

## Violet Township Board of Trustees

November 7, 2018

Regular Meeting

Mr. Monhollen called the meeting to order at 7:30 p.m.

**Mr. Sauer called the role: Mr. Darrin Monhollen, Mr. Terry Dunlap and Mrs. Melissa Wilde were present. Other Township Personnel present were: Director of Operations, John Eisel; Engineer, Greg Butcher; and Director of Development, Holly Mattei. Chief Mike Little and Assistant Chief Paxton were both out of town.**

Mr. Monhollen asked Carley Monhollen from Toll Gate Middle School to lead in the Pledge of allegiance followed by a moment of silence honoring those who have given us all our freedom here at home and abroad.

**Guest(s):** Mr. C.D. Via of 13668 Stonehenge Cir, Pickerington, OH 43147.

The Community Center Finance Committee made a presentation on findings and recommendations to the Board of Trustees. Mr. C.D. Via of 13668 Stonehenge Cir., Pickerington, OH. stated they were there to present the work and conclusions of the Community Recreation Center Finance Committee. He explained the presentation would cover the background of the creation of the committee, what they did as a committee and would discuss 5 key factors to evaluate other communities that have a Community Recreation Center. They would also discuss the total project and operating cost projection. They discussed financial options, recommendations of the financial committee and the conclusion.

The background of the committee started with a 2016 recreation and leisure needs survey sent to the City of Pickerington and Violet Township residents and survey results led to the Township in 2018 to pursue a feasibility study for financing and designing of a community recreation center. The committee's focus was on financing only and the second part of the feasibility focused on the design of a potential recreation center which was done by Moody, Nolan Architects. The Finance Committee consisted of as many as 66 volunteers whose meeting attendance varied from 40 or more people participating in person or teleconferencing. The committee participated in (6) 2 hour or longer meetings between May and October, 2018.

As a committee they were educated on bonds, levies, millage, taxes and legal requirements. The committee evaluated demographics of the township and 8 communities with recreation centers in the Columbus Metropolitan area. The committee reviewed how government's are funded by taxes. The committee evaluated several financial options and they discussed challenges for a Community Recreation Center such as inflation, interest rates and economic impacts on financing. The key factors studied were number of families, households with someone under 18, Median family income ranking, tax base ranking and population ranking.

Phil Reese of 382 Ramblebrook Drive in Pickerington spoke about the total project and operating cost support. The total project cost is estimated at \$46,000,000. The annual requirement for 25 years at 4.50% is \$3,102,195 for the construction costs. The \$46,000,000 is construction costs. The annual Operating support is 2,000,000 and the annual capital replacement cost is \$210,000 bringing the total annual requirement to \$5,312,195.

Trish Jones 9647 Camelot St. was present. She spoke about the financial options discussed to cover the \$46,000,000 of capital expenditure along with the annual operating support of \$2,000,000. The \$2,000,000 was intended to help defray the operating costs that would have to be paid by membership fees or some other user fees. She said there is a provision in the package for replacing large ticket capital items and also for making the user fees be comparable to those in other facilities in the area. She said the committee first talked about using a bond issue alone which would have funded

the \$46,000,000 just to build a building and would be a 25 year bond. They also discussed a bond issue which would have a separate parks and recreation levy which would cover the operating expenses. Apparently by Ohio Law you cannot do operating expenses on a bond. In order to fund the operating and capital costs they were then going to need a separate parks and recreation levy under this. The concern there was that if one passed without the other they wouldn't have a finished project that they could go forward on. They decided instead to look at a third option which would be only a parks and recreation levy which would allow them to cover both the expense to build a building and operating expenses, tying the two together as a single ballot proposal. At this point the recommendation is to proceed with a single ballot question on the May, 2019 ballot. They estimate the mill rate would be 4.70 mills (subject to the County Auditor's Certification). Over time they would hope that they can all continue to identify ways to lower cost over time. The total annual requirement of \$5,312,195 would be funded by the 4.71 mill rate if approved and the cost monthly per \$100,000 home would be \$13.73. She feels it is a conservative millage and they are basing it on the 2017 property tax valuation. They believe that if this was approved this year by the Trustees and went on the ballot in 2019 we would potentially be looking at a lower mill rate based on a higher assessed value at the end of 2018.

The financial committee came to its conclusion after a lot of discussion and they spent a lot of time with a spreadsheet where they could plug in variables. They came to that 4.71 figure as being a reasonable number to base their recommendation. At the last meeting they had an online application where each individual could privately vote their selection about how they felt about different questions. In the first instance of the ballot structure and 71% of those in attendance favored the parks and rec levy as a single item. The term of this is undetermined at this point. The second question was whether the Township should proceed with placing an issue on the ballot based on the current cost estimates. They came up with a resounding 86% of those in attendance voting yes to proceed with putting this on the ballot at the current cost estimates. The last question was when should this go on the ballot and they looked at May, 2019 through November, 2020 and it was the committee's belief that we should do this as soon as possible. There were 61% in favor of going on the ballot in May 2019 and 26% in November 2019.

