

RECORD OF PROCEEDINGS

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

Held

JULY 21,

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 Road
	Zachary Scott	Franklin County Sheriff's Office
	Dan Bender	Rocky Fork Enterprise
	Jim DeConnick	Fire Chief
	Michael Pocock	Police Chief
	Calvin McKnight	Service Director
	Steve Blake	Code Enforcement Officer

Mr. Spanovich introduced Cpl. Zachary Scott, Community Relations/D.A.R.E., from the Franklin County Sheriff's Office. Cpl. Scott said he was present to explain the Personal Empowerment Program (P.E.P.) which offers a free 12 hour self defense program for women and several other free programs such as internet safety for children and adults and gun safety. He passed out pamphlets on these and other free programs offered by the Franklin County Sheriff's Office to teach people how to be street smart and avoid being a victim. Cpl. Scott said that everyone in the Township is eligible for these programs and if there is a group who would like to sponsor a program, they would be glad to go to their facility. The State Highway Patrol has also offered their facility on 17th Avenue which would be large enough for the self defense program. There are also 3 hour safety seminars which could be held at the Township Hall if there is any group who would like to set up a program. Mrs. Stewart suggested that we could hold a safety seminar at the Community Center and asked Dolly Hanning if she would be willing to head up the planning of this and Mrs. Hanning agreed. The Trustees thanked Cpl. Scott for coming to our meeting and explaining the free programs offered by the Franklin County Sheriff's Office.

CONSENT AGENDA

Res. 191-09: Approve the Minutes of the June 16, 2009, July 1, 2009, July 6, 2009 and July 10, 2009 Meetings

Mr. Spanovich moved to approve the minutes of the June 16, 2009, July 1, 2009, July 6, 2009 and July 10, 2009 meetings. Mrs. Stewart seconded. All voted yea. Motion carried.

Mr. Spanovich said he wanted to make it clear that Jim Mills was hired on July 6, 2009 under Res. 184-09 as a Consultant to study the Vehicle Maintenance but compensation was not made a part of that resolution and will be presented at a later time.

Res. 192-09: Approve Warrants of August 2009

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

FIRE STATION IMPROVEMENTS – 7/17/09 Bid Opening

The Fiscal Officer said she feels that this should be rebid as the original advertisement said the Bid Opening would be on July 14th at 155 Olde Ridenour Road and addressed to Nancy White, Fiscal Officer. An Addendum was sent out by the Architect stating that the bid date has been extended to Friday, July 17th at the Mifflin Township Fire Station 131, 475 Rocky Fork Blvd. She said she was not made aware of this until after the fact and had to call the Architect for a copy of the Addendum. She said that due to poor planning there was a lot of mix-up on where to turn in the bid specs and she did not even have a copy of the results to give to people who called and asked about it. The Fiscal Officer said the Auditor could have a problem with the money for the bid specs going to the Architect and not being received here as in the past. She said that all of this could result in a challenge. After further discussion, the Trustees agreed that this matter should be sent to the Prosecutor's Office for an opinion as to whether the process was done properly.

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TRUSTEES' COMMENTS

Mr. Spanovich asked about the status of the Stimulus Grant that Deputy Chief Grossman has been working on. Chief DeConnick said that it has been submitted and is being reviewed, but results will not be issued until sometime in September.

CORRESPONDENCE – The Fiscal Officer said the only correspondence that we received was an e-mail from Ted Beidler from the Franklin County Engineer’s Office regarding the Myrtle, Melrose and Rankin Road Improvements Project. He stated that due to their workload that project would be delayed. But since receiving that e-mail, Calvin McKnight was advised that the County Engineer’s Office plans to outsource the engineering on that project and it would be done this year.

FISCAL OFFICER’S REPORT – The Fiscal Officer, Nancy White, said that at the last meeting Sean Sprouse was present to talk about the Wellness Plan through United Healthcare. The Trustees were given an example of the Progressive Wellness Plan that is being recommended to determine the deductible funding for an employee. (See Referral File)

PROPOSED RESOLUTIONS (NEW BUSINESS)

The Fiscal Officer presented the following to the Trustees for approval:

Res. 193-09: Approve Renewing Contract with Frank Gates Services for Their TPA Fee of \$13,230.00 to Assist with Worker’s Comp Claims

Mrs. Stewart moved to approve renewing the contract with Frank Gates Services for their TPA Fee of \$13,230.00 to assist with Worker’s Comp Claims effective 7/1/09 through 6/30/10 as recommended by the Fiscal Officer. Mr. Spanovich seconded. All voted yea. Motion carried.

