

RECORD OF PROCEEDINGS

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

Held

MARCH 20,

2007

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

Also present were:

Greg Mehille	516 Boca Ct.
Dolly Hanning	2354 Agler Rd.
Diane Mays	3819 Missouri Ave.
Stephen Renner	740 Quaker Ridge Ct.
Dan Bender	Rocky Fork Enterprise
Lynn Stewart	Laurel Ridge
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. 62-07: Approve Minutes of February 20, 2007 & March 5, 2007

Mr. Angelou moved to approve the minutes of the February 20, 2007 and March 5, 2007 meetings. Mr. Stewart seconded. All voted yea. Motion carried.

Res. 63-07: Approve April Warrants

Mr. Stewart moved to approve the April 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 Board of Health letter to the property owner of 2985 Perdue Avenue declaring the property to be a nuisance through Hearing 07-003. A copy of the Hearing Findings and Orders was enclosed.
2. Franklin County Emergency Management and Homeland Security notification that March 25-31, 2007 has been designated as "Spring Severe Weather Awareness Week". On March 28th at 9:50 a.m. Franklin County will participate in a statewide tornado safety drill.
3. Franklin County Development & Planning Department Notice from Ben Weiner regarding proposed amendments to the Franklin County Subdivision Regulations and the Public Notice of the two public meetings being held on the proposals.
4. Notice of Filing Petition for Annexation of 9.014 +/- acres from Mifflin Township to the City of Columbus was received from the Law Office of Crabbe, Brown & James. The Petitioner, Columbus Municipal Airport Authority requests the property be annexed as a "Type Two" expedited proceeding. The hearing is scheduled for April 3, 2007 at 9:00 a.m. Mr. Angelou said we may want to challenge the way it is being annexed.
5. Time Warner Cable letter and Franchise Fees for the year ended 12/31/06 in the amount of \$14,303.38.
6. Application for rental of Township Meeting Hall request from Linda Colflesh of the Boy Scout Troop #781 for a Boy Scout parent meeting on March 21, 2007 from 6:00 to 8:00 p.m.

Res. 64-07: Approve Township Meeting Hall Application & Rental Agreement Request of Linda Colflesh for a Boy Scout Troop 781 Parent Meeting on March 21, 2007 from 6:00 to 8:00 p.m.

Mr. Spanovich moved to approve the Township Meeting Hall Application & Rental Agreement request of Linda Colflesh for a Boy Scout Troop 781 parent meeting on March 21, 2007 from 6:00 to 8:00 p.m. under the guidelines of a non-profit organization. Mr. Stewart seconded. All voted yea. Motion carried.

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Permanent Appropriations - The Fiscal Officer presented the Board with a copy of our permanent appropriations for 2007. The amounts are based on the legal level of control which is the Auditor's 1st Amended Certificate of Estimated Resources. They estimated our total budget would be \$14,614,443.87. The budgets have been submitted by the Service Department and his associated funds, the General Fund and the Police Department. Also the Fire Fund, the EMS Fund and the new MECC Fund budgets have been established. She asked for approval by the Board so they could be submitted to the Franklin County Auditor's Office.

Res. 65-07: Approve 2007 Permanent Appropriations Not to Exceed Legal Level of Control

Mr. Angelou moved to approve the 2007 Permanent Appropriations based upon the legal level of control as presented by the Fiscal Officer. Mr. Stewart seconded. All voted yea. Motion carried. (See Referral File)

Affiliated Invoices - The Fiscal Officer said at the last meeting a new contract with Affiliated was approved for a monthly managed service fee of \$1835.00. It was not determined exactly how to split the cost among the Departments. After discussion, it was agreed that the split would be Fire-65%, General-25%, Police-5% and Service-5%. She also asked how to split the cost of two switches that were purchased for us by Affiliated in January. It was agreed that one would be paid by the Fire Fund and one by the General Fund.

