

RECORD OF PROCEEDINGS

Minutes of

MIFFLIN TOWNSHIP BOARD OF TRUSTEES

Meeting

Held

JULY 7,

2014

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

Also Present were:

Tim Taylor	Fire Chief
William Price	Police Chief
D.J. Tharp	Service Director
Becky Kadel	HR Director
Melissa Rapp	Public Information Officer
Susan Tilgner	Franklin County Public Health

Mr. Spanovich turned the meeting over to Susan Tilgner from Franklin County Public Health. She presented to the Trustees the Franklin County Public Health Investment Proposal. She said that local health departments are required to provide a minimum package of core public health services to their residents. To effectively support these core services, local health departments should have access to the skills and resources of foundational capabilities. In 2013, the Franklin County Public Health budget was \$7,194,932. She stated that they need to raise an additional annual investment of \$957,500. Currently in 2014, Mifflin Township pays \$6.11 Per Capita and the projection for 2015 will be \$8.14 Per Capita. Susan Tilgner then proceeded to explain how the funds will be invested. After discussion, the Trustees stated that they are in favor of the additional funding.

Res. 123-14: Approve the Additional Funding For Franklin County Public Health Investment Proposal

Mr. Spanovich moved to approve the additional funding for Franklin County Public Health Investment Proposal. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

CONSENT AGENDA

Res. 124-14: Approve Minutes of June 17, 2014

Mr. Angelou moved to approve the minutes of June 17, 2014. Mrs. Stewart seconded. All voted yea. Motion carried.

TRUSTEES COMMENTS – None

CORRESPONDENCE

Fiscal Officer presented the following correspondence to the Board.

1. Letters were received from Franklin County Economic Development and Planning Department as it relates to code enforcement issues. The properties at 2139 Minnesota Avenue and 2407 Northglen Drive was inspected and revealed that there is a lot of trash and other solid waste being stored. A follow-up inspection will be made in approximately seven (7) days on these properties.

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FISCAL OFFICER

Fiscal Officer asked the Trustees if they have had the opportunity to look at what she presented to them regarding the acquisitions of the Land Bank properties and if there was any decision about Chief Price's request to acquiring a property for a basketball court. She believes the house has not been demolished on that piece of property but it is in the process and they are aware that we are interested in that lot when it is ready to be acquired.

Mrs. Stewart requested that Chief Price get an estimate of cost to build the basketball court and to also contact the neighbors around this lot to see how they would feel about having this basketball court close to their home. Fiscal Officer also wondered what our liability is if someone gets hurt on the basketball court. Mr. Spanovich commented that we get the word out there and whoever is interested will hopefully step forward. He believes the initiative should come from those who want this property for recreational use.

Fiscal Officer reported that letters were sent to Mr. Williamson and Mr. Six saying that the Trustees are preparing guidelines for acquisition of properties available. She has not heard anything from them but Mr. Spanovich did hear from Mr. Six. Fiscal Officer requested that the Trustees review the guidelines and consider it at the next meeting. Fiscal Officer will present these guidelines to legal and this will be on the agenda for the next meeting.

Fiscal Officer said she met with Jean Carter-Ryan who is the Chair of the Economic Development committee for the JET committee studying future plans for the Port Columbus Authority. Fiscal Officer presented to the Trustees copies of what she received from Jean Carter Ryan. They have three different groups: (1) Transportation to and from the airport and downtown. (2) Ridership increasing, the types and numbers of flights going in and out of Columbus. (3) Economic Development. The next meeting is scheduled on Friday, July 11, at 10:30 a.m. which we are invited to attend. They are going to make recommendations to the Port Authority as far as how they visualize them proceeding with the three different subjects. If we are interested in being involved in creating a joint Economic Development in the Leonard Park area, the contact is Steve Campbell, representing the City of Columbus.

Fiscal Officer reported that the 2015 Tax Budget is due to the County Auditor by July 20th. Copies of proposed tax budgets, prior two years, current year and estimated for 2015 have been included in the Trustee's packets. Again the second half of 2014 and 2015 are guesstimates of income, expenses, etc. This will change again at the end of the year after they get final numbers.

Res. 125-14: Approve the 2015 Tax Budget as Presented

Mr. Spanovich moved to approve the 2015 tax budget as presented. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

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ADMIN

HR

HR Director reported that we are eligible for Bureau of Workers Compensation group rating for the 2015 calendar year. The deadline to enroll is 7/31/2014. The cost is \$14,005.00 which is an increase of \$235.00 from last year due to an increase in payroll from 2012 to 2013. Fiscal Officer said that it is definitely to our advantage to be in the group rating and it saves us between \$50,000 - \$100,000 in annual premium.

