

RECORD OF PROCEEDINGS

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

Held

APRIL 2,

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.

Mr. Spanovich administered the Oath of Office for Nancy M. White who will be beginning a new four year term as Fiscal Officer.

Also present were:

Lee Brown	Franklin County
Amanda King	Franklin County
Al Burk	Neighborhood Design Center
Greg Flaig	APAC
Jim DeConnick	Fire Chief
Michael Grossman	Asst. Fire Chief
Michael Pocock	Police Chief
D. J. Tharp	Service Director
Becky Kadel	HR Director
Kris Haley	Keytel

Mr. Spanovich introduced Lee Brown of the Franklin County Planning Commission to discuss the Township Sign Project which began last year with Ben Weiner. He said it was discussed at that time that the County would try to find some funding in 2012 for the primary and secondary signs. He said they did find funding that would require a 30% local match and they are asking for \$5,000 - \$6000 for the local match. Mr. Brown said that it needs to be decided how many primary and/or secondary signs we would like to have for that local match. He said they were given permission from Dean Ringle to put the secondary signs in the right of ways and attach them to the Franklin County signs. The primary signs would need to be outside of the right of way for liability reasons. Al Burk said that he and Cheryl Huffman of the Neighborhood Design Center brought copies of the signs that we approved last year and the proposed locations and also a bid that Columbus Compact has received from DaNite Sign Co. Mr. Burk said that what they hope to reaffirm today is the number and locations to put together a whole total project cost. He said that since primary signs cannot go in the right of way, they would need approval to be put on private property. The Trustees agreed that it may be best to go with all metal secondary signs for \$235.00 each at this time and to remove Gahanna from the signs. Amanda King said to receive the funding, everything needs to be in place by September. The Trustees agreed to approve a local match of up to \$6,000 and start out with secondary signs and make a decision as to whether it would be feasible to include the primary signs as well or to do a combination.

Res. 92-12: Approve Matching Funds for the Mifflin Township Signage Project As Determined What the Number and Type of Signs Needed Not to Exceed \$6000.00

Mr. Spanovich moved to approve matching funds for the Mifflin Township Signage Project as determined what the number and type of signs needed not to exceed \$6000.00. Mr. Angelou seconded. All voted yea. Motion carried.

CONSENT AGENDA

Res. 93-12: Approve Minutes of March 5, 2012

Mrs. Stewart moved to approve the minutes of the March 5, 2012 meeting. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 94-12: Approve Warrants for April, 2012

Mrs. Stewart moved to approve the April, 2012 warrants for payroll and bills. Mr. Angelou seconded. All voted yea. Motion carried.

TRUSTEES' COMMENTS – Mr. Angelou said for the record that the Trustees met with the new Fire recruits this morning before the meeting and are looking forward to their service. Mrs. Stewart reminded everyone that the MECC Meeting will be held on Monday, April 9, 2012 from 6:00 – 8:00 p.m. at the Creekside Event Center and all three Trustees will be attending.

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CORRESPONDENCE – The Fiscal Officer said she has no correspondence at this time.

PROPOSED RESOLUTIONS-CONSENT AGENDA (NEW BUSINESS):

ADMIN – The Fiscal Officer said we received an invoice from KGT for IT services for the month of March, 2012 for \$4,000.00 which we are paying monthly.

Res. 95-12: Approve Paying the KGT Invoice for IT Services for March, 2012 in the Amount of \$4,000.00

Mrs. Stewart moved to approve paying the KGT invoice for IT services for the month of March, 2012 for \$4,000.00. Mr. Spanovich seconded. All voted yea. Motion carried.

The Fiscal Officer said that our new HR person, Becky Kadel, will go over the Worker's Comp Guidelines. The Trustees received a copy of the paperwork needed with their agenda packets. Becky Kadel said that she learned from our TPA, Frank Gates that for every injured employee from whom we do not receive the BWC Form C55, our annual premium increases by approximately \$3,000.00. She said for this reason, we are proposing the following guidelines and consequences for non-compliance.

