

RECORD OF PROCEEDINGS

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

Held

OCTOBER 6,

2008

Mr. Spanovich called the Regular Staff Meeting to order at 10:00 A.M. with Mr. Angelou, Mrs. Stewart and the Fiscal Officer, Nancy White, present.

Also present were:

Jim DeConnick	Fire Chief
Michael Pocock	Police Chief
Fred Kauser	Deputy Fire Chief–Joined Meeting Later
Calvin McKnight	Service Director–Joined Meeting Later

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

Res. 256-08: Approve Consent Agenda Consisting of September 16, 2008 Minutes

Mr. Angelou moved to approve the Consent Agenda consisting of the minutes of the September 16, 2008 meeting. Mrs. Stewart seconded. All voted yea. Motion carried.

TRUSTEES' COMMENTS

The Trustees asked that a card be sent to our Code Enforcement Officer, Steve Blake, who just had knee surgery. Mr. Angelou said that due to the economic times, budgets are very important. There was an article in Sunday's Dispatch regarding the Fire Departments that have levies on the November 4th ballot. Chief DeConnick was interviewed and stated that passing our replacement levy will guarantee the same standard of service that we have been providing.

CORRESPONDENCE

The Fiscal Officer presented the following correspondence to the Board:

1. A letter was received from the Franklin County Engineer, Dean Ringle, that they are hosting the Franklin County Township Association Meeting on Thursday, October 9, 2008 at 6:30 p.m. with an informal dinner being served at 6:00 p.m. Stormwater services and a possible fee will be discussed along with the high cost of road salt this year. The Fiscal Officer said there is a company that is not honoring contracts with several entities to provide salt per their contracts. This was turned over to the Prosecutor's Office.
2. The October EMA Report newsletter was received and copies given to the Board. The Fiscal Officer said there is an article regarding preliminary wind storm damage assessment. Local jurisdictions are asked to attend a meeting on October 7th at the Columbus Police Academy. We have been assigned the time slot of 10:00 a.m. – 12:00 a.m. Photos of the damage if possible, the impact of the damage and the costs incurred and any insurance coverage should be presented at that time. Calvin McKnight will be attending this meeting.
3. The Franklin County Planning Monthly Agenda for October 2008 was received listing two cases for Mifflin Township. There will be a hearing on October 8th at 1:30 p.m. for Abdi Yussuf of 3505 Westerville Road who is requesting to rezone the property from the Rural District to the Community Service District for the storage/parking of commercial trucks in association with a proposed transportation business. There will be a hearing on October 20th at 1:30 p.m. for Mitchell D. Rush of 2536 Sunbury Drive who is requesting a Conditional Use to allow for a home occupation with parking of a commercial vehicle in an area zoned Rural. The Trustees asked that letters be sent that they oppose both of these cases.

FISCAL OFFICER'S REPORT

The Fiscal Officer said she wanted to make the Board aware that the Bond Sale did go through last week at a rate of 5.21. The paperwork has been signed and they expect that we will be receiving the money around October 15th. She said that after checking, she was advised that this is a good rate and if the rates do go down, we can refinance.

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The Fiscal Officer said that she and Mr. Spanovich had a meeting with Heartland Bank and as a result, she transferred money from Fifth Third to Heartland to diversify our investments. She said she also plans to transfer money to Chase and Star Ohio which is a State investment program for all entities.

The Fiscal Officer said we received an invoice from Mt. Carmel Behavioral Healthcare to renew our Employee Assistance Program (EAP) in the amount of \$3,840.00. She said that several employees have benefited from this program and she highly recommends that it be approved.

Res. 257-08: Approve Renewal of the Employee Assistance Program (EAP) with Mt. Carmel Behavioral Healthcare in the Amount of \$3,840.00 Effective 9/1/08 for One Year

Mr. Spanovich moved to approve the renewal of the Employee Assistance Program (EAP) with Mt. Carmel Behavioral Healthcare in the amount of \$3,840.00 effective September 1, 2008 for one year as recommended by the Fiscal Officer. Mrs. Stewart seconded. All voted yea. Motion carried.

The Fiscal Officer reminded the Board that at the next meeting she should have the quotes from banks for a depository agreement for our public funds. Our current agreement with Fifth Third expires October 31, 2008. She said diversifying deposits would probably be important and after reviewing the quotes, she will have a recommendation at the next meeting.

PROPOSED RESOLUTIONS (NEW BUSINESS)

ADMIN – The Fiscal Officer said she gave the Trustees a copy of the Township Annual Permanent Appropriation Resolution which she is in the process of revising. Some funds are running low and there will be some additions and subtractions from different funds. Also, the money from the Bonds will also make a difference in the appropriations. She asked that this be held for the next meeting.

IT

Mrs. Stewart said that the Affiliated invoice for \$1293.00 and the Time Warner Service Contracts for 2459 Agler and 501 Beecher were placed on hold from the last meeting. She said they were to be discussed at an IT meeting but both scheduled meetings were cancelled due to lack of attendance. She asked that we discuss these issues at the next meeting when our IT, Paul Adkins, is back from vacation.

SERVICE

The Service Director, Calvin McKnight, was delayed but turned in a copy of a memo from the City of Gahanna that our Mechanic, Jack Hibbler, will be attending the Faster Conference in Virginia Beach from October 19 through October 23, 2008 with the Gahanna Fleet Superintendent. The City will be paying for the full conference.

POLICE – Chief Pocock said he only had one item to present and that was the resignation of Heath Henkalin.

