

RECORD OF PROCEEDINGS

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

Held

FEBRUARY 6,

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:

Steve Renner	Franklin County Sanitary Engineering Dept.
Michael Pilutti	Franklin County Sanitary Engineering Dept.
Jim DeConnick	Fire Chief
Michael Pocock	Police Chief
D.J. Tharp	Service Director
Steve Blake	Police/Code Officer
William Price	Police Lieutenant

Mr. Spanovich said that Steve Renner was asked to attend this meeting to update us on the status of the Leonard Park Water situation and how to get the water to the residents.

Mr. Renner said that he is the Director of the Franklin County Sanitary Engineering Department and he has brought along Michael Pilutti, P.E., the Assistant Director. He passed out three hand outs to the Trustees as follows: (1) Concept Engineering Drawing, (2) Sample Bid Tabulations for Concept Level Engineering Estimate Only and (3) Concept Design Cost Estimate. Mr. Renner said that since 2009 when he was put in charge of Franklin County Sanitary Engineering he has wanted to see that Leonard Park residents were provided with water. He said there are a lot of other areas in Franklin County that have similar situations and also no sanitary sewers. Mr. Renner said that now that Columbus is allowing Leonard Park tap-in rights, the funding sources that they have always had access to are drying up due to the economy. He said that the County has been able to find money to do sewers but to do water is getting a lot harder so we probably will need to form partnerships for funding.

Michael Pilutti explained the engineering drawing showing the best way for the water to flow is in a loop. He said there is no law that everyone must hook up to the water, but there is for the sewer for health and sanitary reasons. Mr. Pilutti went over the Concept Design Cost Estimate that he prepared and explained how he arrived at his figures totaling approximately \$3.5 million for the project. He said Leonard Park would have 121 connections and the cost based on 11,200 ft. of water line would range from \$172-\$336 per linear foot or \$16-\$30,000 per home. Mrs. Stewart asked what entities we could form partnerships with for funding.

Mr. Renner said that some of the costs will come from the Township and County but we should reach out to the City and Federal to see if they have any funding available.

Mr. Renner said he didn't bring his list of funding sources and there are several such as OWDA, Bonds, OPWC, CDBG Funds (HUD), SCIF (State Capital Improvement Fund), USDA/RDA and the State Revolving Loan Fund (Ohio EPA). He said that funding is the first thing to secure and it could take approximately 12 months. The next phase would be the planning/engineering design selection which could take 3 months and the engineering design about 9 months. He said the OPWC-SCIF take applications once a year in September and we could possibly put together a really good grant/loan package request. He said they announce the winners in December but going with Federal funding (US Army Corp. of Engineers) goes slower and would probably take a year to secure. Mr. Renner said he just wanted to give us the facts on the procedures and costs for consideration and can come back next month with a consultant who can go deeper into the funding. Mr. Spanovich asked what the cost would be for the homeowners to run a line to their home to tap in after the water lines are installed. He was told it would be approximately \$5,000. Mr. Spanovich said that the good feature of having water and sewer for the homeowners would be that it would probably increase the value of their home. Mr. Renner said the County has never done a complete water project so we all are starting something new. Mrs. Stewart asked if we could secure more funding to be able to assist the homeowner for their expense and was told that funding does not usually apply to private property except for HUD. The Trustees invited Mr. Renner to come back with a consultant to our March 5, 2012 Staff Meeting at 10:00 a.m. and thanked both Mr. Renner and Mr. Pilutti for sharing all of this information with them.

CONSENT AGENDA

Res 38-12: Approve January 17, 2012 Minutes

Mr. Angelou moved to approve the January 17, 2012 minutes. Mrs. Stewart seconded. All voted yea. Motion carried.

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TRUSTEES' COMMENTS – Mr. Spanovich said he is working on the Meeting Room Rental Application changes and will have it finalized to present at the next meeting.

