

RECORD OF PROCEEDINGS

Minutes of

MIFFLIN TOWNSHIP BOARD OF TRUSTEES

Meeting

Held

JULY 6,

2010

Chairman Spanovich called the Regular Staff Meeting to order at 9:30 A.M. with Mr. Angelou and Mrs. Stewart present. The Fiscal Officer, Nancy White, was on vacation.

Also present were:	Steve Dunn	Mt. Carmel Corporate Health
	Jim DeConnick	Fire Chief
	Fred Kauser	Deputy Fire Chief
	Michael Grossman	Asst. Fire Chief/MECC
	Michael Pocock	Police Chief
	Calvin McKnight	Service Director
	Steve Blake	Police/Code Officer
	William Price	Police Lieutenant

Mr. Spanovich turned the meeting over to Steve Dunn, Sales Representative from Mt. Carmel Corporate Health. Mr. Dunn said that he met earlier with Chief DeConnick and Nancy White to explain why Mt. Carmel Behavioral Health is discontinuing its Employee Assistance Program (EAP) and that our agreement with them will terminate effective August 10, 2010. He said they were duplicating services through their own system and due to the economy decided to merge the EAP programs that are also administered out of Battle Creek, Michigan. They will have the same network in Central Ohio as maintained for years and the employee will still call the same 800 number and be referral back to Central Ohio for their counseling or any other situation. He said that this is really a behind the scenes change. He gave the Trustees some marketing material on HelpNet which is the name of the EAP out of Battle Creek and said that they have agreed to match the price and benefits we have been receiving from Mt. Carmel. Mr. Dunn said there will be an improved updated website and what they are trying to do is offer quality services without passing on any kind of price increase to their clients and this merge is the way to do it. He said he will be dropping off to us three copies of an Assignment Agreement that will need to be signed by Mount Carmel Health System, Battle Creek Health System and Mifflin Township. This Assignment shall be effective on August 10, 2010. As stated in this Agreement, the Company Agreement is extended up to and including June 30, 2011. Mr. Dunn said they will provide HelpNet brochures for our employees and also come on site to do an orientation and explain the benefits and how to use the website.

CONSENT AGENDA

Mr. Spanovich said the minutes of the June 7th, 15th and 21st meetings have been presented to the Board for approval. He said that one of the resolutions passed in the June 7th meeting was to hire a part-time Administrative Office employee to work for the Trustees contingent on establishing a job description. He said that person could also do work for the Department Heads as needed and as soon as a job description is established we should advertise for that position. Mr. Spanovich discussed and clarified some items in the June 15th minutes but no changes were made. The Trustees agreed that the Department Heads should review the minutes and suggest any changes they feel are necessary. Chief Pocock had some questions regarding the minutes procedures and destruction schedule which will be referred to the Fiscal Officer who is ultimately in charge of the minutes.

Res. 176-10: Approve Minutes of the June 7, 2010, June 15, 2010 and June 21, 2010 Meetings

Mr. Spanovich moved to approve the minutes of the June 7, 2010, June 15, 2010 and June 21, 2010 meeting. Mr. Angelou seconded. All voted yea. Motion carried.

TRUSTEES' COMMENTS

Mrs. Stewart said that last year the Trustees approved \$5,000 be taken from the General Fund and given to the Community Service Account for food baskets given out to the residents in the unincorporated area in need at Christmas time. She said there is a need all year long for food due to the economy and job losses and we should establish a system for using money from the Community Service Account to buy food for a family especially in need. She suggested any Trustee or Department Head who are contacted for help could spend up to \$100 at a time for food and present the receipt for reimbursement. The family should then be referred to an agency or social service for further help as we cannot continually support them.

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Mrs. Stewart said that Dolly Hanning receives calls from families who have run out of money and has used her own money to help them out. Chief Pocock said the Police Department has encountered situations where they have had to help out. Mr. Spanovich said we should ask the Fiscal Officer to help establish a system for reimbursements from the Community Service Account for the money that is remaining from the amount spent at Christmas. Mrs. Stewart and Steve Blake both agreed that they would be willing to help out overseeing that families get the help they need.

