

RECORD OF PROCEEDINGS

Minutes of

MIFFLIN TOWNSHIP BOARD OF TRUSTEES

Meeting

Held

February 1,

2016

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

Also Present were:

Fred Kauser

Fire Chief

William Price

Police Chief

D.J. Tharp

Service Director

Becky Kadel

HR Director

Melissa Rapp

Public Information Officer

CONSENT AGENDA

Res. 32-16: Approve Minutes of January 19, 2016

Mr. Angelou moved to approve Minutes of January 19, 2016. Mrs. Stewart seconded. All voted yea. Motion carried.

TRUSTEE COMMENT

None

CORRESPONDENCE

Fiscal Officer presented the following correspondence to the Board:

1. A letter was received from Franklin County Board of Health for Notice of Violation for the property at 3042 Woodland Avenue for various violations.
2. A letter was received from Franklin County Board of Health for 1st Observation Report Public Health Nuisance Program for the property at 2870 Drake Road for various violations.

FISCAL OFFICER

Fiscal Officer reported that she has not received the 1st Amended Certificate as yet but it should be here in the next couple of weeks. She reminded the Trustees of the open enrollment meetings and the AARP meetings being held at the Township Hall.

Fiscal Officer requested approval to transfer up to \$60,000.00 from the general fund to the police fund.

Res. 33-16: Approve Transferring up to \$60,000.00 from the General Fund to the Police Fund

Mr. Angelou moved to transfer up to \$60,000.00 from the general fund to the police fund. Mrs. Stewart seconded. All voted yea. Motion carried.

Fiscal Officer requested approval to transfer \$100,000.00 from the general fund to the cemetery fund.

RECORD OF PROCEEDINGS

of **MIFFLIN TOWNSHIP BOARD OF TRUSTEES** Meeting

Held

February 1,

2016

Res. 34-16: Approve Transferring \$100,000.00 From the General Fund to the Cemetery Fund

Mr. Angelou moved to transfer \$100,000.00 from the general fund to the cemetery fund. Mrs. Stewart seconded. All voted yea. Motion carried.

Fiscal Officer reported to the Trustees that the Township building's drain lines that are underground have collapsed and split open causing rainwater to run into the basement. She said that flooding has been an ongoing issue with this building since its completion. Fiscal Officer requested approval to pay Ericson Environmental Services \$22,800.00 to remedy the issue. There would be less disruption in the landscaping if we have this service done now rather than when the weather is warmer. DJ Tharp said that the representative from Ericson Environmental Services ran a camera through the drain and you could actually see where the tiles have broken. He shared pictures of the basement when it flooded a couple years after the building was completed. DJ Tharp said they have made some adjustments and it doesn't leak as bad, but the water is still coming in the building. Fiscal Officer shared her concerns about the mold in the basement as well as the back wall being affected by the water leak.

Res. 35-16: Approve to Pay Ericson Environmental Services \$22,800.00 to Repair the Drain Lines for the Township Building

Mrs. Stewart moved to approve to pay Ericson Environmental Services \$22,800.00 to repair the drain lines for the Township building. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Fiscal Officer said that at the next meeting she will be requesting approval to replace the server that was damaged from our water leak and there is a proposal to possibly purchase another server for document management system. She said that DJ Tharp's pc will be replaced as well as Melissa Rapp's laptop which is within \$2,500.00. Fiscal Officer asked the Trustees to entertain the idea of purchasing a laptop for HR. She also stated that Becky Rousseau's and Christy Williamson's pcs are over 5 years old and will need to be replaced this year. Fiscal Officer said she is also having issues with her computer and said on a weekly basis she will have a blue screen which is common for some HP computers. All this will be covered at the IT meeting.

ADMIN

HR

Becky Kadel requested approval to provide our drug free safety program annual training on demand courses through Working Partners for \$3,500.00. She said this would allow the employees to take the course at their leisure within a 30 day time period. This option would allow our safety sensitive employees to remain in quarters. Becky Kadel said that on demand will track the attendance and issue you a certificate upon completion which is transmitted to the BWC.

RECORD OF PROCEEDINGS

Minutes of

MIFFLIN TOWNSHIP BOARD OF TRUSTEES

Meeting

Held

February 1,

2016

Res. 36-16: Approve the Drug Free Safety Program Annual Training On Demand Courses Through Working Partners for \$3,500.00

Mrs. Stewart moved to approve the Drug Free Safety Program annual training on demand courses through Working Partners for \$3,500.00. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Becky Kadel reported to the Trustees that she is currently switching our drug screens from Work Health to National Drug Screening, Inc. She said that this company is closer for the employees and it will be cheaper and more efficient than our current provider.

Fiscal Officer asked the Trustees how the deductible payments for the HSA are going to be distributed. After discussing the different options, the Trustees decided to pay all the deductible upfront based on wellness earnings from 2015 for this transition year.

Res. 37-16: Approve to Pay the Entire Deductible Upfront Based on Wellness Earnings From 2015 For this Transition Year

Mr. Angelou moved to approve to pay all the deductible upfront based on wellness earnings from 2015 for this transition year. Mrs. Stewart seconded. All voted yea. Motion carried.

