

RECORD OF PROCEEDINGS

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

Held **July 6,** **2015**

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

Also Present were:

Fred Kauser	Interim Fire Chief
William Price	Police Chief
D.J. Tharp	Service Director
Melissa Rapp	Public Information Officer
George Parker	Architect

CONSENT AGENDA

Res. 163-15: Approve Minutes of June 16, 2105

Mr. Angelou moved to approve Minutes of June 16, 2015. Mrs. Stewart seconded. All voted yea. Motion carried.

TRUSTEE COMMENTS

Mr. Angelou commented on the beautiful July 4th parade in Gahanna. He also thanked the service department for all their hard work in mowing the grass at the cemetery during this rainy season and how nice everything looks.

CORRESPONDENCE

Fiscal Officer presented the following correspondence to the Board.

1. An acknowledgement of a donation made to the Wounded Warrior Project in memory of David Fagen, Firefighter Steve Fagen's father, was received. This was the family's request in lieu of flowers.
2. Letters were received from the Franklin County Economic Development and Planning Department for the properties at 2142 Minnesota Avenue, 2392 Park Court, 2141 Paul Drive, 2781 Woodland Avenue, 3050 Woodland Avenue, 3740 Genesee, 2451 Mecca Road and 3435 Westerville Road for various violations.
3. A letter was received from Franklin County Public Health for 1st Notice of Violation for the property at 2610 Ferris Road for various violations.
4. A letter was received from the City of Gahanna which stated that they administer a Tax Incentive Review Council (TIRC) as part of our Community Reinvestment Area Incentive Program. They are requesting that the Mifflin Township Trustees appoint two individuals to represent the township on the TIRC per the Ohio Revised Code Section 5709.85(A)(2). The annual meeting needs to be scheduled no later than August 10, 2015.

Res. 164-15: Approve Mr. Angelou and Nancy White as Appointed Members to the TIRC and Interim Chief Kauser as Alternate

Mr. Angelou moved to appoint himself and Nancy White as appointed members to the TIRC and Interim Chief Kauser as alternate. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

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FISCAL OFFICER

Fiscal Officer requested approval for Rebecca Rousseau and herself to attend the 2015 SSI User Conference from September 16-18, 2015. She said that the conference will address security changes that will be implemented later this year as well as a session on budgeting. The conference will be held at the Great Wolf Lodge in Mason, Ohio again this year and they will be attending two out of the three days. The total expenditure will not exceed \$1,000.00 for the both Rebecca and herself.

Res. 165-15: Approve Nancy White and Rebecca Rousseau to Attend SSI Conference September 16 – 18, 2015

Mr. Angelou moved to approve Nancy White and Rebecca Rousseau to attend SSI Conference September 16 – 18, 2015. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

Mr. Spanovich joined the meeting.

Fiscal Officer stated that this meeting has been advertised as the public hearing for our 2016 tax budgets and presented each department's budget to the Trustees. She reminded the Trustees that 2013 and 2014 are actual numbers and 2015 are based on appropriations that were presented and approved at the beginning of the year. Fiscal Officer said that 2016 are estimates of what each department anticipates on receiving in revenue and what their expenses might be.

Res. 166-15: Approve the 2016 Estimated Tax Budgets as Presented

Mr. Angelou moved to approve the 2016 Estimated Tax Budgets as presented. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

Fiscal Officer said that on July 2, 2015, she received a petition for annexation of 1.394 acres for the properties located at 2270 Innis Road and 3377 Westerville Road. After discussion, the Trustees would like to seek legal advice to see if there is a way to attend the hearing and object to this petition for annexation.

Fiscal Officer informed the Trustees that the auditors have finished their onsite work. They are still requesting information, but the audit should be completed shortly.

ADMIN

HR

Fiscal Officer presented to the Trustees a flyer that Medical Mutual would like to distribute regarding how to successfully manage your diabetes with an individual treatment plan.

