

RECORD OF PROCEEDINGS

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

Held

FEBRUARY 20,

2007

Chairman Spanovich called the Regular Meeting to order at 6:00 P.M. with all members present.

Also present were:

Dolly Hanning	2354 Agler Road
Chief John Hoovler	Plain Township
Chief Dale Ingram	Jefferson Township
Lynn Stewart	561 Laurel Ridge
Bruce Tjampiris	Clinton Township
Dan Bender	Rocky Fork Enterprise
Jim DeConnick	Fire Chief
Michael Pocock	Police Chief
Calvin McKnight	Service Director
Steve Blake	Code Enforcement Officer

Mr. Spanovich led the Pledge of Allegiance to the Flag and Mr. Angelou offered a prayer.

Res. 41-07: Approve Minutes of 1/3/07, 1/16/07, 1/24/07, 1/31/07 & 2/5/07

Mr. Angelou moved to approve the minutes of the 1/3/07, 1/16/07, 1/24/07, 1/31/07 and 2/5/07 meetings. Mr. Stewart seconded. All voted yea. Motion carried.

Mr. Spanovich said that the Employee Handbook adopted at the January 3, 2007 organizational meeting has not been updated since it became effective January 1, 2005. He asked the Department Heads to review it and present any needed changes and/or additions at the April 2, 2007 Staff Meeting.

Res. 42-07: Approve March Warrants

Mr. Spanovich moved to approve the March Warrants for payroll and bills. Mr. Angelou seconded. All voted yea. Motion carried.

CORRESPONDENCE

The following correspondence was presented to the Board by the Fiscal Officer:

1. Franklin County Emergency Management and Homeland Security announcement that they have rescheduled the Annual Advisory Council Meeting for March 12, 2007 at 9:00 a.m. The Agenda was also enclosed. All elected officials or their representatives are encouraged to attend.
2. Ohio Department of Health notice to all businesses regarding the Issue 5 smoking ban under a new chapter of the ORC. We are complying with the statutes as listed in their notice.
3. City of Gahanna notice that the Gahanna Board of Zoning and Building Appeals will meet Thursday, February 22, 2007 at 6:30 p.m. in the Gahanna Chambers regarding the Verizon Cellular Tower for the property located at 155 Olde Ridenour Road.
4. Franklin County Board of Zoning Appeals notice of hearings scheduled today at the Commissioners Meeting Room at 1:30 p.m. There were two Variance Cases for Mifflin Township for Stelzer Arch LLC at 2300 Stelzer Rd. and Innis Arch LLC. at 3337 Westerville Rd. Both were for fueling stations, retail stores and restaurants.

Ben Weiner, Planner, of the Franklin County Economic Development & Planning Department was present at our last meeting to discuss the proposal to develop an Infill Development Strategy for portions of Mifflin and Clinton Townships. He asked that we appoint a steering committee to work with Clinton to adopt a land use plan covering the unincorporated areas as part of the City of Columbus's Northeast Area Plan. Mr. Spanovich said he would be a part of the committee along with Steve Blake, Calvin McKnight and Dolly Hanning. Mr. Weiner said that working in harmony with the Columbus plan will allow the area to redevelop in a consistent manner than for each jurisdiction acting individually or not acting at all.

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Res. 43-07: Appoint Joseph Spanovich, Steve Blake, Calvin McKnight and Dolly Hanning as Members of a Steering Committee for the Proposed Mifflin/Clinton Infill Development Strategy and to Participate with the Columbus Northeast Area Plan

Mr. Spanovich moved to appoint Joseph Spanovich, Steve Blake, Calvin McKnight and Dolly Hanning as members of a steering committee for the proposed Mifflin/Clinton Infill Development Strategy and to participate with the Columbus Northeast Area Plan. Mr. Stewart seconded. All voted yea. Motion carried.

