

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 7:15 a.m.

Mr. Olmstead 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 Rupp, Bob Pharris, Mary Fee and Courtney Rogers. Visitors present: Mike Durik

ADDITIONS OR CORRECTIONS TO THE AGENDA

Mr. Zappitelli requested an executive session at the end of the meeting.

APPROVAL OF MINUTES

Mr. Olmstead made a motion to approve the November 4, 2020 Board of Trustees Meeting minutes as submitted. Mr. Rybski seconded the motion. Vote: All Aye. (Resolution 20111801)

PAYMENT OF THE BILLS

Mr. Ferguson made a motion to pay the pending warrants in the amount of \$452,434.57. Mr. Rybski seconded the motion. Vote: All Aye (Resolution 2011182)

CITY LIASON-MIKE DURIK

Mr. Durik reported that the City of New Albany updated traffic laws in their Council meeting. He then indicated that House Bill 789 was recently passed and it enables communities to continue to do virtual meetings until June 30, 2021. He expressed that there is concern regarding afterschool gatherings in the square and the effect it will have on COVID-19 cases in the community. Mr. Durik then reviewed the pending 2020-2021 budget, indicating that a significant part of the budget will be going to road development. Further discussion ensued regarding CARES funds and the possible uses for virtual meetings, salaries and wage replacement during sickness. Lastly, Mr. Durik indicated that the City has approved body cameras for City of New Albany Police Officers.

ADMINISTRATOR

Mr. Collins reported that the hotel tax for the City of New Albany has decreased by more than 50%. Mr. Collins also indicated that our HRA reimbursements are up 36% over last year. This is seen as holding steady as it was a trade off to the premium costs of the health insurance. Mr.

Collins then discussed the health insurance pending resolutions and further discussion of the Chambers distribution of funds to businesses in need. Board members discussed where COVID funds have gone to date. (Quarantined individuals, additional equipment, etc.) Additionally, there was discussion regarding the wellness dollars and how they were earned, how many employees take advantage of the wellness dollars, and what percentage of employees have taken advantage of the program this year.

Mr. Ferguson made a motion to pass Resolution No. 201118A1. Be it resolved, to renew the Plain Township health insurance coverage with UnitedHealthcare for the BT-AP (CoPay Clear) with Rx 01 plan for a term beginning January 1, 2021 through December 31, 2021 at a 3.0% rate increase over current rates. Mr. Rybski seconded the motion. Vote: All Aye

Mr. Olmstead made a motion to pass Resolution No. 201118A2.

WHEREAS, the Board of Trustees of Plain Township (the "Board") passed Resolution No. 091216U on December 16, 2009, adopting The Plain Township Flexible Benefit Plan (the "Plan"), a "cafeteria plan" under Section 125 of the Internal Revenue Code of 1986, for the purpose of permitting full-time employees and officers of Plain Township (the "Township") to elect to receive cash or coverage for themselves and their Eligible Dependents; and

WHEREAS, on December 17, 2014, the Board adopted Resolution No. 141217A9, requiring pre-tax employee contributions for all health insurance premiums as allowed under Section 125 of the Internal Revenue Code of 1986.

BE IT RESOLVED, effective as of the 1st pay date in January 2021, the plan is hereby amended to reflect the Board's adoption of this Resolution:

A. In accordance with the Board's sole and absolute discretion, pursuant to Article 5.1 and 6.1 of the Plan, to modify, alter, or amend the Plan, the Board amends the Plan to update the monthly contribution amount under Article 4, "Contributions:"

"4.5 Employee Contribution Amounts: Beginning the first pay period in January 2017, or as soon as practicable thereafter, the Plan Administrator shall withhold from each Participant's Covered Compensation an amount equal to the following, per month paid on, towards all insurance premiums covered under Section 125 of the Internal Revenue Code of 1986, including, but not limited to, health, prescription, vision, dental, employee group term life, accident, heart attack, dependent child care reimbursement, and cancer premiums: Employee only \$ 57 ; Employee plus spouse of children \$ 114 ; Family \$ 171 . These payments shall be made as pretax withholdings, so long as the Participant provides, in writing to the township fiscal officer, authorization for the contribution."

B. This Amendment, from and after its execution, shall be incorporated into, and here by considered to be part of the Plan, and all addenda and amendments thereto shall constitute and represent one integrated document.

C. The Board hereby ratifies, confirms, and reconfirms that all other provisions of the Plan shall remain unchanged and in full force and effect, as previously provided, and, except as provided above, this Amendment shall in no way sever, supersede, waive, limit and/or otherwise affect any rights, privileges and/or immunities afforded to employees and officers covered under the Plan, or applicable law.

IN WITNESS WHEREOF, the Board has duly executed this Amendment on or as of the day and year attested below. Mr. Rybski seconded the motion. Vote: All Aye

Mr. Olmstead made a motion to pass Resolution No. 201118A3. Be it resolved, that the Plain Township Board of Trustees hereby agrees to renew an agreement with Chard Snyder to administer the township Health Reimbursement Arrangement for 2021 and to authorize the township administrator to enter such an agreement.

Be it further resolved, that the Plain Township Board of Trustees approves a Health Reimbursement Arrangement for 2021 consistent with the attached, providing HRA 1 in the amount of \$6500/\$13000 to be funded by Plain Township and HRA 2 in the amount of \$1000/\$2000 may be earned with wellness dollars.

Mr. Rybski seconded the motion. Vote: All Aye

Mr. Ferguson made a motion to pass Resolution No. 201118A4.

