

# RECORD OF PROCEEDINGS

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

Held

**NOVEMBER 5,**

**2012**

Chairman 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:     Tim Taylor                     Fire Chief  
                              Michael Pocock             Police Chief  
                              D.J. Tharp                   Service Director  
                              Becky Kadel                 HR Director

## **CONSENT AGENDA**

### **Res. 276-12: Approve Minutes of October 16, 2012 and October 31, 2012**

Mrs. Stewart moved to approve the minutes of the October 16, 2012 and October 31, 2012 meetings. 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. Notices were received from Franklin County Public Health regarding violations at 2330 Rankin Ave., 2493 N. Ferris Park Dr., 2409 Mecca Rd., 2383 Mecca Rd., 2129 Aberdeen Ave., 2823 Berrell Ave., 2820 Berrell Ave. and 3029 Perdue Ave., giving the owners a deadline to correct the violations or charges may be filed.
2. A Notice for Filing of Annexation Petition was received to annex 1.3 acres, more or less, in Mifflin Township at 2848 Johnstown Rd. to the City of Columbus.
3. Reports are available from the meeting the Fiscal Officer and HR Director had with Andy Frank from Avizent Frank Gates regarding discounts that we may access as we qualify for Group Rating for 2012.
4. The November Newsletter of the Ohio Township Association, Grassroots Clippings, was received with an article on the Winter Conference schedule at the end of January, 2013 and several informative articles for Townships. (See Referral File)
5. The Ohio Township News was received for November/December 2012 with an article on Competitive Bidding for Townships which the Fiscal Officer gave to the Trustees and Department Heads. (See Referral File)
6. The Fiscal Officer said she also received an Intergovernmental Agreement for Shared Information Technology between Truro Township and Violet Township as it relates to us doing VOIP which she will copy for everyone.
7. Information was received from First Energy regarding our electric service through AEP. According to their quote, in the next 36 months we could save \$56,412.00 by going through them for electric service. The Trustees asked that this be held for the next meeting for further review. (See Referral File)

**FISCAL OFFICER'S REPORT** – Nancy White presented the Trustees with copies of communications from OPERS and OPFPF regarding employee and employer retirement contributions for the period 2013 – 2015. The OPERS Law Enforcement rate only will increase at the beginning of 2013 and all others will remain the same. The OPFPF member contribution rate will increase on July 2, 2013. She said that as the Township currently picks up the employee retirement contribution for all full-time employees, a decision should be made prior to these changes if this practice will be continued. The Trustees agreed that they would like to see figures on how much additional this would cost the Township. Mr. Spanovich said that we also need to start thinking about health insurance costs for next year and overtime costs along with possible salary increases. (See Referral File)

The Fiscal Officer said we were not able to go live with our new Software Accounting but she should know the status in the next day or two.

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**IT** – Mrs. Stewart said that a recommendation was presented at the last meeting to upgrade the Township Website with Revize for \$3,920.00. She said it was discussed at the last IT Meeting and she agrees with the recommendation as stated in the October 31, 2012 memo from Chief Taylor.

**Res. 277-12: Approve Upgrading Township Website with Revize with Enhanced Benefits as Presented in the Memo From Chief Taylor for \$3,920.00**

Mrs. Stewart moved to approve upgrading the Township Website with Revize with enhanced benefits as presented in the memo dated October 31, 2012 from Chief Taylor for \$3,920.00. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

**SERVICE** – D. J. Tharp said that we purchased 14 new large trees for the Cemetery and had eight burials and sold eight graves last month. He said that his Department is trying to get the alleys and ditch lines mowed and is waiting for more dry weather. He said we should learn the status of road salt at the meeting being held at the Engineer's Office this Thursday.

The Fiscal Officer said the Service Department repaired some interior lighting in the Township Building last week. Mrs. Stewart asked Mr. Tharp to look into the Veterans Project which they discussed and give a recommendation at the next meeting if this is something we should do. D.J. Tharp advised the Trustees that he will be on Jury Duty next week.

