

# RECORD OF PROCEEDINGS

Minutes of

**MIFFLIN TOWNSHIP BOARD OF TRUSTEES**

Meeting

**Held**

**JUNE 6,**

**2011**

Vice Chairman Angelou called the Regular Staff Meeting to order at 10:00 with Mrs. Stewart and the Fiscal Officer, Nancy White, present. Chairman Spanovich was detained.

Also present were:

Mark Burns	Independent Energy Consultants
Sean Sprouse	Burnham & Flower Ins. Group
Carly Nutter	United Healthcare Rep.
Representative	YourQuest
Jim DeConnick	Fire Chief
Michael Grossman	Asst. Fire Chief/MECC
Michael Pocock	Police Chief
Daril (D.J.) Tharp	Service Director

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

## **CONSENT AGENDA**

### **Res. 128-11: Approve Minutes of May 17, 2011**

Mrs. Stewart moved to approve the minutes of the May 17, 2011 meeting. Mr. Angelou seconded. All voted yea. Motion carried.

Mr. Angelou turned the meeting over to Mark Burns, President of Independent Energy Consultants. Mr. Burns said he was present today to do an Electric Aggregation Program Presentation for Mifflin Township. He said that while electric aggregation may be new to Mifflin Township it is not new in Ohio as over 200 communities around Ohio have formed gas and electric programs since utility deregulations in 2000. Mr. Burns distributed packets to everyone to follow along on his presentation. He highlighted the benefits of the energy aggregation programs and how it works. He said AEP's rates have been going up and will continue to do so and IEC is now in the position to enter this service market and offer some savings. Mr. Burns said that if the Trustees feel this will be a benefit to Mifflin Township they will be asked to retain Independent Energy Consultants and pass a resolution to the Board of Elections to put this program on the November ballot. He said that AEP would continue to deliver the electricity and be responsible for the lines but retaining IEC as the broker to handle supplier negotiations could result in about 20% lower rates for the customer. He explained the complete procedures to develop this electric program which includes an opt-out provision to the customer and after everything is in place, the program would start around March of 2012. The Trustees thanked Mr. Burns for his presentation. (See Referral File for Complete Presentation)

Mr. Spanovich was now present and turned the meeting over to Sean Sprouse of Burnham & Flower who was asked to attend this meeting to answer some health insurance concerns especially with our new wellness program through YourQuest. Mr. Sprouse said he asked representatives from United Healthcare and YourQuest to be present also to help answer questions that some employees have asked. Mrs. Stewart said that the YourQuest program has not gone smoothly with a wrong fax number and technical difficulties regarding the on-line risk assessment questions. She said that so far it is not felt that there are any real benefits to the program. Mr. Angelou said he felt that a lot of the risk assessment questions were not relative and he did not like the way they were worded which he understands a lot of our employees felt the same way. The representative from YourQuest said that the risk assessment questions are asked to determine employee health risks such as high blood pressure, weight, etc. so YourQuest can point out these risks to the employees and make them aware and hopefully guide them in the right direction to correct those problems. He said they send out reminders for employees to log-in their activities to track their progress and also he said to clarify some concerns, they never sell information. The data compiled for all employees as a whole is a tool to identify health risks that should be corrected to lower claims. Sean Sprouse said that Mifflin Township is on a higher than average claims trend and we will continue that unless we do something different and that is why he is encouraging a wellness program. Carly Nutter from United Healthcare said that they also have a wellness program designed to help curb claim trends. She said that the wellness programs are important to help lower premiums at renewal time. Mrs. Stewart said that these wellness

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programs should be done on a professional manner and that has not been the case with YourQuest. The representative from YourQuest said that he understands but they usually take over a month to implement a company and they did ours in three days to get something in place for us to lower our premium with UHC at renewal. He said that we have 74% participation now and will continue to work toward 100% by July 1, so they can put together some data to show what plan is needed to correct high risk issues. Sean Sprouse said that only aggregate data can be shared and his company would not release unfavorable data against us when it comes to renewals. He said that as he has said before, the merits of the wellness programs are proven and hopefully will change Mifflin's high claims trend.

The Trustees continued the meeting after a short recess.

