

RECORD OF PROCEEDINGS

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

Held

August 6,

2018

Chair Stewart called the Meeting to order at 9:00 a.m. with Vice Chair Angelou, Trustee Cavener, Fiscal Officer Joseph Spanovich and Township Administrator Nancy White present.

Also present were:

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

Absent was Police Chief Price, due to a scheduled vacation.

RES149-18 Approve the Consent Agenda of Meeting Minutes of July 17, 2018.

Mr. Angelou moved to approve the Consent Agenda of Meeting Minutes of July 17, 2018. Mr. Cavener seconded. All voted yea. Motion carried.

GUEST SPEAKERS:

Assistant Director, T. Alex Beres, and Senior Program Coordinator, Josh Roth, from the Franklin County Economic Development and Planning Department discussed possible tax increment financing (TIF) project for Leonard Park.

TRUSTEES COMMENTS:

Chair Stewart inquired as to the progress with the Township's new website. Until the new website is ready, she requested Melissa Rapp review the current website page-by-page, correcting any errors.

Chair Stewart reported she had attended the RCOG meeting with Administrator White and Chief Kauser.

The Trustees gave well wishes to Fiscal Officer Spanovich and Chief Kauser for their August birthdays and Mr. Angelou for his wedding anniversary.

CORRESPONDENCE:

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

- Thank you letter from the City of Gahanna
 - Thank you letter from The Catholic Foundation
 - Franklin County Economic Development & Planning Department
 - 2828 Baughman Avenue
 - 2080 Myrtle Avenue
 - 2227 Agler Road
 - 2669 Ferris Road
 - 2346 Lindale Road
 - 2329 Lindale Road
 - 2417 Lindale Road
- | |
|--------------------------------------|
| Jaime M. Cartagena |
| Blue Sky Investment Properties, Inc. |
| Samira H Abu Kwiek |
| Env. Kind Org. LTD |
| Dahir Hassan Ahmed |
| Stanislaus Liu TR |
| VBANNEX B Borrower LLC |

RECORD OF PROCEEDINGS

Minutes of *MIFFLIN TOWNSHIP BOARD OF TRUSTEES* Meeting

Held

August 6,

2018

2420 Lindale Road
2845 Morse Road

Christopher G. Edmond
Mark E. Rapp

TOWNSHIP ADMINISTRATOR'S REPORT:

Administrator White reported she attended the Public Records Training on August 3, 2018. She authorized moving forward with the review of the record retention schedule for all departments, particularly digital records.

Administrator White said the trash collection bids were opened and reviewed last week at SWACO. She stated the bid, which included weekly recycling collection, had a slight price increase compared to the renewal with the same guidelines including only bi-weekly recycling collection. Administrator White also discussed conversations related to property tax-funded trash and recycling collection.

Administrator White stated that the Columbus Board of Realtors contract, for the sale of 4301 Johnstown Road, was reviewed and approved by counsel. However, on page three (3) under Earnest Money Received the word Broker needs to be changed to Seller. Administrator White also discussed choosing a Title company. (See referral file.)

FISCAL OFFICER'S REPORT:

Fiscal Officer Spanovich reported that the 2019 Tax Budget has been filed. He also stated that the 2019 Certificate of Estimates Resources should be received soon.

HR:

Ms. Kadel gave an update on her meeting with Jon Hastings, Assured Partners. She stated Mr. Hastings shared data showing a 78% loss ratio for the first quarter. This is under the 80% preferred amount, which is considered acceptable. Ms. Kadel stated the 2nd quarter report should be received soon.

Ms. Kadel reported she talked with Mr. Hastings about creating an electronic survey to determine the interest for future wellness incentives. They also spoke about offering more voluntary insurance options through The Standard.

PIO:

Ms. Rapp reported that there will be a softball game Sunday, September 9, 2018, from 4 - 8 p.m., at Hannah Park in Gahanna. The Mifflin Fire Department will play the Gahanna Police Department. Mayor Tom Kneeland and Trustee Kevin Cavener will be the umpires for the game. The softball game is in support of Gahanna Residents In Need (GRIN).

Ms. Rapp reported that the 3rd annual First Responders Appreciation night will be September 7, 2018 at the Gahanna Lincoln High School football game.

