

RECORD OF PROCEEDINGS

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

Held **FEBRUARY 9,** **2010**

Chairman Spanovich called the Special Meeting to order at 9:00 A.M. with Mr. Angelou, Mrs. Stewart and the Fiscal Officer, Nancy White, present along with the Department Heads to discuss health insurance with Sean Sprouse.

Sean Sprouse of Burnham & Flower presented the health insurance renewal proposal with United Healthcare effective March 1, 2010. After negotiations with United Healthcare and comparing proposals from other companies, it was agreed that the best plan was with United Healthcare for a 19% increase in premium with an increase in the deductibles. The HRA could be partially paid by the insureds to cover the increase and all other benefits would remain the same. This amount could be funded through an FSA which if not expended by the end of the year would be lost. However, there are many other eligible ways to spend the money such as dental, vision, etc.

The Trustees agreed that this was the best plan for the Township employees. The Fiscal Officer reminded everyone that we also need to offer the Opt-out option and hold seminars to explain the insurance to the employees. It was agreed to hold the seminars on February 23, 24 and 25, 2010 at 10:30 a.m. with Sean Sprouse and a representative from United Healthcare. One Trustee will be present at each seminar also.

Res. 23-10: Approve Renewing the Township Health Insurance with United Healthcare Establishing an FSA as Proposed and Presented by Sean Sprouse of Burnham & Flowers

Mrs. Stewart moved to approve renewing the Township Health Insurance with United Healthcare with the Township funding the HRA at \$2350 for Single and \$4600 for Family and establishing an FSA as proposed and presented by Sean Sprouse of Burnham & Flower. Mr. Angelou seconded. All voted yea. Motion carried.

Chairman Spanovich called the Regular Meeting to order at 10:00 A.M. with Mr. Angelou, Mrs. Stewart and the Fiscal Officer, Nancy White, present.

Also present were:

Curtis Johnson	2073 Republic Ave.
Charlie Johnson	2073 Republic Ave.
James Porter	2073 Republic Ave.
Jim Mills	Pro-Tech-Safety
Jim DeConnick	Fire Chief
Michael Pocock	Police Chief
Calvin McKnight	Service Director
Steve Blake	Police/Code Officer

CONSENT AGENDA

Res. 24-10: Approve Minutes of 12/7/09, 12/18/09, 1/4/10, 1/11/10, 1/13/10 & 1/25/10

Mrs. Stewart moved to approve the minutes of the 12/7/09, 12/18/09, 1/4/10, 1/11/10, 1/13/10 and 1/25/10 meetings. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 25-10: Approve February 2010 Warrants

Mrs. Stewart moved to approve the February 2010 warrants for payroll and bills. Mr. Angelou seconded. All voted yea. Motion carried.

TRUSTEE' COMMENTS

Mrs. Stewart said that after talking with Mr. Spanovich it was agreed that they would like Assistant Chief Grossman to attend the meetings beginning with the March meeting.

CORRESPONDENCE

The Fiscal Officer presented the following correspondence to the Board:

RECORD OF PROCEEDINGS

Minutes of *MIFFLIN TOWNSHIP BOARD OF TRUSTEES* Meeting

Held

FEBRUARY 9,

1. Information was received from OPERS regarding recommendations of a series of changes to benefits designed to strengthen the pension system and with the added goal of maintaining adequate funding for health care.
2. Information was received regarding the Grid Smart from AEP Ohio. Our area is receiving the new digital Smart Meters which can be read remotely. Calvin McKnight went to one of their meetings regarding the benefits of this program and reported on it at a previous meeting.
3. The OTARMA Update Newsletter was received welcoming Plain Township as a new member. They also have a lot of valuable tips and loss control recommendations listed. They have an online Resource Library available for use by members at no charge.
4. A letter was received from the Franklin County Engineer's Office regarding the vacation of a portion of Albert Avenue. The final hearing will be held Tuesday, March 2, 2010 and can be attended to testify for or against the proposed vacation. The Trustees said they have no objections.

ADMIN

The Fiscal Officer said we have 30 plus black chairs from the meeting hall at our old building that we are no longer using and Clinton Township would like to purchase the chairs as is for a total of \$150.00.

Res. 26-10: Declare 30 Plus Black Chairs Stored in the Basement as Surplus

Mr. Spanovich moved to declare the 30 plus black chairs stored in the basement as surplus. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 27-10: Approve the Purchase of the Above Chairs Declared as Surplus to Clinton Township for \$150.00 As Is

Mr. Spanovich moved to approve the purchase of the above chairs declared as surplus to Clinton Township for \$150.00 as is. Mrs. Stewart seconded. All voted yea. Motion carried.

