

RECORD OF PROCEEDINGS

Minutes of

MIFFLIN TOWNSHIP BOARD OF TRUSTEES

Meeting

Held

APRIL 7,

2014

Chairman Spanovich called the Regular Meeting to order at 10:00 A.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
	Kenny King	Fire Fighter
	Dr. Zeeb, MD	Medical Director of MECC EMS

Mr. Spanovich turned the meeting over to Dr. Zeeb, the Medical Director for Mt. Carmel East ER and Medical Director of MECC EMS. Dr. Zeeb spoke to the Board regarding the program that he would like to put in place. He will implement this program for MECC so that it will comply with the ACA guidelines and patient care. His main interest will be on performance improvements, education to providers and completion of operational standards. His focus is to have medical protocol as one document apart from operational standards.

CONSENT AGENDA

Res. 67-14: Approve to Amend the Minutes as Presented for March 18, 2014

Mr. Angelou moved to approve to amend the minutes as presented for March 18, 2014. Mrs. Stewart seconded. All voted yea. Motion carried.

Res. 68-14: Approve the Minutes of March 18, 2014 as Amended.

Mr. Spanovich moved to approve the minutes of March 18, 2014 as amended. Mrs. Stewart seconded. All voted yea. Motion carried.

TRUSTEES COMMENTS - Mrs. Stewart sadly announced that Ed Corbett passed away yesterday. He was a very nice and fun man and a friend to Mifflin Township. Mrs. Stewart also commented that she talked to Steve Renner, Project Manager, about the Leonard Park water project. She said that she is happy to report that all the residents have signed off on the easements so everything is moving along just as planned. The Board decided to hold an informational meeting regarding the Leonard Park water project on April 22, 2014 at 5:30 p.m.

CORRESPONDENCE

The Fiscal Officer presented the following correspondence to the Board.

1. A 1st Notice of Violation requiring 2820 Berrell Avenue to connect to the sanitary sewer. They gave them until April 24, 2014 to correct this violation.

FISCAL OFFICER REPORT

The Fiscal Officer presented to the Board the 2014 Township Annual Permanent Appropriation Resolution that was filed with the Franklin County Auditor's office and they replied that everything is good. She said that we had to make one small adjustment because the balance of the monies that would be received for the CAD project and LGIF grant were not included under the MECC funds and those funds would be received and expended in 2014. The actual 2014 budgeted amount is \$18,000,000, but our actual certificate estimated resources states funds available for expenditure is \$23,000,000.

The Fiscal Officer presented to the Trustees a packet of information for the Robertson Construction/Station 131 and 134 renovation which included: A letter from Gabe Roehrenbeck of Thomas Hine Attorneys, the project bid document, the payments made, the balance due, a memo we had previously received from Rich Pontius, the architect, as it relates to the project, payments we made to RP Architects as well as the PO's for the payments to RP Architects and the letter we received for construction administration. None of this took into account the delay in the project. Fiscal Officer said that she does have paperwork that indicates that the project originally was to be completed by February 19. She stated that it was her understanding there was a grace period of 90 days approved that would take them to May 29 to adjusted completion date for the project. The punch lists was still being completed as late as November of that year. Monies that we were deducting from Robertson for delay as shown, was paid to the Architect for additional construction administration. When reviewing the file, the amount that is in dispute is approximately \$22,000 for delay. Robertson is claiming that the project was substantially completed on May 28th. She does not have any documents that state that and she only has the paper work that were presented to the Trustees. After reviewing and discussing the information that was provided, it was determined that in order to finalize the project, a payment of \$47,715.99 would be made to Robertson Construction Services, Inc. In order to make this payment, the Fire Fund will need to appropriate the additional funds.

Res. 69-14: Approve the Payment of \$47,715.99 to Robertson Construction Services, Inc.

