

## RECORD OF PROCEEDINGS

Minutes of

**MIFFLIN TOWNSHIP BOARD OF TRUSTEES**

Meeting

Held

**NOVEMBER 2,**

**2009**

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:	Dolly Hanning	2354 Agler Rd.
	Dan Bender	Rocky Fork Enterprise
	Jim DeConnick	Fire Chief
	Michael Pocock	Police Chief
	Eric Baker	Police Sgt.
	Steve Blake	Police/Code Officer
	Calvin McKnight	Service Director

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

The October 5, 2009 and October 12, 2009 minutes are pending and will be presented at the December meeting.

### **Res. 281-09: Approve Warrants for December 2009**

Mr. Angelou moved to approve the December warrants for payroll and bills. Mrs. Stewart seconded. All voted yea. Motion carried.

### **TRUSTEES' COMMENTS**

Mrs. Stewart said that since our last meeting we have taken delivery of our new Heavy Duty Rescue which she had the opportunity to inspect. She said Mifflin Township is fortunate to have such a fine piece of equipment and she commends all the Firefighters who worked on the project. Chief DeConnick said it did have to go back for some minor work which Pierce is taking full responsibility for and it should be back this week. He thanked the Board for their support and approval of this purchase. Mr. Angelou said that tomorrow is Election Day and Mr. Spanovich and Mrs. Stewart have run a very good campaign and he wishes them good luck. He said they have all worked together and accomplished many good things for the citizens of Mifflin Township.

### **CORRESPONDENCE**

The Fiscal Officer said the only correspondence we received was from Franklin County regarding the proposed rezoning for the property at 3505 Westerville Road. The Franklin County Planning Commission recommended tabling the proposed rezoning until the November 10, 2009 meeting in order for language for the proposed easement can be submitted for review. She said we received updates on the H1N1 flu, but it seems to change almost daily.

### **FISCAL OFFICER'S REPORT**

The Fiscal Officer said that in September she sent each one of the Department Heads their tax estimates from the County Auditor for 2010 for the 2010 budgeting. If possible, she said she would like to see each department have a preliminary budget in place by December 1, 2009. The Trustees agreed that they should meet with their respective Department Heads to preliminarily construct their budgets and then meet with the Fiscal Officer for her input.

The Fiscal Officer said that there are a few items from previous meetings that need clarified. One of the items in question is the Cash Reimbursement in Lieu of Health Benefits Resolution. She said this Resolution was adopted on October 12, 2009, but she is sending it to Attorney Pete Griggs for a final review. She clarified the fact that an eligible employee can choose to opt-out of our insurance during the open enrollment or if they are a new hire, but evidence of other credible insurance coverage has been secured. They would be reimbursed for the amount of their alternate health insurance coverage up to the amount of the insurance premium that the township pays for them.

Another item to be clarified is the Pro-Tech-Safety Maintenance Study Contract for up to \$17,580.00. The original approval did not state what account would fund this cost. After discussion, the Trustees agreed that it should be paid from the General Fund.

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**Res. 282-09: Approve Setting Up an Account in the General Fund to Pay for the Pro-Tech-Safety Invoices up to \$17,580.00 for the Maintenance Study Contract**

Mr. Spanovich moved to approve setting up an account in the General Fund to pay for the Pro-Tech-Safety invoices up to \$17,580.00 for the Maintenance Study Contract. Mr. Angelou seconded. All voted yea. Motion carried.

The Fiscal Officer said that Shira Sons Painting Company was approved to do renovation work at 485 Rocky Fork Blvd. also known as the Annex for \$14,607.95. Additional work was work needed due to damage that was unforeseen that totaled \$4,447.88. The Trustees agreed that this work was necessary and should be paid.

**Res. 283-09: Approve Paying Invoices Totaling \$4,447.88 from Shira Sons Painting Company for Necessary Additional Work at the Annex**

Mrs. Stewart moved to approve paying the invoices totaling \$4,447.88 from Shira Sons Painting Company for necessary additional work at the Annex. Mr. Angelou seconded. All voted yea. Motion carried.

