

RECORD OF PROCEEDINGS

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

Held **DECEMBER 18,** **2013**

Chairman Spanovich called the Regular Meeting to order at 3:30 P.M. with Mr. Angelou, Mrs. Stewart and the Fiscal Officer, Nancy White, Present:

Also Present were:	Fred Kauser	Deputy Chief
	William Price	Police Chief
	D.J. Tharp	Service Director
	Becky Kadel	HR Director
	Lynn Bruno	Public Information Officer
	Robby Congrove	Gahanna Lincoln Student

SWEARING IN MECC CAPTAIN KEITH HIGGINS

MECC Lieutenant Keith Higgins was administered the Oath of Office by Mifflin Township Deputy Chief Fred Kauser on December 18, 2013 with his family in attendance.

CONSENT AGENDA

Res. 298-13: Approve Minutes of November 19, 2013

Mrs. Stewart moved to approve the minutes of the November 19, 2013 meeting. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 299-13: Approve Minutes of December 2, 2013

Mr. Angelou moved to approve the minutes of the December 2, 2013 meeting. Mrs. Stewart seconded. All voted yea. Motion carried.

TRUSTEES COMMENTS – Mr. Angelou thanked the Mifflin Township Medics from Station 133 for their response in aiding his wife on Monday, December 16, 2013 at Gahanna City Hall. Mrs. Angelou was able to receive the medical help she needed. Mr. Angelou also thanked Lynn Bruno for her services as our Public Information Officer and wished her well with her new endeavor. Mr. Spanovich also commented that she has done a remarkable job and he will personally miss her. Lynn Stewart also said that she will miss Lynn Bruno, that she has been a good friend to this Township and she thanked her for her service as our first Public Information Officer. Mrs. Stewart also wanted to thank the Mifflin Township Fire Fighters who participated in the relief team of the Open Hands and how proud she was of them. Mr. Angelou also welcomed a student from the Gahanna Lincoln High School.

CORRESPONDENCE

The Fiscal Officer presented the following correspondence to the Board:

1. A notice from the Franklin County Board of Zoning Appeals was received requesting the rezoning of Tesla Motors located at 3445 Morse Road to Community Service. They are requesting a Variance from Section 332.042(b) of the Franklin County Zoning Resolution to allow the retail sale of automobiles on a lot that fails to meet the

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minimum lot width requirement in an area zoned Community Service. This meeting was scheduled on their agenda for December 16, 2013 but was tabled until the meeting of January 21, 2014. (See Referral File)

FISCAL OFFICERS REPORT

On November 19, 2013 the purchase of One Pierce Fire Engine was approved by the Mifflin Township Trustees. The Fiscal Officer had received a quote from Fifth Third Bank with a 3.95 % interest rate. Since then, she has been dealing with Holman Capital and their rate is 3.4% with an effective rate of 3.53% over 10 years. The Fiscal Officer said that to lock in at that rate we are closing in 2013 and placing money in escrow until the Fire Department has finalized their purchase with Pierce/Finley Fire.

Res. 300-13: Approve The Financing of The Pierce Fire Engine Through Holman Capital

Mr. Angelou moved to approve the financing of the Pierce Fire Engine through Holman Capital. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

The Fiscal Officer presented to the Trustees packets containing the Expense Report, Revenue Report and Monthly Statement of Cash Report through November 30, 2013 for their review. Also presented was a copy of the 2014 General Fund Budget and it includes what the Fiscal Officer is recommending that we appropriate for 2014 and was actual through that date for this year. (See Referral File)

The Fiscal Officer reported to the Trustees that because of additional legal expenses that incurred during 2013 as well as the retirement pay out of Sandra Witham and the hiring of the PIO, she is requesting that the appropriation for Legal Expense account needs to be amended for an additional \$50,000 and that we amend the Salaries Administration account for an additional \$50,000. These are funds that were not previously appropriated.

Res. 301-13: Approve the Appropriation For Legal Expense Account To Be Amended For an Additional \$50,000 and Salaries Administration Account to Be Amended For an Additional \$50,000 Each

Mrs. Stewart moved to approve the appropriation for Legal Expense account to be amended for an additional \$50,000 and Salaries Administration Account to be amended for an additional \$50,000. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

ADMIN

The Fiscal Officer requested approval to hire Rebecca Rousseau full time at her current rate effective January 19, 2014. Rebecca Rousseau has been working on a part-time basis as the assistant to the Fiscal Officer and recently retired through PERS from Plain Township.

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Res. 302-13: Approve The Hiring of Rebecca Rousseau Full Time at Her Current Rate Effective January 19, 2014

Mr. Spanovich moved to approve the hiring of Rebecca Rousseau full time at her current rate effective January 19, 2014. Mr. Angelou seconded. All voted yea. Motion carried. (See referral file)

Fiscal Officer requested approving the resignation of Mifflin Township's Public Information Officer, Lynn Bruno effective December 20, 2013.

Res. 303-13: Approve the Resignation of Mifflin Township's Public Information Officer, Lynn Bruno Effective December 20, 2013.

Mr. Angelou moved to approve the resignation of Mifflin Township's Public Information Officer, Lynn Bruno Effective December 20, 2013. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

Becky Kadel, our HR Director, presented to the Trustees an invoice for \$3,100.00 from our Drug Free Safety Program vendor, Working Partners. This is for 1 hour of employee education and 2 hours of supervisor education from January 14, 2014 – January 17, 2014

Res. 304-13: Approve The Payment to Working Partners for Drug Free Safety Program Education For Mifflin Township Employees for \$3,100.00

Mrs. Stewart moved to approve the payment to Working Partners for Drug Free Safety Program Education for Mifflin Township employees for \$3,100.00. (See Referral File)

IT

Public Information Officer Lynn Bruno presented the new Mifflin Township Website to the Trustees.

