

# RECORD OF PROCEEDINGS

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

**Held** **NOVEMBER 7,** **2011**

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

## **CONSENT AGENDA**

### **Res. 247-11: Approve Minutes of October 18, 2011**

Mr. Spanovich moved to approve the minutes of the October 18, 2011 meeting. Mr. Angelou seconded. All voted yea. Motion carried.

**TRUSTEES' COMMENTS** – Mr. Angelou said there will be victory celebration at the Creekside Café for himself and hopefully his wife and everyone is invited.

## **CORRESPONDENCE**

The Fiscal Officer presented the following correspondence to the Board:

1. A letter was received from Pastor Bob Moore of the New Beginning Columbus Church who meet at the Golf Course Clubhouse every Sunday. They are requesting permission to put a sign on the corner of 62 & Olde Ridenour Rd. with an arrow pointing toward the clubhouse to help people find them on Sunday morning. They take the sign down after church is over. The Trustees said they have no problem with the sign as long as it is not on church property and is on the City of Gahanna easement. (See Referral File)
2. A Media Release was issued by the Emergency Management Agency that FEMA and FCC will conduct a Nationwide test of the Emergency Alert System on Wednesday, November 9, 2011 at 2:00 p.m.
3. The OPERS Employer Notice for October was received listing the contribution rates certified for 2012. The 2012 employee and employer contribution rates will be:

<b><u>Employee</u></b>		<b><u>Employer</u></b>	
State	10.00%	State	14.00%
Local	10.00%	Local	14.00%
Public Safety	11.50%	Public Safety	18.10%
Law Enforcement	12.10%	Law Enforcement	18.10%

The Fiscal Officer said she received an e-mail from the Franklin County Treasurer's Office regarding a Land Bank presentation. They want to meet with the Fiscal Officers and Treasurers of the Townships, Villages and Municipalities to talk about a Land Bank. It is being proposed that there be an increase of 2 ½% to 5% on top of the current DTAC Fee to help fund their Land Bank. If there is a property we do not want to go to the Sheriff Sale they could forgive the unpaid tax lien on it and help with a rehab or tearing it down. There are still some unanswered questions regarding this program.

## **PROPOSED RESOLUTIONS-CONSENT AGENDA (NEW BUSINESS):**

**ADMIN** – The Fiscal Officer presented the following for approval:

### **Res. 248-11: Approve Meeting Hall Rental Request of Relay for Life for November 10, 2011 from 6:00 – 7:30 p.m. Under Non-Profit Guidelines**

Mr. Spanovich moved to approve the Meeting Hall Rental Request of Relay for Life for November 10, 2011 from 6:00 – 7:00 p.m. under the non-profit guidelines. Mr. Angelou seconded. All voted yea. Motion carried.

Mr. Spanovich said we are working on a new rental agreement that will include charging a fee for the use of the meeting hall that will begin next year.

The Fiscal Officer said that there is usually a need at this time of year to transfer funds to meet obligations as listed in her memo of November 4, 2011. She is also recommending transferring \$20,000 from the General Fund to the Police Fund to meet their expenses for the remainder of 2011. Mr. Angelou said they have had several resignations resulting in a large amount of overtime being paid.

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**Res. 249-11: Approve Transfers as Listed in November 4, 2011 Memo and Transfer of \$20,000 from General Fund to Police Fund to Meet Expenses for Remainder of 2011**

Mr. Spanovich moved to approve the transfers as listed in the November 4, 2011 memo and the transfer of \$20,000 from the General Fund to the Police Fund to meet expenses for the remainder of 2011 as recommended by the Fiscal Officer. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Mr. Angelou said we may need to revisit additional funding needed for the Police Department. The money is to be repaid per their schedule over a five year period. The Fiscal Officer said she will have another report by the next meeting and have additional reports every two weeks on their status.

The Fiscal Officer asked that the Trustees set a deadline for submission of the 2012 Budgets from the Department Heads. The Trustees set December 5, 2011 Staff Meeting as the deadline.

The Fiscal Officer said that representatives from UnitedHealthcare will be here on November 9<sup>th</sup> and 17<sup>th</sup> to meet with employees by appointment who would like to discuss any issues they may be having with their medical bills.

**SERVICE** – D.J. Tharp presented the following items for approval:

**Res. 250-11: Approving Bereavement Leave for Jack Hibbler Who Did Not Take Any Time Off When His Father Died on July 13, 2011 in Florida and Would Now Like to Attend Services Scheduled for His Father in Florida At This Time**

Mr. Angelou moved to approve Bereavement Leave for Jack Hibbler who did not take any time off when his Father died on July 13, 2011 in Florida and would now like to attend services scheduled for his Father in Florida at this time. Mr. Spanovich seconded. All voted yea. Motion carried.

