

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

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Held **APRIL 15,** **2014**

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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
Gahanna Lincoln High School Students	

**CONSENT AGENDA**

**Res. 82-14: Approve Minutes of April 7, 2014**

Mrs. Stewart moved to approve the minutes of April 7, 2014. Mr. Angelou seconded. All voted yea. Motion carried.

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

**CORRESPONDENCE**

The Fiscal Officer presented the following correspondence to the Board.

1. A letter from Thompson Hine confirming that in light of Mifflin Township's payment of \$47,715.99 to Robertson Construction Services, Inc, this matter is now fully and finally closed.
2. Letters from the Franklin County Economic Development and Planning Departments as it relates to code enforcement issues. The following address were inspected and cited for inoperable vehicles being parked or stored at the following addresses: 2047 Myrtle Avenue, 3739 Armuth Avenue, 3811 Armuth Avenue. The following addresses were cited for storage of trash or waste materials: 2063 Myrtle Avenue, 2057 Myrtle Avenue, 2583 Baughman Avenue, 3829 Armuth Avenue, 3750 Armuth Avenue, 3785 Armuth Avenue. An inspection of 2085 Myrtle Avenue revealed that there is trash and inoperable vehicle being stored on the property. An inspection of 3830 revealed illegal structure, commercial vehicle not permitted on residential property, inoperable vehicle, illegal fence and storage of trash or waste materials. An inspection of Perdue Avenue, parcel

number 190-000778, revealed at least 90 tires and other solid waste being stored on the property. The property located at 3845 Westerville Rd. is required to submit a certificate of zoning compliance as this is zoned (R) Rural (Single Family Residential) and they are operating as a half way house.

### **FISCAL OFFICER REPORT**

The Fiscal Officer requested approval to remove Christy Williamson from probation. She presented to the board her evaluation and also stated that the HR Director completed an evaluation also. Both the Fiscal Officer and HR Director's assessments were very similar. She also requested a pay increase from \$18.00 an hour to \$19.00 effective April 13, 2014.

### **Res. 83-14: Approval to remove Christy Williamson From Her Six Month Probation with A Pay Increase of \$19.00 an hour Effective April 13, 2014.**

Mr. Angelou moved to approve to remove Christy Williamson from her six month probation with a pay increase of \$19.00 an hour effective April 13, 2014. Mrs. Stewart seconded. All voted yea. Motion carried. ( See Referral File)

The Fiscal Officer stated that we have been working with our new accounting software for a year now and they have another module that will be out this summer for budgeting which also includes the work flows. This means that for instance, if the Fire Department has a person who is in charge of EMS supplies, he would submit a budget and it would go through the approval process. Everyone would have access to it making all the budgets submitted in the same format as well as the fact that prior history would be available for up to 5 years prior for a particular line item or department, etc. For an individual line item they would be able to list what would encompass the budget for that line item. Fiscal Officer stated that she believes this would be a good addition to our accounting package as well as getting all the departments on the same budgeting platform. She will be presenting this to the IT committee.

The Fiscal Officer stated that to set an example for the city and the residents that have buildings like ours, she would like to make a recommendation to purchase an AED for the Mifflin Township Administrative Building. It would be mounted on the wall and we would receive training. Since we do have a number of organizations that meet here along with our Township meetings, etc. this AED would be available if needed. Fiscal Officer commented that at this time she just wanted to give this information to the Trustees.

The Fiscal Officer presented to the Trustees the flyer that was delivered to the residents regarding the Leonard Park Water Project. This meeting will take place on Tuesday, April 22, 2014 at 6:00 p.m. at the Mifflin Township Meeting Hall. Steve Renner, Franklin County Sanitary Engineering Director will be here as well as some of his engineers who have worked on this project. They will provide maps, timeline information, construction information and contact information for the residents.

The Fiscal Officer presented an article that was in the OTARMA Newsletter. She also informed the Trustees that she will not be attending the next staff meeting as she will be out of town.

The Fiscal Officer said that we are required to have an annual inspection for our sprinkler system, fire extinguishers, hoods at the fire stations, and backflow. She presented a quote for the entire Township to the Trustees from Hamrick Fire Systems for the amount of \$5,903.00

**Res. 84-14: Approve To Pay Hamrick Fire Systems \$5,930.00**

Mrs. Stewart moved to approve to pay Hamrick Fire System \$5,930.00. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

**HR** – Nothing at this time.

**IT** – There is an IT Meeting scheduled for Wednesday, April 23, 2013. Mrs. Stewart commented that there are still two voice mails on our new phone system. Fiscal Officer stated that Keytel has a punch list that they are still working on at this time.

**SERVICE** – D.J. Tharp said that at the last meeting he talked about adjusting the prices for the graves. He forgot to mention the price adjustment to the columbariums. D.J. Tharp recommends that we charge \$900.00 per niche for residents and \$1,200.00 per niche for non-residents. Opening and closing cost will be the same as ground cremation rates.

**Res. 85-14: Approve the Price of \$900.00 Per Niche for Residents and \$1,200.00 Per Niche for Non-Residents Effective June 1, 2014.**

Mrs. Stewart moved to approve the price of \$900.00 per niche for residents and \$1,200.00 per niche for non-residents effective June 1, 2014. Mr. Spanovich seconded. All voted yea. Motion carried. (See Referral File)

D.J. Tharp reported to the Trustees that he had received the new 2015 Ford F 550 Truck yesterday.

**POLICE** – No reports at this time.

**FIRE**

Chief Taylor informed the Trustees of the passing of Reverend Selvey on April 13, 2014. Celebration of Life Services will be at the Gahanna Community Church on Havens Corner Rd. on April 27, 2014 at 4:00 p.m.

Chief Taylor requested approval to purchase two commercial door openers and four remotes for Station 131 for total of \$1,740.00.

**Res. 86-14: Approve the Purchase of Two Commercial Door Openers and Four Remotes for Station 131 for \$1,740.00**

Mr. Angelou moved to approve the purchase of two commercial door openers and four remotes for Stations 131 for \$1,740.00. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

Chief Taylor requested approval to purchase three garage door openers for Station 134 for the amount of \$2,765.00.

**Res. 87-14: Approve the Purchase of Three Garage Door Openers for Station 134 For \$2,765.00**

Mr. Angelou moved to approve the purchase of three garage door openers for Station 134 for \$2,765.00. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

Chief Taylor requested approval to transfer the decontamination trailer and tow vehicle to Licking County EMA. He said he will be talking to the prosecutor's office to make sure this is acceptable and Chief will bring this request to the next meeting.

Chief Taylor requested approval to replace the previous contract with Creative Safety Solutions with the new independent contractor agreement with the correct individual rates and if this contract is signed it would supersede the current contract on file.

**Res. 88-14: Approve the New Independent Contractor Agreement with Creative Safety Solutions to Supersede The Current Contract on File.**

Mrs. Stewart moved to approve the new independent contractor agreement with Creative Safety Solutions to supersede the current contract on file. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Chief Taylor requested approval to purchase pediatric pulse OX cables and pulse OX cable extensions for a total of \$3,216.45.

**Res. 89-14: Approve the Purchase of Pediatric Pulse OX Cables and Pulse OX Cable Extensions for a Total of \$3,216.45.**

Mr. Angelou moved to approve the purchase of pediatric pulse ox cables and pulse ox cable extensions for a total of \$3,216.45. 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.

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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