Mr. Spanovich moved to approve the payment of \$47,715.99 to Robertson Construction Services, Inc. and appropriate the necessary Fire Funds for the payment. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Fiscal Officer stated that at the last meeting the Trustee's approved the purchase of a 2014 Ford Fusion for the police department. The Fiscal Officer discussed this with Chief Price and he has decided to finance the purchase of the car. A copy of the financing proposals from Park National Bank was presented to the Trustees. The Chief would like to finance the purchase for 3 years/2 year payments with a payment in advance at the interest rate of 2.30%.

Res. 70-14: Approve the Financing From Park National Bank 3 year/2 year payments with Interest Rate 2.30% for the 2014 Ford Fusion

Mr. Angelou moved to approve the financing from Park National Bank 3 year/2 year payments with interest rate 2.30% for the 2014 Ford Fusion. Mr. Spanovich seconded. All voted yea. Motion carried. (See Referral File)

Fiscal Officer reported to the Trustees that it has been a practice of some 40 hour personnel using vacation time in lieu of using available holiday time when observing the holiday which

results in a payout for the remaining holiday time more than likely because any remaining vacation at the close of the year would be lost. The Trustees have decided to table this subject and requested that the Department Heads get together and discuss the different types of time off and prepare a proposal to be presented at the Trustee's Meeting.

HR – Nothing at this time.

IT

Trustee Lynn Stewart reported that she has met with Deputy Chief Kauser regarding the IPAD. Through Keytel, he was able to get her set up with files that she will use and also get the application software downloaded. She will be meeting Sean from Keytel who will be working with her on the IPAD. Mrs. Stewart also said that Sean will be giving her a training class. She commented that if all this works, then he will be meeting the other Trustees and training them also on their IPAD's.

SERVICE

D.J. Tharp reported that 4 of the 5 houses that were scheduled to be demolished have been torn down and they are all level and clean lots now.

D.J. Tharp requested approval to purchase a 2015 Ford F 550 for \$70,935.75 which would be a replacement truck for our 2 1/2 ton truck that we currently use for our plowing and salting. He commented that this new truck would be more versatile. Ricart offered us \$9,500 for a trade in but D.J. believes we would be able to sell it for more money on GovDeals. The financing would be through Park National Bank for 4 years/3 year payments in advance at an interest rate of 2.65%.

Res. 71-14: Approve the Purchase of a 2015 Ford F 550 from Ricart for \$70,935.75 and Financing Through Park National Bank 4 Year/3 Year Payments with Interest Rate of 2.65%

Mr. Spanovich moved to approve the purchase of a 2015 Ford F 550 from Ricart for \$70,935.75 and financing through Park National Bank for 4 years/3year payments in advance at an interest rate of 2.65%. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

D.J. Tharp requested approval to increase the cemetery price of graves at Mifflin Cemetery but leave Riverside Cemetery the same. He would also like to increase the price of columbariums and the opening and closing for both cemeteries. These price increases would be effective June 1, 2014. Fiscal Officer suggested that since Mifflin Township is responsible for taking care of this cemetery when it is full, a portion of this price increase should go to a maintenance fund.

Re: 72-14: Approve the Cemetery Price Increase per Memo Effective June 1, 2014

Mr. Spanovich moved to approve the cemetery price increase per memo effective June 1, 2014. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

POLICE

Chief Price requested approval to hire reserve officer Christopher Manning as a part time paid officer at \$11.00 an hour. He has successfully completed field training. This would be effective April 13, 2014.

Res. 73-14: Approve the Hire of Christopher Manning as a Part Time Paid Officer at \$11.00 an Hour Effective April 13, 2014

Mr. Angelou moved to approve the hire of Christopher Manning as a part time paid officer at \$11.00 an hour effective April 13, 2014. Mrs. Stewart seconded. All voted yea. Motion Carried. (See Referral File)

Chief Price reported that the 2009 Dodge Charger police cruiser was sold on Govdeals. It was finalized last Friday and sold for \$4,835.00. The detailed police runs for March 2014 were presented to the Trustees.

FIRE

Chief Taylor request approval to pay Dr. Zeeb his \$7,500.00 Medical Director annual billing.

Res. 74-14: Approve the Payment of \$7,500.00 to Dr. Zeeb for Medical Director annual billing.

