

RECORD OF PROCEEDINGS*Minutes of Meeting*

Plain Township Board of Trustee Meeting

The Plain Township Board of Trustees met in regular session at 6:34 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: Fiscal Officer Bud Zappitelli, Administrator Ben Collins, Chief Connor, Assistant Chief Ecleberry, Battalion Chief Dudley, and Finance Officer Courtney Rogers. Visitors present: Mike Durik, Mark Wilson, Deputy Upton, Mike Chappellear.

ADDITIONS OR CORRECTIONS TO THE AGENDA

Ms. Beckett-Hill requested an executive session for the purposes of employment, compensation, promotion, and discipline at the end of the meeting.

Mr. Collins added Resolution A8 to increase the purchase order for legal services.

PAYMENT OF THE BILLS

Ms. Beckett-Hill made a motion to pay the pending warrants in the amount of \$962,515.63.

Ms. Mollard seconded the motion. Vote: All Aye. (Resolution 23120601)

Ms. Mollard asked if the fire suppression system installation was complete. It is.

APPROVAL OF MINUTES

Ms. Mollard motioned to table the approval of the November 15, 2023 meeting minutes to the next meeting in December 2023. Ms. Beckett-Hill seconded the motion. Vote: All Aye (Resolution 23120602).

CITY LIASON-MIKE DURIK

Mr. Durik reported that the New Albany City Council met last night. Two new police officers took the Oath of Office. Phase 3 of the Nottingham-Pulte development has been postponed. Zoning has been approved for a swim school and daycare on Bevelhymer Road behind Dunkin Donuts on State Route 62. New Albany City Council approved the budget and appropriations for 2024. Council also authorized the City Manager to enter into a leasing agreement with Healthy New Albany. The Thanks For Giving race had the most participants ever at 3,200.

FRANKLIN COUNTY SHERIFF'S OFFICE

Deputy Upton reported that Jefferson Township appreciated Plain Townships assistance at the fatal fire Tuesday morning.

ADMINISTRATOR

Mr. Collins explained that since SWACO is located within Jackson Township, historically it made sense to appoint a Jackson Township representative to the SWACO Board of Trustees. He recommends appointing Ron Grossman of Jackson Township.

Mr. Collins reported that three Plain Township employees are still trying to earn their wellness credits for 2024. Resolution A3 changes our HRA Administrator from Chard Snyder to iSolved Human Capital Management. The total cost per employee will be \$3.50 versus \$5.50 with Chard Snyder. Mr. Collins explained that the new HRA Plan front loads the employee portion of the deductible, which is why it is important for all employees and spouses to earn their annual wellness credits.

Mr. Collins would like to engage with OHM Advisors for the design and implementation of a new cemetery master plan. Mr. Ferguson asked if we are starting from scratch or is OHM will be modifying the current master plan design from 2015. Mr. Collins explained that OHM is a full-service architecture design firm and they will see the project through to construction. OHM designed Norwich Township's cemetery and Mr. Collins was very impressed with the final product.

Mr. Collins explained that the Township locks in a rate for electric and natural gas for several years in order to limit the exposure to market volatility with utilities. The Township's current contract for electric will expire in June and natural gas will expire in October. Mr. Collins noted that less than 50% of the electricity bill is supplier cost, whereas most of the natural gas cost is from the supplier. Mr. Ferguson said that he will abstain from these resolutions.

Mr. Collins explained that the requested increase for the Fishel, Downey, Albrecht and Riepenhoff purchase order is because there is another scheduled hearing in January 2024. The law firm will be engaging a medical examiner for the hearing, and this will be a pass-through expense to the township. This worker's compensation claim could potentially raise the Township's premium \$25,000 annually.

Mr. Collins thanked the Trustees for their support and engagement on these issues and allowing the township staff to pursue a new HRA vendor.

Ms. Mollard made a Motion to pass Resolution No. 231206A1.