**PROPOSED RESOLUTIONS (NEW BUSINESS)**

The Fiscal Officer said the Mouth of the Wolf Productions's request to use the Meeting Room for a Children's Theatre Program was placed on hold at the last meeting for additional information. Because they charge for the children's acting classes, the Trustees do not consider this organization to be non-profit and should be charged an hourly rate on a one time trial basis. If all our guidelines were met, they could then apply to use it on a regular basis.

**Res. 284-09: Approve the Use of the Meeting Room by Mouth of the Wolf Productions on a One Time Trial Basis and Charged as a Profit Organization Until it is Determined They Meet All Our Guidelines**

Mr. Spanovich moved to approve the use of the Meeting Hall by Mouth of the Wolf Productions on a one time trial basis. They will be charged as an hourly rate and further usage will be determined if our guidelines are met. Mrs. Stewart seconded. All voted yea. Motion carried.

Mrs. Stewart said one of the groups using the Meeting Room was using the outside for activities without our knowledge which may have resulted in concerns from neighbors. The Trustees agreed that the guidelines for the Meeting Hall should be updated to state the usage does not include the outside without identifying exterior needs.

**IT** – It was agreed the Contracts for the IT Network should include \$1325.00 for Keytel Systems and \$1425.00 for Affiliated.

**Res. 285-09: Approve Contracts for IT Network Should Extend to Include \$1325.00 for Keytel Systems and \$1425.00 for Affiliated**

Mrs. Stewart moved to approve Contracts for IT Network should extend to include \$1325.00 for Keytel Systems and \$1425.00 for Affiliated. Mr. Spanovich seconded. All voted yea. Motion carried. (See Referral File)

**SERVICE** – Calvin McKnight presented the Board with the following items for approval:

**Res. 286-09: Approve Sidewalk Leveling & Caulking at Township Building by A-1 Concrete Leveling for \$3200.00**

Mr. Angelou moved to approve sidewalk leveling and caulking at the Township Building by A-1 Concrete Leveling for \$3200.00. Mrs. Stewart seconded. All voted yea. Motion carried.

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**Res. 287-09: Approve Purchasing Lot 36, Section M, Block 3, Grave #4 Requested by Demetrice Cross-Battle for the Sum of \$400.00**

Mr. Angelou moved to approve purchasing Lot 36, Section M, Block 3, Grave #4 as requested by Demetrice Cross-Battle for the sum of \$400.00. Mrs. Stewart seconded. All voted yea. Motion carried.

**Res. 288-09: Approve Used 2008 John Deere Gator Utility Vehicle for the Cemetery from J.D. Equipment for \$3900.00 With Cushman Truckster Trade-in**

Mr. Angelou moved to approve a used 2008 John Deere Gator utility vehicle for the Cemetery from J.D. Equipment for \$3900.00 with Cushman Truckster Trade-in as recommended by Calvin McKnight. Mrs. Stewart seconded. All voted yea. Motion carried.

Calvin McKnight reported a statue was stolen from the Mifflin Cemetery and the Gahanna Police took a report.

**POLICE** – Chief Pocock reported we have another wrecked cruiser where the officer was not at fault. The other driver’s insurance company will be paying for the repair.

Steve Blake said he has been working on the arson fire of the building on Westerville Road which contained several Somali owned businesses. The demolition is scheduled for the middle of November.

**FIRE** – Chief DeConnick presented the Board with the following items for approval:

**Res. 289-09: Approve Testing Software for SCBA’s & Hoses & Tool Kit from Finley Fire Equipment for a Total of \$2,928.00**

Mr. Spanovich moved to approve Purchase Request #11.01.09 for functional testing software for Scott SCBA’s and hoses & tool kit from Finley Fire Equipment for a total of \$2,928.00 as recommended by Chief DeConnick. Mrs. Stewart seconded. All voted yea. Motion carried.

