

RECORD OF PROCEEDINGS

Minutes of

MIFFLIN TOWNSHIP BOARD OF TRUSTEES

Meeting

Held

OCTOBER 4,

2010

Chairman Spanovich called the Regular Staff Meeting to order at 9:00 A.M. with Mr. Angelou, Mrs. Stewart and the Fiscal Officer, Nancy White, present.

Also present were:

Brian Savage	Ohio Insurance Services Agency
Jim DeConnick	Fire Chief
Michael Grossman	Asst. Fire Chief/MECC
Michael Pocock	Police Chief
Steve Blake	Police/Code Officer
William Price	Police Lieutenant
Eric Baker	Police Sergeant

Mr. Spanovich asked to dispense with the Pledge and Prayer.

CONSENT AGENDA

Res. 243-10: Approve Minutes of September 21, 2010

Mr. Angelou moved to approve the minutes of the September 21, 2010 meeting. Mrs. Stewart seconded. All voted yea. Motion married.

TRUSTEES' COMMENTS

Mrs. Stewart said she attended the Gahanna Police Chief's Meeting this past week where Deputy Chief Kauser presented information which was well received about the Fire Levy. This meeting is attended by about fifteen civic associations and there was a lot of positive feedback. Mr. Spanovich said he has received several calls mainly regarding the Fire Levy and they have all been positive. Mr. Angelou said he has received positive responses to both the Fire and Police Levies. Paving roads and cleaning up properties in the unincorporated area has had a positive impact on the residents. Mrs. Stewart asked Police Chief Pocock and the Fire Department to send the Trustees e-mails of the talking points regarding their levies that can be forwarded to City Officials and others who request information. The fact that the City of Gahanna residents do not vote for our Police Levy was not very clear from a newspaper article.

CORRESPONDENCE

The Fiscal Officer said the only correspondence we received is a letter from the Franklin County Engineer's Office regarding the vacation of 15' & 20' wide alleys in Leonard Park. She said that according to the Service Director who could not be present today, these alleys were never used as alleys and the reason for this request is due to a resident wanting to build an addition on her home. Steve Blake said that he would like to know the exact locations because if these overgrown alleys are vacated the home owners would then be responsible for their maintenance. The Trustees asked Mr. Blake to inspect these alleys with the Service Director to determine whether or not the Trustees should be in favor of vacating the alleys. A letter will need to be sent to the County Commissioners before the final hearing on Tuesday, November 9, 2010.

ADMIN – The Fiscal Officer said that she is requesting approval from the Board to transfer Fine and Ticket monies from the General Fund to the Police Fund.

Res. 244-10: Approve Transfer of Fine and Ticket Monies from the 01K General Fund to the Police 09F Other Fund in the Amount of \$3625.93

Mr. Angelou moved to approve the transfer of Fine and Ticket monies from the receipt account 01K General Fund to the Police 09F Other Fund in the amount of \$3625.93 making the year-to-date balance of \$14,907.83 transferred to the 09F Police Fund. Mrs. Stewart seconded. All voted yea. Motion carried.

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Mr. Spanovich said it is imperative that we meet with the Financial Consultant Steve Julian to determine balances needed for the remainder of the year for all Departments. The Trustees agreed to his meeting with the Trustees and Fiscal Officer at 1:00 p.m. and with the Department Heads at 2:30 P.M. on Tuesday, October 19, 2010 before the regular meeting at 3:30 p.m.

After reviewing the list of investments the Fiscal Officer presented at the last meeting, the Trustees agreed not to reinvest two Park National Bank CD's totaling approximately \$212,000.00 at this time so the money would be available if needed.

Res. 245-10: Approve Not to Reinvest Two (2) Park National Bank CD's Totaling Approximately \$212,000.00 At This Time Making the Money Available if Needed

Mr. Spanovich moved to approve not to reinvest two (2) Park National Bank CD's totaling approximately \$212,000.00 at this time making the money available if needed. Mr. Angelou seconded. All voted yea. Motion carried.

After discussion with the Fiscal Officer, it was determined that there is an immediate need to transfer money from the General Fund to the Police Health Insurance Fund to cover September and October premiums and the Opt-Out reimbursements due Officer Blake. It was agreed to transfer \$8,000.00 at this time until the October 19th meeting with Mr. Julian when an exact figure needed for the remainder of the year can be determined.

