

RECORD OF PROCEEDINGS

Minutes of

MIFFLIN TOWNSHIP BOARD OF TRUSTEES

Meeting

Held

December 1,

2014

Chairman Spanovich called the Regular 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

William Price

Police Chief

D.J. Tharp

Service Director

Becky Kadel

HR Director

Melissa Rapp

Public Information Officer

CONSENT AGENDA

Res. 252-14: Approve Minutes of November 18, 2014

Mr. Spanovich moved to approve Minutes of November 18, 2014. Mrs. Stewart seconded. All voted yea. Motion carried.

TRUSTEES COMMENTS

Mr. Spanovich requested an update on the food baskets. Melissa Rapp, PIO, reported to the Trustees that she is currently in the process of working with the manager at Kroger. They are willing to discount any of their Kroger products but that does not include the turkeys and hams. PIO is estimating 50-75 baskets for the township residents. The manager is presently working on the cost for each basket. Melissa Rapp said that she is creating a form that the resident will fill out to receive a basket. The distribution of these baskets will take place at the Mifflin Fire Department on a date that is to be determined.

CORRESPONDENCE

Fiscal Officer presented the following correspondence to the Board:

1. Letters were received from the Franklin County Economic Development & Planning Department for the properties at 2089 Denune Avenue and 2046 Loretta Avenue for various violations.
2. A letter was received from the Franklin County Public Health for 2nd Notice of Violation for the property at 2244 Rankin Avenue to take all necessary measures and means to immediately restore running water to the dwelling.

FISCAL OFFICER

Fiscal Officer requested an update from the Trustees on the progress of meeting with each department to discuss their budgets and if they wanted to finalize the budgets this month or wait to the beginning of next year. Fiscal Officer said that she sent a template to each department so that each budget will have a similar look. Once approved, the accounting system will accept this format and numbers can then be transferred to the accounting system eliminating manual entry. Fiscal Officer said that once she has received the budgets in the template she will have them available at the following meeting. Fiscal Officer informed the Trustees that the department heads were notified that purchasing will be cut off effective December 8, 2014. Fiscal Officer said that she is meeting with Steve Miller in January to go over our property, casualty and liability insurance for next year which renews March 1, 2015. The only increase that she anticipates is property value increases.

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ADMIN

HR

HR Director presented the 2015 renewal rates for dental, vision, and life. The only change is to our vision premium and it is minimal as we have reached the end of a 3-year price guarantee. She requested approval to renew all three plans effective January 1, 2015.

Res. 253-14: Approve the 2015 Renewal Rates for Dental, Vision and Life Effective January 1, 2015

Mrs. Stewart moved to approve the 2015 renewal rates for dental, vision and life effective January 1, 2015. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

HR Director reminded the department heads of the insurance meeting scheduled for December 16, 2014 at 2:30 p.m. Becky Kadel presented her 2015 budget to the Trustees.

PIO

Melissa Rapp presented the November 2014 media packet to the Trustees. She informed them that she will be attending the Franklin County EMA class on Thursday, December 4, 2014. She is also continuing to update and improve the Mifflin Township website.

SERVICE

DJ Tharp requested approval to file a \$300 tax lien on 2792 Perdue Avenue. The Service Department had to remove and dispose of a large pile of trash in the front yard.

Res. 254-14: Approve to File a \$300 Tax Lien on 2792 Perdue Avenue

Mr. Angelou moved to approve to file a \$300 tax lien on 2792 Perdue Avenue. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

DJ Tharp reported to the Trustees that at 2480 Mecca Road the storm water drains have failed causing the backyard to erode. He requested approval for Cyrus Concrete Construction to repair the storm water drains for \$23,450.00. After discussion, the Trustees approved this amount but requested that the Service Director attempt to share this expense with the property owner and the Franklin County Engineers Office.

Res. 255-14: Approve to Pay Cyrus Concrete Construction \$23,450.00 to Repair Storm-Water Drains Located at 2480 Mecca Road

Mr. Spanovich moved to approve to pay Cyrus Concrete Construction \$23,450.00 to repair storm-water drains located at 2480 Mecca Road. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

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DJ Tharp informed the Trustees that on November 22, 2014 somebody hit the cemetery fence during icy weather. He is waiting on an estimate from the contractor. DJ Tharp reported that on November 24, 2014, as Chuck Dauberman was backing up the chipper to a tree that had been blown down during the windstorm, another limb fell across the cab in the one ton smashing the windshield and damaging the hood and fender. The truck is currently at A-1 Body Shop.

POLICE

Chief Price presented the detailed police runs to the Trustees.

FIRE

Chief Taylor requested approval to pay Flora's Diesel Repair Service \$2,149.85 to repair gas regulator valve on L131, \$1,935.05 to replace brakes on 1989 Arrow, and \$2,080.00 to Knox for key retention boxes for B131, L131, E132, R133 and E134. Fiscal Officer approved these payments.

Chief Taylor requested approval to repair the broken leaf spring on E132 for \$3,400.00. Chief Taylor stated that Mr. Spanovich gave emergency approval for this repair.

Res. 256-14: Approve to Pay Finley Fire Equipment \$3,400.00 to Repair Broken Leaf Spring on E132

Mr. Spanovich moved to approve to pay Finley Fire Equipment \$3,400.00 to repair broken leaf spring on E132. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

Chief Taylor requested approval to pay Horton Emergency Vehicles \$3,500.00 for multiple repairs on XM134. Chief Taylor stated that Mr. Spanovich gave emergency approval for these repairs.

Res. 257-14: Approve to Pay Horton Emergency Vehicles \$3,500.00 for Multiple Repairs on XM134.

Mr. Spanovich moved to approve to pay Horton Emergency Vehicles \$3,500.00 for multiple repairs on XM134. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

Chief Taylor requested approval to pay Bound Tree \$7,919.28 for EMS supplies.

Res. 258-14: Approve to Pay Bound Tree \$7,919.28 to Purchase EMS Supplies

Mr. Spanovich moved to approve to pay Bound Tree \$7,919.28 to purchase EMS supplies. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

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

Held **JANUARY 3,** **2013**

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