Res. 126-14: Approve BWC 2015 Group Rating Enrollment for \$14,005.00

Mrs. Stewart moved to approve BWC 2015 Group Rating Enrollment for \$14,005.00. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

HR Director said that our Employee Assistance Program (EAP) contract through HelpNet is up for renewal. The cost is \$3,840.00 for 7/1/14 through 6/30/15. The cost is the same as last contract year. Mrs. Stewart asked if there is a utilization report available. HR Director said that she receives a quarterly report and there is some utilization, but the numbers are not huge. In discussion with our representative, Maureen Jenkins, she said relatively to other organizations our numbers are pretty good. Fiscal Officer commented that at the beginning people were reticent in using the benefit because they thought the Township would know who and why an individual is using HelpNet. But she believes it has been proven that we don't know individuals and why they are going. The only part that we know is the number of people utilizing this program. HR Director said that in our Drug Free Safety Program policy, it states that we would utilize HelpNet for the same reasons if we ever ran into a situation that an employee tested positive on a drug or alcohol test. She believes it is an important service to have available to our employees. They offer resources such as financial, marital counseling, webinars, coaching and we are also using it with our Wellness program. Several people have used the 10 week online tobacco program and along with that came a weight and stress management program. Mrs. Stewart believes that HelpNet is not very visible in reaching out to our employees. Fiscal Officer said that after the 5 visits, the cost is covered by our health insurance. In the event that we did not have the EAP, any counseling would be health insurance related which we pay for also. So in effect, this is really a very inexpensive way to get this started and it may be able to be covered in the 5 sessions that we have available to us versus having it applied to the health insurance which would be at a much higher rate. Also, this program is available to the spouses, dependents and part-time employees. HR Director commented that she sends out an email to all employees the HelpNet themed webinars and newsletters which focus on a particular topic. Mrs. Stewart requested the HR Director give the Trustees statistics on utilization of this program and to hold this 2015 HelpNet contract renewal for the next meeting.

HR Director requested approval to take two Train the Trainer courses through Working Partners our Drug Free Safety Program. There is a one 4-hour session for employee education and one 4-hour session for supervisor training. The cost for Train the Trainer is \$980.00. She will be applying for a BWC Safety Grant for \$490.00. HR Director commented that by taking the training and leading the employee and supervisor sessions, there is a

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substantial savings for Mifflin Township.

Res. 127-14: Approve HR Director to Attend Train the Trainer Through Working Partners for \$980.00

Mrs. Stewart moved to approve HR Director to attend Train the Trainer through Working Partners for \$980.00. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

The Trustees requested budgets for 2015 from the HR Director and PIO for the next meeting.

HR Director reported that she and Fiscal Officer met with three different attorneys who are employment law consultants. There has been discussion over the last couple of years about maybe having some consultants who specialize in different areas. HR Director requested approval to hire and utilize Clemans-Nelson & Associates which is an employment law consulting firm. She said that she feels more confident with Cleman-Nelson & Associates and their expertise versus using our current legal council. HR Director commented that should a matter escalate to the point of going to court, Clemans-Nelson would not be able to represent us, but one of their attorneys can on their own accord if asked. Should we choose to go with a different attorney, the attorney/consultant with whom we were dealing prior to the point of escalation, would willingly work with the court attorney if that is what we want. The Trustees had a discussion and requested further information and will put this hold for the next meeting.

PIO

PIO presented to the Trustees the June media packet detailing news coverage from all media outlets. Overall, a very positive month, as we were able to take advantage of the newsworthy nature of Safety Town, the donation of a decontamination trailer to Licking County, a training maze built by station 133, and the training fires on Hamilton Road. News coverage was secured for the training fires with all three television stations, the Columbus Dispatch and ThisWeek News/Rocky Fork. The fire department also responded to media coverage generated by the search for two boys playing near the high water at Creekside.

IT

SERVICE

D.J. Tharp reported that Spencer Scott is unable to work for us this year due to a preexisting foot injury. Fiscal Officer requested a resignation letter.

D.J. Tharp requested approval to hire Paul Wilcox for the service department as a part time seasonal worker at \$11.00 per hour and not to exceed 28 hours.

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Res. 128-14: Approve to Hire Paul Wilcox As A Part-Time Seasonal Worker at \$11.00 Per Hour and Not To Exceed 28 Hours Per Week.