The Fiscal Officer gave the Trustees a copy of a model resolution to establish a reserve balance account as per ORC 5705.13B. The purpose of the reserve balance account is to accumulate sufficient money for all Township Departments to pay accumulated sick and vacation pay to retiring employees. The principal and interest from this account can only be used for this purpose. Each Department will determine the amount to be appropriated each year for this purpose based on those they know will be retiring at a certain time.

Res. 44-07: Establish a Reserve Balance Account as Per ORC 5705.13B to Accumulate Sufficient Money from Each Department to Pay Accumulated Sick and Vacation Pay to Retiring Employees

Mr. Spanovich moved to establish a Reserve Balance Account as per ORC 5705.13B to accumulate sufficient money from each Department to pay accumulated sick and vacation pay to retiring employees as stated in the Resolution as prepared by the Fiscal Officer. Mr. Stewart seconded. All voted yea. Motion carried. (See Referral File)

The Fiscal Officer said that she and Mr. Angelou met today with Steve Miller who brought our Township insurance quote through OTARMA. They increased the coverage on all the buildings and increased the cost on equipment for replacement coverage. The rest of the parameters are the same with the exception of the addition of a few items not on the inventory and some new vehicles. The package renewal totaled \$92,489.00 but with a VIP credit given by OTARMA and a CDL credit, the total cost is \$75,346.00 due 3/1/07 for one year. The Fiscal Officer said she will check to see if we could lower our costs by increasing our deductibles but she probably could not have the figures before the 3/1/07 deadline.

Res. 45-07: Approve Township Insurance Package Renewal from OTARMA for a Total of up to \$75,346.00 Effective March 1, 2007 for One Year and to Check on the Cost if Deductibles are Increased

Mr. Angelou moved to approve the Township Insurance Package Renewal from OTARMA for a total of up to \$75,346.00 effective March 1, 2007 for one year as presented by Palmer Miller Nelson Insurance Agency and to check on the cost if deductibles are increased. Mr. Stewart seconded. All voted yea. Motion carried.

Mr. Angelou said that in the future, each Department must be responsible for adding or deleting equipment to our insurance and keeping the inventory up to date. The Fiscal Officer said she gave the Department Heads copies of the covered inventory for their review.

The IT Committee met today and it is their recommendation that we need to replace at least two servers at this time. Mr. Angelou and the Fiscal Officer are part of the committee and both agree that this purchase is necessary. We have a quote from Dell for two servers in the amount of \$4,256.00 each for a total of \$8,512.00. The total cost would be split between the General Fund and Fire Fund.

Res. 46-07: Approve Two (2) Servers as Quoted by Dell for a Total of \$8,512.00 with the Cost to be Split Between the General and Fire Funds

Mr. Angelou moved to approve the purchase of two (2) servers as quoted by Dell for a total of \$8,512.00 with the cost to be split between the General and Fire Funds as recommended by the IT Committee. Mr. Stewart seconded. All voted yea. Motion carried.

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The Fiscal Officer said that regarding the 2007 budgets, she has appropriated money for the General and Service Department funds. The Police Department budget is almost complete and she hopes to meet with the Code Enforcement Officer and the Fire Department Chiefs this week.

Mr. Spanovich said he received a letter from the Insurance Service Office (ISO) which the Fire Chief also received in reference to the public fire protection in Mifflin Township. They will be meeting with the Chief to review the insurance classification of the Mifflin Township Fire Department.

The Fiscal Officer said that she is setting up appropriations a little differently this year. She is setting up a fund just for the MECC and will need a budget for them also. She asked for the Board's approval to transfer money received in the General Fund directly to the Service and Police Funds and made a part of their budget.

Res. 47-07: Approve Transferring Money from General Fund Directly to the Police and Service Funds and Made a Part of Their Budget

Mr. Stewart moved to transfer money from the General Fund directly to the Police and Service Funds and made a part of their budget. Mr. Spanovich seconded. All voted yea. Motion carried.

OLD BUSINESS

Verizon Cellular Tower – Mr. Spanovich said that as stated earlier, this will go before the Gahanna Board of Zoning and Building Appeals on February 22, 2007 at 6:30 p.m.

