

# RECORD OF PROCEEDINGS

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

**Held**

**DECEMBER 18,**

**2012**

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
Michael Pocock	Police Chief
D.J. Tharp	Service Director
Steve Blake	Code/Police Officer
Becky Kadel	HR Director
Senior Government Students from Gahanna Lincoln High School (See Referral File)	

Chairman Spanovich said he would like to take this opportunity to express his feelings as a former educator regarding the loss of 20 children and 6 adults at Sandy Hook Elementary School. He said may their souls and all the souls of the faithful that have departed rest in peace. He asked for 20 seconds of silent meditation that we can feel the pain that the parents, the community itself and the nation are suffering at this time.

## **CONSENT AGENDA**

### **Res. 308-12: Approve Minutes of December 3, 2012**

Mr. Angelou moved to approve the minutes of the December 3, 2012 meeting. Mrs. Stewart seconded. All voted yea. Motion carried.

**TRUSTEES' COMMENTS** – Mr. Angelou wished everybody a Merry Christmas and a dedication to loved ones and really cherish what we have because it can be taken from us very quickly if we are not careful.

## **CORRESPONDENCE**

The Fiscal Officer presented the following correspondence to the Board:

1. Several letters were received from Franklin County Public Health regarding violations at 2052 Loretta Ave., 3008 Woodland Ave. and an extension granted for 2299 Agler Rd. If the properties are not brought into compliance by a designed date, legal action may be taken.
2. The letter from Attorneys Loveland & Brosius requesting a resolution to do business with their firm for 2013 was placed on hold from the last meeting. The Fiscal Officer said this is not a contract, but a declaration that we will do business with them from time to time as needed.

### **Res. 309-12: Approve Resolution to Employ Attorneys Loveland & Brosius from Time to Time as Needed for 2013 as Presented**

Mrs. Stewart moved to approve a resolution to employ Attorneys Loveland & Brosius from time to time as needed for 2013 as presented. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

3. An e-mail was received from Architect Rich Pontius in response to a letter from the attorney for Robertson Construction regarding finalization of the Fire Station Improvements Project. This was placed on hold for the next meeting

Mr. Spanovich said that the Organizational Meeting will be scheduled for Thursday, January 3, 2013 at 10:00 a.m. After the organizations meeting, Sean Sprouse and a representative from YourQuest will be present to meet after the conclusion of the meeting at 11:00 a.m. to discuss the Health Insurance for 2013. He said that according to all reports, the rates for Health Insurance will be increasing next year so adjustments will need to be made.

## RECORD OF PROCEEDINGS

Minutes of *MIFFLIN TOWNSHIP BOARD OF TRUSTEES* Meeting

Held

DECEMBER 18,

2012

**FISCAL OFFICER'S REPORT** – Nancy White said that at the end of the year we are always transferring money within each fund and she asked for the authority to make the necessary transfers to be able to finish off the year as it relates to payroll and other expenses.

**Res. 310-12: Approve Authorizing the Fiscal Officer to Make Transfers Within Funds as Needed for the Remainder of the Year to Meet Payroll and Pay Bills**

Mrs. Stewart moved to approve authorizing the Fiscal Officer to make transfers within funds as needed for the remainder of the year to meet payroll and pay bills. Mr. Spanovich seconded. All voted yea. Motion carried.

The Fiscal Officer said that we have set up the line items in the MECC Capital Projects for the CAD System Grant. The account for the matching funds has been set up, but the actual Grant line item will not be set up until after the first of the year. She said she may need a brief meeting next week after everything is pretty much finalized to see if there are amended appropriations that need to be submitted to the County Auditor's Office as it relates to appropriations. She said if a meeting is needed to amend the appropriations, she would like to meet on Thursday, December 27<sup>th</sup> at 10:00 a.m. and it should only take about 30 minutes.

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

**ADMIN** – Mr. Spanovich asked about the status of the OAPFF 457 Plan which was on hold from the last meeting to clarify the amendment document. The Fiscal Officer said she called Security Benefit and they did not return her call. The Fiscal Officer said she will send a copy of the amendment document to all those in the plan and ask for their input.

