

# RECORD OF PROCEEDINGS

Minutes of

**MIFFLIN TOWNSHIP BOARD OF TRUSTEES**

Meeting

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Held

**March 2,**

**2015**

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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:	Tim Taylor	Fire Chief
	William Price	Police Chief
	D.J. Tharp	Service Director
	Becky Kadel	HR Director
	Melissa Rapp	Public Information Officer

## **CONSENT AGENDA**

### **Res. 62-15: Approve Minutes of February 17, 2015**

Mr. Angelou moved to approve Minutes of February 17, 2015. Mrs. Stewart seconded. All voted yea. Motion carried.

### **Res. 63-15: Approve Warrants for February 2015 and March 2015**

Mr. Angelou moved to approve Warrants for February 2015 and March 2015. Mrs. Stewart seconded. All voted yea. Motion carried.

## **TRUSTEE COMMENTS**

None

## **CORRESPONDENCE**

Fiscal Officer presented the following correspondence to the Board.

1. A letter was received from Franklin County Economic Development and Planning Department for the property on Georgia Avenue off of Stelzer Road for various violations.
2. A letter was received from Franklin County Public Health for 1<sup>st</sup> Observation Report Public Health Nuisance Program for the property at 3886 Agler Road for various violations.
3. A letter was received from the COCIC and a map of all the properties located in Mifflin Township that are in the Land Bank. Fiscal Officer reported that the Service Director had given the COCIC a list of some additional properties we would like to have demolished and the COCIC said they are in possession of 4 of the 5 properties. An affidavit will need to be completed and have signed by Mr. Spanovich. Also, a resolution will also need to be passed for the demolition of those 4 properties. Fiscal Officer said that Service Director would like to add an additional property in place of the one that was turned down. Mrs. Stewart requested the Fiscal Officer contact Curtiss Williams or Hope Kingsborough to confirm if there are two or three lots on Mifflin Road that the Township is interested in acquiring. Fiscal Officer said that she will also ask them about East Linden and a referral for a Real Estate Agent.

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## **FISCAL OFFICER**

Fiscal Officer reported that our 2014 financial report is complete. It is in the process of being filed with the State Auditor's Office and she will have a copy for the Trustees this week. She said there were some last minute corrections that we had to make in the discussion portion of the report.

## **IT**

Fiscal Officer presented to the Trustees the goals and projects for I.T. that may be occurring over the next year. Mrs. Stewart requested this information from Deputy Chief and Fiscal Officer as she just wanted to make the Trustees aware of what the IT committee is looking at, what we are thinking about, what we are working on in the event that they have any questions or want more detailed information.

## **HR**

Becky Kadel presented the PTO policy amendment to the previous approved PTO policy in January 2015. She said The PTO Committee met to discuss the implications of this proposed change to the Township as a whole and all agreed to request that employees may cash out up to 40 PTO1 hours at the end of 2015. Beginning in 2016 and moving forward, employees will no longer be able to cash out any PTO1 hours. All PTO1 hours will be "use it or lose it". The Trustees and Department Heads discussed this policy and Mrs. Stewart requested that the HR Director present to the Trustees a project plan, show the goals, recommendations and the sign off of the committee members so they can get a better understanding of this project plan and that all the Department Heads agree. The Trustees have placed this request on hold and would rescind the PTO name changes.

## **Res. 64-15: Rescind the PTO Name Changes From the Approval on January 5, 2015**

Mrs. Stewart moved to approve to rescind the PTO name changes from the approval on January 5, 2015. Mr. Angelou seconded. All voted yea. Motion carried.

## **PIO**

Melissa Rapp informed the Trustees that Columbus Dispatch has been requesting that they be notified as soon as the Leonard Park project is nearing completion as they would like to run a story in the paper. Melissa Rapp reported that she has been working with Deputy Chief Kauser about establishing an FTP site. She stated that having a secure site and sending the requestor the link where they can download the information is a much more efficient and secure way instead of burning a CD and mailing it. She also presented the February Newsletter to the Trustees.

## **SERVICE**

DJ Tharp requested approval to renew the Hamrick Fire Systems annual maintenance contract for \$5,930.

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**Res. 65-15: Approve to Renew the Hamrick Fire Systems Annual Maintenance Contract for \$5,930.00**

Mr. Angelou moved to approve to renew the Hamrick Fire Systems annual maintenance contract for \$5,930.00. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

**POLICE**

Chief Price requested approval for the reserve and part-time officers to put in a minimum of 24 hours per month but not to exceed 1499 hours per year.

