reported that the pickleball courts were discussed in the budget meeting. The original approved cost was \$1 Million but the current costs are coming in at \$2.6 Million. Mr. Stefanov is looking at other site alternatives that will not require additional roads and restrooms. Mr. Stefanov is looking at land out at Bevelhymmer. It is in the investigative stage.

Mr. Collins also stated that there was a Veteran's Day luncheon at the Heit Center that was sponsored by Meta. Clarence Mingo was the moderator. It was very well received. Mr. Durik reported that Meta would like to sponsor the event next year as well.

Ms. Mollard reach out to Council member Kasey Kist to do the holiday light recycling program once again. The Township and the City will partner again and have boxes at the offices to recycle old holiday lights.

Mr. Collins explained to the new trustees that the Board of Trustees typically makes compensation decisions at the first meeting in December for the following year. Mr. Collins is continuing to complete a pay differential for the Assistant Chief and Fire Chief positions. Staff is recommending a 5% increase. The City of New Albany is expecting a 5% increase. The Township gave a 3% raise in January and August 2022 to all employees. Mr. Collins currently has a compensation benchmark for the Fire department. The 5% raise would put the department above the collective bargaining agreements. Local governments are around 3-3.5%.

Mr. Zappitelli reported that there are many aspects of compensation and payroll that he would like to review with the Board. He feels that the payroll process is very tedious and would like to see if there is a way to automate it.

ZONING

Mr. Collins reported Gary Smith, the Land Use planning consultant, is planning to attend the 1st meeting in December. The Township is planning on having public engagement after the 1st of the year.

ROAD/MAINTENANCE

Mr. Pharris reported that there have been 5 funerals since the last Board meeting. The maintenance department has also poured 3 footers.

Maintenance employee, Corey Fleig, met with someone regarding the partitions for the bathrooms at the pool and the fire station. Mr. Ferguson would like a quote on remodeling the bathrooms at the fire station. Mr. Pharris would like someone to decide what finishes they would like in the bathrooms in order to get quotes. Mr. Ferguson deferred to Ms. Beckett-Hill for design ideas.

Mr. Pharris took delivery of the air compressor and the maintenance department is rebuilding the room that it was housed in.

Mr. Ferguson asked for an update on the shop update and remodel. Ms. Beckett-Hill would like to discuss the budgeting and design at the December 6th meeting.

FIRE DEPARTMENT

Assistant Chief Connor reported that there have been 117 runs since the last Board meeting.

Assistant Chief Connor reported that the thermal imaging cameras have been trained on and put into service.

Assistant Chief Connor thanked Ms. Mollard for her engagement with Fitch and Associates while he was out of town. Fitch and Associates has assigned another member of their team to the project. Ms. Mollard updated the Board on her interactions with Fitch and Associates. They would like to schedule the onsite meeting with the community stakeholders in January. The onsite visit will consist of 3 days. The 1st day is with community stakeholders and it will be a 3-hour session. The 2nd and 3rd days are internal meetings that will be led by the Township. Ms. Mollard thinks that the township should intentionally invite certain community members to the meeting. Mr. Ferguson thinks a 3-hour meeting is too long but Ms. Mollard said that Fitch and Associates usually schedules 4 hours for the meeting. It was decided that January 18th-20th would be good days to hold the onsite meeting and it was suggested that we offer a luncheon. Ms. Mollard will work on tightening the time-frame and putting a list together of the community stakeholders that the Township would like to invite.

FISCAL OFFICE

The October 2022 Bank Reconciliation and Month End reports were presented.

The 2023 Temporary Appropriations were presented. On the temporary appropriations, Ms. Rogers had to lower the appropriations for Roads and Pool until year-end Certified Estimated Resources. Mr. Collins pointed out that the Contracts line for the Pool has been increased because of the SwimSafe contract. For 2023, the Roads Supervisor's, Mr. Pharris, salary will be appropriated out of the Gasoline Tax Fund. Ms. Mollard also asked we if increased the Fire-

Uniforms appropriations for 2023. The budget was increased from \$25,000 to \$40,000. Assistant Chief Connor would like to be more involved in the budgeting process for next year. Mr. Ferguson inquired about the \$100,000 for the Cemetery Improvement account in the General Fund. Ms. Rogers explained that this is a standard appropriation year after year. Mr. Collins explained that this amount would cover the cost of the scattering garden and the garden nook. Mr. Ferguson also asked about the anticipated cost of the Maintenance office renovation. Mr. Collins explained that this cost could be shared between Cemetery, Roads, and Gasoline Tax. The permanent appropriations will be due by March of 2023. Mr. Ferguson wants to make sure we have money appropriated for the Cemetery improvements, the Maintenance Office renovation, and the Fire Station renovations.

Ms. Mollard then inquired about the Clouse Road improvements. Mr. Collins reported that the first scoring session is on Monday and that will tell the Township if the project will be approved. Mr. Collins expects to use Gasoline Tax Funds to pay for the project.

NEW BUSINESS

Ms. Mollard would like to have the Board reconsider the 7:15 am meetings. She is finding the morning meetings difficult to manage. Ms. Mollard would like to have two evening meetings versus an evening and a morning meeting. Mr. Ferguson explained that the 2nd meeting historically has been a light agenda and is used more as a bill pay. Ms. Mollard disagreed that the agendas have been light and that the morning meetings frequently go past 8am. Ms. Beckett-Hill offered that she will find it difficult to do a 2nd evening meeting as she works many evenings. Ms. Beckett-Hill suggested the Board move the meeting back a little to 7:30am to help with school drop-off. Mr. Ferguson would like to revisit the subject after reflecting on it.

Ms. Mollard made a motion to share the cost of any unsponsored wreaths for veterans through Wreaths Across America with the City of New Albany up to \$4,000.00. Mr. Ferguson seconded the motion. Vote: All Aye

The ceremony will be December 17, 2022 at 12pm.

RECESS

Mr. Ferguson made a motion to recess at 8:25 a.m. pursuant to Ohio Revised Code 121.22 (G)(1) for personnel. Ms. Beckett-Hill seconded the motion. Vote: All Aye

Mr. Ferguson made a motion to come out of recess 8:33 a.m. Ms. Mollard seconded the motion. Vote: All Aye

The Board of Trustees addressed all Township employees regarding the Fire Department leadership transition. Chief Rupp will be retiring January 1, 2023. Assistant Chief Connor is the Acting Fire Chief during Chief Rupp's vacation through January 1, 2023 at which time he will become the Permanent Fire Chief of Plain Township on January 2, 2023.

ADJOURNMENT

Mr. Ferguson made a motion to adjourn the meeting at 8:42 a.m. Ms. Mollard seconded the motion. Vote: All Aye

BOARD OF TRUSTEES:


David Ferguson, Trustee


Kerri Mollard, Trustee


Jill Beckett-Hill, Trustee


Bud Zappitelli, Fiscal Officer