

RECORD OF PROCEEDINGS

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

Held **NOVEMBER 18,** **2008**

Chairman 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:

Dolly Hanning	2354 Agler Rd.
Jim DeConnick	Fire Chief
Michael Pocock	Police Chief
Eric Baker	Police Sgt.
Calvin McKnight	Service Director
Ben Weiner	Franklin County Economic Development & Planning

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

Mr. Spanovich turned the meeting over to Ben Weiner of the Franklin County Economic Development & Planning Department to present the Clinton/Mifflin Land Use Plan. He said he attended a previous meeting to explain the process to produce this Plan. Mr. Weiner said he had the Plan Booklet dropped off last week to give the Trustees a change to review it so he could answer any questions and explain comprehensive document highlights such as future land use, priority areas for sidewalks and recommendations for growing economies for both Mifflin and Clinton Townships. He asked the Trustees to consider the Plan for adoption at their December 1, 2008 Staff Meeting. After adoption by both Mifflin and Clinton Trustees, the Plan will continue through the Franklin County review process with final adoption by the Franklin County Board of Commissioners.

Res. 275-08: Approve Consent Agenda Consisting of October 28, 2008 Minutes and December Warrants

Mr. Angelou moved to approve the Consent Agenda consisting of the minutes of the October 28, 2008 meeting and December warrants for payroll and bills. Mrs. Stewart seconded. All voted yea.

TRUSTEES' COMMENTS

Mr. Angelou commended the Land Use Plan Committee and the other community involvement projects such as the Leonard Park Water Committee and the committees that resulted in the passing of the Fire Department Levy and Road District Levy. The Fiscal Officer reminded everyone that there is a Water Committee Meeting tomorrow at 9:00 a.m. Mr. Spanovich asked if we have received any information from the City of Gahanna on the Gahanna/Mifflin Tower Lease Agreement and was told by the Fiscal Officer that we have not but she will check with Terry Emery on the status. Mr. Spanovich also asked if we would be receiving any money for the wind damage expenses from FEMA. The Fiscal Officer said we are attending a meeting on Thursday to present our information.

CORRESPONDENCE

The Fiscal Officer presented the following correspondence to the Board:

1. Franklin County Board of Zoning Appeals notice for a variance case hearing held yesterday for the property at 2230 Agler Road. According to Ben Weiner, this was tabled until next month.
2. A card was received from Mike Souder thanking us for being so kind to his Mother during her lifetime.

The Fiscal Officer said that was all the correspondence received and said the Amended Township Annual Permanent Appropriation Resolution was not ready for approval as yet and asked that it be held for the next meeting.

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PROPOSED RESOLUTIONS (NEW BUSINESS)

ADMIN

The Fiscal Officer said she spoke with Mrs. Stewart about the Employee Handbook and it was agreed some minor changes are needed. Chief DeConnick said he also has some suggestions for some minor changes. The Fiscal Officer suggested that it be placed on the agenda for the December 1, 2008 meeting for adoption to be effective January 1, 2009 to allow for employee training. After discussion it was agreed to put it on the agenda for approval at the next meeting as this would be a good guideline starting point with updates done as needed. Mrs. Stewart commended the Fiscal Officer for all the work she has done to put this Employee Handbook together.

The Fiscal Officer said that she and Chief DeConnick met with representatives from SOH Productions to review their on-hold message program and agreed that this digital sound system would be good for Fire Station 131 and the Township Administration Building. The cost for the Administration Building is \$2422.00.

Res. 276-08: Approve On-Hold Message Program from SOH Productions for the Township Administration Building in the Amount of \$2422.00

Mr. Angelou moved to approve the on-hold message program from SOH Productions for the Township Administration Building in the amount of \$2,422.00. Mr. Spanovich seconded. All voted yea. Motion carried.

The Fiscal Officer said the telephone directory listings for Mifflin Township under the Government section of the phone book do not have the Township Offices or Department addresses and correct numbers. She compiled the listing information and asked the Department Heads to review their information and let her know if they want any changes so she can forward the information to AT&T.

