

RECORD OF PROCEEDINGS

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

Held

JUNE 17,

2014

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:	Tim Taylor	Fire Chief
	William Price	Police chief
	Roger Boggs	Assistant Service Director
	Becky Kadel	HR Director
	Melissa Rapp	Public Information Officer

CONSENT AGENDA

Res. 115:14 Approve Minutes of June 2, 2014 and Minutes of June 9, 2014

Mrs. Stewart moved to approve the Minutes of June 2, 2014 and Minutes of June 9, 2014. Mr. Angelou seconded. All approved. Motion carried.

TRUSTEES COMMENTS

Mr. Spanovich asked for an update on the cemetery fence. Roger Boggs reported that the replacement fences have been completed and a gate will be put in on the south side of the cemetery.

CORRESPONDENCE

Fiscal Officer presented the following correspondence to the Board:

1. Letters were received from Franklin County Economic Development and Planning Department as it relates to code enforcement issues. The property located at 2568 Johnstown Road was inspected and revealed that there is solid waste (mattresses) being stored in the front of the property. The property located at 2707 Woodland Avenue was inspected and revealed that a large amount of trash (tree limbs, etc) located on the property. A follow-up inspection will be made in approximately seven (7) days on these properties.
2. Two letters were received from the Franklin County Public Health for the 1st Observation Report Public Health Nuisance Program for the following addresses: 2660-2666 Ferris Road and 2060 Myrtle Avenue. There were numerous violations that were listed for each property. Franklin County Public Health staff will return to these properties for a re-inspection.

FISCAL OFFICER

Fiscal Officer reported to the Trustees that the police levy is not due for renewal until November, 2016. She talked to the Franklin County Auditor's Office and on the information that they sent to her regarding the policy levy it had 2015 but that was passed in November 2011 and collected in 2012, 2013, 2014, 2015, and 2016. The year 2017 would be a new collection period so it is not due on the ballot until 2016. Fiscal Officer said that she would call the Board of Elections to verify this information.

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Fiscal Officer presented to the Trustees with two resolutions. One resolution is for the solid waste collection and the other resolution is for recycling. Originally she had reported to the Trustees to go with Option A, but if the Trustees decide to go with Option B, it would save the Mifflin Township residents a \$1.00 per month. The only difference between the two options is that the recycling would be collected every week for Option A and with Option B it would be collected every other week. The cost of collection includes the solid waste and recycle container. The residents of Mifflin Township will choose what size of solid waste and recycle container that they prefer and it will be provided to them by Rumpke. Previously they provided their own solid waste container or they could rent from Rumpke. Fiscal Officer reiterated that the residents will have to subscribe to the service. If we are able to get the landlords to include the cost in the rent, then we will be sure that it got collected. She believes that we should contact the two attorneys that are paid by Solid Waste Consortium to research what our capabilities are as far as being able to direct the property owners to be responsible for payment to Rumpke if it is a rental property and enforcing the requirement for the trash collection.

Res. 116-14: Approve to Authorize The Township To Enter Into an Agreement with Rumpke (Option B), To Be The Sole Provider of Solid Waste, Recyclable Materials and Yard Waste Collection Services For Waste Generated by Residential Units, Township Facilities and During Special Events in Mifflin Township, Ohio

Mr. Spanovich moved to approve to authorize the Township to enter into an agreement with Rumpke (Option B), to be the sole provider of solid waste, recyclable materials and yard waste collection services for waste generated by residential units, Township facilities and during special events in Mifflin Township, Ohio. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

Res. 117-14: Approve to Authorize The Township To Enter Into An Agreement With Rumpke (Option B), To Be The Sole Provider of Recycling Processing Services For Recyclable Materials Generated By Residential Units, Township Facilities and During Special Events In Mifflin Township, Ohio

Mr. Spanovich moved to approve to authorize the Township to enter into an agreement with Rumpke (Option B), to be the sole provider of recycling processing services for recyclable materials generated by residential units, Township facilities and during special events in Mifflin Township, Ohio. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

Requests have been made to the Township to acquire land bank parcels. The Fiscal Officer presented to the Trustees guidelines that were taken from the City of Columbus as well as Mahoning County Land Bank in regards to Land Bank Acquisition Properties. She commented that this is a starting place with proposed guidelines for the Trustees to review and provide guidance to the Trustees in preparing our own set of acquisition guidelines. These policies would provide direction to those requesting the land bank properties as to the requirements for requesting these parcels and who has first rights to the property. Another area involved is that a contiguous property owner has rights over any another individual. There is a request form which asking for information from the person making application for

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parcel. There is also a program that the City of Columbus offers called Mow to Own. They can earn credits toward the piece of property if they maintain it vs. whatever the purchase price might be. Fiscal Officer said she did include the cost of conveyance for a piece of property to an individual, but she did not know if the Trustees wanted to charge any type of application fee or any other types of fees that might be involved with this. Recently, she was made aware of Land Bank guidelines stipulating that if we take the property and in turn sell it to an individual, they can collect 25% of whatever compensation received for the property. Fiscal Officer requested the Trustees review the packet and determine what additions or deletions that they would like to make. She reminded the Trustees that we do have two people who are interested in acquiring some property. One of the provisions is that in the event that there are multiple adjacent property owners, all will be notified for right of first refusal after which the Trustees will make the determination. She also stated that the Township reserves the right to require that adjacent lots be combined into one lot so it is not 2 or 3 separate parcels. Another possibility is that the Township may take one of those pieces of property and retain it for the Township purposes for future development. After discussion, the Trustees would like to wait and get more information and requested that a letter be sent to Mr. Williamson and Mr. Six informing them that the Trustees are in the process of compiling guidelines and policies for Land Bank Acquisition Properties.

