

RECORD OF PROCEEDINGS

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

Held **MAY 20,** **2014**

Chairman Spanovich called the Regular Meeting to order at 3:30 P.M. with Mr. Angelou and Mrs. Stewart and Fiscal Officer, Nancy White.

Also Present were:	Tim Taylor	Fire Chief
	William Price	Police Chief
	D.J. Tharp	Service Director
	Becky Kadel	HR Director

CONSENT AGENDA

Res. 98-14 Approve Minutes of May 5, 2014

Mr. Angelou moved to approve the minutes of May 5, 2014. Mrs. Stewart seconded. All voted yea. Motion carried.

TRUSTEE COMMENTS

None

CORRESPONDENCE

Fiscal Officer presented the following correspondence to the Board.

1. A letter from the Franklin County Economic Development and Planning Department was received regarding the Franklin County Community Development Block Grant and HOME programs. The County Commissioners are basically undertaking the activities and letting us know that they are getting involved in this process. Mifflin Township does not need to take any action in order to continue to be eligible (for our low-income residents) for CDBG funds.

FISCAL OFFICER REPORT

Fiscal Officer reported on a request for a Franklin County Land Bank Property. Mr. Williamson, the owner of the property at 2156 Mifflin Blvd, would like to purchase the two lots that are adjacent to his property after the demolition of the house located at 2170 Mifflin Blvd. Fiscal Officer said she spoke with Hope Kingsborough at COCIC and she is checking to determine, if the Township has no interest in the parcels, if they can be directly transferred to Mr. Williamson. Fiscal Officer also spoke with legal counsel and was told that the Township would not be required to hold a public auction to sell these parcels and be able to affect the transfer to Mr. Williamson. She also stated that transferring the deed to Mr. Williamson would generate property taxes as well as having the properties maintained. The Mifflin Township Trustees decided to put this on hold until they have more information.

ADMIN

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HR

HR Director reported that she has concluded the interview process for a part-time Public Information Officer and requested approval to hire Melissa Rapp at \$23.00 an hour and she will work 20 (twenty) hours per week with a 6 (six) month probationary period. This is conditional upon successful completion of a background check.

Res. 99-14: Approve to Hire Melissa Rapp as a Part-Time Public Information Officer at \$23.00 an Hour for 20 Hours Per Week With a 6 month Probationary Period and Conditional Upon Successful Completion of a Background Check.

Mrs. Stewart moved to approve to hire Melissa Rapp as a part-time Public Information Officer at \$23.00 an hour for 20 hours per week with a 6 month probationary period and conditional upon successful completion of a background check. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

IT

Chief Taylor requested approval to purchase Firehouse Software RMS for \$23,578.00. This is a report management writing software with a 5 year contract with the cost divided between the MECC Agencies. This translates to about \$4,000 a year per agency. This software replaces the Emergitech Software we currently are using which expired about 2 years ago. Chief stated that we have not maintained this software, but Emergitech has allowed us to continue using it for a fee. This was vetted through the IT Committee and various meetings since 2012. Fiscal Officer had some concerns about the contract itself which will be addressed at the IT Meeting on May 21, 2014.

Res. 100-14: Approve the Purchase of Firehouse Software RMS for \$23,578.00 With a 5 Year Contract

Mr. Angelou moved to approve the purchase of Firehouse Software RMS for \$23, 578.00 with a 5 year contract. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

Chief Taylor requested approval to purchase Locution Station Systems for \$41,985.00. MECC will be acting as the agent for the purchase of the system for the fire stations in The Village of Granville, Monroe Township, City of Newark and West Licking Fire District. The funding for this purchase will be divided between these four Fire Departments. Fiscal Officer commented that we are purchasing this system, on their behalf, in order to standardize those who are a part of the recently implemented CAD System. It was felt that it would be best to be handled by us since we instituted the Locution System in our MECC group and we are now extending it to the other entities.

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Res. 101-14: Approve the Purchase of Locution Station System for \$41,985.00 On Behalf of The Fire Departments of The Village of Granville, Monroe Township, City of Newark and West Licking Fire District

Mrs. Stewart moved to approve the purchase of Locution Station System for \$41,985.00 on behalf of the fire departments of The Village of Granville, Monroe Township, City of Newark and West Licking Fire District. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Chief Taylor requested approval to pay Keytel \$19,219.50 for the hardware and installation of the Locution Station Systems. This purchase will also be billed to the fire departments of The Village of Granville, Monroe Township, City of Newark, and West Licking Fire District.

Res. 102-14: Approve to Pay Keytel \$19,219.50 for The Hardware and Installation of The Locution Station Systems.