WHEREAS, in accordance with the Amended Substitute H.B. 592, the Franklin County Board of Commissioners ratified the establishment of SWACO; and

WHEREAS, Section 343.011 of the Ohio Revised Code sets forth the makeup of the Board of Trustees of SWACO; and

WHEREAS, as per Section 343.011 of the ORC, one member of the SWACO Board of Trustees must be a “member representing the townships” in Franklin County; and

WHEREAS, ORC Section 343.011 also requires that the township representative must be a representative that is chosen by a majority of the Board of Trustees.

RESOLUTION

NOW THEREFORE, be it resolved by the Board of Trustees of Plain Township, Franklin County, Ohio that the following Resolution be, and it hereby, is adopted:

- 1. Township official Ron Grossman of Jackson Township is hereby approved by this Board of Trustees to serve as a member of the Solid Waste Authority of Central Ohio Board of Trustees and represent Franklin County townships for a two-year term.
- 2. This Resolution shall take effect and be in force from and after the date of enactment.

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

Mr. Ferguson made a Motion to pass Resolution No. 231206A2. Be it resolved, that the Plain Township Board of Trustees hereby accepts the renewal of Delta Dental insurance coverage for a twelve-month term beginning January 1, 2024 with a 3.4% increase in premium at the rates below, and to authorize the township administrator to sign any agreements.

	<u>Current</u>	<u>Proposed</u>
Employee only	\$36.27	\$37.50
Employee + Dependent	\$69.89	\$72.27
Employee + 2 or More	\$132.96	\$137.48

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

Ms. Beckett-Hill made a Motion to pass Resolution No. 231206A3. Be it resolved, that the Board of Trustees hereby selects iSolved Human Capital Management, 11215 N. Community House Road, Suite 800, Charlotte, NC, 28277, as the third party administrator to administer the township health reimbursement account for 2024 as well as runout claims for 2023, at the rate of \$3.50 per employee, per month and to authorize the township administrator to sign an agreement on behalf of Plain Township.

iSolved Human Capital Management
11215 N. Community House Road, Suite 800
Charlotte, North Carolina 28277

Ms. Mollard seconded the Motion. Vote: All Aye

Ms. Mollard made a Motion to pass Resolution No. 231206A4. Be it resolved, that the Board of Trustees hereby amends the Plain Township Health Reimbursement Arrangement for 2024 to require that employees be responsible for the first \$1,000/\$2,000 of combined medical deductible and copay costs, which can be funded through wellness credits earned in calendar year 2023. Be it further resolved that Plain Township will fund the remaining \$4,000/\$8,000 of deductible costs as well as copay and out of pocket expenses up to the plan maximum of \$7,500/\$15,000. Be it further resolved that Plain Township will continue to reimburse prescription drug copays as indicated in the 2024 HRA Plan. All HRA reimbursements apply only to in-network medical claims and providers.

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

Ms. Beckett-Hill made a Motion to pass Resolution No. 231206A5. Be it resolved, that the Board of Trustees hereby amends the Plain Township Health Reimbursement Arrangement for 2024 to require that employees be responsible for the first \$1,000/\$2,000 of combined medical deductible and copay costs, which can be funded through wellness credits earned in calendar year 2023. Be it further resolved that Plain Township will fund the remaining \$4,000/\$8,000 of deductible costs as well as copay and out of pocket expenses up to the plan maximum of \$7,500/\$15,000. Be it further resolved that Plain Township will continue to reimburse prescription drug copays as indicated in the 2024 HRA Plan. All HRA reimbursements apply only to in-network medical claims and providers.

Ms. Mollard seconded the Motion. Vote: All Aye

Ms. Beckett-Hill made a Motion to table Resolution No. 231206A6 to the next meeting.

Ms. Mollard seconded the Motion. Vote: All Aye

Ms. Beckett-Hill made a Motion to table Resolution No. 231206A7 to the next meeting.

Ms. Mollard seconded the Motion. Vote: All Aye

Ms. Mollard made a Motion to pass Resolution No. 231206A8. Be it resolved to increase the purchase order for the law firm of Fishel, Downey, Albrecht and Riepenhoff from \$5,000 to \$10,000 for legal services on workers compensation representation provided to the board of trustees out of fund 1000-110-53011 (General – Legal Counsel).

