

RECORD OF PROCEEDINGS

Minutes of

MIFFLIN TOWNSHIP BOARD OF TRUSTEES

Meeting

Held

MAY 2,

2011

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

Also present were:

Jim DeConnick	Fire Chief
Michael Grossman	Asst. Fire Chief/MECC
Michael Pocock	Police Chief
D.J. Tharp	Service Director
Steve Blake	Police/Code Officer

CONSENT AGENDA

Res. 108-11: Approve Minutes of April 19, 2011

Mr. Angelou moved to approve the minutes of the April 19, 2011 meeting. Mrs. Stewart seconded. All voted yea. Motion carried.

Res. 109-11: Approve Warrants of May, 2011

Mr. Spanovich moved to approve the May, 2011 warrants for payroll and bills. Mrs. Stewart seconded. All voted yea. Motion carried.

TRUSTEES' COMMENTS

Mr. Spanovich said that both Police and Fire Departments have done a very good job promoting their levies and he has not heard any negative comments. Mr. Angelou and Mrs. Stewart both agreed and said their hard work and that of their staff and volunteers is very much appreciated.

POLICE – Chief Pocock said he would like to give the Trustees an overview of the events that were reported on the news that also involved Mifflin Township. He asked that it not be recorded as it is still under investigation and should not be released to the media as yet. Chief Pocock and Steve Blake had to leave the meeting at this time to attend to a Police matter.

The meeting resumed at 10:28 a.m.

CORRESPONDENCE

The following correspondence was presented to the Board:

1. The Fiscal Officer received an e-mail from Jennifer Fish, Director of the Franklin Soil and Water Conservation District regarding their concerns in reductions to state match funding which they receive on all local government grants. They encouraged that we contact our representatives at the state house on how their work benefits us.
2. An e-mail was received from Laura Matney, Aide to Franklin County Commissioner Marilyn Brown regarding collaborative purchasing as a way for local governments to save money. They are inviting local elected officials and top administrators to a Collaborative Purchasing Seminar on May 11, 2011 from 9:00 a.m. to 10:30 a.m.
3. An e-mail was received from Sean Sprouse of the Burnham & Flower Ins. Group regarding an employee who submitted a RX claim from 2009 which is outside the 12 month period time to submit a claim. He asked if the Board wants this considered. Mr. Spanovich said the Trustees need more information and asked that it be put on the agenda.

Asst. Chief Grossman said he has been told by several employees that they are having trouble with filling out the health assessment required by YourQuest and also the fax number to fax in the blood work form is not working. Mr. Spanovich said he is also hearing some negative comments and is considering cancelling the program. He suggested that we invite Sean Sprouse and a representative from YourQuest to our June 6, 2011 Staff Meeting to address our concerns.

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ADMIN - There were two requests before the Board for approval as follows:

Res. 110-11: Approve Extending the Deadline for Submission of Physicals Required as Part of the Wellness Incentive to July 1, 2011

Mr. Angelou moved to approve extending the deadline for submission of physicals required as part of the wellness incentive to July 1, 2011 as recommended by Sean Sprouse. Mr. Spanovich seconded. All voted yea. Motion carried.

Res. 111-11: Approve Transfers From General Fund to Police Fund for Fine & Ticket Monies for \$5329.43, Monies Pledged to Support Code Enforcement Activities for \$53,250 and Levy Monies for Expired 2009 Levy for \$58,000

Mr. Angelou moved to approve transfers from the General Fund to the Police Fund for Fine & Ticket monies for \$5329.43, monies pledged to support Code Enforcement activities for \$53,250 and levy monies for the expired 2009 levy for \$58,000 as recommended by the Fiscal Officer. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

Chief DeConnick said he received an e-mail from the Fiscal Officer that the reason she withheld the check for a Part-time Dispatcher who worked 4 hours is because she doesn't write checks for less than 8 hours due to the cost of processing a check. He said he was not aware of this policy and feels a person should get paid for what they earn in a pay period. He said he would like to know what it cost to process a check and would like some feedback from the Fiscal Officer. After discussion, the Trustees agreed that employees should get paid for what they earned in a pay period with no minimum and are ready to make that a motion at this time. Mrs. Stewart said that if the Fiscal Officer has other options that may work better, we can always change the motion.

