

## RECORD OF PROCEEDINGS

*Minutes of Meeting*

Plain Township Board of Trustee Meeting

The Plain Township Board of Trustees met in regular session at 7:00 p.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: Bud Zappitelli, Fiscal Officer, Ben Collins, Assistant Chief Connor, Bob Pharris, Mike Durik, Battalion Chief Dudley, Captain Pabst, Firefighter Cantrell, and Mary Fee. Visitors present: Deputy Upton, Journalist Sacha Nauta, and Jill Rudler.

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

Ms. Mollard indicated that she has new business.

Mr. Collins indicated that there is a revised agenda and he also requested an Executive Session regarding employment.

### **APPROVAL OF MINUTES**

**Ms. Beckett-Hill made a motion to approve the October 19, 2022 Board of Trustees Meeting minutes as submitted. Ms. Mollard seconded the motion. Vote: All Aye. (Resolution 22110201)**

### **PAYMENT OF THE BILLS**

**Mr. Ferguson made a motion to pay the pending warrants in the amount of \$471,443.80.**

**Ms. Mollard seconded the motion. Vote: All Aye. (Resolution 22110202)**

Ms. Mollard inquired as to whether the thermal cameras were delivered. Assistant Chief Connor indicated that they have been delivered. He is scheduling training and intends to have them in service quickly.

### **CITY LIASION – MIKE DURIK**

Mr. Durik appreciated the Township Trustees for attending the New Albany City Council meeting the night before. City Council had a first reading for an 18-acre annexation off of Jug Street for a road extension to Clover Valley. Mr. Durik brought the Wreaths Across America program information to City Council. Mr. Collins reported that there are currently 561 veterans

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laid to rest in Maplewood Cemetery. It would cost \$8,415 to have a wreath at every veteran's gravesite. Mr. Durik asked Ms. Fee to keep the City appraised to how much money is raised through the community and that the City and Township would make up the rest. Wreaths will be placed on November 17, 2022.

The plans for the Hamlet at Central College Road are currently going before the Planning Commission. The standards are 6 units per acre and there are 33 acres. This could produce approximately 190 units, either apartments or homes. Laura Wedekind from Steiner & Associates met with the Fire Chiefs to discuss the potential development. Steiner is required to conduct a traffic and school impact study.

### **FRANKLIN COUNTY SHERIFF-DEPUTY KEN UPTON**

Deputy Upton reported that the Babbitt and Morse Road roundabout is close to completion. Mr. Collins asked Deputy Upton if the Sheriff's office has had any more calls out to Taylor Estates. Deputy Upton reported that they have not.

### **MAPLEWOOD CEMETERY REVIEW**

Mr. Collins presented and discussed the Cemetery Master Plan. In the past, the plan was to tear down and move the current barn. Mr. Pharris reported that the current barn is functional. However, the Trustees do not think that it is attractive. Plans for a new 60 x 40 building is anticipated to be \$250,000+. In the past 5 years, the General fund has spent \$500,000 more than it has received. The Township was waiting for some additional revenue streams in order to fund the cemetery improvements. The main garden is a \$50,000 project with an additional \$15,000 nook garden. Mr. Collins has been working on pricing for the scattering garden and nook garden. Rockyfork priced the scattering garden at \$40,000 including the hardscape and concrete work. Ms. Mollard asked if the scattering garden could be used for the scattering of pet ashes. Consensus seemed to be that it would not be appropriate in the same location but that maybe the Township can investigate offering another space for pet memorials. The Township spent approximately \$30,000 repairing the asphalt at the cemetery this year. Generally, the Cemetery fund pays for its operating costs but does not generate enough revenue to fund these types of improvements. Mr. Ferguson asked if the Columbarium is the next priority. Mr. Collins reported that the Columbarium is the most expensive item in the Master Plan. He said that it is up to the Trustees how they want to prioritize the items. Modlich Memorial most recently built a Columbarium in Dublin. Modlich said to estimate approximately \$60,000 for a 72-niche granite structure. The plan would be to have 2 Columbarium structures. In order to maximize the benefit and longevity of the plan, each structure would be 2-sided for a total of 144-niches per structure or 288-niches in total. The structures would be built on 80 graves, so this extends the life of the cemetery and offers alternative options for burial. It would have space for a ceremony and seating built into the landscaping. The walkway could have engraved stones. Mr. Ferguson would like to have current cost estimates so that the Board can prioritize the projects. Ms. Mollard expressed that this project is a priority for her. Ms. Mollard inquired as to what the cost

is for utilizing the scattering garden. Mr. Collins reported that based on other neighboring cemeteries, there would be a nominal fee schedule for using the space and engraving a stone as a memorial. And by relocating the pole barn, it will free up space for additional grave sites. Mr. Collins would also like to move forward on picking an option for the revised office space for the Maintenance department.

