

RECORD OF PROCEEDINGS

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

Held

MARCH 18,

2014

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

Also Present were:

Tim Taylor	Fire Chief
William Price	Police Chief
D.J. Tharp	Service Director
Becky Kadel	HR Director
Jim Ramsey	Franklin County Engineer's Office
Government Students from Gahanna Lincoln High School	

Mr. Spanovich turned the meeting over to Jim Ramsey from the Franklin County Engineer's Office. Jim Ramsey spoke to the Board regarding Township National Pollution Discharge And Elimination System. (See Referral File)

CONSENT AGENDA

Res. 55-14: Approve Minutes of March 3, 2014

Mr. Angelou moved to approve the minutes of March 3, 2014. Mrs. Stewart seconded. All voted yea. Motion carried.

TRUSTEES COMMENTS – Mr. Angelou welcomed the students from Gahanna Lincoln High School to the Trustees Meeting and gave them a brief history of Township Government.

CORRESPONDENCE

The Fiscal Officer presented the following correspondence to the Board.

1. We received information from the Franklin County Public Health through the county zoning enforcement officer. There is a Franklin County Prosecutor's Office Civil Division Case Referral for 2895 Northglen Drive and the owner, Keith Walker. The violation is parking or storage of inoperable vehicle and license tag is registered to another vehicle.
2. Letters from the Economic Development and Planning Department as it relates to code enforcement issues. The property at 2390 Parkwood Ave. has an illegal fence that has been constructed on the property as well as trash and solid waste in the back yard. The following addresses were inspected and cited for inoperable vehicles being parked or stored: 2542 Ferris Park Drive, 2686 Ferris Road, 1188 Howell Ct., 2396 Mecca Rd. A follow-up inspection will be made in approximately seven (7) days.
3. A notice from the Ohio Department of Transportation stating that ODOT will be doing bridge rehabilitation on Agler Rd. over 270. The project is currently scheduled for construction in 2015. The project will require a full closure of Agler Rd during construction. A detour map and other information are attached to this notice.

FISCAL OFFICERS REPORT

The Fiscal Officer stated she has not had the opportunity to get the information needed regarding the Robertson letter to discuss it with our legal council. She is requesting that we place this on hold and put it on the agenda for the April 7, 2014 meeting.

The Fiscal Officer presented the budgets for 2014 to the Trustees for approval so that she may submit these budgets to the Franklin County Auditor's Office by April 1, 2013.

Res. 56-14: Approve the 2014 Budgets For Each Department as Presented with Option to Amend it as Needed at a Later Date.

Mrs. Stewart moved to approve the 2014 budgets for each department as presented with option to amend it as needed at a later date. Mr. Angelou approved. All voted yea. Motion carried. (See Referral File)

The Fiscal Officer stated that the Solid Waste Consortium put out a bid a couple of weeks ago for recycling for the entities that are involved and those bids closed on March 17, 2014. There is a meeting on Thursday, March 20, 2014 to review those bids. The next bid that will be going out will be for trash collection for 2015. The opening bid will take place at the end of April or the beginning of May. The Fiscal Officer presented a flyer to the Trustees that she received from the OTA regarding grant workshops. There are two grant workshops that are being offered: Grant Basics and Grant Budgets and Administration. The Fiscal Officer presented to the Trustees the new off street parking, loading and access drives guidelines that went into effect on February 13, 2014.

HR

Becky Kadel presented the process for recommending promotion and removal from probation to the Trustees. She is recommending that an employee, whether a new hire or new promotion, will need to receive a performance review and the department head will recommend to remove the employee from probation at the next Trustee meeting. A copy of the performance review should be submitted with the request. When determining when an employee gets promoted, a written summary outlining the reasons why they are being recommended for promotion (e.g. what set them apart from the other candidates, how did they perform/score in relations to the rest of the candidates, etc.) will be required to be presented to the Trustees in one page or less.

Res. 57-14: Approve the Process For Recommending Promotion and Removal From Probation.