Res. 246-10: Approve Transferring \$8000.00 from the General Fund to the Police Health Insurance Fund to Meet September and October Premiums Including the Opt-Out Reimbursement Option to Officer Blake

Mr. Angelou moved to approve transferring \$8000.00 from the General Fund to the Police Health Insurance Fund to meet September and October premiums including the Opt-Out reimbursement option to Officer Blake. Mrs. Stewart seconded. All voted yea. Motion carried.

The Trustees asked that Req. #2010-10 for a Rack Mount Digital Recorder for \$1033.59 be held at this time and put on the agenda for the next meeting.

The Fiscal Officer said she checked the special assessments that Officer Blake referred to at the last meeting in the amount of approximately \$8,300 and found that the money was received for work that the Service Department had done in 2009. Those monies should reimburse the Service Department for their work. Officer Blake said he agrees but the money that was appropriated for clean-ups this year including a house demolition has been depleted and he will have to rely on the Service Department for the remainder of this year and they are not always available unless additional funding is granted. He said he is looking at all funding options including applying for a grant.

Sgt. Baker said he would like to be added to the agenda at this time to present a request for a \$250 donation by the Trustees from the General Fund for Halloween Trick or Treat candy for the Police Officers to pass out to children from their cruisers as they have done in the past.

Res. 247-10: Approve a \$250 Donation from the General Fund for Halloween Trick or Treat Candy for Police Officers to Pass Out to Children From Their Cruisers

Mrs. Stewart moved to approve a \$250 donation from the General Fund for Halloween Trick or Treat candy for Police Officers to pass out to children from their cruisers as they have done in the past. Mr. Angelou seconded. All voted yea. Motion carried.

Sgt. Baker also said that the Police Department received a recall notice on their two AED's that they carry in their cruisers. They will be receiving new replacements but without batteries. The old batteries are almost gone and new ones are needed totaling almost \$500. He said he is respectfully asking the Trustees to approve the purchase of the batteries from the General Fund.

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Res. 248-10: Approve the Purchase of Two Police Department AED Batteries for \$500 from the General Fund

Mr. Angelou moved to approve the purchase of two Police Department AED batteries for \$500 from the General Fund. Mrs. Stewart seconded. All voted yea. Motion carried.

SERVICE – Mr. Angelou said that Calvin McKnight was unable to attend this meeting due to a family matter but asked that a request to purchase back a grave be approved.

Res. 249-10: Approve Purchasing Back Lot #85, Section M, Block 5, Grave 1 in Mifflin Cemetery at the Request of Gladys Stark

Mr. Spanovich moved to approve purchasing back Lot #85, Section M, Block 5, Grave 1 in Mifflin Cemetery at the request of Gladys Stark and recommended by Calvin McKnight in his memo dated September 29, 2010. Mr. Angelou seconded. All voted yea. Motion carried.

VISITOR – Mr. Spanovich said we have a visitor present and asked that he introduce himself and go next on the agenda at this time. Brian Savage said he is with Ohio Insurance Services Agency and thanked the Trustees for allowing him to give a presentation on the services they provide. He said they work with seven of the other townships in Franklin County currently for their employee health benefits. He passed out copies of his presentation and highlighted facts regarding their company and services they provide. He said their focus here in Ohio is working with public entities and their agency is the sole marketer of the Ohio Public Entity Consortium which results in discounts and enhanced benefits. Mr. Savage said that Nancy White was kind enough to fill out a survey and return it last week so he just wanted to stop by this morning for a quick introduction. He said he understands we have a renewal coming up this March and would like to have access to the information to provide a competitive bid proposal this year on our benefits.

Res. 250-19: Approve Giving Ohio Insurance Services Agency the Information Needed for the Opportunity to Bid on Our Insurance Benefits

Mrs. Stewart moved to approve giving Ohio Insurance Services Agency the information needed for the opportunity to bid on our insurance benefits. Mr. Angelou seconded. All voted yea. Motion carried.

Mr. Spanovich asked to deviate from the agenda to discuss the Fleet Maintenance Facility Operations Memorandum of Understanding Effective October 1, 2010 received from the City of Gahanna with their Contract Close-Out letter dated September 15, 2010. They included an invoice for August reflecting a net balance due Mifflin of \$4,574.95. Asst. Chief Grossman who has been a part of the Maintenance Committee said his only concern is the fact Gahanna wants to apply the refund to our current billing. He said he feels our money is better in our pocket than with someone else. If we do draft a letter from the Board and Fiscal Officer then we should ask them to refund that money. Mr. Angelou said he agrees and we should tell them that if we choose them to do our repairs we will pay them. Asst. Chief Grossman says he is okay with most everything in the agreement except the fact they may not be able to tell us what something will cost up front. He said this may result in us taking it some place else and also there are a number of things we will be able to do in house. Mrs. Stewart said she feels we should send a letter from the Board and Fiscal Officer thanking them for the years of a good relationship and we look forward to a positive continuing relationship and ask them to refund our money. The Fiscal Officer said since the invoice they enclosed is for August she feels we should pay the August bill and see what the calculated refund will be through September. Mrs. Stewart said she agrees and we should put all of that in the letter. Asst. Chief Grossman said they have been very helpful and will provide us with a list of maintenance needed on our equipment for the rest of the year. He said we will still be doing business with them just under a different format.

