

# RECORD OF PROCEEDINGS

Minutes of

**MIFFLIN TOWNSHIP BOARD OF TRUSTEES**

Meeting

**Held**

**JULY 5,**

**2011**

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:

Jim DeConnck	Fire Chief
Michael Grossman	Asst. Fire Chief/MECC
Michael Pocock	Police Chief
D.J. Tharp	Service Director
Steve Blake	Police/Code Officer

## **CONSENT AGENDA**

### **Res. 157-11: Approve Minutes of June 21, 2011**

Mrs. Stewart moved to approve the minutes of the June 21, 2011 meeting. Mr. Angelou seconded. All voted yea. Motion carried.

The minutes from the July 1, 2011 Special Meeting will be held for approval at the next meeting.

**TRUSTEES' COMMENTS** – Mrs. Stewart proposed that we hire an HR person on a part-time basis in house or a consultant to handle HR issues. Mrs. Stewart said she can help with a job description and also can recommend a consulting firm. The Fiscal Officer said she also has been in contact with a consulting firm for a comparison in costs. Mr. Spanovich said there are new regulations that must be met and he also feels we need someone with a background in HR.

**CORRESPONDENCE** – The Fiscal Office said she does not have any recent correspondence, but at a prior meeting, information was received from the Solid Waste Authority asking the Board to approve a resolution to support their Management Plan

### **Res. 158-11: Approve Adopting the Solid Waste Management Plan for the Solid Waste Authority of Central Ohio as Presented**

Mrs. Stewart moved to approve adopting the Solid Waste Management Plan for the Solid Waste Authority of Central Ohio as presented. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

### **FISCAL OFFICER'S REPORT - Public Hearing – 2012 Estimated Budgets**

The Fiscal Officer said she prepared the General Fund budget and the Department Heads prepared their budgets which must be turned in to the County Auditor by July 20<sup>th</sup>. The 2009, 2010 figures and the first half of 2011 are actual figures and the second half of 2011 and 2012 are estimated figures. The Fiscal Officer said the General Fund figures are down because we are not receiving much interest on our investments and collections from the local government fund will be reduced for the second half of this year by 25% and next year it will be a total of 50%. She suggested that we may want to change our Audit Committee to a Finance/Budget Committee and ask them to be more involved in our financials and budgets. Since Steve Julian has been working with us for the last 9 months, he may be asked to be a part of this committee as an advisor. Mrs. Stewart said she felt this was a very good idea and we should pursue this further at a meeting. The Trustees said that since there were no public comments, they were ready to accept the proposed budgets. The Fiscal Officer said she will give the Trustees a copy of the completed budgets being sent to the County Auditor.

### **Res. 159-11: Accept Proposed 2012 General Fund and Departmental Budgets as Presented**

Mrs. Stewart moved to accept the proposed 2012 General Fund and Departmental Budgets as presented to be sent to the County Auditor. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

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

**ADMIN** – Mr. Spanovich signed off on the request for the Fiscal Officer to attend the Annual GFOA Conference from September 21 – 23, 2011 in Cleveland for up to \$800.00.

**IT** – Mrs. Stewart said there is nothing new at this time. She said we had our first meeting with the new Consultant, Ken Neff, and everyone confirmed that it went very well and we are moving forward.

**SERVICE** – D.J. Tharp said he has no report at this time. He said that regarding repairing or replacing the fence at Mifflin Cemetery, only one vendor has responded to his request, but he does not have any figures as yet.

Mr. Spanovich said that since there is a lot to discuss regarding the Police Budget, we will hold their report until the end of the meeting and continue on with Fire and MECC.

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

### **Res. 160-11: Approve Maintenance Contract for the LP12's for One (1) Year Effective July 9, 2011 with Physio-Control for \$3,132.00**

Mr. Spanovich moved to approve Req. #07.01.11 for the Maintenance Contract for the LP12's for one (1) year effective July 9, 2011 with Physio-Control for \$3,132.00. Mrs. Stewart seconded. All voted yea. Motion carried.

Mr. Spanovich signed off on Battalion Chief Taylor's request to attend the EMS Instructor Continuing Education Conference sponsored by the Delaware County Emergency Medical Services for \$30.00.

Mr. Spanovich signed off on Deputy Chief Kauser's request to attend the Ohio Fire Chiefs' Association 2011 Conference and continuing education classes at the Hilton Easton on July 16-20, 2011 for the Saturday/Sunday sessions for \$265.00.