IT

Affiliated Invoice for Rick Deeds Consulting Services for \$1293 – On hold for revised bill.
Time Warner Service Contracts for 2459 Agler & 501 Beecher – Remove from agenda.
Exchange/Mail Server Upgrade for \$6,094.27 – On hold for further review.

SERVICE

Calvin McKnight said that as a result of his meeting with the Franklin County Engineer's Office, they have offered to provide us with 80 tons of salt at a price of \$69.00 per ton but it must be picked up at the 970 Dublin Road facility. Mr. McKnight said he has made arrangements with the City of Gahanna to use their salt in an emergency and replace it at a later date from the salt we can pick up from the County.

Calvin McKnight said he attended a FEMA meeting with the Fiscal Officer and Chief DeConnick regarding reimbursement for the wind damages emergency expenses. He said they were advised of the expenses they can submit and they will be attending another meeting to turn in the list of their expenses. The Fiscal Officer said they will reimburse 75% of what is submitted.

POLICE

Chief Pocock requested approval for the following:

Res. 277-08: Approve Service Credit Bonuses for Police Department Officers Carl Johnson and William Price

Mr. Angelou moved to approve service credit bonuses for Police Department Officers Carl Johnson and William Price for their years of service at the discretion of the Board and funds permitting. Mrs. Stewart seconded. All voted yea. Motion carried.

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Res. 278-08: Accept Resignation of Part-time Unpaid Police Officer Jeff Merryman

Mr. Spanovich moved to accept the resignation of Part-time Unpaid Police Officer Jeff Merryman per his request as recommended by Chief Pocock. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 279-08: Approve Hiring Brian Vierstra as a Part-time Unpaid Police Officer

Mr. Angelou moved to hire Brian Vierstra as a Part-time Unpaid Police Officer as recommended by Chief Pocock. Mrs. Stewart seconded. All voted yea. Motion carried.

Chief Pocock reported on several outside meetings. He said he attended the Ohio Police Chiefs' Meeting at the Worthington Police Department and that tomorrow he and Lt. Price will be attending a continuing education sexual abuse seminar at Children's Hospital.

Sgt. Baker reported to the Trustees that the Police Department is once again asking for food and cash donations on December 14th from Township residents and will be passing out Christmas food baskets to the needy in the Township on December 23rd. He said that funds for this purpose are running low and there will probably be a lot of requests for food baskets this year due to the economy. Sgt. Baker asked the Trustees if they would approve assistance from the General Fund for the Christmas Food Drive Program. Mr. Spanovich recommended allocating \$5,000 from the General Fund for the above program and suggested placing boxes at all Township building locations for food donations throughout the year.

Res. 280-08: Approve Allocating \$5,000 from the General Fund for the Christmas Food Drive Program

Mr. Spanovich moved to approve allocating \$5,000 from the General Fund for the Christmas Food Drive Program for needy Township residents. Mrs. Stewart seconded. All voted yea. Motion carried.

Mr. Angelou requested an executive session for a personnel matter at the end of this meeting.

CODE ENFORCEMENT – No Report

FIRE

Chief DeConnick gave the Trustees a summary that they requested of the Firefighter fitness testing invoice from Fitness Planning Consultants regarding the \$2,000 invoice that was recently paid.

Mr. Spanovich asked that the 2008 SCBA Study done by Lt. Strohmeyer be held for the December 1, 2008 Staff Meeting.

Chief DeConnick presented the Board with the following for approval:

Res. 281-08: Approve Purchase Requests #11.02.08 for \$12,406.77, #11.03.08 for \$11,272.63, #11.04.08 for \$2,120.35 & #11.05.08 for \$1,627.80 for EMS Supplies

Mr. Angelou moved to approve Purchase Requests #11.02.08 for \$12,406.77, #11.03.08 for \$11,272.63, #11.04.08 for \$2,120.35 and #11.05.08 for \$1,627.80 for EMS Supplies to be used by the Fire Department for the remainder of 2008 and the first quarter of 2009 as recommended by Chief DeConnick. Mrs. Stewart seconded. All voted yea. Motion carried.