The Fiscal Officer said that she was notified by John Dean that Student Government Day would be Tuesday, April 24, 2007. He will need a count of those who will be participating this year. The luncheon will be held at the Jefferson Country Club at a cost of \$20.00 per person.

The Fiscal Officer said that we set up a separate fund account for the MEC Center this year. For accounting purposes, the Mifflin Township Fire Department will also be billed for dispatching services by the MECC. The 1st quarter share dispatching fee including modems will be \$89,131.85.

Res. 66-07: Approve Mifflin Township Fire Department Paying 1st Quarter Share Dispatching Fee Including Modems to the MECC in the Amount of \$89,131.85

Mr. Angelou moved to approve the Mifflin Township Fire Department paying the 1st quarter share dispatching fee including modems to the MECC in the amount of \$89,131.85. Mr. Stewart seconded. All voted yea. Motion carried.

The Fiscal Officer said that we received a Lawn Care Proposal and Contract today from Jim Klamfoth Lawn Service to take care of the landscaping around the Township Office Building again this year at the same price as last year.

Res. 67-07: Approve Lawn Care Proposal and Contract Submitted by Jim Klamfoth Lawn Service for Township Office Building Landscaping Services for a Total Not to Exceed \$3000.00

Mr. Angelou moved to approve the Lawn Care Proposal and Contract submitted by Jim Klamfoth Lawn Service for the Township Office Building landscaping services for a total not to exceed \$3000.00. Mr. Stewart seconded. All voted yea. Motion carried.

OLD BUSINESS

Verizon Cellular Tower – Calvin McKnight said that since the tower proposal was turned down by the City, Verizon is working on a new proposal to present to them. The new proposed location would be between the Cemetery buildings and they would use one of the garage bays for their equipment. The new tower would be a mono-pole type.

Road District Levy – Mr. Spanovich said this has been filed and set to be on the May 8, 2007 ballot. Dolly Hanning said she has been making phone calls and promoting it.

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Employee Handbook Review – Mr. Spanovich said that input regarding the Employee Handbook is due by April 2, 2007. He said he has already received some comments from the Fire Department.

NEW BUSINESS

Longevity Pay – Mr. Angelou said a list was received from Chief DeConnick recommending approval for service credit bonuses for Fire personnel.

Res. 68-07: Approve Service Credit Bonus for Firefighters Spanovich, Engler, Cline, Crosson, Davis, Diehl, Dunlevy, Hyer, Lee, Torres, Williams and Yorde

Mr. Angelou moved to approve service credit bonuses for Anthony Spanovich in the amount of \$900; Steve Engler, Neil Cline, Brad Crosson, Scott Davis, Michael Diehl, Brian Dunlevy, Scott Hyer, Thomas Lee, Anthony Torres, Denny Williams and Robert Yorde in the amount of \$500/each at the discretion of the Board and funds permitting as recommended by Chief DeConnick. Mr. Stewart seconded. Mr. Angelou and Mr. Stewart voted yea and Mr. Spanovich abstained. Motion carried.

REPORTS OF DEPARTMENT HEADS

FIRE - A resignation letter dated February 24, 2007 was received from Full-time Firefighter Robert Kovacs who has taken a position with the New York Fire Department. He thanked Chief DeConnick for the opportunity to work for such a fine Fire Department.

Res. 69-07: Accept Resignation of Full-time Firefighter Robert Kovacs Per His Request Effective March 10, 2007

Mr. Spanovich moved to accept the resignation of Full-time Firefighter Robert Kovacs who has taken a position with the New York Fire Department per his request effective March 10, 2007 as recommended by Chief DeConnick. Mr. Angelou seconded. All voted yea. Motion carried.

Chief DeConnick has a request before the Board to temporarily place Full-time Firefighter Galen Troyer on a 40-hour workweek from a 56-hour workweek due to a personal injury and recent surgery. He can only be permitted to perform light-duty for the next 3 – 4 months per his physician. Chief DeConnick is recommending approval at a pay rate of \$26.08/hour while he is on light-duty.

