

RECORD OF PROCEEDINGS

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

Held

APRIL 5,

2010

Chairman Spanovich called the Regular Staff Meeting to order at 9:00 A.M. with Mr. Angelou, Mrs. Stewart and the Fiscal Officer, Nancy White, present.

Also present were:

Jim DeConnick	Fire Chief
Michael Grossman	Assistant Fire Chief
Michael Pocock	Police Chief
Calvin McKnight	Service Director
Steve Blake	Police/Code Officer

Mr. Spanovich asked to dispense with the Pledge and Prayer.

Res. 84-10: Approve Minutes of March 16, 2010

Mrs. Stewart moved to approve the minutes of the March 16, 2010 meeting. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 85-10: Approve April 2010 Warrants

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

TRUSTEES' COMMENTS

Mrs. Stewart said that she, Deputy Chief Kauser, and Assistant Chief Grossman will be meeting with Affiliated tomorrow reviewing and discussing where we stand on many of their projects and endeavors and we may be coming back to you in a future meeting asking for some changes in what we are currently doing. She said that at the beginning of the year we placed Affiliated, Kris Haley and Paul Adkins in a triangle working together and we need to refine some of that which will be discussed at this meeting and reported back.

CORRESPONDENCE

The Fiscal Officer presented the following correspondence to the Board:

1. A letter was received from Mr. & Mrs. Cochran of 3843 Schmidt Road requesting Mifflin Township repave Schmidt Road. Calvin McKnight said he has already inspected that road with a representative from the Franklin County Engineers Office who determines what projects are needed, engineering and bidding with other projects in the County thereby getting a better price. He suggested to tar and chip that road with an overspray which holds the gravel down in place. Calvin McKnight said that this is being done in a lot of areas and it works very well. He said we may be able to pave that road later but the funds are not there to do it at this time because there are a lot of other highly traveled roads that need it now. The Trustees asked Calvin McKnight to explain this to all the residents on Schmidt Road.
2. A letter was received from Buckeye Community Twenty Three, L.P. regarding Gahanna Senior Housing to be located on the northwest corner of Johnstown Road and Silver Lane just north of the intersection of Johnstown and Hamilton Roads. They state that we may send a written statement of disapproval or objection within 30 days of receipt of this letter to the OHFA.
3. Information was received from the Technical Review Committee regarding 3505 Westerville Road. The original rezoning request was denied and now the owner is requesting to rezone the property to use for office of transportation business. Code Officer Steve Blake said that he already has an office at this location and has caused problems bringing big trucks in and out and he has had to put a stop to it on many occasions. Mrs. Stewart asked Steve Blake to advise the Technical Review Committee of these problems.
4. The Solid Waste Authority of Central Ohio (SWACO) sent a memo regarding an Appointment of a Board Member Representing Townships. They are asking that we send a Resolution nominating William Lotz, Sr. who currently holds this position or another nominee by May 24, 2010.

RECORD OF PROCEEDINGS

Minutes of *MIFFLIN TOWNSHIP BOARD OF TRUSTEES* Meeting

Held

APRIL 5,

2010

Res. 86-10: Approve Resolution for the Nomination of William Lotz, Sr. to Serve as the Representative of the Franklin County Townships on the SWACO Board of Trustees for a Two-Year Term Ending June 20, 2012

Mrs. Stewart moved to approve the Resolution for the nomination of William Lotz, Sr. to serve as the representative of the Franklin County Townships on the SWACO Board of Trustees for a two-year term ending June 20, 2012. Mr. Spanovich seconded. All voted yea. Motion carried. (See Referral File)

PROPOSED RESOLUTIONS (NEW BUSINESS)

The Fiscal Officer presented the Board with the following for approval:

Res. 87-10: Approve Lawn Care Proposal and Contract from Jim Klamfoth Lawn Service for the Township Building Landscaping as Presented for 2010

Mr. Angelou moved to approve the Lawn Care Proposal and Contract which is the same costs as last year from Jim Klamfoth Lawn Service for the Township Building landscaping as presented for 2010. Mrs. Stewart seconded. All voted yea. Motion carried.