The Fiscal Officer said the next item before the Board for approval is the renewal for the insurance package for our vehicles, property, liability, etc. with OTARMA. The price has gone up a little this year because we increased the number of vehicles and employees as well as other factors such as increasing property values. If we increase the liability coverage to \$7,000,000.00, the cost would increase by \$2,388.00 making the total \$91,751.00.

Res. 28-10: Approve Township Insurance Package Renewal from OTARMA as Presented Increasing the Liability to \$7,000,000 for a Premium of \$91,751.00 Effective March 1, 2010 for One Year

Mrs. Stewart moved to approve the Township Insurance Package renewal from OTARMA as presented increasing the liability to \$7,000,000 for a premium of \$91,751.00. Mr. Angelou seconded. All voted yea. Motion carried.

The Fiscal Officer said that we received the Auditor Certificate estimating the amount the Police Department would receive if we place a 5 mill levy on the May ballot to be \$234,592.35. The Trustees agreed that there is a need to place the levy on the ballot.

Res. 29-10: Approve Resolution to Place a Permanent Five (5) Mill Police Levy on the May 4, 2010 Ballot

Mr. Angelou moved to approve the Resolution to Place a Five (5) Mill Permanent Police Levy on the May 4, 2010 ballot which is a combined replacement of an existing three (3) mill levy and a new two (2) mill levy. Mrs. Stewart seconded. All voted yea. Motion carried.

The Fiscal Officer said that we received a quote from Team Viewer which will allow the IT, Paul Adkins, to remotely fix computer problems at all our locations. This is a one time charge of \$1,424.05.

RECORD OF PROCEEDINGS

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

Held

FEBRUARY 9,

2010

Res. 30-10: Approve Team Viewer as Quoted for a One Time Charge of \$1,424.05

Mrs. Stewart moved to approve the Team Viewer as quoted for a one time charge of \$1,424.05. Mr. Angelou seconded. All voted yea. Motion carried.

Mrs. Stewart said we need to establish an Audit Committee and to let the Board know of anyone who might like to serve. The Fiscal Officer said that we have some recommendations, but no appointments have been made as yet.

SERVICE – Calvin McKnight presented the Board with the following for approval:

Res. 31-10: Approve Service Department Final Budget for 2010

Mr. Angelou moved to approve the Service Department final budget which includes updated figures as presented by Calvin McKnight. Mr. Spanovich seconded. All voted yea. Motion carried.

Mr. Angelou signed off on Requisition #2010-03 for a table saw and dust collecting system for a total of \$800.00.

Res. 32-10: Approve Purchase of Three (3) Mowers from Buckeye Power Sales Under the Yearly Trade-in Plan for a Total of \$2,850.00

Mr. Angelou moved to approve Purchase Requisition #2010-02 for three (3) mowers from Buckeye Power Sales under the yearly trade-in plan for a total of \$2,850.00 as recommended by Calvin McKnight. Mrs. Stewart seconded. All voted yea. Motion carried.

Mr. Spanovich turned the meeting over to the consultant, Jim Mills, to discuss the Vehicle Maintenance Study which he was asked to study. Mr. Mills said that after reviewing his report to the Trustees he realized it did not include future steps, so he added an action plan to the report for consideration. He said he feels we need more control on the dollar amount spent on vehicle maintenance and the Station Captains are ready to assume that responsibility. Mr. Mills said that the City Service Garage and the Township should have a complete inventory list of equipment. He said manufacturers' recommendations of inspections that should be done on equipment are not being done and no one is following up. This could be dangerous and he is recommending that it should be done and also better communication with the City on the status of equipment such as cost, length of time out of service, etc. He said there are other recommendations in his report but the ones he just mentioned are the most important. Mr. Mills recommends that our custom apparatus should be maintained by Pierce certified mechanics. A lot of companies including Pierce have remote mobile service. He also said that the City provides us with a lot of services at one location saving us from going to several different places, but we do need better communication and control. Mrs. Stewart said it is her recommendation that the Fire Department form a vehicle maintenance committee with their recommendations and input as they have the majority of equipment serviced at the City Garage. The Trustees thanked Mr. Mills for his report and agreed that a vehicle maintenance committee should be formed and report their recommendations to the Board at the next meeting if possible.

POLICE – Chief Pocock presented the Board with the following for approval:

Res. 33-10: Approve Service Credit Bonus for Lt. William Price for \$700.00

Mr. Angelou moved to approve a service credit bonus for Lt. William Price for \$700.00 at the discretion of the Board and funds permitting as recommended by Chief Pocock. Mr. Spanovich seconded. All voted yea. Motion carried.