**Res. 66-15: Approve Reserve/Part-Time Officers to Put in a Minimum of 24 Hours Per Month but Not to Exceed 1499 Hours Per Year**

Mr. Angelou moved to approve reserve/part-time officers to put in a minimum of 24 hours per month but not to exceed 1499 hours per year. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

Chief Price requested approval for the background removal standards for Mifflin Township Police Officer Candidates. He said this hopefully will help with the unnecessary applications that they receive. This information will be included with the application packet.

**Res. 67-15: Approve the Background Removal Standards for Mifflin Township Police Officer Candidates**

Mrs. Stewart moved to approve the background removal standards for Mifflin Township Police Officer candidates. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Chief Price said that he revised the personal history questionnaire application and it has been reviewed by HR and legal. He requested approval to accept the updated personal history questionnaire application.

**Res. 68-15: Approve the Revised Personal History Questionnaire Application for The Mifflin Township Police Department**

Mr. Angelou moved to approve the revised personal history questionnaire application for the Mifflin Township Police Department. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

Chief Price presented the detail police runs report to the Trustees.

**FIRE**

Chief Taylor requested approval to hire Jay Louks as a part-time fire inspector at \$17.13 per hour effective March 9, 2015.

## RECORD OF PROCEEDINGS

Minutes of

**MIFFLIN TOWNSHIP BOARD OF TRUSTEES**

Meeting

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Held

**March 2,**

**2015**

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**Res. 69-15: Approve to Hire Jay Louks as a Part-Time Fire Inspector at \$17.13 per hour Effective March 9, 2015.**

Mrs. Stewart moved to approve to hire Jay Louks as a part-time fire inspector at \$17.13 per hour effective March 9, 2015. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Chief Taylor requested approval to send Capt. Yinger, Firefighter Lewis and Firefighter Caputo to Size-up Command on the Fire Ground at Bowling Green State University in May. Chairman Spanovich approved and signed off on this request.

Chief Taylor requested approval for Firefighter Gilbert to attend Rescue Technician School through Bowling Green State University which is actually held locally for the amount of \$2,700.00.

**Res. 70-15: Approve For Firefighter Gilbert to Attend Rescue Technician School for \$2,700.00**

Mrs. Stewart moved to approve for firefighter Gilbert to attend rescue technician school for \$2,700.00. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Chief Taylor requested approval to purchase Holmatro Hydraulic Rescue Pump for \$6,199.00 and this will be for Rescue 133.

**Res. 71-15: Approve to Purchase Holmatro Hydraulic Rescue Pump for \$6,199.00**

Mr. Angelou moved to approve to purchase Holmatro Hydraulic Rescue Pump for \$6,199.00. Mr. Spanovich seconded. All voted yea. Motion carried. (See Referral File)

Chief Taylor reported to the Trustees that Franklin County Board of Elections has notified him that at our request to no longer use Station 133 as a polling location for future elections has been granted.

Chief Taylor reported that the City of Gahanna's current TIF's and Abatements are costing the township \$425,000.00 to \$485,000.00 in lost revenue. It is not yet evident whether the \$70,000.00 Make-Whole Provision for the Olde Gahanna TIF area is reflected in these numbers so we are not yet able to determine if this is gross or net.

Chief Taylor presented the out of district training summary to the Trustees.

Chief Taylor requested approval to accept his intent to retire from the Mifflin Township Division of Fire effective May 18, 2015. His unused accrued vacation and holiday flex will begin at 8:00 a.m. on March 30, 2015.

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**Res. 72-15: Approve to Accept the Retirement of Chief Tim Taylor From the Mifflin Township Division of Fire Effective May 18, 2015 and His Unused Accrued Vacation and Holiday Flex Will Begin on March 30, 2015**

Mr. Spanovich moved to approve to accept the retirement of Chief Tim Taylor from the Mifflin Township Division of Fire effective May 18, 2015 and his unused accrued vacation and holiday flex will begin on March 30, 2015. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

There being no further business, Mrs. Stewart moved to adjourn the meeting. Mr. Angelou 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

**RECORD OF PROCEEDINGS**

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

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**Held** **JANUARY 3,** **2013**

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**RECORD OF PROCEEDINGS**

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

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**Held** **JANUARY 3,** **2013**

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