

RECORD OF PROCEEDINGS

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

Held

DECEMBER 3,

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 Grossman	Asst. Fire Chief
Michael Pocock	Police Chief
D.J. Tharp	Service Director
Steve Blake	Code/Police Officer
Becky Kadel	HR Director

CONSENT AGENDA

Res. 296-12: Approve Minutes of November 20, 2012

Mr. Angelou moved to approve the minutes of the November 20, 2012 meeting. Mrs. Stewart seconded. All voted yea. Motion carried.

TRUSTEES' COMMENTS – Mr. Angelou commended Code Enforcement Officer Steve Blake for the press coverage he received in the Columbus Dispatch for his exemplary efforts regarding the Franklin County Nuisance Abatement Demolition Program. Three unsafe vacant houses have been torn down in Mifflin Township with no cost to the Township and three more are scheduled to be demolished by the end of 2012. Officer Blake said there is only a small amount of funding left over and he is hoping we can get one or two more houses torn down with that money.

CORRESPONDENCE

The Fiscal Officer presented the following correspondence to the Board:

1. A Notice was received regarding liquor permit renewal objections for expiring permits. Chief Pocock said the Police Department has no objections and there is no need to request a hearing.
2. Letters were received from Franklin County Public Health regarding a 1st Notice of Violation for 2299 Agler Road, a 2nd Notice of Violation for 2330 Rankin Ave. and an extension granted to correct violations for 2383 Mecca Road. If violations are not corrected in the time period given for the above properties, charges may be filed.
3. A letter was received from Medical Mutual regarding the Affordable Care Act which outlines a number of fees that will be assessed to health insurers. They will assess a \$.16 fee per member per month for the Patient-Centered Outcomes Research Institute or PCORI fee beginning in 2013.

FISCAL OFFICER'S REPORT – Nancy White said that we received a letter from the attorney for Robertson Construction as it relates to final payment issues for the Fire Stations Improvement Project. They feel we still owe them an additional \$22,715.99 over the \$50,000.00 we previously sent for final payment and retainage. After discussion, the Trustees agreed to hold this for the next meeting for further research and to send a letter to the Architect, Rich Pontius, for his response to this matter.

PROPOSED RESOLUTIONS-CONSENT AGENDA (NEW BUSINESS):

ADMIN – The Fiscal Officer said we received a letter and paperwork regarding OAPFF 457 Plan 611059 from Security Benefit asking that documents to amend the plan be executed by resolution. The Trustees said they would like more information before they took any action. The Fiscal Officer said she would call Security Benefit to clarify the amendment document.

The Fiscal Officer said that Loveland & Brosius sent a copy of their 2013 billing rates and asked that the Board pass a resolution if approving the retention of their law firm. Mrs. Stewart asked if we received a discount for retaining their law firm and if not, what is the point of passing a resolution to retain their services. The Fiscal Officer said she will call them for the information and put this back on the agenda for the next meeting.

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The HR Director, Becky Kadel said the Drug Free Workplace Employee and Supervisor training scheduled for January, 2013 by Working Partners will cost \$2,610.00 which is a little over her original estimate.

Res. 297-12: Approve Drug Free Workplace Employee & Supervisor Training by Working Partners for a Total of \$2,610.00

Mrs. Stewart moved to approve the Requisition for Drug Free Workplace employee and supervisor training by Working Partners for a total of \$2,610.00. Mr. Angelou seconded. All voted yea. Motion carried.

The Fiscal Officer said that as she stated at the last meeting we went live with our new Software Accounting program and have some procedure questions to go over with their training person by conference call on Friday. She said we plan to compare the two programs to have accurate end of the year reports and she will start training the Department Heads in January. She said when their budgets are approved and entered in the system, they will be able to go live. The Fiscal Officer explained some budgeting category changes that may simplify what items need to go before the Board for approval.

IT – Mrs. Stewart said there is nothing new to report at this time. The Fiscal Officer said the Microsoft Licensing was approved at the last meeting but Deputy Chief Kauser indicated that a revised quote may be pending for approximately \$4,000 less than the original approved amount.

SERVICE – D.J. Tharp said the Sta. 134 tree project is completely finished now and our landscape company will be putting the mulch down and edging on the resident side. Mr. Tharp said we have had several complaints about the amount of tires throughout the Township. He said that previously Steve Blake used Liberty Tire to pick them up and he will ask him if this can be done again. Officer Blake said that he will try to set something up for them to pick up the tires at a certain location once a month. Mr. Tharp said he has sold seven graves and had ten burials in November.