SERVICE:

Mr. Tharp received a request from Mifflin Township resident Mary Coffman to start a community garden on a COCIC-owned property across from 2429 Northglen Drive. The

RECORD OF PROCEEDINGS

Minutes of *MIFFLIN TOWNSHIP BOARD OF TRUSTEES* Meeting

Held

August 6,

2018

Trustees would like Mr. Tharp to do some research on how to organize a community garden. They would also like him to get residents' feedback on the topic.

CODE:

Mr. Tharp requested the approval placing costs for work completed at the listed addresses (see referral file), under the O.R.C. 505.87 in the amount of \$3,000.00.

RES150-18 Approve billing for work completed at the listed addresses.

Mr. Angelou moved to approve billing for work completed at the listed addresses under the O.R.C. 505.87 in the amount of \$3,000.00. Mr. Cavener seconded. All voted yea. Motion carried. (See referral file.)

Chair Stewart asked that Mr. Tharp inquire about increasing the fees for property clean-up. She would like him to give a report at the next meeting.

POLICE:

On behalf of the Mifflin Township Police Department, Administrator White requested to purchase four (4) MDT GETAC B300s (Tough Books) with vehicle docks totaling \$19,988.00 from Complete Tablet Solutions, which includes a five-year bumper-to-bumper guarantee.

On behalf of the Mifflin Township Police Department, Administrator White requested to approve financing in the amount of \$21,267.02 through Park National Bank on a 4-year term at 4.26% interest rate.

RES151-18 Approve Police Consent Agenda totaling \$21,267.02

Chair Stewart moved to approve the Police Consent agenda totaling \$21,267.02. Mr. Angelou seconded. All voted yea. Motion carried. (see referral file.)

FIRE:

Fire Consent Agenda

Chief Kauser requested approval to purchase a Turnout Gear Grid locker system for station 133 in the amount of \$6,178.25.

Chief Kauser requested approval to repair L131 rear hydraulic stabilizer in the amount not to exceed \$2,800.00. A verbal approval was given by Chair Stewart via phone on July 30, 2018 for emergency repair.

MECC Consent Agenda

Chief Kauser requested approval for annual software maintenance and support for the shared XT911 telephone system in the amount of \$28,741.60. This is a shared software expense between Gahanna, Whitehall, Bexley, New Albany Police and MECC Dispatch Center.

RECORD OF PROCEEDINGS

Minutes of *MIFFLIN TOWNSHIP BOARD OF TRUSTEES* Meeting

Held

August 6,

2018

RES152-18 Approve the Fire Consent Agenda totaling \$8,978.25 and the MECC Consent Agenda totaling \$28,741.60, a grand total of \$37,719.85.

Mr. Cavener moved to approve the Fire Consent Agenda totaling \$8,978.25 and the MECC Consent Agenda totaling \$28,741.60, with a grand total of \$37,719.85. Mr. Angelou seconded. All voted yea. Motion carried. (see referral file.)

Chief Kauser reported that he will be attending the International Fire Chiefs Conference in Dallas, Texas from August 7-11, 2018.

Chief Kauser reported a working house fire occurred on July 28, 2018 on Lytton Way in Fire Station 131's district. The cause is still being determined.

IT: No Report

Mr. Duff inquired and commented on the website, Lytton Way working fire, and the community garden.

VISITORS COMMENTS: None

Chair Stewart requested to move into executive session.

RES153-18 Approve moving into executive session.

Mr. Angelou moved to adjourn into executive session at 10:23 a.m. to discuss the purchase of real estate property. Mr. Cavener seconded. All voted yea. Motion carried.

Board came out of executive session at 10:42 a.m.

RES154-18 Approve proceeding with purchase of real estate property.

Mr. Cavener moved to proceed with the purchase of property at 219 N. Hamilton Road for a proposed Mifflin Township Public Safety Building for \$800,000. Chair Stewart seconded. All voted yea. Motion carried.

There being no further business, Mr. Cavener motioned to adjourn. Mrs. Stewart seconded. All voted yea. Motion carried.

Lynn M. Stewart, Chair

Richard J. Angelou, Vice Chairman

Kevin J. Cavener, Trustee

Joseph F. Spanovich, Fiscal Officer