CORRESPONDENCE

The Fiscal Officer presented the following correspondence to the Board:

1. Notice of a meeting was received from the Franklin County Planning Commission for Wednesday, February 8, 2012 at 1:30 p.m. There was a case for all unincorporated areas of Franklin County to amend the Franklin County Subdivision Regulations to mirror Columbus regulations. There was also a case from the Educational Service Center of Central Ohio at 2025 and 2037 Stelzer Road requesting to rezone from the Rural District to the SCPD District to allow the expansion of a parking facility and fleet vehicle storage.
2. Grassroots Clippings, the monthly newsletter from the Ohio Township Association was received for February, 2012. There is a 2012 Winter Conference Workshop Schedule along with many interesting articles such as Taxes or Fees Townships May Charge.

FISCAL OFFICER'S REPORT – Nancy White said she met with Steve Miller last Thursday to accept the Property, Casualty and Liability Insurance Coverage quote for the Township. She said our premium this year is \$101,044.00 which is higher due to higher replacement values on buildings and vehicles and higher operating expenses. We will get our cumulative reserve refund the same as last year of \$3,242.09.

Res. 39-12: Approve Renewing Township Property, Casualty & Liability Insurance Coverage with OTARMA for \$101,044.00 as Quoted Effective March 1, 2012

Mrs. Stewart moved to approve renewing the Township Property, Casualty & Liability Insurance with OTARMA for \$101,044.00 as quoted effective March 1, 2012. Mr. Angelou seconded. All voted yea. Motion carried.

The Fiscal Officer said that regarding our Health Insurance, Sean Sprouse sent information which she gave the Trustees to review and he will be here at the end of the meeting to discuss the information. She said it appears that UHC came in much higher than some of the other companies and Medical Mutual's coverage is the same as what we are paying currently so there may not be an increase this year.

PROPOSED RESOLUTIONS-CONSENT AGENDA (NEW BUSINESS):

ADMIN – The Fiscal Officer said we received an invoice from the City of Gahanna for Fiber Use for 2012 in the amount of \$3,888.01.

Res. 40-12: Approve Paying the Invoice for Fiber Use to the City of Gahanna in the Amount of \$3,888.01 for 2012 from the General Fund

Mrs. Stewart moved to approve paying the invoice for Fiber Use to the City of Gahanna in the amount of \$3,888.01 for 2012 from the General Fund. Mr. Angelou seconded. All voted yea. Motion carried.

IT – Mrs. Stewart said that we have been having some real server issues this past week and Kris Haley from Keytel was able to determine part of the problem was that our backup San here in the Township basement was not functioning. She said that since it was at the end of its life, she authorized him to purchase a new data storage device which he did. She said we will be having a meeting on what went wrong and what we need to do to correct this situation sometime next week.

SERVICE – D.J. Tharp said he is having a problem with Mitchell Rush at 2536 Sunbury Drive because he built his home in a flood plain but claims that water from his neighbor's pond is running into his back yard and coming into his basement. Mr. Tharp said he had the County inspect the situation and they say the Township is in no way responsible for his problem. Mr. Rush calls and complains at all hours. Mrs. Stewart suggested Mr. Tharp contact the County Prosecutor's Office with the facts and request that they send him a letter.

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D. J. Tharp said he would like to request a brief executive session at the end of the meeting for a personnel matter.

CODE ENFORCEMENT - Steve Blake said they are moving right along with the demolitions and we are looking at getting three of these properties down hopefully in the next 30 days. He said he is meeting with Lee Brown and Joe Bailey tomorrow on a property on Westerville Road which is the Mosque that is being rebuilt. He said there are multiple zoning violations and the County is tired of it and about ready to pull all of their permits. Chief Pocock said that Steve Blake has tried to work with the owners for the last four years to no avail as they listen and say they will make the corrections to meet code but never do.

POLICE – Chief Pocock said that he received a letter of resignation from non-paid Police Officer Brett M. Parrish effective February 3, 2012.

Res. 41-12: Approve Accepting Resignation Request of Non-Paid Police Officer Brett M. Parrish Effective February 3, 2012

Mr. Angelou moved to accept the resignation request of non-paid Police Officer Brett M. Parrish effective February 3, 2012 as recommended by Chief Pocock. Mrs. Stewart seconded. All voted yea. Motion carried.