**Res. 290-09: Approve Request for Lt. Strohmeyer to Attend SCBA Technician Training in Monroe, North Carolina from December 1-3, 2009 for Expenses Totaling up to \$1,013.20**

Mr. Spanovich moved to approve the request for Lt. Strohmeyer to attend SCBA Technician Training in Monroe, North Carolina from December 1-3, 2009 for expenses totaling up to \$1,013.20 as recommended by Chief DeConnick. Mrs. Stewart seconded. All voted yea. Motion carried.

**Res. 292-09: Approve Contract with MED3000 for EMS Billing for a Three Year Period Effective January 1, 2010**

Mrs. Stewart moved to approve a Contract with MED3000 for EMS Billing for a three year period effective January 1, 2010 as recommended by Chief DeConnick. Mr. Spanovich seconded. All voted yea. Motion carried.

**Res. 291-09: Approve MED3000 EMS Reporting Software for \$13,320.00**

Mrs. Stewart moved to approve MED3000 EMS Reporting Software for \$13,320.00 which is necessary for the change to MED3000 for EMS billing purposes as recommended by Chief DeConnick. Mr. Spanovich seconded. All voted yea. Motion carried.

MBI, who is currently handling our EMS billing, will be sent a 30-day notice.

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**Res. 293-09: Approve (3) Tablet Computers for EMS Patient Information Data Storage with Vehicle Cradle, 3-year Warranty & Installation from Data LTD, Inc. for a Total Cost of \$11,289.00**

Mrs. Stewart moved to approve Purchase Request #11.02.09 for Tablet Computer for EMS patient information data storage with vehicle cradle, 3-year warranty and installation from Data Ltd, Inc. for a total cost of \$11,289.00 as recommended by Chief DeConnick. Mr. Spanovich seconded. All voted yea. Motion carried.

Mr. Spanovich signed off on the request of Chief DeConnick to attend the Fire Safety Inspector continuing education course on November 13, 2009 for \$25.00.

**Res. 294-09: Approve Service Credit Bonuses for Kain, Kirsop, Hoffman, Workman, Strohmeyer, Eing and Kauser from the Fire Department**

Mr. Spanovich moved to approve service credit bonuses for William Kirsop for \$500.00, Timothy Kain and John Eing for \$700.00/each and John Hoffman, George Workman, Jason Strohmeyer and Frederick Kauser for \$1100.00/each at the discretion of the Board and funds permitting as recommended by Chief DeConnick. Mrs. Stewart seconded. All voted yea. Motion carried.

Chief DeConnick said that Battalion Chief Taylor is overseeing the H1N1 vaccination. He also reported on the death of the Firefighter Wiggers' Mother.

**VISITOR COMMENT**

Dolly Hanning said that regarding the food baskets to be given out at Christmas, she is already lining up items for the food bank. The Trustees agreed to supplement the current funds in the community service fund account to a balance of \$5000.

**Res. 295-09: Approve Increasing Money Allocated for Township Food Bank to a balance of \$5000**

Mr. Spanovich moved to approve supplementing the current funds of the community service fund account to a balance of to \$5000. Mrs. Stewart seconded. All voted yea. Motion carried.

Mr. Spanovich said the Next Meeting is scheduled to be held on Monday, December 7, 2009 at 3:30 P.M. The Fiscal Officer reminded the Department Heads to have their Budgets ready.

**Res. 296-09: Move Into Executive Session**

Mr. Spanovich moved to go into executive session to discuss a personnel matter at 5:05 p.m. Mrs. Stewart seconded. All voted yea. Motion carried.

The Trustees came out of executive session at 6:10 p.m. and resumed regular session.

**Res. 297-09: Approve Appointing Michael Grossman as the Special Operations Chief as Per Description at a Rate of Pay to be Determined**

Mrs. Stewart moved to approve appointing Michael Grossman as Special Operations Chief for the MECC as per the description at a rate of pay to be determined. Mr. Spanovich seconded. All voted yea. Motion carried.

The Trustees agreed that in the absence of the Special Operations Chief, the Department Chief will preside. This will abolish the MECC Supervisor's position previously created.

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

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Joseph F. Spanovich, Chairman

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Nancy M. White, Fiscal Officer