**IT** – Mrs. Stewart said that at the IT meeting last week, it was determined that the new server has not increased the access speed for the Police Department. Chief Taylor said that Keytel has not remedied the situation, but they are working on it.

**SERVICE** – D.J. Tharp presented the Board with three HVAC Maintenance Proposals for all of our facilities. He said he is recommending Quality Air as we have used them for a number of years with good service and they also quoted the lowest price.

**Res. 311-12: Approve Contracting with Quality Air for HVAC Maintenance on All Township Facilities as Presented for a Total of \$5,880.00 per Year**

Mr. Angelou moved to approve contracting with Quality Air for HVAC Maintenance on all Township facilities as presented for a total of \$5,880.00 per year. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

**CODE ENFORCEMENT** – Steve Blake said he has had four properties demolished so far and two more that will be done before the end of the year. He said he is requesting a resolution to submit 2189 Agler Rd. and 2219 Agler Road for demolition to the Franklin County Nuisance Abatement Demolition Program's remaining funds for 2012. This would be paid under the County program with no cost to Mifflin Township.

**Res. 312-12: Approve Resolutions to Submit 2189 Agler Rd. and 2219 Agler Rd. for Demolition Under the Franklin County Nuisance Abatement Demolition Program's Remaining Funds for 2012 at No Cost to the Township**

Mr. Angelou moved to approve Resolutions to submit 2189 Agler Rd. and 2219 Agler Rd. for demolition under the Franklin County Nuisance Abatement Demolition Program's remaining funds for 2012 at no cost to the Township. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

**POLICE** – Chief Pockock said regarding the shootings and 15 arrests at 2224 Rankin Ave. that was discussed at the last meeting, Steve Blake has done a great job working with the property owner and they have evicted the people and that house is no longer a player in the gang war.

## RECORD OF PROCEEDINGS

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

Held

**DECEMBER 18,**

**2012**

Mr. Spanovich welcomed the students from Gahanna Lincoln High School and introduced the Trustees, Department Heads and HR Director. Mr. Angelou pointed out that we have pamphlets for them to take with them on the History and Functions of Townships.

**FIRE** – Chief Taylor presented the following to the Board for approval:

**Res. 313-12: Approve Transfer of \$12,345.00 from 28-A-1 to 28-A-5 Allowing for the Purchase of EMS Equipment for the New EMS Transport Vehicles on Order**

Mrs. Stewart moved to approve the transfer of \$12,345.00 from 28-A-1 to 28-A-5 allowing for the purchase of EMS equipment for the new EMS Transport vehicles on order. Mr. Spanovich seconded. All voted yea. Motion carried.

**Res. 314-12: Approve Portable Suction Units for New Medics from Bound Tree Medical for a Total of \$1,973.68**

Mr. Spanovich moved to approve Req. #12.13.2012.FD1 for portable suction units for new medics from Bound Tree Medical for \$1,973.68. Mrs. Stewart seconded. All voted yea. Motion carried.

**Res. 315-12: Approve Cot & Stair Chair for New Medics from Bound Tree Medical for a Total of \$8,279.18**

Mr. Spanovich moved to approve Req. #12.13.2012.FD2 for a cot and stair chair for new medics from Bound Tree Medical for \$8,279.18. Mrs. Stewart seconded. All voted yea. Motion carried.

**Res. 316-12: Approve Life Pack 15 Brackets for New Medics from Bound Tree Medical for a Total of \$1,757.60**

Mr. Spanovich moved to approve Req. #12.13.2012.FD3 for Life Pack 15 Brackets for new medics from Bound Tree Medical for \$1,757.60. Mr. Angelou seconded. All voted yea. Motion carried.

**Res. 317-12: Approve Thermometers for New Medics from Bound Tree Medical for a Total of \$1,148.94**

Mr. Spanovich moved to approve Req. #12.13.2012.FD4 for Welch Allen Thermometers for the new medics from Bound Tree Medical for a total of \$1,148.94. Mrs. Stewart seconded. All voted yea. Motion carried.