Res. 88-10: Approve Sales Agreement Quote from Revize to Design New Website as Presented for \$195/Month Plus One Time Set-up Fee of \$1500.00 Making Total for First Year to be \$3840.00

Mrs. Stewart moved to approve the Sales Agreement Quote from Revize to design our new website as presented which will eventually allow easy access for citizens to gain information regarding our Township and Cemeteries for a cost of \$195/Month plus a one time set-up fee of \$1500 making the total for the first year to be \$3840.00 as recommended by the IT Committee. Mr. Angelou seconded. All voted yea. Motion carried.

The Fiscal Officer said she just received an e-mail from Rick Deeds of Affiliated on Friday with quotes for updated website, recommended accounting system, recommended asset management solution and recommended document management solution. She said she is just presenting this to the Trustees at this time for review. This can be acted upon at the next meeting.

The Fiscal Officer said she also received a Family Medical Leave Administration Services proposal from CareWorks. She explained that they would provide Family Medical Leave (FML) administration service for our 125 employees. She went over the many services CareWorks would provide as outlined in their proposal in compliance with federal and state requirements. This will be placed on the agenda for the next meeting.

The Fiscal Officer said that due to the fact the Fire Station Improvements Project is going over the completion date, the Architect is requesting an additional \$15,820.00 in administration fees. She is recommending that a purchase order be set up from the Fire Department funds to pay those fees from the delayed completion fee of \$250 per day which would offset the additional architect's fees.

SERVICE – Calvin McKnight presented the Trustees with a quote from Dell for a Desktop PC to replace the out-dated one for the Service Department in the amount of \$864.43.

Res. 89-10: Approve Purchase of New Desktop PC as Quoted from Dell for the Service Department as a Replacement for a Total of \$864.43

Mrs. Stewart moved to approve Purchase Requisition #2010-05 for a Desktop PC for the Service Department to replace their out-dated one from Dell per their quote for \$864.43 as recommended by Calvin McKnight. Mr. Angelou seconded. All voted yea. Motion carried.

Calvin McKnight said he just received OPWC Grant paperwork last week from the Franklin County Engineers and after he is able to talk with Ted Beidler on the revised plans, he will report on them at the next meeting.

RECORD OF PROCEEDINGS

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

Held

APRIL 5,

2010

Mr. Spanovich said he received a letter from the Mayor of Gahanna regarding the siren in the cemetery adjacent to the Service Department garage. They would like to update it with a new siren which will require relocating the pole. Calvin McKnight said someone has already stopped by his office to advise him of this and he has no objections. The Trustees agreed that we should send a letter that we have no issues with their request.

Res. 90-10: Approve Sending Letter to City of Gahanna that Mifflin Township has No Objections to Relocation of Pole for New Siren in the Cemetery

Mr. Spanovich moved to approve sending a letter to City of Gahanna that Mifflin Township has no objections to relocation of pole for new siren in the Cemetery. Mrs. Stewart seconded. All voted yea. Motion carried.

CODE ENFORCEMENT – Steve Blake said he has been working with the County and making a lot of progress on properties not in compliance. He said he sent a final notice to a Day Care on Agler Road which was not in compliance giving them until the 15th to be in compliance or he will shut them down. Mr. Blake said he attended the National Insurance Crime Bureau last week and out of the 65 people there he was one of the five who received a scholarship for it. He said he brought back a lot of good information along with a video on auto arson which he passed on to the Fire Department.

POLICE – Chief Pocock said he had nothing to report at this time.

FIRE – Mr. Spanovich said there are several items before the Board from the Fire Department for approval as follows:

Req. #04.01.10 for a replacement Battalion Chief's vehicle, 2011 Ford F-250 Crew/Cab 4 x 4 Pick-up Truck, was presented with a gasoline engine in the amount of \$27,222.00 and with a diesel engine in the amount of \$33,882.00. Chief DeConnick said he is recommending the diesel engine, because it would last longer but is willing to accept either one. He said this is in their budget. The Trustees asked that this and Req. #04.02.10 for the Emergency Lighting Package and Req. #04.03.10 for the Bed System for the truck be placed on hold for the April 20, 2010 meeting after the budget is reviewed. They would also like to have the maintenance record for the present Battalion Chief vehicle and also the mileage on the Deputy Chief's vehicle.

Res. 91-10: Approve Lanier Black/White & Color Copier/Printer for Sta. 133 from MOM for the First Year Lease Cost of \$2,730.46

Mrs. Stewart moved to approve Req. #04.04.10 for a Lanier black/white & color copier/printer for Sta. 133 from MOM for the first year lease cost of \$2,730.46 as recommended by Chief DeConnick. Mr. Spanovich seconded. All voted yea. Motion carried.