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

ZONING

Mr. Collins explained that the property in question received a complaint from a neighbor. The resident has a large pile of discarded household goods in a pile on the front yard.

Mr. Ferguson made a Motion to pass Resolution No. 231206Z1.

WHEREAS township staff has made reasonable efforts to notify the owners of property identified as Plain Township Parcel Number 220-000579 and located at 10988 Johnstown Road, New Albany, Ohio 43054 that the accumulation of garbage, refuse, or other debris constitute a nuisance that is present and ongoing;

THEREFOR BE IT RESOLVED that the Plain Township Board of Trustees hereby orders the legal owner Sara A Holmquist, of 10988 Johnstown Road, to abate, control, or remove said garbage, refuse, or other debris that are a present and ongoing nuisance;

BE IT FURTHER RESOLVED that if said garbage, refuse, or other debris are not abated, controlled, or removed, or if provision for its abatement, control or removal is not made within seven (7) days, the Plain Township Board of Trustees shall provide for the abatement, control or removal of said nuisance;

BE IT FURTHER RESOLVED that any expenses incurred by the Plain Township Board of Trustees in providing for the abatement, control, or removal of said nuisance shall be paid out of the township general fund from moneys not otherwise appropriated;

BE IT FURTHER RESOLVED that the Plain Township Board of Trustees shall make a written report to the county auditor identifying the premises and all expenses incurred in providing for the abatement, control, or removal of said nuisance. Any expenses incurred shall be entered upon the tax duplicate and become a lien upon the land from the date of entry.

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

ROAD/MAINTENANCE

Mr. Collins spoke with the New Albany City Manager regarding improvement to Bevelhymer Road north of Walnut Street. He is hopeful that it can be addressed in the near future with the planned construction of the Fieldhouse. Ms. Mollard suggested inviting the neighbors on Bevelhymer to a meeting to discuss viable options.

FIRE DEPARTMENT

Chief Connor thanked everyone for attending the retirement luncheon for Lt. Powell.

The concrete project is nearing completion. The final sealing will take place tomorrow. Chief Connor also thanked the City of New Albany for bringing their Vac truck to clean out the drain in the parking lot before completing the project. The conduit for the natural gas generator was also laid under the concrete.

Engine 121 is back in service. There were some additional, unexpected costs but it is still less than a new engine.

Chief Connor and Mr. Collins are in the process of working with ImageTrend, the records management company. Once the contract is signed, an implementation team will be assigned.

Mr. Wexner donated the cost for replacing the fire extinguisher training system on the agenda for approval tonight.

Chief Connor plans to meet with Joe Stefanov to discuss future plans. He explained that there are delays in the CAD implementation.

Ms. Mollard discussed the runs to senior facilities. Runs have increased substantially over 2019 numbers and is expected to be higher than 2022. The new EMS Coordinator position was supposed to help reduce these runs. Chief Connor explained that there is a high turnover rate with management at Smith's Mill retirement community.

Ms. Beckett-Hill made a Motion to pass Resolution No. 231206F1. Be it resolved to elect Trustee Dave Ferguson and Trustee Kerri Mollard to serve one year on the Volunteer Firefighters' Dependents Fund as board members. Trustee Kerri Mollard to serve as chairperson. Also to elect Bob Albright to serve as a citizen's representative. Chief Patrick Connor and Battalion Chief Sponaugle to serve as board members from the fire department. Patrick Connor to serve as secretary. Ms. Mollard seconded the Motion. Vote: All Aye

Mr. Ferguson made a Motion to pass Resolution No. 231206F2. Be it Resolved, that the Board of Trustees hereby authorizes to pay ImageTrend, Inc. for software services for the Plain Township Fire Department to include Elite Rescue, Slate, and CAD Distribution according to the attached proposal, for an amount up to \$18,212.00 to be due and payable in 2024 out of fund 2111-220-53057 (Fire – Utilities-Information Technology). 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.

