

RECORD OF PROCEEDINGS

Minutes of

MIFFLIN TOWNSHIP BOARD OF TRUSTEES

Meeting

Held

JULY 16,

2013

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:

Rick Locke	2573 Ferris Park Dr. South
Fred Kauser	Deputy Fire Chief
William Price	Acting Police Chief
D.J. Tharp	Service Director
Becky Kadel	HR Director
Lynn Bruno	Public Information Officer

CONSENT AGENDA

Res. 182-13: Approve Minutes of July 1, 2013

Mrs. Stewart moved to approve the minutes of the July 1, 2013 meeting. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 183-13: Approve Warrants for August, 2013

Mr. Spanovich moved to approve the August, 2013 warrants for payroll and bills. Mr. Angelou seconded. All voted yea. Motion carried.

TRUSTEES' COMMENTS – None at this time.

PUBLIC COMMENT - Mr. Spanovich said that Rick Locke of 2573 Ferris Park Drive South was present regarding a concern in the Township about which he wanted to inform the Trustees. Mr. Locke said that his complaint is the condition and activity around his property. He said he has been putting up with this for about 13 years and it is still persistent and when he complains it seems to make matters worse. He said that right now he is dealing with among other things, a chicken coop, many cats using his yard as a litter box, horses, an illegal junk yard and a business operating on land that has a permanent injunction against its usage. He said that he feels that there are noise violations and zoning violations, but no one has done much about them including Joe Bailey from the County. He said our Code Officer has tried to be of help, but he is not getting much cooperation. The Trustees said that they have tried to work with Kenny Bing who owns these surrounding properties due to many complaints, but he does improve and corrects some of the situations, but just for a short while. Acting Police Chief Price said there is no Environmental Judge at this time and the cases have just been sitting there. Even though there is now an Interim Judge, the cases are over a year behind. He said he will meet with Mr. Locke tomorrow to see what the Police can do. Mrs. Stewart said there are a lot of things we have no authority over, but we will try to do what we can about the noise and do whatever we can to help with the other situations. Mr. Spanovich agreed that we will give Mr. Locke any assistance possible. Mr. Locke thanked the Trustees for listening to him and will appreciate anything they can do to alleviate the situations

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CORRESPONDENCE

The Fiscal Officer presented the following correspondence to the Board:

1. The Franklin County Public Health sent a copy of the 1st Notice of Violation for the property at 2836 Johnstown Road regarding violations that must be corrected by July 23, 2013 or charges may result.
2. A rebate check was received from the Ohio Bureau of Workers' Compensation in the amount of \$121,225.96 and will be distributed to the departments based on the premium that they paid. BWC encouraged an investment of a portion of this rebate into our workplace safety and health programs.

PROPOSED RESOLUTIONS-CONSENT AGENDA (NEW BUSINESS):

ADMIN – The Fiscal Officer presented the following requests to the Board:

Res. 184-13: Approve the Resignation Request of Sandra Witham Who Plans to Retire Effective October 18, 2013

Mrs. Stewart moved to approve the resignation request of Sandra Witham who plans to retire after 27 years of service with the Township effective October 18, 2013. Mr. Angelou seconded. All voted yea. Motion carried.

The Fiscal Officer said as a result of the retirement of Sandra Witham, she would like to meet with the Trustees after the August 5, 2013 Staff Meeting to discuss the staffing of the Administrative Office.

Mr. Spanovich signed off on the Fiscal Officer's request to attend the annual GFOA Conference from Sept. 11-13, 2013 held at Easton for a cost of \$270.00.

Mr. Spanovich signed off on the request for the Fiscal Officer and Rebecca Rousseau to attend the 2013 SSI User Conference from Sept. 18-20, 2013 held in Mason, Ohio for a cost of up to \$1,000.00.

The Fiscal Officer said we should soon be receiving our second half settlement. Hopefully, by our next meeting. She also said she would like to request an executive session after this meeting to discuss a pending litigation.

The Fiscal Officer reminded everyone that the Auditors will be here tomorrow to start our scheduled audit.

IT – Deputy Chief Kauser said regarding the VOIP, the rack is in place and powered up at Bluemile and will be handed over tomorrow by the end of the business day and by Monday or Tuesday of next week Keytel will have all of our equipment installed in the Bluemile rack. Then the staff will be installing the handsets after which we can begin the training process to go live.

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Mrs. Stewart said that our Public Information Officer will report on Social Media. Lynn Bruno said she is focusing on Facebook and Twitter right now and has been meeting with the Department Heads and Administrators on what pages they would like to include. She said that just because we may have a lot of followers, it doesn't mean we are reaching the right people such as Township residents. She said she checks on the pages to make sure there is nothing inappropriate or negative. She has presented this to the IT Committee and had a separate meeting and the consensus at that meeting on June 18th was to just deactivate those pages which does not mean delete them but take them off Facebook and Twitter. They are gone, but can be reactivated. She said she has done research and talked with some of her colleagues and there is all kind of information out there as far as townships and government on Social Media and the consensus seems to be that if you are not out there you are missing out as it is the future and needs to be done. She said when she spoke with Mr. Spanovich and Mr. Angelou recently she believes their feeling was to continue on with what we have as long as there is someone monitoring it which currently is not being done. She said she is working with Chief Taylor and he is trying to get her on as an administrator on all accounts as well as himself. So if they see something posted that is inappropriate, they can get in and take it out without having someone else do it. Ms. Bruno said she had Attorney Pete Griggs draft a Social Media Policy which is a starting point until the Township decides what their media presence will look like. She said she believes Social Media can be a powerful tool but must be done right and well. The Trustees agreed that this is the trend, but we need to be careful and have a policy with one person in charge.