Res. 34-10: Approve Hiring Martin Daly as a Full-time Police Officer at \$13.50/Hr. with No Insurance Benefits

Mr. Angelou moved to approve hiring Martin Daly as a Full-Time Police Officer at \$13.50/Hr. with no insurance benefits to fill the position vacated by Officer Ekleberry as recommended by Chief Pocock. Mrs. Stewart seconded. All voted yea. Motion carried.

RECORD OF PROCEEDINGS

Minutes of

MIFFLIN TOWNSHIP BOARD OF TRUSTEES Meeting

Held

FEBRUARY 9,

2010

POLICE/CODE – Steve Blake said he has been in contact with Franklin County trying to get some of the houses demolished, but unfortunately any money that will be available from them will not be available until the end of the year. That leaves us with properties that need to come down that are unsafe. He said he will have a proposal on this at a later date after speaking with the Fiscal Officer. Officer Blake commended the Service Department for the tremendous job they did clearing the streets from the last snow storm.

Officer Blake said the K-9 Program is going great and they are seeing a noticeable difference on the impact in the community especially in one of the more problem areas. They are receiving a lot of support from the business community and it looks like they will be receiving another donation from Wexner. There have been fewer people out on the streets and some drug dealers have moved out of the area because of the dog. He said it is important to stop the users, but more important to stop the drug dealers from coming to our area. The Trustees said that regarding the K-9 Report, they would like to see more documentation on record of what the dog has actually been involved in. One of the residents at the meeting spoke up in favor of the K-9 program and said it has made a difference in her neighborhood.

FIRE – Mr. Spanovich said the Fire Department has several requests before the Board for approval as follows:

Res. 35-10: Approve \$47,900.00 for 2010 Fire Dept. Personnel Uniforms from Roy Tailor Uniform Company

Mr. Spanovich moved to approve \$47,900.00 for 2010 Fire Dept. personnel station/duty wear uniforms from Roy Tailor Uniform Company as recommended by Chief DeConnick.

Mrs. Stewart seconded. All voted yea. Motion carried.

Res. 36-10: Approve \$12,000.00 for 2010 MECC Dispatchers Uniforms from Roy Tailor Uniform Company

Mrs. Stewart moved to approve \$12,000.00 for 2010 MECC Dispatchers Uniforms from Roy Tailor Uniform Company as recommended by Chief DeConnick. Mr. Angelou seconded. All voted yea.

Res. 37-10: Approve Turnout Gear Replacement, Maintenance and Repairs for 2010 from Various Vendors per Request

Mrs. Stewart moved to approve turnout gear replacement, maintenance and repairs for 2010 from various vendors per request as recommended by Chief DeConnick. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 38-10: Approve Phase 8 – Rescue Technician Assessment Program from Pro-Tech-Safety for \$7,500.00

Mrs. Stewart moved to approve Phase 8 – Rescue Technician Assessment Program from Pro-Tech-Safety for \$7,500.00 as recommended by Chief DeConnick. Mr. Angelou seconded. All voted yea. Motion carried.

Mrs. Stewart asked Chief DeConnick to advise Jim Mills of Pro-Tech-Safety to complete one Phase before he submits invoices for another Phase.

Res. 39-10: Approve Paying the City of Whitehall \$30,269.10 for Mifflin's Share of the MECC Grant Funding Match for 2009 AFG Applied for by the City of Whitehall

Mr. Spanovich moved to approve paying the City of Whitehall \$30,269.10 for Mifflin's share of the MECC Grant Funding Match for 2009 AFG applied for by the City of Whitehall as recommended by Chief DeConnick. Mrs. Stewart seconded. All voted yea. Motion carried.

RECORD OF PROCEEDINGS

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FEBRUARY 9,

2010

Res. 40-10: Approve Annual Aerial & Ground Ladders Testing by Underwriter's Laboratories for a Total of \$2,360.20

Mr. Spanovich moved to approve annual aerial and ground ladders testing by Underwriter's Laboratories for a total of \$2,360.20 as recommended by Chief DeConnick. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 41-10: Approve Life-Pak 15 Heart Monitor/Defibrillator Unit from Physio-Control for \$29,714.82

Mr. Spanovich moved to approve the request to replace one Life-Pak 15 Heart Monitor/Defibrillator Unit from Physio-Control for \$29,714.82 as recommended by Chief DeConnick. Mrs. Stewart seconded. All voted yea. Motion carried.

Res. 42-10: Approve Purchase of Expendable EMS Supplies from Various Vendors for a Total of \$35,000.00

Mr. Spanovich moved to approve the purchase of expendable EMS supplies from various vendors for a total of \$35,000.00 as requested by Lt. Engler and recommended by Chief DeConnick. Mrs. Stewart seconded. All voted yea.

