

RECORD OF PROCEEDINGS

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

Held **JULY 15,** **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
Mark Roddy	Police Sergeant
D.J. Tharp	Service Director
Becky Kadel	HR Director
Melissa Rapp	Public Information Officer

CONSENT AGENDA

Res. 137-14: Approve Minutes of July 7, 2014

Mrs. Stewart moved to approve the minutes of July 7, 2014. Mr. Spanovich seconded. All voted yea. Motion carried.

TRUSTEES COMMENTS

Mr. Spanovich reported that he and the Fiscal Officer attended the airport meeting on July 11th and they discussed the revitalization of 5th Avenue that parallels the Columbus Airport. They also discussed briefly the impact of the new runway and what they are proposing to do in the future.

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 properties at 2329 Lindale Road and 2298 Albert were inspected and revealed that there is a lot of trash and other solid waste being stored. The properties at 2775 Berrell Avenue, 3337 Westerville Road and 2622 Perdue were inspected and revealed that a Certificate of Zoning Compliance has never been filed with their office.
2. A letter was received from the Franklin County Public Health with a 2nd Observation Report Public Health Nuisance Program on the properties at 2660-2666 Ferris Road listing numerous conditions on this property.
3. A letter was received from Ron O'Brien's office stating that they have taken possession of the property at 2096 Minnesota Avenue. Basically they are letting us know that this property is available if we want it. Fiscal Officer said that she will need to check with the Land Bank to see if this property is scheduled for demolition.
4. Fiscal Officer presented to the Trustees a copy of a response from KLA Consulting who is our risk management people for OTARMA as it relates to putting in a basketball court on Perdue. Fiscal Officer requested that the Trustees review this letter from KLA Consulting for their recommendations.

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FISCAL OFFICER

Fiscal Officer presented the 2015 tax budget to the Trustees that was submitted to the Franklin County Auditor's Office which is due on July 20, 2014. After discussion regarding the budget, Mr. Spanovich suggests that we be cognitive of all our expenditures on a daily basis. Fiscal Officer commented that there are a number of items that the general fund has picked up in the past that should possibly be distributed between the departments. Mrs. Stewart said that she believes that next year all of the related health benefit costs, workers compensation, Careworks and FMLA Administration should be divided among the departments. In regards to the Fire Department budget, Chief Taylor reported that EMS Reimbursements have steadily climbed at a nice rate.

ADMIN

HR

HR Director presented her 2014 HR Budget to the Trustees. Mr. Spanovich requested that the HR Salary and OPERS be included with the HR budget.

HR Director requested approval to renew the HelpNet Employee Assistance Program for \$3,840.00. She provided to the Trustees the additional information that was requested at the last meeting. HR Director commented that there has been a spike in usage from employees, spouses and dependants this year.

Res. 138-14: Approve to Renew HelpNet Employee Assistance Program for \$3,840.00

Mr. Angelou moved to approve to renew HelpNet Employee Assistance Program for \$3,840.00. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

HR Director reported to Trustees that she will table the employment law consulting firm at this time as she is still collecting additional information.

PIO

PIO presented to the Trustees the first half of July media packet detailing news coverage from all media outlets. She did bring to their attention the article in the Columbus Dispatch regarding some tension in the Somali community. PIO did speak with Chief Price and he said that this does not fall in our jurisdiction at this point but wanted to make sure he was kept in the loop. The PIO is currently working with Revize on our website and she will have some recommendations next month on some changes that she will present. She also said that she is working on a couple public records request. One request is for a copy of the proposals submitted for the CAD System. This request came from a company that submitted a proposal for the CAD system.

IT

There is a meeting scheduled for July 16, 2014 at 9:00 a.m. Mrs. Stewart said that Chief Taylor has a request for approval to purchase tablet computers for Inspection Bureau.

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Currently the Inspectors are using used tablets that were handed down to them. This will give them new and updated tablets as well as being able to use them in the field. Chief Taylor said that it will work with planned fees for permits process as well and should pay for itself in time.

SERVICE

D.J. Tharp requested approval to accept the resignation from Spencer Scott.

Res. 139-14: Approve to Accept the Resignation Letter From Spencer Scott.

Mr. Angelou moved to approve to accept the resignation letter from Spencer Scott. Mr. Spanovich seconded. All voted yea. Motion Carried. (See Referral File)

D.J. Tharp requested approval to hire Jacob Herr as a part-time seasonal worker for the service department at \$11.00 per hour and not to exceed 28 hours per week. Adam Davis will be leaving in August to attend school.

Res. 140-14: Approve to Hire Jacob Herr as a Part-Time Seasonal Worker For The Service Department at \$11.00 per hour and Not To Exceed 28 Hours Per Week.

