

# RECORD OF PROCEEDINGS

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

Held

**JUNE 16,**

**2009**

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

Also present were:

Dolly Hanning	2354 Agler Rd.
Paul Wenning	Franklin County Board of Health
Jim DeConnick	Fire Chief
Michael Pocock	Police Chief
Calvin McKnight	Service Director
Steve Blake	Code Enforcement Officer

## **CONSENT AGENDA**

### **Res. 161-09: Approve Minutes of May 13, 2009, May 19, 2009 & June 1, 2009**

Mr. Angelou moved to approve the minutes of the May 13, 2009, May 19, 2009 and the June 1, 2009 meetings. Mrs. Stewart seconded. All voted yea. Motion carried.

### **Res. 162-09: Approve Warrants for July 2009**

Mr. Angelou moved to approve the July 2009 warrants for payroll and bills. Mrs. Stewart seconded. All voted yea. Motion carried.

Mr. Spanovich turned the meeting over to Paul Wenning, the Franklin County Board of Health, Special Projects Coordinator. Mr. Wenning said he was present to discuss the NPDES Phase II update. He said this is a mandated program for Townships and they were finally granted their new permit in February of 2009 for three years. He said there are only a few differences in this permit from the old permit. Mr. Wenning highlighted the differences in the programs that involve Townships such as the Public Education and Outreach program. It is suggested that each year have a different theme. Jennifer Fish is in charge of this and has a list of themes that can be used. The public should be made aware of the different programs such as dropping off mercury thermometers at the Fire Stations. Any Public Involvement programs such as neighborhood clean-ups should be documented. Mr. Wenning said there is a little change in the Good Housekeeping program which Calvin McKnight said we are complying with. He said the main thing the Board of Health is concerned with in these programs is Pollution Prevention. He said they map and check systems and Mifflin Township has mainly been mapped except for a small area that will be completed next year. The Mecca, Perdue, Fern and Agler areas will be getting sanitary sewers next year due to receiving stimulus money. For those who cannot afford the tap-in fee there is a non-interest loan available that does not have to be paid until the home is sold. Mr. Wenning said that the County now has a new Sanitary Engineer by the name of Stephen Renner due to the retirement of Tom Shockley. He gave an update on the sewage laws and said one change is there is no new aerators permitted in Franklin County but there are some limited exceptions under extreme circumstances. The Trustees thanked Mr. Wenning for his presentation and said we do try to keep a record and document all of the positive things we are doing in the Township for our annual report.

Glenna Kaylor said she was present at this meeting to discuss cemetery grave lots that her Mother purchased many years ago. She said it was her understanding from her Mother that she had six grave lots but our records do not show that many. Calvin McKnight said our records show there is only one grave left but the Kaylor's feel they should be entitled to two graves. The Trustees asked Mr. McKnight to research the information. Mr. McKnight said he will work with the family and give a recommendation to the Trustees.

## **TRUSTEES' COMMENTS**

Mr. Angelou said that the 2010 Budget Hearing is coming up on July 6, 2009 at our Staff Meeting and he would like to applaud the Department Heads for trying to cut back and stay within their means due to the economy. Efforts should be made to continue the efficiency in all areas and make sure bills are paid on time. Mr. Spanovich said that Truro Township had an excellent brochure done and sent to all residents including a map, pictures, names, numbers and a lot of valuable information regarding their Township. Mr. Spanovich said he will look into Mifflin doing something like this and find out what is involved.

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Mr. Spanovich said that as mentioned by Mr. Angelou, the Budget Hearing will be on July 6<sup>th</sup> at 10:00 a.m. as the only matter at our Staff Meeting. The Trustees have agreed to cancel the Staff Meetings for August and September. The Regular Meetings will be held as usual on the third Tuesday of the month at 3:30 p.m.

### **CORRESPONDENCE**

The Fiscal Officer presented the following correspondence to the Board:

1. Franklin County Board of Zoning Appeals notice of a meeting held on June 15, 2009 at 1:30 p.m. There was one case for Mifflin Township at 2781 Innis Road. A Conditional Use request was received to allow a home occupation with the parking of three commercial vehicles in an area zoned Rural. The Staff recommendation was for denial.
2. A Liquor Permit request was received for a transfer at 2280 C Stelzer Rd. from ARC Business Development, Inc. to Heruygola, Inc. DBA Stelzer Sunoco. A copy was given to the Police Department to check out. They do not request a hearing.

### **PROPOSED RESOLUTIONS (NEW BUSINESS):**

**ADMIN** – The Fiscal Officer said we received a Transient Vendor Permit request from Felipe Moreno/Taqueria La Cocina to sell Mexican food from a mobile concession trailer in the parking lot at 2675 Morse Road. Our Code Enforcement Officer, Steve Blake, said he checked this out and he has all the necessary licenses and permission from the property owner to do business in his parking lot. Based on this, the Trustees agreed to approve his request for a permit for three months.

