

RECORD OF PROCEEDINGS

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

Held **NOVEMBER 19** **2013**

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:

Tim Taylor	Fire Chief
William Price	Police Chief
D.J. Tharp	Service Director
Becky Kadel	HR Director
Lynn Bruno	Public Information Officer

CONSENT AGENDA

Res. 277-13 Approve Minutes of November 4, 2013

Mrs. Stewart moved to approve the minutes of the November 4, 2013 meeting. Mr. Angelou seconded. All voted yea. Motion carried.

TRUSTEES COMMENTS – None at this time.

CORRESPONDENCE

The Fiscal Officer presented the following correspondence to the Board:

1. A notice from the Department of Commerce was received regarding liquor permit renewal objections. This provides the opportunity for legislative authority to voice their objections to the renewal of a liquor permit within Mifflin Township.
2. A copy of the 1st Notice of Violation was received from the Franklin County Public Health for 2461 Melrose Avenue. The property owner was given until December 5, 2013 to correct the violations or charges may be filed.
3. A copy of the Order of The Board of Health and Referral for Prosecution was received from Franklin County Public Health for 2330 Rankin Avenue. The property owner was given until December 9, 2013 to correct the violations or charges may be filed.
4. An employer notice from OPERS was received stating that the PERS rates for law enforcement are due to be increased on January 1, 2014. These employee contribution rates will increase from 12.6% to 13%. The Fiscal Officer requested direction from the Trustees on whether or not they intend on picking up this additional .004%
5. A request was received from Relay for Life to use the Mifflin Township Meeting Hall for meetings. The Trustees requested that Relay for Life submit a completed application and rental agreement for consideration. Trustees charged the Public Information Officer with putting together a policy regarding future usage.
6. The Fiscal Officer received a letter from Lawrence E. Stewart informing the Trustees of his intent to retire effective December 31, 2013. He thanked the Trustees for allowing him to serve the Township for almost 23 years.

Res. 278-13 Approve The Resignation of Larry Stewart Effective December 31, 2013

Mrs. Stewart moved to approve the resignation of Larry Stewart effective December 31, 2013. Mr. Angelou seconded. All voted yea. Motion carried.

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PROPOSED RESOLUTIONS-CONSENT AGENDA (NEW BUSINESS)

ADMIN – None at this time.

IT - Meeting is scheduled for November 21, 2013 at 1:00 p.m.

SERVICE – D.J. Tharp reminded the Trustees that in September of 2012, Franklin County asked us to piggyback with them on a Federal Grant that they applied for. Franklin County received the money for a resurfacing grant and they have a target date of July 13, 2014 to resurface Briarwood, Aberdeen and Purdue

D.J. Tharp requested permission for a pre-employment drug test for David Stevens. D.J. would like to hire David Stevens as Larry Stewart's replacement and a mandatory drug test is required for a full time employee of the Service Department. David is currently studying for his CDL license and by getting this pre-employment drug test completed now he will meet all the criteria to go full time by the beginning of next year. Mr. Angelou approved.

D. J. Tharp presented the Trustees with the new Mifflin and Riverside cemetery rules and regulations. He regrouped the rules and regulations under four categories: General, Deeds, Burials and Markers/Decorations. He also added that no monument shall be more than 48" in height and a maximum of 42" length per single grave and no privately owned niches or cremation benches permitted. Mr. Angelou requested that we add to the Rules and Regulations a statement that says Mifflin Township will follow the statues of the State of Ohio as it relates to the cemetery. D.J. Tharp stated that a copy of the cemeteries rules and regulations are distributed with each sale and also posted outside the office. He also noted that it is noted that the cemetery rules and regulations are subject to change without notice. Fiscal Officer requested that the new rules and regulations be sent to people who have previously purchased graves so they are aware of the new changes.

Res. 279-13: Approve The New Mifflin and Riverside Cemeteries: Rules and Regulations Effective Immediately.

Mr. Spanovich moved to approve the new Mifflin and Riverside Cemeteries: Rules and Regulations that were presented by D.J. Tharp effective immediately. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

POLICE – Chief Price requested approval to accept the resignation of Steven Blake effective November 15, 2013.

Res. 280-13: Approve The Resignation of Steven Blake Effective November 15, 2013.

Mr. Angelou moved to approve the resignation of Steven Blake effective November 15, 2013. Mrs. Stewart seconded. All voted yea. Motion carried.

Chief Price requested approval to accept the resignation of Eric Baker effective November 12, 2013.