SERVICE – D.J. Tharp said the biggest thing he has to report is that our part-time employee, Jeff Ward, is no longer working with us because his primary job claimed there was a conflict with having two jobs. So he had to quit. He said he has no other prospects at this time.

POLICE – Acting Chief Price requested a resolution be passed to declare two Whalen emergency light bars be declared as surplus.

Res. 185-13: Approve Declaring Two Whalen Emergency Light Bars as Surplus Which are no Longer Part of the Police Fleet

Mrs. Stewart moved to approve declaring two Whalen emergency light bars as surplus which are no longer part of the Police fleet. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 186-13: Approve Donating the Above Two Whalen Emergency Light Bars Declared as Surplus to the Buckeye Lake Police Department

Mrs. Stewart moved to approve donating the two Whalen emergency light bars declared as surplus to the Buckeye Lake Police Department which we are permitted to do since this is another government agency. Mr. Angelou seconded. All voted yea. Motion carried.

Acting Chief Price presented the Trustees with a copy of the June, 2013 stats for the monthly total runs by Officers.

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Mrs. Stewart asked what the standards were for mowing. D.J. Tharp said that he and Acting Chief Price met with Joe Bailey from the County yesterday and he determined that it was whatever the Trustees agreed upon. Code Officer Blake's standard for mowing is 12 inches and weed-eating before it is turned in for an assessment, But D.J. Tharp said with the Service Department equipment and low manpower, they have not been able to always meet those standards and sometimes are just lucky to knock the grass down because their mowers do not mulch. He said he is trying to get additional help, but so far has not had any luck. Mrs. Stewart asked D.J. Tharp and Acting Chief Blake to review the policies of other townships and do a report on policies and recommendations.

FIRE – Deputy Chief Kauser thanked D.J. Tharp and Kris Kuhn for cleaning out the Annex and putting the items on GovDeals.

In the absence of Chief Taylor who was on vacation, Deputy Chief Kauser presented the following items for approval:

Res. 187-13: Approve Amending Appropriations in Fire Fund for Addition of Funds Not Appropriated as Presented to the Fiscal Officer in the Amount of \$51,800.00

Mrs. Stewart moved to approve amending appropriations in the Fire Fund for addition of funds not appropriated as presented to the Fiscal Officer in the amount of \$51,800.00. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Res. 188-13: Approve Amending Appropriations in MECC Fund for Addition of Funds Not Appropriated as Presented to the Fiscal Officer in the Amount of \$22,000.00

Mrs. Stewart moved to approve amending appropriations in the MECC Fund for addition of funds not appropriated as presented to the Fiscal Officer in the amount of \$22,000.00. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Res. 189-13: Approve Amending Appropriations in EMS Fund for Addition of Funds Not Appropriated as Presented to the Fiscal Officer in the Amount of \$62,710.00

Mrs. Stewart moved to approve amending appropriations in the EMS Fund for addition of funds not appropriated as presented to the Fiscal Officer in the amount of \$62,710.00. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Res. 190-13: Approve Req. #13-07-001 for 20 Fire Boots & 8 Helmets from Phoenix Safety Outfitters for a Total of \$9,516.00

Mrs. Stewart moved to approve Req. #13-07-001 for 20 Fire Boots & 8 Helmets from Phoenix Safety Outfitters for a total of \$9,516.00. Mr. Angelou seconded. All voted yea. Motion carried.

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Res. 191-13: Approve Req. #13-07-002 for 24 Coats, Pants & Escape Harness Fire Gear from Phoenix for a Total of \$57,402.72

Mr. Angelou moved to approve Req. #13-07-002 for 24 Coats, Pants & Escape Harness Fire Gear from Phoenix for a total of \$57,402.72. Mrs. Stewart seconded. All voted yea. Motion carried.

Res. 192-13: Approve Req. #13-07-003 for 12 Coats, Pants & Escape Belt Fire Gear from Phoenix for a Total of \$28,701.36

Mrs. Stewart moved to approve Req. #13-07-003 for 12 Coats, Pants & Escape Belt Fire Gear from Phoenix for a total of \$28,701.36. Mr. Angelou seconded. All voted yea. Motion carried.

Req. 193-13: Approve Req. #13-Fire-0401 for Hydrant Maintenance & Repair by Central Ohio Hydrant Repair & Install for a Total of \$8,010.00

Mrs. Stewart moved to approve Req.#13-Fire-0401 for Hydrant Maintenance by Central Ohio Hydrant for a total of \$8,010.00. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 194-13: Approve MECC Req. #13-07-004 for (4) 9-1-1 MicroData HP Servers from CDWG for a Total of \$18,660.12

Mr. Spanovich moved to approve MECC Req. #13-07-004 for (4) 9-1-1 MicroData HP Servers from CDWG for a total of \$18,660.12. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 195-13: Approve MECC Req. #13-07-005 for 9-1-1 Operating Software Servers from Software House International for a Total of \$5,908.30

Mr. Spanovich moved to approve MECC Req. #13-07-005 for 9-1-1 Operating Software Servers from Software House International for a total of \$5,908.30. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 196-13: Move Into Executive Session

Mr. Spanovich moved to go into executive session to discuss a pending litigation at 4:54 p.m. Mr. Angelou seconded. All voted yea. Motion carried.

The Trustees came out of executive session at 5:32 p.m. and there being no further business, Mr. Spanovich moved to adjourn the meeting. Mr. Angelou seconded. All voted yea. Motion carried.

Joseph F. Spanovich, Chairman

Lynn M. Stewart, Vice Chairman

Richard J. Angelou, Trustee

Nancy M. White, Fiscal Officer