Mrs. Stewart moved to approve to pay Keytel \$19,219.50 for the hardware and installation of the Locution Station Systems. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Chief Taylor requested approval to pay \$4,737.50 for services provided by Jason Miller in support of getting the CAD project up and running and getting the data from the Columbus system moved over to West Licking and Newark's system. This amount was budgeted as part of the CAD project. Chief commented that we saved over \$15,000.00 by going with Jason Miller instead of hiring the vendor.

Res. 103-14: Approve to Pay Jason Miller \$4,737.50

Mrs. Stewart moved to approve to pay Jason Miller \$4,737.50. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Service

D.J. Tharp reported that there are 40 houses with high grass. With the increasing number of properties in need of mowing and trash removal, D.J. Tharp requested approval to set aside \$30,000 for Code Enforcement to cover the cost of cleaning up and hiring two part-time people to assist with the maintenance of the properties.

Res. 104-14: Approve to Set Aside \$30,000 for Code Enforcement

Mr. Angelou moved to approve to set aside \$30,000 for Code Enforcement. Mr. Spanovich seconded. All voted yea. Motion carried. (See Referral File)

D.J. Tharp requested approval to hire Spencer Scott at the rate of \$11.50 per hour and not exceed 28 hours per week.

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Res. 105-14: Approve to Hire Spencer Scott at \$11.50 Per Hour and Not Exceed 28 Hours Per Week.

Mr. Spanovich moved to approve to hire Spencer Scott at \$11.50 per hour and not exceed 28 hours per week. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

D. J. Tharp reported that Franklin County Engineers Office has recommended using cape seal for the much needed repairs for Allwine Road. This cape seal will prolong the life of the asphalt on the road and take care of the holes that exist. D.J. Tharp requested approval to contract with Franklin County to repair Allwine Road for the amount of \$14,950.00

Res. 106-14: Approve To Contract with Franklin County to Repair Allwine Road With Cape Seal for \$14,950.00

Mrs. Stewart moved to approve to contract with Franklin County to repair Allwine Road with Cape Seal for \$14,950.00. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

CODE

D.J. Tharp reported that Joe Bailey, County Code Enforcement, has 27 properties that are in violation and letters will be sent to these homeowners.

POLICE

Chief Price reported that the 2005 Ford Explorer Cruiser had an emergency repair. He spoke to Mr. Angelou and got approval to repair the Cruiser for \$2,305.74

Chief Price gave an update on Operation Hotspot. For Mifflin Police Department, in two days we had 76 traffic stops, 59 citations and 39 traffic warnings. We seized 120 grams of marijuana and 1 DUI. Chief said that he spoke with Sheriff Scott this morning and he will be sending the Trustees an email on the totals for all three agencies that were involved.

FIRE

Chief Taylor requested approval to pay \$69,000.00 plus pension pickup for sick leave incentive for the period of November 1, 2013 through April 30, 2014. Chief amended the list and added Chris Henry.

Res. 107-14: Approve to Pay \$69,000.00 plus Pension Pickup for Sick Leave Incentive for The Period of November 1, 2013 through April 30, 2014.

Mrs. Stewart moved to approve to pay \$69,000.00 plus pension pickup for sick leave incentive for the period of November 1, 2013 through April 30, 2014. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

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Chief Taylor decided to table the landscaping for Station 131 and Fire Admin until he gets a second quote.

Chief Taylor requested approval to pay \$5,673.00 To Arrow Fence for fencing the Fire Admin building and Station 131. The labor cost for the fencing is \$765.00 for the installation of the fence. Arrow Fence charges \$55.00 per post but they are given us a discount at \$45.00 per post.

Res. 108-14: Approve to Pay \$5,673.00 to Arrow Fence for Fencing The Fire Admin Building and Station 131

Mrs. Stewart moved to approve to pay \$5,673.00 to Arrow Fence for fencing the Fire Admin building and Station 131. Mr. Spanovich seconded. All voted yea. Motion carried. (See Referral File)

Chief Taylor reported that the interviews have gone well with the fire inspectors. We will be prepared to make a recommendations of 1 -3 persons based on the outcome of the scheduled interviews for May 22, 2014.

Chief Taylor presented to the board a patient update from Riverside. Medic 134 responded to a call on a 56 year old male having a heart attack. They took him to Riverside and because he had survived the doctors were able to repair his heart.

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

Joseph F. Spanovich, Chairman

Richard J. Angelou, Vice Chairman

Lynn M. Stewart, Trustee

Nancy M. White, Fiscal Officer