2007 Budgets - Mr. Spanovich said that all budgets are in except for Fire which will be completed soon according to Chief DeConnick.

Road District Levy - Mr. Spanovich said the Road Levy will be on the May 8, 2007 ballot.

Mifflin/Clinton Partnership Project - Mr. Tjampiris, a Clinton Township Trustee, said that Clinton did lay off two Firefighters and one Firefighter turned in his resignation. They are now down to working within their Fire budget. Mr. Spanovich said that Mifflin will not take a position on this proposed partnership and are awaiting the report from the Ad Hoc Citizen Advisory Committee that was formed by Gahanna to study this proposal further and make a recommendation. Mr. Angelou said that we are still in the information gathering stage at this point.

All other items have been addressed or are pending at this time.

NEW BUSINESS

Longevity Pay – The following service credit bonus requests were presented for approval:

Res. 48-07: Approve Service Credit Bonuses for Firefighters Cordell and Barnett

Mr. Spanovich moved to approve service credit bonuses for Firefighters Michael Cordell and Sean Barnett in the amount of \$500.00 each at the discretion of the Board and funds permitting as recommended by Chief DeConnick. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 49-07: Approve Service Credit Bonus for Lawrence Stewart of the Service Dept.

Mr. Angelou moved to approve a service credit bonus for Lawrence Stewart of the Service Department in the amount of \$700.00 at the discretion of the Board and funds permitting as recommended by Calvin McKnight. Mr. Spanovich seconded. All voted yea. Motion carried.

Next Meeting – The next meeting will be the Staff Meeting scheduled for Monday, March 5, 2007 at 9:00 a.m.

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REPORTS OF DEPARTMENT HEADS

SERVICE – Calvin McKnight gave the Trustees some pictures showing the damage resulting from a minor accident that one of the Service Department employees had backing up in the dump truck during the bad weather. He doesn't have estimates on it as yet.

CODE ENFORCEMENT – Steve Blake said he has been out of town as a result of the death of his wife's mother and thanked everyone for their thoughts and prayers. He said that this coming Thursday, he will be attending the Ohio Code Enforcement Officer's Association meeting. There will be someone there from Dayton to explain in detail how they go about doing citations. He said he would like to look into this again as a possible revenue source for Code Enforcement. He also plans to meet with the Fiscal Officer on his budget.

POLICE – Chief Pocock said he has nothing to report at this time but would like to request an executive session at the end of the meeting.

FIRE – Chief DeConnick said there was a MECC Executive Board Meeting last week and out of that it was determined that some updates regarding the personnel need to be implemented. The Board was given a memo regarding the changes, but Chief DeConnick said the changes can not go into place until the MECC budget is turned in to the Fiscal Officer. Chief Hoovler from Plain Township and Chief Ingram from Jefferson Township were present to answer any questions. Mr. Spanovich said he has several questions such as how much does each entity in the MECC pay and what is the total budget of MECC? He said this information should be forthcoming as our Board is not prepared to act on anything or go into much detail this evening. Chief DeConnick said that having a separate budget for MECC should be very beneficial. Chief Hoovler said that the success of MECC has been way beyond his expectations. He said that when there was just Mifflin, Jefferson and Plain, it was easy to prepare a budget but with the addition of three more entities and adding some of their personnel, it is a little more difficult. He said that because the MECC has grown so much, it is felt that the changes regarding personnel is necessary as stated in the memo and that it will help the MECC operate at it's fullest efficiency. He said the MECC is doing what we want and that is reducing the cost for everybody that joins including Mifflin Township. All the MECC Chiefs agree that the MEC Center is doing an outstanding job with top notch personnel. Mr. Spanovich agreed that the MEC Center is the success story of the year. Chief Ingram said that they have a very good opportunity to move to the Fire Academy with very little capital investment. They did submit a grant to purchase duplicate equipment for the Academy to make the transition to that location without any interruption in service but it was turned down. The cost of the move now would be divided among all entities.