**ImageTrend, Inc.
20855 Kensington Blvd
Lakeville, MN 55044**

Ms. Mollard seconded the Motion. Vote: All Aye

Ms. Mollard made a Motion to pass Resolution No. 231206F3. Be it Resolved: To transfer \$500,000 from the Fire District Fund Transfer-out line (2111-220- 59010) to Fund 21 – Capital Equipment – Fire Fund Transfers-in line (4910-000-49031).

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

Ms. Beckett-Hill made a Motion to pass Resolution No. 231206F4. Be it resolved, to pay Phoenix Safety Outfitters the amount of \$7,571.75 for the purchase of a new fire extinguisher training system to be paid out of fund 2111-220-58018 (Fire District – Tools and Equipment Fire). This purchase has been reimbursed through a private donation.

Mr. Ferguson seconded the Motion. Vote: All Aye

Ms. Mollard wanted to publicly recognize Walt and Les Wexner for their donation and partnership.

Mr. Ferguson made a Motion to pass Resolution No. 231206F5. Be it resolved, to pay The Fire House company up to \$20,000 for the purchase of station uniforms out of fund 2111-220-54022 (Fire – Supplies-Uniforms).

**The Fire House
125 E. Church Street
PO Box 666
Newark, Ohio 43055**

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

Ms. Mollard made a Motion to pass Resolution No. 231206F6. Be it Resolved, that the Board of Trustees hereby approves a second increase in the purchase order to pay Haines Enterprises, LLC for motor repairs to engine rescue 121 in the amount of \$2,535.56 for a total of \$41,781.38 to be paid out of fund 2111-220-58024 (Fire – Repairs-Non- Routine).

**Haines Enterprises, LLC
8952 Township Road 304
Millersburg, Ohio 44654**

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

A new engine would have cost approximately \$75,000, so the total cost is still below that.

FISCAL OFFICE

The November 2023 Bank Reconciliation and Month End reports were presented.
The November 2023 credit card statements were presented.

Mr. Ferguson made a Motion to pass Resolution No. 231206B1.

WHEREAS, ORC Section 503.55 allows a township to adopt a resolution authorizing the acceptance of payments by financial transaction devices for township expenses; and WHEREAS, it is in the best interest of Plain Township, Franklin County, Ohio (hereinafter the "Township") and its residents to authorize the Township Administrative Office, the Township Fiscal Office, and the Township Aquatic Center to accept payment by financial transaction devices for all Township Aquatic Center fees and expenses; and

WHEREAS, it is in the best interest of the Township and its residents to authorize the Township Administrative Office and the Township Fiscal Office to accept payment by financial transaction devices for all Township Administrative fees and expenses; and

WHEREAS, it is in the best interest of the Township and its residents to authorize the Township Administrative Office and the Township Fiscal Office to accept payment by financial transaction devices for all Township Cemetery fees and expenses; and

WHEREAS, it is in the best interest of the Township and its residents to authorize the Township Administrative Office, the Township Fiscal Office, and the Township Fire Department to accept payment by financial transaction devices for all Township Fire Department fees and expenses.

RESOLUTION

NOW THEREFORE, BE IT RESOLVED by the Township Board of Trustees (hereinafter the "Board") that, pursuant to ORC Section 503.55, the Township Administrative Office, Township Fiscal Office, Township Aquatic Center and Township Fire Department are hereby authorized to accept payments through the use of credit cards; debit cards; charge cards; pre-paid or stored value cards, or any other device or method for making an electronic payment or transfer of funds for all fees, costs, assessments, fines, penalties, payments or any other expenses owed or otherwise paid to the Township Aquatic Center, Township Administrative Office, Township Fiscal Officer and Township Fire Department as described in this resolution.

BE IT FURTHER RESOLVED, that on January 1, 2024, or as close to that date as practical, pursuant to ORC Section 503.55(E), the credit card transaction convenience fee will be reduced from 3% to 2% to be imposed upon a person making a payment through a financial transaction device or any online payment of a township expense regardless of the total transaction amount, pursuant to this Resolution. The payment of the convenience fee shall be considered voluntary and is not refundable.