Res. 43-10: Approve Utility Rocket GPS Chipset for EMS Computer Tablet from CDW-Government for a Total of \$2,677.76

Mr. Spanovich moved to approve Two (2) Utility Rocket GPS Chipsets for new EMS Computer Tablet implementation program from CDW-Government for a total of \$2,677.76 as recommended by Chief DeConnick. Mrs. Stewart seconded. All voted yea. Motion carried.

Res. 44-10: Approve EMS & Firefighter On-line CEU Training Program from CentreLearn Solutions for a Total of \$5,100.00

Mr. Spanovich moved to approve the EMS & Firefighter On-line CEU Training Program from CentreLearn Solutions for a Total of \$5,100.00 as recommended by Chief DeConnick. Mrs. Stewart seconded. All voted yea.

Res. 45-10: Approve Firefighters Greg Gilbert and Steven Lewis to Attend EMT-Paramedic Training Course at COTC for a Registration Fee of \$3,000/Each

Mr. Spanovich moved to approve Firefighters Greg Gilbert and Steven Lewis to attend EMT-Paramedic Training Course at COTC for a registration fee of \$3,000/each. Mrs. Stewart seconded. All voted yea. Motion carried.

Mr. Spanovich suggested that a policy be implemented to require a person applying for a full-time position with the Fire Department to already have an EMT-Paramedic certification

Res. 46-10: Approve Training, Conference Fees and Expenses for Battalion Chief DeMooy and Lt. Mauger to attend the FDIC Conference in Indianapolis for a Total Cost of \$2,386.00.

Mrs. Stewart moved to approve training classes, conference fees and expenses for Battalion Chief DeMooy and Lt. Mauger to attend the FDIC Conference in Indianapolis for a total cost of \$2,386.00. Mr. Angelou seconded. All voted yea. Motion carried.

Mr. Spanovich signed off on the request for Lt. Dunlevy and Firefighters Barnett and Kovacs to attend a training course at the South-Western Career Academy for \$280.00/each.

Mr. Spanovich signed off on the request of Charles Wilhelm to attend the Child Passenger Safety Renewal Certificate Training Course for \$100.00

RECORD OF PROCEEDINGS

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

Held **FEBRUARY 9,** **2010**

Mr. Spanovich signed off on the training request for Steven Blake to attend CSCC for the Basic Firefighting Course for \$315.00 which will permit him to enroll into a Fire Inspector Course.

Res. 47-10: Approve Service Credit Bonuses for Roy, Yinger, Broskie, Stickler, Weidner and Cordell of the Fire Department

Mr. Spanovich moved to approve Service Credit Bonuses for Brian Roy for \$900; Jamie Yinger and Michael Cordell for \$700/each; Harold Broskie, Sheri Stickler and Jack Weidner for \$1100/each at the discretion of the Board and funds permitting as recommended by Chief DeConnick. Mr. Angelou seconded. All voted yea. Motion carried.

MECC – Mr. Spanovich said there are two items before the Board for approval from Asst. Chief Grossman for MECC.

The Trustees put Request #02052010-02 for lockers and other furnishings for MECC from UrbanOffice Furnishings in the amount of \$7,886.00 on hold for the next meeting.

Res. 48-10: Approve Additional Hours for the Locutions Project by Keytel Services for a Total of \$3,400.00

Mr. Angelou moved to approve Request #02052010-01 for additional hours for the Locutions Project by Keytel for a total of \$3,400.00 as recommended by A/C Grossman. Mrs. Stewart seconded. All voted yea. Motion carried.

Chief DeConnick reported that the Fire Station Improvements Project is moving along well now but is still a little behind schedule. Mr. Spanovich said the Architect, Rich Pontius, would like to meet with the Project Manager and Trustees to go over the status of the Project.

Mrs. Stewart said she feels it would be nice to have a memorial wall here at the Township for those who have died in service. She asked Chief DeConnick to do some research on this.

VISITOR COMMENT

Curtis Johnson, Charlie Johnson and James Porter from Republic Ave. were present in support of the Police Department. They said they would be glad to help promote the Police Levy in any way that is needed.

NEXT MEETING – The Fiscal Officer said the next meeting is scheduled for March 1, 2010 at 3:30 p.m.

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

Joseph F. Spanovich, Chairman

Nancy M. White, Fiscal Officer

The Trustees approved the February 12, 2010 payroll warrants for the period of January 24, 2010 through February 6, 2010, the February 26, 2010 payroll warrants for the period of February 7, 2010 through February 20, 2010 and the February warrants for bills, Numbers 48093 through 48203. Copies are on file with the Fiscal Officer.

The February Receipts are on file with the Fiscal Officer.
