

# RECORD OF PROCEEDINGS

Minutes of

**MIFFLIN TOWNSHIP BOARD OF TRUSTEES**

Meeting

**Held**

**December 5,**

**2016**

Chairman Spanovich called the Regular Meeting to order at 10:00 a.m. with Mr. Angelou and Mrs. Stewart and Fiscal Officer, Nancy White.

Also Present were:

Brian Dunlevy	Assistant Fire Chief
William Price	Police Chief
D.J. Tharp	Service Director
Becky Kadel	HR Director
Melissa Rapp	Public Information Officer
Rick Duff	Gahanna Resident
Minda McCoy	Mifflin Resident
Brookelyn Armstead	Mifflin Resident

Mr. Spanovich asked everybody present to take 20 seconds of silence in memory of Gail Gruel, the sister of Lynn Stewart, who passed away peacefully.

## **Res. 237-16: Approve the Minutes of November 7, 2016**

Mr. Angelou moved to approve the Minutes of November 7, 2016. Mrs. Stewart seconded. All voted yea. Motion carried.

## **Res. 238-16: Approve the Warrants for December 2016**

Mrs. Stewart moved to approve the Warrants for December 2016. Mr. Angelou seconded. All voted yea. Motion carried.

Fiscal Officer commented that the candidate's graduation ceremony was very nice and she received compliments from Mayor Kneeland and Councilwoman Angelou.

## **CORRESPONDENCE**

Fiscal Officer presented the following correspondence to the Board.

1. A letter was received from Franklin County Economic Development and Planning Department for the property at 2123/37 Denune Avenue for various violations.
2. Letters were received from Franklin County Public Health for the properties at 3888 Agler Road and 2523 Perdue Avenue for various violations.

## **FISCAL OFFICER**

Fiscal Officer received a 2017 Mosquito Contract from Franklin County Public Health informing us that they will extend their current contract with Vector Disease Control International for an additional year with a 1.5% price increase for the extension period.

## **Res. 239-16: Approve the 2017 Mosquito Contract with Franklin County Public Health**

Mrs. Stewart moved to approve the 2017 Mosquito Contract with Franklin County Public Health. Mr. Spanovich seconded. All voted yea. Motion carried. (See Referral File)

Fiscal Officer received a letter from the Department of Commerce Division of Liquor Control notifying Mifflin Township that all permits to sell alcoholic beverages in our political

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Subdivision will expire on February 1, 2017.

**Res. 240-16: No Objections to the Liquor License Renewals for Mifflin Township**

Mr. Spanovich moved to approve no objections to the liquor license renewals for Mifflin Township. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Fiscal officer requested to approve a pay increase for Christy Williamson at \$21.22 per hour effective December 4, 2016.

**Res. 241-16: Approve a Pay Increase for Christy Williamson at \$21.22 per hour Effective December 4, 2016**

Mr. Spanovich moved to approve a pay increase for Christy Williamson at \$21.22 per hour effective December 4, 2016. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Fiscal Officer presented the General Fund budget to the Trustees for review and if they have questions to please contact her.

**HR**

Becky Kadel presented the 2017 HR budget to the Trustees.

Becky Kadel said that the revised handbook has officially been entered into Lexipol and the first set of policies have been released to the employees. She also stated that she is currently working on a time and attendance policy, rehire policy, and a flex time policy that will be presented to the Trustees within the next couple of months.

**PIO**

Melissa Rapp presented her 2017 Budget and said per their discussion she will make some revisions.

Trustees gave Melissa Rapp a performance review and they will give her a pay increase at \$27.81 per hour effective December 4, 2016.

**Res. 242-16: Approve a Pay Increase for Melissa Rapp at \$27.81 Effective December 4, 2016**

Mrs. Stewart moved to approve a pay increase for Melissa Rapp at \$27.81 effective December 4, 2016. Mr. Spanovich seconded. All voted yea. Motion carried.