BE IT FURTHER RESOLVED, pursuant to ORC Section 503.55(G), that if a person makes a payment by a financial transaction device and the payment is returned or dishonored for any reason, the person is liable to the Township for payment of a penalty of twenty dollars (\$20.00), in addition to any other available civil or criminal remedies provided by law.

BE IT FURTHER RESOLVED, that the Township fiscal officer is hereby designated as an administrative agent to solicit proposals within the guidelines established by this Resolution and in compliance with ORC Section 503.55.

BE IT FURTHER RESOLVED, that a copy of this Resolution shall be posted in the Township Administrative Office, the Township Fiscal Office, the Township Aquatic Center and the Township Fire Department.

BE IT FURTHER RESOLVED, that the Township Administrative Office, the Township Fiscal Office, the Township Aquatic Center, and the Township Fire Department may use only the financial institutions, issuers of financial transaction devices, and the processors of financial transaction devices with which the Board contracts, and each such office is subject to the terms of those contracts.

BE IT FURTHER RESOLVED, that all formal actions of the Board concerning and relating to the passage of this Resolution were taken in open meetings of this Board, and that all deliberations of this Board that resulted in formal actions were taken in meetings open to the public, in compliance with all legal requirements, including, but not limited to, ORC Section 121.22.

This Resolution shall take effect at the earliest time allowed by law.

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

Ms. Rogers also asked the Trustees for approval to pay vendors by ACH. She explained that there is a vendor that is no longer going to be accepting checks. It will cost \$35/month plus \$0.25 per transaction.

Ms. Mollard made a motion to authorize the Fiscal Office to utilize ACH to pay vendors. Ms. Beckett-Hill seconded the motion. Vote: All Aye.

There will be a final "special" bill pay meeting on December 27, 2023 at 11am.

OLD BUSINESS

Ms. Beckett-Hill went to the New Albany-Plain Local Schools Board meeting. Thirty-five students were honored for National Merit Scholarship Awards. She would like to present to the school board on behalf of Plain Township.

Ms. Mollard missed the Joint Parks District meeting, but they would like to come to a Plain Township meeting to present the updated Fieldhouse plans.

CITIZENS COMMENTS

Mike Chappellear, a long-time resident and a member of the Rocky Fork-Blacklick Accord, was in attendance. He discussed his thoughts on the storage facility and the proposed Thrive community. Ms. Mollard inquired as to the best way for the Trustees to communicate with the representatives of these Boards. Mr. Chappellear would like to have some notice on agendas ahead of time. Mr. Ferguson asked that Mr. Chappellear inform Mr. Collins of agenda items ahead of time when possible.

EXECUTIVE SESSION

Mr. Ferguson made a motion to adjourn into executive session at 8:05 p.m. pursuant to Ohio Revised Code 121.22 (G)(1) for employment, compensation. Ms. Beckett-Hill seconded the motion. Vote: All Aye

Mr. Ferguson made a motion to close out of executive session 8:54 p.m. Ms. Beckett-Hill seconded the motion. Vote: All Aye

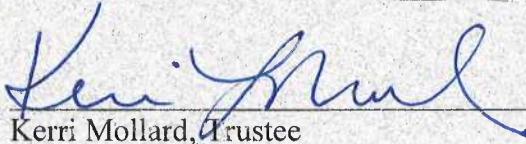
ADJOURNMENT

Mr. Ferguson made a motion to adjourn the meeting at 8:54 p.m. Ms. Beckett-Hill seconded the motion. Vote: All Aye

BOARD OF TRUSTEES:



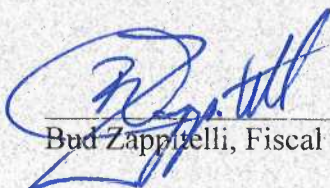
David Ferguson, Trustee



Kerri Mollard, Trustee



Jill Beckett-Hill, Trustee



Bud Zappelli, Fiscal Officer