Chief Pocock turned in the 2012 Police Budget using the final figures that the Fiscal Officer received from the County. Steve Blake said he recalculated this budget using the new figures but did allow for a reduction for taxes that may not be collected. He said to disregard the two other budgets that were previously turned in.

Res. 42-12: Approve Final 2012 Police Department Budget as Presented Effective February 6, 2012 Reflecting Latest Figures Received from the County

Mr. Angelou moved to approve the final 2012 Police Department Budget as presented effective February 6, 2012 which reflects the latest figures received from the County. Mrs. Stewart seconded. All voted yea. Motion carried.

Chief Pocock said the Trustees should have a copy of the Police Department Activity Stats for the month of January, 2012 for their review.

FIRE – Chief DeConnick presented the Board with the following requests for approval:

Res. 43-12: Approve King Vision Video Laryngoscope Displays from Boundtree Medical for \$7,233.00

Mr. Spanovich moved to approve Req. #2.01.12 for six King Vision Video Laryngoscope Displays and blades from Boundtree Medical for \$7,233.00. Mrs. Stewart seconded. All voted yea. Motion carried.

Res. 44-12: Approve 2012 Annual Medical Director Fees from Violet Township for \$7,336.00

Mrs. Stewart moved to approve Req. #02.02.12 for 2012 Annual Medical Director Fees from Violet Township for \$7,336.00. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 45-12: Approve EMS Continuing Education Classes for 2012 with Columbus State and Additional Due from 2011 for a Total of \$15,510.00

Mrs. Stewart moved to approve Req. #02.03.12 for EMS Continuing Education Classes for 2012 with Columbus State and additional due from 2011 for a total of \$15,510.00. Mr. Angelou seconded. All voted yea. Motion carried.

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Res. 46-12: Approve Fire Continuing Education Classes for 2012 with Columbus State and Additional Due from 2011 for a Total of \$30,850.00

Mr. Spanovich moved to approve Req. #02.04.12 for Fire Continuing Education Classes for 2012 with Columbus State and additional due from 2011 for a total of \$30,860.00. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 47-12: Approve EMS Vehicle Equipment for New Medics from Boundtree Medical for \$18,691.22

Mr. Spanovich moved to approve Req. #02.05.12 for EMS vehicle equipment for new medics which are on order from Boundtree Medical for \$18,691.22. Mrs. Stewart seconded. All voted yea. Motion carried.

Res. 48-12: Approve Equipment to Mount Computer System to New Medics from CDW-Government for \$3,055.92

Mr. Spanovich moved to approve Req. #02.06.12 for equipment to mount computer system to new medics from CDW-Government for \$3,055.92. Mrs. Stewart seconded. All voted yea. Motion carried.

Res. 49-12: Approve Fire Gear for Upcoming New Personnel from Phoenix Safety Outfitters for \$27,780.00

Mr. Spanovich moved to approve Req. #02.07.12 for fire gear for upcoming new personnel from Phoenix Safety Outfitters for \$27,780.00. Mrs. Stewart seconded. All voted yea. Motion carried.

Res. 50-12: Approve Havis Dock Stations w/Cabling for New Medics from CDW-Government for \$1,258.00

Mr. Spanovich moved to approve Req. #02.08.12 for Havis Dock Stations w/Cabling for new medics from CDW-Government for \$1,258.24. Mr. Angelou seconded. All voted yea. Motion carried.

Mr. Spanovich said there is a recommendation before the Board for a revised 2012 salary schedule for Firefighter – Technicians from Chief DeConnick and Deputy Chief Kauser. Deputy Chief Kauser who was now present at the meeting explained that there will be some revisions in the Step Policy and how we use the new hires which he will have to the Board before they are hired.