Melissa Rapp reported that December 21<sup>st</sup> will be the designated day to distribute approximately 30 Christmas hams in the unincorporated area.

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### IT

The next meeting is scheduled for December 7<sup>th</sup> at 10:00 a.m. Fiscal Officer suggested that a representative from MAPSYS attend our meeting to give us an update on Office 365.

### VISITOR COMMENTS

Minda McCoy shared her gratitude for the police department, fire department and the service department. She is now retired and offered her assistance to support Mifflin Township and the community.

### SERVICE

DJ Tharp presented the 2017 Budget to the Trustees.

DJ Tharp requested to approve indigent burial funds for Robert Laverty who resided at 244 Prince of Wales Drive in Gahanna. He recommended that we pay the \$750.00 to Ohio Cremation and Memorial Society.

### **Res. 243-16: Approve to Pay Indigent Burial Funds for Robert Laverty in the Amount of \$750.00**

Mrs. Stewart moved to approve to pay indigent burial funds for Robert Laverty in the amount of \$750.00. Mr. Spanovich seconded. All voted yea. Motion carried. (See Referral File)

DJ Tharp informed the Trustees that he will be getting prices to replace the generator at the service department facility. He said it is the oldest generator in the township, is undersized and has failed to provide backup service twice in the last 30 days. DJ Tharp said this generator powers the switches for the phones and internet in the Township building, Station 134 and Service Department.

### POLICE

Chief Price requested to approve the resignation of Adam James effective November 21, 2016.

### **Res. 244-16: Approve the Resignation of Adam James Effective November 21, 2016**

Mr. Angelou moved to approve the resignation of Adam James effective November 21, 2016. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

Chief Price requested to approve the resignation of Conner Kline effective December 30, 2016.

### **Res. 245-16: Approve the Resignation of Conner Kline Effective December 30, 2016**

Mr. Angelou moved to approve the resignation of Conner Kline effective December 30, 2016. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

Chief Price requested approval to renew the 2017 Franklin County DUI Contract.

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**Res. 246-16: Approve to Renew the 2017 Franklin County DUI Contract**

Mr. Angelou moved to approve to renew the 2017 Franklin County DUI Contract. Mrs. Stewart seconded. All voted yea. Motion carried.

Chief Price presented the monthly stats for October to the Trustees.

**FIRE**

Chief Dunlevy presented the 2017 Budgets for Fire and EMS to the Trustees.

Chief Dunlevy requested to approve Physio-Control annual maintenance Contract for \$17,101.44.

**Res. 247-16: Approve Physio-Control Annual Maintenance Contract for \$17,101.44**

Mrs. Stewart moved to approve Physio-Control annual maintenance contract for \$17,101.44. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Chief Dunlevy requested to approve a retroactive repair of Engine 132 for \$5,755.00.

**Res. 248.16: Approve a Retroactive Repair of Engine 132 for \$5,755.00**

Mrs. Stewart moved to approve a retroactive repair of Engine 132 for \$5,755.00. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

**MECC**

Chief Dunlevy presented the 2017 MECC budget for review.

Chief Dunlevy requested approval to transfer existing appropriated funds from MECC operating expenses to MECC personnel expenses.

**Res. 249-16: Approve to Transfer Existing Appropriated Funds from MECC Operating Expenses to MECC Personnel Expenses**

Mrs. Stewart moved to approve to transfer existing appropriated funds from MECC operating expenses to MECC personnel expenses. Mr. Spanovich seconded. All voted yea. Motion carried.

Chief Dunlevy request to appropriate \$50,000 of previously certified but unappropriated funds to personnel expenses.

**Res. 250-16: Approve to Appropriate \$50,000 of Previously Certified but Unappropriated Funds to Personnel Expenses**

Mrs. Stewart moved to approve to appropriate \$50,000 of previously certified but unappropriated funds to personnel expenses. Mr. Spanovich seconded. All voted yea. Motion carried.