IT meeting is scheduled for December 19, 2013 at 1:00 p.m.

SERVICE

D.J. Tharp recommended renewing the contract with Franklin County Public Health for mosquito management for 2014 – 2016. As expected there is an increase of \$329.56 bringing the total amount to \$4,823.00.

Res. 305-13: Approve Renewing the Contract With Franklin County Public Health For Mosquito Management for 2014-2016 for \$4,823.00

Mrs. Stewart moved to approve renewing the contract with Franklin County Public Health for mosquito management for 2014-2016 for \$4,823.00. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

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D.J. Tharp requested approval to pay Roger Boggs the \$500.00 Foreman bonus. The Trustees would like to put this on hold and review this request when the pay package is presented.

D. J. Tharp also wanted to inform the Trustees that when he was salting one evening he had a hose break on the salt truck and had the truck towed and repaired. He also stated that eventually they would have to have all the hoses replaced on the salt truck as this has never been done. The Service Department has used 26 tons of salt so far this year.

POLICE

Chief Price requested approving the resignation of Reserve Officer Gregg Costas effective December 4, 2013.

Res. 306-13: Approve The Resignation of Reserve Officer Gregg Costas Effective December 4, 2013.

Mr. Angelou moved to approve the resignation of Reserve Officer Gregg Costas effective December 4, 2013. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

Chief Price requested approval of hiring Christopher Manning as a reserve non-paid police officer with 1 year probation upon a pre-employment drug screen approval. A complete background check has been completed.

Res. 307-13: Approve Hiring Christopher Manning as a Reserve Non-Paid Police Officer With 1 Year Probation Upon a Pre-employment Drug Screen Approval

Mrs. Stewart moved to approve the hiring of Christopher Manning as a Reserve non-paid Police Officer with 1 year probation upon a pre-employment drug screen approval. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Chief Price requested approval to hire David Wolfel as a part-time paid police officer at \$11.00 per hour with 1 year probation upon pre-employment drug screen approval. Dave Wolfel worked previously for the Mifflin Township Police Department for 7 years.

Res. 308-13: Approve Hiring Dave Wolfel as a Part-Time Paid Police Officer at \$11.00 Per Hour with 1 Year Probation Upon Pre-employment Drug Screen Approval.

Mr. Angelou moved to approve the hiring of Dave Wolfel as a part-time paid police officer at \$11.00 per hour with 1 year probation upon pre-employment drug screen approval. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

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Chief Price informed the Trustees that there will be extra officers on the street New Years Eve and the Chief will be working a late shift and on the street also. Chief also presented to the Trustees the New Training Program for new hires.

FIRE

On behalf of Chief Taylor, Deputy Chief Kauser wanted to express their appreciation for Lynn Bruno and her work in promoting the Mifflin Township Fire Department. They also wanted to publicly thank the Service Department for keeping the ramps clear and the parking lot free of snow.

Deputy Chief Kauser commented that the Fire Department has been fairly busy. Very recently there was a significant structure fire on Arcaro Drive which resulted in a rescue of an occupant by Unit 2 Company. In spite of the ice and cold weather conditions, things went really well. Our rescuers have also been busy as there have been four entrapments in which they have had to cut the vehicle to rescue the person. Deputy Chief Kauser said they are seeing a lot of incidents on the freeway and they are responding to 3-4 incidents a day.

Deputy Chief Kauser requested approval for \$57,000 Fitness Incentive for 57 members for this year as well as \$6,000 Fitness Incentive for the Company with the best times. He stated that they have raised the standards twice in the last three year. Each personnel must finish within the Gold Standard Time Parameters which is the highest level. Deputy Chief Kauser stated that as a result of this fitness testing, they have seen several personnel lose a significant amount of weight and improvement in physical performance. He also stated that hopefully the fitness testing will help in terms of health insurance, claims and injuries.

Res.309-13: Approve the Fitness Incentive for \$63,000

Mrs. Stewart moved to approve the Fitness Incentive for \$63,000. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Deputy Chief Kauser requested the amount of \$75,000 to create a Super Blanket for EMS Supplies Purchasing. Currently the number of EMS Runs that the Mifflin Township Division of Fire currently takes is approximately 6,000 runs per year. This number has grown significantly over the last several decades and continues to grow in an ever increasing rate. We have periods of "EMS Run Surges" which are unpredictable and often overlap. These factors have rendered the current process of EMS Supplies Procurement cumbersome, untimely and outdated. He stated that having a Super Blanket would allow for EMS Supplies to be procured in a timelier, as needed manner, simplifying the process and making it far more efficient and responsive than is the current process. After discussion and consideration of this request, the Trustees decided to approve the Super Blanket for \$25,000 with monthly reports and will review this request on April 1, 2014.

Res. 310-13: Approve The Super Blanket for EMS Supplies Purchasing for \$25,000 With Monthly Reports and The Trustees Will Reevaluate This Request on April 1, 2014.

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Res. 310-13: Approve The Super Blanket for EMS Supplies Purchasing for \$25,000 With Monthly Reports and The Trustees Will Reevaluate This Request on April 1, 2014.

Mr. Spanovich approved the Super Blanket for EMS supplies purchasing for \$25,000 with monthly reports and the Trustees will reevaluate this request on April 1, 2014. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Deputy Chief Kauser requested approval for the purchase of MECC uniforms for \$6,500.00

Res. 311-13: Approve The Purchase of MECC Uniforms For \$6,500.00

Mr. Spanovich moved to approve the purchase of MECC Uniforms for \$6,500.00. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

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

Joseph F. Spanovich, Chairman

Lynn M. Stewart, Vice Chairman

Richard J. Angelou, Trustee

Nancy M. White, Fiscal Officer