

RECORD OF PROCEEDINGS

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

Held

DECEMBER 6,

2010

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

Also present were:

Jim DeConnick	Fire Chief
Michael Grossman	Asst. Fire Chief/MECC
Calvin Mcknight	Service Director
Steve Blake	Police/Code Officer

CONSENT AGENDA – None

TRUSTEES' COMMENTS

Mr. Spanovich said we have not received the 2011 Police Budget as yet and in the absence of Chief Pocock, he asked Steve Blake how he felt the Police budget would pan out for 2011. Officer Blake said that the Police Department will be holding down expenses as much as possible. He said that Deputy Fire Chief Kauser and Steve Julian, Consultant, have been helping Chief Pocock with the Police budget.

CORRESPONDENCE

The Fiscal Officer presented the following correspondence to the Board:

1. Resolution No. 0831-10 was received from the Board of County Commissioners vacating 15' & 20' wide alleys located in the Leonard Park area of Mifflin Township as listed. (See Referral File)
2. The Certificate of Result of Election for the Police and Fire Levies that were on the November ballot were received. The Police Levy failed by 33 votes and the Fire Levy failed by 274 votes.
3. The Grassroots Clippings Newsletter was received from the Ohio Township Association. The Trustees were given copies.
4. Santmyer Commercial Fueling Network sent a letter that they have mutually agreed to cease operation of the Gahanna fueling site and the termination of service will become effective on December 31, 2010. Since there are no close fueling station locations, we will close our SCFN account.

PROPOSED RESOLUTIONS (NEW BUSINESS)

ADMIN – The Fiscal Officer requested the Trustees approve amending the Police appropriations for an addition of approximately \$39,000.00.

Res. 284-10: Approve Amending Police Fund Appropriations by Approximately \$39,000.00

Mr. Angelou moved to approve amending the Police Fund Appropriations by approximately \$39,000.00. Mrs. Stewart seconded. All voted yea. Motion carried.

Mr. Spanovich asked that the Police Budget be received by Friday, December 17, 2010 so the Trustees can have time to review it before the December 21, 2010 meeting.

The Fiscal Officer asked the Trustees if they wanted any changes to the RFP accounting software information. Mrs. Stewart requested adding a line item to place the source code in escrow. The Trustees agreed to authorize the Fiscal Officer to send out the RFP with the requested change.

Res. 285-10: Approve Authorizing the Fiscal Officer to Send Out RFP's for Accounting Software with the Above Requested Change

Mrs. Stewart moved to approve authorizing the Fiscal Officer to send out RFP's for Accounting Software with the above requested change. Mr. Angelou seconded. All voted yea. Motion carried.

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IT – Mts. Stewart said that she understands that we are still having a meeting after this meeting for all the Department Heads and Trustees who want to take a look at and critique the Website giving their input for final changes. The Fiscal Officer said she received an e-mail from Affiliated's, Rick Deeds, with his input.

SERVICE – Calvin McKnight said he turned in his proposed 2011 Budget. He said he included a 5% pay increase for his three employees which would eliminate the bonuses at the end of the year. The Trustees felt that if any raise was given at all, a 2½% pay increase would be more in line. Mrs. Stewart said that if we look at what is happening at the State level, our budgets are being cut by 25%. Mr. Angelou said that since the three employees have not had a raise for eight years, a raise would help on their retirement. Mr. Spanovich said that the Department may not be able to support even a 2½% raise in the future, but a bonus is discretionary. He said that he feels 2011 is going to be tight for the whole Township. The Trustees agreed to hold the Service Department 2011 Budget for the December 21, 2010 meeting and asked Calvin McKnight to rework his figures using a 2½% pay increase.

Calvin McKnight presented the Trustees with the following items for approval:

Res. 286-10: Approve Annual Bonus for the Service Department Employees for \$1,000/Each That Has Been Done in the Past in Lieu of Raises

Mr. Angelou moved to approve an annual bonus for the Service Department employees for \$1,000/each that has been done in the past in lieu of raises at the discretion of the Board and funds available as recommended by Calvin McKnight. Mrs. Stewart seconded. All voted yea. Motion carried.