Mrs. Stewart moved to approve the payment of \$7,500.00 to Dr. Zeeb for Medical Director annual billing. Mr. Spanovich seconded. All voted yea. Motion carried. (See Referral File)

Chief Taylor requested approval to purchase a narcotic lockbox system made by Knox which consists of 5 devices that will go in each of our fire stations and annex and 4 devices that fit in the four transport vehicles that we have on the road currently. This allows us to track the narcotic usages and tracks who is accessing the narcotics. When the Ohio Board of Pharmacy audits us, which we are due, we will have solid records that we are not vulnerable to diversion by use of this system.

Res: 75-14: Approve the Purchase of (9) Knox Narcotics Safes for \$8,845.00

Mrs. Stewart moved to approve the purchase of (9) Knox Narcotics Safes for \$8,845.00. Mr. Spanovich seconded. All voted yea. Motion Carried. (See Referral File)

Chief Taylor requested approval for annual physical exams from Public Safety Health & Wellness for the amount of \$46,000.00. The Trustees requested that Chief Taylor look into seeing if our health care insurance will covering part of these physical exams.

Res. 76-14: Approve the Annual Physical Exams from Public Safety Health & Wellness for \$46,000.00

Mr. Spanovich moved to approve the annual physical exams from Public Safety Health & Wellness for \$46,000. Mr. Angelou seconded. All voted yea. Motion Carried. (See Referral File)

Chief Taylor requested approval for annual fire hose testing from Fire Catt for the amount of \$5,800.

Res. 77-14: Approve the Annual Fire Hose Testing from Fire Catt for \$5,800.00

Mrs. Stewart moved to approve the annual fire hose testing from Fire Catt for \$5,800.00 Mr. Spanovich seconded. All voted yea. Motion Carried. (See Referral File)

Chief Taylor requested approval to purchase a new fire hose from Finley Fire Equipment for E132 for \$14,900.00.

Res. 78-14: Approve the Purchase of A New Fire Hose From Finley Fire Equipment for E132 for \$14,900.00

Mrs. Stewart moved to approve the purchase of a new fire hose from Finley Fire Equipment for E132 for \$14,900.00. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Chief Taylor requested approval to purchase fire gear lockers from Geargrid Corporation for Station 134 for \$5,505.00

Res. 79-14: Approve the Purchase of Fire Gear Lockers from Geargrid Corporation for Station 134 for \$5,505.00

Mrs. Stewart moved to approve the purchase of fire gear lockers from Geargrid Corporation for Station 134 for \$5,505.00. Mr. Spanovich seconded. All voted yea. Motion Carried. (See Referral File)

Chief Taylor requested approval to pay for the repair of R133 from Flora's Diesel Repair Service, Inc. for \$3,715.51. Chief Taylor requested approval previously from Mr. Spanovich so that they could get R133 fixed and back on the road as quickly as possible.

Res. 80-14: Approve the Payment of \$3,715.51 to Flora's Diesel Repair Service, Inc. to Repair R133.

Mr. Spanovich moved to approve the payment of \$3,715.51 to Flora's Diesel Repair Service, Inc. to repair R133. Mrs. Stewart seconded. All voted yea. Motion Carried. (See Referral File)

Chief Taylor requested approval for preventative maintenance from Dick Masheter for XM131 in the amount of \$4,064.39.

Res. 81-14: Approval For Preventative Maintenance from Dick Masheter for XM131 in the Amount of \$4,064.39

Mrs. Stewart moved to approve preventative maintenance from Dick Masheter for XM131 in the amount of \$4,064.39. Mr. Angelou Seconded. All voted yea. Motion carried. (See Referral File)

Chief Taylor presented the newsletter and Out of District Training to the Trustees for their review.

Fiscal Officer commented that our VIOP system is up and running and they are making some final adjustments.

The Trustees requested that the budget that was submitted to the Franklin County Auditor's Office be put on the Mifflin Township website.

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. Angelou, Vice chairman

Lynn M. Stewart, Trustee

Nancy M. White, Fiscal Officer