Regarding the maintenance and long term maintenance; the one concern was the rising costs they are seeing in building materials and they feel we should be moving forward as promptly as they feel they can.

They think this is a valuable asset to Violet Township.

The three Trustees, Mrs. Mattei and Mr. Eisel thanked all the committee members for their hard work and support on this project.

**Public Comment:**

Peggy Portier of 9841 Refugee Road, Pickerington, Ohio was present. Mrs. Portier wanted to thank Mr. Butcher for getting curbs and gutters in Melody Lane and Merry Lane in Mingo Estates.

**Mr. Dunlap moved to accept, without public reading as submitted by the Fiscal Office, the minutes of the regular Trustee Meeting of October 17, 2018. Seconded by Mrs. Wilde. Roll call vote: Mr. Dunlap, yes; Mrs. Wilde, yes; Mr. Monhollen, yes. Motion carries 3-0.**

**County Authorities:** None

**Departmental Reports:**

**Fire Chief: Mike Little (Mr. Eisel read his report)**

Mr. Eisel reported the monthly updates and reports will be provided by the Chief at the next meeting.

He reported they had (3) resolutions; the resignation of a part-time firefighter, Handtevy Pediatric Instructor Course which will be funded through the Hunter Barber Foundation and Reclassify Part-Time Level 1 Firefighter to Part-Time Level 2.

**Mrs. Wilde made a motion to adopt Resolution 2018-1107-01 – Resignation of Part-Time Firefighter. Seconded by Mr. Dunlap. Roll call vote: Mrs. Wilde, yes; Mr. Dunlap, yes; Mr. Monhollen, yes. Resolution carried 3-0.**

**Mr. Dunlap made a motion to adopt Resolution 2018-1107-02 – Handtevy Pediatric Instructor Course. Seconded by Mrs. Wilde. Roll call vote: Mr. Dunlap, yes; Mrs. Wilde, yes; Mr. Monhollen, yes. Resolution carried 3-0.**

**Mr. Dunlap made a motion to adopt Resolution 2018-1107-03 – Reclassify Part-Time Level 1 Firefighter to Part-Time Level 2. Seconded by Mrs. Wilde. Roll call vote: Mr. Dunlap, yes; Mrs. Wilde, yes; Mr. Monhollen, yes. Resolution carried 3-0.**

**Township Engineer, Greg Butcher**

Mr. Butcher gave a paving update: Streets within Huntington Hills, Mallard Pond, Tussing Road, Bentwood Farms, Jefferson Woods and Jefferson Farms are complete. Paving within Eastwood Village will be completed next week.

Mamie Drive culvert replacement project has started.

Concrete curb project has started. Curbs have been replaced on Appleridge Circle in Countrywood, on Capetown Avenue and Falmouth Avenues in Eastwood Village, and on Merry Lane and Melody Lane in Mingo Estates. In addition, they are also going to replace the curb on Taylor Court and Grandview Avenue within the Mingo Estates sub-division. This is a result of a grant we received in 2017 combined with some very favorable bidding. He shared that anytime we can receive .75 cents on the dollar for infrastructure improvements we need to capitalize on that. He said they are wrapping up a large effort within the Mingo Estates sub-division.

**Director of Operations – John Eisel**

**Wigwam Update:**

- SDG has installed the cellular devices for alarm monitoring
- Beginning to receive quotes for lighting in the Lodge and Theatre
- Lighting for the new concrete walkway, bridge area and north side of pond are being installed
- Entry and interior pass through doors have been ordered
- Echo Manor – working with legal counsel to develop a cooperative agreement regarding their roadway
- Carpeting has been ordered and tentative install is 2<sup>nd</sup> week of December
- Quotes for the generator have been coming in
- Pool demolition has begun for the creation of the new patio
- Framing of the offices and entry are nearing completion
- Custom Air is working on the needed duct work for the offices and the HVAC in the theatre
- Exit lights with backup lighting and auxiliary emergency lights have been delivered
- Both sump pumps in the office area were found inoperable and replaced
- Leaf removal has begun, we have cub scouts and girl scouts volunteering to assist
- FCSO SWAT will be holding hostage negotiation training November 8<sup>th</sup>
- Legal counsel is working on a rental / use agreement draft
- Our event coordinator is on board and beginning to contact the interested parties that have contacted us

We met with our broker regarding our insurance renewal and received our original renewal quote from JHP which was 14.15% and establishing a reserve of \$213,287.10. They are also reviewing what we think may be an accounting discrepancy in our favor. Our broker has went back to JHP, asked them to review our prior claims data, which they did and have lowered our renewal to 12%. We also believe to fund only one year of our reserve which would be \$106, 643.55.