**POLICE/CODE** – Chief Pocock said he has been working closely with the County Code officer, Joe Bailey to handle Code complaints in Mifflin Township. He said he contacted Mr. Lay who was at the last meeting to issue a complaint about the condition of his neighbor's property next door to him on Perdue to let him know he is doing what he can but it is a slow process. Steve Blake will be returning to work on November 12<sup>th</sup> to do light duty Code Enforcement work. Chief Pocock said Officer Blake will let him know if a property needs inspected and pictures taken and he will do it for him. Chief Pocock requested permission to do an internal investigation regarding a potential disciplinary matter.

**Res. 278-12: Approve Chief Pocock's Request for an Internal Investigation of a Potential Disciplinary Matter**

Mr. Angelou moved to approve Chief Pocock's request for an internal investigation of a potential disciplinary matter. Mrs. Stewart seconded. All voted yea. Motion carried.

Chief Pocock said they had three arrest warrants on Mecca which turned into solving a large burglary case for the whole county and we are storing some of the stolen property at this time until we find out who the victims are. The Chief also reported that he has been meeting with the Fiscal Officer who has been a big help to him on the Police budget.

**FIRE** – Chief Taylor presented the following requests for approval:

**Res. 279-12: Approve Lane Bulldog Wall-Saver Chairs (15) from Kittle's Home Furnishings for a Total of \$10,500.00**

Mr. Spanovich moved to approve Req. #10.31.2012 FD for 15 Lane Bulldog Wall-Saver Chairs from Kittle's Home Furnishings for a total of \$10,500.00. Mrs. Stewart seconded. All voted yea. Motion carried.

**Res. 280-12: Approve Repair and/or Replacement of Fire Hydrants in the Unincorporated Area of Mifflin Township by Central Ohio Hydrant Repair for \$14,045.00**

Mr. Spanovich moved to approve Req. #11.01.2012 FD.1 for repair and/or replacement of fire hydrants in the unincorporated area of Mifflin Township by Central Ohio Hydrant Repair for \$14,045.00. Mr. Angelou seconded. All voted yea. Motion carried.

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Mr. Spanovich signed off on CAP-Lab at Wright State University training for Clay DeCantis and Brad Crosson for a cost of \$50.00 each and Brandon Wogan for Haz-Mat Training at CDP, Anniston, AL at no cost to the Township.

**Res. 281-12: Approve Request to Allow David Brizius to Drive Department Tow Vehicle to Tow Fire Prevention Education Trailer in Performance of His Contract Duties with Mifflin Township**

Mrs. Stewart moved to approve request to allow David Brizius to drive the Department tow vehicle to tow the Fire Prevention Education Trailer in performance of his contract duties with Mifflin Township. Mr. Spanovich seconded. All voted yea. Motion carried.  
(See Referral File)

**Res. 282-12: Approve Paying Invoice from Pro-Tech-Safety for September 2012 in the Amount of \$2,460.00 Contingent Upon Approval from Prosecutor’s Office**

Mrs. Stewart moved to approve paying the invoice from Pro-Tech-Safety for September 2012 in the amount of \$2,460.00 contingent upon approval from the Prosecutor’s Office. Mr. Spanovich seconded. All voted yea. Motion carried.

Chief Taylor said that regarding the renewal of David Brizius’ 30-Day Consulting Contract, he will have a new contract for one year to present at the next meeting at the request of the Trustees. The Trustees also agreed to hold the invoice from David Brizius for Creative Safety Solutions in the Amount of \$4,100.00 for the next meeting.

**Res. 283-12: Move Into Executive Session**

Mrs. Stewart moved to approve going into executive session at 11:00 a.m. to discuss a disciplinary action of a public employee. Mr. Spanovich seconded. All voted yea. Motion carried.

The Trustees came out of executive session at 12:30 p.m. and there being no further business, Mrs. Stewart 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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Richard J. Angelou, Vice Chairman

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Lynn M. Stewart, Trustee

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Nancy M. White, Fiscal Officer

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The Trustees approved the November 2, 2012 payroll warrants for the period of October 14, 2012 through October 27, 2012 and the November 16, 2012 payroll warrants for the period of October 28, 2012 through November 10, 2012. Copies are on file with the Fiscal Officer

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