

RECORD OF PROCEEDINGS

Minutes of

MIFFLIN TOWNSHIP BOARD OF TRUSTEES

Meeting

Held

OCTOBER 18,

2011

Chairman Spanovich called the Regular Meeting to order at 3:30 P.M. with Mr. Angelou, Mrs. Stewart and the Fiscal Officer, Nancy White, present.

Also present were:

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|---|---------------------|
| Charlie Johnson | 2073 Republic Ave. |
| Jim DeConnick | Fire Chief |
| Michael Pocock | Police Chief |
| D.J. Tharp | Service Director |
| Steve Blake | Police/Code Officer |
| Senior Government Students from Lincoln High School | |

CONSENT AGENDA

Res. 236-11: Approve October 3, 2011 Minutes and November 2011 Warrants

Mr. Angelou moved to approve the minutes of the October 3, 2011 meeting and the November 2011 warrants for payroll and bills. Mrs. Stewart seconded. All voted yea. Motion carried.

TRUSTEES' COMMENTS – Mr. Spanovich asked that we review the legal service usage policy due to some high legal invoices we have at this time. A review of the policy approved on July 21, 2009 by Res. 216-09 shows that Department Heads/Personnel must put their request in writing to hire outside counsel and the request must be approved by at least two Trustees. The Trustees agreed that this policy has not always been followed in the past but will be required in the future.

CORRESPONDENCE

The Fiscal Officer presented the following correspondence to the Board:

1. A letter was received from the Franklin County Treasurer, Edward Leonard, and a list of the Tax-Lien Certificate Properties in our community scheduled for sale on November 7, 2011. We must notify his office in writing if there are properties we feel warrant exclusion from the sale.
2. The Franklin County Economic Development and Planning Department sent an Addendum to the Request for Proposals for the Franklin County Township Nuisance Abatement Program. The deadline for proposals has been extended to November 4, 2011. Steve Blake said he is going to apply to demolish three properties for the allotted \$15,000.

FISCAL OFFICER'S REPORT – At the last meeting, the Fiscal Officer stated that she had received the Official Certificate of Estimated Resources from the Franklin County Office of the Budget Commission. She said she spoke with Kerri Ritchie at the Budget Commission regarding her concern that some of the figures needed to be revisited, especially in Fire. The Department Heads now have all the correct figures and can start working on their budgets for 2012.

PROPOSED RESOLUTIONS (NEW BUSINESS):

ADMIN – The Fiscal Officer said that at a previous meeting she reported there is a balance of \$249,577.02 in the Permanent Improvement Fund that has been carried and not utilized. After research, it was traced back to 2000 when the Township Hall and Station 133 were built. Monies were transferred from the General and Fire Funds for these projects and she is requesting that the funds be returned to the appropriate funds.

Res. 237-11: Approve Transferring \$173,705.61 to the General Fund and \$75,871.41 to the Fire Fund from the \$249,577.02 in the Permanent Improvement Fund (26) Per Memo Dated October 14, 2011

Mrs. Stewart moved to transfer \$173,705.61 to the General Fund and \$75,871.41 to the Fire Fund from the \$249,577.02 in the Permanent Improvement Fund (26) per memo dated October 14, 2011. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

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The Fiscal Officer said that she received a copy of an e-mail from our Architect, Rich Pontius, regarding the Fire Station Improvements Project Completion. He included a copy of a letter to Scott Siegel, Project Manager of Robertson Construction, the contractor for the project. The letter summarizes the remaining completion items. Chief DeConnick said the items mentioned have now been completed and we are waiting for final payout figures.

IT – Mrs. Stewart reminded the Department Heads that they should submit any IT items for consideration to the Committee.

SERVICE – The Service Director, D.J. Tharp, said that the foundations have been poured for the last time this year and they were able to do them on time. He said that the storm sewer cleaning will begin tomorrow. The signs for Rankin Ave. have been ordered and we may receive them by the end of the week. He said that they will be attending an open house regarding the reflectivity of signs that federal laws will soon be putting in place. Mr. Tharp said that he and the Fiscal Officer attended a meeting at the County recognizing those who have planted a rain garden. The Franklin County Water & Soil District indicated that they have extended the grant for the Rain Garden Program until June, 2012.

The Fiscal Officer said that Franklin County received an award at a MORPC luncheon last week for spearheading the project resulting in more uniform zoning standards with there being no disconnect in appearance going from an unincorporated area into the City of Columbus.

POLICE – Chief Pockock said that he was unable to receive the Police stats for the month of September from the County due to their site being down but he should have them to distribute at the next Staff Meeting. The Trustees agreed to approve \$300.00 for Halloween candy from the General Fund for Police Officers to hand out on Trick or Treat night which will be on October 31st from 6 – 8 p.m.