Mr. Angelou said the Police Department would like to pass an 8.8 levy and the Fire Department a 3.8 levy. He said that due to the economy, we will have to work very hard to get these levies passed. He said the Police levy only failed by 19 votes so we need to find out who the voters are and get out there and convince them to vote for this levy if they want to see the Police Department continue. Mr. Spanovich said there may be several money issues on the ballot and a person out of work will have to decide what is the most important to vote for. He said we will need to show a real need for the passage of our levies. Chief Pocock said the Police Department will need to show a breakdown of the cost that the people can expect such as around \$11.00 a month or 14 cents a day. Steve Blake said he is getting such a positive reaction from neighbors seeing all the abatements that are being done. Miracit tore down an especially bad property and is building a new house. Mr. Blake said these people know him not only as Code but also Police and the more he can accomplish the more votes the Police levy is likely to get. Mr. Spanovich said the best thing we have working for us is the fact that all Departments are doing a wonderful job and need to go out and convince the public that they need to vote so they can continue to do a wonderful job.

Mr. Spanovich said the Trustees received a card from Ben Weiner thanking them for the Resolution that they sent to the Franklin County Office and his boss for the outstanding job he has been doing.

CORRESPONDENCE

The Trustees received the following correspondence:

1. A letter from Loveland & Brosius regarding recent legislation which alters the notification procedures for nuisance abatements under R.C.505.87. A copy was given to our Code Officer, Steve Blake.
2. The Information of Growing Noxious and/or Harmful Weeds notice was received from the Franklin County Board of Health for 2761 Woodland Ave. Steve Blake said this has already been abated.
3. A copy of a letter to the property owner of 3505 Westerville Road was received regarding a Franklin County Rezoning Case. The Franklin County Board of Commissioners conditionally approved the proposed rezoning with 10 conditions that must be completed within 3 months of the date of approval.
4. A News Release from the Franklin County Board of Health was received regarding mosquito spraying. Mifflin Township has already been sprayed.

FISCAL OFFICER'S REPORT – This meeting is the official Public Hearing for the 2011 Estimated Budget. The Public Hearing notice was advertised as required by the ORC. All Department Heads have turned in their estimated budgets for 2011. The Fiscal Officer will prepare Mifflin Township's Estimated Annual Budget for 2011 from all the budgets received which must be submitted to the County Auditor by July 20, 2010.

Res. 177-10: Approve Mifflin Township's Estimated Annual Budget for 2011

Mr. Angelou moved to approve Mifflin Township's Estimated Annual Budget for 2011 consisting of two years actual figures, one half of 2010 actual figures and one half of 2010 and all of 2011 estimated figures to be sent to the County Auditor as prepared by the Fiscal Officer. Mrs. Stewart seconded. All voted yea. Motion carried.

Mr. Spanovich asked about the status of the Fire Station Improvements Project. Chief DeConnick said it is nearing completion. The General Contractor is working with the Sub-contractors on some issues that need to be addressed.

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Mr. Angelou said the Trustees received a memo from the Fiscal Officer dated June 30, 2010 regarding needed transfers from the General Fund to other funds and asked the Trustees to determine where to take the transfers from. Mrs. Stewart said they need to be advised by the Fiscal Officer before they can pass a resolution for the transfers and suggested that this be held until they have a meeting with her.

Res. 178-10: Approve Holding June 30, 2010 Memo Request for a Transfer Determination by the Trustees from the Fiscal Officer Until a Meeting is Held With Her

Mrs. Stewart moved to approve holding the June 30, 2010 memo request for a transfer determination by the Trustees from the Fiscal Officer until a meeting is held with her. Mr. Angelou seconded. All voted yea. Motion carried.

SERVICE – Calvin McKnight said he turned in his 2011 Estimated Budget for all his accounts. He also presented the Board with several items for approval as follows:

Res. 179-10: Approve Contract for Integrated Mosquito Management Program Services by the Franklin County Board of Health and Invoice for \$915.82 for 2010 from the General Fund 1-A-26 Account

Mrs. Stewart moved to approve the Contract for Integrated Mosquito Management Program Services by the Franklin County Board of Health and Invoice for \$915.82 for 2010 from the 1-A-26 Account. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 180-10: Approve Service Credit Bonus for Daril Tharp for 22 Years Service in the Service Department for \$1100.00

Mr. Angelou moved to approve a service credit bonus for Daril Tharp for 22 years in the Service Department for \$1100.00 at the discretion of the Board and funds permitting as recommended by Calvin McKnight. Mrs. Stewart seconded. All voted yea. Motion carried.

