

# RECORD OF PROCEEDINGS

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

Held

**FEBRUARY 3,**

**2014**

Chairman Spanovich called the Regular Staff Meeting to order with Mr. Angelou, Mrs. Stewart and Fiscal Officer, Nancy White, present.

Also Present were:

Eileen Leuby	MORPC
Tim Taylor	Fire Chief
D.J. Tharp	Service Director
William Price	Police Chief

## **CONSENT AGENDA**

### **Res. 24-14: Approve Minutes of January 21, 2014**

Mr. Angelou moved to approve the minutes of January 21, 2014. Mrs. Stewart seconded. All voted yea. Motion carried.

**TRUSTEES COMMENTS** – Mr. Angelou asked D.J. Tharp for an update on our salt situation. D. J. Tharp reported that our salt is getting pretty scarce right now. Gahanna has asked Mifflin Township to go to Franklin County and they, in turn, have asked us to conserve the salt as much as we can.

Mr. Spanovich turned the meeting over to Ms. Eileen Leuby of MORPC to address the board. She stated that she is currently the membership coordinator for 45 local governments that belong to MORPC. Ms. Leuby said that she is here today because this past year MORPC has changed their position. Previously they had two representatives for each Township on their board. Now it is required that one Township representative join as a paid member to be a representative on the commission. Ms. Leuby shared that The MORPC Board members create and define the focus of the organization by providing guidance and leadership in public policy, programs, services, partnerships and strategic direction. They are an advocate for our local government and place a huge emphasis on shared services. The cost of annual dues for Mifflin Township is \$.49 per capita with a population of 2,462 in the unincorporated area bringing the total to \$1,231.00.

### **Res. 25-14: Approve One (1) Mifflin Township Representative to Join MORPC for \$1,231.00**

Mrs. Stewart moved to approve one Mifflin Township Representative to Join MORPC for \$1,231.00. Mr. Spanovich seconded. All voted yea. Motion carried.

## **CORRESPONDENCE**

The Fiscal Officer presented the following correspondence to the Board.

1. Notices were sent to several property owners from the Franklin County Economic Development and Planning Department as it relates to code enforcement issues. The property at 2871 Northglen Drive and 2500 Sunbury Drive were inspected and cited for inoperable vehicle being parked or stored on the property. A follow up inspection will be made in approximately seven (7) days. An inspection of 2414 Lindale Road revealed that there is a lot of trash and other solid waste being stored on this property.

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- A re-inspection will be conducted in approximately seven (7) days.
2. A letter was received from Franklin County Engineer's Office informing us that the variance application filed by Tesla Motors at 3445 Morse Road was given a public hearing by the Franklin County Board of Zoning Appeals on January 21, 2014 and it was approved by the Board.
  3. Franklin County Public Health is having monthly phone conference calls from 9:00 a.m. to 11:00 a.m. and it is the third Wednesday of every month to talk about the jurisdiction and ways to fund the Franklin County Public Health to continue to provide the services that they have available.
  4. A contract was received from the Franklin County Sheriff's Office for a 3 year agreement with the Communications Center for the Mifflin Township Police Department. This agreement will integrate a price reduction of \$.52 per call for the entire three year term. The new rate will be \$8.92 per call from January 1, 2014 to December 31, 2016.

### **Res. 26-14: Approve the Three Year Agreement With The Franklin County Sheriff's Office For The Communications Center at The Rate of \$8.92 per Call**

Mr. Angelou moved to approve the three year agreement with the Franklin County Sheriff's Office for the Communication Center at the rate of \$8.92 per call. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