Fiscal Officer reported that Medical Mutual just announced a ruling on guidelines regarding enrollment of same sex spouses. From MMO: Effective as of June 26, 2015, for newly married members, we are now following our current spousal coverage and enrollment guidelines for this ruling regardless of gender of the member. Effective as of June 26, 2015,

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for previously married members who were already married to a same-sex spouse, we will allow for a limited special enrollment period. The special enrollment period applies to individual and fully insured group policyholders who were already married in a state that recognized same-sex marriage prior to the Supreme Court's ruling. These members may add their spouse or dependent children. They will have until August 25, 2015 to enroll. Any upcoming same sex marriages will be treated like a normal qualifying event and can elect to enroll in coverage at the point.

Fiscal Officer requested to schedule a time to meet with Jon Hastings to give us an update regarding our insurance coverage. The Trustees scheduled August 3, 2015 at 11:30 a.m. for this meeting.

PIO

Melissa Rapp presented to the Trustees the media packet for June. She commented that Interim Chief Kauser was very helpful in pulling together a letter for the residents regarding "leaving fireworks to the pros" which was published in the Rocky Fork Enterprise. Melissa Rapp informed the Trustees that she is currently exploring options to have a graphic designer take a look at some of our materials as we really do not have a strong brand identity. She would like them to create some templates so that she could use them in house for newsletters, flyers and future materials. Melissa Rapp said she received a call from the Columbus Dispatch this morning and they are still interested in an article about the first family that taps into the water line at Leonard Park.

IT

Interim Chief Kauser requested to approve annual software maintenance for Priority Dispatch (ProQA) EMS pre-arrival instructions software for \$7,657.00 and it is shared with all six agencies.

Res. 167-15: Approve Annual Software Maintenance for Priority Dispatch (ProQA) EMS Pre-arrival Instructions Software for \$7,657.00

Mrs. Stewart moved to approve annual software maintenance for Priority Dispatch (ProQA) EMS pre-arrival instructions software for \$7,657.00. Mr. Spanovich seconded. All voted yea. Motion carried. (See Referral File)

CEMETERY

DJ Tharp requested approval to purchase a grave from Mr. Whitt for \$400.00

Res. 168-15: Approve to Purchase a Grave From Mr. Whitt For \$400.00

Mrs. Stewart moved to approve to purchase a grave from Mr. Whitt for \$400.00. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

DJ Tharp requested approval to purchase a grave from Mr. Schlegel for \$1,500.00

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Res. 169-15: Approve to Purchase a Grave From Mr. Schlegel for \$1,500.00

Mr. Angelou moved to approve to purchase a grave from Mr. Schlegel for \$1,500.00. Mr. Spanovich seconded. All voted yea. Motion carried. (See Referral File)

POLICE

Chief Price requested approval to accept the resignation of Deborah James effective June 26, 2015.

Res. 170-15: Approve to Accept the Resignation of Deborah James Effective June 26, 2015

Mr. Angelou moved to approve to accept the resignation of Deborah James effective June 26, 2015. Mr. Spanovich seconded. All voted yea. Motion carried. (See Referral File)

Chief Price requested approval to accept the resignation of Brian Fath.

Res. 171-15: Approve to Accept the Resignation of Brian Fath

Mrs. Stewart moved to approve to accept the resignation of Brian Fath. Mr. Angelou seconded. All voted yea. Motion carried.

Chief Price requested approval to hire Seth Duhl as a non-paid reserve police officer. He said that this candidate has passed his background, pre-employment drug screen and polygraph.

Res. 172-15: Approve to Hire Seth Duhl as a Non-paid Reserve Police Officer

Mrs. Stewart moved to approve to hire Seth Duhl as a non-paid reserve police officer. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Chief Price informed the Trustees that he had received an anonymous tip on our tip line that an individual in Australia was selling a Mifflin Township police badge. Chief Price said he was going to email Ebay to see if he can get some more information on the seller.