### **Res. 161-11: Approve Hiring Scott A. Stricklin as a Firefighter Specialist at \$15.77/Hour Effective at the Start of the Next Pay Period of July 10, 2011**

Mr. Spanovich moved to approve hiring Scott A. Stricklin as a Firefighter Specialist at \$15.77/Hour effective at the start of the next pay period of July 10, 2011 as recommended by Chief DeConnick. Mrs. Stewart seconded. All voted yea. Motion carried.

Chief DeConnick requested the Board's approval for the use of and eventual burning of a single story vacated residential structure located at 4185 North Stygler Road for training purposes. Approval has just been received from the Ohio EPA to open burn at that site up to August 31, 2011. The Trustees had no objections as long as our normal guidelines are followed.

**MECC** – Asst. Chief Grossman said he had nothing to report at this time.

After a three minute recess the meeting continued.

**POLICE** – Mr. Angelou said we need to discuss the latest proposed Police Budget. He said we have financial and budget concerns which are important, but we also want to do what is right by our personnel and what works for both. He said the budget is projected to 2016, but he is not sure we want to go that far. Whatever is decided, we will not get all of what we want either way. Mr. Angelou said he feels we should bring the part-time salary schedule up to what is proposed as an advance and do the Police Station as an advance. He said he is not sure we should start the new proposed salary schedule in 2011 but would be more inclined to go with some sort of bonus situation for the full-time Officers as we did for the Service Department in 2011. The budget reflects that after the initial pay increases, there will be no additional pay increases for a minimum of five years. Mrs. Stewart said she feels that instead of moving everyone to their proposed top pay now, there should be a pay range like other departments. Steve Blake said that with the help of Steve Julian, every concession has been

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made to make this proposed budget work and bring pay levels up so as not to lose any other Officers. He said when he is out in the neighborhoods talking to the residents he is told they feel the Police Department is making a difference and they want the Police Department to succeed. Mrs. Stewart said she would love to give everyone the raises they deserve, but we need to come to a resolution that is fair to everyone, not just the Police Department or the Fire Department but the right decision for the entire Township. Steve Blake said that the Police Department works hand in hand with the Fire and Service Departments and they understand what the Police Officers do and no one would have a problem with them getting a raise. It is also proposed that the Police Department take over the Community Center for their Police Station. After further discussion, the Trustees were ready to make the following motions.

**Res. 162-11: Approve Turning the Community Center Building into a Police Station After it is Determined There are no Future Rentals Booked at This Time**

Mr. Spanovich moved to approve turning the Community Center Building into a Police Station after it is determined there are no future rentals booked at this time. Mrs. Stewart seconded. All voted yea. Motion carried.

**Res. 163-11: Approve Amending the General Fund Appropriations to Advance \$20,000 to the Police Department for the Renovation of the Community Center Building with Three (3) Bids for the Work Converting it to a Police Station and Bringing it Up to Code**

Mr. Angelou moved to approve amending the General Fund appropriations to advance \$20,000 to the Police Department for the renovation of the Community Center building with three (3) bids for the work converting it to a Police Station and bringing it up to code for a Police Station. Mrs. Stewart seconded. All voted yea. Motion carried.

**Res. 164-11: Approve Amending General Fund Appropriations to Advance \$70,000 to the Police Department for Their 2011 Budget with Advances Being Repaid Within 10 Years and Their Status Revisited Throughout 2011 as Needed**

Mr. Angelou moved to approve amending the General Fund appropriations to advance \$70,000 to the Police Department for their 2011 budget with advances being repaid within 10 years and their status revisited throughout 2011 as needed. Mrs. Stewart seconded. All voted yea. Motion Carried.

**Res. 165-11: Approve Changing the 2011 Police Budget to Increase the Pay Rate for Part-time Employees to \$10.00/Hr. and Increase the Pay Rate for Officer Howard to \$21.00/Hr. and Officers Daly & Baker to \$20.50/Hr. Effective June 26, 2011 and Grant a Bonus of \$2500 to Chief Pocock, Lt. Price, Sgt. Johnson and Police/Code Officer Blake to be Paid No Later Than December 1, 2011**

Mr. Angelou moved to approve changing the 2011 Police Budget to increase the pay rate for part-time employees to \$10.00/Hr. and increase the pay rate for Officer Howard, Daly & Baker to \$20.50/Hr. effective June 26, 2011 and grant a bonus of \$2500 to Chief Pocock, Lt. Price, Sgt. Johnson and Police/Code Officer Blake to be paid no later than December 1, 2011. Mrs. Stewart seconded. All voted yea. Motion carried.

Mrs. Stewart suggested that Chief Pocock work with the Fiscal Officer to update the pay schedule for the Police Department.

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

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Joseph F. Spanovich, Chairman

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Richard J. Angelou, Vice Chairman

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Lynn M. Stewart, Trustee

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Nancy M. White, Fiscal Officer