Res. 70-07: Approve Temporary Placement of Full-time Firefighter Galen Troyer on a 40-Hour Workweek from a 56-Hour Workweek for Light-Duty Due to a Personal Injury Effective March 11, 2007

Mr. Spanovich moved to approve temporary placement of Full-time Firefighter Galen Troyer on a 40-hour workweek from a 56-hour workweek at a rate of \$26.08/hour for light-duty due to a personnel injury effective March 11, 2007 as recommended by Chief DeConnick. Mr. Stewart seconded. All voted yea. Motion carried.

Mr. Spanovich said the Board was presented with the following requests for approval from the Fire Department:

Res. 71-07: Approve College Tuition Assistance Request for Firefighter Neil Cline for Spring Quarter 2007 for a Total Amount of \$1572.00 Under the Policy Guidelines of Paying One-half Now and the Remainder Upon Successful Completion

Mr. Spanovich moved to approve the college tuition assistance request of Firefighter Neil Cline for Spring Quarter 2007 for a total amount of \$1572.00 under the policy guidelines of paying one-half now and the remainder upon successful completion as recommended by Chief DeConnick. Angelou seconded. All voted yea. Motion carried.

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Chief DeConnick said that he has a proposal for an electronic tracking system utilizing a “bar code” accountability program for his Department and other Departments can be a part of it also.

Res. 72-07: Approve Inventory Record & Management Program and Devices for the Fire Department from Tracking and Control Technologies for \$24,800.00

Mr. Spanovich moved to approve Purchase Request No. 03-07-07 for an inventory record and management program and devices for the Fire Department as quoted by Tracking and Control Technologies for \$24,800.00 as recommended by Chief DeConnick. Mr. Stewart seconded. All voted yea. Motion carried.

It was agreed that the Administration, Police, EMS and Service Departments would like to be a part of this system also on a combined/shared basis for a total additional cost of up to \$9,000.00.

Res. 73-07: Approve Inventory Record & Management Program and Devices for the Administration, Service, EMS and Police Departments on a Combined/Shared Basis from Tracking and Control Technologies for a Total Cost Not to Exceed \$9000

Mr. Spanovich moved to approve the inventory record and management program and devices for the Administration, Service and Police Departments on a combined/shared basis tying in with the Fire Department program from Tracking and Control Technologies for a total cost not to exceed \$9000.00. Mr. Stewart seconded. All voted yea. Motion carried.

Res. 74-07: Approve Microfilming EMS Reports for Years 2001, 2002 & 2003 by Assured Micro-Services for \$3238.80

Mr. Spanovich moved to approve Purchase Request No. 03-08-07 for microfilming EMS reports for the years 2001, 2002 and 2003 by Assured Micro-Services for \$3238.80 as recommended by Chief DeConnick. Mr. Stewart seconded. All voted yea. Motion carried.

Res. 75-07: Approve Konica Minolta Copier/Printer on 3-Year Lease from Modern Office Methods for a Total Cost of \$42,000 or \$14,000/year

Mr. Stewart moved to approve Purchase Request No. 03-09-07 for a Konica Minolta Copier/Printer on a 3-year lease from Modern Office Methods for a total cost of \$42,000 or \$14,000/year as recommended by Chief DeConnick. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 76-07: Approve Radio Maintenance Agreement for 2007 with B & C Communications for a Total of \$5805.00

Mr. Stewart moved to approve the Radio Maintenance Agreement for 2007 with B & C Communications for a total of \$5805.00 as recommended by Chief DeConnick. Mr. Spanovich seconded. All voted yea. Motion carried.