### **FISCAL OFFICERS REPORT**

The Fiscal Officer presented to the Trustees copies of reports for the 2013 statement of cash position, expense report and revenue report for their review. She said that they ran the report by fund rather than all together which explains why the report is so large. The Department Heads have been given their carry over balances. This has been reported to the Auditor's Office so they have this information now. Fiscal Officer said that she will be receiving from the State Auditor's Office a first amended certificate showing the balances that she submitted to them. She stated that sometimes they do recalculate the tax collections and when she does receive this she will share this information with the Trustees. She believes we are at the point where we can move forward with our final budgets. The Fiscal Officer offered to run detailed reports on line items if the Trustees wish to see it. She commented that we have moved forward this year and it is working fairly well and we are going to get our Police Chief up and running. She is currently trying to schedule a training session from SSI to come in and work with her and Becky Rousseau and also the Department Heads and other employees who are in the system. Mr. Spanovich asked the Fiscal Officer to explain the negative \$155,000 amount for MECC. The Fiscal Officer explained that they programmed in the CAD project and we are encumbering those funds. However, we requested disbursements from the Federal Government and we received about \$300,000 in 2013 and we will receive the balance in 2014.

The Fiscal Officer informed the Trustees that she will be leaving on February 18, 2014 and will return on February 25, 2014 to attend the OTA Conference.

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The Fiscal Officer said that probably at the next meeting, she will have the numbers for the property casualty liability insurance coverage which is due to renew March 1<sup>st</sup>.

### **PROPOSED RESOLUTIONS-CONSENT AGENDA (NEW BUSINESS)**

**ADMIN** – The Fiscal Officer reported for Becky Kadel that they decided to change brokerage/consultant agency for our health care. Group Benefits Agency will be our new consultant. Letters were sent out notifying the other agencies of our decision. She said that they are moving forward and giving the information to GBA that they requested. GBA is currently waiting to get quotes and get information from our claims to make a recommendation on a plan design. GBA will be scheduling employee education and open enrollment in the next couple of weeks. A meeting with John Hasting from Group Benefits Agency is scheduled for Thursday, February 6, 2014 at 9:00 a.m.

**IT** – Fiscal Officer reported that since Truro Township is the lead on the VOIP system, they are responsible for contacting Time Warner. The contact person at Truro is in the process of getting a date set up with Time Warner for the PRI to be installed.

**SERVICE** – D.J. Tharp requested approval to purchase two (2) Hustler mowers from JD Equipment for the total amount of \$3,980.00.

### **Res. 27-14: Approve the Purchase of Two (2) Hustler Mowers From JD Equipment for a Total Amount of \$3,980.00**

Mr. Angelou moved to approve the purchase of two (2) Hustler Mowers from JD Equipment for a total amount of \$3,980.00. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

D.J. Tharp requested approval for a 3% pay increase for the Service Department employees. Mrs. Stewart proposed to increase D.J. Tharp's hourly rate from \$22.38 to \$22.88 in lieu of not receiving a pay for overtime. D.J. Tharp also requested that Roger Boggs would have seniority over the highest paid employee of the Service Department.

### **Res. 28-14: Approve the 3% Pay Increase for the Service Department Employees and Increase D.J. Tharp's Hourly Rate to \$22.88 and Giving Roger Boggs Seniority Over The Highest Paid Employee of The Service Department.**

Mrs. Stewart moved to approve the 3% pay increase for the Service Department employees and increasing D.J. Tharp's hourly rate to \$22.88 and giving Roger Boggs Seniority over the highest paid employee of the Service Department. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

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**POLICE** – Chief Price presented to the Trustees the detailed police runs for January. Mr. Spanovich asked Chief Price the status of his budget. The Trustees acknowledged that Chief Price inherited a \$120,000 debt to the General Fund from the previous Police Chief. The Trustees discussed this situation and they would like to eliminate the monies that the Police Department owes to the General Fund.

**Res. 29:14 – Approve the Elimination of The \$120,000 Debt Owed To The General Fund From the Police Department**

Mr. Spanovich moved to approve the elimination of the \$120,000 debt owed to the General Fund from the Police Department. Mr. Angelou seconded. All voted yea. Motion carried.