#### **Res. 163-09: Approve Transient Vendor Permit for Felipe Moreno/Taqueria La Cocina to Sell Mexican Food from a Mobile Concession Trailer at 2675 Morse Road from June 10, 2009 to September 10, 2009**

Mrs. Stewart moved to approve the Transient Vendor Permit for Felipe Moreno/Taqueria La Cocina to sell Mexican food from a mobile concession trailer at 2675 Morse Road from June 10, 2009 to September 10, 2009 based on the recommendation of Code Officer Steve Blake. Mr. Spanovich seconded. All voted yea. Motion carried.

The Fiscal Officer said the Fire Department would like to make some 2009 budget adjustments and have requested several account transfers within their funds. She said the Auditors have requested that all transfers go before the Board for approval.

#### **Res. 164-09: Approve Fire Department 2009 Budget Adjustments for Account Transfers Within Funds as Presented**

Mrs. Stewart moved to approve Fire Department 2009 Budget Adjustments for account transfers within funds as presented in a memo from Chief DeConnick and Deputy Chief Kauser. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

**IT** – The Fiscal Officer said she spoke with the insurance agency and they will be issuing a check for the laptop stolen from the vehicle of our IT, Paul Adkins. There is a \$500.00 deductible which Chief DeConnick feels should be paid from the General Fund. There was discussion that a policy should be established that equipment such as this should not be left in the vehicle of an employee as security is of the utmost importance. The Trustees agreed that the \$500 deductible should be paid from the General Fund.

#### **Res. 165-09: Approve Paying the \$500 Insurance Deductible for Replacement of the Laptop Stolen from the Vehicle of IT Paul Adkins from the General Fund**

Mrs. Stewart moved to approve paying the \$500 insurance deductible for the replacement of the laptop stolen from the vehicle of our IT Paul Adkins from the General Fund. Mr. Angelou seconded. All voted yea. Motion carried.

Mr. Spanovich asked that the Department Heads develop a policy and present it to the Board for their review at the July 21, 2009 meeting.

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**POLICE** – Chief Pocock presented the Trustees with a Police Officer position replacement proposal. Due to the recent resignation of a full-time Officer, a replacement is needed for that position. Chief Pocock said that after extensive research, he is recommending hiring three Officers at this time with some modifications to the position. Mrs. Stewart said she felt a legal opinion from Attorney Pete Griggs was in order.

Mr. Spanovich moved and Mr. Angelou seconded to hire one Officer at this time to fill the void of the resigned Officer contingent on a legal opinion and settlement figures and then hire the other two as requested in Chief Pocock's proposal. Since these new positions have never been established and approved, the motion was rescinded. (See Referral File for Proposal)

**Res. 166-09: Consider Hiring Three (3) Police Officers at the July 21, 2009 Meeting Under the new Hiring Proposal After it Has Been Established and a Legal Opinion Received**

Mr. Spanovich moved to consider hiring three (3) Police Officers at the July 21, 2009 meeting under the new hiring proposal presented by Chief Pocock after it has been established and a legal opinion received. Mrs. Stewart seconded. Mr. Spanovich and Mrs. Stewart voted yea. Mr. Angelou voted no. Motion carried.

**SERVICE** – Calvin McKnight said he attended the Franklin County Soil & Water Conservation tour which was informative. He said he met Commissioner Brown who asked him a lot of questions regarding our attempts to get water for the residents of Leonard Park. She said she would do what she could but agreed that probably the only way those residents will receive water from Columbus is to annex. Mrs. Stewart said that unfortunately, she also feels that annexation is the only way Leonard Park will receive water from Columbus.

**CODE** – Steve Blake said he has been working with Calvin McKnight on a lot of properties with high grass and weeds. The Service Department will continue mowing as their staff allows. The property owners are assessed for the costs on their tax duplicate. Mr. Blake said the alleys also need attention and hopefully the Service Department can find time to work on them. He said Miracit has torn down another house and he is lining up several other houses in the area.

**FIRE** – Mr. Spanovich said the following requests were presented to the Board for approval by Chief DeConnick:

**Res. 167-09: Approve Ten (10) Sets of Firefighting Bunker Gear from Phoenix Safety Outfitters for a Total of \$17,520.00**

Mr. Spanovich moved to approve Purchase Request No. 06.03.09 for (10) sets of Firefighting Bunker Gear from Phoenix Safety Outfitters for a total of \$17,520.00 as recommended by Chief DeConnick. Mr. Angelou seconded. All voted yea. Motion carried.