Chief DeConnick reported on the following:

1. He updated the covered items listed on the insurance forms given to him by the Fiscal Officer. There were some changes. The Fiscal Officer said that Steve Miller is making the corrections and is checking to see if higher deductibles would lower our premiums.
2. He agreed to help MDA raise money and made some calls and raised \$265.00 in 40 minutes.
3. This past Sunday, Deputy Chief Fred Kauser graduated from OSU and received a degree of Master of Labor and Human Resources. We assisted him with the tuition assistance program in getting his degree which should be very helpful to the Department.
4. The ISO did an evaluation and will continue to do some flow testing. We will get a grade on it in about 160 days.

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SERVICE – Calvin McKnight said he gave the Board a copy of two invoices he received which will need approval.

Res. 77-07: Approve Annual Support Fee for Pontem Cemetery Data Manager for April 2007 to April 2008 with Pontem Software by RIA in the Amount of \$1185.00

Mr. Angelou moved to approve renewing the Annual Support Fee for Pontem Cemetery Data Manager for April 2007 to April 2008 with Pontem Software by RIA in the amount of \$1185.00 as recommended by Calvin McKnight. Mr. Spanovich seconded. All voted yea. Motion carried.

Res. 78-07: Approve Invoice for Road Salt Picked up in February from City of Gahanna Street Department in the Amount of \$1389.36

Mr. Angelou moved to approve the invoice for road salt picked up in February from the City of Gahanna Street Department in the amount of \$1389.36 for 28 tons @ \$49.62/ton as recommended by Calvin McKnight. Mr. Spanovich seconded. All voted yea. Motion carried.

Calvin McKnight said that his fax machine and copier need to be replaced and he is getting a proposal from Modern Office Methods for a machine that will do both in the price range of \$1500 to \$1700. He should have it by the next meeting. He also said that he will be off on March 30th as he is having lasik eye surgery.

CODE ENFORCEMENT – Steve Blake gave the Trustees a copy of some concerns he has regarding the Proposed Mifflin/Clinton Land Use Plan presented by the County that is to be in harmony with the Columbus Plan. No one from Columbus was as the meeting held here on March 12, 2007. He said we don't need to discuss this now but he wanted to make the Board aware of some of the things he is concerned about.

Mr. Blake gave the Trustees a copy of some Code issues he would like to discuss. He said he spoke to Mr. Angelou about the issuing of a Township Credit Card for Code Enforcement use and also a Speedway Credit Card for the Code Enforcement vehicle. The Fiscal Officer asked that this be held until after the meeting next Friday with the Department Heads on some new purchasing procedures.

Another item requested is for the renewal of Info USA for locating homeowners on a 6 month contract for \$450. Chief Pocock said the Police Department uses this also. The Trustees approved this request. Mr. Blake gave the Trustees a copy of his Neighborhood by Neighborhood Clean-ups proposal schedule for April. A different neighborhood will be scheduled for each Saturday in April. This will result in better cost control, more effective results and better targeting of problem or repeat offenders in a neighborhood. Mr. Blake asked the Trustees for approval to pay invoices in the amount of \$431.00 to Liberty Tires and \$4008.35 to Rumpke from the last clean-up held December 16 and 17, 2006 in Leonard Park. The response was more than anticipated resulting in the higher bills. The new proposed clean-ups will be one day only for a limited amount of time which will hold the cost down.

Res. 79-07: Approve Paying Liberty Tire Invoice for \$431.00 and Two Rumpke Invoices Totaling \$4008.35 from December 16-17, 2006 Clean-up

Mr. Angelou moved to approve paying invoices for Liberty Tire for \$431.00 and Rumpke Totaling \$4008.35 from December 16-17, 2006 Clean-up as requested by Steve Blake. Mr. Stewart seconded. All voted yea. Motion carried.

POLICE – Chief Pocock said the Police Department is still hiring and doing some things with the Part-time employees at the Department. He requested a rate increase for Sgt. Baker to the first step Sergeant Pay Level and the purchase of 6 bullet proof vests needed for Officer safety which is a main concern for the Police Department. They will also be applying for a grant to help with the expense for these vests but we have to purchase them first.