**CODE** – Chief Price stated the code is being covered by Franklin County and we are receiving good service from them. As the warmer weather approaches, Chief Price believes that he, D.J. Tharp and Joe Bailey could handle code enforcement for this year. He said that Joe Bailey has done an excellent job so far and D.J. Tharp confirmed that we receive a quick response from him. The Trustees concluded that by not hiring a Code Enforcer this year it would save Mifflin Township \$60,000. The Trustees asked that D.J. Tharp and Chief Price come together and formalize a process regarding code enforcement.

**FIRE** - Chief Taylor requested approval to purchase Mobile Telemetry Equipment for \$5,259.30. This is to provide AirLink modem and accessories for five (5) vehicles that currently do not have them. This is the hardware that the cards will plug into. The Fiscal Officer informed the Trustees that there will be an additional cost of \$200.00 per month from Verizon for all five (5) vehicles. Chief Taylor said that this equipment enables our radio systems to communicate with other radio systems regarding data information. The Trustees requested from Chief Taylor to inform them of which vehicles this equipment will be installed in and if there is a maintenance agreement fee.

**Res. 30-14: Approve the Purchase of Mobile Telemetry Equipment for \$5,259.30**

Mrs. Stewart moved to approve the purchase of Mobile Telemetry Equipment for \$5,259.30. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Chief Taylor requested approval for the Physio-Control Annual Service Agreement for the amount of \$7,255.07. This agreement is for the six (6) Lifepak (Monitor/Defibrillators) that are located on each of our response vehicles and each Lifepak equipment is worth \$25,000 - \$35,000. Chief Taylor said that the service representative for Physio-Control is located here in Gahanna and we are fortunate to have him close as he responds quickly when a need arises.

**RES. 31-14: Approve the Physio-Control Annual Service Agreement for \$7,255.07**

Mr. Angelou moved to approve the Physio-Control annual service agreement for \$7,255.07. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File).

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Chief Taylor would like to remove from the agenda the Body damage to R133 for the amount of \$2,051.50 as he has spoken to the Fiscal Officer regarding this invoice and it is within her authority to approve payment. Trustees requested the Fiscal Officer and Chief Taylor to check with the Insurance Agency regarding the deductible and whether to file a claim.

Chief Taylor requested approval for a Tactical Defense EMS Class to be presented at Mifflin Township Meeting Hall on February 17, 18<sup>th</sup> and 19<sup>th</sup> for \$3,500. This would cover two classes per day. Chief Taylor said he and several other Firemen took this class in New Albany and the class was worthwhile to bring to Mifflin Township for the remainder of our fire department employees. The Trustees would like to put this on hold and review this request on Thursday, February 6, 2014.

Chief Taylor requested approval for the following firemen to attend training: Chuck Wilhelm to attend Ohio Youth Protection Conference for Infant Car Seat Installation for \$328.00, Jamie Yinger to attend FDIC Conference for \$810.00, Frank Caputo and Jamie Barnes to attend Street Smart Engine & Truck Company Operations for \$825.00 each, Seth Penn, Tim Morris, and Greg Gilbert to attend Street Smart Truck Company Operations for \$415.99 each. Mr. Spanovich signed off each training request.

Chief Taylor presented to the Board the out-of-district training summary for January.

Chief Taylor presented to the Board a picture of Ladder 154 which is owned by DSCC and it has been through the surplus process. Chief stated that this Ladder truck is in good condition and there are no problems with it and no rust on the body. Chief wanted the Trustees to be aware that if they can acquire this truck at a reasonable price, he would like to purchase it as a consortium reserve truck.

Chief Taylor updated the Trustees on the Promotion process and they have finished the tabulation process and are currently going through the validation before announcing the ranking order of how the candidates fared in the process.

Chief Taylor informed the Trustees that the CAD Project was switched over on January 21, 2014 and it has been working fine. As far as the Federal Government is concerned, the CAD Project is complete. There will always be ongoing projects that will be outside the scope of the grant.

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

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Joseph F. Spanovich, Chairman

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Richard J. Angelou, Vice Chairman

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Lynn M. Stewart, Trustee

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Nancy M. White, Fiscal Officer