**Res. 168-09: Approve Two (2) Thermal Imagers from ISG Infrasy for \$10,600.00**

Mr. Spanovich moved to approve Purchase Request No. 06.04.09 for (2) Thermal Imagers from ISG Infrasy for a total of \$10,600.00 as recommended by Chief DeConnick. Mrs. Stewart seconded. All voted yea. Motion carried.

**Res. 169-09: Approve Phase 6-Aerial Tower Operator Qualifications from Pro-Tech Safety for \$7,500.00**

Mr. Spanovich moved to approve Purchase Request No. 06.05.09 for Phase 6-Aerial Tower Operator Qualifications from Pro-Tech Safety for \$7,500.00 as recommended by Chief DeConnick. Mrs. Stewart seconded. All voted yea. Motion carried.

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**Res. 170-09: Approve Tripp's Consulting & Training Services from TC & TS, Inc. for \$7,275.00 for Remainder of 2009**

Mrs. Stewart moved to approve Purchase Request No. 06.06.09 for Tripp's Consulting & Training Services for continual programs for the Fire Personnel by TC & TS, Inc. for a total of \$7,275.00 for the remainder of 2009 as recommended by Chief DeConnick. Mr. Angelou seconded. All voted yea. Motion carried.

**Res. 171-09: Approve Management Psychologists Services for Fire Personnel from Pradco for \$12,000.00 for the Remainder of 2009**

Mrs. Stewart moved to approve Purchase Request No. 06.07.09 for Management Psychologists services for Fire personnel from Pradco for \$12,000.00 for the remainder of 2009 as recommended by Chief DeConnick. Mr. Angelou seconded. All voted yea. Motion carried.

Chief DeConnick presented a quote for the Track-it Premium Care Software renewal from Numara as recommended by our IT, Paul Adkins. It expired on 9/22/07 so this renewal would be effective from 9/22/07 to 9/22/10. Mrs. Stewart said she is in favor of this but for the record it should have been discussed at the IT Committee Meeting before it was brought before the Board.

**Res. 172-09: Approve Track-it Premium Care Software Renewal from Numara for \$1944.00 Effective 9/22/07 to 9/22/10**

Mrs. Stewart moved to approve the Track-it Premium Care Software renewal from Numara for \$1944.00 for three years effective when it expired on 9/22/07 to 9/22/10 as recommended by IT, Paul Adkins. Mr. Angelou seconded. All voted yea. Motion carried.

Chief DeConnick reminded everyone that this weekend is the Blues & Jazz Festival at Creekside and Mill Street will be closed during the event. Also, there will be a retirement dinner honoring Jefferson Fire Chief Dale Ingram at the Jefferson Golf & Country Club on Saturday, July 11, 2009. The cost is \$25.00 per person due July 7<sup>th</sup> with the RSVP.

Chief DeConnick said for Board's information, the wives of the Firefighters are sponsoring the 1<sup>st</sup> Annual Family Picnic in the Park as a way for Fire personnel and their families to get to know each other better. It will be held on Sunday, July 26, 2009 at Friendship Park from 4:00 – 8:00 p.m.

Chief DeConnick said he has been working with our Architect, Rich Pontius, on the Fire Station Improvement projects. The Fiscal Officer said the Notice to Bidders was advertised on June 15, 2009 and will be advertised again on June 22, 2009. There will be a pre-bid meeting on June 26, 2009 with the bid opening on July 14, 2009.

### **VISITOR COMMENT**

Dolly Hanning said the alleys that were cleaned up last year are starting to grow up again. She said she would like to see the Trustees walk through Northglen and observe the condition of the area and the homes that are not being kept up. She said our Code Officer, Steve Blake is working hard but cannot keep up with everything since he is part-time. Mrs. Hanning said she feels he should be hired full-time as she sees him working on his on time. She said she has nothing against the Police Department but thinks it could be run more efficiently.

**Res. 173-09: Move Into Executive Session**

Mr. Spanovich moved to go into executive session to discuss personnel matters at the request of the Fire Department. Mr. Angelou seconded. All voted yea. Motion carried.

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**Res. 174-09: Move Back Into Regular Session**

Mr. Spanovich moved to go back into regular session. Mr. Angelou seconded. All voted yea. Motion carried.

There being no further business, Mr. Spanovich 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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Nancy M. White, Fiscal Officer

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The Trustees approved the June 19, 2009 payroll warrants for the period of May 31, 2009 through June 13, 2009 and the June 2009 warrants for bills, Numbers 46944 through 47074. Copies are on file with the Fiscal Officer.

The June Receipts are on file with the Fiscal Officer.

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