D.J. Tharp said that Mr. Spanovich signed off on the purchase of a hot water heater for Station 131 for \$2,300 which has been installed

CODE ENFORCEMENT – Officer Blake said he attended the County Meeting on the Demolition Program and unfortunately they are not continuing it in 2013 but they do have a little bit of money left over for about two more houses and we may be able to have one more demolished. He said the Trustees should have a copy of the Demolition Participation Agreement to raise the demolition cost to \$20,000 for properties where cost had exceeded the original \$15,000 contract limit. He said this would apply to 2096 Minnesota Ave. which was slightly over \$18,000. The new contract which the Township signed will result in no cost to the Township. Officer Blake said he learned at the meeting that the only money becoming available is for the Land Bank Program which would mean we would have to take over the property and make a park or garden out of it and maintain and carry liability on it. He said as discussed at a previous meeting, we do not have the funding for this type of project.

Officer Blake said that he will need additional hours from the Sick Leave Bank for the remainder of the year. He said that after January, 2013, he will have vacation he can use until he can return to full duty. The Trustees agreed to approve 20 hours per week through December 31, 2012.

298-12: Approve 20 Hours Per Week From the Sick Leave Bank for Officer Steve Blake Through December 31, 2012

Mrs. Stewart moved to approve 20 hours per week from the Sick Leave Bank for Officer Steve Blake through December 31, 2012. Mr. Angelou seconded. All voted yea. Motion carried.

POLICE – Chief Pockock said there was a shooting at 2224 Rankin Ave. which riddled the property with bullets Saturday night, but nobody was hit. Columbus SWAT was called in to

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do the entry. He said 15 arrests were made which is a part of a turf war gang. Columbus also had a lot of crime recently on their portion of Rankin Ave.

Chief Pocock presented the Trustees with a copy of the DUI Task Force Contract for FFY 2013 between Franklin County Sheriff's Office and the Mifflin Township Police Dept. that is presented for approval every year.

Res. 299-12: Approve the DUI Task Force Contract for FFY 2013 between the Franklin County Sheriff's Office and the Mifflin Township Police Department

Mrs. Stewart moved to approve the DUI Task Force Contract for FFY 2013 between the Franklin County Sheriff's Office and the Mifflin Township Police Department. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Res. 300-12: Approve Moving Into Executive Session at the Request of Chief Pocock to Discuss a Personnel Matter

Mr. Angelou moved to approve moving into an executive session at the request of Chief Pocock to discuss a personnel matter at 11:08 a.m. Mrs. Stewart seconded. All voted yea. Motion carried.

The Trustees came out of executive session at 11:18 a.m. and approved the following.

Res. 301-12: Approve an Investigation of an Officer by Chief Pocock Which May Result in Termination

Mr. Angelou moved to approve an investigation of an Officer by Chief Pocock which may result in termination. Mrs. Stewart seconded. All voted yea. Motion carried.

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

Res. 302-12: Approve Request to Transfer \$31,166.60 Within EMS Funds From 28-A-01 Account to 28-A-05 Account

Mr. Angelou moved to approve the transfer of \$31,166.60 within EMS funds from 28-A-01 to 28-A-05 as requested in the memo dated November 30, 2012. Mrs. Stewart seconded. All voted yea. Motion carried.

Res. 303-12: Approve Purchase of Lifepack 15 with LP-15 Accessories & (2) Battery Chargers with Accessories as Quoted by Physio Control for a Total of \$31,166.60

Mrs. Stewart moved to approve Req. #11.30.2012.FD.1 for a Lifepack 15 with LP-15 Accessories and (2) Battery Chargers with Accessories as quoted by Physio Control for a total of \$31,166.60. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 304-12: Approve Declaring Two EMS Transport Vehicles, M249 & M270 as Surplus per Memo Dated November 30, 2012

Mrs. Stewart moved to approve declaring two EMS Transport Vehicles, M249 & M270 as surplus per memo dated November 30, 2012. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral file)

Chief Taylor said his request for an increase in the CAD RPF legal fees for up to \$6,000 and the Agreement for Professional Services for Attorney Dan Guttman were placed on hold at the last meeting. The Fiscal Officer said that \$100,000 is to be appropriated for matching funds for the Grant in MECC accounts before anything can be paid. She said she will put this on the agenda for the next meeting when she has all the details. Mrs. Stewart said we are in receipt of the Project Plan – CAD System Software Acquisition, Installation & Implementation but she feels that since this is such a big project, a checklist is needed listing when projects are to be started and completed. She said she is ready to sign the Addendum for the CAD Project and the MOU as presented.