Fiscal Officer reported that we have been deducting Aflac from the employee's checks over the past 20 years and have had a numerous issues over the years. We do not get notifications of changes of policies, cancellation of policies, changes in premium, etc. and also the billing statements never agree with what we are being told to deduct. She said it is taking her more and more time every two weeks auditing what is being deducted vs. what the billing says. Fiscal Officer said that she is no longer be willing to deduct those Aflac premiums from the employee's pay. They are able to continue the policies with deductions from their checking accounts. In lieu of that, if they want to continue it since majority of the people who subscribe to Aflac are Fire and MECC, she would be glad to give this over to them and let them audit it every two weeks and determine the appropriate payments. Chief Taylor asked that if we go with Colonial is there a guarantee that they will be more responsive and not just a repeat of the same thing. Fiscal Officer said that she cannot guarantee it. Mr. Angelou said that this is not the Fiscal Officers responsibility to do the reconciling for Aflac as it is not part of the benefit package. He believes it is the individuals responsibility to see that it is reconciled. Chief Taylor requested time to explore the possibility of the Fire Department taking on this job. Fiscal Officer said that the decision needs to be made by the July 11th payroll.

ADMIN

HR

HR Director reported to the Trustees that she learned that there was a drug free safety grant program that you can get reimbursement from certain initiatives that you make towards our drug free safety program. One of those was the education that we provided at the beginning of the year. HR Director said she applied for this grant and she is anticipating that we would qualify for \$2,100.00 and it cost us \$3,100.00 to provide the employee education and supervisor training.

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IT

Mrs. Stewart reported that there is a meeting scheduled for June 18, 2014 at 9:00 a.m.

SERVICE

None

POLICE

Chief Price reported that some of the residents of Mifflin approached him to start a block watch. He presented the Trustees with the handouts that he distributed at the meeting. He said that they had their first meeting last night and there were about 25 residents who showed up at the police department. It was very positive and there were a lot of ideas. One of things that they brought up is that some of the kids are gathering on the street and that maybe we could use some of the Land Bank Property and possible put in a basketball park with a light and have a curfew. Chief said the residents would love this idea. Chief suggested a property that is on Perdue and there are not many houses around it which would be helpful as to not disturb the neighbors with the noise level.

Chief Price informed the Trustees that his new car is in service and invited them to take a look at it.

FIRE

Chief Taylor requested approval for Bi-Annual HVAC Maintenance Renewal Contract with Custom Air for all four fire stations and the fire administration building for \$3,240.00

Res. 118-14: Approve the Bi-Annual HVAC Maintenance Renewal Contract with Custom Air for \$3,240.00

Mr. Angelou moved to approve the Bi-Annual HVAC Maintenance Renewal Contract with Custom Air for \$3,240.00. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

Chief Taylor requested approval to purchase EMS Supplies for \$8,902.42.

Res. 119-14: Approve To Purchase EMS Supplies for \$8,902.42

Mrs. Stewart moved to approve the purchase of EMS supplies for \$8,902.42. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

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Chief Taylor requested approval for the fee schedule for special events and special duty fees so that the Fire Department can start billing. Chief said he talked to the Mayor and she is very understanding and that it was a positive conversation.

Res. 120-14: Approve the Fee Schedule for Special Events and Special Duty Fees.

Mr. Angelou moved to approve the fee schedule for special events and special duty fees. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

MECC

Chief Taylor requested approval for shared services agreement with Licking County. Our legal counsel wrote the agreement and the Licking County's legal representative has reviewed and approved it. Currently we are waiting for the Licking County Commissioners to sign it and that is expected to take place at their next meeting.

Res. 121-14: Approve the Shared Services Agreement With Licking County.

Mrs. Stewart moved to approve the shared services agreement with Licking County. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Chief Taylor requested approval for emergency repairs on the main HVAC at the MECC facility for \$3,304.00. He stated that when we leased that space it was as only an empty shell. The tenants are required to provide HVAC for that space. There are four different units in there right now and the primary unit is the one that is down. It runs 24 hours a day, 365 days a year. Since MECC moved in there 6 years ago, they have not turned the heat on once as it is strictly air conditioning being used because the electronics generate their own heat.

Mr. Spanovich suggested that Chief Taylor send this bill to the owners to see if they may pay for the repair.

Res. 122-14: Approve For Emergency Repairs on The Main HVAC for \$3,304.00

Mr. Angelou moved to approve for emergency repairs on the Main HVAC for \$3,304.00. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

PIO

The Public Information Officer presented to the Trustees the 2014 Mifflin Township Media Placement Tracking Update and also stated that she has added some additional items on our website.

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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