Mr. Angelou moved to approve to hire Paul Wilcox as a part-time seasonal worker at \$11.00 per hour and not to exceed 28 hours per week. Mr. Spanovich seconded. All voted yea. Motion carried. (See Referral File)

D.J. Tharp reported that we had three streets resurfaced which is part of the 2012 Franklin County Grant through OPWC. Those streets are Aberdeen, Briarwood and Perdue. He also reported that we had a large tree blew down at Riverside and no damage occurred but a large mess to clean up.

POLICE

Chief Price requested approval to accept the resignation of Sgt. Martin Daly effective July 11, 2014.

Res. 129-14: Approve The Resignation of Sgt. Martin Daly Effective July 11, 2014.

Mr. Angelou moved to approve the resignation of Sgt. Martin Daly effective July 11, 2014. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

Chief Price requested approval to hire Charles Stonerock from part time to full time position at \$20.50 per hour effective July 20, 2014.

Res. 130-14: Approve to Hire Charles Stonerock Full Time at \$20.50 per hour Effective July 20, 2014

Mr. Angelou moved to approve to hire Charles Stonerock full time at \$20.50 per hour effective July 20, 2014. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

Chief Price requested approval to promote Lt. Mark Roddy to Sergeant at \$22.50 per hour effective July 6, 2014.

Res. 131-14: Approve to Promote Lt. Mark Roddy to Sergeant at \$22.50 per hour effective July 6, 2014.

Mr. Angelou moved to promote Lt. Mark Roddy to Sergeant at \$22.50 per hour effective July 6, 2014. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

Chief Price presented to the Trustees the detailed police runs in June 2014.

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FIRE

Chief Taylor requested approval to promote Fire Fighter Technician Christopher Henry to the position of Fire Fighter Specialist effective July 20, 2014. He will be replacing Joseph Zarbaugh who resigned.

Res. 132-14: Approve to Promote Fire Fighter Technician Christopher Henry to Position of Fire Fighter Specialist Effective July 20, 2014

Mrs. Stewart moved to approve to promote fire fighter technician Christopher Henry to position of fire fighter specialist effective July 20, 2014. Mr. Spanovich seconded. All voted yea. Motion carried. (See Referral File)

Chief Taylor requested approval to purchase uniforms from Phoenix Safety Outfitters for the newly promoted fire fighters for a total of \$3,228.00.

Res. 133-14: Approve to Pay Phoenix Safety Outfitters \$3,228.00 for Fire Fighter Uniforms.

Mr. Angelou moved to approve to pay Phoenix Safety Outfitter \$3,228.00 for Fire Fighter Uniforms. Mrs. Stewart seconded. All voted yea. Motion carried. (See Referral File)

Chief Taylor requested approval to repair and refurbish Engine 131 for \$126,495. Currently Engine 133 is at Pierce in Wisconsin.

Res. 134-14: Approve to Repair and Refurbish Engine 131 for \$126,495.00

Mr. Spanovich moved to approve to repair and refurbish Engine 131 for \$126,495.00. Mrs. Stewart seconded. All vote yea. Motion carried. (See Referral File)

Chief Taylor requested approval to declare two sets of coats and pants as surplus for the purpose of disposal. These items will be donated to Columbus Academy for research.

Res. 135-14: Approve to Declare Two Sets of Coats and Pants as Surplus for The Purpose of Disposal.

Mrs. Stewart moved to approve to declare two sets of coats and pants as surplus for the purpose of disposal. Mr. Spanovich seconded. All voted yea. Motion carried. (See Referral File)

Chief Taylor requested acknowledgement of entry into a 3 year contract with BoundTree with a discount of \$7,367.00 so the total expense on our part is only \$468.00. This will be for the tracking of EMS drugs and supplies through BoundTree. They gave us a discount for using their products. This contract with BoundTree was signed off by Mr. Spanovich on July 3, 2014.

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Chief Taylor requested approval to increase the amount paid to Dr. Zeeb by \$500. The total amount paid to him will be \$25,000 a year.

Res. 136-14: Approve to Pay Dr. Zeeb an Additional \$500.

Mrs. Stewart moved to approve to pay Dr. Zeeb an additional \$500.00. Mr. Spanovich seconded. All voted yea. Motion carried. (See Referral File)

Chief Taylor reported that they will be ready to recommend part-time dispatchers and part time inspectors at the August 4th meeting.

Chief Taylor informed the Trustees that he will be bringing a request for Kevin Sponaugle to attend the Kronos Works Conference.

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

Nancy M. White, Fiscal Officer