Mr. Spanovich said that our Board is not advised when grant applications are being submitted until we read about it in the paper. He said that in the future any grants must come before the Board before they are submitted. Mr. Stewart asked that it be put into a motion

Res. 50-07: Approve Requiring Any Grant to Come Before the Board Before it is Submitted

Mr. Stewart moved to approve requiring any grant application to come before the Board before it is submitted. Mr. Spanovich seconded. All voted yea. Motion carried.

Chief DeConnick presented the Board with the following requests for approval:

Res. 51-07: Approve Uniform Purchases for Fire Dept., MECC & Other Operational Personnel from Roy Tailors Uniform Company for a Total of \$63,500

Mr. Spanovich moved to approve Purchase Request No. 02-03-07 for uniforms for the Fire Department, MECC and other operational personnel from Roy Tailors Uniform Company for a total amount of \$63,500 as recommended by Chief DeConnick. Mr. Stewart seconded. All voted yea. Motion carried.

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Res. 52-07: Approve Annual UPS Full-preventive Maintenance Service Agreement for MECC & Other Essential Equipment with Liebert Global Services for \$1572.00

Mr. Angelou moved to approve Purchase Request No. 02-04-07 for the annual UPS full-preventive maintenance service agreement for MECC equipment and other essential equipment with Liebert Global Services for a total of \$1572.00 as submitted by Paul Atkins and recommended by Chief DeConnick. Mr. Spanovich seconded. All voted yea. Motion carried.

Chief DeConnick said at the last meeting he presented a request to send Lt. Engler to the EMS Today Expo Conference and Exposition Convention in Baltimore, Maryland scheduled for March 6 – 10, 2007. Mr. Spanovich stated that he would entertain a motion to act upon this request. Due to the lack of a motion, the request was denied.

Mr. Spanovich asked that Purchase Request No. 02-05-07 for the annual maintenance support agreement for the EmergiTech – CAD system for the Fire Department in the amount of \$7,154.59 be placed on the March 5, 2007 agenda.

Chief DeConnick said that Battalion Chief Michael Grossman successfully completed the MBA 745 & 755 courses that he took for his graduate program. The remaining amount due is \$2,370.00 and is okay to pay. He is additionally requesting tuition approval in the amount of \$3,160.00 for MBA 765 & 850 courses.

Res. 53-07: Approve Tuition Assistance Request of Michael Grossman for Winter Quarter 2007 MBA Courses in the Amount of \$3160 Under Policy Guidelines

Mr. Stewart moved to approve the Tuition Assistance request of Michael Grossman for Winter Quarter 2007 MBA courses in the amount of \$3160 under policy guidelines of one half paid now and the remainder due upon successful completion as recommended by Chief DeConnick. Mr. Spanovich seconded. All voted yea. Motion carried.

Chief DeConnick reported on the following: He received a call from a reporter at the Columbus Dispatch wanting an update on the MEC Center. He said he gave them what he could and hoped it will be a good article.

Last Friday the OSU Hospital funded a health food dinner at Sta. 131. This was handled by a retired firefighter from the NYFD who is now involved in teaching healthy cooking.

Regarding the wellness/fitness program, the Fire Department will not be able to reach the deadline of March 1, 2007 to have a recommendation to present. They have been very busy and will have a program recommendation to present to the Board as soon as they can.

POLL VISITORS FOR COMMENTS

Dolly Hanning thanked our Code Officer, Steve Blake, for getting the house on Purdue cleaned up and working on another property that also is bad. She said that she learned that one of our firefighters went to another township and told them that our Trustees will approve anything that is put before them which makes her very mad because she knows it is not true. Chief DeConnick said he doesn't know anything about it, but if he is given the name of the firefighter, he will address the issue.

Res. 54-07: Move Into Executive Session

Mr. Spanovich moved to go into executive session at the request of the Police Department at 7:23 p.m. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 55-07: Move Back Into Regular Session

Mr. Stewart moved to go back into regular session. Mr. Spanovich seconded. All voted yea. Motion carried.