Res. 51-12: Approve Revised Salary Pay Schedule for 2012 for Firefighter – Technicians as Presented in February 2, 2012 Memo Effective February 19, 2012

Mr. Spanovich moved to approve the revised salary pay schedule for 2012 for Firefighter – Technicians as presented in the February 2, 2012 memo effective February 19, 2012 as recommended by Chief DeConnick and Deputy Chief Kauser. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

Chief DeConnick gave the Trustees a copy of our current Tuition Policy for review and asked them to suggest any changes they feel may be necessary. He said his Department is looking into updating the policy and would appreciate their input. Mr. Spanovich said the Trustees have interviewed a candidate for an HR position and the Employee Handbook would be one of their duties.

Chief DeConnick presented the Board with a copy of the Pro-Tech Safety proposal from Jim Mills for 2012. Mr. Spanovich asked that it be put on the agenda for the February 21, 2012 meeting.

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MECC – Deputy Chief Kauser said they have been working on putting together the State of the MECC address and it is completed. They are in the final stages of revising the white paper. He said they have the actual schedules of the meetings planned for the entities who are a part of MECC within the next three to five weeks and make a short presentation and invite them to a general session and talk about the possibility of the Council of Governments in the sixth or seventh week. It has been recommended that we apply for grant funds to help pay for any legal fees no matter how we structure the relationship. He said there are innovation funds available from the State Department of Development in the amount of \$20,000 but the application will need to be turned in soon.

Deputy Chief Kauser said it is their intent to have the revised final budget for MECC and Fire to go into place by the first of April and will work under the temporary appropriations currently in place. In March the Board will have budgets from both MECC and Fire to work with and have a couple meetings in the month to work through those and make any revisions.

Deputy Chief Kauser said we are looking at a May 1, 2012 delivery date for the new medics. He said they will be making recommendations as to where to place the medics. He said in terms of the new hires they are on track to have recommendations of names to the Board around February 20th and ask for provisional appointments and then they will continue with further hiring procedures. The Deputy Chief said that another matter the Department is working on is an absenteeism policy and overtime.

Res. 52-12: Move Into Executive Session

Mr. Spanovich moved to go into executive session to discuss a personnel matter at 11:55 a.m. Mrs. Stewart seconded. All voted yea. Motion carried.

The Trustees came out of executive session at 12:15 p.m. and resumed regular session.

The Trustees then met with Sean Sprouse of Burnham & Flower who joined the meeting to discuss the health insurance for the March 1, 2012 renewal. After much discussion and comparing the health insurance quotes presented by Mr. Sprouse, the Trustees agreed going with the Medical Mutual Plan. They also added that employees who smoke would be charged \$50.00/month or \$100/month including their spouse.

Res. 53-12: Approve Contracting with Medical Mutual of Ohio as Presented Effective March 1, 2012 and Adding That Tobacco Users Would Pay \$50/Month for an Employee and \$100/Month for Employee & Spouse

Mrs. Stewart moved to approve contracting with Medical Mutual of Ohio as presented effective March 1, 2012 and adding that tobacco users would pay \$50/month for an employee and \$100/month for employee and spouse. Mr. Angelou seconded. All voted yea. Motion carried.

After discussing Life Insurance options, the Trustees agreed to change from our current carrier, The Standard Life Insurance Company to Consumer Life at \$50,000 coverage.

Res. 54-12: Approve Changing Life Insurance Carriers to Consumer Life as Quoted with a Coverage of \$50,000

Mrs. Stewart moved to approve changing life insurance carriers to Consumer Life as quoted with a coverage of \$50,000 and short term disability only available after having exhausted all accrued time. Mr. Angelou seconded. All voted yea. Motion carried.

The Trustees agreed that the YourQuest Wellness Program continue under the same conditions as last year with non-compliance resulting with a cost to the employee of 5% of the premium cost.

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

Joseph F. Spanovich, Chairman

Richard J. Aangelou, Vice Chairman

Lynn M. Stewart, Trustee

Nancy M. White, Fiscal Officer

The Trustees approved the February 10, 2012 payroll warrants for the period of January 22, 2012 through February 4, 2012. Copies are on file with the Fiscal Officer.