POLICE – Chief Pocock requested the use of an attorney to settle a claim. The Fiscal Officer said he should go through OTARMA and they would assign an attorney to handle the claim.

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CODE ENFORCEMENT – Steve Blake said that as discussed earlier in the meeting, he is trying to find funding for house demolitions. He said he doesn't expect anything coming from the County for some time if at all. He said as stated in the last meeting the Myrtle Ave. house is very unsafe and needs to be demolished and he has been able to lock-in a reduced price of \$6500 to demolish it. He said any assistance the Board can give him will be much appreciated. Mr. Blake said he received a call from the City of Columbus that they received a complaint on a property that is actually in Mifflin Township. He said he is going to check it out today.

FIRE – Mr. Spanovich said there is one Purchase Requisition before the Board for approval.

Res. 251-10: Approve Purchase of MSA Portable Gas Detection Monitor from Industrial Environmental Monitoring Instruments for \$1490.00

Mr. Spanovich moved to approve Req. #10.01.10 for a MSA Portable Gas Detection Monitor, Truck Mount and Charger for \$1490.00 from Industrial Environmental Monitoring Instruments for a total of \$1490.00 as recommended by Chief DeConnick. Mrs. Stewart seconded. All voted yea. Motion carried.

Mr. Spanovich signed off on the request for Chief DeConnick to attend an all day "Fire Safety Inspector – Continuing Education Seminar" in Mansfield, Ohio on October 25, 2010 for \$30.00.

Chief DeConnick reported on the following matters:

1. Whitehall is having a training fire tomorrow morning and would like Mifflin to participate in this training which meets all guidelines. The Trustees had no objections.
2. Levy Flyers and Signs will be distributed this week.
3. Mifflin will be participating with the City at the Annual Creepside at Creekside Event on October 13th from 6-8:30 p.m. which is their Halloween event for children. Mill Street will be closed for this event.
4. The Fire Prevention Open House will be at Sta. 131 on October 10th from 1-4 p.m.
5. Chief DeConnick said he will be on vacation next week, October 11–15, 2010 and Deputy Chief Kauser will be in charge.

MECC – Asst. Chief Grossman said he has no report. Mrs. Stewart asked him how his funding project was going. He said the OSU Study went through two reviews and they are finalizing it and hopefully we will receive something this week.

OLD BUSINESS – Mr. Spanovich asked Chief DeConnick if there have been any updates since the meeting with Robertson Construction on the Fire Station Renovation Project. Chief DeConnick said he has had no further meetings but he asked them not to finish the work at Fire Sta. 131 until after the Open House. There is still some cabinet and flooring work to be done to finalize the project.

NEXT MEETING

Mr. Spanovich reminded everyone that before the Regular Meeting on Tuesday, October 19th at 3:30 p.m., the Trustees and Fiscal Officer will meet with Steve Julian at 1:00 p.m. and at 2:30 p.m. meet with the Department Heads. The Staff Meeting scheduled for Monday, November 1st will begin at 10:00 a.m. instead of 9:00 a.m.

Mr. Spanovich also reminded everyone that the Audit Committee is scheduled for Wednesday, October 6th at 6:00 p.m.

The Trustees discussed the expectations of hiring Steve Julian in an effort to improve our budgeting process. The Fiscal Officer read the items in his contract outlining the procedures to assist the Departments in assessing the budgetary process and recommending improvements (See Referral File). Mr. Angelou also said he understands we can also hire someone from the Auditor's Office to complete a performance audit reviewing our procedures and make recommendations.

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There being no further business, Mrs. Stewart moved to adjourn the meeting. Mr. Angelou seconded. All voted yea. Motion carried.

Joseph F. Spanovich, Chairman

Richard J. Angelou, Vice Chairman

Nancy M. White, Fiscal Officer

Lynn M. Stewart, Trustee