1. All supporting documentation must be received within 3 (three) business days of a non emergent workplace incident and within 5 (five) business days of an emergent workplace incident.
2. Failure to submit all supporting documentation within the above stated timeframe will result in denial of the Worker's Compensation claim.
3. If applicable, failure to submit the C-55 (Salary Continuation Form) within the above stated timeframe will result in receiving Temporary Total Disability compensation in lieu of Salary Continuation.

Res. 96-12: Approve New Worker's Comp Policy Guidelines for Completion of Forms as Presented by the HR Director

Mrs. Stewart moved to approve the new Worker's Comp Policy Guidelines for completion of forms as presented by the HR Director. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

The Fiscal Officer said that last week she sent the appropriations down to the Auditor's Office and she is hoping that sometime soon we get our Amended Certificate to see if there are any changes for estimated tax collections.

Greg Flaig, who stated he works as a consultant for APAC arrived at the meeting at this time to discuss the Centerfold Lounge which is in Mifflin Township. He said he regulates show bars and strip clubs throughout the State and is the Executive Director of The Owners Coalition which the State set up several years ago through the Attorney General's Office. He said he travels and does audits on clubs to make sure they follow all policies. Mr. Flaig said the reason he came to this meeting was to explain that his organization encourages businesses planning to sell especially near airports to not sell to another show bar or strip club. He said the owner of the Centerfold is planning to retire and was given a letter stating this and supports the idea. Mr. Flaig said he would also like a letter from the Township stating that we would prefer not to have another adult bar at that location. The Trustees agreed that they did not want to get involved in telling a business owner who they can sell their business to.

IT – Mrs. Stewart said that MECC has requested the purchase of two new servers. Kris Haley of Keytel who services the servers at MECC said that they run 24 hours a day and one of the servers failed and is old enough that it should be replaced as it is one of the most critical pieces of the system that runs the Dispatch Center. Mrs. Stewart said they are requesting 2 of the VM Ware Servers and the VMWare Licensing not to exceed \$28,746.40. She said that she as part of the IT Committee have asked Chief Grossman and Kris Haley to come up with a long term plan on replacing and upgrading a lot of the equipment that is at this point old and outdated and will soon becoming so, She said they will be coming back with a future recommendation. This is an emergency band-aid because we need to get this fixed as soon as possible.

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The Fiscal Officer said that she spoke with Kris Haley and he gave her figures for a 36 month lease option. Chief Grossman said he spoke with Ken Neff from Mapsys regarding the server problems also and he agreed with the lease option. Mrs. Stewart said that because we would end up paying more on a lease, she feels we should just buy it outright as originally planned at this time with an option to lease determined at a later date.

Res. 97-12: Approve Purchase of Two (2) VM Ware Servers & VMWare Licensing for MECC as Quoted by Keytel Systems Including Labor for a Total of \$28,746.40 with an Option to Lease Determined at a Later Date

Mrs. Stewart moved to approve Req. #04022012-04 for the purchase of two (2) VM Ware Servers & VMWare Licensing for MECC as quoted by Keytel Systems including labor for a total of \$28,746.40 with an option to lease determined at a later date. Mr. Angelou seconded. All voted yea. Motion carried.

Chief DeConnick said that our IT person, Paul Adkins, who has been off on Sick Leave has requested to withdraw from the Sick Leave Reserve Fund since he will be out of time before he can return to work. The Trustees agreed to extend the amount for 30 days with the option to review it at a later date.

Res. 98-12: Approve Withdrawal from the Sick Leave Reserve Bank as Requested by Paul Adkins, IT, for Thirty (30) Days Under the Guidelines With The Option to Review It at a Later Date

Mr. Spanovich moved to approve the Withdrawal from the Sick Leave Reserve Bank as requested by Paul Adkins, IT, for thirty (30) days under the guidelines with the option to review it at a later date. Mrs. Stewart seconded. All voted yea. Motion carried.

SERVICE – D.J. Tharp said that he and Code Officer Blake met with a representative from Franklin County on Sunbury Drive regarding the issue that was brought up at the last meeting. He said they were told that there is nothing we can do to help the residents regarding water being pumped onto their property by a neighbor. He suggested that they try to redirect the water flow by cutting a swale into his yard going to a vacant property adjacent to Mr. Rush's yard.