Melissa Tremblay and Mr. Eisel will be attended the Jefferson Health Plan annual meeting on October 24 & 25 and will work with the committee to transition to the included Beacon EAP program, which will be a cost savings.

**New Website** – Staff training with Revize will be held October 23 beginning at 9:30 a.m.

MECC RCOG held its quarterly meeting October 26th. The dispatching component is on schedule to be transitioned to the Council of Governments close to the first of the year.

Records Retention Schedule meeting to be held November 13. Peggy Portier and staff have been working to revise and update. A working draft has been sent to all for review prior to the meeting. Peggy found a resolution that will need to be re-done once the Records Commission re-convenes. The next Trustee meeting after that there will be a resolution to revise. It is from 10 to 15 years ago that says we will advertise certain ways and it does not account for the electronic ability.

The annual Fairfield County OTA dinner is scheduled for December 9<sup>th</sup> at the Liberty Center. RSVP's are needed. They need RSVP's by November 30<sup>th</sup>.

Mr. Eisel had a resolution 2018-1107-05 – To Execute an Agreement for Engineering Services. This is through ADR Engineering and the exhibit has been provided as well. It is a partnership with us and Fairfield County Utilities that pertains to the potential site for the Community Center. They will share in the cost with us at 50% with that. **Mr. Dunlap made a motion to adopt Resolution 2018-1107-05 – To Execute an Agreement for Engineering Services. Seconded by Mrs. Wilde. Roll call vote: Mr. Dunlap, yes; Mrs. Wilde, yes; Mr. Monhollen, yes. Resolution carried 3-0.**

Mr. Dunlap said he did not get the revision for the Records Retention schedule. Mr. Eisel will see he gets one.

**Fiscal Officer – Brian Sauer:**

Mr. Sauer reported put the final audits in the Trustees boxes. Mr. Sauer had one resolution bringing Mingo funds back to Road and Bridge. **Mrs. Wilde made a motion to adopt Resolution 2018-1107-04 – Transfer of Funds. Seconded by Mr. Dunlap. Roll call vote: Mrs. Wilde, yes; Mr. Dunlap, yes; Mr. Monhollen, yes. Resolution carried 3-0.**

**Trustee Reports:**

Mrs. Wilde said she attended the MORPC Sustainability Conference. She also attended the Land Bank Conference as well as the Pickerington Education Foundation dinner.

Mr. Dunlap asked who would like a private tour of the Wigwam. Sunday, November 10<sup>th</sup> he will be there to give a tour.

Mr. Monhollen attended the Pickerington Education Foundation dinner. He said they had some creative ways to create revenue that were different from last year.

**Meetings where there may be more than one (1) Trustee present:**

Fairfield County OTA Annual dinner at the Liberty Center on December 9<sup>th</sup> beginning at 6:00 p.m.

**Old Business:** None

**Tabled Business:** None

**New Business:** The next regularly scheduled meeting of the Violet Township Board of Trustees will be on Wednesday, November 21 at 7:30 p.m. at the Violet Township Administrative offices.

**Pay Bills:**

**Mrs. Wilde made a motion to pay the bills. Seconded by Mr. Dunlap. Roll call vote: Mrs. Wilde, yes; Mr. Dunlap, yes; Mr. Monhollen; yes. Motion carries 3-0.**

**Mr. Dunlap made a motion to take a 10 minute recess and then go into Executive Session at 8:28 p.m. per the ORC Section 121.22(G)(2) to consider the purchase of property for public purposes. Seconded by Mr. Monhollen. Roll call vote: Mr. Dunlap, yes; Mr. Monhollen, yes ; Mrs. Wilde, yes. Motion carried 3-0.**

**Mr. Dunlap made a motion to come out of Executive Session at 9:26 p.m. Seconded by Mr. Monhollen. Roll call vote: Mr. Dunlap, yes; Mr. Monhollen, yes. Roll call vote: Mr. Dunlap, yes; Mr. Monhollen, yes; Mrs. Wilde, yes. Motion carried 3-0.**

**Mr. Dunlap made a motion to adjourn the meeting at 9:27 p.m. Seconded by Mr. Monhollen. Roll call vote: Mr. Dunlap, yes; Mrs. Wilde, yes; Mr. Monhollen, yes; Motion carries 3-0.**

Respectfully submitted,

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Brian Sauer, Fiscal Officer

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Joniann Goldberg,  
Administrative Assistant

Approved by:

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Terry J. Dunlap, Sr., Trustee

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Darrin Monhollen, Trustee

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Melissa Wilde., Trustee

Date: \_\_\_\_\_