### **ADMINISTRATOR**

Mr. Collins updated the Trustees on the 3-year SwimSafe pool contract. There were cost escalation provisions in the contract to account for labor and supply increases. Ohio minimum wage increased 8.6% and chemical costs doubled, which activated the cost escalation clauses. Mr. Collins negotiated the proposed 2<sup>nd</sup> year cost increase down from 29% to 20%. Ms. Mollard appreciates Mr. Collins work in negotiating the price down. SwimSafe commits to lowering the burden for onboarding and recruiting by providing certification and uniforms to the lifeguards. The pool chemicals are included in the cost of the contract. Mr. Collins feels that SwimSafe is being fair and reasonable.

Mr. Collins is presenting a resolution for the 2023 HRA plan that would keep the employee contribution the same as the 2022 policy year.

**Ms. Beckett-Hill made a Motion to pass Resolution No. 221102A1. Be It Resolved, that the Plain Township Board of Trustees hereby approves a one-year extension of a contract through the Franklin County General Health District with Clarke Environmental Mosquito Management, Inc. for mosquito management, for a period beginning January 1, 2023 and ending December 31, 2023, at an increase of 1.5%, in the amount of \$2,118.64 to be paid from (General – Twp-Other Expenses) and authorizing the township administrator to execute the contract on behalf of Plain Township. Ms. Mollard seconded the Motion. Vote: All Aye.**

**Mr. Ferguson made a Motion to pass Resolution No. 221102A2. 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 2023 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 2023 consistent with the attached, providing HRA 1 in the amount of \$6,500/\$13,000 to be funded by Plain Township and HRA 2 to be funded by the employee in the amount of \$1,000/\$2000 that may be earned with wellness dollars. Ms. Beckett-Hill seconded the Motion. Vote: All Aye.**

**Ms. Mollard made a Motion to pass Resolution No. 221102A3. Be it Resolved, that the Board of Trustees hereby authorizes to pay Prime AE Group, Inc. for engineering consulting services to evaluate the condition of the Plain Township Aquatic Center slide**

tower and components, for an amount up to \$9,951.00 to be paid out of 1000-120-58099 (General-Twp-Other Expenses). Consulting services will include an assessment of any damage, engineering and drawings for any required repairs, general and materials specifications, and construction administration. Be it further resolved that the Board of Trustees hereby authorizes the township administrator to execute an agreement on behalf of Plain Township consistent with this resolution.

Prime AE Group, Inc.  
8415 Pulsar Place, Suite 300  
Columbus, Ohio 43240

Mr. Ferguson seconded the Motion. Vote: All Aye.

Ms. Beckett-Hill made a Motion to pass Resolution No. 221102A4.

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

Whereas, the Plain Township Board of Trustees has agreed to terms for the lease of 39 Second Street, including the retention of a security deposit;

Therefore, Be it Resolved, that the Plain Township Board of Trustees hereby approves the attached lease of 39 Second Street to Allure Medical and Wellness Spa, LLC and authorizes the township administrator to execute the same.

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

Ms. Mollard made a Motion to pass Resolution No. 221102A5 Be it resolved, that the Plain Township Board of Trustees hereby approves an addendum to the pool management contract with SwimSafe Pool Management, Inc. for the 2023 pool season, according to the attached addendum, resulting in an increase in the amount of \$39,503 for a total of \$231,288 to be paid out of fund 2171-610-53060 (Pool – Contracts) for the 2023 pool season. Be it further resolved to pay 1% of the 2023 contract price, being \$2,312.88 upon signing. Ms. Beckett-Hill seconded the Motion. Vote: All Aye.

## ZONING

Mr. Collins reported that there will be another Board of Zoning Appeals meeting this month. Mary Fee has been leading those meetings on a monthly basis.

