

RECORD OF PROCEEDINGS

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

Held

JULY 2,

2012

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

Also present were:

Tim Lenihan	590 Uxbridge Ave.
Tim Taylor	Fire Chief
Fred Kauser	Deputy Fire Chief
Michael Pocock	Police Chief
D.J. Tharp	Service Director

CONSENT AGENDA

Res. 175-12: Approve Minutes of June 19, 2012

Mrs. Stewart moved to approve the minutes of the June 19, 2012 meeting. Mr. Angelou seconded. All voted yea. Motion carried.

TRUSTEES' COMMENTS

Mr. Angelou said that due to the storm the power will be off for several more days for those who lost power. Chief Pocock said there is a team going around from door to door to check on people. D.J. Tharp said his crew is working on tree clean-up now to clear the roadways.

CORRESPONDENCE – The Fiscal Officer said the only correspondence received was a letter from our Architect, Rich Pontius and paperwork from Robertson Construction which was hand delivered by Mr. Pontius. Mr. Robertson submitted two pay requests to finalize the Fire Improvements Project. The Fiscal Officer said she will not release any checks without a review by our legal counsel.

FISCAL OFFICER'S REPORT – Nancy White said the Department Heads have turned in their 2013 estimated budgets for review. A Public Hearing will then be held at our next regular meeting on July 17, 2012 on the complete estimated Township budget for 2013 which will be filed on July 20, 2012.

The Fiscal Officer said that we have finalized the financing for the Fire Radios, received the funds, and has completed a purchase order in order for the radios to be ordered. She said we also have approved financing from Park National for the Self Contained Breathing Apparatus as well and when the purchase is.

PROPOSED RESOLUTIONS-CONSENT AGENDA (NEW BUSINESS):

ADMIN – The Fiscal Officer said the Trustees should have a copy of the 2013 General Fund estimated budget which she prepared. She said we received another request from the Frontier Scouts to use the meeting room for another two meetings as they have been unable to secure a permanent location for their meetings as yet.

Res. 176-12: Approve Meeting Room Rental Request From the Frontier Scouts for July 5, 2012 and July 12, 2012 for their Scout Meetings from 7:00 – 9:00 P.M.

Mrs. Stewart moved to approve the Meeting Room Rental Request from the Frontier Scouts for July 5, 2012 and July 12, 2012 for their Scout Meetings from 7:00 – 9:00 P.M. Mr. Angelou seconded. All voted yea. Motion carried.

Mr. Spanovich said he is ready to approve the purchase of the SCBA for \$160,739.70.

Res. 177-12: Approve Purchase of the Self Contained Breathing Apparatus as Quoted by Finley Fire for \$160,739.70 with Financing Through Park National Bank and to Amend the Appropriations for the Purchase

Mr. Spanovich moved to approve Req. #06.06.12 for the Self Contained Breathing Apparatus as quoted by Finley Fire for \$160,739.70 to be financed through Park National Bank and to amend the appropriations for the purchase. Mr. Angelou seconded. All voted yea. Motion carried.

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IT – The Fiscal Officer said we have been talking about the licensing for our software applications for the pc's and servers. An inventory has been done and it was found that we are lacking in some of our licensing based on the usage numbers. Mrs. Stewart said the IT Committee asked Kris Haley of Keytel to do the inventory and we do need to purchase new software licenses now that we have the accurate number of licenses compared to the systems and servers that we have. Mr. Haley said in his e-mail that Microsoft will charge the Township in three equal annual payments, the first when the order is placed, the second in one year and the third in 2014. The agreement will end in 2015 and will have to be renewed

Res. 178-12: Approve Purchasing Software Licensing as Outlined in the Memo from Kris Haley of Keytel for a Total Up To \$39,000.00

Mr. Angelou moved to approve purchasing software licensing as outlined in the memo from Kris Haley of Keytel for a total of up to \$39,000.00. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

The Fiscal Officer said another item for consideration is the Voice over IP phone system which would replace our current system. She said that the Service Department currently does not have phones because of a lightning strike last month. She said we do not have the actual quote at this time, but the estimated cost is \$42,600.00 to replace the phone system for the entire Township. Mrs. Stewart said they have only touched on this at the last IT Meeting and there are a lot more details to work out before a decision can be made. Hopefully it will be ready to present at the next regular meeting. The Fiscal Officer said that if we could create a dialog with Violet & Truro as it relates to the monthly PRI charge. Consideration could also be given to financing for the system.