Res. 194-09: Approve Transfers Requested by Fiscal Officer in Memo of July 21, 2009

Mrs. Stewart moved to approve the transfers as requested by the Fiscal Officer as follows:

1K (Fines and Tickets) to 9 (Police) Account	\$4,141.20
1 (General) to 5 (Cemetery) Accounts (as done in the past)	\$125,000.00
1-A-6 (Insurance) to 1-A-6D (Deductible)	\$300.00

Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

The Fiscal Officer said that at the Auditor’s request, we need to officially have Trustee approval creating the 14-C Account as the Misc. MECC Account. We have been using this as a separate account for MECC’s budgeted items and did not realize Board approval was needed.

Res. 195-09: Approve Officially Creating the 14-C Account as the Misc. MECC Account for Their Budgeted Items

Mrs. Stewart moved to approve officially creating the 14-C Account as the Misc. MECC Account for their budgeted items as recommended by the Fiscal Officer at the request of the Auditor’s Office. Mr. Angelou seconded. All voted yea. Motion carried.

The Fiscal Officer said Paul Adkins was asked to get a quote from Dell for three laptops for the Trustees. They have been ordered and a bill received in the amount of \$3,326.73. This will enable the Trustees to receive e-mails and get their meeting and minute information from their laptop.

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Res. 196-09: Approve Invoice from Dell for Three (3) Laptops for the Trustees in the Amount of \$3,326.73

Mrs. Stewart moved to approve the invoice from Dell for three (3) laptops for the Trustees in the amount of \$3,326.73 as quoted. Mr. Angelou seconded. All voted yea. Motion carried.

The Fiscal Officer said she was asked to send a letter to the City of Gahanna requesting that the current Joint Maintenance Agreement be extended to December 1, 2009. A letter was received from Terry Emery, Director of Public Service, saying that it would be in the best interest of both the City and Mifflin, to process the new Agreement that would commence October 1, 2009 as the Agreement contains a cancellation clause with a 90 day notice.

Res. 197-09: Approve Processing New Joint Maintenance Agreement Between Gahanna and Mifflin to Commence October 1, 2009 and Not Extending Current Agreement to December 1, 2009

Mr. Spanovich moved to approve processing new Joint Maintenance Agreement between Gahanna and Mifflin to commence October 1, 2009 and not extending the current Agreement to December 1, 2009. Mrs. Stewart seconded. Mr. Spanovich and Mrs. Stewart voted yea. Mr. Angelou voted no. Motion carried.

SERVICE – Calvin McKnight said that as mentioned earlier in the meeting, the Franklin County Engineer's Office is going to outsource the engineering for the OPWC Road Improvements Grant for Rankin, Melrose and Myrtle. When the engineering is complete, they will prepare the specs and hopefully have everything ready to bid by the middle to late August so the project can be completed by early October.

Calvin McKnight said that due to the Road Levy passing, we will be able to have road work done by the County on Albert Avenue, Denune Avenue, Northglen Drive and Woodland Avenue North and South which will be done before the OPWC Grant Project work. The estimated cost for this work is \$83,789.90. (See Referral File)

Calvin McKnight said that he received a Subpoena to be on call for a court case on July 28, 2009 involving Mitchell Rush, a Township resident. The Attorney on the case said he just wants Mr. McKnight to verify that an illegal dump was made on the Township easement in front of Mr. Rush's property.

CODE ENFORCEMENT – Steve Blake said that as part of the Neighborhood Pride Program explained at a previous meeting, area neighborhoods in Columbus and Mifflin Township were cleaned up and trash removed by volunteers. He said Mr. Angelou went with him to the Pride Week meeting on July 9th attended by Mayor Coleman who commended everyone for cleaning up the neighborhoods. Mr. Blake said we had 11 volunteers who worked very hard cleaning up our area and along with the Service Department crew over 10 tons of trash was removed including in alleys. He said he just received the list of volunteers yesterday and will present it to the Board at the next meeting for some type of recognition for their service. Steve said that more people seem to be taking pride in their homes and neighborhoods. When the roads are repaired, we will probably see more of this. People are also starting to report crimes in their neighborhoods.

Steve Blake said that Miracit has contracts on 2 homes in the area where there will be road repairs. He said he is also working with Mike Adair from the Board of Health and the Humane Society regarding dozens of feral cats in the Rankin area.

POLICE – Chief Pockock requested the Board's approval to make the effective date of hire for Thomas Baughn to July 6, 2009.

Res. 198-09: Approve Changing Date of Hire for Full-time Patrol Officer Thomas Baughn to July 6, 2009

Mr. Angelou moved to make the effective date of hire for Full-time Patrol Officer Thomas Baughn to July 6, 2009. Mrs. Stewart seconded. All voted yea. Motion carried.

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Chief Pocock asked for the Board's approval to hire Michael Alan Burnes and Martin Christopher Daly as Non-paid Reserve Officers. They have passed their background checks.