Res. 112-11: Approve Paying Employees the Hours Earned in a Pay Period With No Minimum Hours to Receive a Check But Will Check with The Fiscal Officer for Her Input

Mr. Spanovich moved to approve paying employees the hours earned in a pay period with no minimum hours to receive a check but will check with the Fiscal Officer for her input. Mrs. Stewart seconded. All voted yea. Motion carried.

IT – Mrs. Stewart said she has a meeting tomorrow with our new IT consultant and at the next IT Meeting the Fiscal Officer will have a presentation by her selected Accounting Software Company. Mrs. Stewart said she is encouraging Chief DeConnick and other Department Heads to be present.

SERVICE – D.J. Tharp said he has two items before the Board for approval:

Res. 113-11: Approve Service Credit Bonus for Chuck Dauberman for \$900 and Increasing his Hourly Rate to \$16.19 Starting May 10, 2011 per the New Policy

Mr. Angelou moved to approve a service credit bonus for Chuck Dauberman for 17 years of service for \$900 and increasing his hourly rate to \$16.19 starting May 10, 2011 per the new policy. Mr. Spanovich seconded. All voted yea. Motion carried.

Res. 114-11: Approve Hiring Roger J. Boggs as a Full-time Service Department Employee Effective May 1, 2011 at \$15.00/Hour

Mr. Angelou moved to hire Roger J. Boggs as a Full-time Service Department employee on a probationary status effective May 1, 2011 at \$15.00/hour with a start date of May 9, 2011 as recommended by D.J. Tharp. Mr. Spanovich seconded. All voted yea. Motion carried. (See Referral File)

Mr. Angelou said the Trustees received the Service Department Fuel Conservation Policy that was due at this meeting from all Departments. (See Referral File)

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Asst. Chief Grossman said that within a month, the Trustees will be getting a six month report from the Committee on the Maintenance Program.

FIRE – Mr. Spanovich said Chief DeConnick presented the following items for approval:

Res. 115-11: Approve Attorney Fees to Loveland & Brosius for Various Issues in the Amount of \$7001.24 to be Paid from the General Fund

Mr. Spanovich moved to approve Req. #04.03.11 for attorney fees to Loveland & Brosius for various issues in the amount of \$7001.24 to be paid from the General Fund. Mrs. Stewart seconded. All voted yea. Motion carried.

Res. 116-11: Approve 2011 Gahanna Safety Town Expenses Including Supplies and Teacher Salaries for \$2000.00

Mr. Spanovich moved to approve Req. #04.05.11 for the 2011 Gahanna Safety Town expenses including supplies and teacher salaries as requested by FSI David Brizius. Mrs. Stewart seconded. All voted yea. Motion carried.

Mr. Spanovich said the Trustees are also in receipt of the Fire Department Fuel Conservation Policy. Chief DeConnick explained that this policy is a SOG which he can flex and adjust it as need be. He said there will be times when these vehicles will be running such as when computers are on or there are medicines on board, etc. but there are ways to conserve which will be followed under the guidelines. (See Referral File)

Mrs. Stewart said the Trustees received a Fuel Conservation Policy from the Service Department and Fire Department but did not receive one from the Police Department. Chief Pocock said at the last meeting that their policy is covered under Homeland Security and he would bring a copy of it to this meeting but he did not.

Chief DeConnick said they are also considering a policy for the stations to cut down on expenses especially with utilities. The Chief also reported that he is still waiting on the medical release from Jack Weidner’s doctor before he can start to work. All other criteria has been met and hopefully it will be received very soon. He said that Gahanna has received a Homeland Security Grant to do an exercise similar to what we did a few years ago. It will be at the High School and we will be working with them as we did before. The Chief said we will also be participating with Gahanna for the Jazz Festival coming up in June and will also be participating in an Airport simulated crash exercise in September.

MECC – Asst. Chief Grossman said he had no report at this time.

Mr. Spanovich said the next Regular Meeting will be on May 17, 2011 at 3:30 p.m. and the next Staff Meeting will be on June 6, 2011 at 10:00 a.m. Sean Sprouse and a representative from YourQuest will be invited to attend that meeting.

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

Joseph F. Spanovich, Chairman

Richard J. Angelou, Vice Chairman

Lynn M. Stewart, Trustee

Nancy M. White, Fiscal Officer

The Trustees approved the May 6, 2011 payroll warrants for the period of April 17, 2011 through April 30, 2011. Copies are on file with the Fiscal Officer.