Res. 181-10: Approve Buying Back Lot 153, Section F, Grave #1 at the Request of Donald B. Jenkins for \$900.00 at Riverside Cemetery

Mr. Angelou moved to approve buying back Lot 153, Section F, Grave #1 at the request of Donald B. Jenkins for \$900.00 at Riverside Cemetery as recommended by Calvin McKnight. Mrs. Stewart seconded. All voted yea. Motion carried.

Calvin McKnight said we sent a copy of the Clearwire Communication Tower Agreement to the Prosecutor's Office for review. We received a reply with recommendations that 19 changes be made to the agreement as listed. Mr. McKnight said he sent a copy of the recommended changes to Clearwire to incorporate the changes. The Trustees agreed to approve the Agreement contingent on the Prosecutor's final approval.

Res. 182-10: Approve Clearwire Communication Tower Agreement Contingent on the Prosecutor's Final Approval that the Recommended Changes as Listed are Incorporated in the Agreement

Mrs. Stewart moved to approve the Clearwire Communication Tower Agreement contingent on the Prosecutor's final approval that the recommended changes as listed are incorporated in the Agreement. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Res. 183-10: Approve the Proceeds from the Clearwire Tower Lease Agreement of \$1500.00 be Placed in the Appropriate Service Department Fund

Mr. Angelou moved to approve that the proceeds from the Clearwire Tower Lease Agreement of \$1500.00 be placed in the appropriate Service Department Fund. Discussion: Mr. Spanovich said if by law it must go to the General Fund, it should only be used for the Service Department. Mrs. Stewart seconded. All voted yea. Motion carried.

Calvin McKnight said he would like to hold for the next meeting his recommendation to hire All State's Tree Care to trim the trees at 155 Olde Ridenour for \$3800.00 until they have finished the work they are doing for us along the roads.

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POLICE – Chief Pocock said that unfortunately as stated in the news there was a fatality in Mifflin Township. A 17 year old who was intoxicated and driving at a high rate of speed with no driver's license hit a family on Perdue killing a 9 year old boy. Chief Pocock said he commends Officer Shane Howard who chased the individual, caught him and brought him back. He was out of control and it was found he was involved in another accident. He may be tried for both cases as an adult and get serious jail time.

Chief Pocock said the Police Department is getting a pretty good handle on things and want to thank Deputy Chief Kauser and the Fire Department for their help with their financial matters. Mr. Angelou said he is shocked to learn that we are 40% below what we should be in terms of Police service. Chief Pocock said that if the proposed Police levy does not pass it would mean they would have to reduce or disband the Police Department. He said they cannot continue to operate at this level as it is too hard on the Officers. He said he is optimistic that the levy will pass.

CODE – Steve Blake said the clean-up is going very well and may tie-in with the Police levy as he is getting such a positive response from residents that they are for a levy and want to see the neighborhoods cleaned up. He said they are getting aggressive and doing a complete clean-up job. He said so far they have done 41 properties and filed 30 liens totaling \$6,150.00 to cover expenses on this project. He said he has been taking before and after photos for the files. Steve Blake said a lot of these properties that are abandoned homes will probably need cut again so we may need to add some more money in the 1-J-3I account to cover these. He said he has resources to check on the actual owners of some of these properties and will send them a letter and try to get them to pay now instead of when the property is sold. Mrs. Stewart said to give the Trustees an estimate of how much additional money will be needed to the 1-J-3I account at the next meeting.

FIRE – Mr. Spanovich said Chief DeConnick presented the following items to the Board for approval:

Res. 184-10: Approve Acrobat Pro 9-Windows Licenses from CDW Government for a Total of \$1,585.00

Mr. Angelou moved to approve Req. #06.01.10 for (6) Acrobat Pro-9 Windows Licenses, Media & Training DVD from CDW Government for a total of \$1,585.00 as requested by IT Paul Adkins. Mrs. Stewart seconded. All voted yea. Motion carried.