PIO

Melissa Rapp reported that due to the recent fatal fire in Mifflin Township, she and Chief Kauser have been working together on a winter safety tips press release for local media. Mr. Angelou designated Melissa Rapp to attend the Sunshine Law Training regarding Ohio Public Records and Open Meeting Law on his behalf.

Mr. Spanovich informed Mrs. Stewart that he and Mr. Angelou met with Melissa Rapp for her review and they recommend a pay increase to \$27.40 effective January 31, 2016.

IT

The next IT meeting is scheduled for February 17th at 1:00 p.m.

SERVICE

DJ Tharp presented the amended 2016 budget to the Trustees and said he did not have an opportunity to meet with the Fiscal Officer to review his pay increase schedule and hopes to have that covered by the next meeting.

POLICE

Chief Price presented the performance based pay increases for the police department to the Trustees. After discussing the inconsistency in the way each department has established their pay increases, they requested Becky Kadel seek legal council from Mark Fishel before the pay increases for the police department are approved.

Chief Price requested approval to purchase eleven (11) Glock Model 17 (9 mm) semi-automatic handguns with night sights from Vances for \$4,499.00. He said that he would trade in the ten (10) .40 caliber Block handguns for \$3,300.00. Chief Price reported that recently

RECORD OF PROCEEDINGS

Minutes of *MIFFLIN TOWNSHIP BOARD OF TRUSTEES* Meeting

Held

February 1,

2016

the FBI has conducted studies on 9 mm semi-automatic handguns vs. .40 caliber handguns and the 9 mm handguns have outperformed the .40 caliber handguns in several tests. He also stated that the 9 mm have higher magazine capacities, less recoil and the ammunition costs much less than the .40 caliber.

Res. 38-16: Approve to Purchase Eleven (11) Glock Model 17 (9 mm) Semi-Automatic Handguns with Night Sights from Vances for \$1,199.00

Mrs. Stewart moved to approve to purchase eleven (11) Glock Model 17 (9 mm) semi-automatic handguns with night sights from Vances for \$1,199.00. Mr. Spanovich seconded. All voted yea. Motion carried. (See Referral File)

Chief Price said that he has been talking with Chief Kauser and due to everything that is happening in Ohio, other states and the intel that he has received, it is his recommendation that Mifflin Township EMS personnel at Station 132 wear bullet proof vests when they leave the building responding on emergency runs. Chief Kauser stated that firemen are responding to a normal run and they are being attacked every week. He said that this has happened six times in Ohio during the month of January. With Chief Price and Chief Kauser's recommendation for Station 132 to wear bullet proof vests, Mr. Spanovich suggested that Chief Kauser bring this to the attention of the Local 2818 union and to get their input so a policy can be written.

FIRE

Chief Kauser requested approval for a pay increase of 2.5% for fire personnel effective February 14, 2016 excluding the top two positions.

RES. 39-16: Approve a Pay Increase of 2.5% for Fire Personnel Effective February 14, 2016 Excluding the Top Two Positions

Mrs. Stewart moved to approve a pay increase of 2.5% for fire personnel effective February 14, 2016 excluding the top two positions. Mr. Angelou seconded. All voted yea. Motion carried.

Chief Kauser requested approval to increase staffing to 24 per shift for Station 131 for peak period medic effective February 1, 2016.

Res. 40-16: Approve to Increase Staffing to 24 Per Shift for Station 131 For Peak Period Medic Effective February 1, 2016

Mrs. Stewart moved to approve to increase staffing to 24 per shift for Station 131 for peak period medic effective February 1, 2016. Mr. Angelou seconded. All voted yea. Motion carried.

Chief Kauser requested approval to receive bids for dress uniforms which will be used for formal ceremonial events, court testimony, funeral details and other public activities required. Chief Kauser said that he personally wears his dress uniform twice a month on average. He said this request is to ensure that every member of the department meets uniform

RECORD OF PROCEEDINGS

Minutes of

MIFFLIN TOWNSHIP BOARD OF TRUSTEES

Meeting

Held

February 1,

2016

requirement as more than 50% of staff is in some way out of compliance. The Trustees approved moving forward with this request.

Chief Kauser requested approval to declare MSU unit surplus.

Res. 41-16: Approve To Declare MSU Unit Surplus

Mr. Spanovich moved to approve to declare MSU unit surplus. Mrs. Stewart seconded. All voted yea. Motion carried.

Chief Kauser requested approval to transfer MSU unit to Hamilton Township.

Res. 42-16: Approve to Transfer MSU Unit to Hamilton Township

Mr. Spanovich moved to approve to transfer MSU unit to Hamilton Township. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

Chief Kauser informed the Trustees that they are participating in the internship program with MORPC and will be interviewing a candidate on February 3, 2016.

Mr. Spanovich said that he wanted to acknowledge that he received a very encouraging letter from the IAFF 2818.

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

RECORD OF PROCEEDINGS

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

Held **December 7,** **2015**

RECORD OF PROCEEDINGS

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

Held **December 7,** **2015**