D.J. Tharp reported that he has sold five graves and a columbarium niche and had eight funerals and 30 foundations to pour. He said the Police Department had a leak under their foundation and the Service Department was able to put some dirt in there and to put in a surface drain on Friday. He said he hopes that alleviates their problem.

D.J. Tharp presented the Trustees with two requests for approval.

Res. 99-12: Approve Cleaning Drains on Baughman Ave. by Capital Plumbing and Mechanical Due to Standing Water for \$4500.00

Mr. Spanovich moved to approve cleaning drains on Baughman Ave. by Capital Plumbing and Mechanical due to standing water for \$4500.00. Mrs. Stewart seconded. All voted yea. Motion carried.

Res. 100-12: Approve Foundation and Cemetery Stone Replacement as Needed Before Fence Project Can Begin for a Total Cost of \$6,000 as Recommended by the Service Director

Mrs. Stewart moved to approve foundation and cemetery stone replacement as needed before the fence project can begin for a total cost of \$6,000 as recommended by the Service Director in his memo dated March 30, 2012. Mr. Spanovich seconded. All voted yea. Motion carried. (See Referral File)

Mrs. Stewart said the Trustees would like to see a total fence project plan including a cost breakdown.

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CODE ENFORCEMENT – Steve Blake said he met with D.J. Tharp a couple of times last week because we are getting into the growing season again this year. D.J. has been very helpful especially with this demolition project. He said he would like to get a head start on the mowing because it is a lot cheaper when the grass is lower. Officer Blake said the approach he is going to use this year is contacting D.J. first and if they are too busy he will continue to use outside sources as we have done in the past. He said that just driving around the Township, there are about 43 properties he is going to start tagging this week. He asked the Fiscal Officer if she would set up \$10,000 in the General Fund for clean-up as we have done in the past.

POLICE – Chief Pocock said there was a homicide over the weekend that was not on us, but very close and was a drive-by shooting. He said that since the last meeting they have done a lot of K-9 traffic stops that have resulted in outstanding warrants and a little bit of drugs.

FIRE – Chief DeConnick said he has several requests before the Board for approval.

Res. 101-12: Approve LifePak Heart Monitor/Defibrillator & AED's & Accessories from Physio-Control for \$37,399.02

Mr. Spanovich moved to approve Req. #04.01.12 for a LifePak Heart Monitor/Defibrillator & (3) AED's and Accessories from Physio-Control for \$37,399.02. Mr. Angelou seconded. All voted yea. Motion carried.

Mr. Spanovich suggested that when we spend a lot on a purchase that benefits the community, we should share the story with the media.

Res. 102-12: Approve 2012 Gahanna Safety Town Expenditures as in Previous Years for \$2000.00

Mrs. Stewart moved to approve Req. #04.02.12 for the 2012 Gahanna Safety Town expenditures as in previous years for \$2000.00. Mr. Spanovich seconded. All voted yea. Motion carried.

Res. 103-12: Approve Hustler Sport Lawn Mower Replacement Less Trade-in from JD Equipment for \$3000.00

Mr. Spanovich moved to approve Req. #04.03.12 for a Hustler Sport Lawn Mower Replacement less a trade-in from JD Equipment for \$3000.00. Mrs. Stewart seconded. All voted yea. Motion carried.

Mr. Spanovich signed off on Req. #04.04.12 for FSI/Educator David Brizius to attend the 2012 Ohio Youth Occupant Protection Conference for \$110.00.

Res. 104-12: Approve Firefighting Structural Fire Gloves, Hoods & Bib Hoods from Phoenix Safety Outfitters for \$1976.00

Mr. Spanovich moved to approve Req. #04.05.12 for Firefighting Structural Fire Gloves, Hoods & Bib Hoods from Phoenix Safety Outfitters for \$1976.00. Mr. Angelou seconded. All voted yea. Motion carried.

Chief DeConnick said that the request for Tuition Assistance for Brant Reynolds & Steven Fagen to attend Paramedic Training at Grant EMS was discussed at a previous meeting and he is now asking for the Board's approval. He said these two Firefighters are under the old policy and the last ones to qualify for the Township to pay for their training. All new hires will be required to pay for their own paramedic training.