SERVICE – D.J. Tharp said that as a result of the recent storm a tree fell on a section of our new fence damaging three panels which cost \$150.00 each to replace. He said his department has kept overtime down to seven hours each for two people for the clean-up and are continuing the clean-up now on regular time. Mr. Tharp reported on the department's activity including 13 burials and selling 20 graves and one niche last month. He also turned in the 2013 estimated budget for the Service Department.

POLICE – Chief Pocock said that before he gives his report, he wants to wish Mr. Angelou a Happy Birthday. He advised the Trustees that the Township won a pending lawsuit against the Police Department which was handled by OTARMA. Chief Pocock said he met with the Fiscal Officer and she helped him with the Police 2013 estimated budget. He said they will be paying off three Police vehicles this year and their budget looks pretty good at this time.

Chief Pocock said that Mrs. Stewart signed off on a server that Asst. Chief Grossman is ordering for the Police Department. He also said that after meeting with the Fiscal Officer, he is recommending transfers listed on his memo dated June 28, 2012.

Res.179-12: Approve Police Department Transfers Within Their Accounts as Listed on the Memo Dated June 28, 2012 as Recommended by Chief Pocock

Mr. Angelou moved to approve Police Department transfers within their accounts as listed on the memo dated June 28, 2012 as recommended by Chief Pocock. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

Chief Pocock said that D.J. Tharp and his crew have done a great job cleaning up limbs and debris from properties after the storm. The Chief said he is on the Airport Emergency Terrorist Team now which he will report on at a later date. He said that Code Officer Blake will be off on medical leave and D.J. Tharp and his crew are doing a good job keeping up with the high grass mowing and clean-up. He also said his department is working on inventory but he does have one officer off on vacation for two weeks.

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FIRE – Chief Taylor said he has two requisitions for approval from MECC accounts as recommended by Asst. Chief Grossman.

Res. 180-12: Approve ESP Plus Platinum Support and Upgrades Maintenance Agreement for One Year Ending June 14, 2013 with Priority Dispatch as Invoiced for \$7,657.00

Mrs. Stewart moved to approve Req.#07022012-10 for ESP Plus Platinum Support and Upgrades Maintenance Agreement for one year ending June 14, 2013 with Priority Dispatch as invoiced for \$7,657.00. Mr. Spanovich seconded. All voted yea. Motion carried.

Mr. Spanovich requested an executive session at the end of the meeting to discuss a personnel request made by Asst. Chief Grossman.

Res. 181-12: Approve Samsung OfficeServ 7200S – IP Phone System for MECC as Quoted by Keytel System for \$9,180.29

Mrs. Stewart moved to approve Req.#07022012-09 for a Samsung OfficeServ 7200S – IP Phone System for MECC as quoted by Keytel Systems for \$9,180.29. Mr. Angelou seconded. All voted yea. Motion carried.

Chief Taylor said the Fire Department will need to transfer money into the 10-A-15J account to cover their share of the software licensing and will have the figures at the next meeting after discussing it with the Fiscal Officer. Chief Taylor turned in the estimated 2013 budgets for the 10A (Fire) and 28A (EMS) accounts.

The Fiscal Officer said that we need to establish a fund specifically for the Innovation Grant that was awarded for a feasibility study to establish a Council of Governments (COG). Deputy Chief Kauser said that we should have the final letter with the details on this by the next meeting.

Chief Taylor said that there will be a send off at 12:00 noon today at Sta. 131 for the retiring Fire Inspector, David Brizius. Deputy Chief Kauser said that his independent contractor agreement for Fire Prevention Education was sent to the Prosecutor's Office for review as well as with our HR Director and the Fiscal Officer before it is officially approved.

Mr. Spanovich commended those who put together the retirement party for Chief DeConnick as it was well organized and well deserved by Chief DeConnick who served the Township for 42 years.

VISITOR COMMENT

Mr. Lenihan of Gahanna asked when he could have a copy of the estimated 2013 budgets that were just turned in. The Fiscal Officer said she is putting them all together in the format that will be sent to the County Auditor which is due by July 20, 2012. It will be ready to go into the meeting packets for the Trustees to be approved at the Public Hearing at the regular meeting on July 17, 2012. She said it will be ready before that time and he is welcome to a copy at that time.

Res. 182-12: Move Into Executive Session

Mrs. Stewart moved to go into executive Session to discuss a personnel matter at 11:00 a.m. Mrs. Angelou seconded. All voted yea. Motion carried.

The Trustees came out of executive session at 11:59 a.m. and there being no further business, Mrs. Stewart moved to adjourn the meeting. Mr. Angelou seconded. Motion carried.

Joseph F. Spanovich, Chairman

Richard J. Angelou, Vice Chairman

Lynn M. Stewart, Trustee

Nancy M. White, Fiscal Officer