Res. 185-10: Approve Service Credit Bonuses for Grancey, Ridgway, King, Welsh and Kinder of the Fire Department

Mr. Spanovich moved to approve service credit bonuses for Gary Grancey for \$1100.00; Charles Ridgway, Stephen Welsh and Kenneth Kinder for \$900.00/each and Kenneth King for \$700.00 at the discretion of the Board and funds permitting as recommended by Chief DeConnick. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 186-10: Approve New Cellular Services Policy per May 12, 2010 Memo to Provide a \$75.00/Month Stipend to Fire Division Personnel as Listed Effective 30 Days from Last Nextel Billing Cycle

Mrs. Stewart moved to approve the new Cellular Services Policy per May 12, 2010 memo to provide a \$75/month stipend to Fire Division personnel as listed effective 30 days from last Nextel billing cycle as recommended by Chief DeConnick and Deputy Chief Kauser. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Deputy Chief Kauser explained the Fitness program proposal with LifeStyle Family Fitness per the memo dated July 6, 2010. He said that the program proposed by LifeStyle will enhance their current program and at a very reasonable cost. He asked the Board to authorize the Fire Chief to enter into the flat rate program of \$750.00 on a month to month basis effective July 10, 2010 from the 10-A-15M account for 99 full-time employees as listed in the memo.

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Res. 187-10: Approve LifeStyle Family Fitness Proposal for a Health & Fitness Program for up to 99 Full-time Personnel at \$750/Month as Designated in the July 6, 2010 Memo Effective July 10, 2010 from the 10-A-15M Account and Revisited at the End of the Year

Mrs. Stewart moved to approve the LifeStyle Family Fitness Proposal for a Health & Fitness Program for up to 99 full-time personnel at \$750/month as designated in the July 6, 2010 memo effective July 10, 2010 from the 10-A-15M account and revisited at the end of the year as recommended by Chief DeConnick and Deputy Chief Kauser. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Asst. Chief Grossman said that he has a proposal from Jim Mills of Pro-Tech-Safety for consulting services to the Mifflin Maintenance Committee for the remainder of 2010 in the amount of \$3660.00. Asst. Chief Grossman said his services have been valuable and he is recommending that this be approved by the Board.

Res. 188-10: Approve Pro-Tech-Safety Proposal for Services to the Mifflin Maintenance Committee for the Balance of 2010 in the Amount of \$3660.00 from the General Fund

Mr. Spanovich moved to approve the Pro-Tech-Safety Proposal for services to the Mifflin Maintenance Committee for the balance of 2010 in the amount of \$3600.00 from the General Fund. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

Chief DeConnick said he has an invoice from Finley Fire for a truck repair that did not go the City of Gahanna in the amount of \$4,184.67 for Board approval.

Res. 189-10: Approve Paying Invoice from Finley Fire for a Truck Repair in the Amount of \$4,184.67 from the 10-A-10 Account

Mrs. Stewart moved to approve paying the invoice from Finley Fire for a truck repair in the amount of \$4,184.67 from the 10-A-10 account as recommended by Chief DeConnick. Mr. Spanovich seconded. All voted yea. Motion carried.

Chief DeConnick said that Deputy Chief Kauser has been working with the CPA, Steve Julian, on the Fire Department budgets. The Trustees were given a copy of the 2011 10-A Planning Budget and Levy Projection and the 2011 28-A EMS Budget. Mr. Julian wrote a letter to the Trustees stating that he has reviewed the Fire Department budget for 2011 and projected budgets for 2012 through 2015. The budgets reflect the intention to pass a levy in the fall. Deputy Chief Kauser said the assistance of Mr. Julian has been beyond expectations. He said the next process is to meet with the Service Director to key on what his goals are for his Department and going through the same process we went through with Fire and Police followed by MECC, Zoning and Code Enforcement. He said we should have solid budgets by the end of August and a new budgeting process. Everyone will be using the same format. Mrs. Stewart asked if the budgets reflect the passage of the levy. Chief Kauser said yes and "what if" budgets will be forthcoming. He said that Mr. Julian said the accounts should be correct at the beginning when they are presented and we should not move funds around and when we have spent what was in the account, we stop spending in that account.