Mrs. Stewart moved to approve the process for recommending promotion and removal from probation. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

SERVICE

D.J. Tharp would like to recommend that we contract with Montanez All Seasons Maintenance for the landscaping for 155 Old Ridenour Rd. for \$6,400.

Res. 58-14: Approve the Contract With Montanez All Seasons Maintenance for \$6,400.

Mr. Angelou moved to approve the Contract with Montanez All Seasons Maintenance for \$6,400. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

D. J. Tharp requested approval to install the fence in front of Riverside Cemetery with the panels that are being removed from Mifflin Cemetery. The reinstallation, 2” post, hardware, concrete and labor totals \$5,770.00

Res. 59-14: Approve the Panels Removed from Mifflin Cemetery to be Installed in Front of Riverside Cemetery for \$5,770.00

Mr. Angelou moved to approve the panels removed from Mifflin Cemetery to be installed in front of Riverside Cemetery for \$5,770. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

POLICE

Chief Price requested approval to purchase a 2014 Ford Fusion through Statewide Ford to replace his current vehicle. The total cost is \$19,304.72 which includes Corner LED system, emergency lighting and installation by B & C Communications.

Res. 60-14: Approve the Purchase of a 2014 Ford Fusion for \$19,304.72 with Options Listed

Mr. Angelou moved to approve the purchase of a 2014 Ford Fusion for \$19,304.72 with options listed. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

Chief Price presented the stats to the Trustees.

FIRE

Chief Taylor requested approval to accept and certify the promotional candidates as listed for one year with a six month extension if necessary.

Res. 61-14: Approve to Accept and Certify the Promotional Candidate List for 1 Year

Mr. Spanovich moved to approve to accept and certify the promotional candidate list for 1 year. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

Chief Taylor presented to the Trustees the promotional consideration summary. This document outlines relevant points that describe the character traits, technical skills and experience, past performance, promotional ranking and general findings that demonstrate both their fitness as well as readiness to fill these important roles.

Chief Taylor requested approval to promote Lt. Brian Dunlevy to Captain.

Res. 62-14: Approve to Promote Lt. Brian Dunlevy to Captain Effective March 30, 2014.

Mrs. Stewart moved to approve to promote Lt. Brian Dunlevy to Captain Effective March 30, 2014. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Res. 63-14: Approve to Promote Lt. Davis to Captain Effective March 30, 2014

Mrs. Stewart moved to approve to promote Lt. Davis to Captain Effective March 30, 2014. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Res. 64-14: Approve to Promote Firefighter Cordell to Lieutenant Effective March 30, 2014.

Mrs. Stewart moved to approve to promote Firefighter Cordell to Lieutenant effective March 30, 2014. Mr. Spanovich seconded. All voted yea. Motion carried. (See Referral File)

Res. 65-14: Approve to Promote Firefighter Gigliotti to Lieutenant Effective March 30, 2014

Mrs. Stewart moved to approve to promote Firefighter Gigliotti to Lieutenant Effective March 30, 2014. Mr. Spanovich seconded. All voted yea. Motion carried. (See Referral File)

Chief Taylor requested approval to reconvene the promotional process for the position of Battalion Chief only. The Trustees agreed for Chief Taylor to move forward with this process.

Chief Taylor requested to purchase EMS Supplies for \$8,227.99 from Bound Tree.

Res. 66-14: Approve to Purchase EMS Supplies for \$8,227.99 from Bound Tree.

Mr. Spanovich moved to approve the purchase of EMS Supplies for \$8,227.99 from Bound Tree. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

Chief Taylor requested approval for \$42,000 super blanket for EMS Supplies. Trustees placed this on hold for the April 7, 2014 meeting.

Chief Taylor presented the Safety Town lesson plans for each age group. He stated that Mifflin Township is the sponsor for Safety Town and Dave Brizius is the contractor who is the Fire Safety Educator. Chief Taylor will contact Dave Brizius to see where the Fire Safety Town brochures are distributed.

Chief Taylor informed the Trustees that at a future date he will be requesting approval to purchase 4 Life Pack monitors for \$56,782.40 for our engines.

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 Office