FIRE

Interim Chief Kauser requested approval to attend the International Fire Chief's Annual Conference for \$1,955.00

Res. 173-15: Approve Interim Chief Kauser To Attend the International Fire Chief's Annual Conference For \$1,955.00

Mrs. Stewart moved to approve Interim Chief Kauser to attend the International Fire Chief's Annual Conference for \$1,955.00. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

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Interim Chief Kauser requested approval to conduct fire training at 324 Agler Road. The property is owned by the Community Improvement Corporation of Gahanna, a not for profit organization. He said that they have given us access of approximately 60 days to conduct non destructive training and then we have the ability to burn it. Interim Chief Kauser said the projected date would either be late August or early September and would likely burn it on a Sunday. It is downwind of any prevailing wind neighborhoods and he doesn't expect there to be any challenges. Interim Chief Kauser said that Plain Township, Columbus, and Jefferson will also be participating. The total cost is \$1,500.00 which covers the plywood and other items to conduct the live burn.

Res. 174-15: Approve Mifflin Township Fire Department to Conduct Training and Live Burn Training at 324 Agler Road

Mrs. Stewart moved to approve Mifflin Township Fire Department to conduct training and live burn training at 324 Agler Road. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Interim Chief Kauser requested approval to purchase EMS supplies from Bound Tree not to exceed \$8,500.00. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Res. 175-15: Approve to Purchase EMS Supplies From Bound Tree Not to Exceed \$8,500.00

Mrs. Stewart moved to approve to purchase EMS supplies from Bound Tree not to exceed \$8,500.00. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Interim Chief Kauser requested to approve the repair and preventative maintenance of the primary and apparatus roofs for Fire Station 133 for \$5,420.00. This station has an active leak over the apparatus bays and has evidence of impending leaks over the main roof due to weathered ventilation boots and decaying roof seams. This repair will address the primary and apparatus bay roofs providing an estimated ten years of use.

Res. 176-15: Approve to Repair and Preventative Maintenance of the Primary and Apparatus Roofs for Station 133 for \$5,420.00

Mr. Angelou moved to approve to repair and preventative maintenance of the primary and apparatus roofs for Station 133 for \$5,420.00. Mr. Spanovich seconded. All voted yea. Motion carried. (See Referral File)

Interim Chief Kauser reported to the Trustees that they did a midyear budget review and said they are operating under budget currently and are on track to meet our budget expectations this year or actually may perform better. Interim Chief Kauser presented a picture of the new counter top that was installed at Station 134 by the firefighters and said they saved the township over \$5,000.00 by doing it themselves.

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Interim Chief Kauser said that he talked to Mrs. Stewart regarding the MECC Fire reporting software that has failed to meet contract requirements. Mrs. Stewart suggested to Interim Chief Kauser to provide the lender with a letter that we are going to seek legal council to assess terminating the contract that we have for this reporting software and at the same time we will be conducting a request for proposals for replacement software if they are not able to get this to work. He said this is a 5 year agreement and we are one year in and this has been paid for and the goal is to get out of the next 4 years or have them remedy the software glitches.

Interim Chief Kauser said that he attended and reported run activity and significant events at the Gahanna City Council Safety Committee meeting on June 22, 2015. He also attended the monthly meeting of Gahanna Civic Association leaders at Gahanna Police on June 26th with PIO Rapp.

Interim Chief Kauser informed the Trustees that he will be coming to them in September to set up a meeting or workshop to talk about 2016 budget priorities for strategic planning. He would like to talk about mid to long range planning for the fire department. Interim Chief Kauser also would like to get the Trustees perspective and their direction for the fire department and share some of his ideas for future direction and planning.

George Parker attended the meeting to discuss township a possible building project.

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

Joseph P. Spanovich, Chairman

Richard J. Angelou, Vice Chairman

Lynn M. Stewart, Trustee

Nancy M. White, Fiscal Officer

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

Held **JANUARY 3,** **2013**