Res. 258-08: Accept Resignation of Part-time Unpaid Police Officer Heath Henkalin

Mr. Angelou moved to accept the resignation of Part-time Unpaid Police Officer Heath Henkalin as recommended by Chief Pocock. Mrs. Stewart seconded. All voted yea. Motion carried.

CODE ENFORCEMENT

The Fiscal Officer said that Steve Blake gave her the completed water survey package before he went into the hospital for knee surgery. A Committee Meeting will be scheduled to discuss the survey and to put all the facts together before it is presented to the County.

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FIRE – Chief DeConnick presented the Board with a memo requesting a change in hourly rates for Part-time MECC Dispatchers. Deputy Chief Kauser said that in an effort to control overtime costs within the MECC Dispatching Center, the MECC Fire Chiefs recommended to align the hourly rate of part-time MECC Dispatchers to those of full-time MECC Dispatchers. He explained to the Trustees why this would work to control overtime costs. The part-time Dispatchers will now have to commit to a permanent schedule in order to receive the increased rate and remain a Dispatcher.

Res. 259-08: Approve Change in Hourly Rate for Part-time MECC Dispatchers to Align the Hourly Rate of Full-Time Dispatchers as Presented Effective October 5, 2008

Mrs. Stewart moved to approve changing the hourly rate for Part-time MECC Dispatchers to align the hourly rate of Full-Time Dispatchers as presented effective October 5, 2008 and recommended by the MECC Fire Chiefs, Chief DeConnick and Deputy Chief Kauser. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

The Trustees discussed the overtime situation of the Fire Department. Figures show a very large amount of overtime being used. Mrs. Stewart said the amount of money being spent on overtime is out of control and something needs to be done. The Trustees agreed that overtime needs to be reduced for the balance of 2008. Deputy Chief Kauser said that staffing changes have been put in place to help reduce overtime usage. Mr. Spanovich said that he feels that all three Trustees should work with the Fire Department on their budget for 2009. He said for the record that he feels we may need to cut down on expenses that do not affect the peace, health and welfare of the public. Chief Pocock said he is in favor of training expenses because he saw Firefighters in action first hand and was very thankful for their training.

The Trustees were given a MECC construction update for their move to Creekside for their information. (See Referral File)

The Pro-Tech-Safety invoice for an extension of Phase III was placed on hold from the last meeting because the administrative costs rate sheet was missing. Deputy Chief Kauser said that the administrative costs have been waived and the amount to pay is \$5,708.00.

Res. 260-08: Approve Pro-Tech-Safety Invoice to Convert Foreign Documents Into Mifflin Format as an Extension of Phase III for \$5,708

Mrs. Stewart moved to approve the Pro-Tech-Safety invoice to convert foreign documents into Mifflin format as an extension of Phase III for \$5,708 as recommended by Chief DeConnick. Mr. Angelou seconded. All voted yea. Motion carried.

Mrs. Stewart asked if there were any outside meeting reports. She said they do not necessarily have to be in writing but the Trustees want to be kept informed on meetings that would have an impact and so as want to be surprised. Chief DeConnick said the main meeting they attended was the alternate fuel meeting and that Fire Prevention meetings are ongoing.

Chief DeConnick reported on the following:

1. The training fire at 451 N. Hamilton Road discussed at a previous meeting is scheduled for Wednesday, October 29th at 9:00 a.m. Paperwork has been completed.
2. The recent trip to Wisconsin for the construction conference on Engine 132 went very well. They are working on the final touches to make engine perfect.
3. The awards banquet at Creekside went very well. There were 148 people attending.
4. Gary Grancey is returning to work on October 10th at Station 131. They have rotated some personnel around to accommodate this.
5. The Fire Prevention Week Open House will be on Sunday, October 12th at Sta. 131 from 1-4:00 p.m. with a lot of activities planned. MedFlight is also scheduled to land.

Chief DeConnick said he just received three training requests which are not on the agenda.

Mr. Spanovich signed off on the request for Dispatcher Scott Grigarauskas to attend the NAED Emergency Medical Dispatcher Certification Course in Toledo, Ohio. It will be held on October 24-25, 2008 for a total cost of around \$600.00.

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Mr. Spanovich signed off on the request of Firefighters Brad Crosson and Brian Van Meter to attend the Ladder Company Operations and Trapped Firefighter Rescue training classes at Jefferson County Club for a cost of \$125/each.

OLD BUSINESS

Finalize Employee Handbook – The Fiscal Officer said that this is still being reviewed by the Attorney and hopefully we will have it before the next meeting.

Tuition & Training Reimbursement Policy/Credit Cards for Training Request – Included in Handbook

All other items have been addressed or need no discussion at this time.

PENDING ITEMS

Future Cemetery Maintenance Fund – The Fiscal Officer said that a fund needs to be set up to take care of the cemeteries in the future when they are full and do not generate money.

Payment to Opt Out of Taking Health Insurance for 2009 – The Fiscal Officer said a policy should be in place to be effective at the same time as a new health plan is decided upon that will be effective March 1, 2009.

Heavy Duty Rescue Engine Bid – Chief DeConnick said this is still being reviewed.

NEXT MEETING

The next meeting will be on Tuesday, October 21, 2008 at 3:30 p.m.

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

Josesph F. Spanovich, Chairman

Nancy M. White, Fiscal Officer

The Trustees approved the October 10, 2008 payroll warrants for the period of September 21, 2008 through October 4, 2008. Copies are on file with the Fiscal Officer
