

RECORD OF PROCEEDINGS

Minutes of **MIFFLIN TOWNSHIP BOARD OF TRUSTEES** Meeting

Held **January 2,** **2019**

Chair Stewart called the Meeting to order at 9:10 a.m. with Trustee Angelou, Trustee Cavener, Fiscal Officer Spanovich and Township Administrator White present.

Also present were:

Fred Kauser	Fire Chief
William Price	Police Chief
Melissa Rapp	Public Information Officer
Becky Kadel	Human Resources Director
DJ Tharp	Services Director
Rick Duff	Assistant to the Fiscal Officer

The Pledge of Allegiance was recited.

Mr. Angelou led the meeting in prayer.

Res. 12-19 Approve the Meeting Minutes of December 18, 2018.

Mr. Angelou moved to approve the Consent Agenda of Meeting Minutes for December 18, 2018. Mr. Cavener seconded. All voted yea. Motion carried.

TRUSTEES COMMENTS:

Mr. Cavener wished everyone a Happy New Year.

CORRESPONDENCE:

Administrator White presented letters (see referral file) related to the following:

Franklin Co. Economic Development & Planning Department:

- 2141 Paul Drive Mary L. Legg
- 2836-2850 Baughman Ave. Brand Realty LLC
- 2100 Myrtle Ave. Edilvia Rocha Gamino

FISCAL OFFICER'S REPORT:

Fiscal Officer Spanovich thanked the department heads and their staff for the successful management of their budgets. He praised Administrator White for her efforts in keeping the township within budget for many years.

TOWNSHIP ADMINISTRATOR'S REPORT:

Administrator White said the Finance Department has been closing out the year, making certain that the balances and appropriations match our Certificate. They have also been checking the amounts received versus what was included on the Certificate. One correction was needed for the appropriations of the Police Department, in which it was over-appropriated. Administrator White said there was more than enough money to cover what had been spent. She requested the approval of the required Amended Appropriations Resolution.

Res. 13-19 Approved the Amended Appropriations Resolution

Mr. Cavener moved to approve the Amended Appropriations Resolution. Chair Stewart seconded. All voted yea. Motion carried.

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Administrator White reminded the trustees of the upcoming annual OTA Conference.

HR:

Ms. Kadel requested approval to attend the 2019 OHPELRA Annual Training Conference with expenses not to exceed \$400.00. The conference will take place on February 4 and 5, 2019 at the Nationwide Hotel & Conference Center in Lewis Center.

Res. 14-19 Approve Ms. Kadel's attendance to the 2019 OHPELRA Annual Training Conference, not to exceed \$400.00.

Chair Stewart moved to approve Ms. Kadel's attendance to the 2019 OHPELRA Annual Training Conference, not to exceed \$400.00. Mr. Cavener seconded. All voted yea. Motion carried.

Ms. Kadel said she has established the following Open Enrollment dates. Attendance of employees and their spouses, if applicable, is mandatory to receive the wellness credits. Ms. Kadel will send an e-mail today to all employees of the following dates and times:

- Tuesdays, January 22 & 29, at 10 a.m. & 7:00 p.m.
- Thursdays, January 24 & 31, at 10 a.m. & 7:00 p.m.

Ms. Kadel said that Jon Hastings, Assured Partners, is available to meet with the Trustees on January 15 at 2:15 p.m. regarding the dental plan, HSA distribution and health insurance premiums.

PIO:

Ms. Rapp said thirty holiday hams were distributed on Thursday, December 20th. She said the township residents receiving the hams were very appreciative.

SERVICE:

Mr. Tharp said in 2018, 87 graves/columbariums were sold, and 144 burials took place. 61 foundations were poured. He said within the next year or two, more columbariums may be needed.

CODE:

No report.

POLICE:

Chief Price reported there were no major incidents over the New Year holiday. He plans to focus on staffing now that the holidays have passed.

FIRE:

No report.

MECC/MECC IT:

Chief Kauser requested the approval of the 2019 MECC dispatch budget in the amount of \$1,846,611.00.

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Res. 15-19 Approve the 2019 MECC Dispatch Budget in the amount of \$1,846,611.00.

Mr. Angelou moved to approve the 2019 MECC Dispatch Budget in the amount of \$1,846,611.00. Mr. Cavener seconded. All voted yea. Motion carried.

Administrator White said that the Gahanna Planning Commission has approved the rezoning for the property at 219 N. Hamilton Road. It will now go to Gahanna City Council for approval next month. Work is being done on the Final Development Plan and the Design Review Application.

IT:

No Report.

OLD BUSINESS:

Administrator White said that Howard Zeldin, AARP Tax Aide, has agreed to finishing tax preparations each day no later than 4:30 p.m. Ms. White said Mr. Zeldin plans to schedule the last appointment of the day at 3:00 p.m., giving sufficient time to wrap-up by 4:30 p.m.

Mr. Cavener said any time spent in the building after 4:30 p.m. will require overtime pay of township staff.

VISITORS COMMENTS:

No visitors.

There being no further business, Mr. Cavener moved to adjourn. Mr. Angelou seconded. All voted yea. Motion carried. The meeting adjourned at 9:37 a.m.

Lynn M. Stewart, Chair

Richard J. Angelou, Vice Chairman

Kevin J. Cavener, Trustee

Joseph F. Spanovich, Fiscal Officer