Chief DeConnick reported that the Jazz & Blues Festival went very well. He said they found a new use for the hazmat decon trailer as it was used for a first aid trailer at the event. The Fourth of July parade also went very well. Mr. Angelou rode on the ladder.

Chief DeConnick said the Fire Department is one of 12 Fire Departments that have been invited to attend a one day event in September regarding diversity within the Fire Department. He said we are one of the few Township Departments that are a part of this. We have accepted and the cost is covered under a grant. Our Chiefs will be attending along with the Union President.

The Mifflin Township Firefighters Women's Club is planning a picnic on July 25th for the personnel at Friendship Park from 2:00 to 4:00 p.m.

MECC – Asst. Chief Grossman said he turned in the MECC 2011 Estimated Budget and is working on his planning and projected budgets.

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Chief DeConnick and Deputy Chief Kauser presented the Board with a memo requesting the Board consider a 3.8 mill permanent Fire and EMS operating levy for the November 2, 2010 ballot. The Police Department also would like the Board to consider an 8.8 mill permanent levy for the November 2, 2010 ballot.

Res. 190-10: Approve Resolution Declaring it Necessary to Levy a Tax in Excess of the Ten Mill Limitation for the Mifflin Township Police District at a Rate of a New Permanent 8.8 Mill Levy for the November 2, 2010 Election & Request Certificate of Estimated Property Tax Revenue from the County Auditor

Mr. Angelou moved to approve a Resolution Declaring it Necessary to Levy a Tax in Excess of the Ten Mill Limitation for the Mifflin Township Police District at a rate of a new permanent 8.8 mill levy for the November 2, 2010 election and request a Certificate of Estimated Property Tax Revenue from the County Auditor. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

Res. 191-10: Approve Resolution Declaring it Necessary to Levy a Tax in Excess of the Ten Mill Limitation for the Mifflin Township Fire Department at a rate of a New Permanent 3.8 Mill Levy for the November 2, 2010 Election & Request Certificate of Estimated Property Tax Revenue from the County Auditor

Mr. Spanovich moved to approve a Resolution Declaring it Necessary to Levy a Tax in Excess of the Ten Mill Limitation for the Mifflin Township Fire Department at a rate of a new permanent 3.8 mill levy for the November 2, 2010 election and request a Certificate of Estimated Property Tax Revenue from the County Auditor. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

Deputy Chief Kauser asked the Board to consider requesting an advance of taxes collected for Mifflin Township from the County Auditor on a by-weekly basis for cash flow purposes rather than let the funds sit at the County.

Res. 192-10: Approve Authorizing the Fiscal Officer to Request an Advance of Taxes Collected for Mifflin Township from the County Auditor on a By-Weekly Basis

Mr. Spanovich moved to approve authorizing the Fiscal Officer to request an advance of taxes collected for Mifflin Township from the County Auditor on a by-weekly basis. Mrs. Stewart seconded. All voted yea. Motion carried.

Mrs. Stewart said that when Asst. Chief Grossman has his OSU study done and the budget complete it is time to have a State of the MECC Meeting and invite other township and entity officials. Asst. Chief Grossman said he will work toward a September date.

Deputy Chief Kauser commended Asst. Chief Grossman for the work the Maintenance Committee has done and if we let the Maintenance Agreement with the City of Gahanna expire on October 1, 2010, what should be our next step. Mr. Spanovich said we will only be paying for what we send over to be fixed and we will not be sending over our large ladder, pumpers, engines, etc. vehicles. Mrs. Stewart said we need to inform them so they can anticipate the business we will be providing to them. Mr. Spanovich said he and Mrs. Stewart attended a meeting at the City and they did not seem to be too concerned over this. The Trustees asked Deputy Chief Kauser to put in writing to the City that we would not be renewing our current contract with them and will be operating on a month to month basis on an hourly rate. Mr. Spanovich said that the City services our generators and there may be a company that can do it at a lower rate. Asst. Chief Grossman said the Maintenance Committee already has a recommendation that they will be presenting.

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

Joseph F. Spanovich
Chairman

Richard J. Angelou
Vice Chairman

Lynn M. Stewart
Trustee