Res. 287-10: Approve Foreman Bonus for Daril Tharp in the Amount of \$500.00

Mr. Angelou moved to approve a Foreman Bonus for Daril Tharp in the amount of \$500.00 at the discretion of the Board and funds available as recommended by Calvin McKnight. Mrs. Stewart seconded. All voted yea. Motion carried.

Res. 288-10: Approve Amending the Appropriations by Increasing the 4 (Road & Bridge) Accounts by \$25,000 and Placing it in the 4-A-4 Account

Mr. Angelou moved to approve amending the appropriations by increasing the 4 (Road & Bridge) accounts by \$25,000 and placing it in the 4-A-4 account. Mrs. Stewart seconded. All voted yea. Motion carried.

Res. 289-10: Approve the Purchase of a 2004 Used Vermeer 1400 Chipper for \$17,000 with Trade-in from Southeastern Equipment Co.

Mr. Spanovich moved to approve Purchase Req. #2010-10 for a 2004 used Vermeer 1400 Chipper for \$17,000 with our trade-in from Southeastern Equipment Co. Mrs. Stewart seconded. All voted yea. Motion carried.

Res. 290-10: Approve Locking In Prices for Three (3) New Mowers for the 2011 Mowing Season in the Amount of \$3,070.00 with Trade-ins from J.D. Equipment, Inc.

Mr. Angelou moved to approve Purchase Req. #2011-01 to lock in prices for three (3) new Super Z 25 Kaw 60 XR7 mowers for the 2011 mowing season in the amount of \$3,070.00 with our trade-ins from J.D. Equipment, Inc. Mrs. Stewart seconded. All voted yea. Motion carried.

Res. 291-10: Approve Pavement Repairs as Listed in Calvin McKnight's Memo Dated 11/29/10 as Quoted by Cyrus Concrete Construction Co. for a Total of \$38,583.00

Mrs. Stewart moved to approve pavement repairs as listed in Calvin McKnight's memo dated 11/19/10 as quoted by Cyrus Concrete Construction Co. for a total of \$38,583.00 with work ending in the spring of 2011. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

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Calvin McKnight said that he and his crew will be attending an outside meeting in Logan for a seminar on new regulations for reflective signs. All signs must conform to these rules by 2012.

POLICE/CODE ENFORCEMENT

Steve Blake said that he has been working with Miracit on funding for tearing down vacant houses. He also said he has been working with the owners and the Service Department to secure these houses for safety reasons. He said there is another meeting today with the FBI and Somali Advisory Group that he will attend. The Fiscal Officer asked if he has been able to have landlords pay the trash bills as renters are often delinquent. He said he has been working on making it mandatory that trash bills are sent to the landlords and they can include the cost in the rent.

The Fiscal Officer said there is a Service Credit Bonus request for Lt. Price from Chief Pocock for the Board's approval.

Res. 292-10: Approve Service Credit Bonus for Police Lt. William Price for \$900.00

Mr. Angelou moved to approve a service credit bonus for Police Lt. William Price for \$900.00 at the discretion of the Board and funds permitting as recommended by Chief Pocock. Mrs. Stewart seconded. All voted yea. Motion carried.

FIRE – Chief DeConnick presented the Trustees with the following items for approval:

Res. 293-10: Approve Removing Scott Davis from Probation as Acting Lieutenant and Promoted to Permanent Position of Lieutenant at the Appropriate Pay Rate Effective Pay Period Beginning December 12, 2010

Mr. Spanovich moved to approve removing Scott Davis from probation as Acting Lieutenant and promoted to permanent position of Lieutenant at the appropriate pay rate effective the pay period beginning December 12, 2010 as recommended by Chief DeConnick. Mrs. Stewart seconded. All voted yea. Motion carried.