**TRUSTEES'S COMMENTS** – None at this time.

### **CORRESPONDENCE**

The Fiscal Officer presented the following correspondence to the Board:

1. The Franklin County Public Health Quarterly Report was received. Copies were given to the Trustees.
2. Information was received from the Franklin County Board of Elections that the Office of the Secretary of State is offering a webinar on June 7<sup>th</sup> from 10:00 – 11:00 a.m. on "An Introduction to the Ohio Questions and Issues Handbook". This is an online visual presentation and to participate you need to register, have a computer with an internet connection and a phone to hear the presentation and ask questions.
3. A notice from Spence Miller Funeral Home was issued of Sheriff Jim Karnes passing on June 2, 2011. The funeral service will be held at Franklin County Veterans Memorial at 10:00 a.m. on Wednesday, June 8, 2011.
4. A Legislative Alert notice from Heidi Fought, OTA Director of Governmental Affairs, was received including information on Items in Sub. HB 153 Impacting Townships. Copies were given to the Trustees for their information.
5. Grassroots Clippings, the monthly newsletter from the Ohio Township Association was received and copies given to the Trustees. The Fiscal Officer pointed out that the OTA is working on an article on collaboration among townships and other local government entities. They would like to receive material to share on any collaborative efforts we participated in such as stories or photos.
6. A notice was received from HelpNet, our EAP regarding a Webinar they are having on Adjusting to the Process of Aging on June 21<sup>st</sup> at 12 noon, 2:00 p.m. and 4:00 p.m. The Fiscal Officer said their contract is due for renewal and she would like to have someone from HelpNet to conduct another session with all our employees on the resources available to them through their EAP. It was also suggested that a separate session be scheduled for Department Heads and main officers in charge. The Fiscal Officer asked to be given some available dates so she can schedule something.

**FISCAL OFFICER'S REPORT** – Nancy White said that she gave the Trustees copies of our Workers Comp claims for 2007 through 2010 by Department that she received from CareWorks. She said there were a total of 69 and she also has copies available for the Department Heads. She said that after talking with Jamie Mayberry from CareWorks, she met with Heather Wendell who is a physical therapist with Onsite Therapy Resources LLC. She said she doesn't know if we want to go that route but we may want to do some training on lifting and other body mechanics that may hold down claims especially for firefighters. She does this on site and even goes on runs to make suggestions especially on lifting. The Trustees suggested the Fiscal Officer check out the cost for this program.

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

**ADMIN** – Nancy White presented the following items for approval as follows:

#### **Res. 129-11: Approve Service Credit Bonus for Sandra Witham for \$1100.00**

Mrs. Stewart moved to approve a service credit bonus for Sandra Witham with Administration for 25 years of service in the amount of \$1100.00 at the discretion of the

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Board and funds permitting as recommended by the Fiscal Officer. Mr. Spanovich seconded. All voted yea. Motion carried.

**Res. 130-11: Approve Renewing the Employee Assistance Program Agreement with HelpNet for \$3,840.00**

Mrs. Stewart moved to approve renewing the Employee Assistance Program (EAP) Agreement with HelpNet for \$3,840.00. Mr. Angelou seconded. All voted yea. Motion carried.

**POLICE** – Chief Pocock asked to hire the following Officer contingent on a Mifflin polygraph.

**Res. 131-11: Hire Justin Mann as a Non-paid Reserve Officer Contingent on His Passing a Mifflin Polygraph**

Mr. Angelou moved to approve hiring Justin Mann as a non-paid Reserve Officer contingent on his passing a Mifflin polygraph. Mrs. Stewart seconded. All voted yea. Motion carried.

Mr. Angelou signed off on necessary repairs to Chief Pocock's vehicle by Hoffman Auto Repair in the amount of \$2,356.08 which should allow the car to last an additional three plus years.

Mr. Angelou signed off on labor and laser certifications on several Police vehicles by R.E.M. Communications for a total of \$1,834.50.

**SERVICE** - Service Director D.J. Tharp said that due to a break in the weather, he was able to schedule foundations to be poured and his crew was able to mow the ditches along the roads. He said one of the Police Officers advised him there was a big hole on Purdue which may be caused by the City of Columbus sanitation line. He said he is going down to Franklin County to check this out. Mr. Spanovich asked that he present his proposed foundation fee increases for 2012 at the next meeting. Mrs. Stewart also asked that he present options for either new fencing or repairing what we have at the next meeting. Mr. Spanovich commended the Service Department on how nice the Cemetery looked over Memorial Day.

**IT** – Mrs. Stewart said there is nothing new at this time. Our new IT Consultant, Ken Neff, has done his assessment and met with everyone. The accounting software that the Fiscal Officer recommends is being reviewed. The presentation at the last IT meeting went well.