The Township has a proposal for consulting services to review the Township Land Use Plan. It was last revised in 2012. Mr. Ferguson stated that with the significant growth that the township is seeing, the Board of Trustees would like to evaluate the current Land Use Plan. Mr. Collins

reviewed with the Board that Plain Township is a historic civil township of 25 square miles. A lot of that land has been annexed to the City of New Albany. The Township has approximately 9 square miles remaining of unincorporated land. Most of the large tracts of land in unincorporated Plain Township have been acquired by Metro Parks. There is a current contract for 90 acres off Schleppi Road and the City is working on another 75 acres at Bevelhymer Road and Walnut Road. Another 200 acres is targeted north of Walnut Street. This should significantly reduce the pressure for development in Plain Township and will leave the opportunity for in-fill development, annexing existing large lots and combining those for redevelopment. There is an example of this on Central College Road, where 3 township parcels are being combined to generate 9 new city houses. The Township's main growth corridor will be along Johnstown Road, where commercial development is designated. This land is still not served by sewer or water, so the development must use septic and well. This is easier for commercial development such as logistics, warehousing, low intensity uses. 100 acres on the east side of Johnstown Road is currently zoned for planned commercial development, no requests have come through yet. The Township is looking at future road connections, Walnut Street is an expected future connection to Beech Road. Mr. Collins asked the County Engineer to update the designation of Walnut Street to a Major Arterial. This will result in a larger setback for development along Walnut Street. Mr. Ferguson reported that the last time the Township did this, there was a lot of interest from residents on how that land use was going to be classified or reclassified for certain developmental zones. Mr. Collins has been asked frequently by residents how Intel is going to affect Plain Township. Plain Township is unique because the township is not served by municipal sewer or water provider. All development in the unincorporated area is on a septic system and well. Because of that, Plain Township has a 2.5-acre minimum lot size for residential development. There is a current 33-acre project on Walnut Street that will generate 11 new housing units. Mr. Collins feels Plain Township is better situated to guard against intense development. And any large-scale intense development is likely to be annexed into New Albany or Columbus. Mr. Ferguson believes Plain Township will continue to see annexation because developers will want to develop it with higher density projects. Ms. Mollard pointed out that Plain Township shrunk from 18 square miles in 1996 to 8.9 square miles in 2012 because of annexations. Ms. Mollard inquired if it is expected that Plain Township will shrink more or stay around the 9 square miles. Mr. Collins expects that most future annexation will be to the city of New Albany. There is a 100-acre tract on Walnut Street that will be annexed into Columbus. Mr. Ferguson pointed out that regardless of development, Plain Township will still be responsible for providing emergency services because the land is in the Township. With the annexation agreements, the Township will still have the ability to recover taxes for those services but as the development and density increases, Plain Township must have the appropriate emergency services and response times in place. Mr. Collins said that Plain Township has been a partner with the Rocky Fork Blacklick Accord since 2008 and it is currently serving its purpose to limit density for Columbus development. When land is annexed, the city that the land is annexed to must maintain the roads. Mr. Ferguson agreed that the unincorporated area of Plain Township is expected to shrink further with annexation but the financial burdens and services will grow significantly. There will be an increase in emergency and fire services. Mr. Ferguson believes that the Land Use plan and the Strategic Plan should be reworked at the same time. Mr. Collins addressed Ms. Mollard's question regarding Stormwater Run-off. The 11-unit subdivision on Walnut Street worked with

the county planning office and it will be open roadways, not curbed or guttered. There will be a catch basin on Walnut Street to catch storm water. This subdivision will have new dedicated public roads. There will be a bond to maintain the roads for the first 30 years of life and Franklin Sewer and Water will be responsible for drainage. The stormwater is to discharge into Rock Fork Creek.

Mr. Collins expects for the Land Use project to take less than three months, one month to kick off the project and meet with staff, a month to promote public hearings, and a month to put the plan together. That timeline will align with the Strategic plan.

New Albany's Joint Parks District currently has an offer to a property owner of 75 acres for the planned site of the new Fieldhouse. The market for development has cooled significantly since February 2022. Ms. Mollard asked if the Metro Parks has a goal for how many acres they want to acquire. Mr. Collins reported that the goal was 1000 acres which was achieved in 2014.