Res. 294-10: Approve the Request of Jim King, Part-time Fire Inspector, to Reduce His Hourly Rate to \$18.25 for 16 Hours/Week to Meet Social Security Obligations Effective January 1, 2011 to January 1, 2014

Mrs. Stewart moved to approve the request of Jim King, Part-time Fire Inspector, to reduce his hourly rate to \$18.25 for 16 hours a week to meet Social Security obligations effective January 1, 2011 to January 1, 2014. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 295-10: Accept Resignation of Firefighter Technician Jason Bates Effective December 9, 2010 per His Request

Mrs. Stewart moved to accept the resignation of Firefighter Technician Jason Bates per his request as he has taken another position effective December 9, 2010 as recommended by Chief DeConnick. Mr. Spanovich seconded. All voted yea. Motion carried.

Res. 296-10: Accept Resignation of Firefighter Technician Beau Zierk Effective December 7, 2010 per His Request

Mrs. Stewart moved to accept the resignation of Firefighter Technician Beau Zierk per his request as he has taken another position effective December 7, 2010 as recommended by Chief DeConnick. Mr. Spanovich seconded. All voted yea. Motion carried.

Mr. Spanovich signed off on the training request of Charles Wilhelm for the Managing Company Tactical Operations course at Ohio Fire Academy for \$75.00.

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Res. 297-10: Approve Physical Fitness Incentive Bonus for Those Who Qualify as Presented for a Total of \$50,900.00

Mrs. Stewart moved to approve the Physical Fitness Incentive Bonus for those who qualify as Presented for a total of \$50,900.00 at the discretion of the Board and funds permitting as recommended by Chief DeConnick. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Chief DeConnick presented the Trustees with information on the results of three Fire Department vehicles that sold on the GovDeals Auction. The results were very successful as there was bidding from several different states.

Res. 298-10: Approve 2010 Fire Department Budget Amendment and Appropriation Transfers as Presented to Pay Bills for the Remainder of 2010

Mrs. Stewart moved to approve 2010 Fire Department budget amendment and appropriation transfers as presented to pay bills for the remainder of 2010 as discussed with the Fiscal Officer and recommended by Chief DeConnick. Mr. Spanovich seconded. All voted yea. Motion carried. (See Referral File)

Chief DeConnick presented the Trustees with a memo requesting their approval to remove the 10-A-6 Appropriation – New Buildings and Equipment (the Capital Bond) from the Fire Department (10-A) Budget and be placed in a stand-alone budget set up for Bonds as recommended by Steve Julian, CPA. The Fiscal Officer said since this was not set up this way in the beginning, she is not sure the best way to handle it at this time but will check with Mr. Julian's office on the correct procedure.

Chief DeConnick said for discussion purposes he has about four personnel including Lt. Tom Lee requesting Tuition Assistance to complete their education that we have been paying up until this point. A moratorium was placed on further assistance last fall due to budget restraints. The Chief said he feels his budget can handle letting these people complete their education but will not approve any new requests. The Trustees asked that this be held for the budget discussion after this meeting.

MECC – Asst. Chief Grossman gave the Trustees a copy of the MECC Cost Allocation Analysis prepared by the OSU John Glenn School of Public Affairs for their review before it is presented to the MECC members. Mrs. Stewart said she found it confusing especially the Cost Sharing Methodology as a new member might find it hard to understand. She said we have talked about having a State of the MECC Meeting and this might be a good time to present this. Asst. Chief Grossman explained why the Addendum was done in December and the Final Report done in October. He also went over the Cost Sharing Methodology. There are three options to choose from. Mr. Angelou said he wondered what an entity would do if they withdrew from the MECC if they felt the cost was too high. Asst. Chief Grossman and Chief DeConnick both said they understand from the MECC Chiefs that the service they receive is excellent but of course, they don't like to see paying higher costs which has to be approved by their elected officials. The Trustees said this can be discussed further at the budget meeting.

Calvin McKnight reminded the Trustees that he will be on vacation starting December 18, 2010 to January 3, 2011. Chief DeConnick said he will be on vacation the week of Christmas.

NEXT MEETING

The Regular Meeting is scheduled for Tuesday, December 21, 2010 at 3:30 P.M. The Trustees set the Organizational Meeting for Monday, January 3, 2011 at 10:00 A.M.