**Res. 318-12: Approve Video Laryngoscope for New Medics from Bound Tree Medical for a Total of \$1,443.95**

Mr. Spanovich moved to approve Req. #12.13.2012.FD5 for Video Laryngoscope for new medics from Bound Tree Medical for a total of \$1,443.95. Mrs. Stewart seconded. All voted yea. Motion carried.

**Res. 319-12: Approve Setting Up Two New Accounts for the Federal CAD Grant Project Within the MECC Capital Project Fund in the Amount of \$100,000.00 for the Matching Funds and \$798,896.00 to Receive the Federal Grant Funds**

Mrs. Stewart moved to approve setting up two new accounts for the Federal CAD Grant Project within the MECC Capital Project Fund in the amount of \$100,000.00 for the matching funds and \$798,896.00 to receive the Federal Grant Funds. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

## RECORD OF PROCEEDINGS

Minutes of *MIFFLIN TOWNSHIP BOARD OF TRUSTEES* Meeting

Held

DECEMBER 18,

2012

**Res. 320-12: Approve Promoting Firefighter Technician Joseph Zarbaugh to Firefighter Specialist Upon Receipt of All Necessary Paperwork to be Effective 12/23/12 at the Pay Rate per Memo Dated 12/14/12**

Mrs. Stewart moved to promote Firefighter Technician Joseph Zarbaugh to Firefighter Specialist upon receipt of all necessary paperwork to be effective on 12/23/12 at the pay rate per memo dated 12/14/12. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Mr. Spanovich signed off on the training requests of Galen Troyer and Patrick Ike to attend the Pediatric Advanced Life Support course for \$150.00/each.

Chief Taylor advised the Trustees that he would like to donate radio batteries to the Police Department as an inventory transfer as they are no longer compatible to the Fire radios as stated in the December 13, 2012 memo. (See Referral File)

**Res. 321-12: Approve Adding Firefighter Galen Troyer to the Fitness Incentive Bonus Testing Program Making Him Eligible for the \$1000 Bonus**

Mrs. Stewart moved to approve adding Firefighter Galen Troyer to the Fitness Incentive Bonus Testing Program making him eligible for the \$1000 bonus. Mr. Angelou seconded. All voted yea. Motion carried.

Mr. Spanovich said that it was suggested at the December 3, 2012 meeting that a policy be established for special events charges to offset the overtime we are paying for Gahanna events. Chief Taylor said the Fire Department is working on that now and will try to have something to present to the Board by March, 2013.

The Fiscal Officer said an official motion was not made to approve legal fees that are being incurred as a result of the CAD Project and the MOU but only a verbal approval was given.

**Res. 322-12: Approve Req. #12.18.2012.FD1 & Req. #12.18.2012.FD2 for the RFP Legal Review Services for the CAD Project by Attorney Guttman for Up To \$12,000.00**

Mrs. Stewart moved to approve Req. #12.18.2012.FD1 & Req. #12.18.2012.FD2 for RFP Legal Review Services for the CAD Project by Attorney Guttman for up to \$12,000.00. Mr. Angelou seconded. All voted yea. Motion carried.

**Res. 323-12: Approve MOU (Memorandum of Understanding) Legal Fees for \$6,000.00 as Recommended by Chief Taylor**

Mrs. Stewart moved to approve the MOU (Memorandum of Understanding) legal fees for \$6,000.00 as recommended by Chief Taylor. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Mr. Spanovich said for the record that the compensation for the Trustees and Fiscal Officer remained the same from 2008 up until 2013. He said salaries are established by the State Legislative Assembly who control what elected officials are paid.

Mr. Spanovich said the Ohio Township Association Annual Conference is scheduled for January 30, 2013 – February 2, 2013 at the Columbus Convention Center. He said there are a lot of interesting workshops that would be beneficial.

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

\_\_\_\_\_  
Joseph F. Spanovich, Chairman

\_\_\_\_\_  
Richard J. Angelou, Vice Chairman

\_\_\_\_\_  
Lynn M. Stewart, Trustee

\_\_\_\_\_  
Nancy M. White, Fiscal Officer