Res. 199-09: Approve Hiring Michael A. Burnes and Martin C. Daly as Reserve Non-Paid Police Officers

Mr. Angelou moved to approve hiring Michael A. Burnes and Martin C. Daly as Reserve Non-Paid Police Officers as recommended by Chief Pocock. Mrs. Stewart seconded. All voted yea. Motion carried.

Chief Pocock said that due to Chrysler's problems, there will take an additional two months for our cruisers delivery, but they will be 2010's instead of 2009's for the same price.

FIRE – Mr. Spanovich said there are many items before the Board recommended by Chief DeConnick for approval as follows:

Res. 200-09: Approve Mercedes 5" Hose from Finley Fire Equipment for \$7,671.50

Mr. Spanovich moved to approve Purchase Request No. 07.01.09 for Mercedes 5" hose in various lengths from Finley Fire Equipment for a total amount of \$7,671.50. Mrs. Stewart seconded. All voted yea. Motion carried.

Res. 201-09: Approve Mercedes 1.50", 2.50" & 3.00" Fire Hose from Finley Fire Equipment for \$8,427.00

Mr. Spanovich moved to approve Purchase Request No. 07.02.09 for Mercedes 1.50", 2.50" and 3.00" fire hose from Finley Fire Equipment for \$8,427.00. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 202-09: Approve Command & Accountability System and Tags from American Trade Mark Co. for a Total of \$1,315.00

Mrs. Stewart moved to approve Purchase Request No. 07.03.09 for an incident Command & Accountability System and tags from American Trade Mark Co. for a total of \$1,315.00. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 203-09: Approve Annual Service Contract for Heart Monitor-Defibrillators from Physio-Control, Inc. for \$3,740.00

Mr. Spanovich moved to approve Purchase Request No. 07.04.09 for the Annual Service Contract for heart monitor-defibrillators from Physio-Contro.Inc. in the amount of \$3,740.00. Mrs. Stewart seconded. All voted yea. Motion carried.

Res. 204-09: Approve Annual Service Agreement-Radio IP from Radio IP Software for \$2,490.00

Mr. Spanovich moved to approve Purchase Request No. 07.05.09 for the Annual Service Agreement – Radio IP from Radio IP Software, Inc. for \$2,490.00. Mrs. Stewart seconded. All voted yea. Motion carried.

Res. 205-09: Approve Motorola Service Agreement – FD Laptops from Motorola – National Service Support for a Total of \$3,138.00

Mr. Spanovich moved to approve Purchase Request No. 07.06.09 for Motorola Service Agreement – FD Laptops, repair and support service for FD vehicles utilizing laptops from Motorola – National Service Support for a total amount of \$3,138.00. Mr. Angelou seconded. All voted yea. Motion carried.

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Res. 206-09: Approve EmergiTech Software Support Agreement Renewal for MECC from EmergiTech, Inc. for a Total of \$53,697.90

Mr. Spanovich moved to approve Purchase Request No. 07.07.09 for the EmergiTech Software Support Agreement renewal for MECC from EmergiTech, Inc. for a total of \$53,697.90. Mrs. Stewart seconded. All voted yea. Motion carried.

Res. 207-09: Approve Reimbursing Overages for 2008 MECC Fire Grant to Plain Township Fire Department in the Amount of \$13,462.01

Mr. Spanovich moved to approve Purchase Request No. 07.08.09 to reimburse overages for 2008 MECC Fire Grant to Plain Township Fire Department attributed to MECC move to Creekside for a total of \$13,462.01. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 208-09: Approve Draeger Airpack SCBA-1st State Reducer (2) from Premier Safety for a Total of \$1,707.60

Mr. Spanovich moved to approve Purchase Request No. 07.09.09 to replace two (2) Draeger Airpack SCBA – 1st State Reducers from Premier Safety for a total of \$1,707.60. Mrs. Stewart seconded. All voted yea. Motion carried.

Res. 209-09: Approve SCBA Air Supply Line Installation at Station 131 by Breathing Air Systems for \$3,887.80 from 10-A-6 Account

Mr. Spanovich moved to approve Purchase Request No. 07.12.09 for SCBA air supply line installation at Station 131 by Breathing Air Systems for a total of \$3,887.80 from 10-A-6 Account. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 210-09: Approve Hiring Career Firefighter Technician Gregory A. Gilbert as a Career Firefighter at \$14.79 / Hour on a One (1) Year Probationary Period Effective July 26, 2009

Mr. Spanovich moved to approve hiring Career Firefighter Technician Gregory A. Gilbert as a Career Firefighter at \$14.79/Hour on a one (1) year probationary period effective July 26, 2009 as recommended by Chief DeConnick. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 211-09: Approve Office Renovations at 485 Rocky Fork Blvd. (Annex) by Shira Sons Painting Company for \$14,607.95 from 10-A-6 Account