Mr. Angelou moved to approve to hire Jacob Herr as a part-time seasonal worker for the service department at \$11.00 per hour and not to exceed 28 hours per week. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

POLICE

Sgt. Roddy requested to declare the 2007 Crown Vic police car #314 as surplus and to be placed on Govdeals.com.

Res. 141-14: Approve to Declare the 2007 Crown Vic Police Car #314 as Surplus and To Be Placed on Govdeals.com

Mrs. Angelou moved to approve to declare the 2007 Crown Vic car #314 as Surplus and to be placed on Govdeals.com. Mrs. Stewart seconded. All voted yea. Motion carried.

Sgt. Roddy requested approval to attend training for patrol rifle instructor in London, Ohio for \$375.00

Res. 142-14: Approve Sgt. Roddy to Attend Training for Patrol Rifle Instructor in London, Ohio for \$375.00

Mr. Angelou moved to approve Sgt. Roddy to Attend Training for Patrol Rifle Instructor in London, Ohio for \$375.00. Mr. Spanovich seconded. All voted yea. Motion carried.

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FIRE

Chief Taylor requested approval to renew CE Solutions 2 year contract for \$4,902.00. CE Solutions enables EMS, Fire, and Fire Investigations to satisfy recertification requirements. Chief stated that we have had an eight year relationship with CE Solutions and he has had no negative issues with them.

Res. 143-14: Approve Renewing CE Solutions 2 Year Contract for \$4,902.00.

Mrs. Stewart moved to renew CE Solutions 2 year contract for \$4,902.00. Mr. Spanovich seconded. All voted yea. Motion carried. (See Referral File)

Chief Taylor requested approval to replace 21 pairs of boots and gloves for rescue for the amount of \$1,932.00

Res. 144-14: Approve Replacing 21 Pairs of Boots and Gloves for Rescue for \$1,932.00

Mrs. Stewart moved to approve to replace 21 pairs of boots and gloves for rescue for \$1,932.00. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Chief Taylor requested approval to purchase a charger for the Lifepack 15 and Lucas 2 devices for \$2,034.40.

Res. 145-14: Approve The Purchase of A Lifpack 15 Charger and Lucas 2 Charger for \$2,034.40

Mrs. Stewart moved to approve the purchase of a Lifepack 15 Charger and Lucas 2 Charger for \$2,034.40. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Chief Taylor requested approval to renew the Physio-Control contract for maintenance on all our Lifepack 15's for the service term of 4/15/2014 to 4/14/2015 for amount of \$1,997.10

Res. 146-14: Approve Renewal of the Physio-Control Contract for Maintenance On All Our Lifepack 15's for The Service Term of 4/15/2014 to 4/14/2015 for \$1,997.10

Mr. Angelou moved to approve renewal of the Physio-Control contract for maintenance on all our Lifepack 15's for the service term of 4/15/2014 to 4/14/2015. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

Chief Taylor requested approval to purchase four narcotic safes for \$1,800.00. These replace the ones that were returned as they were inadequate. We returned four key boxes and four sets of padlocks for a credit of \$3,200.00. We are requesting to make a purchase of \$5,000.00 which gives us the \$1,800.00 that needs to be approved.

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Res. 147-14: Approve the Purchase of Four (4) Narcotic Safes for \$1,800.00

Mrs. Stewart moved to approve the purchase of four (4) narcotic safes for \$1,800.00. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Chief Taylor requested approval to renew the extended service plan and annual maintenance agreement for Priority Dispatch for the amount of \$7,657.00. This is the program that prompts the dispatchers with pre-arrival instructions on every 911 call for medical assistance.

Res. 148-14: Approve to Renew The Extended Service Plan and Annual Maintenance Agreement for Priority Dispatch for \$7,657.00.

Mr. Angelou moved to approve to renew the extended service plan and annual maintenance agreement for Priority Dispatch for \$7,657.00. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

Chief Taylor requested approval of up to \$2,500.00 for pre-employment psychological screening for the part-time dispatchers and fire inspector candidates.

Res. 149-14: Approve up to \$2,500.00 For Pre-Employment Psychological Screening for the Part-Time Dispatchers and Fire Inspector Candidates.

Mrs. Stewart moved to approve up to \$2,500.00 for pre-employment psychological screening for the part-time dispatchers and fire inspector candidates. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Chief Taylor requested an executive session to discuss ongoing payroll issues.

Res. 150-14: Move Into Executive Session

Mr. Spanovich moved to go into executive session to discuss ongoing payroll issues at 4:28 p.m. Mr. Angelou seconded. All voted yea. Motion carried.

The Trustees came out of executive session at 4:54 p.m. and there being no further business, Mr. Spanovich 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

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

Held

JANUARY 3,

2013