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Res. 281-13: Approve The Resignation of Eric Baker Effective November 12, 2013

Mr. Angelou moved to approve the resignation of Eric Baker effective November 12, 2013. Mrs. Stewart seconded. All voted yes. Motion carried.

FIRE – Chief Taylor requested to declare 15 Motorola speaker microphones that are obsolete as surplus. Chief Taylor would like to donate what is needed to the Mifflin Police Department and the remaining to Box 15 Club, Inc.

Res. 282-13: Approve Declaring Motorola Speaker Microphones as Surplus

Mrs. Stewart moved to approve to declare Motorola speaker microphones as surplus. Mr. Angelou seconded. All voted yea. Motion carried.

Chief Taylor requested approval for the proposed pay package for 2014.

Res. 283-13: Approve the Proposed Pay Package for 2014 Effective January 5, 2014

Mrs. Stewart moved to approve the proposed pay package for 2014 effective January 5, 2014. Mr. Angelou seconded. All voted yea. Motion carried.

Chief Taylor requested approval to purchase one Pierce Fire Engine for the amount of \$516,157.00. Fiscal Officer stated that she is in the process of looking at the financing of a 10 year loan for this engine. She has received one quote from Fifth Third Bank with a 3.95 interest rate and will be receiving a quote from another company with a 3.25 – 3.40 interest rate. When Fiscal Officer gathers all the information for this loan, she will present it to the Trustees for approval.

Res. 284-13: Approve The Purchase of One Pierce Fire Engine for \$516,157.00

Mr. Angelou moved to approve the purchase of one Pierce Fire Engine for \$516,157.00 Mrs. Stewart seconded. All voted yea. Motion carried.

Chief Taylor requested approval to lease 3 Ford Fusions from Enterprise Leasing. This is a true lease where the car will be turned back in after 3 years unless we decide to purchase it at the end of the lease. Chief Taylor spoke with Legal and they confirmed that Fire Departments are permitted to lease a car. Fiscal Officer said that in the past this was not permitted and she would feel more comfortable having written approval by Legal so that we would have this document available for the Auditors.

Res. 285-13: Approve the Lease of 3 Ford Fusions Contingent Upon Written Approval by Legal

Mrs. Stewart moved to approve the lease of 3 Ford Fusions contingent upon written approval by Legal. Mr. Angelou seconded. All voted yea. Motion carried.

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Chief Taylor also requested approval for the striping and lighting on the 3 Ford Fusions that will be leased. These vehicles will be used for administrative purposes and as a replacement for Chief Taylor's vehicle and each vehicle will have minimal lighting and striping.

Res. 286-13: Approve the Striping and Lighting For the 3 Ford Fusions for \$4,000

Mrs. Stewart moved to approve the striping and lighting for the 3 Ford Fusions for \$4,000. Mr. Spanovich seconded. All voted yea. Motion carried.

Chief Taylor requested approval for the repair of Engine 134's transmission.

Res. 287-13: Approve the Repair of Engine 134's Transmission for up to \$4,000

Mr. Spanovich moved to approve the repair of Engine 134's Transmission for up to \$4,000. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

MECC - Chief Taylor requested approval to promote Keith Higgins to MECC Captain. He has been recommended by the promotion board and the MECC Chief's Association. Chief Taylor also commented that Keith Higgins has been a Lieutenant with MECC since 2007.

Res. 288-13: Approve the Promotion of Keith Higgins to Captain for MECC Effective November 24, 2013

Mr. Spanovich moved to approve the promotion of Keith Higgins to MECC Captain effective November 24, 2013. Mr. Spanovich seconded. All voted yea. Motion carried. (See Referral File)

Chief Taylor request approval to advertise for Contingent and Part Time Dispatchers.

Res. 289-13: Approve to Advertise for Contingent and Part Time Dispatchers.

Mr. Spanovich moved to approve the advertising for Contingent and Part Time Dispatchers. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

Chief Taylor requests approval to send Tiffany Williamson and Shaman Sharma to EMD Certified training course. Tiffany Williamson has completed part of this course so her cost will be \$350 and Shaman Sharma's cost will be \$700 for the entire course.

Res. 290-13: Approve the EMD Certified Training Course for Tiffany Williamson For \$350 and Shaman Sharma for \$700

Mrs. Stewart moved to approve the EMD Certified Training Course for Tiffany Williamson for \$350 and Shaman Sharma for \$700. Mr. Spanovich seconded. All voted yea. Motion carried. (See Referral File)