**Mr. Ferguson made a Motion to pass Resolution No. 221102Z1. Be it Resolved to authorize the township administrator to enter into an agreement with G2 Planning & Design and Gary Smith for professional planning services to review the existing Plan Township Land Use Plan, update the demographics and maps, and update the plan document, in an amount not to exceed \$10,000 out of fund 1000-130-53060 (General-Zoning-Contracts), proposal attached. Ms. Beckett-Hill seconded the Motion. Vote: All Aye.**

### **ROAD/MAINTENANCE**

Mr. Pharris reported that staff poured the concrete at the pool yesterday. The painting was not completed because the weather was too cold.

Chapman completed the drainage improvement at Maplewood Cemetery.

Ms. Mollard asked when we will know if the Township receives a grant for Clouse Road. Mr. Collins reported that there is a scoring session on Monday, November 21, 2022.

**Ms. Mollard made a Motion to pass Resolution No. 221102M1. Be it resolved, to amend the boot reimbursement policy from \$150 annually to \$200 annually for full-time maintenance staff. Ms. Beckett-Hill seconded the Motion. Vote: All Aye.**

### **FIRE DEPARTMENT**

Chief Rupp indicated that there have been 119 Fire and EMS runs since the last meeting. The Fire Department has received the new thermal imaging cameras. The ALS 360 plan is still in progress. The department has just received the Lucas Chest Compression devices. The Department had a meeting with the representative from Stryker. The Department is probably a year out from getting the heart monitors delivered. Chief Dudley is managing the receiving and inventorying of the equipment. One of the Medics had a service issue but it is back in service now. Chief Dudley is working on a plan to avoid regular unleaded fuel from being put into a diesel engine.

Chief Connor appreciates Ms. Mollard's assistance and contributions with the Strategic Plan. Chief Connor will be talking with Fitch and Associates tomorrow to get them to commit to dates for deliverables. Chief Connor is going to recommend January 10-12<sup>th</sup> as possible dates for a community input meeting. Plain Township has also requested a tentative schedule for that meeting so that the Township can pass along the time expectation to all Stakeholders.

With 2023 Budgeting taking place, Chief Connor mentioned that there are certain accounts that are nearing 100% of budget. Chief Connor believes that the Township will need to increase the amounts in the Maintenance-Non-Routine account as well as a few other accounts.

Ms. Mollard reported that Chief Ecleberry was in her neighborhood on Halloween passing out candy. Mr. Ferguson also saw the ladder truck in his neighborhood on Halloween. Chief Connor strongly believes that community involvement is a big part of the Fire Department's job.

Chief Connor also mentioned that the Fire Safety Trailer caught on fire. There was a problem with the smoke machine and there is some fire damage. It is currently out of service.

Ms. Mollard shared a story of a friend whose husband was very ill and they had to call 911. Plain Township responded and the friend reported back to Ms. Mollard how kind, caring, empathetic, and professional the unit was.

### **FISCAL OFFICE**

The credit card statements were presented.

Mr. Zappitelli is working with Chief Connor on ways to implement technology in future budgeting. All Battalion Chiefs now have access to VIP to review budgeted amounts in the fire accounts. Mr. Zappitelli would like to have a representative from Software Solutions out to do an on-site training and demonstrations.

Mr. Ferguson asked about a bill-pay meeting at the end of the year.

**Ms. Mollard made a Motion to pass Resolution No. 221102B1. Be it resolved: to appropriate \$25,000 of funds certified but not yet appropriated to Fund 2111-220-58024 (Fire – Repairs-non-Routine). Ms. Beckett-Hill seconded the Motion. Vote: All Aye.**

### **CITIZENS REMARKS AND COMMENTS**

Jill Rudler was in attendance. She is running to be the next State Representative. She has been a member of the community for many years and is a realtor and friend of Ms. Beckett-Hill's.

**EXECUTIVE SESSION**

Mr. Ferguson made a motion to adjourn into executive session at 8:10 p.m. pursuant to Ohio Revised Code 121.22 (G)(1) for employment. Ms. Beckett-Hill seconded the motion. Vote: All Aye

Mr. Zappitelli and Assistant Chief Connor attended the Executive Session.

Mr. Ferguson made a motion to close out of executive session at 9:31 p.m. Ms. Mollard seconded the motion. Vote: All Aye

**ADJOURNMENT**

Mr. Ferguson made a motion to adjourn the meeting at 9:32 p.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