Mr. Spanovich moved to approve Purchase Request No. 07.11.09 for office renovations at 485 Rocky Fork Blvd. (Annex) by Shira Sons Painting Company for \$14,607.95 from 10-A-6 Account. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 212-09: Approve Installation of Fiber Optic Cable at 485 Rocky Fork Blvd. (Annex) by Telecom Services Group for \$1,639.20 from the 10-A-6 Account

Mr. Spanovich moved to approve Purchase Request No. 07.10.09 for installation of fiber optic cable at 485 Rocky Fork Blvd. (Annex) by Telecom Services Group for \$1,639.20 from the 10-A-6 Account. Mrs. Stewart seconded. All voted yea. Motion carried.

Mr. Spanovich signed off on the training request of Lt. Jason Strohmeier to attend Recertification SCBA Training at the Draeger facility in Pittsburgh, Pennsylvania for a total cost of \$700.00.

Mr. Spanovich signed off on the training request of Brad A. Crosson for CSC on-line college training for Communication 105 Speech Course for a total of \$238.00.

The Trustees asked that Purchase Request No. 07.13.09 for floor covering in three office areas at the FD Annex at 485 Rocky Fork Blvd. by Barry Gaston in the amount of \$4,223.80 be held for the next meeting on August 18, 2009.

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Res. 213-09: Approve Annual Service Agreement for Battery Backup Unit from Emerson Network Power in the amount of \$1,734.00

Mrs. Stewart moved to approve Purchase Request No. 07.14.09 for the Annual Service Agreement for the Battery Backup Unit from Emerson Network Power in the amount of \$1,734.00. Mr. Angelou seconded. All voted yea. Motion carried.

Chief DeConnick said he will present his recommendation to hire four personnel as MECC Part-time Emergency Communications Dispatchers at the next meeting on August 18, 2009.

Mr. Spanovich said he received a letter and proposal from Jim Mills of Pro-Tech-Safety regarding a Maintenance Study on our fleet of vehicles. He was hired at a previous meeting as a consultant and he would like to meet with the Trustees regarding his proposal.

Mr. Spanovich said he will contact him to set a time.

Mrs. Stewart signed off on the invoice of Finley Fire Equipment to replace mechanical seals on Truck 131 in the amount of \$1,479.00.

Chief DeConnick gave the Trustees a copy of a brochure done by Upper Arlington regarding the InCare Service program that facilitates keeping older adults and residents with disabilities safely in their homes. They became involved in this program through a grant. Chief DeConnick said he is looking into doing something like this here.

VISITOR COMMENT

Dolly Hanning said that the house on the corner of Agler and Woodland has a lot of trash build-up. Steve Blake said he will check it out and have it taken care of. She also asked about some white lines in the road that were on Northglen. Calvin McKnight said they were not done by us and might have been put there by the County because that is one of the roads that need pavement repair. Mrs. Hanning also asked if our Fire Station was giving out bicycle helmets like the City of Columbus Fire Departments and was told by Chief DeConnick that only the City is giving them out.

Res. 214-09: Move Into Executive Session

Mr. Spanovich moved to go into executive session to discuss a personnel matter at the request of the Fire Department at 5:14 p.m. Mr. Angelou seconded. All voted yea. Motion carried.

The Trustees resumed the regular session and approved the following:

Res. 215-09: Approve Disciplinary Action as Discussed in Executive Session

Mrs. Stewart moved to approve the disciplinary action as discussed in executive session. Mr. Spanovich seconded. All voted yea. Motion carried.

Res. 216-09: Approve Hiring Outside Legal Counsel for Department Heads/Personnel With the Written Approval of the Majority of the Township Trustees

Mrs. Stewart moved to approve only hiring outside legal counsel for Department Heads/Personnel with the written approval of the majority of the Township Trustees. Mr. Spanovich seconded. All voted yea. Motion carried.

Mrs. Stewart asked the Fiscal Officer to send a memo to the Department Heads advising them that they can put their request in writing and submit it to the Trustees for approval. It does not have to be at a meeting and can be approved by a least two of the Trustees.

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NEXT MEETING – Mr. Spanovich said there will be no Staff Meetings in August or September and the next Regular Meeting will be August 18, 2009.

There being no further business, Mr. Angelou moved to adjourn the meeting. Mrs. Stewart seconded. All voted yea. Motion carried.

Joseph F. Spanovich, Chairman

Nancy M. White, Fiscal Officer

The Trustees approved the July 31, 2009 payroll warrants for the period of July 12, 2009 through July 25, 2009 and the July 2009 warrants for bills, Numbers 47075 through 47221. Copies are on file with the Fiscal Officer.

The July Receipts are on file with the Fiscal Officer.