Res. 282-08: Approve Purchase Request #11.01.08 for a Thermal Imager Repair by ISG Thermal Systems, Inc. in the Amount of \$3,095.00

Mr. Spanovich moved to approve Purchase Request #11.01.08 for repair of the thermal imager unit for L131 by ISG Thermal Systems, Inc. in the amount of \$3,095.00 as recommended by Chief DeConnick. Mrs. Stewart seconded. All voted yea. Motion carried.

Purchase Request #11.06.08 for Township Employee Flu Vaccinations in the amount of \$1499.40 – Hold for further insurance information.

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Res. 283-08: Approve Purchase Request #11.07.08 for On-Hold Messaging Program from SOH Productions for Fire Sta. 131 in the Amount of \$1,720.00

Mrs. Stewart moved to approve Purchase Request #11.07.08 for the on-hold messaging program from SOH Productions for Fire Sta. 131 in the amount of \$1,720.00 as recommended by Chief DeConnick. Mr. Spanovich seconded. All voted yea. Motion carried.

Res. 284-08: Approve Purchase Request #11.08.08 for a Holmatro Cutting Tool from Sutphen Corporation in the Amount of \$4,880.00

Mr. Spanovich moved to approve Purchase Request #11.08.08 for a Holmatro Cutting Tool from Sutphen Corporation in the amount of \$4,880.00 as recommended by Chief DeConnick. Mrs. Stewart seconded. All voted yea. Motion carried.

Res. 285-08: Approve Mifflin's Share of TeleStaff Annual Service & Support Agreement from PDSI in the Amount of \$5,670.00

Mrs. Stewart moved to approve Mifflin's share of the TeleStaff Annual Service & Support Agreement from PDSI in the amount of \$5,670.00 as recommended by Chief DeConnick. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 286-08: Approve (3) Fire Personnel to Attend the Difficult Airway Training Course on December 6-7, 2008 for a Total of \$1,050.00

Mr. Spanovich moved to approve (3) Fire Personnel to attend the Difficult Airway Training Course on December 6-7, 2008 for a Total of \$1,050.00 as recommended by Chief DeConnick. Mrs. Stewart seconded. All voted yea. Motion carried.

Res. 287-08: Approve Tuition Assistance Request of Michael Cordell to Attend Fire Command I Course at CSCC Toward an Associate Degree for a Total of \$331.00 Paying One Half Now and Remainder Upon Successful Completion

Mrs. Stewart moved to approve the Tuition Assistance request of Michael Cordell to attend Fire Command I Course at CSCC toward an Associate Degree for a total of \$331.00 paying one half now and the remainder upon successful completion as recommended by Chief DeConnick. Mr. Spanovich seconded. All voted yea. Motion carried.

Res. 288-08: Approve Tuition Assistance Request of Stephen Welsh to Attend (2) Courses at CSCC Toward an Associate Degree for a Total of \$478.00 Paying One Half Now and Remainder Upon Successful Completion

Mr. Spanovich moved to approve the Tuition Assistance request of Stephen Welsh to attend two (2) courses at CSCC toward an Associate Degree for a total of \$478.00 paying one half now and the remainder upon successful completion as recommended by Chief DeConnick. Mrs. Stewart seconded. All voted yea. Motion carried.

Res. 289-08: Approve Allowing Michael Antle to Carryover 32 Hrs. of Unused Vacation to be Taken Within the First Quarter of 2009

Mrs. Stewart moved to approve allowing Michael Antle to carryover 32 hours of unused vacation due to surgery and that it be taken within the first quarter of 2009 as recommended by Chief DeConnick. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 290-08: Approve Paying Invoices from Association for Psychotherapy, Inc. for \$1550 and \$3855 from Loveland & Brosius Involving Firefighter Grancey from the General Fund

Mrs. Stewart moved to approve paying invoices from Association for Psychotherapy, Inc. for \$1500 and \$3855 from Loveland & Brosius involving Firefighter Grancey from the General Fund as recommended by Chief DeConnick. Mr. Spanovich seconded. All voted yea. Motion carried.