**Res. 251-11: Approve Trading Original Grave Lots Purchased by Shirley F. Oney to Lot 11, Section M, Block 5, Graves 9 & 10 Due to a Bookkeeping Mix-up and the Disinterment of Her Mother to One of the New Grave Locations**

Mr. Spanovich moved to approve trading the original grave lots purchased by Shirley F. Oney to Lot 11, Section M, Block 5, Graves 9 & 10 due to a bookkeeping mix-up and the disinterment of her Mother to one of the new grave locations. Mr. Angelou seconded. All voted yea. Motion carried.

**Res. 252-11: Approve Trading In the John Deere Gator Used in the Cemetery for a Heavier Duty Unit from JD Equipment for a Total Due of \$1980.00 with a \$5000.00 Trade-in Allowance**

Mr. Spanovich moved to approve Req. #2011-10 to trade in the John Deere Gator used in the Cemetery for a heavier duty unit from JD Equipment for a total due of \$1980.00 with a \$5000.00 trade-in allowance. Mr. Angelou seconded. All voted yea. Motion carried.

D.J. Tharp reported that the 25 mph Speed Limit Strictly Enforced sign was installed on Rankin November 3, 2011. Also, the Genessee Avenue work has been completed and is now open.

**CODE ENFORCEMENT** – Steve Blake said he included the Demolition Participation Agreement for the \$15,000 grant in the agenda packet which needs to be signed by the Trustees and also a copy of the Township Procedures (See Referral File)

CEO Blake said that a resolution is needed for the three properties he is asking to be removed under the County Demolition Program which are 2116 Myrtle Ave., 2096 Minnesota Ave. and 2326 Melrose Ave. He said he was told that possibly there could be more money available in the future.

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**Res. 253-11: Approve Resolution for the Removal of 2116 Myrtle Ave., 2096 Minnesota Ave. and 2326 Melrose Ave. Under the County Demolition Program Contingent on Funding Being Available for All Three Properties**

Mr. Angelou moved to approve the above Resolution for the removal of 2116 Myrtle Ave., 2096 Minnesota Ave. and 2326 Melrose Ave. under the County Demolition Program contingent on funding being available for all three properties. Mr. Spanovich seconded. All voted yea. Motion carried. (See Referral File)

**POLICE** – Chief Pocock presented the following to the Board for approval:

**Res. 254-11: Approve Longevity Pay for Police Sgt. Carl E. Johnson**

Mr. Angelou moved to approve longevity pay for Police Sgt. Carl E. Johnson. Mr. Spanovich seconded. All voted yea. Motion carried.

**Res. 255-11: Approve Accepting the Resignation of Reserve Officer Ryan S. Meeks**

Mr. Angelou moved to approve accepting the resignation of Reserve Officer Ryan S. Meeks per his request. Mr. Spanovich seconded. All voted yea. Motion carried.

Chief Pocock said the Police Station Renovation project is still coming in under budget. The generator is on backorder but should be coming soon.

**FIRE** – In the absence of Chief DeConnick, Deputy Chief Kauser presented the Board with the following:

**Res. 256-11: Approve Extended Premium Care Warranty Program for the New Battalion Vehicle from Dick Masheter Ford for \$4,010.00**

Mr. Spanovich moved to approve Req. #11.01.11 for an Extended Premium Care Warranty Program for the new Battalion Vehicle from Dick Masheter Ford for \$4,010.00. Mr. Angelou seconded. All voted yea. Motion carried.

Mr. Spanovich signed off on the request to send Lt. Jason Strohmeier to attend a Draeger Safety Level II Service Technician Recertification Training class in Pittsburgh on December 13, 2011 for a total cost of \$712.45.

Deputy Chief Kauser said that on October 20<sup>th</sup> the Fire Department had a full scale exercise here in Gahanna.

Deputy Chief Kauser said that the Department was asked at the last meeting to give the Board some higher level feedback about what they have going on. He said that this will be a start of talking strategically to the Board and the plan is to present the five-year plan items every other meeting and to keep them to three pages or less. He said they hope not to put them in the packets but work through them together at a staff meeting. He said that he will be presenting the five-year plan to the Fire personnel so they will know what the future looks like. He said that by November 15<sup>th</sup>, they will present a preliminary budget based on the strategic planning and by December 5<sup>th</sup>, they will present their final budget.

Deputy Chief Kauser said the next item on his list to discuss today is EMS transport services which includes staffing and the replacement of medics. The purchase of a new medic was one of the levy promises. He said the Fire Department is preparing to improve emergency medical services capabilities by staffing a second paramedic ambulance on a full time basis. One of the present medics is now out of service so it is felt by the Department that there is a need to purchase two medics as proposed at a previous meeting for \$181,959.88/each. He said there is additional loose equipment needed to equip the vehicles of approximately \$25,000.00. Deputy Chief Kauser said the total outlay to be budgeted would be \$662,363.00 with part coming from the 10-A account and part from the EMS reimbursement account so the taxpayers are only funding about half of this. He said they will be proposing and budgeting for the purchase of additional vehicles in 2013 but plan to be very conservative and