Res. 92-10: Approve Request to Attend State Fire School Training at Bowling Green from May 10-14, 2010 as Presented for Neil Cline and Mark Gigliotti for a Total Amount of \$2,265.00

Mr. Spanovich moved to approve Req. #04.05.10 for Neil Cline and Mark Gigliotti to attend State Fire School Training at Bowling Green from May 10-14, 2010 as presented for a total amount of \$2,265.00 as recommended by Chief DeConnick. Mr. Angelou seconded. All voted yea. Motion carried.

Mrs. Stewart said she would still like to see a policy from the Fire Department establishing reimbursement of personnel for schooling on a consistent basis. Mr. Spanovich said he would also like a report on how many of the personnel participate in the education and fitness programs.

There was discussion on the Company Level Wellness Incentive for the Fitness Team Gold category and approving an incentive of \$500/each to the four team individuals. There were some changes on the current Fitness Incentive program presented also which will be held and discussed at a later date.

RECORD OF PROCEEDINGS

Minutes of

MIFFLIN TOWNSHIP BOARD OF TRUSTEES Meeting

Held

APRIL 5.

2010

Res. 93-10: Approve Company Level Wellness Incentive for the Fitness Team Gold Category in the Amount of \$500/Each for Caputo, Gilbert, Lee and Morris

Mr. Spanovich moved to approve the Company Level Wellness Incentive for the Fitness Team Gold category in the amount of \$500/each for Frank Caputo, Greg Gilbert, Tom Lee and Tim Morris as recommended by Chief DeConnick. Mrs. Stewart seconded. All voted yea. Motion carried.

Other Matters Brought Before the Board by the Fire Department

Chief DeConnick said that John Moore a well known Columbus Firefighter Paramedic Instructor passed away last week and that he and company personnel will be attending his funeral tomorrow at Veteran's Memorial.

Chief DeConnick asked if we have heard from Attorney Pete Griggs as yet regarding bonus, incentive issues. The Fiscal Officer said he is to have the information to us by Wednesday.

Chief DeConnick said that regarding the problem of pulling personal calls from cell phone bills as discussed at a previous meeting, the Fire Department is looking into giving employees with cell phones a stipend for business calls and they would be responsible for their own bill. The Fiscal Officer said the stipend would still be an allowance and taxable. Mrs. Stewart said we would need to get an opinion on that and that we need more information.

Chief DeConnick said that Sta. 132 has Speedway gas credit cards for their vehicles. He said he would like to get cards for all vehicles and reduce the usage from Gahanna. The main reason is that the Speedway stations are closer and also deduct the taxes. The only thing the City of Gahanna will need is the mileage for their vehicle records. The Police Department already has Speedway cards and the Service Department may consider it also. Mr. Spanovich said that the City of Gahanna should be informed that we will be reducing fuel usage effective June 1, 2010.

Res. 94-10: Approve Request for Speedway Gas Credit Cards for All Vehicles Reducing the Fuel Usage from Gahanna Effective June 1, 2010

Mr. Spanovich moved to approve the request from Chief DeConnick for Speedway gas credit cards for all vehicles due to convenience which will reduce the fuel usage from Gahanna effective June 1, 2010. Mr. Angelou seconded. All voted yea. Motion carried.

Chief DeConnick said that regarding our Health Insurance, there was some confusion regarding the FSA because some people did not realize you have to pay up front and then request to be reimbursed. Mrs. Stewart said if anyone has questions they can call Sean Sprouse with Burham & Flower and that we do have a premium plan.

MECC – Asst. Chief Grossman said that UrbanOffice Furnishings can be removed from the Agenda as he is looking into other options. Mrs. Stewart said that the MECC Map Software quotes were put on hold at the last meeting and after discussing them with Jason Miller, she is ready to recommend that they be approved.

Res. 95-10: Approve ArcEditor EDN & Network Analyst Extension as Quoted by ESRI for \$2,918.50

Mrs. Stewart moved to approve Req. #03162010-01 for ArcEditor EDN & Network Analyst extension as quoted by ESRI for \$2,918.50 as submitted by Jason Miller and recommended by Asst. Chief Grossman and Chief DeConnick. Mr. Angelou seconded. All voted yea. Motion carried.