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, beginning March 24, 2020 the Gregory Nathan Gould Co., LLC was unable to operate its business located at 45 Second Street for a period of time; and

Whereas, due to the ongoing COVID-19 public health emergency, tenant Gregory Nathan Gould Co., LLC is unable to fully utilize the leased premises and has requested a rent deferral for the month of November;

Therefore, Be it Resolved, that the Plain Township Board of Trustees hereby approves deferring 50% of the monthly rent for the month of November 2020, and the deferred lease payment in the amount of \$1,400 for the month of November is due by the end of the last lease term. At its election, the Board of Trustees may extend the lease term by one month. Mr. Rybski seconded the motion. Vote: All Aye

Mr. Rybski made a motion to pass Resolution No. 201118A5. Be it Resolved, that the following township personal property is declared unneeded, obsolete or unfit for township use and is to be disposed of by internet auction:

Item Description	Minimum Price
Lot 1: Stainless Steel sink	\$25.00
Lot 2: Qty 26 - Sections of OOS 2.5" Hose	\$5.00/roll
Lot 3: Qty 10 - Rolls of OOS 5" Hose	\$10.00/roll
Lot 4: Old Hydra ram from old L-121	\$50.00
Lot 5: Portable shower enclosure	\$10.00
Lot 6: Qty 2 - Continental HSU2 315/80 R22.5 Load L Tires	\$10.00
Lot 7: Qty 4 - Goodyear G622 RSD 11R/22.5 Load H Tires	\$20.00
Lot 8: Qty X - Old Motorola 800 mobile radios	\$25.00/each
Lot 9: Qty X - Old Kenwood and Icom High Band radios	\$15.00/each

Mr. Olmstead seconded the motion. Vote: All Aye

ZONING

Mr. Collins is still working with the owners at 7953 Harlem Road.

ROAD/ MAINTENANCE

Mr. Pharris reported that the maintenance department was contacted the previous Sunday by Harlem Township regarding a fallen tree. The tree was in the process of being cut up and the wood left for the homeowner. Mr. Pharris indicated that the Wilbur Road project is starting. Additionally, he indicated that a new furnace had been installed in his office and that air purifiers had been picked up and set up in the Township office. Mr. Pharris was asked about further issues regarding a resident in the cemetery. He indicated that this resident has continued to be of issue and that they have now begun swerving into the lane with oncoming township vehicles.

FIRE DEPARTMENT

Chief Rupp said there were 124 fire and EMS runs since the last Board of Trustees meeting.

Chief Rupp reported that the department has received 27 applications for the lateral transfer. They have narrowed it down to 10 candidates. The Fire Department will be interviewing the 10 candidates virtually and plan to narrow the list to 5 finalists.
Ethos Labs-self swabs for Covid testing. Results in 24-30 hrs
Still looking for a contractor to install the new hybrid hot water system.

Mr. Ferguson made a motion to pass Resolution No. 201118F1. Be it resolved to approve tuition reimbursement for Travis Dudley of up to \$5,250.00 for courses to be completed at the Mount Vernon Nazarene University in 2021. Captain Dudley is completing a Bachelor of Public Administration degree. To be paid out of fund 01-C-09. (General-Fire-Other Expenses) Mr. Olmstead seconded the motion. Vote: All Aye

FISCAL OFFICE

The October 2020 Bank Reconciliation and End of Month Reports were presented.

Mr. Ferguson made a motion to pass Resolution No. 201118B1. Be it resolved, to amend Exhibit A of the Plain Township Credit Card Account Policy first adopted on January 23, 2019 in order to: update the Home Depot card by adding Fire Chief Jack Rupp for the Fire Department, and remove the Huntington National Bank card for Finance Officer Cindy Powell, and add a Huntington National Bank card for Accounting Assistant Courtney Rogers. Mr. Olmstead seconded the motion. Vote: All Aye

Mr. Olmstead made a motion to pass Resolution No. 201118B2.
WHEREAS, the Plain Township Fiscal Officer has received a letter of resignation from Cindy Powell from her position as Finance Officer to be effective as of December 1, 2020; and,
WHEREAS, the Township Board of Trustees expresses its appreciation of the work performed by Mrs. Powell during her time with Plain Township and thanks her for her contributions to Plain Township; and
NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Plain Township accepts the resignation of Cindy Powell from the position of Finance Officer.
Mr. Rybski seconded the motion. Vote: All Aye

EXECUTIVE SESSION

Mr. Ferguson made a motion to adjourn into executive session at 8:14 a.m. pursuant to Ohio Revised Code 121.22 (G)(1) for appointment, employment, promotion or compensation, demotion or dismissal. Mr. Rybski 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 8:47 a.m. Mr. Rybski seconded the motion. Roll Call Vote: All Aye

ACTION TAKEN:

Mr. Ferguson made a motion to change the resignation date on Resolution 201118B2 to December 1, 2020. Mr. Rybski seconded the motion.

ADJOURNMENT

Mr. Ferguson made a motion to adjourn the meeting at 8:49 a.m. Mr. Rybski seconded the motion. Vote: All Aye

BOARD OF TRUSTEES:

DocuSigned by:
Bud Zappitelli
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Bud Zappitelli, Fiscal Officer

DocuSigned by:
Dave Ferguson
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David Ferguson, Trustee

DocuSigned by:
Dave Olmstead
AE95D9991FAD4E...
Dave Olmstead, Trustee

DocuSigned by:
Tom Rybski
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Thomas Rybski, Trustee