**FIRE** – Chief DeConnick presented the following for approval:

**Res. 132-11: Accept Resignation of Firefighter Luke Ruof per His Request Effective June 25, 2011**

Mr. Spanovich moved to accept the resignation of Firefighter Luke Ruof per his request to take a position with the City of Columbus effective June 25, 2011 as recommended by Chief DeConnick. Mrs. Stewart seconded. All voted yea. Motion carried.

**Res. 133-11: Accept Resignation of Lt. Jack Weidner per His Request Effective Immediately to Accept a Medical Retirement**

Mr. Spanovich moved to accept the resignation of Lt. Jack Weidner per his request effective immediately to accept a medical retirement as recommended by Chief DeConnick. Mr. Angelou seconded. All voted yea. Motion carried.

**Res. 134-11: Approve Transfer of Fire Dept. Funds from 10-A-8 (Tools & Equipment) to 10-A-10C (Hydrant Repairs) in the Amount of \$5700.00**

Mr. Spanovich moved to transfer Fire Department funds from 10-A-8 (Tools & Equipment) to 10-A-10C (Hydrant Repairs) in the amount of \$5700.00 as recommended by Chief DeConnick. Mr. Angelou seconded. All voted yea. Motion carried.

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Chief Deconnick said that Jefferson Township invited Mifflin to participate in a training fire on June 11<sup>th</sup> at 5995 Taylor Rd. After discussion, the Trustees declined the invitation to participate in the training fire.

Chief DeConnick said the old Engine/Rescue #133 sold on GovDeals for \$32,000 and the buyer will be coming from Georgia to pay and pick it up.

Chief DeConnick said the Jazz & Blues Festival is being held on June 17, 18 & 19 and the Fire Department will be participating with EMS, Fire Prevention & lost child trailers. He said they will also be participating in the July 4<sup>th</sup> Parade. The Trustees said they will probably ride along in the Ladder.

Chief DeConnick said that the Tuition Assistance for EMS training college courses was put on hold last year pending the passing of the levy. The Trustees agreed to continue holding this and reconsidering it next year when levy money becomes available.

**MECC** – Asst. Chief Grossman presented the Trustees with the Maintenance Program 6 Month Report for their review. He said they expected the cost to be higher at this point but in the long run we will save money and the equipment will be in better repair and the out of service time per occurrence already is much lower.

Asst. Chief Grossman presented three requisitions for Board approval. He said two pertain to Jim Mills of Pro-Tech-Safety who has been very helpful supporting the Maintenance Committee and performing administrative services.

**Res. 135-11: Approve Paying Invoices from Pro-Tech-Safety for Services from December, 2010 Through April, 2011 to Support the Maintenance Committee for \$9,960.00**

Mr. Spanovich moved to approve Req. #06062011-02 to pay invoices for Pro-Tech-Safety for services to support the Maintenance Committee from December, 2010 through April, 2011 in the amount of \$9,960.00 as recommended by Asst. Chief Grossman. Mrs. Stewart seconded. All voted yea. Motion carried.

**Res. 136-11: Approve Maintenance Administrative Assistance Proposal of Pro-Tech-Safety for \$2500 per Month on a Month to Month Basis Not to Exceed \$20,000 for a Period of May, 2011 Through December, 2011**

Mrs. Stewart moved to approve Req. #06062011-03 for the Maintenance Administrative Assistance Proposal of Pro-Tech-Safety for \$2500 per month on a month to month basis not to exceed \$20,000 for a period of May, 2011 through December, 2011 as recommended by Asst. Chief Grossman. Mr. Angelou seconded. All voted yea. Motion carried.

**Res. 137-11: Approve Maintenance Agreement for Combo ESP with Priority Dispatch for One Year Ending June 17, 2012 for \$7,657.00**

Mrs. Stewart moved to approve the Maintenance Agreement for Combo ESP with Priority Dispatch for one year ending June 17, 2012 for \$7,657.00 as recommended by Asst. Chief Grossman. Mr. Angelou seconded. All voted yea. Motion carried.

Asst. Chief Grossman said he will be on vacation from June 9, 2011 to June 20, 2011 and Deputy Chief Kauser will be available in his absence.

**Res. 138-11: Move Into Executive Session**

Mr. Spanovich moved to go into executive session to discuss a personnel matter at the request of Chief DeConnick & Asst. Chief Grossman at 12:59 p.m. Mrs. Stewart seconded. All voted yea. Motion carried.

The Trustees moved out of executive session at 1:06 p.m. and moved to approve the following resolution.