CODE ENFORCEMENT – Steve Blake said he is working on the house demos that were mentioned by the Fiscal Officer earlier in the meeting for the allotted \$15,000 by the County. He said the Police Department renovation is moving along very well and the first inspection is scheduled for tomorrow. The parking lot paving was just completed. Mrs. Stewart asked if there was a carport being put up and was told that there is but it was not being attached to the building and would not be part of the State inspection. He said that it would fall under the County and is being built to code and will protect cruiser parking especially in the winter.

FIRE – Chief DeConnick presented the following for approval:

Res. 238-11: Approve Walkie Batteries and Speaker Microphones from B & C Communications for \$1,810.27

Mr. Spanovich moved to approve Req. #10.04.11 for walkie batteries and speaker microphones from B & C Communications for \$1,810.27. Mrs. Stewart seconded. All voted yea. Motion carried.

Res. 239-11: Approve November Service Credit Bonuses for Kirsop, Kain, Hoffman, Strohmeyer, Workman, Eing and Kauser

Mrs. Stewart moved to approve service credit bonuses for William Kirsop, Timothy Kain and John Eing for \$700.00/each and John Hoffman, Jason Strohmeyer, George Workman and Frederick Kauser for \$1100.00/each at the discretion of the Board and funds permitting as recommended by Chief DeConnick. Mr. Angelou seconded. All voted yea. Motion carried.

Chief DeConnick said he has a proposal from Horton Emergency Vehicles for two (2) Emergency Medical Vehicle conversions (Medics) from the State Contract for \$181,959.88/each. He said it would take approximately six to seven months before they could be built and delivered. Mrs. Stewart asked that this be held for the next Staff Meeting as the Trustees were only anticipating the purchase of one Medic. Chief DeConnick said they are behind in replacing their Medics and they are in need of two.

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The Trustees scheduled a special meeting for Thursday, October 27, 2011 at 10:00 a.m. with the appropriate Fire personnel to discuss the Fire Department 5 Year Plan.

Res. 240-11: Approve Transfer of Funds Within Fire 2011 Budget From 10-A-15 (Other Expenses) to 10-A-15H (Training) in the Amount of \$1500.00

Mrs. Stewart moved to approve the transfer of funds within the Fire Dept. 2011 budget from 10-A-15 (Other Expenses) to 10-A-15H (Training) in the amount of \$1500.00 as recommended by Chief DeConnick. Mr. Spanovich seconded. All voted yea. Motion carried.

Chief DeConnick said the Fire Dept. received a Thank You letter from Rev. Swift for their assistance when he fell at a football game and from Special Ed teachers for a tour and program for their students at the fire station.

Chief DeConnick said that last week the Fire Dept. had a commercial working fire at Agler and Sunbury Rd. which used to be Dick Cash's storage facility there. He said that Columbus Fire helped them out on that and are doing a part of the investigation there too. He said there also was a fatality at Agler and Sunbury involving a motorcycle accident

Chief DeConnick said we received an invoice from the Architect, Rich Pontius, for services rendered for the Annex Renovation Project from August 3 – September 30, 2011 in the amount of \$9,187.50. The Fiscal Officer reminded the Board that this work was never officially authorized by the Board. The Trustees agreed to authorize the services for the invoice at this time and hold payment of the invoice until the Fiscal Officer can research the funding to pay for this invoice.

Res. 241-11: Approve Authorizing the Invoice from Rich Pontius for Services Rendered for the Annex Renovation Project to September 30, 2011 in the Amount of \$9,187.50 and Hold Payment Until a Later Date to Determine Funding

Mr. Spanovich moved to authorize the invoice from Rich Pontius for services rendered for the Annex Renovation Project to September 30, 2011 in the amount of \$9,187.50 and hold payment until a later date to determine funding. Mrs. Stewart seconded. All voted yea. Motion carried.

MECC – Asst. Chief Grossman was not present but asked that Req. #10182011-01 be approved for the Emerson Network Power, Liebert Services, Inc. Maintenance/Support Agreement for the period of 8/15/11 – 8/14/12 in the amount of \$1,820.00 as quoted. Mrs. Stewart signed off on the request.

The Fiscal Officer said she spoke with Mr. Renner last week regarding the Leonard Park Water Access and was told he had the information, but has not put it into the format to present as yet. She said she will call him again and remind him that we are still waiting for it.

VISITOR COMMENT

Charlie Johnson said she had a medical incident and stopped by Sta. 132 and would like to commend Capt. Yinger for all the help he gave her at that time.

Mr. Angelou welcomed the students from Gahanna Lincoln High School government classes and pointed out there were pamphlets on the History and Functions of Townships for them to take with them. He also explained the difference between City and Township governments.

Mr. Spanovich said there is one other item to bring up that needs clarified regarding waving cemetery fees for employees and retirees. He said that resolutions were passed in 1998 to wave cemetery fees for a grave or open/closing under certain stipulations such as length of service, etc., on a case by case basis.

